



CITY OF MANITOWOC

WISCONSIN, USA

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TO: Personnel Committee
FROM: Kathleen M. McDaniel, City Attorney
RE: City Attorney's Office Update
DATE: January 31, 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 December:

Environmental Remediation

- Lemberger Landfill: Project continues as planned. Next status call set for January 7.
- Gravel Pit: Meet with homeowner unhappy with replacement well water taste and aesthetics, follow up with technical staff. Continue cost recovery efforts against successor to Mirro.

Open Records Requests

- Citizen request for MIRA expenditures

Litigation, Prosecution, and Claims Reporting

- Lowe's: Initial phases of litigation, no update from tax counsel
- Reminder: Municipal Court now holds trials on Wednesday mornings
- 2019 Final Claims Report will be provided to Finance
- Revised truancy process approved by Council

LEAN/BPI

- Assisted staff with advice on BPI events as needed
- Possible event for 2019: follow-up on small contracts RIE from 2019

Neighborhood Improvement

- 314-316 Riverview Drive: Fire Department is working on demolition. Asbestos remediation has been scheduled.
- Blighted properties: Two raze orders requested in January.
- Rental Registration: Registration form is live and registrations are coming in

Economic Development

- CN Peninsula: Phase 2 testing is completed and follow-up testing is planned.
- Strand Adventures: Closing tentatively scheduled for February 4
- Red Line: Reviewing revised Development Agreement, will be at Finance on February 13

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Insurance/Risk Management

- Reviewed claims filed against the City, reported to insurance
- ADA Title II: next meeting set for March, working with departments on audits
- CVMIC Work Plan Meeting
- Provided training at Police Inservice
- Weapons Training for Library staff scheduled

Labor Matters

- Fire Department bargaining continues, additional update will be provided at meeting
- Provide resolutions to backfill and fill positions where appropriate

Office Matters

- Staff meeting held weekly (on Wednesdays in 2019)
- Biweekly check-ins held with employees
- Prepared committee reports
- Held weekly municipal court pre-trials and trials

Monthly Reporting

- Since my January 3, 2019 report:
 - 26 Requests for Legal Services received, 21 closed
 - 11 litigation matters opened (4 bites, 1 bankruptcy notice, 3 claims), 1 closed
 - 80 new citations were sent over for prosecution, all pending matters set for trial