

Review/revise hearing notice
 Mail hearing notice
 Publish hearing notice in newspaper(s)
 Issue check payment for hearing notice

N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.50	0.50		N/A
1.00	1.00	1.00	1.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A
0.50	1.00	1.00	1.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.50	N/A		N/A

Staff Report (Protest Hearing)

Add to Commission Meeting agenda
 Draft staff report
 Draft Resolution Making Determinations (RMD)
 Revise staff report/RMD (attorney/management edits)

0.50	0.50	0.50	0.50	N/A	N/A	N/A	N/A	N/A	N/A		N/A
0.50	6.00	5.00	4.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A
0.50	4.00	2.00	3.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A
1.00	2.00	2.00	1.00	N/A	N/A	N/A	N/A	0.50	N/A		N/A

Commission Meeting (Protest Hearing)

Draft presentation to Commission
 Review exhibit slides for Commission Meeting
 Attend Commission Meeting

N/A	N/A	1.00	1.00	2.00	1.00	N/A	N/A	N/A	0.50	0.50	N/A
N/A	N/A	1.00	0.50	2.00	2.00	N/A	N/A	N/A	0.50	N/A	N/A
0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50		N/A

Post Commission Approval:

Prepare Notice of Determination or Exemption (NOD/NOE)
 Review/revise Notice of Determination or Exemption (NOD/NOE)
 File NOD/NOE with Registrar-Recorder/County Clerk (RRCC)
 Issue check payment for NOD/NOE
 Determine and collect BOE fees
 Prepare Certificate of Completion (C of C)
 File C of C with RRCC
 Prepare Statement of Boundary Change
 File Statement of Boundary Change with Board of Equalization (BOE)
 Review case file, remove duplicates
 Scan critical documents into Laserfiche
 Compile file and send to off-site storage

1.00	1.00	1.00	1.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.50		N/A
0.50	1.00	1.00	1.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.50	N/A		N/A
0.50	0.50	1.00	0.50	N/A	N/A	N/A	N/A	N/A	N/A		N/A
1.00	1.00	1.00	1.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A
1.00	1.00	1.00	1.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A
1.00	1.00	1.00	1.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A
1.00	2.00	1.00	1.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A
1.00	1.00	4.00	1.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A
1.00	N/A	N/A	N/A	N/A	N/A	1.50	1.50	N/A	N/A		N/A
N/A	N/A	N/A	N/A	N/A	N/A	1.50	1.50	N/A	N/A		N/A

Sub-totals	34.00	63.50	78.00	62.50	54.50	46.00	6.50	6.50	7.50	6.50	0.00	7.00
Burdened Labor Rate	\$ 58.28	\$ 57.04	\$ 77.33	\$ 64.22	\$ 50.40	\$ 46.42	\$ 88.72	\$ 169.79	\$ 306.16			
Sub-Total Labor				\$ 4,013.54	\$ 2,318.40	\$ 301.73	\$ 665.40	\$ 1,103.64	\$ 2,143.12			
Total Labor												\$ 10,545.83

Direct Cost: Newspaper Publication: \$ 175.00

Total Average Fee: \$ 10,720.83