



City of Lawrence

LEGAL

2007 Annual Report

Contents

- A. Legal Services
- B. Human Relations
- C. Municipal courts

A. Legal Services

2007 Overview

The Department of Legal Services is made up of four divisions: City Legal Services, Human Relations, Municipal Court, and the Prosecutor's Office.

In addition to advising city staff on legal matters, the Legal Services division of the Department helps implement the policies and priorities of the City Commission by preparing and defending ordinances, preparing resolutions, policies, contracts, and other legal documents. Major projects of the in-house division of the department included:

- Successfully defending the City's smoking ordinance in the Kansas Supreme Court;
- Supporting law enforcement's downtown safety initiatives including successfully opposing the Alcohol Beverage Control's renewal of a state liquor license for a downtown drinking establishment that posed serious public safety concerns;
- Assisting with the enforcement of the Disorderly House Nuisance Ordinance through participation in abatement conferences;
- Preparing legal documents the City's first Neighborhood Revitalization Plan for the 8th and Pennsylvania redevelopment project; and
- Training of departments and advisory boards on federal, state and local laws.

City Ordinances/Resolutions City Code

The Legal Services Department has a role in nearly every ordinance and resolution that appears on City Commission agendas throughout the year. The department is often the principal

researcher and drafter of key ordinances and resolutions and provides review of the same for other City departments.

Some of the key ordinances and resolutions in 2007 included ordinances that created the Office of the City Auditor; the international family of building codes; created a temporary special event permit; created a Domestic Partnership Registry; amended the towing and vehicle impoundment sections of the City Code; and amended the Development Code and the Subdivision Regulations.

The department is also responsible for updating and codification of the City Code and maintaining the on-line version of the Code.

Resolutions

The legal department reviews and coordinates all special assessment benefit district projects for the City. Numerous benefit districts were created and resolutions and ordinances adopted for those districts in 2007.

City legal staff assisted with several annexation resolutions and ordinances in 2007 including annexation of over 535 acres of land for the new Wakarusa wastewater plant site and annexation of property acquired for the Pump Station 48 project on North Folks Road. The City also annexed the land planned for the Sesquicentennial Point project.

Contract Review

The legal services department provides contract review services for other City departments. This includes review of numerous engineering & public project contracts and service contracts.

Property Acquisition

The Legal Services Department coordinates property acquisition for public projects. The City acquires real property, street rights-of-way, permanent and temporary easements for the creation of new City parks, street improvements, recreation paths, and sanitary sewer improvement projects.

Legal staff negotiates and manages City leases and assists the Public Works Department with the review of numerous vacation applications and right-of-way license and use agreements.

Training

The Legal Services Department provides training for various departments and city advisory boards. These range from open records and open meeting laws trainings to search and seizure principles, investigating discrimination complaints, and updates in the law.

Publications-Presentations

Toni Wheeler, Director, presented information on smoking ordinances to local elected officials at the League of Kansas Municipalities Annual Meeting on October 7, 2007 in Overland Park, Kansas.

Scott Miller, Staff Attorney, along with Frank Reeb, and Captain Daniel Affalter presented “Effective Internal Investigations” to the annual Human Relations Equal Opportunity Law Update Seminar, Oct. 16-17, 2007.

R. Scott Wagner, Management Analyst, and Philip Ciesielski, co-authored “Design-Build Constructions: A Team Approach”, Kansas Government Journal, November 2007.

Legal Services Department

Lawrence City Code at: www.lawrenceks.org

B. The Human Relations Division & Human Relations Commission

The Human Relations Division

The Human Relations Division (HRD) is the City’s civil and human rights enforcement agency. The division accepts, investigates, decides and resolves allegations of unlawful discrimination in employment, housing, and public accommodations on the bases of race, sex, religion, color, national origin, age, ancestry, disability, sexual orientation, and familial status in housing. Additional responsibilities of the department include:

- Providing public education and training on equal employment opportunity, equal access to public accommodations and fair housing
- Offering alternative dispute resolution
- Providing technical assistance to the local business community, agencies, organizations and general public
- Acting as an information and referral resource for social services

The Human Relations Commission

- Consists of nine (9) members from diverse racial, ethnic; commercial, industrial, and other segments of the community appointed by the Mayor, with the consent of the governing body.
- Acts as an advisory body to the Board of Commissioners of the City of Lawrence (the City Commission).
- Is empowered by law to receive, investigate, decide, and attempt to settle complaints alleging discrimination, segregation or separation in employment, housing or public accommodations.
- Acts as an advisory body to the Human Relations Department.
- Holds public hearings.

