



<b>The City of Salisbury's Automated Speed Enforcement Program Frequently Asked Questions</b>	
<b>What Are Automated Speed Enforcement Systems?</b>	Automated speed enforcement (ASE) systems is an enforcement technique with one or more motor vehicle sensors producing recorded images of motor vehicles traveling at speeds above 12mph. Images captured by ASE systems are processed and reviewed in an office environment. All citations are reviewed and certified by a police officer (OPERATOR). Violation notices are then mailed to the registered owner of the violating vehicle. Often, ASE systems are referred to as speed cameras.
<b>What Is A Speed Monitoring System Operator?</b>	<p>A speed monitoring system OPERATOR is a representative of an agency that operates speed monitoring systems.</p> <p>Prior to program implementation, OPERATORS must be trained and certified by the manufacturer of the speed monitoring device. During this time OPERATORS are trained on the procedures for setting up and operating the speed monitoring device, processing violations, MD law, and judicial procedures.</p> <p>Throughout the length of The City of Salisbury's ASE program, OPERATORS must fill out and sign daily setup logs for the device that states that the speed monitoring system operator successfully performed the manufactured specified self-test of speed monitoring system prior to producing a recorded image.</p>
<b>What Is Considered A School Zone?</b>	Per the Maryland Annotated Code, school zones can only be established within a ½ mile radius of a school. School zones must be established by placing signs designating the school zone and signs that designate the maximum speed limit applicable in the school zone.
<b>What Is The Primary Goal Of The Automated Speed Enforcement Program?</b>	The City of Salisbury's Automated Speed Enforcement Program is a safety program focused on changing driver behavior through a comprehensive effort involving engineering, education, and enforcement. The City of Salisbury's Automated Speed Enforcement Program uses automated speed enforcement to enhance the safety of motorists and pedestrians within the incorporated limits of the City of Salisbury.
<b>Program History &amp; Background</b>	



<p><b>Program History &amp; Background</b></p>	<p>Recognizing that speeding and aggressive motorists present significant public safety problems, Salisbury's City Council passed Ordinance No 2148 on April 25, 2011 authorizing the use of automated speed enforcement systems.</p>
<p><b>What Are The Guiding Principles Of The Salisbury's Automated Speed Enforcement Program?</b></p>	<p>The City of Salisbury's Police Department program principles are:</p> <ul style="list-style-type: none"> <li>• Clearly identify and effectively communicate speed-related safety problems to the public.</li> <li>• Make Automated Speed Enforcement sites visible to road users through signing and media outlets.</li> <li>• Deploy Automated Speed Enforcement in school zones where they fulfill a bona-fide need.</li> <li>• Ensure a fair program by deploying Automated Speed Enforcement only after careful consideration and study.</li> <li>• Determine the effectiveness of the program through continuous, ongoing evaluations.</li> </ul>
<p><b>Local Authorization</b></p>	<p>Recognizing that speeding and aggressive motorists present significant public safety problems, Salisbury's City Council passed Ordinance No. 2148 on April 25, 2011 authorizing the use of automated speed enforcement systems.</p> <p><b>LINK</b> <a href="http://www.ci.salisbury.md.us/wp-content/uploads/2013/06/Ord2148.pdf">http://www.ci.salisbury.md.us/wp-content/uploads/2013/06/Ord2148.pdf</a></p>
<p><b>Md Transportation Article 21-809</b></p>	<p><b>LINK</b> <a href="http://www.marylandroads.com/Index.aspx?PageId=780">http://www.marylandroads.com/Index.aspx?PageId=780</a></p>
<p><b>How Are Sites Selected?</b></p>	<p>A variety of factors are used to determine the automated speed enforcement deployment locations, including:</p> <ul style="list-style-type: none"> <li>• Location of school zone (e.g., must be on a street/ with a posted speed limit, spreading out sites to achieve maximum effect, etc.)</li> <li>• Safety Data (e.g. children exposure /risk, congestion, crash history, violation history, etc.)</li> <li>• Temporary Traffic Control Set-up (e.g., number of lanes, time of day, duration of school, etc.)</li> </ul>
	<p>Prior to implementation, an extensive data analysis was conducted to</p>



