ORDINANCE 83-22

To Establish An Enforcement Aid Cash Fund

WHEREAS, Funds have been budgeted for use by the Bloomington Police Department as enforcement aid cash funds and

WHEREAS, In order to facilitate access to these funds by the police department when needed for enforcement and investigative purposes,

NOW, THEREFORE, BE IT HEREBY ORDAINED BY THE COMMON COUNCIL OF THE CITY OF BLOOMINGTON, MONROE COUNTY, INDIANA, THAT:

SECTION I. There is hereby established an Enforcement Aid Cash Fund within the City of Bloomington General Fund/Police Department budget. Payment from such fund shall include but not be limited to payment to informants, purchase of materials (such as narcotics) to be used as evidence, or other uses as may be required by law enforcement personnel working in an undercover capacity. Use of the funds shall be approved by the Chief of Police. All monies included in the annual General Fund/Police Department appropriation for Crime Control shall be deposited into this fund, as well as all monies received from local, state, and federal law enforcement and judicial funds designated for use as crime control funds.

SECTION II. The City of Bloomington Chief of Police or his designee shall be the custodian of said fund. Use of the Enforcement Aid Funds shall be made in conformity with the following procedures:

1. The Commander of Investigation and/or his designess shall request in writing on form or letter the amount of money needed, stipulating the reason for the request. The Chief of Operations shall review the request of the submitted document and approve or deny the request.

2. The officer in charge, or his designee, of the investigations unit to which the funds is assigned must authorize all advances of funds up to $500.00 to officers for the purpose of investigation. Advances and payments in excess of $500.00 must be approved by the head of the law enforcement unit to which the E.A.F. was provided. Such authorization must specify the investigative purpose, the amount of expenditures, and assumed name or code designation of informer.

3. The head of the investigation division, or his designee, shall prepare a report showing status and reconciliation of the E.A.F. and itemize each payment. This report must be made part of the files by the person making the report and a copy forwarded to the head of the law enforcement agency to which the fund was made.

4. In each instance when funds are used for confidential expenditures, it will be understood that all of the above records, except the true name of the informer, are subject to the record and audit provisions of the State Board of Accounts.

5. The head of the investigation division, or his designee, shall periodically file a voucher so that the fund can be reimbursed for expenditures from it. Said voucher shall have attached to it a copy of the abovementioned reconciliation report. Reimbursement must be approved and made in the same manner as is required for all other City expenditures.

6. All checks issued from the Enforcement Aid Cash Fund shall be signed by two of the following: Chief of Police, Deputy Chief of Police, Chief of Detectives. All expenditures from said fund shall be documented on an "enforcement aids fund expenditures sheet."

SECTION III. If any section, sentence, or provision of this ordinance, or the application thereof to any person or circumstances shall be declared invalid, such invalidity shall not affect any of the other sections, sentences, provisions, or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared to be severable.

SECTION IV. This ordinance shall be in full force and effect from and after its passage by the Common Council and approval by the Mayor.

Dated this 4th day of May, 1983.

Katherine Dilcher
Katherine Dilcher, President
Bloomington Common Council

ATTEST:

Patricia Williams
Patricia Williams, City Clerk

PRESENTED by me to the Mayor of the City of Bloomington, Monroe County, Indiana, upon this 5th day of May, 1983.

Patricia Williams
Patricia Williams, City Clerk

SIGNED and APPROVED by me upon this 5th day of May, 1983.

Tomilea Allison
Tomilea Allison, Mayor
City of Bloomington

SYNOPSIS

This ordinance provides for a separate cash fund for Police Department crime control purposes. The fund will allow immediate access to such crime control funds while still providing proper cash control. The ordinance, policies, and procedures set out in the ordinance comply with State Board of Accounts guidelines.