

TO: Personnel Committee  
FROM: Kathleen M. McDaniel, City Attorney  
RE: City Attorney's Office Update  
DATE: June 2, 2016

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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: No major updates to report.
- Gravel Pit: Met with consultant to discuss budget for 2017, continue remediation discussions with DNR

**Business Process Improvement**

- Citations: The only outstanding item is a backup being appointed for the Municipal Court Clerk. This is to be done by the Finance Director and Judge.

**Litigation and Prosecution**

- Review nuisance properties with Police Department and discuss with outside counsel
- Assist Fire Department with obtaining warrants for properties where garbage has become a health hazard
- 1512 Washington: Weekly meetings held with DPI to monitor progress on site.

**Insurance**

- Reviewed claims filed against the City. A local plumbing contractor appears to be advising all his customers to file claims for lateral work.
- Property insurance: potential claim for car ferry dock wall, adding new property (bike racks, pedestrian crossing signs)

**Open Records**

- Continuing to work on voluminous request for building inspection records from 1980 forward
- Cris Olson (private citizen) requested the names of employees in our Cyber Crimes unit

**Office Matters**

- Planning for absence of City Attorney due to maternity leave in fall continues.
- New phone system installed for internal calls

**Monthly Reporting**

- Since my April 28, 2016 report:
  - 10 Requests for Legal Services were received, 19 were closed
  - 5 new litigation matters were opened, 0 were closed
  - 40 new citations were sent over for prosecution, 18 were closed, 6 were diverted.