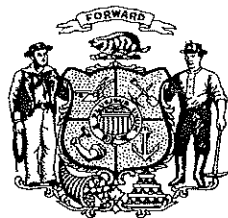


# State of Wisconsin

SENATE CHAIR  
**Howard Marklein**

316 East, State Capitol  
P.O. Box 7882  
Madison, WI 53707-7882  
Phone: (608) 266-0703



ASSEMBLY CHAIR  
**Mark Born**

308 East, State Capitol  
P.O. Box 8952  
Madison, WI 53708-8953  
Phone: (608) 266-2540

## Joint Committee on Finance

### MEMORANDUM

To: Members  
Joint Committee on Finance

From: Senator Howard Marklein  
Representative Mark Born

Date: February 22, 2023

Re: s. 16.515/16.505(2), Stats. Request

Attached is a copy of a request from the Department of Administration, received February 22, 2023, pursuant to s. 16.515/16.505(2), Stats., on behalf of the Milwaukee County District Attorney's Office.

Please review the material and notify **Senator Marklein** or **Representative Born** no later than **Monday, March 13, 2023**, if you have any concerns about the request or if you would like the Committee to meet formally to consider it.

Also, please contact us if you need further information.

Attachments

HM:MB;jm




STATE OF WISCONSIN  
DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor  
Kathy Blumenfeld, Secretary

**Date:** February 22, 2023

**To:** The Honorable Howard Marklein, Co-Chair  
Joint Committee on Finance

The Honorable Mark Born, Co-Chair  
Joint Committee on Finance

**From:** Kathy K. Blumenfeld, Secretary   
Department of Administration

FEB 22 2023  
St. Finance

**Subject:** s. 16.515/16.505(2) Request(s)

Enclosed are request(s) that have been approved by this department under the authority granted in s. 16.515 and s. 16.505(2). The explanation for each request is included in the attached materials. Listed below is a summary of each item:

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>2021-22</u>		<u>2022-23</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
DA	Gifts and grants				1.0*
20.475(1)(h)					0.5**

\* Project position extension to December 31, 2023.  
\*\*Project position ending December 31, 2024.

As provided in s. 16.515, the request(s) will be approved on March 15, 2023, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about any of the requests.

Please contact Kirsten Grinde at (608) 266-1353, or the analyst who reviewed the request in the Division of Executive Budget and Finance, if you have any additional questions.

Attachments

**CORRESPONDENCE/ Memorandum**

State of Wisconsin  
Department of Administration

**Date:** February 20, 2023  
**To:** Brian Pahnke  
**From:** Nicholas Richter  
**Subject:** Section 16.505(2) Requests

Attached are two s. 16.505(2) request analyses for your approval and processing. Listed below is a summary of each item:

**DOA RECOMMENDATION:**

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>2021-22</u>		<u>2022-23</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
DAs 20.475(1)(h)	Gifts and grants				1.0*
					0.5**

\*Position ending 12/31/2023.  
\*\*Position ending 12/31/2024.

**AGENCY REQUEST:**

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>2021-22</u>		<u>2022-23</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
DAs 20.475(1)(h)	Gifts and grants				1.0*
					0.5**

\*Position ending 12/31/2023.  
\*\*Position ending 12/31/2024.

BP APPROVAL 



STATE OF WISCONSIN  
DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor  
Kathy Blumenfeld, Secretary  
Brian Pahnke, Administrator

---

**Date:** February 20, 2023

**To:** Kathy Blumenfeld, Secretary  
Department of Administration

**From:** Nicholas Richter  
Executive Policy and Budget Analyst

**Subject:** Request Under s. 16.505(2) from the Milwaukee County District Attorney for the Extension of 1.0 FTE Program Revenue Assistant District Attorney Project Position.

**Request:**

The Department of Administration, on behalf of the Milwaukee County District Attorney's Office, requests the extension of 1.0 FTE program revenue assistant district attorney project position for a term extending from February 1, 2023, through December 31, 2023.

**Revenue Sources for Appropriation(s):**

The revenue source for the position in the gifts and grants appropriation under s. 20.475(1)(h) is a grant from Milwaukee Downtown, Inc., a nonprofit community organization affiliated with the Milwaukee Downtown Management District/Business Improvement District 21, to the Milwaukee County District Attorney's Office. As the grant is funded from a program revenue continuing, all moneys received appropriation, there is no accompanying request to increase expenditure authority. The Milwaukee County District Attorney's Office will reimburse the salary and fringe benefit costs for the assistant district attorney prosecutor position from the grant award.