<p><b>What Are The Designated School Zones?</b></p>	<p>identify the areas in which additional enforcement countermeasures would be the most effective. Cameras may be added or removed at the discretion of the Police Chief, based on the review of traffic data, accident history, and citizen complaints. Prior to implementing new camera enforcement sites, municipalities must advise residences and place proper signage.</p>
<p><b>How Will The Public Be Informed When New Safety Zones Are Enforced?</b></p>	<p>All automated enforcement system locations are listed at <a href="http://www.salisburypd.com">www.salisburypd.com</a>. Prior to enforcement, signage will be posted clearly indicating that automated speed enforcement systems are operational.</p>
<p><b>What Hours Can Enforcement Camera Systems Enforce School Zones?</b></p>	<p>By statute, enforcement can take place Monday through Friday from 6 a.m. to 8 p.m. Enforcement will take place on specific roadways, at specific times, based on the data collected from the department's speed studies, as well as citizen complaints. Speed cameras remain in use during these hours throughout the summer months and on other weekdays when school is not in session. The need for motorists to drive carefully in school zones exists even when schools are not in session because school sites are used for summer school, recreation and parks activities, summer athletics and other child-oriented activities.</p>
<p><b>Automated Speed Enforcement Systems</b></p>	
<p><b>Who Operates The Photo Enforcement Equipment Units And What Are Their Qualifications?</b></p>	<p>A speed monitoring <b>OPERATOR</b> is a representative of The City of Salisbury's Police Department that is responsible for operating all automated speed enforcements systems. Prior to Salisbury's program implementation, all program <b>OPERATOR</b>'s must complete formal training by the manufacture of speed monitoring systems.</p> <p>Operators are responsible for performing the manufacture-specified self-test of the speed monitoring system prior to producing a recorded image. The "Operator" completes a "Daily Set-up Log" upon successful completion of the self-test; the logs can created electronically in Brekford's software or by hand. In addition, the "Operator" performs the manufacture-specified self-test of the speed monitoring system at the end of the day of producing of recorded images; the self-test of the speed monitoring system after the producing of recorded images is not required by TA 21-809. The "Operator" completes a "Daily End-Log" upon completion.</p>
<p><b>How Does Radar Systems Work?</b></p>	<p>Radar works on the Doppler Shift Principle. Put simply, a radio wave</p>



	<p>with a known frequency is emitted from the transmitter/receiver. When the wave strikes a vehicle moving away from the unit it returns to the receiver and the difference between the lower frequency wave and original wavelength is calculated into a speed. If the speed is above the designated speed a photo is taken of the vehicles license plate. This violation is confirmed manually by the Operator.</p>
<p><b>How Does The Camera Know When A Violation Occurred?</b></p>	<p>A speed measuring device is aimed across the road and determines the speed of the vehicles that pass through it. If the detected speed is higher than the established speed threshold set by the certified operator, a digital image of the vehicle is recorded.</p>
<p><b>How Do I Know The Camera Was Functioning Properly At The Time Of My Violation?</b></p>	<p>The entire system undergoes a thorough self-check prior to and at the end of each deployment. The results of the testing are captured in the computer and are recorded. The cameras will only operate if all the components are working properly and will automatically shut down in the event an error is detected. The equipment must then be re-tested and manually re-started before recording additional images.</p>
<p><b>When And How Often Are The Automated Speed Enforcement Systems Calibrated?</b></p>	<p>Maryland Law and Regulations:</p> <p>Maryland law requires the speed detection equipment to undergo an annual calibration check performed by an independent calibration laboratory.</p> <p>Additionally, Maryland law requires the system operator to complete a set-up log that states the date and time when, and the location where the system was set up and that the operator successfully performed and the device passed, manufacturer-specified self-tests before producing a recorded image. The set-up log and these self-testing procedures are completed prior to a deployment</p> <p>No school zone speed control system will be used for enforcement unless the operator has completed all required set-up logs, the system has passed all manufacturer-specified self-tests, and the system is operating properly.</p> <p>Self-Test Steps:</p> <ul style="list-style-type: none"> <li>• Tuning fork test for radar unit</li> <li>• Test photo</li> <li>• Manufacturer self-test sequence</li> </ul>



