

Estimated Cost to Process a Dock Permit Application – This estimate considers only salary costs and not fringe benefits for FY 2019. It is the basis for proposing \$1,500 as the dock permit fee.

Position	Hourly Rate	Task Performed	Hours	Cost
Manager of Marine Facilities	\$51.00	Neighbor Support in Developing Application (e.g. initial inquiry, providing forms, answering questions on needed information)	2.5	
		Review of Application (e.g. receipt of application, review for completeness, review for meeting standards)	1	
		Prepping Materials for Marine Advisory Board	1	
		Marine Advisory Board Meeting Taken up by Review of Dock Permit	0.5	
		Transmission to City Attorney for development of the Resolution	0.5	
		Drafting of the Commission Agenda Memo (CAM)	1	
		Time at Commission Meeting to Support CAM	1.5	
		Total hours	8	\$408.00
Parks and Recreation Admin Support	\$43.00	Support of Processing Application		
		Support of Processing CAM		
		Support of Notice to Applicant		
		Total hours	1	\$43.00
City Attorney	\$150.00	Review of Application		
		Verification of Applicant Information		
		Preparation of the Resolution		
		Processing the CAM		
		Total hours	6	\$ 900.00
City Clerk Administrative Support	\$45.00	Recordation of Resolution		
		Total hours	1.5	\$ 67.50
		Estimated FY2019 Cost for Processing a Dock Permit Application		\$1,418.50