

PRIOR NOTIFICATION FORM

NOTICE OF MATTER TO BE SUBMITTED TO THE BOARD OF ALDERS

TO (list applicable alders of): ALL

WARD # ALL

DATE: **February 6th, 2025**

FROM: Department/Office Mayor's Office
Person Sean Matteson Telephone _____

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:

ORDER APPROVING AN AMENDMENT TO A LEGAL SERVICE AGREEMENT WITH THE LAW FIRM OF BERCHEM, MOSES, AND DEVLIN INCREASING THE MAXIMUM COMPENSATION FROM \$99,000 TO \$198,000 FROM FY 2024-2025 LINE ITEM 11331010-56696.

Check one if this an appointment to a Board or 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.