

Administrative Cost Estimator

4/8/2015

Property Address: 1117 Orange Ave

Date case originated: 3/26/2014

Date case complied: 1/26/2015

Total time: 10 months

Number of Hearings

Violation Hearings: 1

Massey Hearings: 1

Lien Reduction Hearings:

Mailing Expense

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|--------------------|--------|----------|--------|
| Regular 1st Class: | \$0.44 | <u>4</u> | \$1.76 |
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|-----------------|--------|----------|--------|
| Certified Mail: | \$5.10 | <u>1</u> | \$5.10 |
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|------------------------|--------|-----------|--------|
| Photographs (per page) | \$0.50 | <u>10</u> | \$5.00 |
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|-------------|---------|----------|---------|
| Filing Fees | \$10.00 | <u>3</u> | \$30.00 |
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| Months Open | \$50.00 | <u>10</u> | \$500.00 |
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Covers code officer's monthly inspections and follow-up, file maintenance, correspondence/communications with property owner / tenant / management and other departments.

Code Enforcement Secretary

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|----------------------|----------|----------|----------|
| Up to three Hearings | \$150.00 | <u>1</u> | \$150.00 |
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|-------------------------|---------|----------|--------|
| Each additional Hearing | \$75.00 | <u>0</u> | \$0.00 |
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Covers hearing prep: NOV, postings, notarizations, order preparation, minutes, summary sheets, correspondence, filings with Clerk of Court.

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|-------------------------|---------|----------|---------|
| Code Compliance Manager | \$75.00 | <u>1</u> | \$75.00 |
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Covers review of initial notice, review of case file for recommendation and review with attorney

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|--------------------------|----------|----------|----------|
| City Attorney (per hour) | \$125.00 | <u>1</u> | \$125.00 |
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Covers the cost of case preparation (written & oral communication) for appeals, disputed cases or those with legal representation requiring review above & beyond the norm.

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| Hearings | \$150.00 | <u>2</u> | \$300.00 |
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Cover SM/CEB review and hearing time, recording secretary, code staff & management hearing time, attorney hearing time, MIS or SLC set up.

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|-------------------|----------|----------|--------|
| Commision Meeting | \$250.00 | <u>0</u> | \$0.00 |
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Covers cost to advertise, copies, review time for commissioners/attorney/city manager time at hearing, post hearing correspondence and processing.

Total Estimated Cost: **\$1,191.86**