**Background:**

Milwaukee Downtown, Inc., is an organization founded in 1997 in conjunction with the creation of Business Improvement District 21. Business Improvement District 21 is roughly bordered by the Menomonee River, Lake Michigan, Pleasant/W. Walnut Street and I-43. The district is bisected by the Milwaukee River. It includes many of the central city features including Milwaukee City Hall, Milwaukee Public Museum, Milwaukee School of Engineering, Wisconsin Center and University of Wisconsin (UW)-Milwaukee Panther Arena. The mission of Milwaukee Downtown, Inc., is to revitalize and sustain downtown Milwaukee as a thriving business and residential corridor, through collaborative efforts to promote commercial corridor development, improved housing, unified neighborhood identity and branding, and greater safety for residents and businesses.

On December 18, 2021, Milwaukee Downtown, Inc., entered into an agreement with the Milwaukee County District Attorney to provide \$98,954 to support the creation of a community prosecutor position for downtown Milwaukee for 12 months. This included

Kathy Blumenfeld, Secretary

Page 2

February 20, 2023

\$63,000 for salary at a rate of \$29.00 per hour and \$35,495 for fringe benefit costs which were calculated at a rate of 54.65 percent of salary.

On December 7, 2022, Milwaukee Downtown, Inc., entered into a new agreement with the Milwaukee County District Attorney to extend the community prosecutor position for downtown Milwaukee for another 11 months. Milwaukee Downtown, Inc., awarded the Milwaukee County District Attorney's Office with a second year of funding in the amount of \$100,000, a sum that is sufficient to carry the position through to December 31, 2023.

The community prosecutor position works within Milwaukee Police Department District 1. Police District 1 covers approximately the same area as Business Improvement District 21, although Police District 1 extends approximately two miles further north along the Lake Michigan shoreline and includes the UW-Milwaukee campus.

**Analysis:**

The city of Milwaukee has consistently had a reported violent crime rate that exceeds the national average. Between 2020 and 2021, Milwaukee Police District 1 saw a 97 percent increase in crime, especially property crime. Of particular note are a 524 percent increase in motor vehicle thefts, a 66 percent increase in robberies and a 30 percent increase in thefts.

A community prosecutor is an assistant district attorney who works directly in Milwaukee communities. The overall goal of the community prosecutor position is enhancing the quality of life in downtown Milwaukee by reducing crime and increasing property values. Some activities of the community prosecutor include:

- Working with Milwaukee Downtown, Inc., to coordinate with various community-based organizations, businesses, law enforcement and other entities in relation to the activities of Milwaukee Downtown, Inc.; Business Improvement District No. 21; and Milwaukee Police District 1. This includes attending a variety of community and business meetings where the community prosecutor's approach is explained and outcomes are shared with transparency.
- Addressing the needs of homeless and mentally ill individuals in the downtown area who are high utilizers of law enforcement resources for medical services and/or arrest. In the downtown area, resources are often over-utilized by the same individuals for chronic nuisance behavior, such as aggressive panhandling, disorderly conduct, public intoxication, criminal damage to property, burglary to businesses and theft. Instead of a repeated cycle of arrest, charging and return to the downtown area, the community prosecutor works in collaboration with key partners and stakeholders to identify the most salient problems and address them in a meaningful and impactful way.
- Working with property owners and the city to utilize crime prevention through environmental design principles and other place-based strategies to deter crime and increase public safety.
- Coordinating nuisance abatement activities within the boundaries of Business Improvement District No. 21 and surrounding areas within Milwaukee Police District 1.

Kathy Blumenfeld, Secretary  
Page 3  
February 20, 2023

Milwaukee Downtown, Inc., would provide office space and supplies to the community prosecutor if requested by both parties, with the understanding that the community prosecutor would maintain an office within the Milwaukee Police Department and the Milwaukee County District Attorney's Office.

The new memorandum of understanding between Milwaukee Downtown, Inc., and the Milwaukee County District Attorney states that the new project period runs between February 1, 2023, and December 31, 2023. The memorandum of understanding allows for the extension of the agreement by mutual consent of both Milwaukee Downtown, Inc., and the Milwaukee County District Attorney. If such an agreement is not reached, the position would expire on December 31, 2023. It should also be noted that the Governor's 2023-25 biennial budget recommendations propose increasing starting pay for assistant district attorneys to \$35.00 per hour. Should that provision be included in the final compensation plan, this position would need to be reevaluated to determine if sufficient funds are available. The funds for this position would be monitored closely and should a shortfall occur, the position would be vacated.

The State Budget Office received the request to extend the position prior to its original expiration date of February 1, 2023. There is precedent for approving an extension if the request was received prior to the project position expiration date, and the county has the funds available to support the position, even if the date through which the original position was approved has passed.

This position is in furtherance of the state's policy to reduce crime. The grant encourages collaboration between the District Attorney's Office, local community stakeholders, businesses, citizens and Milwaukee Police Department.

