

**CLERK TO THE CODE ENFORCEMENT BOARD
SEMINOLE COUNTY**

Affidavit for Reimbursement of Administrative Costs

**CASE # 19-133-CEB *KIMBERLEY K CROW (PER REP) FOR ESTATE OF FRENCHIE SANDERS (PREVIOUS OWNERS)*
MORGAN VOKE / DEBORAH R. LONGSTAFF (NEW OWNERS)**

The Clerk to the Code Enforcement Board requests that the Development Services Department petition the Code Enforcement Board to enter an order requiring the Respondent in the above-styled case to pay the procession costs incurred by this office during the processing of said case. The below items detail the activities and associated costs for investigating this case.

DATE	PERSONNEL ACTIVITY	HOURS
7/16/19	Open case	0.75
8/22/19	Prepare Findings of Fact	0.50
8/22/19	Attend Hearing	1.00
8/23/19	Prepare and mail letter with Findings of Fact	0.50
11/4/19	Prepare and mail letter w/ Affidavit of Non-Compliance / Notice of Hearing	0.50
12/5/19	Prepare agenda item	0.25
12/5/19	Prepare CEB Order Continuing Case to 1/23/20	0.25
12/9/19	Prepare and mail letter Continuing Case to 1/23/20	0.50
1/9/20	Prepare Posting	0.25
1/9/20	Prepare agenda item	0.25
1/23/20	Attend Hearing	1.00
1/23/20	Prepare CEB Order Continuing Case to 2/27/20	0.25
1/28/20	Prepare and mail letter Continuing Case to 2/27/20	0.50
2/12/20	Prepare Posting	0.25
2/12/20	Prepare agenda item	0.25
2/12/20	Prepare Lien Order not in Compliance	0.25
2/27/20	Attend Hearing	1.00
3/2/20	Prepare and mail letter w/ Lien Order	0.50
3/29/24	Prepare and mail letter w/ Affidavit of Compliance / Amount due	0.50
TOTAL HOURS		9.25
HOURLY RATE		\$39.00
TOTAL PERSONNEL COSTS		\$360.75

COSTS FOR RECORDING DOCUMENTS

Number of first page docs - 2 plus Number of additional page docs - 1 \$ 28.50
(\$10.00 first page, \$8.50 each additional page)

TANGIBLE GOODS OR SERVICES

Number of letters	Postage Rate	Type of Mail	Cost
7	\$0.63	Regular mail	\$4.41
7	\$8.10	Certified Mail	\$56.70
TOTAL TANGIBLE AND/OR SERVICE COSTS			\$61.11

The Clerk to the Code Enforcement Board has incurred actual costs in the amount of **\$450.36** during the processing of this case. Said costs are supported and documented as listed above.

Signature of Clerk: *Elizabeth Parkhurst* Date: *4/3/24*

**CLERK TO THE CODE ENFORCEMENT BOARD
SEMINOLE COUNTY**

Affidavit for Reimbursement of Administrative Costs

**CASE # 19-134-CEB KIMBERLEY K CROW (PER REP) FOR ESTATE OF FRENCHIE SANDERS (PREVIOUS OWNERS)
MORGAN VOKE / DEBORAH R. LONGSTAFF (NEW OWNERS)**

The Clerk to the Code Enforcement Board requests that the Development Services Department petition the Code Enforcement Board to enter an order requiring the Respondent in the above-styled case to pay the procession costs incurred by this office during the processing of said case. The below items detail the activities and associated costs for investigating this case.

