

Weed Cutting - Administrative Fee Breakdown

(Proposed, w/misc. expenses added)

Activity / Description	Time Required (Hours)	Rate (\$/Hour)	Cost	Assessment Amount
Processing of Initial Complaint and paperwork	0.25	\$40.28	\$10.07	Minimum \$75 Fee to respond to complaint
Initial drive to property (vehicle use)	0.25	IRS Rate	\$0.73	
Site Inspection (If already cut - process ends here)	0.50	\$40.28	\$20.14	
Notify property owner of violation (hang tag, letter or personal service)	0.33	\$40.28	\$13.29	
2nd Drive to property (vehicle use)	0.25	IRS Rate	\$0.73	
2nd Site Inspection (If already abated - process ends here)	0.50	\$40.28	\$20.14	
<u>Misc. Expenses (staff time to and from parking garage; printing of hang tags & notices; software related to inspections, etc)</u>			\$10.00	
Prepare Warrant	0.30	\$40.28	\$12.08	\$225
Obtain Judge's Signature on Warrant	1.00	\$40.28	\$40.28	
Prepare Contractor Work Order	0.25	\$40.28	\$10.07	
Deliver Warrant to Property Owner	0.50	\$40.28	\$20.14	
Deliver Work Order to Contractor	0.50	\$40.28	\$20.14	
Final Drive to property (vehicle use)	0.25	IRS Rate	\$0.73	\$225.00 plus actual Contractor Fee
Final Site Inspection	0.50	\$40.28	\$20.14	
Complete Final Paperwork	0.25	\$40.28	\$10.07	
Prepare and process Contractor Payment	0.25	\$40.28	\$10.07	
Prepare and Deliver Property Owner Assessment	0.25	\$39.17	\$9.79	
Total of all Items:			228.62	