**Recommendation:**

Approve the request.



STATE OF WISCONSIN  
DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor  
Kathy Blumenfeld, Secretary-Designee  
Jana Steinmetz, Administrator

---

DATE: December 7, 2022

TO: Brian Pahnke, Administrator  
Division of Executive Budget and Finance

FROM: Kasey Deiss, Director  
State Prosecutors Office

SUBJECT: REQUEST UNDER S. 16.505 FOR DEPARTMENT 475:  
MILWAUKEE COUNTY DISTRICT ATTORNEY'S OFFICE

On behalf of the Milwaukee County District Attorney's Office, I am submitting the attached request for authorization to extend a 1.0 FTE program revenue project position in Department 475, District Attorneys.

Thank you for your attention to this matter.

Attachment

## **DEPARTMENT OF ADMINISTRATION REQUEST UNDER S. 16.505 FOR POSITION AUTHORIZATION**

### **I. REQUEST**

The Department of Administration (DOA) requests, under s.16.505, the extension of 1.0 FTE program revenue (PR) assistant district attorney (ADA) project position from February 1, 2023, through December 31, 2023. The position is in the Milwaukee County District Attorney's (DA's) Office. If approved, this position will be funded via appropriation s. 20.475(1)(h).

### **II. BACKGROUND**

On December 18, 2021, Milwaukee Downtown, Inc. (MDI), a nonprofit 501(c)(3), entered into an agreement with the Milwaukee County District Attorney's Office to provide funding for a community prosecutor who will provide services to the Downtown Milwaukee area. MDI is a corporation affiliated with a Business Improvement District created in 1997, known as the Milwaukee Downtown Management District.

The initial MDI grant award provided funding in the amount of \$98,954 for a Milwaukee County assistant district attorney to serve as the community prosecutor for this MDI initiative. The Committee on Joint Finance approved of the position creation on February 03, 2022. MDI has now awarded the Milwaukee County DA office with a second year of funding in the amount of \$100,000, a sum sufficient to carry the position through to December 31, 2023.

A community prosecutor is an assistant district attorney who works directly in Milwaukee communities. Community prosecutors are generally assigned to one of the seven Milwaukee Police Department Districts. In this case, the community prosecutor's focus area will be the District's Business Improvement District boundaries and the surrounding areas, generally referred to as the District One Community Partnership Unit. The community prosecution model represents a shift from a response driven model toward an innovative and proactive crime-prevention law enforcement model. The overall goal of the community prosecutor project is to increase the quality of life in Milwaukee neighborhoods. Community prosecutors actively participate in the local community: they learn the community's strengths and weaknesses through regular communication with residents, neighborhood associations and the Milwaukee Police Department.

### **III. ANALYSIS**

This position is in furtherance of the State's policy to reduce property and violent crimes and improve the quality of life for its citizenry. The grant encourages collaboration between the District Attorney's Office, local community stakeholders, businesses, citizens, and the Milwaukee Police Department.



#### **IV. FISCAL ANALYSIS**

The \$100,000 will be allocated to prosecutor salary, fringe, payroll and associated expenses. Funding is provided via a grant from Milwaukee Downtown Inc. The funding is sufficient to carry the downtown community prosecutor for a term of 11 months. Available funding and authorizations will be closely monitored, and the position will be vacated if a funding shortfall occurs.

#### **V. REVENUE SOURCE FOR APPROPRIATION**

The source of the grant funds is Milwaukee Downtown Inc., a corporation affiliated with the Milwaukee Downtown Management District. Milwaukee County will utilize the grant funding to reimburse the salary and fringe benefit costs, as well as the prosecutor's state standard laptop computer and software, for the State-paid ADA position in the Department of District Attorneys..

#### **VI. SPECIAL INFORMATION**

The co-chairs of the Joint Committee on Finance, in a letter to Department of Administration Secretary dated June 12, 1996, set forth four additional items of information that should be included in a s.16.505 request for additional positions in the District Attorney program.

- 1) An explanation of the effect of the positions on weighted caseload for the requesting counties (the LAB methodology is suggested).*

Table 1 indicates the LAB methodology's results using the modifications recommended by the Wisconsin District Attorneys Association and highlights the impact on the Milwaukee County DA Office. The table uses the most current court data available, and the positions authorized as of August, 2022. It is important to note that the position need shown in the LAB methodology is a general need responding to all duties of a DA office and is not specific to a particular type of criminal activity or caseload.

- 2) An assessment of similar caseload problems in counties not addressed by the request.*

Data with which to make this assessment are not available.

- 3) An explanation of why the request has greater priority than similar needs existing in other counties.*

Milwaukee Downtown Inc. awarded this grant to the Milwaukee County DA's office.