Case Management - Formal Complaints

Employment / Total Cases: 15			
Conciliated	No Probable Cause	Probable Cause	Admin. Closure / CP Withdrawal

4	10	0	1
Housing / Total Cases: 17			
Conciliated	No Probable Cause	Probable Cause	Admin. Closure
8	9	0	0
Public Accommodation / Total Cases: 2			
Conciliated	No Probable Cause	Probable Cause	Admin. Closure
1	0	0	1
Overall / Total Cases: 34			
Conciliated	No Probable Cause	Probable Cause	Admin. Closure
13	38%	19	56%
0	0%	2	6%

Fair Housing Assistance Program

The HRD received an excellent review during its 2007 HUD Annual FHAP Agency Review.

Staff Training and Professional Development

HRD staff and two LHRC commissioners attended mandatory training conducted by HUD and sponsored by the Regional Executive Council on Civil Rights (RECCR).

Education and Outreach

The Fair Housing Assistance Program conducted a variety of outreach activities throughout the community, including two successful events for Fair Housing Month, April 2007; the Fair Housing Seminar for Landlords, Owners, and Property Managers, and a Fair Housing Information Fair for Tenants. Both events garnered an overall ranking of “excellent” from attendees.

Employment / Public Accommodations

EDUCATION AND OUTREACH

The Equal Opportunity Law Update Seminar (EOLUS) was conducted on October 16 – 17, 2007. The seminar provided up to 16 CLE’s for attorneys, 6 CME’s for mediators, and 14 CEU’s toward PHR & SPHR recertification through the Human Resource Certification Institute.

Community Relations

Staff aided with efforts of the Lawrence-Douglas County NAACP, the Juneteenth Celebration, and offered aid/assistance to the various other community organizations and agencies.

There were various contacts with several social service agencies to assist unemployed, underemployed, low-income, and homeless persons. Outreach contacts were also made to several area businesses and employers.

The staff was active with the Kansas Human Relations Association, a professional statewide organization.

C. Municipal Court

Revenue: The annual net revenue to all city funds was \$2,616,240, down 2% from 2006. The highest revenue month on record was October, ending with \$330,132.

Citations: The highest ticket month of the year was August. There were 5,518 tickets issued during that month. The total number of citations issued for the year was 40,572, up 3% from 2006.

Parking: There were 94,890 meter tickets issued in 2007, down 2% from the 2006 total of 96,739. The average collection rate on meter tickets for the year was 58%.

NTA Parking revenue increased by 16% as a result of an increase in parking and handicapped parking fines.

Technology Improvements: Software and equipment was installed that enables the Police Department to issue citations from a mobile data terminal or handheld unit and transfer the information electronically into the Court's case management system. Training was completed during the first quarter of 2007, and over the course of the year, 17,716 citations were issued electronically. This was 52% of the total citations issued by the Lawrence Police Department. In October, 70% of the citations issued by the LPD were electronic citations. In December, 69% of the LPD citations were electronic, followed by August at 68%.

The Prosecutor case management system, Full Case, was installed in May, 2007. This system works with the Court's case management system to allow the Court and City Prosecutor's office to transmit citation and disposition information electronically. This system is designed to ensure accurate and timely case management and should streamline the judicial process for citizens and court personnel.

The Top 10 Traffic Offenses in 2007:

1. Speeding	7168
2. No Insurance	2363
3. Seat Belt Violation	1375
4. Stop Sign Violation	1203
5. Expired Tag	1061
6. Driving While Suspended	804
7. Inattentive Driving	708
8. Violating Traffic Control Signal	850
9. Operating Under the Influence	491
10. No Valid Drivers License	416

The Top 5 Parking Violations in 2007:

1. Parked with Expired Tag	5152
2. Posted No Parking	3050
3. Parked within 15 ft of Fire Hydrant	750
4. Parked More than 12" from Curb	593
5. Handicapped Parking Violation	565

