

# Administrative Cost Estimator

1/11/2018

Property Address: 607 N 19th Street (16-2819)

Date case originated: 12/15/2016

Date case complied: 12/13/2017

Total time: 12 months

## Number of Hearings

Violation Hearings: 1

Massey Hearings: 2

Lien Reduction Hearings:           

## Mailing Expense

Regular 1st Class:	\$0.44	<u>4</u>	\$1.76
--------------------	--------	----------	--------

Certified Mail:	\$5.10	<u>1</u>	\$5.10
-----------------	--------	----------	--------

Photographs (per page)	\$0.50	<u>11</u>	\$5.50
------------------------	--------	-----------	--------

Filing Fees	\$10.00	<u>4</u>	\$40.00
-------------	---------	----------	---------

Months Open	\$50.00	<u>12</u>	\$600.00
-------------	---------	-----------	----------

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
----------------------	----------	----------	----------

Each additional Hearing	\$75.00	<u>0</u>	\$0.00
-------------------------	---------	----------	--------

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
-------------------------	---------	----------	---------

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
--------------------------	----------	----------	----------

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>3</u>	\$450.00
----------	----------	----------	----------

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>0</u>	\$0.00
-------------------	----------	----------	--------

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: \$1,452.36