- 4) If the request is intended to address a specific type of caseload, an explanation of why this type of caseload has a greater priority than other types.*

This grant, funded through Milwaukee Downtown Inc., is intended to proactively combat property and violent crimes and improve the quality of life for downtown residents, businesses and visitors.

December 7, 2022  
 Community Prosecutor – Milwaukee Downtown Inc  
 s.16.505 Request

DA Office Code	Authorized Permanent FTE AUG 2022	Total hours available (1162/FTE)	Dif (=needed-availabl e)	FTE equivalent (=diff/1162)	FTE needed as a % of current FTE	Current FTE as a % of total FTE needed	2020 DOA Population Estimate	Prosecutors per 10,000 residents (Goal is 1 to 10,000)	
#	DA Office	FTE	1,162	Hours	FTE needed	% FTE needed	% FTE needed		
1	Adams	2.00	2,324.00	391.42	0.34	16.84%	85.59%	20,701.00	0.97
2	Ashland	2.60	3,021.20	809.67	0.70	26.80%	78.86%	15,871.00	1.64
3	Barron	4.00	4,648.00	473.96	0.41	10.20%	90.75%	46,522.00	0.86
4	Bayfield	1.70	1,975.40	-417.39	-0.36	21.13%	126.79%	15,334.00	1.11
5	Brown	15.00	17,430.00	12,221.64	10.52	70.12%	58.78%	264,821.00	0.57
6	Buffalo	1.20	1,394.40	854.99	0.74	61.32%	61.99%	13,671.00	0.88
7	Burnett	2.00	2,324.00	1,891.10	1.63	81.37%	55.14%	15,486.00	1.29
8	Calumet	3.00	3,486.00	247.92	0.21	7.11%	93.36%	53,338.00	0.56
9	Chippewa	6.00	6,972.00	1,682.41	1.45	24.13%	80.56%	65,339.00	0.92
10	Clark	2.00	2,324.00	359.82	0.31	15.48%	86.59%	34,725.00	0.58
11	Columbia	6.00	6,972.00	2,390.15	2.06	34.28%	74.47%	57,134.00	1.05
12	Crawford	1.00	1,162.00	586.90	0.51	50.51%	66.44%	16,679.00	0.60
13	Dane	29.00	33,698.00	10,620.11	9.14	31.52%	76.04%	543,408.00	0.53
14	Dodge	5.00	5,810.00	264.12	0.23	4.55%	95.65%	90,005.00	0.56
15	Door	2.00	2,324.00	475.57	0.41	20.46%	83.01%	28,770.00	0.70
16	Douglas	5.00	5,810.00	1,692.95	1.46	29.14%	77.44%	44,246.00	1.13
17	Dunn	5.00	5,810.00	1,362.31	1.17	23.45%	81.01%	44,788.00	1.12
18	Eau Claire	10.00	11,620.00	7,484.00	6.44	64.41%	60.82%	103,959.00	0.96
19	Florence	0.60	697.20	-261.82	-0.23	37.55%	160.14%	4,467.00	1.34
20	Fond du Lac	9.00	10,458.00	4,390.89	3.78	41.99%	70.43%	104,370.00	0.86
21	Forest	2.00	2,324.00	86.84	0.07	3.74%	96.40%	9,183.00	2.18
22	Grant	2.00	2,324.00	2,036.74	1.75	87.64%	53.29%	52,572.00	0.38
23	Green	3.00	3,486.00	-202.03	-0.17	5.80%	106.15%	36,967.00	0.81
24	Green Lake	2.00	2,324.00	401.72	0.35	17.29%	85.26%	19,178.00	1.04
25	Iowa	2.00	2,324.00	924.44	0.80	39.78%	71.54%	23,915.00	0.84
26	Iron	1.00	1,162.00	-180.53	-0.16	15.54%	118.39%	5,909.00	1.69
27	Jackson	3.00	3,486.00	200.10	0.17	5.74%	94.57%	20,828.00	1.44
28	Jefferson	6.00	6,972.00	1,982.79	1.71	28.44%	77.86%	84,692.00	0.71

December 7, 2022  
Community Prosecutor – Milwaukee Downtown Inc  
s.16.505 Request

