





DEPARTMENT OF BUILDING INSPECTIONS & NEIGHBORHOOD SERVICES

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City Hall
7525 West Greenfield Avenue
West Allis, Wisconsin 53214
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March 31, 2010

Honorable Mayor Dan Devine & Common Council Members
City of West Allis, Wisconsin

RE: Administrative Charge for Processing a Nuisance Abandoned Property

Dear Mayor Devine & Common Council Members:

The following information is submitted as documentation of charges for Nuisance Abandoned Properties when posted and follow-up maintenance assistance is to be charged for contractor site work.

In addition to the actual contractor costs charged to the property an additional \$317.00 will be assessed for processing costs. Processing fees are as follows:

Table with 2 columns: Procedure description and Time Estimated (Hours). Includes sub-section A. Preliminary Procedures with 5 items and a total time summary.

**B. Inspector Cost (Salary Plus Benefits).**

<u>POSITION</u>	<u>SALARY</u>	<u>BENEFITS</u>	<u>INSP. COST/HR.</u>
Code Inspector	\$21.92	\$16.44	\$38.36
Neighborhood Services Insp.	\$23.41	\$17.56	\$40.97
Building Inspector I	\$29.22	\$21.92	\$51.14
TOTALS (average)	\$74.53/3=\$24.85	\$55.92/3=\$18.64	\$130.47/3=\$43.49

**C. Title Report.**

1. Each time a property is researched for abandonment, the procedures include contacting the property owner(s), lien holders or foreclosure company. The procedure requires the Attorney's Office to secure a letter title report from a private agency that researches public records.
2. Report cost \$60.00 plus .5 hr. Attorney staff time (est. time). \$100.00

**D. Total Estimate Cost.**

1. Time (from Section A) 5.0 hrs.
2. Staff cost/hr. (from Section B) x \$43.50/hr.
3. Staff time estimated cost \$217.00
4. Title report processing (from Section C) +100.00
5. Total estimated cost to process NAD \$317.00

In conclusion, the current average cost to process a Nuisance Abandoned Property is estimated to be \$317.00. The amount will be charged to the property owner or billed as an assessment cost against the property when abatement is required by Order of the Director of Building Inspections & Neighborhood Services per City of West Allis Revised Municipal Code, Chapter 19.

Please feel free to contact me if you have any questions.

Respectfully submitted,



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TA/cr

cc: Paul Ziehler, City Admin. Officer  
Gary Schmidt, Finance Manager