



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

March 30, 2023

TO: Personnel Committee

FROM: Eric Nycz, Assistant City Attorney

Re: Request for Unpaid Summer Intern

Eric Brey, a current first-year student at the Marquette Law School, has approached the City Attorney's Office about completing an unpaid internship for credit this summer. Mr. Brey would participate in a variety of legal activities under the supervision of myself to earn credits towards his degree. Mr. Brey is aware that this experience could provide him with a number of unique learning opportunities, including actual courtroom experience. There would be no additional expense to the City for participating in this program, though I would request that the Information Technology Department be directed to provide Mr. Brey with a functioning computer and access to all relevant legal software. Subject to any school-related requirements, I anticipate having Mr. Brey perform the following tasks as part of this internship:

- Assist with special projects, including the revision of the Manitowoc Municipal Code
- Observe and then handle pre-trial conferences
- Observe and then handle municipal court prosecution trials under the supervision of an attorney
- Complete various research projects as assigned by an attorney
- Attend Committee and Council meetings with attorney
- Where available, participate as an observer in other areas of municipal administration, including, but not limited to, police "ride-alongs," shadow a school-resource officer, shadow housing and building inspection off-site, attend "this is what we do" meetings with engineering, community development, and other departments in order to better understand the duties, responsibilities, and fit of a municipal attorney in the broader structure of a municipality.

Mr. Brey is prepared to begin after the conclusion of his current semester, with your approval. This request is being brought forward to Committee because Mr. Brey is related to an official covered by the City's nepotism ordinance. While no funds will be exchanged, I wanted to seek Personnel Committee approval prior to beginning the internship program.