<p><b>Where Can I Review The Radar Calibration Certificate?</b></p>	<p><b>LINK</b> <a href="http://www.salisburypd.com/">www.salisburypd.com/</a></p>
<p><b>Where Can I Review The Operator Certificates?</b></p>	<p><b>Contact the Salisbury Police Department</b> Ask for the ASE Administrator</p>
<p><b>Couldn't The Radar Beam Have Detected A Vehicle Near Mine?</b></p>	<p>No. The beam on these units is very narrow and so could not have picked up a nearby vehicle. Also, if two vehicles happen to fall within the beam at the same time, it will not be able to detect the speed for either vehicle.</p>
<p><b>What Is The Process After The Violation Is Recorded?</b></p>	<p>After an alleged violation is recorded, it is reviewed by the contractor, Brekford, for initial approval. This review is completed to ensure the equipment worked properly and all contractual requirements are met. A listing of registration is obtained through the Department of Motor Vehicles and is attached to the alleged violation. The alleged violation is then sent to The Salisbury Police Department for approval.</p> <p>At Salisbury's Police Department only certified Operators have the ability to review all of the available information and then approves or disapproves the alleged violation. The certified Operators ensure the equipment worked properly and the alleged violation is consistent with state law. If it meets these requirements the alleged violation is approved.</p> <p>After the violation is approved by a certified Operator, the contractor sends a notice to the registered owner of the car. If the first notice is ignored, a second notice is sent. If the second notice is ignored, a summons and complaint is completed and a process server is employed to contact the owner and serve the summons and complaint.</p>
<p><b>Citation Questions</b></p>	
<p><b>Why Did I Get A Citation?</b></p>	<p>A vehicle, registered or leased to you, was photographed exceeding the posted speed limit by at least 12 miles per hour. Vehicles exceeding the posted maximum speed limit are detected automatically and two photographs are taken. On each photograph are the date, time, location and speed of vehicle when the violation occurred.</p>
<p><b>Where Is The Citation Sent?</b></p>	<p>The citation is mailed to the address on the vehicles registered owner that is listed by the MVA.</p>
<p><b>What Happens If I Moved And / Or Did Not</b></p>	<p>If you moved since obtaining your license plates and did not update your</p>



<p><b>Receive The Citation?</b></p>	<p>address with Motor Vehicle Registration at your county's Clerk and Recorder Office, or if you believe that you may have received a citation but did not receive a notice in the mail, you can call 1-443-749-8833 and ask if there is a ticket for your license plate number.</p>
<p><b>How Long After The Violation Is The Citation Sent?</b></p>	<p>The citation is required by law to be mailed no later than 14 days of the violation if the vehicle is registered in <u>this</u> State. The citation is required by law to be mailed no later than 30 days of the violation if the vehicle is registered in <u>another</u> State.</p>
<p><b>What Information Will Be Displayed On The Citation?</b></p>	<p>The citation will include three photographs showing the vehicle committing the violation and the vehicle's tag number. Those photographs will include a data bar that contains the date, time, and location of the violation; violation number; speed limit; vehicle speed; and equipment number. The citation will also include instructions for paying the fine or for requesting a court date. It will contain the signature of the police officer who certified the citation by reviewing the images and determined that the violation took place. The citation also contains a link to a website where you can view the citation online</p>
<p><b>What If I Receive A Citation For A Vehicle I Previously Sold?</b></p>	<p>The registered owner must complete the back of the Citation and send it to the address indicated with any two of the following: bill of sale, cancellation of insurance for the vehicle, or cancellation of plate registration with the DMV.</p>
<p><b>Who Reviews The Citations Before They Are Mailed Out</b></p>	<p>In addition to being reviewed by the ASE system contractor, each citation is verified and approved by a City of Salisbury police officer. The reviewing police officer signs a statement on the citation that indicates the vehicle was being operated in violation of the law based on inspection of the recorded images.</p>
<p><b>Is The Citation A "Traffic Ticket"?</b></p>	<p>No. This citation is not considered a "moving violation." It is a civil citation holding the registered owner or lessee responsible for the violation (similar to a parking ticket). No points can be assessed for this violation and it will not raise your insurance rates.</p>
<p><b>What If I Lost My Citation?</b></p>	<p>You may call The City of Salisbury's Automated Speed Enforcement information hotline at: 1-443-749-8833.</p>
<p><b>What Happens If I Do Not Pay The Citation?</b></p>	<p>If you fail to pay the citation in full by the due date, your vehicle</p>



