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**Bernard F. Lynch**  
City Manager

TO: Mayor Edward "Bud" Caulfield  
And  
Members of the Lowell City Council

FROM: Bernard F. Lynch, City Manager 

DATE: December 30, 2008

RE: CC Motion of 12-23-08 by Councilor James Milinazzo  
"Request that the Manager report on enforcement activities re: Fore-  
closed/Abandoned Property Ordinance."

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I write in regards to the above-mentioned motion. On July 8, 2008, the City Council adopted a Vacant and Foreclosing Property Ordinance. That ordinance required that owners of vacant or foreclosing property register with the Inspectional Services Department and provide the name and contact information of a local contact person responsible for maintaining the property.

The first phase has been establishing a process for identifying properties, developing registration forms and a database for tracking properties, contacting responsible parties, getting the properties registered, and inspecting properties. The City has sent notice to 35 lenders or property management companies and notified 55 individual property owners. The City has identified 271 foreclosed or vacant properties, of which 27 have registered with the City resulting in revenues of \$2,700. Inspectional Services has led a multidepartment team in inspecting these properties, identifying life safety, utility, and other concerns. This first phase will continue into January. In February Inspectional Services will begin citing owners and lenders who have not registered and will begin assessing fines according to the ordinance.

Please contact me with any questions. Thank you.