

1. The Town shall seek voluntary compliance with the provisions of this Section before issuing a civil citation or criminal complaint, as applicable. This shall include a written Notice of violation given to the responsible party for the property.
2. A Notice of violation may be issued by the Town Manager or authorized designee.
3. The Notice of violation shall set forth the nature of the violation, the action required to come into compliance with this Article, the time period provided to come into compliance, and the person at the Town to contact for further information.
4. Failure of the responsible party to receive a Notice of violation shall not preclude the subsequent issuance of a civil citation or criminal complaint, as applicable.
5. Nothing in this Section shall prevent the Town from taking immediate action to protect the public from an imminent hazard to health or safety as otherwise provided by law.

E. Civil citations.

1. Unless otherwise designated as a criminal offense in this Section, if a violation continues past the compliance time set forth in the Notice of violation, a civil citation may be issued to the Person responsible for the violation.
2. A civil citation may be issued by the Town Manager or authorized designee.
3. The citation shall include the date of the violation, the location of the property and a reference to the section(s) violated.
4. The citation shall direct the defendant to pay the fine imposed pursuant to Subsection 10-1-15(F) or appear in the Fountain Hills Municipal Court within ten days of the issuance of the citation.
5. The citation shall provide notice that if the defendant fails to pay the fine or appear in the Fountain Hills Municipal Court as directed, a default judgment will be entered in the amount of the fine designated on the citation for the violation. In addition, a default fee may be imposed for failure to appear.
6. Service of the citation may be accomplished and will be deemed proper and complete by any of the following methods:
 - a. Hand delivering the citation to the defendant.