

# Administrative Cost Estimator

5/6/2024

Property Address: 1508 Avenue F

Date case originated: 4/21/2021

Date case complied: 4/10/2024

Total time: 36 months

## Number of Hearings

Violation Hearings: 3  
 Massey Hearings:             
 Lien Reduction Hearings: 1

## Mailing Expense

Regular 1st Class:	\$0.60	<u>10</u>	\$6.00
Certified Mail:	\$7.25	<u>1</u>	\$7.25

Photographs (per page)	\$0.50	<u>4</u>	\$2.00
------------------------	--------	----------	--------

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

Follow up and Inspections	\$50.00	<u>13</u>	\$650.00
---------------------------	---------	-----------	----------

Covers investigator's monthly inspections and follow-up, file maintenance, correspondence/communications with property owner / tenant / management and other departments.

## Building Dept. Assistant

Up to three Hearings	\$150.00	<u>1</u>	\$150.00
Each additional Hearing	\$75.00	<u>1</u>	\$75.00

Covers hearing prep: NOV, postings, notarizations, order preparation, minutes, summary sheets, correspondence, filings with Clerk of Court.

Assistant Director of Building	\$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>1</u>	\$150.00
----------	----------	----------	----------

Covers SM review and hearing time, recording secretary, building staff & management hearing time, attorney hearing time, and IT set up.

Lien Reduction Request Hearing	\$250.00	<u>1</u>	\$250.00
--------------------------------	----------	----------	----------

**Total Estimated Cost: \$1,530.25**