

City of Philadelphia



(Bill No. 160151)

AN ORDINANCE

Amending The Philadelphia Code by adding a new provision authorizing the City of Philadelphia to issue municipal identification cards to City residents, establishing standards, confidentiality provisions, and other related items regarding the cards; all under certain terms and conditions.

THE COUNCIL OF THE CITY OF PHILADELPHIA HEREBY ORDAINS:

SECTION 1. Title 21 of The Philadelphia Code is hereby amended by adding a new Chapter 21-2600 as follows:

TITLE 21. MISCELLANEOUS

* * *

CHAPTER 21-2600. [RESERVED] *MUNICIPAL IDENTIFICATION CARDS*

§ 21-2601. Municipal Identification Cards.

(1) Definitions. For purposes of this Chapter, the following definitions apply.

(a) "City" shall mean the City of Philadelphia, or any designated department, board, commission or agency thereof.

(b) "Entity That Receives City Funds" shall mean any recipient of a contract, grant agreement, or loan agreement from the City of Philadelphia.

(c) "Municipal Identification Card" shall mean an identification card issued by the City of Philadelphia that shall display certain information, including but not limited to, the cardholder's name, photograph, date of birth and an expiration date.

(d) "Resident" shall mean a person who can establish that he or she is a current resident of the City of Philadelphia pursuant to this Chapter.

§ 21-2602. Municipal Identification Card program.

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A Municipal Identification Card program is hereby authorized subject to the provisions set forth in this Chapter, as well as such rules and regulations as may be necessary to effectuate the purposes of this Chapter.

§ 21-2603. Issuance of Municipal Identification Cards.

(1) The purpose of the Municipal Identification Card Program shall be to provide for a system whereby a Municipal Identification Card shall be issued to any Resident who meets the application requirements set forth in this Chapter, consistent with the following:

(a) The City may establish reasonable fees to cover the costs of administering this Chapter. The City shall establish regulations providing Residents who cannot afford to pay such a fee with a full or partial waiver from payment.

(b) Applications for the Card shall be broadly disseminated, including, but not limited to, City offices where there is substantial contact with the public. The City shall also make applications available on-line.

(c) The Card shall bear the seal of the City, and shall be designed and produced in such a manner as to deter fraud.

§ 21-2604. Applications for Municipal Identification Cards.

(1) To obtain a Municipal Identification Card, an applicant must establish proof of identity, age and residence within the City as follows:

(a) Applicants must present such proof of identity and age as the City reasonably deems necessary by submitting such documentation as the City may require by regulation, which may include, but is not limited to, one or more of any of the following documents:

(i) a U.S. or foreign passport;

(ii) a U.S. driver's license;

(iii) a U.S. state identification card;

(iv) a U.S. Permanent Resident Card (commonly known as a "Green Card");

(v) a consular identification ("CID") card;

(vi) a national identification card;

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(vii) *a foreign driver's license; a U.S. or foreign military identification card;*

(viii) *a current visa issued by a government agency;*

(ix) *a U.S. Individual Taxpayer Identification Number (ITIN) authorization letter;*

(x) *an identification card issued by a Pennsylvania educational institution, including elementary, middle, secondary, and post-secondary schools;*

(xi) *a U.S. or foreign birth certificate;*

(xii) *a Social Security card.*

(b) *At least one form of identification used to establish identity shall display the applicant's photograph and date of birth.*

(c) *Proof of Residency. In order to establish residency, applicants shall provide such documentation as the City may require by regulation, which may include, but is not limited to, one or more of any of the following documents containing both the applicant's name and residential address located within the City:*

(i) *a utility bill dated within the last thirty days;*

(ii) *written verification issued by a not-for-profit organization that serves homeless individuals or survivors of domestic violence or sexual assault confirming at least fifteen days residency within the last thirty days;*

(iii) *written verification issued by a hospital, health clinic, or social services agency that receives City funding confirming at least fifteen days residency within the last thirty days;*

(iv) *a local property tax statement or mortgage payment receipt dated within the last thirty days;*

(v) *a bank account statement dated within the last thirty days;*

(vi) *proof regarding a minor currently enrolled in a school;*

(vii) *an employment pay stub dated within the last thirty days;*

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(viii) a jury summons or court order issued by a state or federal court dated within the last thirty days;

(ix) a federal or state income tax or refund statement dated within the last thirty days;

(x) an insurance bill (homeowner's, renter's, health, life or automobile insurance) dated within the last thirty days;

(xi) the same type of documentation, bearing the name of a spouse or domestic partner, if a copy of a marriage certificate or proof of domestic partnership issued by a state or local government is presented at the time of application.