	registration may be flagged and subject to refusal or suspension. If your registration is flagged, you may owe additional flagging fees.
<b>Citation Payment</b>	
<b>How Can I Pay The Citation?</b>	<p>Unless your tag number has been flagged by the MVA, you can pay by:</p> <ul style="list-style-type: none"> <li>• <b>Mail a check or money order to :</b> The City of Salisbury's Automated Enforcement Program P.O. Box 5046 Hagerstown MD 21741-5046</li> <li>• <b>Online by Credit Card</b> <a href="https://www.ip360ateg.com/webpayment/">https://www.ip360ateg.com/webpayment/</a></li> <li>• <b>By phone:</b> 1-443-749-8833</li> </ul> <p>If your registration has been flagged, certified funds or a credit card payment is accepted.</p>
<b>How Do I Pay The Citation By Mail?</b>	<p>If you wish to pay a citation by mail, your check or money order must be made payable to:</p> <p><b>The City of Salisbury's Automated Enforcement Program</b> P.O. Box 5046 Hagerstown MD 21741-5046</p> <p>Please write the <b><u>CITATION NUMBER</u></b> and <b><u>VEHICLE TAG NUMBER</u></b> on your check or money order. Mail your remittance stub along with your check to:</p> <p><b>The City of Salisbury's Automated Speed Enforcement Program</b> Photo Enforcement Unit, P.O. Box 5046 Hagerstown, MD 21741-5046.</p>
<b>How Can I Pay The Citation Online?</b>	<p>Payments are accepted online with a valid Visa, Master, or Discover Card.</p> <p>Go to <a href="https://www.ip360ateg.com/webpayment/">https://www.ip360ateg.com/webpayment/</a></p> <p>Enter the <b><u>CITATION NUMBER</u></b> and <b><u>PIN NUMBER</u></b></p>
<b>Can I Contest The Violation?</b>	Yes. You may request to appear in District Court by returning the



	completed form, on the bottom of the notice you received, at least <b>five</b> days prior to the Date Due shown on the front of the notice. If you appear in Court, the maximum amount you can be charged is \$40.00 and court cost. You will be notified by mail of the court date. If you do not receive a notice within 30 days, call The City of Salisbury's Automated Speed Enforcement hotline at: 1-443-749-8833.
<b>Court Questions</b>	
<b>How Do I Cancel A Scheduled Court Date?</b>	A court date can be cancelled via a telephone call or written request prior to the scheduled court date.
<b>Can I Request The Operator Of The Camera To Be Present At Court?</b>	Yes - Send your request in writing to: The City of Salisbury's Automated Speed Enforcement Program, P.O. Box 5046 Hagerstown, MD 21741. All requests must be received (20) days prior to your scheduled court date.
<b>Can I Be Represented By An Attorney?</b>	Yes
<b>What Happens If I Do Not Pay The Citation?</b>	If you fail to pay the citation in full by the due date, your vehicle registration may be flagged and subject to refusal or suspension. If your registration is flagged, you may owe additional flagging fees.
<b>Necessary Procedures To Remove A "Flag"</b>	<p>Failure to pay an issued citation may result in the MVA placing a "flag" on your vehicles registration.</p> <p>Once the MVA notifies you about a "flag" being placed on your vehicle record you must complete the following procedures for removal of the flag:</p> <ol style="list-style-type: none"> <li>1. All citations must be first paid in full.</li> <li>2. Once all citations are paid, please contact The City of Salisbury's Automated Speed Enforcement information hotline at: 1-443-749-8833 to request a VR-119 receipt.</li> <li>3. Provide the copy of the VR-119 receipt to the MVA, which directs the MVA to release the flag.</li> </ol>
<b>What Do I Do If My Vehicle Or Registration Plates Were Stolen?</b>	The citizen must submit a copy of the police report or documentation from MVA listing date of cancellation of stolen items. If the date on the police report is before the violation date or the vehicle or tags were not recovered before the violation date, the citation will be dismissed. If the violation date does not match time frame of police report the citizen is



	responsible for payment.
<p><b>What If I Was Not Driving The Vehicle?</b></p>	<p>Liability for citations ultimately rest with the registered owner. The registered owner has the right to identify the person who was in care, custody or control of the vehicle at the time of the speeding violation. The registered owner must provide:</p> <ul style="list-style-type: none"> <li>• A sworn written statement sent certified mail / Return Receipt Requested</li> <li>• The citation number</li> <li>• Any other corroborating evidence, which may include the name, address, and driver's license number of the person driving the vehicle at the time of the violation. <ul style="list-style-type: none"> <li>○ <b>Request must be sent to:</b> <b>The City of Salisbury's Automated Speed Enforcement Program</b> <b>P.O. Box 5046 Hagerstown MD 21741-5046</b></li> </ul> </li> </ul>
<p><b>Who Do I Contact If I Have Specific Questions Regarding A Ticket I've Received?</b></p>	<p>Contact The City of Salisbury's Automated Speed Enforcement information hotline at: 1-443-749-8833.</p>
<p><b>Why Did I Receive Another Notice If I've Paid The Citation?</b></p>	<p>You may call The City of Salisbury's Automated Speed Enforcement information hotline at: 1-443-749-8833.</p>