

## Administrative Fine

Administrative citations are intended to provide a less formal alternative to traditional charges for certain traffic law provisions. An administrative citation carries only a financial penalty and will not be recorded on your driving record. All administrative citations issued carry a fine of \$60.

You may resolve your citation in one of the following manners:

1. Pay the fine (\$60) within 30 days as indicated; or
2. Contest the citation within 30 days by contacting the City Prosecutor (the City's appointed hearing officer), at 763-682-0622; or
3. If you wish to have a Judge hear your case, you may ask that the administrative citation be replaced with a citation/summons so the matter may be moved to District Court.

If you fail to pay the fine or to present your case to the hearing officer within 30 days of the date of issuance of the citation, the City may choose to issue a standard citation/summons, in lieu of the administrative citation.

A standard citation/summons will require you to resolve the matter in District Court, which could result in a violation being recorded on your driver's license, an increased fine, or both, if you are found guilty. Failure to resolve a standard citation can also have other consequences, including suspension of your driving privileges, or a warrant being issued for your arrest.

To pay your fine in person or by mail, prepare a check or money order, payable to the City of Buffalo with a copy of the ticket to:

Buffalo Police Department  
215 1st Avenue NE  
Buffalo, MN 55313

If you have questions about your citation or any other questions, you may contact the Buffalo Police Department at 763-682-5976.

---

### TIPS, MYTHS & MISCONCEPTIONS

Passing on the right, is it safe? Ask yourself this. If the vehicle you are passing wasn't there, would it be okay for you to be driving out of the lane you should be in?

Allow plenty of room between you and other vehicles. You may be concentrating on driving, but other drivers may not be as responsible.

Lots of things cause auto crashes...but distracted driving causes one of every two crashes. Safe driving requires concentration. So put down the coffee, get off the phone, and don't worry about how you look in the mirror. JUST DRIVE...AND ARRIVE SAFELY!

As always, when you exit your car **ALWAYS** lock the door...even if it's just for a few minutes.