

To: Drew Vetter, Deputy CAO
From: Michael D. Mallinoff, Director PAI
Re: Code workgroup adopted recommendations
Date: April 16, 2020

1. Special "Revolving" fund for code enforcement efforts: This revolving fund involves setting up a separate account that would take all revenues from PIA code related fines, fees, liens and keeps those funds in a fund to be used for related enforcement and remediation actions. It is estimated of upwards of \$2 million per fiscal year can be generated.
2. Pro-active inspections including off-hours: Rather than having code enforcement only address complaints, the inspectors would patrol their respective zones and send out correction notices accordingly. The off-hours inspections would include regularly scheduled code enforcement inspectors working in the evenings and in particular the weekends to address issues that regularly occur when the inspectors are not working. The staffing for this would include adding 2-3 additional inspectors.
3. Expand ALJ for faster and live streaming adjudication: Add a third Judge to provide faster turnaround for hearings. Additionally, improve transparency by providing live streaming.
4. Multifamily inspections to add improve inspections and add staffing: This was reflected in an earlier decision memo and would make Baltimore County the last urban county in Maryland to inspect and license multifamily residential rental dwellings of 7 or more units. There are about 341 complexes and over 78,000 additional units included. At an annual license fee of \$25 **per unit**, over \$1.9 million dollars would be generated. It is envisioned that 7 new rental inspectors would be hired, plus overhead, to provide yearly inspections and enforcement in all 7 council districts. This program would also improve the existing 6 or less **unit** inspection program by providing stronger inspection protocols. **It** would bring staff to specifically address what the committee members strongly stated were problems with the existing already licensed, and some undetected, rental properties throughout the county. Additional discussions include bonding landlords **and rental properties**, holding landlords, not **tenants**, accountable for all infractions, and looking to narrow the definition of the number of unrelated **occupants** in a dwelling.
5. Add additional code enforcement staff: Related to **item 4 above**, there was a robust discussion about how **many fewer few** active inspectors there are now, approximately 20, compared to a decade ago when there were 34; even though the County population has grown. The sentiment of the committee was to add inspectors as the budget provides.

6. Vacant property registry: Set up a program similar to the City of Salisbury, Maryland, whereby owners of vacant residential and commercial properties would have to register with the county or be subject to a fine and liens.

7. All around improved pro-active communications including multi-lingual: Strong discussion and agreement on making communications available in the languages used by our residents. Use of community groups to disseminate information to new and existing residents alike. Stakeholders and community group email blasts on Code Enforcement news as changes occur.

8. Improved sign, trash and litter, private and business property maintenance code enforcement: Related to item 2 above, and having inspectors vigorously enforcement the current laws we currently have on the books, like such as the 2015/2018 Property Maintenance Code. Additionally, when pulling random illegal signs, send the owners correction notices and follow up to adjudication to keep it from reoccurring. Repeat offenders posting illegal signs should be sent correction notices, followed by adjudication. Consistent issuance of penalties for those dumping trash, which are often dismissed.

9. Improved technology: Improve or remove Accela. Support for the upcoming City Works land management system. Make sure 311, and all technology, feed into one data base for better tracking and coordination.

10. Rat eradication: Related to item 1 above, this program is strongly supported and a desire for continued funding and expansion into additional communities; and encourage the use of innovative technologies as they become available.