

ADMINISTRATIVE CITATIONS

Moreno Valley Municipal Code Section 1.10.020 provides for the issuance of administrative citations for Municipal Code violations. There are three levels of citations that can be issued progressively for a violation. The fines, as indicated on the front of the citation are \$100.00 for the First Citation, \$200.00 for the Second Citation, and \$500.00 for the Third and subsequent citations for violations of the same ordinance within one year. These fines are cumulative and citations may be issued each day the violation exists. A warning, if issued, does not incur a fine and, therefore, may not be appealed.

Rights of Appeal

You have the right to appeal this administrative citation within thirty (30) days from the citation date. An appeal must be in writing, include payment of the citation as a deposit and mailed to: City of Moreno Valley, P O Box 7275, Newport Beach, CA 92658- 7275.

How to Pay Fine

The amount of the fine is indicated on the front of this administrative citation. You may pay the fine by mail, phone or Internet. Payment must be in the form of a money order or cashier's check payable to the City of Moreno Valley. Please write the citation number on your check or money order. Mail payments to: City of Moreno Valley, P O Box 7275, Newport Beach, CA 92658-7275. You may also use the Internet to pay: www.citationprocessingcenter.com or by phone at 1 (800) 989-2058. **Citations cannot be paid at City Hall.**

If the citation is not paid or appealed within the statutory time you will receive an invoice from the processing center (Revenue Experts, Inc.) Please follow the instructions on the invoice to ensure proper processing of your payment. Payment of the fine shall not excuse the failure to correct the violation nor shall it bar further enforcement action by the City of Moreno Valley.

Consequences of Failure to Pay the Fine

The failure of any person to pay the fine assessed by the administrative citation within the time specified on the citation or on the invoice from the processing agency may result in a claim with the Small Claims Court or any legal remedy available to collect such money. The City has the authority to collect all costs associated with the filing of such actions. Failure to pay fine requirements may be found in Moreno Valley Ordinance 639 Section 1.10.110.

Consequences of Failure to Correct Violations

There are numerous enforcement options that can be used to encourage the correction of violations. These options include, but are not limited to: criminal citation, abatement warrant, and tax lien on property.

If you need further information about the violations and/or how to comply, please call the officer designated on the citation.

If you need further clarification about payment or appealing the citation please call 1-800-861-7422.

A full description of the hearing process for the City's administrative hearings for Municipal Code violations and your rights in the process are found in Moreno Valley Municipal Code Sections 1.10.120 – 1.10.150.