29	Juneau	3.00	3,486.00	1,007.82	0.87	28.91 %	77.57%	27,250.00	1.10
30	Kenosha	17.00	19,754.00	7,558.32	6.50	XX	72.33%	170,514.00	1.00
31	Kewaunee	1.50	1,743.00	-362.80	-0.31	20.81 %	126.29 %	20,746.00	0.72
32	La Crosse	10.00	11,620.00	2,247.36	1.93	19.34 %	83.79%	120,447.00	0.83
33	Lafayette	1.50	1,743.00	-95.72	-0.08	5.49% -	105.81 %	17,007.00	0.88
34	Langlade	2.50	2,905.00	1,275.78	1.10	43.92 %	69.48%	20,063.00	1.25
35	Lincoln	3.00	3,486.00	528.89	0.46	15.17 %	86.83%	28,800.00	1.04
36	Manitowoc	7.00	8,134.00	5,252.26	4.52	64.57 %	60.76%	81,349.00	0.86
37	Marathon	13.00	15,106.00	5,050.83	4.35	33.44 %	74.94%	137,237.00	0.95
38	Marinette	3.00	3,486.00	1,314.30	1.13	37.70 %	72.62%	41,255.00	0.73
39	Marquette	1.60	1,859.20	553.74	0.48	29.78 %	77.05%	15,387.00	1.04
40	Milwaukee	104.50	121,429.00	##### #	-20.05	19.18 %	123.74 %	944,099.00	1.11
41	Monroe	5.00	5,810.00	3,442.02	2.96	59.24 %	62.80%	46,882.00	1.07
42	Oconto	2.00	2,324.00	1,404.63	1.21	60.44 %	62.33%	38,853.00	0.51
43	Oneida	2.50	2,905.00	1,579.23	1.36	54.36 %	64.78%	36,268.00	0.69
44	Outagamie	11.00	12,782.00	7,025.73	6.05	54.97 %	64.53%	187,661.00	0.59
45	Ozaukee	4.60	5,345.20	1,522.03	1.31	28.47 %	77.84%	90,630.00	0.51
46	Pepin	0.80	929.60	-350.93	-0.30	37.75 %	160.64 %	7,393.00	1.08
47	Pierce	3.00	3,486.00	746.51	0.64	21.41 %	82.36%	42,413.00	0.71
48	Polk	4.00	4,648.00	1,225.37	1.05	26.36 %	79.14%	44,628.00	0.90
49	Portage	6.00	6,972.00	270.07	0.23	3.87%	96.27%	71,670.00	0.84
50	Price	1.50	1,743.00	-18.74	-0.02	1.08% -	101.09 %	14,170.00	1.06
51	Racine	20.00	23,240.00	6,862.19	5.91	29.53 %	77.20%	195,766.00	1.02
52	Richland	1.80	2,091.60	-182.39	-0.16	8.72% -	109.55 %	18,034.00	1.00
53	Rock	15.00	17,430.00	1,405.17	1.21	8.06%	92.54%	160,120.00	0.94
54	Rusk	2.00	2,324.00	238.83	0.21	10.28 %	90.68%	14,879.00	1.34
55	Saint Croix	7.00	8,134.00	4,231.81	3.64	52.03 %	65.78%	90,949.00	0.77
56	Sauk	6.00	6,972.00	2,219.55	1.91	31.84 %	75.85%	63,343.00	0.95
57	Sawyer	3.00	3,486.00	1,486.60	1.28	42.64 %	70.10%	16,903.00	1.77
58	Shaw/Men	4.00	4,648.00	2,917.21	2.51	62.76 %	61.44%	41,739.00	0.96
59	Sheboygan	9.50	11,039.00	2,583.74	2.22	23.41 %	81.03%	116,924.00	0.81
60	Taylor	1.50	1,743.00	-232.66	-0.20	13.35 %	115.40 %	20,793.00	0.72

December 7, 2022  
 Community Prosecutor – Milwaukee Downtown Inc  
 s.16.505 Request

61	Trempealeau	2.00	2,324.00	1,187.24	1.02	51.09%	66.19%	30,047.00	0.67
62	Vernon	2.00	2,324.00	-143.59	-0.12	6.18%	106.59%	30,496.00	0.66
63	Vilas	2.00	2,324.00	2,183.21	1.88	93.94%	51.56%	21,769.00	0.92
64	Walworth	6.00	6,972.00	3,478.51	2.99	49.89%	66.71%	104,086.00	0.58
65	Washburn	2.00	2,324.00	-66.79	-0.06	2.87%	102.96%	15,993.00	1.25
66	Washington	6.40	7,436.80	2,461.06	2.12	33.09%	75.14%	138,268.00	0.46
67	Waukesha	18.00	20,916.00	9,778.32	8.42	46.75%	68.14%	406,785.00	0.44
68	Waupaca	4.00	4,648.00	1,776.15	1.53	38.21%	72.35%	52,155.00	0.77
69	Waushara	2.60	3,021.20	274.65	0.24	9.09%	91.67%	24,436.00	1.06
70	Winnebago	12.00	13,944.00	1,621.18	1.40	11.63%	89.58%	169,861.00	0.71
71	Wood	6.00	6,972.00	5,272.57	4.54	75.62%	56.94%	75,381.00	0.80
	<b>STATE</b>	<b>473.90</b>	<b>550,671.80</b>	<b>120,004.63</b>	<b>103.27</b>	<b>21.79%</b>	<b>82.11%</b>	<b>5,850,327.00</b>	<b>0.81</b>



