



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org



TO: Personnel Committee
FROM: Kathleen M. McDaniel, City Attorney
RE: City Attorney's Office Update
DATE: June 27, 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 June:

Environmental Remediation

- Lemberger Landfill: Project continues as planned. Next status call set for July 10.
- Gravel Pit: Update provided at June COW.

Open Records Requests

- Attorney John Hawley filed a request for the personnel file of a former employee

Litigation, Prosecution, and Neighborhood Improvement

- Lowe's: Initial phases of litigation, no updates from tax counsel
- Assist Police with ordinance interpretation questions
- 205 N. Rapids Rd is being razed at owner expense – progress continues
- Blighted properties: Five raze orders were filed this month.

Economic Development

- CN Peninsula: Real estate transaction closed. New leases being renegotiated and City requesting neighbors remove items from our property.
- Metal Ware: Waiting for TIF application and execution of Development Agreement, met with executives, Mayor, and CDD to discuss status
- Strand: Development Agreement approved
- Bayshore: Development Agreement approved
- Lakeside: Development Agreement approved
- Assist CDD with other upcoming projects

LEAN/BPI

- Assisted staff with advice on BPI events as needed
- Possible event for 2019: follow-up on small contracts RIE from 2019
- Working with Deputy Clerk on Council document workflow, RIE scheduled for Tuesday

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Insurance/Risk Management

- Reviewed claims filed against the City, reported to insurance
- ADA Title II: Audit progress continues, several departments have returned self-audit
- Working with Finance to obtain quotes for 2020 property insurance coverage

Labor Matters

- Fire Department bargaining: Declaratory ruling process continues, assisted outside counsel with identifying areas for stipulation
- Transit bargaining: Transit bargaining has begun
- Provide resolutions to backfill and fill positions where appropriate
- Assist PD with discipline and employee relations as needed

Office Matters

- Office back to full staffing
- Staff meeting held weekly
- Prepared committee reports
- Mid-year reviews conducted

Monthly Reporting

- Since my May 31, 2019 report:
 - 39 requests for Legal Services received, 38 closed
 - 2 litigation matters opened (claims), 2 closed
 - 88 new citations sent over for prosecution, trials are scheduled through November and into December