

**INTER-OFFICE CORRESPONDENCE**

**MEMORANDUM NO. 2021-014**

TO: Joseph Napoli, City Manager  
Kathryn Sims, Assistant City Manager / City Clerk  
Captain Chris J. De Giovanni, BSO  
Sergeant Richard Mosca, BSO

CC: Mayor Greg Ross  
Members of the City Commission

FROM: Jacob G. Horowitz, City Attorney *JGH*  
Brian J. Sherman, Assistant City Attorney *BJS*

DATE: June 18, 2021

RE: City of Cooper City ("City") / An Overview of CS/SB 60 – County and Municipal Code Enforcement

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This memorandum is intended to provide a brief overview of CS/SB 60. CS/SB 60 was approved by the Florida Legislature on April 28, 2021, and is awaiting transmittal to Governor DeSantis. If approved by Governor DeSantis, CS/SB 60 becomes effective on July 1, 2021.

**CS/SB 60 prohibits city and county code compliance inspectors from initiating an investigation into violations of local codes or ordinances based upon anonymous complaints.** Individuals reporting code enforcement violations **must** provide their name and address to the local government before a code compliance officer may investigate the complaint. Reports of local code or ordinance violations which present an **imminent threat** to the public health, safety, or welfare, or the destruction of habitat or sensitive resources are exempt from this requirement and may be investigated by a code compliance officer based on an anonymous complaint.

The City's code compliance department investigates all reported code violations regardless of the identity of the complainant or the form of the complaint. This includes code compliance investigation requests submitted through the City's website, phone calls, or electronic mail. Code compliance officers then independently verify each complaint, and either initiate a code compliance case against the subject property or close the case based on the applicable facts.

CS/SB 60 now requires that all complainants must provide their name and address to the City before a complaint is investigated. This prerequisite applies all code enforcement actions brought under Chapters 162 or 166, Florida Statutes, including citations. The information provided by the complainant, including their name and address, is a public record unless any applicable exemptions to the public disclosure of their protected information apply.

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Our office is ready to assist the City with a review of its code compliance procedures to ensure that all complaints, including complaints submitted through the City's website or social media outlets, comply with the requirements of CS/SB 60 upon becoming law.

Please do not hesitate to contact our office if we can provide any additional assistance if you have any questions.

Enclosure: Senate Bill 60

JGH/BJS