OFFICE OF THE DISTRICT ATTORNEY

*Milwaukee County*

**JOHN T. CHISHOLM** - District Attorney

Chief Deputy Kent L. Lovern, Deputies Lovell Johnson, Jr., Jeffrey J. Altenburg, Karen A. Loebel,  
Elisabeth Mueller, Matthew J. Torbenson, Bruce J. Landgraf

December 7, 2022

Kasey Deiss, Director  
State Prosecutors Office  
Post Office Box 7869  
Madison, WI 53707-7869

Re: Position Extension Request - Downtown District Community Prosecutor  
Milwaukee Downtown, Inc. Private Non-Profit Grant Funded Position

Dear Mr. Deiss:

On behalf of the Milwaukee County District Attorney's Office, I request that you take the steps necessary to seek legislative approval to renew the position authority for the Program Revenue 10025 Assistant District Attorney position in the Milwaukee County District Attorney's Office for the period of February 1, 2023 through December 31, 2023. This position is funded by a grant from Milwaukee Downtown, Inc. (MDI), a non-profit 501(c)(3) corporation.

The position was created on February 3, 2022, following a grant in the amount of \$98,925, made in December of 2021 by MDI to the District Attorney's Office, to fund a community prosecutor to provide services to the downtown Milwaukee area. MDI has now renewed the funding, providing an additional award of \$100,000, to fund the Downtown District Community Prosecutor position through December 31, 2023.

MDI is a non-profit 501(c)(3) corporation affiliated with a Business Improvement District created in 1997, which is known as the Milwaukee Downtown Management District (District). (Please see <https://city.milwaukee.gov/DCD/BusinessToolbox/bids/MilwaukeeDowntown>.) One of the District's principal objectives is to increase the safety of the Downtown area. While the District is an entity separate from MDI, MDI provides services to the District, and the District's Board donates operating funds to MDI to facilitate those services, in accordance with its Operating Plan.

The Downtown District community prosecutor focuses on proactive, localized, crime-prevention and enforcement strategies, actively participates in the community, and engages residents, neighborhood associations, community organizations and the Milwaukee Police Department in the downtown Milwaukee area. The position has been filled since March of 2021: continuing the position will yield continued benefits in the form of improved community safety and an increase in the quality of life in the neighborhood.

For these reasons, we request that the legislature approve the extension of the PR 10025 Position through December 31, 2023. In support of this request, I provide a copy of the executed memorandum of

Kasey Deiss  
December 7, 2022  
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understanding outlining the grant award and position requirements, which includes copy of the approved grant budget.

The Milwaukee County District Attorney's Office appreciates the consideration that will be given to this request. In the event you have questions or if you require additional information, please feel free to contact me at 414-278-4626 or at [karen.loebel@da.wi.gov](mailto:karen.loebel@da.wi.gov).

Yours very truly,



Karen Loebel  
Deputy District Attorney  
Milwaukee County District Attorney's Office

KAL:tm

Enclosures

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
MILWAUKEE DOWNTOWN BUSINESS IMPROVEMENT DISTRICT 21  
AND  
THE MILWAUKEE COUNTY DISTRICT ATTORNEY'S OFFICE**

**A. PARTIES**

This Memorandum of Understanding ("MOU") is hereby made and entered into by and between the Milwaukee Downtown, Inc. ("MDI"), a 501(c)(3) organization, and the Milwaukee County District Attorney's Office (the "DA").

**B. PURPOSE**

The purpose of this MOU is to outline the partnership between the MDI and the DA to operate the District One Community Partnership Unit ("Dist. 1 CPU") as well as to have MDI serve as the fiscal agent for the Assistant District Attorney position who will serve as the District 1 Community Prosecutor ("District 1 CP") assigned to the Community Partnership Unit ("CPU"), consistent with the attached District 1 position description. The CPU is a collaborative crime prevention program aimed at increasing public safety and public confidence in the Criminal Justice System within Milwaukee County. The long-term goal of the CPU is to help improve property values and reduce crime, thereby enhancing the quality of life for all citizens within a targeted area, all of which are consistent with the long-term goals of MDI.

