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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DENA DIORIO
DIRECTOR OF FINANCE

(203)797-4652
FAX: (203)796-1526

MEMORANDUM

TO: Mayor Mark D. Boughton, via the Common Council

FROM: Dena R. Diorio, Director of Finance & Personnel *Dena*

DATE: March 30, 2005

CERTIFICATION

SUBJECT: Funds for the Airport

Pursuant to the attached request from Paul Estefan, I hereby certify the availability of funds as follows:

| | | |
|--|--|----------------|
| From: | | |
| 8008.5810 – Insurance & Official Bond Premium/Public Liability | | \$13,200 |
| To: | | |
| 9200.5030 – Airport/Overtime | | \$5,000 |
| 9200.5615 – Airport/Heating Fuel | | \$5,000 |
| 9200.5020 – Airport/Salaries | | <u>\$3,200</u> |
| Total | | \$13,200 |

Please feel free to contact me should you require any additional information. Thank you.

C: Paul Estefan, Airport Administrator



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FINANCE DEPT.

MAR - 7 2005

CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DANBURY MUNICIPAL AIRPORT
P.O. BOX 2299
DANBURY, CT. 06813-2299

AIRPORT ADMINISTRATOR
PAUL D. ESTEFAN
(203) 797-4624

TO: Mayor Mark Boughton

Cc: Dena Diorio – Finance Director

FROM: Paul D. Estefan – Airport Administrator 

DATE: March 4, 2005

SUBJECT: Budget Shortfalls

Due to another harsh winter, the Overtime, Heating Fuel, and Regular Salary accounts are overdrawn. Therefore, I am requesting an additional \$5,000 be added to the Overtime account (9200-5030) to cover the snow storms that we have had to date plus the remainder of the season; an additional \$5,000 be added to the Heating Fuel account (9200-5615) to cover the cost of heating oil; and finally an additional \$3,200 be added to the Regular Salaries account (9200-5020) to cover the DMEA increase of my Executive Secretary's salary.

PDE:ald