

**Log of Planning Division Staff Time Expended – Casitas Springs MHP Service Reduction Petition, 2022-present**

Date	Number of Hours	Description
12/8/2022	4.3	Staff time spent related to Casitas Springs Mobile Home Park service reduction petition (drafting staff report and research tasks).
12/15/2022	3.3	Staff time spent drafting service reduction petition staff report and researching/evaluating petition components (Casitas Springs Mobile Home Park).
12/16/2022	0.8	Staff time spent drafting service reduction petition staff report and researching/evaluating petition components (Casitas Springs Mobile Home Park).
12/19/2022	1.7	Staff time spent drafting service reduction petition staff report and researching/evaluating petition components (Casitas Springs Mobile Home Park).
12/20/2022	2.6	Staff time spent conducting site inspection at Casitas Springs MHP, reviewing service reduction petition materials, research, and associated correspondence/coordination (Casitas Springs Mobile Home Park)
12/21/2022	0.4	Staff time spent on research tasks and associated correspondence/coordination related to service reduction petition (Casitas Springs Mobile Home Park)
1/3/2023	5.1	Staff time spent drafting service reduction petition staff report and researching/evaluating petition components (Casitas Springs Mobile Home Park).
1/25/2023	0.6	Staff time spent on research tasks and associated correspondence/coordination related to service reduction petition (Casitas Springs Mobile Home Park) communication with petitioner
2/26/2023	0.5	Staff time spent on research tasks and associated correspondence/coordination related to service reduction petition (Casitas Springs Mobile Home Park) attempt to find a mediator
3/16/2023	2.9	Staff time spent on research tasks and associated correspondence/coordination related to service reduction petition (Casitas Springs Mobile Home Park) drafting and revising staff report and prepping exhibits
3/21/2023	2.8	Staff time spent on research tasks and associated correspondence/coordination related to service reduction petition (Casitas Springs Mobile Home Park) drafting and revising staff report and prepping exhibits
3/22/2023	3.7	Staff time spent on research tasks and associated correspondence/coordination related to service reduction petition (Casitas Springs Mobile Home Park) drafting and revising staff report and prepping exhibits
3/27/2023	3.9	Staff time spent on research tasks and associated correspondence/coordination related to service reduction petition (Casitas Springs Mobile Home Park) drafting and revising staff report and prepping exhibits.

County of Ventura  
 May 24, 2023  
 Mobile Home Park Rent Review Board Meeting  
 Item 6  
 Exhibit 12 – Log of Planning Division Staff Time Expended

3/29/2023	0.8	Staff time spent on correspondence/coordination related to service reduction petition (Casitas Springs Mobile Home Park)
3/30/2023	1.8	Staff time spent related to service reduction petition (Casitas Springs Mobile Home Park); compile, organize, and label exhibits; draft item PowerPoint for hearing
4/3/2023	7.1	Staff time spent related to service reduction petition (Casitas Springs Mobile Home Park); revise staff report; compile, organize, and label exhibits; create item PowerPoint for hearing
4/4/2023	4	Staff time spent related to service reduction petition (Casitas Springs Mobile Home Park); revise staff report; compile, organize, and label exhibits; create item PowerPoint for hearing
4/5/2023	2.1	Staff time spent related to service reduction petition (Casitas Springs Mobile Home Park); revise staff report; compile, organize, and label exhibits; create item PowerPoint for hearing
4/11/2023	0.7	Staff time spent on correspondence/coordination related to service reduction petition (Casitas Springs Mobile Home Park); coordination with management team on next steps regarding petition issues
4/12/2023	0.5	Staff time spent on correspondence/coordination related to service reduction petition (Casitas Springs Mobile Home Park); answer questions of residents
4/18/2023	0.6	Staff time spent on correspondence/coordination related to service reduction petition (Casitas Springs Mobile Home Park); revisions to staff report and exhibits
4/24/2023	3.1	Staff time spent on correspondence/coordination related to service reduction petition (Casitas Springs Mobile Home Park); revisions to staff report and exhibits
5/2/2023	5.5	Staff time spent revising staff report and exhibits following County Counsel office's review
5/4/2023	0.7	Staff time spent further revising draft staff report.
5/9/2023	1.7	Staff time spent revising staff report and exhibits following County Counsel office's review (Casitas Springs Mobile Home Park); revisions to staff report and exhibits
5/10/2023	1.1	Staff time spent revising staff report and exhibits following County Counsel office's review (Casitas Springs Mobile Home Park); revisions to staff report and exhibits

<b>Staff Hourly Billing Rate</b>	<b>\$168.80 per hour</b>
<b>Total Hours to date</b>	<b>62.3 hours</b>
<b>Additional Anticipated Staff time</b>	<b>8 hours</b>
<b>Estimated Cost</b>	<b>\$11,866.64</b>