



Request for City Council Committee Action From the Department of Inspections

Date: January 14, 2005
To: Public Safety and Regulatory Services Committee
Referral to:
Subject: Status report on the administrative citation program and re-inspection fee program activity for Housing Inspection Services during 2004.

Recommendation: Recommendation is not required, progress report only.

Previous Directives: The Housing Inspection Services Division was authorized to use administrative citations in 2004, and re-inspection fees were authorized in 2002.

Prepared or Submitted by: JoAnn Velde, Deputy Director, 673-5850

Approved by:

Henry Reimer, Director

Rocco Forte, Asst. City Coordinator

Presenters in Committee

Joann Velde, Deputy Director
Housing Inspection Services

Grant Wilson, District Supervisor
Housing Inspection Services

Financial Impact

No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)

- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Other financial impact (Explain):

Request provided to the Budget Office when provided to the Committee Coordinator

Community Impact

Housing code violations have a significant effect on the livability of a city. It is hoped that the continued use of administrative citations and re-inspection fees will assist us in the alleviation of several types of nuisance conditions and blight, will prevent the deterioration of the housing stock, and will assist in providing safer dwelling units.

Background/Supporting Information Attached:

1. Report describing the administrative citation activity from April 1st to December 31st 2004 by Housing Inspection Services.
2. A map plotting the locations where administrative citations were issued for housing maintenance code and related violations during 2004.
3. Report describing the re-inspection fee program activity through 2004.

Housing Inspection Services Administrative Citation & Re-inspection Fee 2004 Summary Report January 11th, 2005

Administrative Citation Background

In April of 2004 the Housing Inspection Services Division began using Administrative citations to adjudicate common violations of housing maintenance related ordinances. Prior to this time all such outstanding violations were dealt with as criminal matters in Hennepin County District Court. The Housing Inspection Services Division continues to use the District Court for many cases, however, the use of administrative citations by Housing Inspectors steadily increased during 2004. A total of 594 administrative citations were issued by Housing Inspection Services in 2004.

2004 Statistics

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|--|------------|
| Administrative citations issued | 594 |
| Administrative citations paid | 68 |
| Administrative citations appealed | 38 |
| Administrative citations canceled | 32 |

The administrative citation appeal rate for 2004 was 6%. The cancelled citations (5%) usually related to violation notices or citations that were sent to an incorrect or former owner, etc.

| | | | |
|----------------------------------|-----------------------|------------|-------------------------|
| 1st Citations | \$200.00 fine | 402 | \$80,400.00 |
| 2nd Citations | \$400.00 fine | 71 | \$28,400.00 |
| 3rd Citations | \$800.00 fine | 18 | \$14,400.00 |
| 4th Citations | \$1600.00 fine | 5 | \$ 8,000.00 |
| Fines adjusted at hearing | | 11 | <u>\$ 866.00</u> |

Total fines **\$132,066.00**

| | |
|---|---------------------|
| Admin. Citation fines paid in 2004 | \$10,200.00 |
| Fines to be assessed from 2004 citations | \$121,866.00 |

45% reduction for criminal charged Housing cases.

| | |
|------------------------------|-------------|
| Summons to court 2003 | 1368 |
| Summons to court 2004 | 619 |

Re-inspection Fees Summary Report – 2004

Re-inspection Fees Background

In November of 2002, Housing Inspection Services implemented re-inspection fees. To eliminate resource constraints in our collection of payment efforts new legislation was introduced by Minneapolis. In 2004, we received authority from the State of Minnesota to charge & assess re-inspection fees. Property owners will still receive two (2) inspections without any fees, the initial inspection and the inspection that results in the completion of all housing code violations. State Statute 429.101 subsection (9).

Housing Inspection Services conducted a total of approximately 8,000 chargeable re-inspections in 2004.

2004 chargeable inspections includes late charges: totaling \$110,050

| | |
|--|----------------------|
| 2004 Paid re-inspection fees - | \$51,200 |
| 2004 Levied special assessments | <u>36,000</u> |
| Total Fees | \$87,200 |

Remainder of 2004 unpaid fees will be included in the 2005 special assessment levy.