

ORDINANCE NO. 037, 2026
OF THE COUNCIL OF THE CITY OF FORT COLLINS
AMENDING SECTION 1702 OF THE TRAFFIC CODE OF THE CITY OF FORT
COLLINS TO REORGANIZE THE ADMINISTRATION OF THE MUNICIPAL COURT

A. The City Council has determined that it is in the best interest of the City to reorganize the administrative operations of the Municipal Court to improve efficiency and customer service.

B. The Council intends to clarify that administrative functions related to the Municipal Court Clerk's Office are to be performed under the authority of the City Manager while preserving the independence of the Municipal Judge with respect to judicial functions.

C. Section 1702 of the Traffic Code currently assigns certain administrative responsibilities to the Municipal Judge that the Council now wishes to place under the authority of the City Manager or the City Manager's designee.

In light of the foregoing recitals, which the Council hereby makes and adopts as determinations and findings, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FORT COLLINS that Section 1702 of the Traffic Code of the City of Fort Collins is hereby amended as follows:

1702. Municipal Court Clerk's Office.

- (1) The Municipal Court Administrator's Office shall be administered in accordance with Section 2-495 of the City Code.
- (2) The Municipal Court Administrator's Office shall be staffed by such personnel as may be designated under the authority of the City Manager or the City Manager's designee to handle traffic cases, and the Parking Services Office may handle parking violation cases. Each office shall be open on such days and at such hours as may be established by the City Manager or designee and the Parking Services Director, respectively, in consultation with the Municipal Judge regarding court operations.

Introduced, considered favorably on first reading on April 7, 2026, and approved on second reading for final passage on April 21, 2026.

Mayor

ATTEST:

City Clerk

Effective Date: May 1, 2026
Approving Attorney: April Silva

Exhibit: None