

5/25/17 Clerk-Treasurer email
6/19/17 Clerk-Treasurer email
Auburn, IN 46706

ORDINANCE NO. 2017-07

**AN ORDINANCE AUTHORIZING THE APPROPRIATION
OF FUNDS NECESSARY TO ESTABLISH
COMMUNITY PROMOTION ACCOUNTS FOR THE CITY OF AUBURN**

SUMMARY

This Ordinance establishes the authority for the appropriating of funds necessary to establish a community promotion accounts for the City of Auburn, Indiana. The Common Council of the City of Auburn, Indiana authorizes the City to budget and appropriate funds to provide and pay for "Community Promotions" from certain funds. Funds may include but not be limited to rental of meeting places, meals, decorations, memorabilia, awards, expenses incurred in interviewing applicants, expenses incurred in promoting industrial, commercial and residential development, expenses incurred in developing relations with other units of government and any other expenses of a civic or governmental nature deemed appropriate to be in the best interests of the City. The following departments and bodies shall be authorized to incur promotional expenditures, provided that the expenditures are reasonably intended to benefit the community and the City's constituency as follows: Fire Department, Police Department, Building Planning and Development Department, Water Department, Water Pollution Control Department, Electric Department, Auburn Essential Services, the Office of the Mayor, the Office of the Clerk-Treasurer, the Redevelopment Commission, the Auburn Common Council, the Auburn Board of Works and Public Safety, the Auburn Parks Department, the City Engineer Department, the Street Department and Human Resources. An original copy of this Ordinance shall be retained by the Clerk-Treasurer and be available at City Hall located at 210 E 9th Street. This Ordinance shall be codified in Chapter 35 "Finance" of the Auburn City Code and be available on the City of Auburn, Indiana web site at www.ci.auburn.in.us.

_____ Recorder's Office	_____ Publish Public Hearing
_____ Auditor's Office	
_____ Clerk's Office	_____ <input checked="" type="checkbox"/> Publish O/R after adoption
_____ Clerk-Treasurer	
_____ <input checked="" type="checkbox"/> Web-Site	
_____ <input checked="" type="checkbox"/> City Code (web based)	

ORDINANCE NO. 2017-07

**AN ORDINANCE AUTHORIZING THE APPROPRIATION
OF FUNDS NECESSARY TO ESTABLISH
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WHEREAS, I.C. 36-7-2-7 authorizes cities to establish accounts that address “Community Promotion” matters and authorizes the Common Council to budget and appropriate the funds necessary to pay appropriate expenses associated with “Community Promotion(s); and

WHEREAS, the City of Auburn Common Council establishes the budgets for the Departments within the City of Auburn, Indiana; and

WHEREAS, in accordance with I.C. 36-7-2-7 the Common Council authorizes expenditures within the budget to be made for “Community Promotion” matters; and

WHEREAS, the Indiana Code authorizes the City of Auburn, Indiana to promote economic development and tourism; and

WHEREAS, the City of Auburn strives to grow the local business environment, residential opportunities, quality of life, and tourism and is actively engaged in activities across the business and governmental spectrum; and

WHEREAS, the best interests of the City of Auburn shall be served by implementation of an Ordinance in accordance with I.C. 36-7-2-7; and

**NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL
OF THE CITY OF AUBURN, INDIANA, THAT:**

SECTION 1. COMMUNITY PROMOTIONS

It is desired and deemed necessary to budget and appropriate funds to pay the expenses of, or to reimburse authorized city employees and officials as the case may be, for expenses incurred in promoting “the best interests of the city”.

SECTION 2.

The Common Council of the City of Auburn, Indiana authorizes appropriate funds be provided and pay for “Community Promotions”. Funds may include but not be limited to rental of meeting places, meals, decorations, memorabilia, awards, expenses incurred in interviewing applicants, expenses incurred in promoting industrial, commercial and residential development, expenses incurred in developing relations with other units of government and any other expenses of a civic or governmental nature deemed appropriate to be in the best interests of the City.

The following departments and bodies shall be authorized to incur promotional expenditures, provided that the expenditures are reasonably intended to benefit the community and the City’s constituency: Fire Department, Police Department, Building Planning and Development Department, Water Department, Water Pollution Control Department, Electric Department, Auburn Essential Services, the Office of the Mayor, the Office of the Clerk-Treasurer, the Redevelopment Commission, the Auburn Common Council, the Auburn Board of Works and Public Safety, the Auburn Parks Department, the City Engineer Department, the Street Department and Human Resources.

