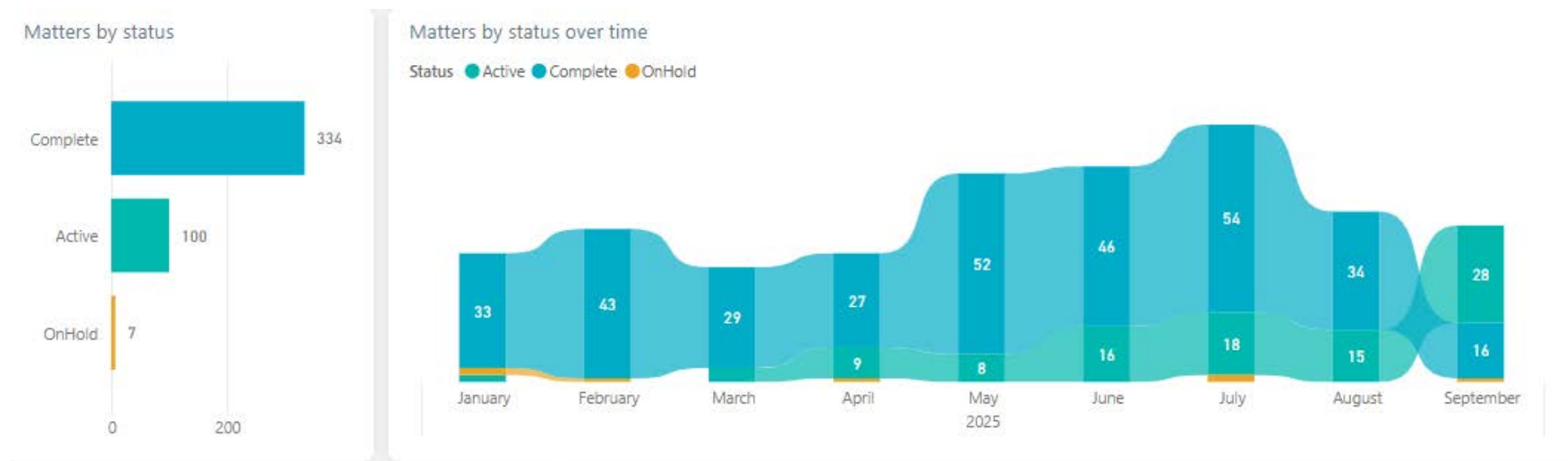


City Attorney's Office Monthly Report

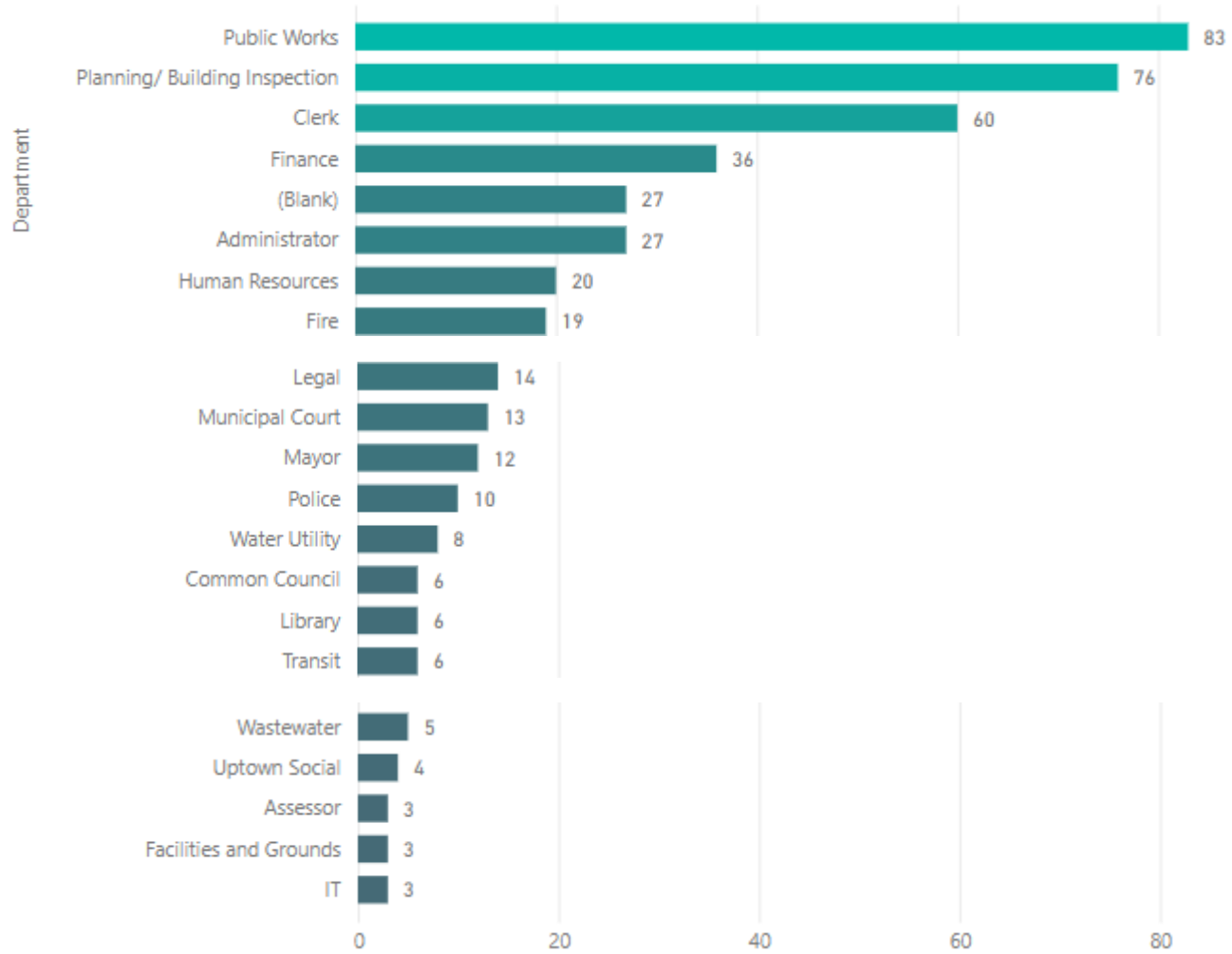
October, 2025

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.

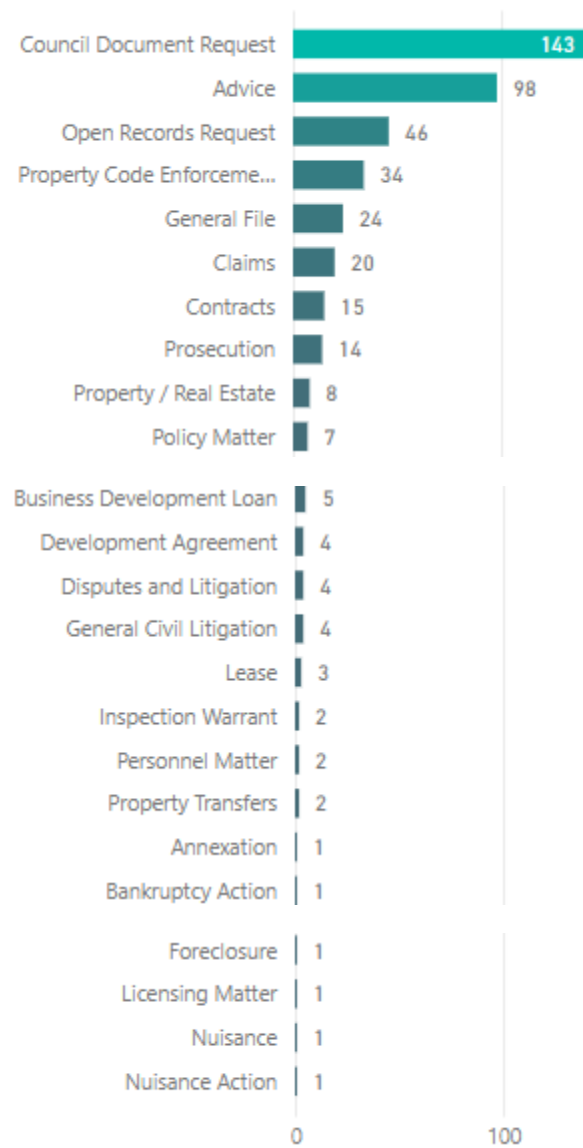
Scope: Much of the CAO's work is managed via LawVu, our document and project management software. We are working to include legal services requests received via email, phone, or in-person within the LawVu management software to improve reporting accuracy. Quick questions, conversational issues, and the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



Matters by department, manager, owner, region, team and created by



Matters by type



August Matter Summary

46	3	0	0	6	991
Total matters	Avg matter completion time (days)	Pending field updates	Litigation	Overdue matters	Matter activity count
		0	2	0	22
		Restricted matters	Urgent matters	Unassigned matters	Avg activity count per matter

September Matter Summary

45	36	9	88	9	1310
Total matters	Total Matters SPLY	Avg matter completion time (days)	Avg completion time SPLY	Overdue matters	Matter activity count
	25%		-89%	0	29
	% Change		% Change	Unassigned matters	Avg activity count per matter

Updates to LawVu's reporting tool allow for automatically comparing certain metrics. For example, highlighted in green is a +25% change in total matters. This reflects the change in count of total matters from the same period last year. Similarly, -89% reflects the percentage change in average matter completion time year-on-year.

Litigation Update:

- [Miller v. City of Sheboygan Plan Commission et. al.](#): On September 12, 2025, the Circuit Court issued an oral ruling on the City's motion to dismiss. The Court granted the Motion in all respects. The case was dismissed on September 22, 2025 and judgment entered the following day. We will wait to see whether Plaintiff appeals the ruling.
- Five municipal court appeal files were closed in September following administrative review of our files. Twelve municipal court appeal files are pending.

[Municipal Prosecution Activity Since 9/1/25](#): 52 pretrial conferences were conducted in September. 46 of them resolved by stipulation. Two municipal trials took place. One case resolved with a default conviction and the other is being held open.