

# CITY COUNCIL RESEARCH DIVISION LEGISLATIVE SUMMARY



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**Bill Type and Number:** Ordinance 2023-613

**Introducer/Sponsor(s):** Council President Salem

**Date of Introduction:** September 12, 2023

**Committee(s) of Reference:** NCSPHS, R

**Date of Analysis:** September 14, 2023

**Type of Action:** Ordinance Code amendment

**Bill Summary:** The bill amends Ordinance Code Chapter 609 – Code Enforcement Citations – to add language providing that the Municipal Code Compliance Division is not required to send a citation via certified mail, return receipt requested, unless specifically required by Florida law or the Jacksonville Ordinance Code as it relates to emergencies, notices to vacate, unsafe properties and hearings. It provides that, should the violator not be available at the property where the Code Compliance Officer observes a violation, the Municipal Code Compliance Division shall send a citation notice via First Class Mail, and follow the existing posting, affidavit of posting, affidavit of first class mail and hand delivery procedures. The amendment also adds language regarding the treatment of a citation notice sent via certified mail that is returned as undeliverable (in addition to the current unclaimed or refused).

**Background Information:** The preamble of the bill states that as the cost of mailing citation notices via certified mail/return receipt requested has risen, the cost has outweighed and eliminated the benefit of transmitting legal notices by that means. The City has not obtained delivery confirmations for thousands of notices for which delivery receipt confirmation was requested and paid, defeating the purpose of paying for that service. The amendment provides that, unless specifically required for particular circumstances, violation citations will be mailed via first class mail and notices will be posted on the property by the Code Compliance Division.

**Policy Impact Area:** Code compliance violation notification process

**Fiscal Impact:** The Code Compliance Division spends approximately \$300,000 per year sending notices by certified mail.

**Analyst:** Clements