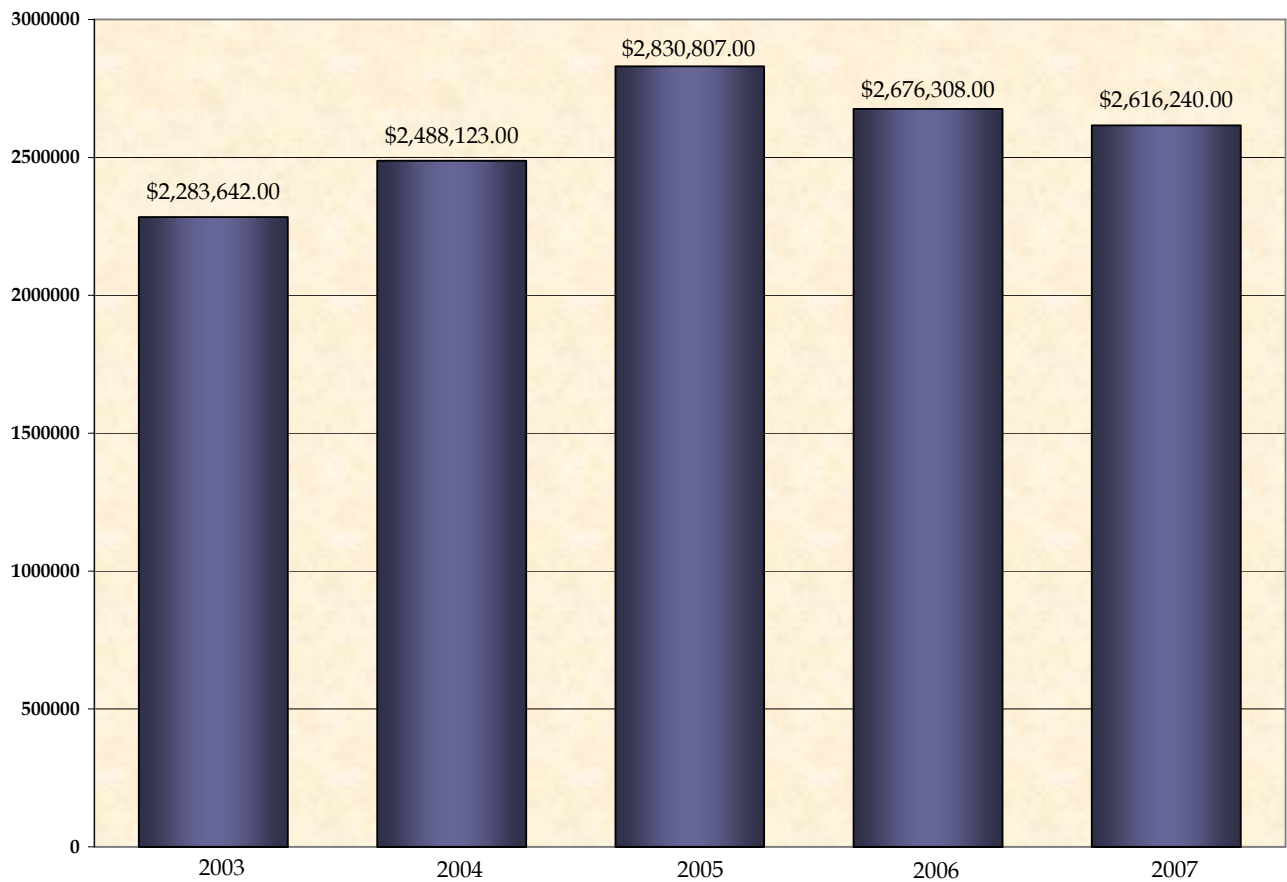
The Top 5 Public Offenses in 2007:

1. Overtime Parking/Criminal Complaint	702
2. Minor in Possession	422
3. Theft	399
4. Disorderly Conduct	393
5. Disturbing the Peace; Loud Noise	340

