



TO: Personnel Committee
FROM: Kathleen M. McDaniel, City Attorney
RE: City Attorney's Office Update
DATE: June 4, 2021

In addition to drafting legislation and reviewing contracts as requested by City departments, the City Attorney's Office has worked on the following projects and initiatives since my April 29, 2021 update:

Environmental Remediation

- Lemberger Landfill: Work continues as planned.
- Gravel Pit: Virtual Town Hall postponed while awaiting PSC approval, Newell cost recovery continues.
- WPS Superfund Site: No update from last month.

Open Records Requests

- Attorney Belair for Michael Sawall/Sawall Construction Permits
- Jim Pullman re Renegades Bar
- Sulynn Moore re Manitowoc Library training

Litigation, Prosecution, and Neighborhood Improvement

- Assist Police with ordinance interpretation questions
- Blighted properties: Asst. City Attorney continues to work with Housing Inspector and Crime Prevention Sergeant to address, see updates from Chief Blaser to Public Safety for razing information
- Address home occupation operating without any licenses or permits

Economic Development

- Assist CD Department with proposed upcoming projects
 - Ammo – closed, lease executed
 - Metal Ware - ongoing
 - Dramm - closed
 - Petskull – in progress
 - Doneff's Schuette parking garage – closed
 - River North Apartments - ongoing
- Assist with trail development on Bayshore property and at Camp Vits

LEAN/BPI

- Assisted staff with advice on BPI events as needed
- Asst. City Attorney serving as chair of BPI committee

Insurance/Risk Management

- Reviewed claims filed against the City, reported to insurance and Finance as appropriate
- ADA Title II work in progress

Labor Matters

- Fire: Union requested to open bargaining
- Responding to Transit grievance
- Assist unionized departments with personnel matters as needed
- Central States insurance coverage
- Assist HR with policy interpretation and discipline as necessary

Office Matters/Additional Information

- Request from UW-Stevens Point student to do an unpaid internship for credit this summer
- Asst. City Attorney conducted witness training for staff who testify

Monthly Reporting

- Since my April 29, 2021 report:
 - 30 Requests for Legal Services received, 20 closed
 - 0 new litigation matters
 - 38 new citations sent over for prosecution, trials scheduled into December 2021