

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING SECTION 1-3-4 OF THE CITY CODE TO REMOVE THE REQUIREMENT THAT THE SIGNATURE OF THE ISSUER BE INCLUDED ON CITATIONS**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:**

**PART 1.** City Code Section 1-3-4 is amended to read:

**§ 1-3-4 CITATION.**

(A) A citation issued under this section must be on a form approved by the municipal court clerk that includes the following information:

- (1) the name, address, date of birth, or driver's license number and physical description, and telephone number of the person cited;
- (2) the offense for which the person is charged;
- (3) the date and location of the offense;
- (4) an appearance date;
- (5) a statement requiring the person receiving the citation to appear at municipal court on or before the appearance date indicated on the citation;
- (6) a statement of the person's promise to respond to the citation by the appearance date indicated on the citation, including a place for the person cited to provide the person's signature;
- (7) the ~~[signature]~~ name of the person issuing the citation; and
- (8) other information as determined by the director of the issuing department.

(B) Upon receipt of a completed citation, the municipal court clerk shall process the citation and cause a complaint to be filed, in the same manner as a citation issued by a peace officer.

**PART 2.** This ordinance takes effect on \_\_\_\_\_, 2014.

**PASSED AND APPROVED**

\_\_\_\_\_, 2014

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\_\_\_\_\_  
Lee Leffingwell  
Mayor

**APPROVED:** \_\_\_\_\_

Karen M. Kennard  
City Attorney

**ATTEST:** \_\_\_\_\_

Jannette S. Goodall  
City Clerk