DATE	PERSONNEL ACTIVITY	HOURS
7/16/19	Open case	0.75
8/22/19	Prepare Findings of Fact	0.50
8/22/19	Attend Hearing	1.00
8/23/19	Prepare and mail letter with Findings of Fact	0.50
11/4/19	Prepare and mail letter w/ Affidavit of Non-Compliance / Notice of Hearing	0.50
12/5/19	Prepare agenda item	0.25
12/5/19	Prepare CEB Order Continuing Case to 1/23/20	0.25
12/9/19	Prepare and mail letter Continuing Case to 1/23/20	0.50
1/9/20	Prepare Posting	0.25
1/9/20	Prepare agenda item	0.25
1/23/20	Attend Hearing	1.00
1/23/20	Prepare CEB Order Continuing Case to 2/27/20	0.25
1/28/20	Prepare and mail letter Continuing Case to 2/27/20	0.50
2/12/20	Prepare Posting	0.25
2/12/20	Prepare agenda item	0.25
2/12/20	Prepare Lien Order not in Compliance	0.25
2/27/20	Attend Hearing	1.00
3/2/20	Prepare and mail letter w/ Lien Order	0.50
3/29/24	Prepare and mail letter w/ Affidavit of Compliance / Amount due	0.50
TOTAL HOURS		9.25
HOURLY RATE		\$39.00
TOTAL PERSONNEL COSTS		\$360.75

COSTS FOR RECORDING DOCUMENTS

Number of first page docs - 2 plus Number of additional page docs - 1 \$ 28.50
(\$10.00 first page, \$8.50 each additional page)

TANGIBLE GOODS OR SERVICES

Number of letters	Postage Rate	Type of Mail	Cost
7	\$0.63	Regular mail	\$4.41
7	\$8.10	Certified Mail	\$56.70
TOTAL TANGIBLE AND/OR SERVICE COSTS			\$61.11

The Clerk to the Code Enforcement Board has incurred actual costs in the amount of **\$450.36** during the processing of this case. Said costs are supported and documented as listed above.

Signature of Clerk: _____

Date: _____

Elizabeth Parkhurst 3/29/24

**CLERK TO THE CODE ENFORCEMENT SPECIAL MAGISTRATE
SEMINOLE COUNTY**

Affidavit for Reimbursement of Administrative Costs

**CASE # 21-07-CESM KIMBERLEY K CROW (PER REP) FOR ESTATE OF
FRENCHIE SANDERS (PREVIOUS OWNERS)
MORGAN VOKE / DEBORAH R. LONGSTAFF (NEW OWNERS)**

The Clerk to the Code Enforcement Special Magistrate requests that the Development Services Department petition the Code Enforcement Special Magistrate to enter an order requiring the Respondent in the above-styled case to pay the procession costs incurred by this office during the processing of said case. The below items detail the activities and associated costs for investigating this case.

DATE	PERSONNEL ACTIVITY	HOURS
3/32/21	Open case (<i>Letter to Owner, Notice of Hrg, Aff of Mailing, Agenda Item prep</i>)	0.75
4/27/21	Prepare Posting	0.25
5/13/21	Attend hearing	1.00
5/13/21	Prepare and mail Findings of Fact	0.50
9/28/21	Prepare and mail letter w/ Affidavit of Non-Compliance / Notice of Hearing	0.50
9/28/21	Prepare Posting	0.25
9/28/21	Prepare agenda item	0.25
10/14/21	Attend hearing	1.00
10/19/21	Prepare and mail Lien Order - Non-Compliance	0.50
3/29/24	Prepare and mail letter w/ Affidavit of Compliance / Amount Due	0.50
TOTAL HOURS		5.50
HOURLY RATE		\$39.00
TOTAL PERSONNEL COSTS		\$214.50

SPECIAL MAGISTRATE	NUMBER OF HEARINGS CASE HEARD	
		2
	HOURLY RATE (<i>average per case/per hearing</i>)	\$53.67
	TOTAL COSTS	\$107.34

COSTS FOR RECORDING DOCUMENTS

Number of first page docs - 1 Number of additional page docs - 1 **\$18.50**
(\$10.00 first page, \$8.50 each additional page)

TANGIBLE GOODS OR SERVICES

Number of letters	Postage Rate	Type of Mail	Cost
3	\$0.68	Regular Mail	\$2.04
3	\$8.69	Certified Mail	\$26.07
TOTAL TANGIBLE AND/OR SERVICE COSTS			\$28.11

The Code Enforcement Clerk's Office has incurred actual costs in the amount **\$368.45** during the processing of this case. Said costs are supported and documented as listed above.

Signature of Clerk: *Elizabeth Berkhorst* Date: *3/26/24*