**C. MUTUAL INTEREST OF THE PARTIES**

Both the MDI and the DA have a mutual interest in reducing crime and improving property values within Downtown Milwaukee and surrounding areas located within Milwaukee Police Department ("MPD") District 1. MDI is a non-profit organization with a mission to revitalize and sustain Downtown Milwaukee as a thriving business and residential corridor, through collaborative efforts to promote commercial corridor development, improved housing, unified neighborhood identity and branding, and greater safety for residents and businesses. The DA benefits by participating in the CPU by helping abate possible criminal activity (before it culminates with the judicial process). The program is designed to reduce crime, engage citizens, and involve every resource to make our neighborhoods safer. The District 1 CPU will represent the interests of the DA and the DMPD District 1 and serve as a liaison between community residents, law enforcement, other Community Based Organizations, and Government Agencies that live and work in District 1.

**D. AUTHORITY**

MDI will provide funding to the State of Wisconsin for CPU activities for District 1 CPU in the amount of \$100,000 for the period of January 1, 2023 to December 31, 2023 (see attached budget). MDI will pay such funds as reimbursement of salary and fringe benefits after District 1 CP services are rendered consistent with Section G below; if the District 1 CP ceases to provide District 1 CPU services benefiting Downtown, MDI's funding commitment will cease.

**E. DISTRICT ATTORNEY'S OFFICE RESPONSIBILITIES**

With the signing of this MOU, the DA, through the District 1 CP assigned to the District 1 CPU, agrees to the following responsibilities in carrying out the activities of the CPU for the period of January 1, 2023 to December 31, 2023:

- Coordinate nuisance abatement activities within the boundaries of the Downtown Improvement District No. 21 (the "Downtown Bid") and surrounding areas within MPD District 1 as described in the attached documents and hereby incorporated by reference (District 1 position description)
- Present invoices to MDI after receipt from the State of Wisconsin in a timely manner.

- Assist with the implementation and management of the District 1 CPU in collaboration with the activities of MDI, the Downtown BID and MPD District 1.

The DA reserves the sole right, for any reason, to reassign the ADA serving as the District 1 CP, provided another ADA is promptly assigned as the District 1 CP. The DA will provide adequate notification to the Downtown Bid when such situations arise. The activities of the District 1 CP are under the direction and supervision of the DA.

#### F. DOWNTOWN BID RESPONSIBILITIES

With the signing of this MOU, MDI agrees to the following responsibilities in carrying out the activities of the CPU:

- Provide office space and supplies to the District 1 CP if requested by both parties understanding that the District 1 CP will maintain an office within the Milwaukee Police Department and the DA.
- Work with the District 1 CP to assist in the coordination of various community based organizations, businesses, law enforcement, and other entities in relation to the activities of MDI, the Downtown Bid and District 1.
- Coordinate and complete reporting requirements as defined by the District Attorney's Office, including, but not limited to all District 1 CPU reporting in a timely manner that ensures that the DA and State of Wisconsin are promptly reimbursed for their activities.
- The Downtown BID's Board of Directors agrees to meet with the DA should the DA become aware of issues that negatively affect the level of services in the CPU Program that the Chief Executive Officer ("CEO") does not appropriately address.

#### G. PAYMENT AND REIMBURSEMENT PROCEDURES

The State Prosecutors Office (SPO), which is a division of the state Department of Administration, will pay the grant-funded ADA bi-weekly through the state payroll system. Approximately every three months, the SPO will prepare and transmit to the DA an invoice that details the salary and fringe benefits paid to the prosecutor in the preceding fiscal quarter. The DA will verify the accuracy of the invoice, attach payroll registers and other supporting documentation for the claim, and transmit the invoice to MDI for payment.

MDI, after receiving the quarterly invoice from the DA, will approve the invoice and issue a check, payable to the State of Wisconsin, for the grant-funded ADA's salary and fringe benefits. MDI will mail the check, with the invoice and supporting documentation from the DA, to:

Department of Administration  
Drawer #622  
Milwaukee, WI 53293

The Downtown BID will provide a copy of the check and supporting documentation and cover letter to:

Kasey Deiss, Director  
State Prosecutors Office  
P.O. Box 7869  
Madison, WI 53707-7869

-and-

Karen Loebel, Deputy District Attorney  
Milwaukee County District Attorney's Office  
Safety Building, Room 405  
821 West State Street  
Milwaukee, WI 53233-1485




H. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN MDI AND THE DA THAT:

Modification. Modifications within the scope of the instrument shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.

Commencement/Expiration Date. This instrument is executed as of last signature and is effective for the period of January 1, 2023 through December 31, 2023, at which time it will expire unless extended by mutual consent of both parties.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last written date below.

  
\_\_\_\_\_  
Beth Weirick  
Chief Executive Officer, Milwaukee Downtown Inc.