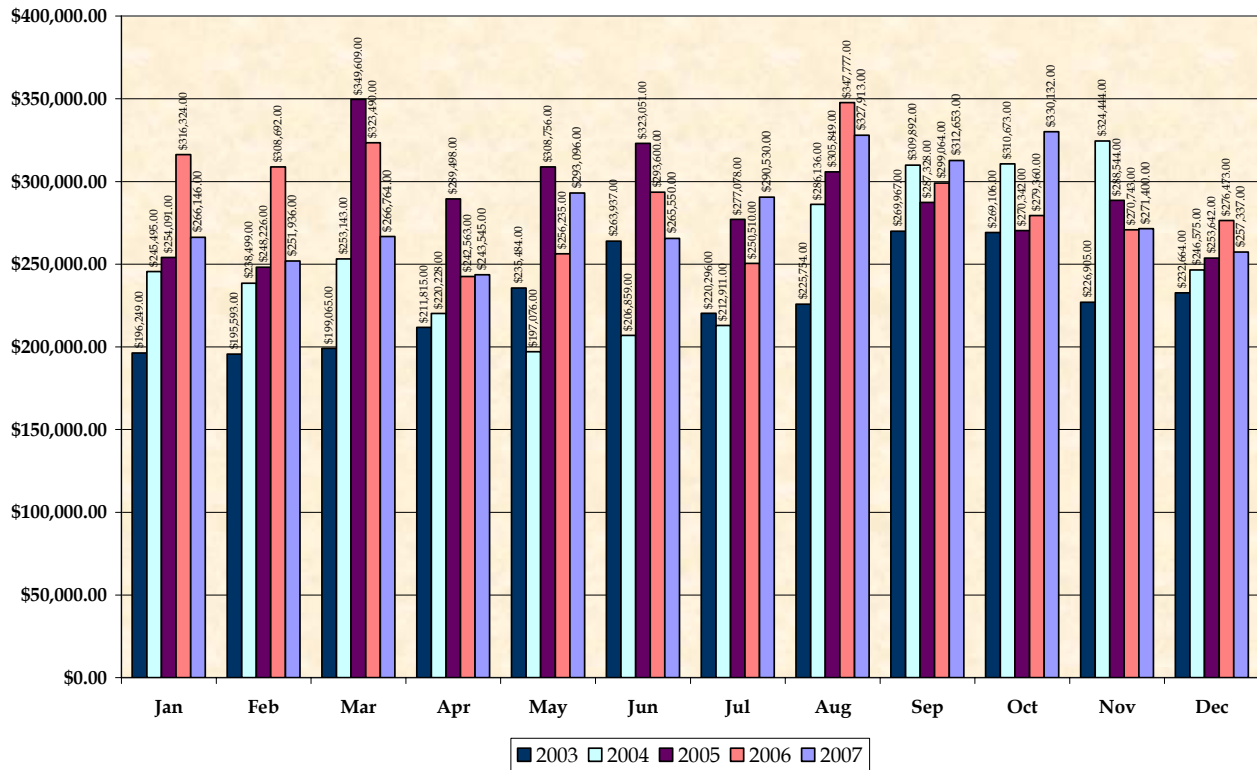
Yearly Gross Revenue (2003-2007)



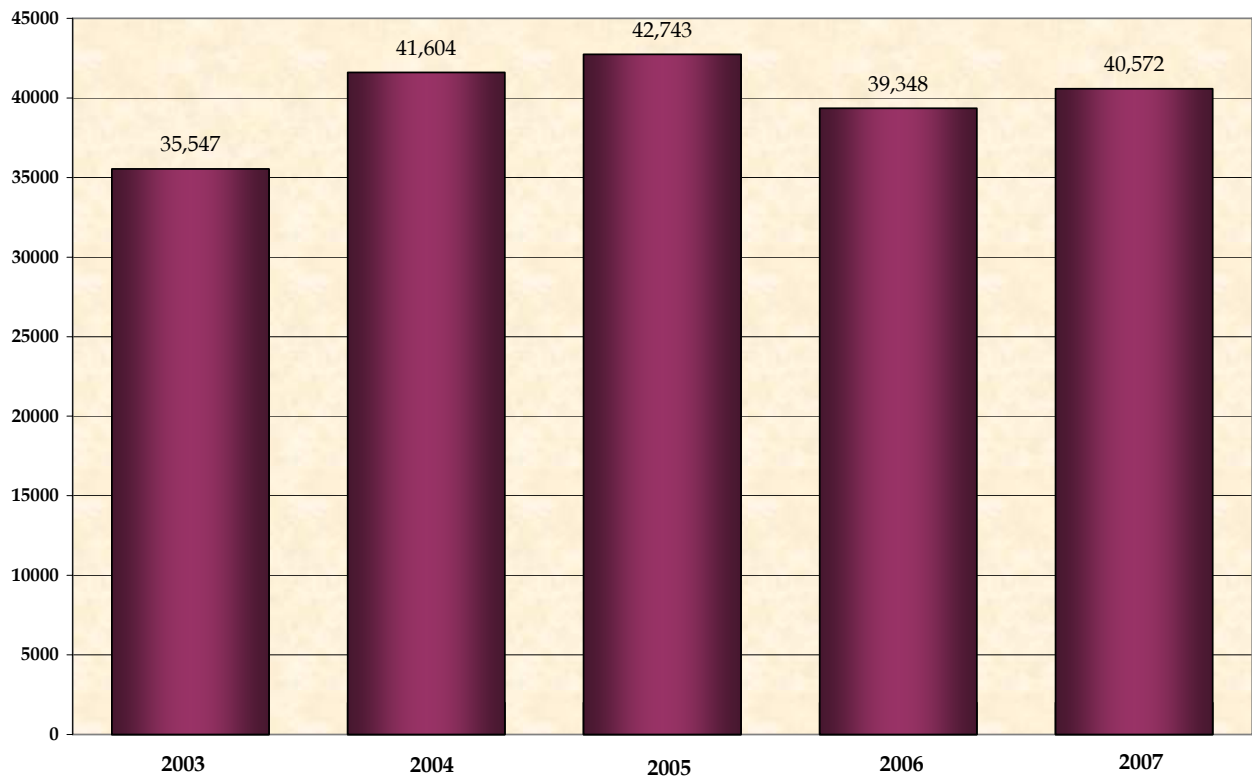
Yearly City Revenue (2003-2007)



