



March 31, 2020

Waukegan Emergency Order  
2020-EO-11

**RECEIVED**

**MAR 31 2020**

**WAUKEGAN CITY CLERK  
JANET E. KILKELLY**

**CITY OF WAUKEGAN, ILLINOIS  
MAYORAL EMERGENCY ORDER REPLACING MAYORAL EMERGENCY ORDER 02  
INSTITUTING REDUCED WORK SCHEDULE FOR NON-ESSENTIAL PERSONNEL**

WHEREAS, On March 9, 2020, the Governor of the State of Illinois issued a Gubernatorial Disaster Proclamation with respect to the ongoing spread of COVID-19; and

WHEREAS, On March 11, the World Health Organization categorized this outbreak of COVID-19 as a pandemic; and

WHEREAS, pursuant to the Gubernatorial Disaster Proclamation, I, Samuel D. Cunningham, Jr., Mayor of the City of Waukegan, issued a Mayoral Declaration of Emergency relating to this outbreak of COVID-19 on March 14, 2020, which declaration was subsequently ratified by an Ordinance adopted by the City Council of Waukegan on March 16, 2020; and

WHEREAS, pursuant to these emergency declarations, the Mayor has been granted full emergency authority provided by law, including, but not limited to, those powers designed in 65 ILCS 5/11-1-6, and the Illinois Emergency Management Act 20 ILCS 3305; and

WHEREAS, it is necessary and appropriate for the City of Waukegan to immediately take all appropriate, reasonable and necessary measures available to it to protect the public's health in response to the COVID-19 outbreak; and

WHEREAS, the Centers for Disease Control and Prevention (CDC) has called for employers to minimize exposure between employees and also between employees and the public; and

WHEREAS, in furtherance of the CDC's guidance, Governor Pritzker's Executive Order 2020-07, issued March 16, 2020, prohibits any public or private gathering of 50 persons or more; and

WHEREAS, based on conditions as they were known to exist at the time, the Mayor issued Emergency Order 20-EO-02 on March 19, 2020, which Order delineated employees into two categories of essential and non-essential; and

WHEREAS, since that time, operational changes have been identified that will more efficiently and completely protect the health of the City's workforce and meet the needs of the public;



**THEREFORE, in further exercise of the Emergency Authority granted to me, I, Samuel D. Cunningham, Jr., Mayor of the City of Waukegan DO HEREBY ORDER as follows:**

Section 1. Emergency Order 20-EO-02 is hereby superseded by the following terms and provisions of this Order.

Section 2. For the duration of this emergency, all non-essential City personnel are to be placed on reduced work schedules to limit the number of employees interacting with each other and the public, "Non-essential" shall mean those employees covered by the City's S.E.I.U and Local 150 collective bargaining agreements, and Non-Union Salary Ordinance. Exempt from this definition are Emergency Dispatch personnel, and Non-Union employees deemed by the Mayor, in consultation with the Director of Human Resources, to be exempted from this order. First responders, including police, fire, and emergency dispatch personnel, as well as those employees deemed essential in protecting the immediate health, safety, or welfare of the residents of Waukegan, or otherwise directly related to the mitigation of the impacts of COVID-19 on the community. Sole and absolute discretion for determining the necessity of individual personnel, based on their job descriptions and responsibilities, shall rest solely with the Mayor.

Section 3. For the duration of this emergency, any employee scheduled to work who reports in exhibiting signs of illness may be immediately ordered home by their direct supervisor. Sick time and / or FMLA may apply as determined by the Director of Human Resources.

Section 4. For the duration of this emergency, non-essential personnel placed on a furlough leave as approved by the Director of Human Resources shall continue to receive regular pay and benefits.

Section 5. This Order shall become effective upon execution, and shall continue in effect until the City Council shall vote to lift the Declaration of Emergency or until it is rescinded, superseded, or amended in writing by the Mayor.

Section 6. This Order shall be promptly filed with the Clerk of the City of Waukegan, and shall be posted on the City of Waukegan's website.

Section 7. If any provision of this Order or its application to any person or circumstance is held to be invalid, then the remainder of the Order, including the application of such part or



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provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

**IT IS SO ORDERED:**

Samuel D. Cunningham, Jr., Mayor  
Dated: March 31, 2020