

TO: Personnel Committee
FROM: Kathleen M. McDaniel, City Attorney
RE: City Attorney's Office Update
DATE: April 6, 2015

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:

Environmental Remediation

- Lemberger Landfill: Work progressing as planned, project is under budget.
- Gravel Pit: Fourth quarter sampling occurred last month, no new detects. Presented update to COW.

Business Process Improvement

- Special Events: Plan was presented to Parks and is still waiting for approval
- Permits and Awnings: Revising Hold Harmless Update to comply with new ordinance
- Citations: BPI being held 5/15 to review municipal court workflow

Municipal Court and External Legal Services

- Review billing from contract prosecutor, which is under the budgeted amount.
- Training Police at annual inservice
- Served as judge at monthly teen court session

Insurance

- Reviewed claims filed against the City
- Trained staff from Clerk and DPI on how to update property insurance information

Labor Relations

- Fire Contract: Mediation scheduled for April 8
- Police Grievance on Smoking Surcharge: Working on stipulated facts with police attorney
- DPW Prohibited Practices Complaint: Settled

Open Records Requests

- Jon Fessler: Emails relating to himself or his family
- California Common Sense: CAFR and Budgets

Quarterly Reporting

- 116 Requests for Legal Services were received in the first quarter
- 22 new litigation matters were opened
- 202 new citations were sent over for prosecution