

**CITY OF FORT WAYNE, INDIANA**  
**Executive Order No. 01-2021**

**ESTABLISHMENT OF A CITY-RECOGNIZED IDENTIFICATION CARD PROGRAM**

WHEREAS, the City of Fort Wayne (the “City”) Administration believes that having a local Fort Wayne identification card will help build a stronger sense of community and belonging among all Fort Wayne residents; and

WHEREAS, the City strives to ensure that every person is welcomed, valued, respected, supported, and connected to the broader community and that each person is given a place to achieve full potential so that all persons work well together; and

WHEREAS, some City residents find it difficult or impossible to obtain government-issued identification, which is necessary to access certain City services, programs, and benefits; and

WHEREAS, members of marginalized communities who are without government-issued identification may be afraid to report crimes to the police; and

WHEREAS, the City Administration establishes this policy to recognize alternative third-party identification cards, hereinafter referred to as Fort Wayne Community ID Cards, in furtherance of its commitment to diversity, equity, and inclusion; and

WHEREAS, through the establishment of this policy, the City will enhance public safety, where residents may produce the Fort Wayne Community ID Cards as a valid form of identification during all interactions with City public safety officers; and

WHEREAS, an identification card policy will work to unify the City community, make it safer and more secure, and foster increased civic participation of all City residents; and

WHEREAS, the Fort Wayne Community ID Card will improve resident well-being and provide residents access to City services, programs, and benefits that would otherwise require government-issued identification; and

WHEREAS, the Fort Wayne Community ID Card will enhance efficient exercise of government; and

WHEREAS, the City Administration, its Departments, Commissions, agencies, and personnel will recognize and accept the Fort Wayne Community ID Card, and promote acceptance of the card by public and private institutions, to ensure that the card is widely used and thereby of the greatest benefit to all City residents; and

NOW, THEREFORE, by virtue of the authority vested in me as the Mayor of the City of Fort Wayne, Indiana, IT IS HEREBY ORDERED AS FOLLOWS:

1. City Policy: The City adopts a policy whereby it agrees to recognize the Fort Wayne Community ID Cards issued and administered by Catholic Charities to City residents for the purposes identified in this Executive Order, so long as Catholic Charities remains in compliance with Section 4 of this Executive Order.
2. The Fort Wayne Community Identification Card: The Fort Wayne Community ID Card shall be designed and issued in a manner to minimize and deter fraud, and shall be available for purchase by any resident of the City who complies with the policies, terms, and conditions as set forth by Catholic Charities and approved by the City.
3. Use of the Fort Wayne Community ID Card:
  - a. The City Administration, its Departments, Commissions, agencies, and personnel shall accept a Fort Wayne Community ID Card in lieu of government-issued identification unless:
    - i. Such acceptance is prohibited by federal or state law; or
    - ii. Additional documentation is required due to federal or state requirements for the program or purpose for which the ID is presented to the City; or
    - iii. The City Department would be unable to comply with a condition imposed by a funding source, which would cause the City to lose funds from that source; or
    - iv. The City employee or Department has reasonable grounds to determine that the Card is counterfeit, altered, improperly issued, or that the individual presenting the Card is not the individual to whom the Card was issued.
    - v. The Fort Wayne Community ID Card may not be used for voting or driving.
  - b. City Departments may not require residents to present a Fort Wayne Community ID Card in order for the resident to obtain benefits, privileges, or services from Departments of the City where the resident provides another valid, government-issued form of identification.
  - c. City Departments may require the possession of a Fort Wayne Community ID Card to obtain benefits or privileges offered exclusively to those who possess a card as an incentive to apply for a Fort Wayne Community ID Card. However, City employees and Departments shall not require the possession of a Fort Wayne Community ID Card where identification is not already required to obtain City services.
4. Issuance of the Fort Wayne Community ID Card:
  - a. Catholic Charities shall issue the Fort Wayne Community ID Card, and shall be responsible to process applications for the issuance of the Fort Wayne

Community ID Card pursuant to policies and procedures approved by the City. Catholic Charities shall collect a fee for issuing the Fort Wayne Community ID Card, and shall be responsible for data management, card issuance, technical support, and customer service.

- b. The following information shall be printed on the front of each card:
  - i. Cardholder's full name;
  - ii. Cardholder's address;
  - iii. Cardholder's date of birth;
  - iv. An ID number unique to each cardholder;
  - v. Cardholder's picture and signature;
  - vi. Card issuance date;
  - vii. Card expiration date; and
  - viii. Statement: This ID card is not valid as a driver's license or for voting purposes.
- c. This policy that allows for the issuance of Fort Wayne Community ID Cards by a private party is meant solely for the purpose of allowing Fort Wayne residents to obtain from the City certain services available to its residents, and is not meant to be interpreted as being a government-issued identification card for other purposes.
- d. In the event that the City Administration determines that Catholic Charities is not following rules, regulations, or procedures for the issuance of the Fort Wayne Community ID Card, or is not otherwise complying with the spirit of this policy, the City Administration can revoke this Executive Order and cancel the Fort Wayne Community ID Card without prior notice.

5. Liability:

- a. In the enforcement of this Executive Order, the City is assuming the undertaking only to promote the general welfare and efficiency of government. It does not assume nor does it impose on its officers and employees an obligation for breach of which the City would be liable in money damages to any person who claims that such a breach proximately caused injury.

6. This Executive Order shall become effective immediately upon execution.

DATED this \_\_\_\_\_ day of October 2021.

CITY OF FORT WAYNE, INDIANA

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Thomas Henry, Mayor

APPROVED AS TO FORM AND LEGALITY

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Carol Helton, City Attorney