

## CHECK LIST FOR ALDERMANIC SUBMISSIONS

<input checked="" type="checkbox"/>	Cover Letter
<input checked="" type="checkbox"/>	Resolutions/Orders/Ordinances (NOTE: If you are submitting any item to the State you must write a Resolution)
<input checked="" type="checkbox"/>	Prior Notification Form
<input checked="" type="checkbox"/>	Fiscal Impact Statement - Should include comprehensive budget
<input type="checkbox"/>	Supporting Documentation (if applicable)
<input type="checkbox"/>	E-mailed Cover letter & Order

### IN ADDITION [IF A GRANT]:

<input type="checkbox"/>	Notice of Intent
<input type="checkbox"/>	Grant Summary
<input type="checkbox"/>	Executive Summary (not longer than 5 pages without an explanation)

Date Submitted: May 9, 2024

Meeting Submitted For: May 20, 2024

Regular or Suspension Agenda: Regular

Submitted By: Roderick Williams, Deputy Corporation Counsel

Title of Legislation:

**ORDER OF THE BOARD OF ALDERS AUTHORIZING THE OFFICE OF THE CORPORATION COUNSEL TO ENTER INTO A MULTI-YEAR AGREEMENT WITH THOMSON REUTERS, A WEST PUBLISHING CORPORATION, TO SUBSCRIBE TO WESTLAW ONLINE LEGAL RESEARCH DATABASES**

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Coordinator's Signature:  \_\_\_\_\_

Controller's Signature (if grant): \_\_\_\_\_

Mayor's Office Signature: \_\_\_\_\_

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

**\*\*PLEASE NOTE CLEARLY IF UC (UNANIMOUS CONSENT) IS REQUESTED\*\***