

Administrative Cost Estimator

2/7/2018

Property Address: 1114 Raymond Ave (02-9608)

Date case originated: 5/30/2002

Date case complied: 12/17/2002

Total time: 7 months

Number of Hearings

Violation Hearings: 2

Massey Hearings:

Lien Reduction Hearings: 2

Mailing Expense

Regular 1st Class:	\$0.44	<u>3</u>	\$1.32
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Certified Mail:	\$5.10	<u>4</u>	\$20.40
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Photographs (per page)	\$0.50	<u>5</u>	\$2.50
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Filing Fees	\$10.00	<u>2</u>	\$20.00
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Months Open	\$50.00	<u>7</u>	\$350.00
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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

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

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

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.

Hearings	\$150.00	<u>4</u>	\$600.00
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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.

Commision Meeting	\$275.00	<u>2</u>	\$550.00
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Covers cost to advertise, copies, review time for commissioners/attorney/city manager time at hearing, post hearing correspondence and processing / filing fees.

Total Estimated Cost: \$1,969.22