

PRIOR NOTIFICATION FORM

NOTICE OF MATTER TO BE SUBMITTED TO THE BOARD OF ALDERS

TO (list applicable alders of): ALL

WARD # **ALL**

DATE: **January 8th, 2024**

FROM: Department/Office Office of the Chief Administrative Officer
Person Regina Rush-Kittle, CAO Telephone 203/946-7901

This is to inform you that the following matter affecting your ward(s) will be submitted to the Board of Alders in the near future:

ORDINANCE AMENDMENT TO APPROPRIATING ORDINANCE # 1 CREATING
THE POSITION OF DIRECTOR OF EMERGENCY MANAGEMENT, AND
TRANSFERRING FUNDS FROM EXPENDITURE RESERVE ESTIMATED NOT TO
EXCEED AN AMOUNT OF \$140,000 TO THE CHIEF ADMINISTRATIVE OFFICE,
EMERGENCY MANAGEMENT SALARY ACCOUNT

Check one if this an appointment to a commission

- ☐ Democrat
- ☐ Republican
- ☐ Unaffiliated/Independent/Other _____

INSTRUCTIONS TO DEPARTMENTS

1. Departments are responsible for sending this form to the alder(s) affected by the item.
2. This form must be sent (or delivered) directly to the alder(s) **before** it is submitted to the Legislative Services Office for the Board of Alders agenda.
3. The date entry must be completed with the date this form was sent the alder(s).
4. Copies to: alder(s); sponsoring department; attached to submission to Board of Alders.