


<b>FROM</b>	NAME & TITLE	David E. Scott, Director	CITY of <b>BALTIMORE</b> <b>MEMO</b>	
	AGENCY NAME & ADDRESS	Department of Public Works 600 Abel Wolman Municipal Building		
	SUBJECT	<b>CITY COUNCIL BILL 08-0181</b>		

DATE: September 30, 2008

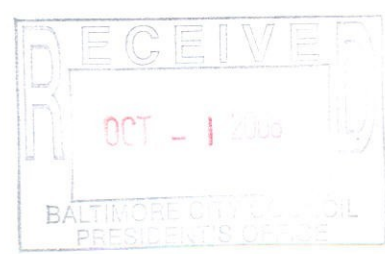
**TO**  
 The Honorable President and Members  
 of the Baltimore City Council  
 c/o Karen Randle  
 Room 400 - City Hall

I am herein reporting on City Council Bill 08-0181 introduced by Council President Rawlings Blake and Council Members Clarke, Young, Middleton, Henry, Branch, Reisinger, Cole, Conaway, D'Adamo, and Welch.

The purpose of the Bill is to require that service by mail of environmental citations, civil citations, and building code notices be both by certified mail and by regular mail; conform and clarify certain language; and generally relating to the service of environmental citations, civil citations, and building code notices.

Article 1 § 40 lists violations of the Code that may be cited through a prepayable citation by special enforcement officers and adjudicated by the Environmental Control Board. Similarly, § 41 lists violations that may be cited through a civil citation issued by a police officer and adjudicated in District Court. Violations of the Building, Fire, and Related Codes are issued by inspectors and adjudicated in Housing Court. The purpose of these citations are to notify persons of violations of certain sanitation, environmental, health, safety, and other laws of Baltimore City, and to encourage their timely abatement.

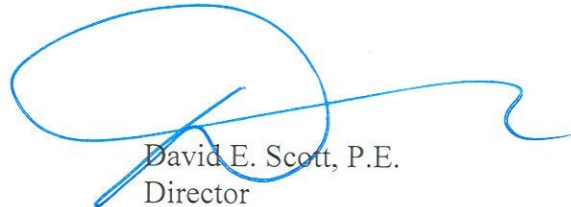
Initially, environmental citations could only be served in person or by certified mail. When this Department issued prepayable citations through its sanitation enforcement officers, notifying violators by certified mail cost approximately \$125,000 annually. Furthermore, it was our experience that certified mail was seldom collected by the cited persons at the Post Office, resulting in lack of notification issues. Ordinance 02-362 expanded the options for service to include citing in person, by certified mail (return receipt requested), giving the citation to a person of suitable age residing at the cited person's last known address, or by posting on the main entrance of the offending premises and mailing to the cited person's last known address by regular mail. With the option to send notices via regular mail, the notification costs dropped to approximately \$11,000 annually. The sanitation enforcement officers were eventually transferred to the Department of Housing and Community Development (DHCD).



*Refers to other agencies*

The Honorable President and Members  
of the Baltimore City Council  
September 30, 2008  
Page 2

City Council Bill 08-0181, if approved, would require when notifying a cited person by certified mail, to also send notification by regular mail, presumably to ensure that notice is received. While the proposed change does not prevent a citation being sent solely by regular mail, it would require an additional mailing if certified mail is the desired notification approach. With the transfer of the sanitation enforcement officers to DHCD, the impact of this additional notification requirement would be minimal to this Department. Therefore, the Department of Public Works defers to the other referred agencies on City Council Bill 08-0181.



David E. Scott, P.E.  
Director

DES/MMC:pat

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