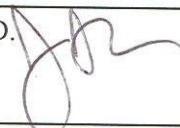



F R O M	Name & Title	Joshua M. Sharfstein, M.D. Commissioner of Health 	<b>Health Department</b>  <b>MEMO</b>	
	Agency Name & Address	Health Department 210 Guilford Ave.		
	Subject	Council Bill 08-0181 – Environmental and Civil Citations – Building Code Notices - Service		

To: President and Members  
of the City Council  
c/o  
409 City Hall

September 11, 2008

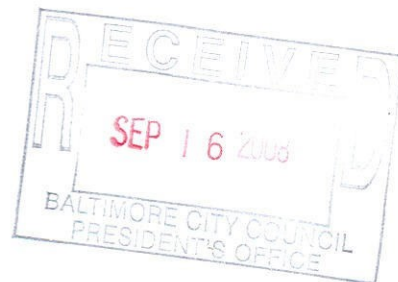
The Baltimore City Health Department City supports Council Bill 08-0181 with amendments. The purpose of the bill is to require that service by mail of environmental control board citations be by certified mail and by regular mail.

The Division of Environmental Health regularly issues environmental citations. The current code requires that environmental control board citations be delivered by certified mail. From our experience, we've learned that certified mail isn't an effective delivery service. Very few individuals are willing to pickup mail directly from the post office or sign for certified mail. Often, the citations are returned, requiring us to attempt service again.

Under the existing system, the economic costs to each Department are significant. Mailing each environmental citation by certified mail costs a department \$3.12. If an individual fails to claim their certified mail, an additional \$3.12 must be paid for the second attempt at service. Requiring delivery of citations by both certified and regular mail would only add to these costs.

Instead, the Baltimore City Health Department recommends amending 08-0181 to require the serving of a citation by regular mail only. Regular mail is both the most reliable and cost-effective method of service. It will limit the financial costs to the City while also ensuring that citizens receive their citations and have an adequate opportunity to review and if necessary, appeal.

Cc: Angela Gibson



F/A