

City Attorney's Office Monthly Report

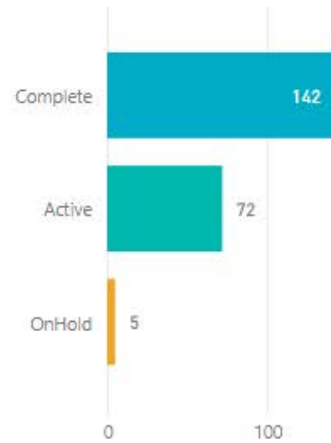
June, 2025

Purpose: The City Attorney's Office ("CAO") provides support to all City departments, elected and appointed officials, and staff on a range of issues pursuant to Wis. Stat. § 62.09(12). In addition to providing legal, strategy, and risk-management advice, the CAO drafts, edits, and reviews legal documents; prepares and reviews Council documents; represents the City in litigation; prosecutes municipal ordinance violations; drafts and reviews ordinances, resolutions, and policies. This report is intended to provide a summary of many of those tasks.

Scope: Much of the CAO's work is managed via LawVu, our document and project management software. We are working to include legal services requests received via email, phone, or in-person within the LawVu management software to improve reporting accuracy. Quick questions, conversational issues, and the like will remain outside the scope of this report. CAO welcomes suggestions for future reporting metrics or modifications.

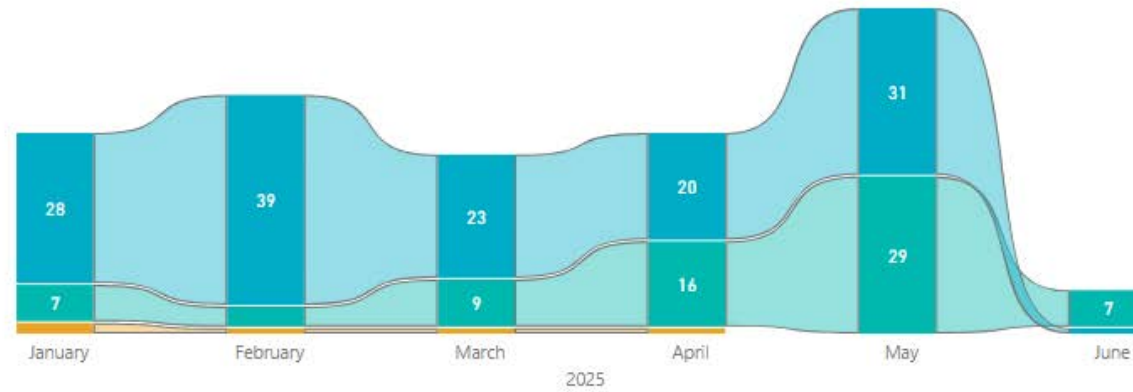
Matters by Status (YTD)

Matters by status



Matters by status over time

Status ● Active ● Complete ● OnHold



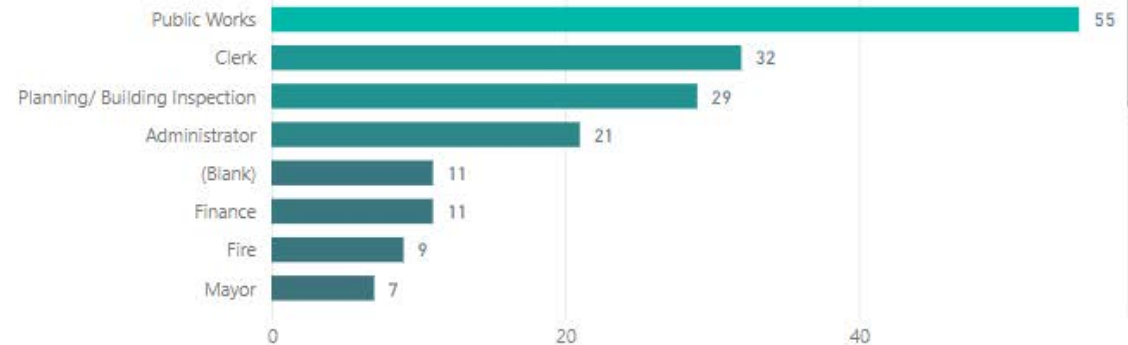
Matters by Type and Department (YTD)