SECTION 3.

This ordinance shall be in full force and effect from and after its passage, signing and attestation. The Ordinance shall be listed on the City of Auburn web-site and be codified in Chapter 35 "Finance" as set forth in Exhibit "A", which is attached hereto and incorporated herein. Further, a full copy of this Ordinance shall be retained by the Clerk-Treasurer for public inspection at 210 E. 9th Street, Auburn, Indiana 46706. The Summary of this Ordinance shall be published in paper of general circulation in accordance with Indiana Code and this Ordinance shall thereafter be codified and be made a part of the Auburn City Code.

PASSED AND ADOPTED by the Common Council of the City of Auburn, Indiana, this 20 day of June, 2017.



JAMES FINCHUM, Councilmember

ATTEST:




Patricia Miller, Clerk-Treasurer

Presented by me to the Mayor of the City of Auburn, Indiana, this 20 day of June, 2017.



PATRICIA MILLER, Clerk-Treasurer

APPROVED AND SIGNED by me this 20 day of June, 2017.



NORMAN E. YODER, Mayor

AYE

NAY

James Finchum



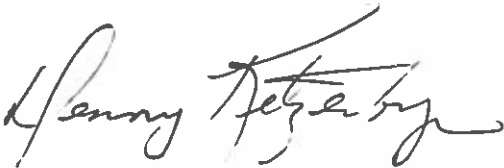
Mike Watson



Matthew "Dennis" Kruse



Denny Ketzenberger



Wayne Madden



Kevin Webb



Michael Walter



Exhibit "A"

CHAPTER 35: FINANCE

- 35.01 [Reserved.]
- 35.02 Incurring debt chargeable to the city
- 35.03 General improvement fund
- 35.04 Cumulative capital improvement fund
- 35.05 Investment of surplus funds
- 35.06 Capital expenditure program
- 35.07 Promotional account
- 35.08 Alarm Maintenance Fund
- 35.09 Cumulative Capital Development Fund
- 35.10 Vehicle Inspection Fund
- 35.11 Enforcement Aid Fund
- 35.12 Use of city credit cards
- 35.13 Repealed, Ord. 2010-03, passed 2-16-10
- 35.14 Repealed, Ord. 2010-03, passed 2-16-10
- 35.15 Capital Improvement Plan
- 35.16 Unclaimed utility deposits
- 35.17 Operating fund for Parks and Recreation Department
- 35.18 Contribution fund for the Police Department Bike Patrol
- 35.19 Police Department Local Grants Fund
- 35.20 Emergency Response Team Contribution Fund
- 35.21 Contribution fund for the Courtyard Park
- 35.22 Rainy Day Fund
- 35.23 Contribution fund for the Community Policing and Education
- 35.24 COBRA Administrative Fund
- 35.25 Brownfields Projects Fund
- 35.26 Annual Police Golf Outing Contribution Fund
- 35.27 Auburn Police Department Fees for Reproduction of Documents
- 35.28 Community Promotions

35.01 [RESERVED]

35.02 INCURRING DEBT CHARGEABLE TO THE CITY

All contracts made or indebtedness incurred by any officer or employee of the city in violation of law shall be null and void unless they are thereafter expressly ratified or approved by the appropriate city body.

35.03 GENERAL IMPROVEMENT FUND

There is established a fund to be known as the General Improvement Fund to pay for the construction, repair, or improvement of streets, alleys, sidewalks, curbs, gutters, and sewers. The fund shall consist of moneys realized from the collection of all special assessments for benefits to property from the construction, repair, or improvement of streets, alleys, sidewalks, curbs, gutters, and sewers which may lawfully be deposited in the fund, together with any appropriation made from the general fund of the city or from taxes levied by the Common Council for such purposes.

