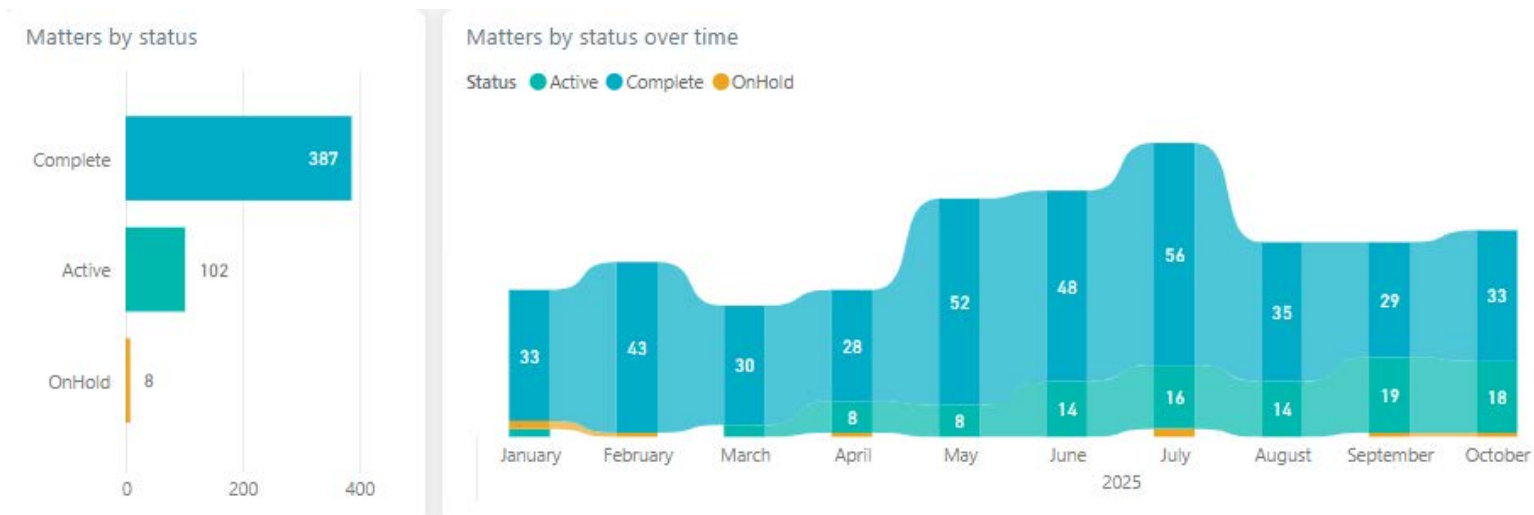


City Attorney's Office Monthly Report

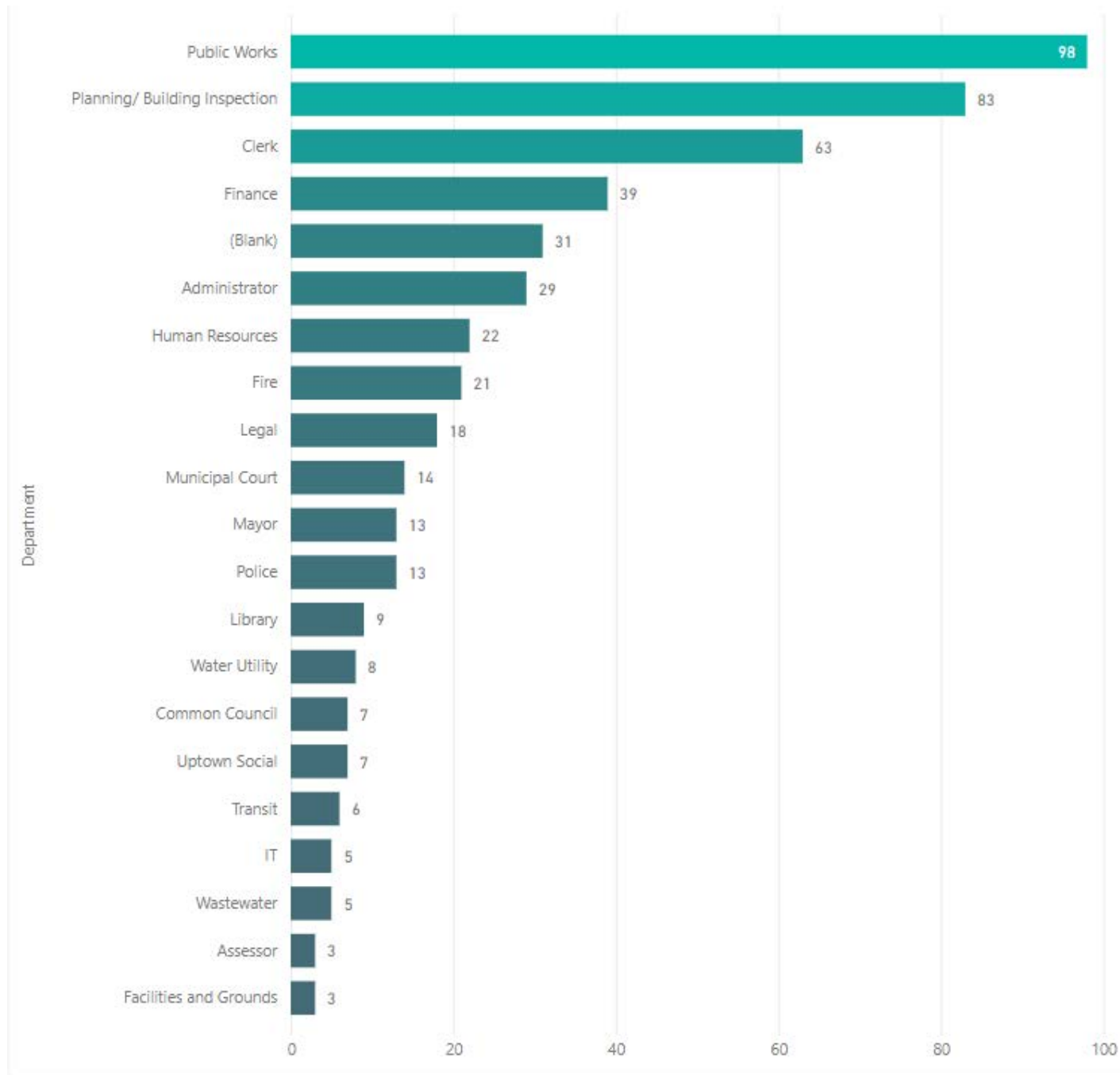
November, 2025

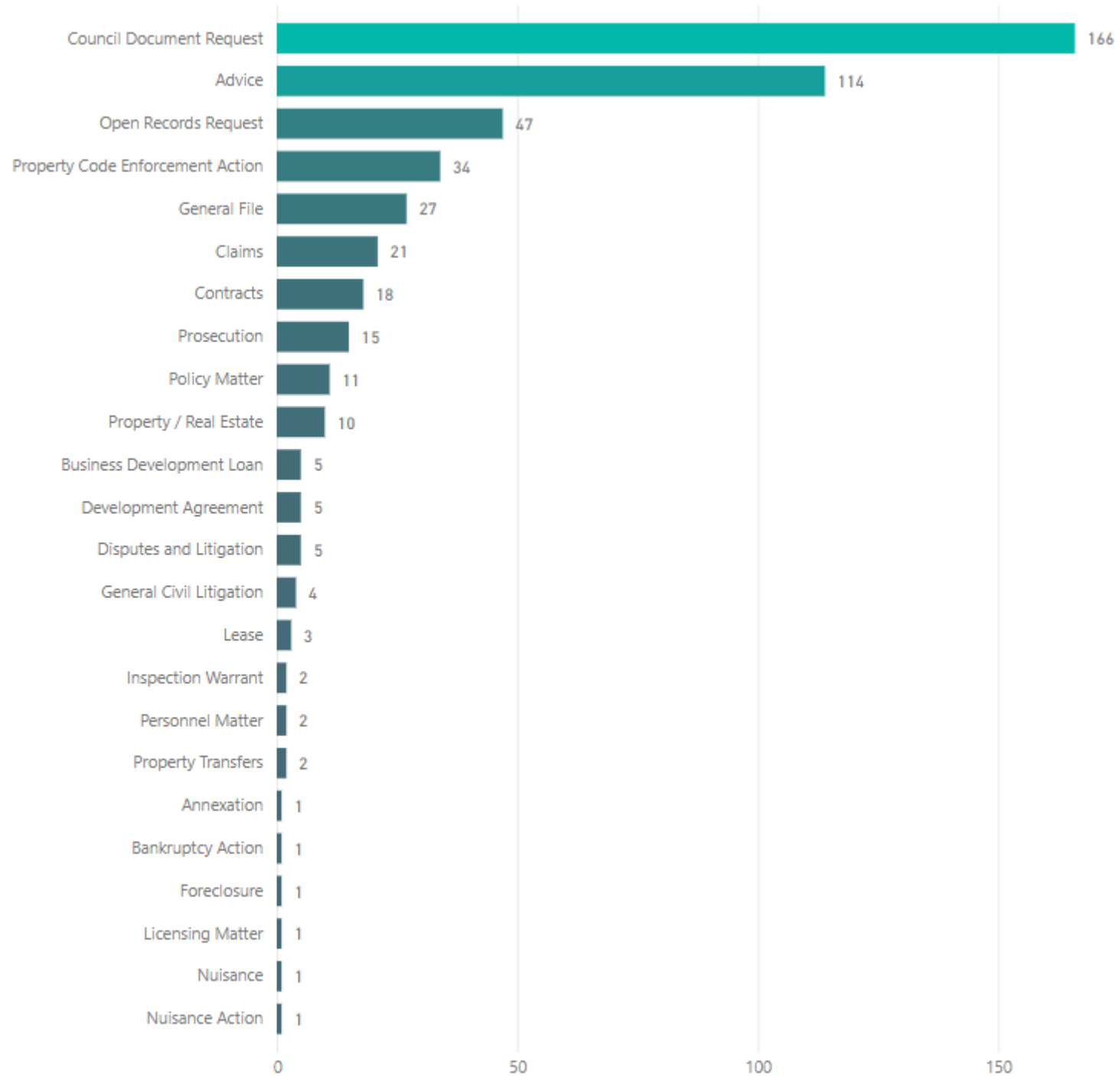
Purpose: The City Attorney's Office ("CAO") provides support to all City departments, elected and appointed officials, and staff on a range of issues pursuant to Wis. Stat. § 62.09(12). In addition to providing legal, strategy, and risk-management advice, the CAO drafts, edits, and reviews legal documents; 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.

