



**CITATION:** Desert Hot Springs Municipal Code 4.24.010 provides for the issuance of a citation for Desert Hot Springs Ordinance Violations. This citation permits city personnel to proceed with its Community Preservation efforts in an expedient, efficient and fair manner for purposes of effectively protecting the health and safety of the general public and enhancing the quality of life for the citizens of the city.

**TO APPEAL THIS CITATION:** Within 21 days of the date of this citation, we must receive a written request for appeal at: *Citation Processing Center, PO Box 7275, Newport Beach, CA 92658-7275*. The request for appeal must include (a) name(s) of each appellant, (b) the citation number, (c) a specific statement of reasons for the appeal along with documents supporting the statement(s), (if any), (d) a check or money order as a deposit for the total penalty amount as shown on the citation, and (e) the signatures of all parties named as appellants and their mailing addresses. Any appeal filed that fails to provide all of the above listed information shall be deemed incomplete, and the right to appeal shall be forfeited. If the appeal is successful, the full penalty amount placed on deposit shall be refunded.

**HARDSHIP/WELFARE WAIVER:** In the event that you cannot pay the total penalty deposit as required, you must apply for a Hardship/Welfare Waiver. You must still appeal within the 21 days of the date of the citation. You must further provide a written statement specifically addressing why you should be granted a Hardship/Welfare Waiver (for Administrative Review). If APPROVED, your appeal will move forward. If DENIED, you will be notified and you must pay the total penalty amount immediately or you may lose your appeal. **DO NOT ATTEMPT TO EXPLOIT OR ABUSE THIS WAIVER, AS YOU MAY LOSE/FORFEIT YOUR APPEAL.**

**HOW TO PAY THE PENALTY AMOUNT:** The penalty amount is indicated on the front side of the citation. Prior to receiving an invoice from the Revenue Collector, you may pay by mail. Payment should be made by personal check, cashier's check, or money order payable to the City of Desert Hot Springs. Please write the citation number on your check or money order. **DO NOT SEND CASH.**

**TO PAY THIS CITATION ELECTRONICALLY:** You may pay this citation online via the internet by logging on to [WWW.CITATIONPROCESSINGCENTER.COM](http://WWW.CITATIONPROCESSINGCENTER.COM).

**CONSEQUENCES OF FAILURE TO PAY THE PENALTY AMOUNT:** The failure of any person to pay the penalty assessed by this citation within the time specified on the citation or on the Revenue Collector's invoice may result in the notification of the State Franchise Tax Board, or the City of Desert Hot Springs pursuing any legal remedies to collect civil penalties. As referenced in Municipal Code 4.24.470 "Special Assessment", The City may also move to recover its costs for any administrative fine, penalty, or fee for violations of this code, whether administratively or judicially imposed. Another Citation may be issued for the same violation(s), if the violation(s) are not corrected, for the same or an increased penalty amount. A criminal citation or an administrative abatement action may also be taken against you.

**IF YOU NEED FURTHER CLARIFICATION** about payment of this citation, please call 1-800-969-6158. You may also contact the Code Enforcement Officer listed on the front of this citation to remedy any possible Citations in the future.

**GRAFFITI HOTLINE: (760)288-0609**

**PROOF OF SERVICE**

I am employed in the City of Desert Hot Springs, State of California. I am over the age of 18 years and not a party to this action. My business address is 65950 Pierson Blvd. Desert Hot Springs, California 92240.

On July 3, 2023 , I caused to be served the within document:

**ADMINISTRATIVE CITATION AT REAL PROPERTY LOCATED AT**

**12175 HIGHLAND AVE**

**DESERT HOT SPRINGS, CALIFORNIA 92240**

**APN 644030024**

On the parties in this action by placing a true copy thereof in a sealed envelope, each envelope addressed as follows:

X **(By First-Class Mail)** I enclosed the document(s) in a sealed envelope or package addressed to the persons at the addresses listed in the Service List and placed the envelope for collection and mailing, following our ordinary business practices. I am readily familiar with City of Desert Hot Springs practice for collecting and processing correspondence for mailing. On the same day that the correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service, in a sealed envelope with postage fully prepaid.

       **(By Certified Mail)** I caused each such envelope to be sent by USPS Return Receipt Certified Mail to the offices of each addressee.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

EXECUTED at Desert Hot Springs California on July 3, 2023.

  
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Mark Valdez  
Code Compliance Officer

**SERVICE LIST**

**NOTICE OF VIOLATION AT REAL PROPERTY LOCATED AT 12175 HIGHLAND AVE DESERT HOT SPRINGS, CALIFORNIA 92240**  
**PARCEL # 644030024**

**BERNARD RICKY JOHN TRUST 4/17/00  
3299 FORTUNA RANCH RD  
SAN DIEGO , CA. 92024**