35.04 CUMULATIVE CAPITAL IMPROVEMENT FUND

- A) There is created a fund known as Cumulative Capital Improvement Fund to be used solely for capital improvements of the city.
- B) CAPITAL IMPROVEMENT
Means that construction or improvement of any city-owned property including but not limited to streets, thoroughfares, and sewers, but this term shall not include salaries of any public officials or employees except those directly chargeable to such improvements.
- C) Within the definition set out in (B) above payment made to retire any general obligation bonds of the city for the purpose of construction or improvement which could be qualified under the definition contained therein shall also be permitted from this fund.
- D) In the future, sums may be expended from the Cumulative Capital Improvement Fund as may be permitted by the statutes of the state or by regulations promulgated by the Indiana State Board of Accounts.

35.05 INVESTMENT OF SURPLUS FUNDS

- A) The Clerk-Treasurer of the city is authorized to invest excess funds, at such times and upon such terms as may be deemed advisable by the Clerk-Treasurer in checking accounts, NOW accounts, SuperNOW accounts, money market accounts and certificates of deposit, in financial institutions authorized to accept deposits from the city.
- B) The Clerk-Treasurer will invest funds in compliance with IC 5-13-9-1, as may from time to time be amended.

- C) Although it is the desire of the city to obtain the highest possible return on investments, it is equally concerned with safety of funds in compliance with the statutes of the state; that the Clerk-Treasurer shall never invest in proportions or ratios more than has been determined by previous public bidding, and further that the Clerk-Treasurer is not authorized to invest deposit funds in financial institutions that do not maintain their principal place of business, or an office, within the city limits of Auburn.

35.06 CAPITAL EXPENDITURE PROGRAM

- A) The Board of Public Works and Safety shall prepare a long-range capital expenditure program which shall include all proposed purchases, rentals, condemnations, and other proposed expenditures in connection with real estate or personal property needed by the city for any public use, for the following fiscal year.
- B) The long-range capital expenditure program shall be prepared by the Board of Public Works and Safety and submitted to the Common Council no later than the second regular meeting in June of the year prior to the fiscal year covered by the long-range capital expenditure program.
- C) The long-range capital expenditure program shall be updated by the Board of Public Works and Safety semi-annually and resubmitted to the Common Council; however, in the discretion of the Common Council, it may require that the program be updated and submitted to the Common Council for its review quarterly.
- D) The Common Council shall, upon receipt of the long-range capital expenditure program from the Board of Public Works and Safety, approve, amend, or disapprove both the content of the long-range capital expenditure program and the amount of proposed annual expenditures, in whole or in part, during the time of adoption of the municipal budget, the Common Council's discretion. In addition, all updates of the program as required herein, shall be submitted to the Common Council to be approved, amended, or disapproved in the same manner as provided for the annual program.
- E) All estimates of capital program expenditures for the fiscal year shall be itemized by the Board of Public Works and Safety in a manner that will fully disclose the purpose and use of each expenditure.

35.07 PROMOTIONAL ACCOUNT

- A) A promotional account has been created for the promotional activities of the Common Council for use solely at the discretion of the Council for all activities as it may deem appropriate for the promotion and interests of the city.

- B) Expenditures from the account shall be the responsibility of the fiscal officer of the city at the request of at least three members of the Council, but in no case shall expenditures violate the policies of city and state law.
- C) Common Council shall provide monies for funding through the budgeting process and those appropriations necessary and required by state law.

35.08 ALARM MAINTENANCE FUND

- A) There is hereby created a fund entitled the Alarm Maintenance Fund.
- B) Monies paid by businesses or residences to be included in the intrusion and fire alarm system shall be paid into the Alarm Maintenance Fund.
- C) The amount charged to a business or residence to be included in the intrusion or fire alarm system shall be determined from time to time by the Board of Public Works and Safety, but in no instance shall the amount be less than \$260.
- D) Monies from the Fund shall be spent on maintenance, repairs, additions, and alterations of the intrusion and fire alarm system, and that the Board shall be granted the authority to determine specifically how the funds shall be spent given the guidelines of this section.
- E) Rules and regulations for the intrusion and fire alarm system shall be determined from time to time by the Board.

35.09 CUMULATIVE CAPITAL DEVELOPMENT FUND

- A) There is established a Cumulative Capital Development Fund.
- B) An ad valorem property tax levy will be imposed and the revenues from the levy will be retained in the Cumulative Capital Development Fund.
- C) The maximum rate of levy under division (B) above will not exceed:
 - 1) \$0.05 per \$100 assessed valuation for 2010 payable 2011, and thereafter, continuing until reduced or rescinded, subject to existing maximum levy limits pursuant to IC 6-1.1-18.5-3.

