

Administrative Cost Estimator

12/3/2025

Property Address: 304 N 28th St

Date case originated: 12/6/2024

Date case complied: 11/24/2025

Total time: 11 months

Number of Hearings

Violation Hearings: 1

Massey Hearings:

Lien Reduction Hearings: 1

Mailing Expense

Regular 1st Class:	\$0.60	<u>8</u>	\$4.80
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Certified Mail:	\$7.25	<u>1</u>	\$7.25
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Photographs (per page)	\$0.50	<u>7</u>	\$3.50
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Filing Fees	\$10.00	<u>6</u>	\$60.00
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Follow up and Inspections	\$50.00	<u>5</u>	\$250.00
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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
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Each additional Hearing	\$75.00	<u> </u>	\$0.00
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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
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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>1</u>	\$150.00
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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
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Total Estimated Cost: \$1,075.55