

Administrative Cost Estimator

5/28/2025

Property Address: 510 N 21st St Apt B

Date case originated: 11/30/2023

Date case complied: 4/18/2025

Total time: 16 months

Number of Hearings

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

Mailing Expense

Regular 1st Class:	\$0.60	<u>8</u>	\$4.80
Certified Mail:	\$7.25	<u>2</u>	\$14.50

Photographs (per page)	\$0.50	<u>7</u>	\$3.50
------------------------	--------	----------	--------

Filing Fees	\$10.00	<u>5</u>	\$50.00
-------------	---------	----------	---------

Follow up and Inspections	\$50.00	<u>16</u>	\$800.00
---------------------------	---------	-----------	----------

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> </u>	\$0.00

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>2</u>	\$250.00
--------------------------	----------	----------	----------

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

Total Estimated Cost: \$1,497.80