Any levy previously established for this purpose is hereby rescinded.

- D) The funds accumulated in the Cumulative Capital Development Fund will be used for capital improvements, firefighting building, and equipment, and police radio, as described in IC 36-8-14 and acquisition of rights-of-way for public ways or sidewalks, as described in IC 36-9-16.5, and for any other use if the purpose is to protect the public health, welfare, or safety in an emergency situation which demands immediate action.

- E) This Fund takes effect upon approval of the Department of Local Government Finance.

Ord.2010-08 passed 07/20/10

35.10 VEHICLE INSPECTION FUND

- A) The Police Department, pursuant to IC 9-29-4-2, is hereby authorized to charge the sum of \$5 per vehicle check.
- B) All fees collected under division (A) above shall be placed in the Vehicle Inspection Fund and shall be appropriated before being disbursed, as pursuant to IC 9-29-4-2.
- C) Any funds remaining in the Police Training Fund shall be transferred to the Vehicle Inspection Fund.

35.11 ENFORCEMENT AID FUND

- A) The Enforcement Aid Fund is hereby created for the exclusive use of the Police Department
- B) The Enforcement Aid Fund shall be used:
 - 1) To assist in enforcement of the federal, state, county, and city laws,
 - 2) To the ends of the proper and just administration of justice in and around the city, and
 - 3) In any manner deemed proper by the Chief of Police.
- C) The Enforcement Aid Fund shall be in the form of an appropriation to be approved by the Common Council.
- D) Funding for the Enforcement Aid Fund shall be authorized from the General Fund of the city. This funding shall be reviewed by the State Board of Accounts.
- E) The expenditure of funds from the Enforcement Aid Fund shall follow the guidelines as established by the rules in Appendix A, as set forth in Ordinance No. 88-6, passed 1-19-88, which is adopted by reference herein.
 - 1) Expenditures specifically designated for the purchase of evidence shall follow the rules established in Appendix B, as set forth in Ordinance No. 88-6, passed 1-19-88, which is adopted by reference herein.

- 2) Expenditures specifically designated for use in paying an informant shall follow the rules established in Appendix B and C, as set forth in Ordinance No. 88-6, passed 1-19-88, which is adopted by reference herein.
- F) It shall be the responsibility of the Clerk-Treasurer to create those forms necessary for the proper documentation and accounting of funds requested, expended and returned.
- G) Ultimate approval for monies to fund the Enforcement Aid Fund shall be to the Common Council in an appropriate form.
- H) Monies may be received from outside agencies and programs and deposited in the enforcement aid fund. Monies may be withdrawn from this fund for the purpose of reimbursement and/or providing for expenditures of the Auburn Police Department for undercover drug and illegal narcotic law enforcement operations on a monthly basis. The Clerk-Treasurer, once per month, shall reimburse or distribute said funds from the enforcement aid fund in an amount not to exceed \$10,000.00. The Auburn Police Department, Auburn Police Narcotics Enforcement Team (APNET), and other cooperating agencies shall provide receipts and written documentation to support all requests for expenditures and/or reimbursement.
- I) The Auburn Police Department shall operate the Auburn Police Narcotics Enforcement Team (APNET), whose mission shall be to eradicate illegal drug and narcotic usage and possession in Auburn, Indiana, and in other surrounding areas. In addition, APNET shall operate undercover programs to enforce the illegal drug and narcotic laws in the State of Indiana. The APNET operation shall be under the control of the Auburn Police Department and shall operate with Auburn police personnel. Any other agency involved in the operation must agree to operate under the direction and command of the Auburn Police Department to enjoy any of the benefits under this Section of the Auburn Municipal Code. (Ordinance 2016-13 passed 10/18/2016)

35.12 ISSUANCE AND USE OF CITY CREDIT CARDS

A) Business Credit Card for Travel Expenses

- 1) The Clerk-Treasurer is hereby authorized to make application for and maintain business credit cards for the use by city department heads and employees designated by the department head for travel and permitted expenses related thereto as defined below. The credit card for travel expenses shall have a credit limit of \$5,000.00 per card. Credit cards shall be issued to the department heads of the following departments:

