

SPRING LAKE PARK
IMPACT OF RENTAL HOUSING SCOPE & BUDGET

7/13/2020

Hours

	Sr. Planner Carlson	Planner Walburg	Planner Polacek	Labor Cost
1 Meet with City staff	1	1		\$ 300
2 Research and summarize available information on Spring Lake Park's current policies and regulations	1	2		\$ 427
3 Research and summarize available information on complaints, police calls, or other documented problems	1	4	8	\$ 1,697
4 Research the experiences of up to five other cities in the region	2	10		\$ 1,616
5 Research and summarize national studies	2	8		\$ 1,362
6 Research the background information, findings and ordinances from other cities in Minnesota	4	8		\$ 1,708
7 Meet with City staff	1	1		\$ 300
8 Prepare a memorandum summarizing the preliminary findings of the research	8	16	2	\$ 3,670
9 Meet with the Planning Commission and City Council to discuss preliminary findings	2	2		\$ 600
10 Meet with rental property owners, property managers, community members	6	6		\$ 1,800
11 Conduct additional research if requested	4	4		\$ 1,200
12 Meet with the Planning Commission and City Council,	2	2		\$ 600
13 Finalize recommendations	2	4		\$ 854
14 Prepare and attend a Planning Commission public hearing	1			\$ 173
15 Prepare and attend a City Council meeting on the draft ordinance	1			\$ 201
16 Phone calls, emails, online meetings, and other typical communication	8	4		\$ 1,892
TOTAL	46	72	10	\$ 18,400