



**ASSESSOR'S OFFICE**

March 7, 2017

**Steven A. Miner**  
Assessment Commissioner

**Peter A. Bronek**  
Chief Assessor

Mr. James Owczarski  
City Clerk  
Milwaukee Common Council  
200 E Wells ST Room 205  
Milwaukee WI 53202

RE: Communication File Regarding Changes to the 2017 Positions Ordinance  
Increase in position authority – College Intern

The Assessor's Office has budgeted one full time College Intern position. In hindsight, it is not very feasible for a college student to work full time, so we are requesting a change in the number of individuals for the Intern position be changed from one to three and the number of hours to remain at no more than a combined total of 40 hours per week. This request will have no impact on our annual budget.

The 2017 Positions Ordinance would need to be amended as follows:

Assessor's Office  
Systems and Administration Division  
1 (1.0 FTE) College Intern  
to  
3 (.33FTE) College Interns

Thank you for your assistance in this matter. If you have any questions, please feel free to call Amy Stenglein at extension 3110.

Sincerely,

Steven Miner  
Assessment Commissioner

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