- Mayor
 - Clerk-Treasurer
 - Purchasing
 - Information Technology
 - Human Resources
 - Building, Planning, and Development
 - Engineering
 - Parks and Recreation
 - Waste Water Treatment
 - Water
 - Electric
 - Essential Services
 - Police
 - Fire
 - Street
- 2) The department head shall provide a written accounting of all charges and receipts for each purchase made. The department head shall be responsible for the card and its use.
 - 3) City officials and employees shall use the credit card exclusively for the purpose of city travel expenses limited to the following:
 - a) Hotel or motel room reservations;
 - b) Hotel or motel room charges for telephone calls pertaining to city business;
 - c) Meals, including a maximum 15% gratuity before tax;
 - d) Fees associated with attending schools, conferences, seminars and the like;
 - e) Gasoline, if using a city-owned vehicle.
 - 4) City credit cards shall not be used for alcoholic beverages, room service, non-city business telephone calls, in-room movies, cash advances, or any personal expenses.
 - 5) Accounts payable vouchers (claims) filed in connection with the use

of credit cards shall be submitted to the Clerk-Treasurer for processing within two (2) business days of the official or employee's return from their travel. All credit card usage shall be properly itemized and documented with a summary of items purchased with said credit card. The charge card will be paid in full every billing cycle. Improperly itemized and documented items as well as interest, carrying charges or penalties caused by improperly submitting items shall be the responsibility of the individual user who causes the expense to the city.

- 6) Payment for any personal or disallowed charges shall be the responsibility of the official or employee making the charge. An official or employee who abuses the credit card will be restricted from future credit card use and subject to disciplinary up to, and including termination.
- 7) Before being issued a credit card, all individuals, officials, department heads, and or employees who are expected to use said card, must sign a form provided by the Clerk-Treasurer's Office that indicates the individual has read and understands the policy regarding permitted uses of the City Credit Card

B) Commercial Charge Card for Public Purchases of Supplies, Materials, and Small Equipment

- 1) The policy of the City of Auburn is to use purchase orders and claim forms for transactions by each department. However, the Clerk-Treasurer shall also make available the city credit card for commercial charging. Use of the credit card requires the submission of a purchase order (p.o.).
- 2) Commercial charge card receipts shall be properly itemized and documented as provided in I.C. 5-11-10 et seq. The charge card will be paid in full every billing cycle. Improperly itemized and documented items, as well as interest, carrying charges, sales tax or penalties caused by improperly submitting items shall be the responsibility of the individual user who causes the expense to the city.
- 3) Any department head who abuses the commercial charge card will be restricted from future credit card use and subject to disciplinary action up to, and including termination. (Ordinance 2016-16 passed 12-6-2016)

35.13 RECYCLING CENTER FUND Repealed, Ord. 2010-03, passed 2-16-10

35.14 DARE PROGRAM CONTRIBUTION FUNDS Repealed, Ord. 2010-03, passed 2-16-10

35.15 CAPITAL IMPROVEMENT PLAN

- A) The Capital Improvement Plan of the city is hereby adopted by reference, and such plan is attached as Exhibit A to Resolution 04-2006, passed April 4, 2006. The Capital Improvement Plan identifies the projects for which EDIT (economic development income tax) revenues will be used.
- B) The construction of the projects will:
 - 1) Promote significant opportunities for the gainful employment of citizens of the city;
 - 2) Attract major new business enterprises to the city; and
 - 3) Retain or expand a significant business enterprise within the city.
- C) The construction of the projects involves expenditures for the acquisition of land, interest in land, site improvements, infrastructure improvements, buildings, structures, rehabilitation, renovation, and enlargement of buildings and structures, machinery, equipment furnishings, or facilities.

35.16 UNCLAIMED UTILITY DEPOSITS

Unclaimed utility deposits held by the Clerk-Treasurer which remain unclaimed for seven years shall be considered abandoned and deposited into the operating fund of that utility.

