

Personnel
12-21-15

15-1308

RESOLUTION

STAFF ATTORNEY

WHEREAS, the City currently budgets \$32,400 annually for prosecution services for traffic and ordinance violations in Municipal and Circuit Court, which allows for up to 27 hours of prosecution work per month; and

WHEREAS, the Common Council approved a request to hire an additional Staff Attorney within the City Attorney's office to assist with the work load within the department, as part of the 2016 budget; and

WHEREAS, for an additional \$3,955.60 per year this in house part-time, exempt Staff Attorney at 20 hours per week would not just prosecute but would assist with and provide legal services for the City and serve as backup to the City Attorney; and

WHEREAS, the Personnel Committee recommended approval to fill this newly created Staff Attorney position at a meeting held on Tuesday, December 15th, 2015.

WHEREAS, the Common Council has enacted a resolution requiring 2/3 approval of the Common Council prior to filling a vacancy.

NOW THEREFORE, BE IT RESOLVED BY Mayor Justin M. Nickels and the Common Council of the City of Manitowoc to approve the creation and filling of the Staff Attorney position within the City Attorney's Office, as a part-time, 20 hours per week exempt position, at Grade N of the City's Compensation Plan, as shown on the newly created job description, all according to the Employee Policy Manual and the Mayor's adopted Executive Budget for 2016.

Introduced DEC 21 2015 _____

Adopted _____

Approved _____

Justin M. Nickels, Mayor
This resolution was drafted by Kathleen M. McDaniel, City Attorney

Fiscal Impact: \$3,955.60 Finance Director Approval: /sc
Funding Source: City Attorney personnel lines Approved as to form: /kmm