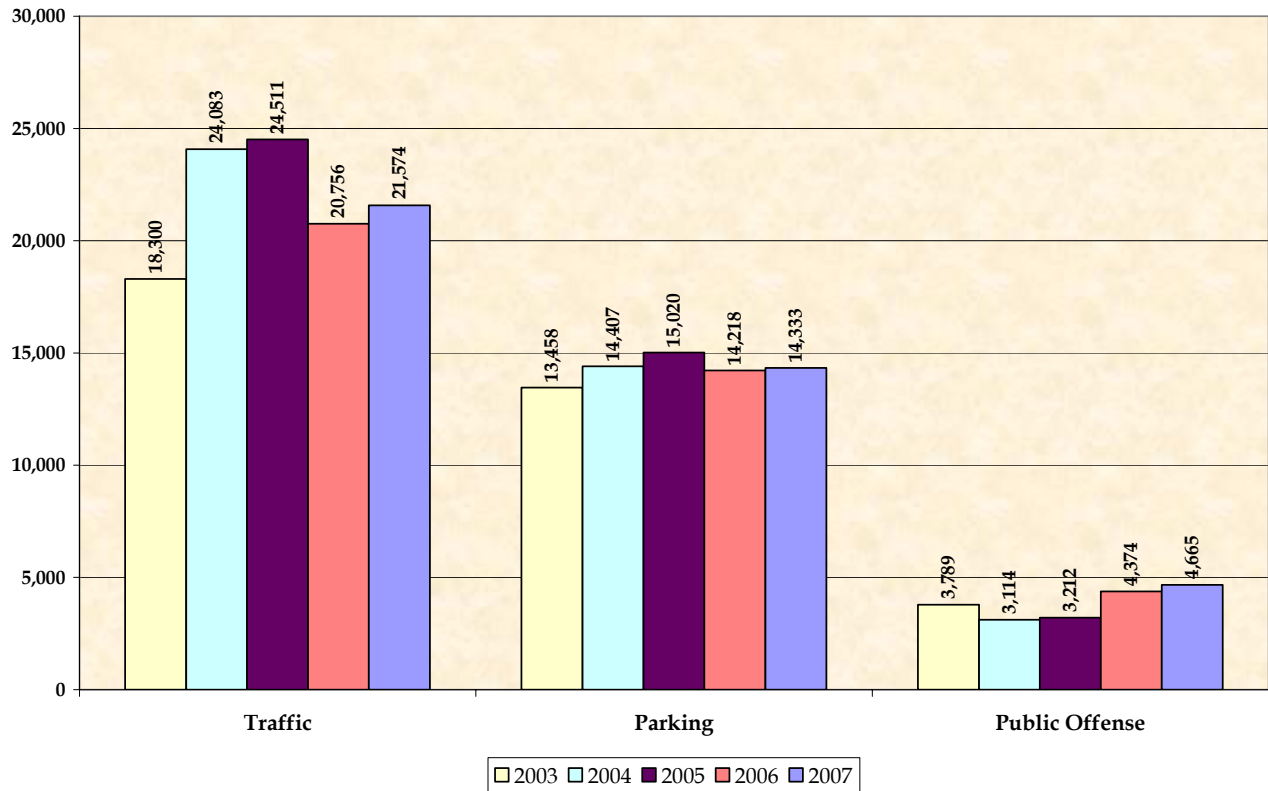
Monthly Gross Revenue (2003-2007)



Total Tickets Issued (2003-2007)



Tickets by Type (2003-2007)



Special Citation Monitoring (2003-2007)