35.17 OPERATING FUND FOR PARKS AND RECREATION DEPARTMENT

- A) There is hereby established a special non-reverting fund, whereby expenditures can be made without appropriations for the use of the Auburn Park and Recreation Department and the Auburn Park and Recreation Board. The monies of this fund shall be dispersed only on approved claims.
- B) The monies for this fund shall be obtained from fees collected for various activities provided by the Park and Recreation Department and gifts to the Auburn Park and Recreation Department and/or Auburn Park and Recreation Board except swimming pool receipts and pavilion rental fees which shall continue to be deposited into the general fund of the city.
- C) Expenditures from this fund shall be for continual capital improvements and upgrading of recreational programs, facilities, and equipment as well as payment for special instructors utilized for various programs sponsored by the Park and Recreation Department.
- D) The following existing funds are hereby all merged into the non-reverting operating fund:

- 1) Park Summer Camp Fund;
- 2) Miscellaneous Park Fund;
- 3) Miscellaneous Pool Fund;
- 4) Memorial Tennis Court Fund;
- 5) Carr Field Fund;
- 6) Thomas Park Fund;
- 7) Willennar Park Fund;
- 8) Volleyball Court Fund;
- 9) Jaycee Park Ball Diamonds Fund; and,
- 10) Downtown Tree Project Fund.

35.18 CONTRIBUTION FUND FOR THE POLICE DEPARTMENT BIKE PATROL

A) Establishment

The Clerk-Treasurer hereby establishes a Police Department Bike Patrol Contribution Fund. This fund shall be a non-appropriated fund.

B) Purpose

The purpose of the contribution fund shall be for receipt of private, business, organization donations, fundraisers, income from training seminars and grants acquired by the program supervisor and other possible sources and these monies shall be used for the Police Department Bike Patrol.

C) Expenditures

Expenditures from this contribution fund shall be used for clothing, equipment, maintenance, repair, and upkeep of equipment, training, educational supplies, and programs for schools and the community. The city shall not use the contribution funds for any other purpose than those stated.

35.19 POLICE DEPARTMENT LOCAL GRANTS FUND

A) Establishment

The Clerk-Treasurer hereby establishes a Police Department Local Grants Fund. This fund shall be a non-appropriated fund.

B) Purpose

The purpose of this fund shall be for the receipt of local grant monies (local meaning not federal or state funded grants) and disbursement of local grant monies from local coordinating council, foundation, companies or organization and for said monies to be used for community policing programs and K-9 programs, materials and supplies, training and equipment for these projects.

C) Expenditures

The city shall not use the funds for any other purpose than those stated.

35.20 EMERGENCY RESPONSE TEAM CONTRIBUTION FUND

A) Establishment

The Clerk-Treasurer hereby establishes an Emergency Response Team Contribution Fund. This fund shall be a non-reverting fund.

B) Purpose

The purpose of the contribution fund shall be for the receipt of money from contributions and said monies shall be used for the Emergency Response Team of the Police Department.

C) Expenditures

Expenditures from this contribution fund shall be used for materials, supplies, training and equipment for the Emergency Response Team, to include lodging, meals and transportation. The city shall not use the contribution funds for any other purposes than those stated.

35.21 CONTRIBUTION FUND FOR COURTYARD PARK

A) Establishment

The Clerk-Treasurer hereby establishes a contribution fund for the Courtyard Park, located at the southwest corner of Seventh and Cedar Streets. This fund shall be a non-reverting fund.

B) Purpose

The purpose of the Courtyard Park Contribution Fund shall be for receipt of money from contributions and these monies shall be used for the construction and maintenance of the park.

C) Expenditures

Expenditures from this contribution fund shall be used for materials, supplies, and equipment for the park. The city shall not use the contribution funds for any other purposes than those stated.

35.22 RAINY DAY FUND

- A) The City of Auburn "Rainy Day Fund" is hereby reestablished under the same terms and conditions as previously set forth by the City of Auburn, Indiana. The "Fund" shall be maintained by the office of the Clerk-Treasurer in accordance with Indiana Code provisions. The "Fund" shall receive transfers of unused and unencumbered funds raised by general or special tax levy on taxable property within the City of Auburn, Indiana whenever the purpose of such tax levy has been fulfilled and any unused and unencumbered balance remains.
- B) The funds on deposit in the Rainy Day Fund may be used for the operation of the City of Auburn and its various departments, when the City is in need of funds to pay such costs, including, but not limited to, salaries and wages, costs of services, supplies, equipment, capital improvements, repairs, and other similar expenditures.
- C) At any time on or before December 31, of each year, the Auburn, Indiana Common Council may determine the amount, if any of unused and unencumbered funds available to be transferred to the Rainy Day Fund, which transfer may not exceed more than ten percent (10%) of the City of Auburn's total budget for that fiscal year.
- D) In accordance with I.C. 35-1-8-5.1 as amended from time to time and as authorized previously by the City of Auburn, Indiana, the City will deposit and or continue to deposit any special or supplemental distributions received from transfers of unused and unencumbered funds in its "Rainy Day Fund" which was previously established under Ordinance 2001-21. Said fund shall continue to operate as it has in the past except that funds may now be deposited at any time on or before December 31, 2009 of each year.
- E) The Common Council of the City of Auburn, Indiana may authorize the expenditure of funds from the Rainy Day Fund by appropriations made in the same manner as other funds are appropriated that receive tax monies, upon making a finding that the proposed use of the funds is consistent with the intent of the fund.