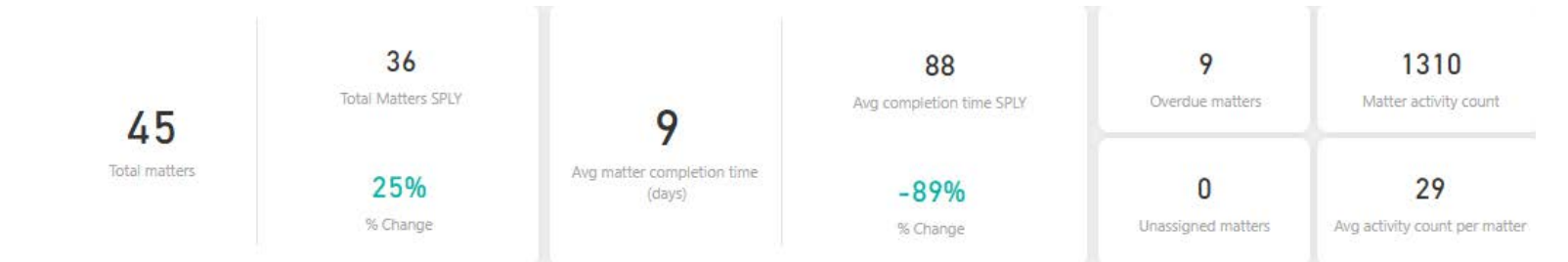


Municipal Prosecution Activity Since 10/1/25: Sixty-six (66) pretrial conferences were conducted in October. Fifty-eight (58) of them resolved by stipulation. Two (2) municipal trials took place, both closing with a conviction.





September Matter Summary



October Matter Summary



Department Update:

In honor of National Paralegal Day on October 23, Attorney Majerus would like to publicly acknowledge the essential roles played by the City's professional paralegal staff this and every year. Kathy Hoffman's and Melissa Garcia's tireless efforts behind the scenes have helped ensure that City projects have continued with little-to-no disruption despite our much leaner staff this year. While each department "touches" the work specific to their objectives, the City Attorney Office "touches" them all. Since January 1, 2025, our dedicated paralegals supported the City's attorneys on 497 documented matters and countless undocumented matters while guiding other departments through questions, connecting staff and visitors with appropriate resources or redirection, and ensuring that no loose ends are missed. They serve as a primary resource to so many. We simply couldn't function as we do without them.

Thank you, Kathy and Melissa!