



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org



TO: Personnel Committee
FROM: Kathleen M. McDaniel, City Attorney
RE: City Attorney's Office Update
DATE: May 2, 2019

In addition to drafting legislation as requested by City departments, the City Attorney's Office has worked on the following projects and initiatives since our last meeting in April:

Environmental Remediation

- Lemberger Landfill: Project continues as planned. Next status call set for June.
- Gravel Pit: Cost recovery efforts continue. DNR meeting about alternate treatment system went well, but DNR is requesting written request. Communication with homeowners continues.

Open Records Requests

- S. Schupbach of American Transparency for employee salaries (Finance filing)
- P. Christiansen request regarding Alder Jacobs and former Alder Gabriel (withdrawn)

Litigation, Prosecution, and Neighborhood Improvement

- Lowe's: Initial phases of litigation, no updates from tax counsel
- Reminder: Municipal Court now holds trials on Wednesday mornings
- Pretrial dates have been changed from every Tuesday to one Wednesday a month to improve office efficiency
- Assist Police with ordinance interpretation questions
- 314-316 Riverview Drive: Demolition is complete, property is being rezoned
- Blighted properties: Raze orders are continuously being filed and litigated. Three have already been filed this month.

Economic Development

- CN Peninsula: Real estate transaction closed. New leases being renegotiated and City requesting neighbors remove items from our property.
- Alliance: Development agreement finalized at Council in April.
- Metal Ware: Waiting for TIF application and execution of Development Agreement to close
- Strand: COW meeting scheduled to discuss TIF application
- Assist CDD with other upcoming projects
-

City Attorney Kathleen M. McDaniel • Assistant City Attorney Elizabeth Majerus
Paralegal Jane M. Rhode

CITY HALL • 900 Quay Street • Manitowoc, WI 54220-4543

Phone (920) 686-6990 • Fax (920) 686-6999

LEAN/BPI

- Assisted staff with advice on BPI events as needed
- Possible event for 2019: follow-up on small contracts RIE from 2019
- Attorney Majerus will attend two day RIE on blight program in May

Insurance/Risk Management

- Reviewed claims filed against the City, reported to insurance
- ADA Title II: Audit progress continues
- Weapons Training for Library employees at April all-staff meeting

Labor Matters

- Fire Department bargaining: Declaratory ruling process continues
- Provide resolutions to backfill and fill positions where appropriate
- Assist HR with investigations as needed

Office Matters

- Paralegal on FMLA, City Clerk staff assisting with clerical matters and paralegal help
- Staff meeting held weekly
- Prepared committee reports

Monthly Reporting

- Since my March 29, 2019 report:
 - 22 Requests for Legal Services received, 26 closed
 - 11 litigation matters opened (6 animal bites, 1 claim, 1 bankruptcy, 3 raze orders), 8 closed
 - 61 new citations were sent over for prosecution, trials are scheduled through mid-August