

COUNTY OF MILWAUKEE

Inter-Office Communication

Date: 6/15/2026

To: Marcelia Nicholson, Chair, Milwaukee County Board of Supervisors

From: Amy Turim, Deputy Director, Department of Administrative Services

Subject: A resolution/ordinance from the Deputy Director, Department of Administrative Services, providing a report, resolution, and fiscal note to amend and renumber Milwaukee County Code of General Ordinances Chapter 32 Sections 20 and 21, and Chapter 56 Section 30.

File Type: Action Report: Resolution, Ordinance

REQUEST

To update the Milwaukee County Code of General Ordinances across two chapters by adding information about revenue contracts. The changes apply to general service contracts (Chapter 32, Sections 20 and 21) and professional service contracts (Chapter 56, Section 30). The proposed amendments also include statutory signature requirements for all Milwaukee County contracts, references to applicable superseding authorities, and other minor technical updates.

POLICY

Wisconsin State Statutes:	Enabling State Statutes: <ul style="list-style-type: none"> - Wis. Stat. § 59.255(2)(e) – Comptroller signature requirements - Wis. Stat. § 59.17(2)(b)4 – County Executive signature requirements - Wis. Stat. § 59.42(2)(b)5 – Office of Corporation Counsel signature requirements
Milwaukee County Code of General Ordinances:	Relevant Ordinances: <p>Chapter 32 Section 20: Department of Administration, Subchapter II: Procurement Division: Words and Phrases Defined (applicable to all contracts other than Public Works provisions covered by MCGO Chapter 44)</p> <p>Chapter 32 Section 21: Department of Administration, Subchapter II: Procurement Division: General Administration</p> <p>Chapter 56 Section 30: Administrative Code for Milwaukee County: Professional Services</p>
Specific Adopted Budget:	N/A
Specific Adopted Budget Amendment:	N/A
Specific Adopted Capital Project:	N/A

BACKGROUND

Milwaukee County administers procurement activities under multiple authorities, including federal law, state law, the Milwaukee County Code of General Ordinances, the Administrative Manual of Procedures (AMOPs), and associated work guides. Several sections of the Code require updates due to changes in federal and state law. The County Board recommended updating Chapter 56, Section 30 to include revenue contracts for professional services, based on findings from the Register of Deeds audits (“Related File Numbers” below). To ensure comprehensive applicability of revenue contract provisions—across both professional and general services—the Office of Corporation Counsel and the Department of Administrative Services recommend additional similar amendments to Chapter 32, Sections 20 and 21. This file supports those changes, notes statutory contracting requirements, and includes other technical corrections. Additional updates to the Milwaukee County Code of General Ordinances will be reviewed for approval at a future date. These changes are aligned with the newly approved AMOP 15.01: Procurement and Contracting.

Related File No’s:	<ul style="list-style-type: none"> • 19-845: Resolution requesting an audit of the Register of Deeds following an FBI fraud investigation and seeking Corporation Counsel legal analysis • 21-297: Audit report, “<i>Former ROD’s Willful Disregard for County Policies and Procedures and Cooperative Vendors Facilitated Development of a ‘Pot of Gold’ for Improper Use of County Funds</i>” (with subsequent updates: 21-812, 21-339, 19-486, 21-492, 21-800, 21-757, 22-401, 22-940, 22-1060, 22-944, 23-357, 23-427, 24-889, 25-320, 25-713, 26-423, 23-600, 23-931, 24-444, 24-523, 25-404) • 26-474: Most recent update at the Audit Committee
Previous Action Date(s):	<ul style="list-style-type: none"> • March 7, 2021: Audit recommendations (File 21-297) adopted • April 30, 2026: AMOP Committee adopts updated AMOP 15.01: Procurement and Contracting

ALIGNMENT TO STRATEGIC PLAN

Describe how the item aligns with the [strategic plan](#):

2B: Break down silos across Milwaukee County Government to maximize access and quality of services offered

3B: Enhance the County’s fiscal health and sustainability

2B: Break down silos across Milwaukee County Government to maximize access and quality of services offered:

Clear communication of procurement processes—across professional and general services—ensures departments have accurate guidance and consistent procedures. Updating ordinance language for revenue contracts supports shared understanding and cross-departmental collaboration.

3B: Enhance the County’s fiscal health and sustainability

Robust and transparent procurement policies strengthen Milwaukee County’s financial health and support long-term operational sustainability.

FISCAL EFFECT

The proposed changes are revenue and expense neutral.

TERMS

N/A

VIRTUAL/HYBRID MEETING INVITES

Aaron Herzberg, Executive Director, Department of Administrative Services
Amy Turim, Deputy Director, Department of Administrative Services
Regina Flores, Procurement Director, Department of Administrative Services
Bill Davidson, Deputy Corporation Counsel, Office of Corporation Counsel
James Davies, Assistant Corporation Counsel, Office of Corporation Counsel

PREPARED BY:

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APPROVED BY:

Aaron Hertzberg, Executive Director, Department of Administrative Services

Signature: Aaron Hertzberg

ATTACHMENTS:

Resolution/Ordinance, Fiscal Note, Current Municode

CC: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Director of Legislative Services, Office of the Milwaukee County Clerk