35.23 CONTRIBUTION FUND FOR THE COMMUNITY POLICING AND EDUCATION

A) Establishment

The Clerk-Treasurer hereby establishes a Community Policing and Education Contribution Fund. This fund shall be a non-reverting fund.

B) Purpose

The purpose of this contribution fund shall be for receipt of money from contributions and these monies shall be used for the Community

Policing and Education.

C) Expenditures

Expenditures from this contribution fund shall be used for education to the public, including promotional, educational and training supplies for community events and community policing based training for Auburn police officers to include lodging, meals, and transportation. The city shall not use the contribution fund for any other purposes than those stated.

35.24 COBRA ADMINISTRATION FUND

- A) The Clerk-Treasurer of the city shall establish a COBRA Administration Fund.
- B) The purpose of the COBRA Administration Fund shall be for the receipt and deposit of payment collections and said monies shall be disbursed for COBRA Administration fees, TPA fees, and self-funding deposits for the city.
- C) The city shall not use the COBRA Administration Funds for any other purposes than those stated.

35.25 BROWNFIELDS PROJECTS FUND

- A) The Clerk-Treasurer of the city shall establish a Brownfields Projects Fund.
- B) The fund shall be a non-appropriated fund.
- C) The purpose of the fund shall be for receipt of money from the state and related federal programs and said monies shall be used for the various Brownfields Projects within the city.

35.26 ANNUAL POLICE GOLF OUTING CONTRIBUTION FUND

- A) The Clerk-Treasurer of the city shall establish an Annual Police Golf Outing Contribution Fund.
- B) The fund shall be a non-appropriated fund.
- C) The purpose of the Contribution Fund shall be for receipt of money from private, business, organization donations, fundraisers, other possible sources and said monies shall be used for the Annual Police Golf Outing and the Police Department.

35.27 Auburn Police Department Fees for Reproduction of Documents

- A) The Auburn Police Department shall charge a \$15.00 fee for each

criminal background search performed for the individuals of the general public. The Department may also charge \$2.00 per page for each copy of said check produced for the general public. A page equals one side of printed material

- B) The Auburn Police Department shall charge \$2.00 per page for each reproduction of documents provided to the general public, unless otherwise controlled by state statute fee schedule.
- C) The Auburn Police Department shall charge \$2.00 per page for producing copies of accident reports to the general public.
- D) All fees collected from reproduction of documents shall be placed in the Auburn Police Department Training Fund.

35.28 COMMUNITY PROMOTIONS

It is desired and deemed necessary to budget and appropriate funds to pay the expenses of, or to reimburse authorized city employees and officials as the case may be, for expenses incurred in promoting "the best interests of the city".

The Common Council of the City of Auburn, Indiana authorizes appropriate funds to be to provide and pay for "Community Promotions". Funds may include but not be limited to rental of meeting places, meals, decorations, memorabilia, awards, expenses incurred in interviewing applicants, expenses incurred in promoting industrial, commercial and residential development, expenses incurred in developing relations with other units of government and any other expenses of a civic or governmental nature deemed appropriate to be in the best interests of the City.

The following departments and bodies shall be authorized to incur promotional expenditures, provided that the expenditures are reasonably intended to benefit the community and the City's constituency: Fire Department, Police Department, Building Planning and Development Department, Water Department, Water Pollution Control Department, Electric Department, Auburn Essential Services, the Office of the Mayor, the Office of the Clerk-Treasurer, the Redevelopment Commission, the Auburn Common Council, the Auburn Board of Works and Public Safety, the Auburn Parks Department, the City Engineer Department, the Street Department and Human Resources.