12.1.22  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
John T. Chisholm  
Milwaukee County District Attorney

12/07/2022  
\_\_\_\_\_  
Date



OFFICE OF THE DISTRICT ATTORNEY  
**MILWAUKEE COUNTY**  
**COMMUNITY PARTNERSHIP UNIT**

JOHN T. CHISHOLM + DISTRICT ATTORNEY

Chief Deputy Kent L. Lovern, Deputies Jeffrey J. Altenburg, Bruce Landgraf, Karen A. Loebel, Lovell Johnson, Jr.

**Community Partnership Unit Assistant District Attorney- Position**  
**Description District 1 Downtown Community Prosecutor**

The Assistant District Attorney that serves as the Community Prosecutor in Milwaukee Police Department ("MPD") District 1 (the "District 1 CP") provides a unique leadership role by taking a different approach to addressing the needs of the homeless and mentally ill who present themselves as high utilizers of law enforcement resources for medical services and/or arrest purposes. In the downtown area, resources are often over-utilized by the same individuals for chronic nuisance behavior, such as aggressive panhandling, disorderly conduct, public intoxication, criminal damage to property, burglary to businesses and theft.

The District 1 CP takes a strategic approach to dealing with these individuals rather than simply having them arrested and charged with a crime, to just return to the downtown area and repeat the same behavior. Instead, the District 1 CP brings much needed relief to the businesses, patrons, and residents by working in collaboration with key partners and stakeholders to identify the most salient problems and address them in a meaningful and impactful way. Specifically, the District 1 CP works with city officials, the Division of Public Works ("DPW"), community improvement programs (Keep Greater Milwaukee Beautiful, Inc.), the Department of Transportation ("DOT"), and applies Crime Prevention Through Environmental Design ("CPTED") principles. For example, if an individual is living in a homeless encampment, the District 1 CP, works with various advocates, organizations and community groups to provide housing, assist with obtaining qualifying benefits, refer to alcohol and/or drug treatment, and mental health services. Alternatively, when a property is used for criminal behavior the District 1 CP will work with the owner of the property and the city to utilize CPTED and other Place-Based strategies to deter crime and increase public safety.

The District 1 CP also collaboratively develops protocols with the MPD District 1 Police Commander to document the offender's nuisance behavior, include a photo of the individual, status of their residence, mental health, drug and alcohol assessment, and specific disruptive behavior. The information is shared at police roll call and also with our strategic allies to assist the individual with their needs, and to inform officers that the offender is someone the District 1 CP is working with to effectuate a solution that does not involve "arresting our way out of the problem."

The District 1 CP maintains ongoing monitoring of these chronic nuisance offenders to assist them with resources or, when necessary, the District 1 CP will issue criminal charges and follow the case through the criminal justice system (with a treatment-based focus). The District 1 CP's knowledge of the criminal justice system coupled with CP experience working in the community to address the needs of vulnerable populations, directs the best course of action for each individual.

The District 1 CP must be a self-starter, work well in a team setting, be flexible with a constantly changing schedule, be able to multi-task, be an effective listener, and also be a credible advisor to law enforcement and other strategic partners. The CP must have the ability to connect with a wide variety of people and diverse points of view.

The District 1 CP also attends a variety of community and business meetings where this approach is explained and outcomes shared with transparency. The District 1 CP knows the community focuses on results and thus, listens to the frustrations and suggestions of the group to address their concerns efficiently to not only maintain public safety as a priority, but also to continue the collaboration and relationship building with the various neighborhood associations and businesses. The District 1 CP is a problem solver and also a partner with law enforcement and the community to ensure a safe city by attending to the unique needs of the citizens CP and partners encounter.

Milwaukee County District Attorney's Office  
 Downtown District - District One Community Prosecutor  
 2023 Budget  
 January 1, 2023 - December 31, 2023

**Assistant District Attorney (ADA) Community Prosecutor Position**

<b>Personnel</b>		
Community Prosecutor (ADA TBD)	\$30.97 per hour x 2088 hours (subcontract to DA)	\$64,660
<b>Fringe Benefits</b>		
Community Prosecutor (ADA TBD)	\$64,665 x 54.65% fringe rate (subcontract to DA)	\$35,340
<b>Supplies</b>		
NA		\$0
<b>Total</b>		<b>\$100,000</b>

**Budget Categories:**

**Personnel:** The personnel cost is calculated as 1 year funding for the Downtown District - District One Community Prosecutor based on the the average hourly rate of an assistant district attorney with 3 - 4 years of experience. The position may be backfilled to conserved grant funds.

**Fringe Benefits:** Fringe benefits are calculated at the rate of 54.65% which includes retirement at 11.1%; FICA 7.65%; and Health, Life, Income Continuation and Unemployment Insurance totaling 35.90%.

**Supplies:** ADA computer and software were purchased in 2018. No additional supply costs are anticipated.