Matters by type

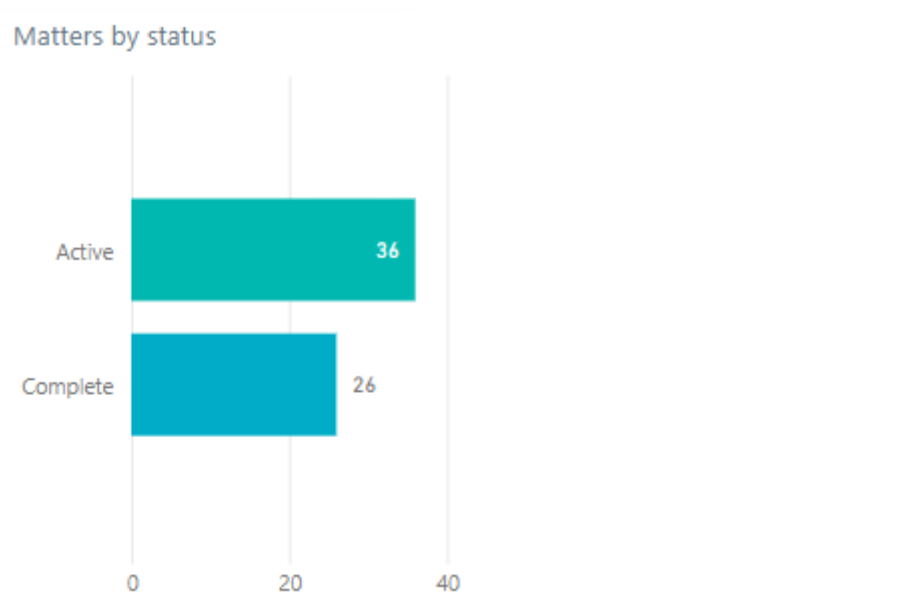


Department Manager Owner Region Team Created by Created Source

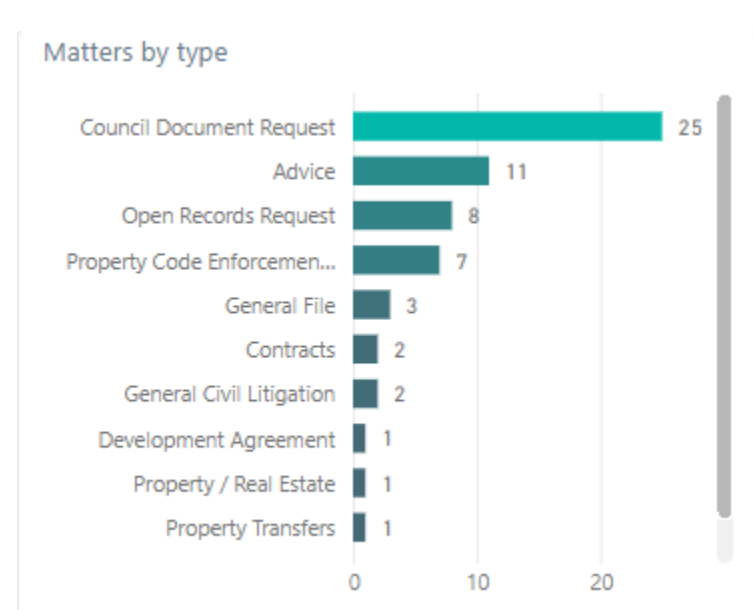
Total Matters by Department



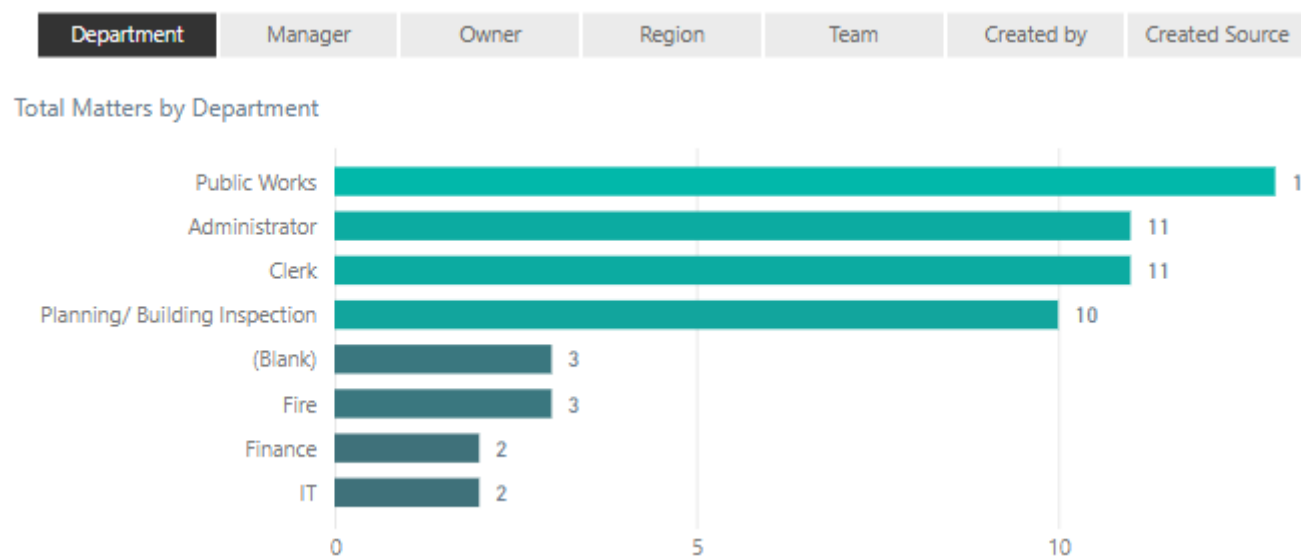
Matters by Status (5/5/25-6/3/25)



Matters by Type (5/5/25-6/3/25)



Matters by Department (5/5/25-6/3/25)



Litigation Activity Since 5/5/25

- Meller v. City of Sheboygan has been **dismissed** with prejudice following Plaintiff's request to abandon his claims.
- Sheboygan Fire Union v. City of Sheboygan **resolved** during mediation and has resulted in a new contract.
- Planet Home Lending v. Breanna Crump has been **dismissed** following Plaintiff's request.
- Mitchell v. Domagalski was **filed** in 7th Circuit Court and relates to prisoner rights. Outside counsel has been retained.
- Kobs v. City of Sheboygan was **filed** in Sheboygan County Circuit Court and relates to a discrimination claim by a former employee. Outside counsel has been retained.
- In the Estate of Gertrude Florian has been **filed** in Sheboygan County Circuit Court. City is creditor and petitioner. City is asking that an outside attorney be appointed as Personal Representative. Costs will be paid by estate.

Municipal Prosecution Activity Since 5/5/25

- 57 pretrial conferences were conducted. 52 matters resolved by guilty or no contest plea at this stage.
- 4 municipal court trials occurred; one of which resulted in a guilty finding, one resolved at trial by Defendant's guilty plea to the charge, and two matters have been taken under advisement and are pending a written ruling.

Licensing Activity

May and June are the busiest time of year for alcohol licensing. Operator's licenses, and the various alcohol establishment licenses expire June 30th. During this year's renewal cycle so far CAO, PD, City Clerk's Office reviewed approximately 195 alcohol establishment applications, approximately 100 beverage operator's applications, and approximately 60 cigarette/tobacco applications. More applications are anticipated until the renewal date.

General Summary

The City Attorney's Office has seen a notable increase in requests for legal services since the last report. Many factors likely contribute to this but the sense among staff is that the City is busier with new projects, services, and community offerings than in recent memory. We continue to see a large number of open records requests on a variety of topics, not all of which are routed through CAO. We are therefore working with Administration and IT to implement programs that will improve tracking and eliminate duplicate requests. Additionally, CAO and Clerks Office are facilitating Council document process improvements and we're very excited as we anticipate these new processes will improve employee satisfaction, work-life balance, and ultimately, our communication and transparency with residents.