

ORDINANCE NO. 081, 2025  
OF THE COUNCIL OF THE CITY OF FORT COLLINS  
APPROPRIATING PRIOR YEAR RESERVES AND AUTHORIZING  
TRANSFERS OF APPROPRIATIONS FOR THE PARKING  
SERVICES DEPARTMENT RELOCATION PROJECT AND  
RELATED ART IN PUBLIC PLACES

A. Parking Services is currently located in City's office building at 215 North Mason Street, along with other programs and departments, including the Municipal Court.

B. On November 16, 2021, Council adopted Resolution 2021-105, approving the November 10, 2021, Civic Center Master Plan as part of the Downtown Plan and as the capital improvements plan for purposes of Section 7.5-31 of the City Code, regarding use of general government capital expansion fee revenues. The approved Civic Center Master Plan (the "2021 CCMP") indicated the 215 North Mason Street Building as the planned location of the Court and related purposes, including phased renovation and future expansion.

C. On June 21, 2022, Council appropriated \$700,000 from General Fund Reserves, by adoption of Ordinance No. 066, 2022, to address urgent capital needs of the Court in the 215 North Mason Street Building. This appropriation was provided to address immediate safety, security, client, and accessibility needs while larger plans were being developed for the full expansion of the Court within the 215 North Maston Street Building, which was not designed or constructed for the purposes of the administration of the Court.

D. On February 2, 2023, Council appropriated \$1,507,700 from the Capital Expansion Fund, by adoption of Ordinance No. 005, 2023, for the 215 North Mason Municipal Court 15-year buildout design project.

E. On June 6, 2024, staff presented to the Council Finance Committee three options to continue progress on the 215 North Mason Municipal Court 15-year buildout design project, which included the relocation of Parking Services, as per the 2021 CCMP. The Finance Committee supported Option B, which addressed the urgent capital expansion needs of the Court for a five-year period to explore the possibility of partnering with Larimer County to include the Municipal Court as part of a Justice Center expansion.

F. On November 19, 2024, Council approved the 2025-2026 City Biennial Budget, by adoption of Ordinance No. 163, 2024, which appropriated \$600,000 in each year from the General Fund for Operation Services Required Building Modifications ("Budget Offer 16.7").

G. On May 1, 2025, staff presented additional information to the Council Finance Committee on Option B, including the progress on the design and estimated costs to relocate Parking Services from the 215 North Mason Street Building to the Civic

Center Parking Structure (the “Parking Services Relocation Project”) and the costs of construction and expansion of the Court within the 215 North Mason Street Building (the “Municipal Court Expansion Project”). Staff further explained that \$183,000 from current appropriations for Budget Offer 16.7 will also be used for the Parking Services Relocation Project. The Finance Committee supported bringing the recommended appropriations for the projects to the full Council for consideration.

H. The amount now requested for the Parking Services Relocation Project is \$850,000.

I. This appropriation benefits the public health, safety, and welfare of the residents of Fort Collins and serves the public purposes of promoting public safety by vacating space that is necessary for the Municipal Court Expansion Project and providing expanded capacity from the Parking Services Relocation Project to meet increasing demands and complexity in enforcement from population growth.

J. Article V, Section 9 of the City Charter permits the City Council, upon the recommendation of the City Manager, to make supplemental appropriations by ordinance at any time during the fiscal year from such revenues and funds for expenditure as may be available from reserves accumulated in prior years, notwithstanding that such reserves were not previously appropriated.

K. The City Manager has recommended the appropriations described herein and determined that these appropriations are available and previously unappropriated from the Parking Services Fund and the Capital Expansion Fund, as applicable, and that these appropriations will not cause the total amount appropriated in the Parking Services Fund or the Capital Expansion Fund, as applicable, to exceed the current estimate of actual and anticipated revenues and all other funds to be received in these funds during this fiscal year.

L. Article V, Section 10 of the City Charter authorizes the City Council, upon recommendation by the City Manager, to transfer by ordinance any unexpended and unencumbered appropriated amount or portion thereof from one fund or capital project to another fund or capital project, provided that the purpose for which the transferred funds are to be expended remains unchanged, the purpose for which the funds were initially appropriated no longer exists, or the proposed transfer is from a fund or capital project in which the amount appropriated exceeds the amount needed to accomplish the purpose specified in the appropriation ordinance.

M. The City Manager has recommended the transfer of \$8,500 from the Capital Projects Fund to the Cultural Services and Facilities Fund and determined that the purpose for which the transferred funds are to be expended remains unchanged.

N. This Project involves construction estimated to cost more than \$250,000 and, as such, City Code Section 23-304 requires one percent of these appropriations to

be transferred to the Cultural Services and Facilities Fund for a contribution to the Art in Public Places program ("APP Program").

O. The total project cost of \$850,000 has been used to calculate the contribution to the APP program.

P. The amount to be contributed to the APP Program through this Ordinance will be \$8,500.

Q. Article V, Section 11 of the City Charter authorizes the City Council to designate in the ordinance when appropriating funds for a capital project, that such appropriation shall not lapse at the end of the fiscal year in which the appropriation is made, but continue until the completion of the capital project.

R. The City Council wishes to designate the appropriation herein for the relocation of Parking Services and renovation of the Civic Center Parking Structure Project as an appropriation that shall not lapse until the completion of the project.

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 as follows:

Section 1. There is hereby appropriated from prior year reserves in the Parking Fund the sum of FOUR HUNDRED FIFTY THOUSAND DOLLARS (\$450,000) to be expended in the Parking Fund for transfer to the Capital Projects Fund and appropriated therein to be expended for the relocation of Parking Services and renovation of the Civic Center Parking Structure Project.

Section 2. There is hereby appropriated from prior year reserves in the General Government Reserve within the Capital Expansion Fund the sum of FOUR HUNDRED THOUSAND DOLLARS (\$400,000) to be expended in the Capital Expansion Fund for transfer to the Capital Projects Fund and appropriated therein to be expended for the relocation of Parking Services and renovation of the Civic Center Parking Structure Project.

Section 3. The unexpended and unencumbered appropriated amount of SIX THOUSAND SIX HUNDRED THIRTY DOLLARS (\$6,630) in the Capital Projects Fund is hereby authorized for transfer to the Cultural Services and Facilities Fund and appropriated and expended therein to fund art projects under the APP Program.

Section 4. The unexpended and unencumbered appropriated amount of ONE THOUSAND SEVEN HUNDRED DOLLARS (\$1,700) in the Capital Projects Fund is hereby authorized for transfer to the Cultural Services and Facilities Fund and appropriated and expended therein for the operation costs of the APP Program.

Section 5. The unexpended and unencumbered appropriated amount of ONE HUNDRED SEVENTY DOLLARS (\$170) in the Capital Projects Fund is hereby authorized for transfer to the Cultural Services and Facilities Fund and appropriated and expended therein for the maintenance costs of the APP Program.

Section 6. The appropriation herein for the relocation of Parking Services and renovation of the Civic Center Parking Structure Project is hereby designated, as authorized in Article V, Section 11 of the City Charter, as an appropriation that shall not lapse at the end of this fiscal year but continue until the completion of the project.

Introduced, considered favorably on first reading on May 20, 2025, and approved on second reading for final passage on June 3, 2025.

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Mayor

ATTEST:

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City Clerk

Effective Date: June 13, 2025

Approving Attorney: Dianne Criswell

Exhibits: None