

AGENDA ITEM SUMMARY

City Council



STAFF

Teresa Roche, Chief Human Resources Officer
Carrie Daggett, City Attorney

SUBJECT

First Reading of Ordinance No. 066, 2026, Amending the Code of the City of Fort Collins Regarding Organizational Structure, Service Areas, and Related Definitions.

EXECUTIVE SUMMARY

The purpose of this item is to amend City Code to update and modernize the organizational structure of the City, including the creation of Transportation Services as a new service area, consolidation of Sustainability and Planning and Development functions, renaming of the Financial Services, clarification of City Manager authority over organizational structure, and other related Code revisions to align terminology and reporting relationships with current operations.

STAFF RECOMMENDATION

Staff recommends adoption of the Ordinance on First Reading.

BACKGROUND / DISCUSSION

The City periodically reviews and updates its organizational structure to ensure it reflects current operations, service delivery priorities, and leadership accountability. This Ordinance makes several related amendments to the Code to accomplish this.

Key changes include:

- (1) deleting the definition of “division” from the general definitions section;
- (2) clarifying the City Manager’s authority to establish organizational units, departments, and reporting relationships;
- (3) creating Transportation Services as a new, standalone service area;
- (4) renaming and reorienting Community Development, Housing and Sustainability Services to reflect updated functions;
- (5) renaming Financial Services area to Financial and Strategic Services;

(6) updating language in Division 2 (about the City Clerk) and Division 3 of Article V for consistency, clarity and gender neutrality;

(7) removing the former Sustainability Services section, with those functions redistributed to other service areas;

(8) updating provisions in Chapter 22 (about special improvement districts) and Chapter 23 (about right-of-way obstructions and encroachments) to reflect the service area changes described above; and

(9) replacing the term “Service Unit” with “Department” in Chapter 23, Articles IX and X, for consistency.

These changes align the Code with the organizational structure being implemented by the City Manager, support clarity of service delivery and accountability, and reflect updates to gender-neutral language consistent with City practice.

CITY FINANCIAL IMPACTS

None. This Ordinance amends the Code to reflect organizational structure changes and does not create new financial obligations.

BOARD / COMMISSION / COMMITTEE RECOMMENDATION

None.

PUBLIC OUTREACH

None.

ATTACHMENTS / LINKS

1. Ordinance No. 066, 2026