



2

CITY OF DANBURY

OFFICE OF THE MAYOR
DANBURY, CONNECTICUT 06810

MARK D. BOUGHTON
MAYOR

(203) 797-4511
FAX (203) 796-1666

June 26, 2007

Honorable Members of the Common Council
City of Danbury, Connecticut

RE: DTV

Dear Members of the Common Council,

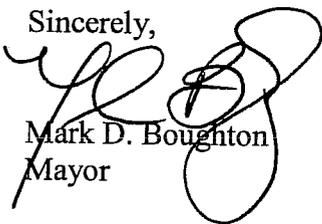
As many of you are aware, we are in the process of setting up our own system for taping and broadcasting public meetings.

Over the past several months this has been done with a small group of volunteers. Based on our assessment of the work that will need to be done to cover all meetings, and the level of training necessary to operate the new equipment, it has become apparent that we cannot do this without hiring part-time staff.

I have spoken to Danbury High School's media department about using some of the students to help us with this project and we are developing an internship program for the fall.

I am respectfully requesting \$5000.00 from our contingency fund to pay part-time salaries to help broadcast meetings.

Sincerely,



Mark D. Boughton
Mayor



2-1

CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DAN GARRICK
ASSISTANT DIRECTOR OF FINANCE

(203)797-4650
FAX: (203)796-1526

MEMORANDUM

TO: Mayor Mark D. Boughton via the Common Council ✓
FROM: Dan Garrick, Assistant Director of Finance *Dan*
DATE: June 27, 2007 **CERTIFICATION #2**
SUBJECT: Certification of Funds – DTV Part Time Salaries

Pursuant to the attached request, I hereby certify the availability of \$5,000 to be transferred into the following line item:

1010.5040 Part Time Salaries \$5,000

The appropriation will come from the City's Contingency Account.

The status of the Contingency Account is as follows:

Budgeted Contingency:	\$1,300,000
Pending Request	- 282,495
This Request:	- <u>5,000</u>
Balance in Contingency:	\$1,012,505

Thank you.