

**CHECK LIST FOR ALDERMANIC SUBMISSIONS**

X	Cover Letter
X	Resolutions/ Orders/ Ordinances
X	Prior Notification Form
X	Fiscal Impact Statement - Should include comprehensive budget
	Supporting Documentation
	Disk or E-mailed Cover letter & Order
	<b>IN ADDITION IF A GRANT:</b>
	Notice of Intent
	Grant Summary
	Executive Summary (not longer than 5 pages without an explanation)

Date Submitted: 8/27/12

Meeting Submitted For: 9/4/12

Regular or Suspension Agenda: Regular

Submitted By: Robert Smuts

**Title of Legislation**

**Ordinance Amendment regarding retirement of Assistant Chiefs of Police  
in the Executive Management and Confidential Employees Personnel and Procedures  
Manual**

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**Comments:**

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

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

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

Call 946-7665 with any questions.

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