

### CHECK LIST FOR ALDERMANIC SUBMISSIONS

|                                     |                                                          |
|-------------------------------------|----------------------------------------------------------|
| <input checked="" type="checkbox"/> | Cover Letter                                             |
| <input checked="" type="checkbox"/> | Order to Appoint/Reappoint                               |
| <input checked="" type="checkbox"/> | Prior Notification Form/Notice of Matter to be Submitted |
| <input checked="" type="checkbox"/> | Prior Notification Letter to Appointee/Re-appointee      |
| <input checked="" type="checkbox"/> | Application for City Boards/Commissions                  |
| <input checked="" type="checkbox"/> | Resumé/CV <b>or</b> personal statement of interest/bio   |

#### **Other:**

|                          |                                                      |
|--------------------------|------------------------------------------------------|
| <input type="checkbox"/> | Attendance for past 12 months (*reappointments only) |
| <input type="checkbox"/> | Recommendations/support letters (optional)           |
| <input type="checkbox"/> | Annual Disclosure Form                               |

Date Submitted: April 20<sup>TH</sup>, 2023

Meeting Submitted For: May 1<sup>ST</sup>, 2023

Regular or Suspension Agenda: Regular

Submitted By: Barbara Montalvo

#### **Title of Legislation:**

ORDER OF THE NEW HAVEN BOARD OF ALDERS APPROVING THE  
APPOINTMENT OF JOHN HUETTNER TO THE HOMELESS ADVISORY  
COMMISSION.

Comments: LEGISTAR FILE ID: LM-2023-0279

Coordinator's Signature: N/A

Controller's Signature (if grant): N/A

Mayor's Office Signature: 

Call (203) 946-7670 or [bmontalvo@newhavenct.gov](mailto:bmontalvo@newhavenct.gov) with any questions.