(2) The City shall by regulation:

(a) determine the weight to be given to any documents accepted under such regulations for proof of identity, age and residence in connection with issuance of a Municipal Identification Card;

(b) establish particular requirements in connection with establishment of proof of identity, age and residence in the case of a minor. An application submitted on behalf of a minor must be completed by such minor's parent or legal guardian, except as allowed by regulation;

(c) establish alternative methods by which individuals who do not have a fixed address can establish residency in the City; and

(d) establish reasonably necessary procedures by which an applicant must verify that all documents proffered in support of his or her application are truthful, accurate, and authentic.

§ 21-2605. Confidentiality of Municipal Identification Card application information.

(1) The City shall not retain originals or copies of records and documents provided by an applicant to prove identity or residency for a Municipal Identification Card.

(2) The City shall not disclose information collected about applicants, and treat that information as confidential, to the maximum extent permitted by applicable laws.

(3) The City is prohibited from soliciting, collecting, maintaining, disseminating, or requiring that an applicant produce any information or documentation other than that required to establish that applicant's identity or residency pursuant to this Chapter.

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§ 21-2606. *Implementation and Access to Services.*

(1) *The Mayor shall designate such departments, agencies, and other offices as appropriate to coordinate the development and implementation of a Municipal Identification Card program which includes a public promotion program designed to encourage residents to apply for identification cards under this Chapter and to promote multiple uses for such cards.*

(2) *As may be established by regulation, all City agencies, departments, and any Entity that Receives Funds shall accept a Municipal Identification Card as valid identification and as valid proof of residency in the City, unless such City department or Entity has reasonable grounds for determining that the card is counterfeit, altered, or improperly issued to the card holder, or that the individual presenting the Card is not the individual to whom it was issued.*

(3) *The City shall seek to expand the benefits associated with the Municipal Identification Card, by encouraging eligible persons to apply for the Card, and by promoting the acceptance of the Card among public and private institutions, including but not limited to banks, libraries, schools, hospitals, museums, and healthcare providers.*

§ 21-2607. *Language Assistance.*

(1) *The City shall provide language assistance to applicants for Municipal Identification Cards, in a manner consistent with all federal, state, and local laws.*

(2) *The City shall conduct training and community outreach to ensure meaningful access for limited English proficient individuals in the administration of the Municipal Identification Card program.*

§ 21-2608. *Reporting and Program Assessment.*

(1) *The Managing Director shall, no less than twice a year, file a report with the Chief Clerk of Council that shall include, in addition to such other information the managing Director determines should be included, information concerning: the number of individuals that sought to obtain, and the number of individuals that received, a Municipal Identification Card; the extent of City outreach to prospective applicants and prospective City partners in connection with use of the card; the manner in which the City promoted acceptance of the card by public and private institutions, including banks; such information as may be collected by the City regarding usage of the card, including financial benefits associated with use of the card; whether any non-City entities requested underlying information related to card issuance and confirmation that no such information was provided; and whether any incidences of fraud or other abuse were reported to the City in connection with usage of such cards.*

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(2) The Managing Director is authorized to, within ninety days of the effective date of this ordinance, establish a Municipal Identification Card working group, which shall regularly convene members of the Administration, City Council and affected stakeholder organizations to discuss mechanisms to support implementation of this Chapter, including regulations promulgated under this chapter.

SECTION 2. This Ordinance shall take effect immediately.

Explanation:

[Brackets] indicate matter deleted.

Italics indicate new matter added.

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CERTIFICATION: This is a true and correct copy of the original Bill, Passed by the City Council on September 27, 2018. The Bill was Signed by the Mayor on October 10, 2018.



Michael A. Decker
Chief Clerk of the City Council