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May 14, 2020

MAY 14 2020

Waukegan Emergency Order
2020-EO-21

WAUKEGAN CITY CLERK
JANET E. KILKELLY

CITY OF WAUKEGAN, ILLINOIS
MAYORAL EMERGENCY ORDER SWEEPING FUNDS
INTO AN EMERGENCY COST CENTER

WHEREAS, On April 30, 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, 2020 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 May 1, 2020, which declaration was subsequently ratified by an Ordinance adopted by the City Council of Waukegan on May 7, 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, one of the most apparent of the side effects of the pandemic and the Executive Orders issued by the Governor has been the significant negative impact on the general corporate revenues including tax collections, charges for services, fees and fines that the City can reasonably anticipate receiving; and

WHEREAS, ongoing assessments of revenue projections are difficult at the present as the crisis is worsening, and the economic impacts are being reported nationally in a somewhat chaotic and unpredictable way, but the data that is available does indicate that revenues will fall and continue to fall for some time to come; and

WHEREAS, the Finance Department under the direction of the Mayor has compiled as much information as is presently available, and has made a studied effort to compute a reasonable projection of the impact on revenues of the pandemic over the next two fiscal years based on current information, which again is fluid and changing almost daily; and

WHEREAS, the current projections by the Finance Department indicate a reasonable probability that General Fund revenues of the City will drop by approximately 10% over each of the next two years, leading to an inability to fund spending at current levels; and



WHEREAS, the Mayor declares that the need to practice extreme fiscal prudence in the fact of the foregoing factors is manifest; and

WHEREAS, the Mayor declares that - aside from immutable fixed costs appropriated within the General Fund limited to Police Pension Fund, Fire Pension Fund, Sales Tax Rebate obligations, and contra-expense credits - all spending in all departments must be significantly curtailed; now

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. For the duration of this emergency, and as may be subsequently ratified by formal action of City Council, the Finance Department is directed to sweep approximately 10% of the General Fund appropriations net of the aforementioned exclusions, and to move those amounts into a Financing Activity cost center restricted for emergency purposes, attached hereto as Exhibit A.

Section 2. The funds set aside in the Financing Activity cost center may be transferred back to Departments only after providing a justification request form attached hereto as Exhibit B signed by the Department Head, subject to review and analysis by the Finance Department, and final approval granted only by the Mayor. A listing of such transfers will be reported to the City Council on a monthly basis.

Section 3. Corporation Counsel and the Human Resources Department is directed to commence the process of opening discussions with the City's public sector unions to find ways to continue providing essential City services at reduced cost.

Section 4. All Department Heads are directed to determine what is absolutely essential spending, and eliminate all non-essential spending until further order.

Section 5. This Order shall become effective at 12:00 p.m. on May 15, 2020, 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.



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Page 3

Waukegan Emergency Order
2020-EO-21

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

Dated this 14th day of May 2020.

SAMUEL D. CUNNINGHAM, JR.
Mayor, City of Waukegan, Illinois

ATTEST:

JANET E. KILKELLY
Clerk, City of Waukegan, Illinois

ACCOUNT NUMBER	ACCT DESCRIPTION	CURRENT FY BUDGET	Transfer From	Transfer To
100 2001 21110	Clerical Techni	94,600	(9,500)	
100 6081 21110	Clerical Techni	53,000	(5,300)	
100 6085 21110	Clerical Techni	185,500	(18,600)	
100 6087 21110	Clerical Techni	53,000	(5,300)	
100 6070 21140	Communications	752,200	(75,200)	
100 6070 21142	Communications	207,700	(20,800)	
100 2001 21150	Inspector	524,000	(52,400)	
100 9106 21200	Laborer	88,000	(8,800)	
100 9127 21200	Laborer	89,000	(8,900)	
100 9106 21211	Maintenance Wor	1,471,000	(147,100)	
100 9127 21211	Custodian	60,000	(6,000)	
100 9105 21212	Maintenance Wor	519,000	(51,900)	
100 6085 21230	Auxiliary I	161,000	(16,100)	
100 6086 21230	Auxiliary I	107,000	(10,700)	
100 3019 21250	Fire Fighters	7,980,000	(798,000)	
100 6075 21270	Police Patrolme	7,808,000	(780,800)	
100 6080 21270	Police Patrolme	747,000	(74,700)	
100 6081 21270	Police Patrolme	287,000	(28,700)	
100 6087 21270	Police Patrolme	2,590,000	(259,000)	
100 1036 21368	Part Time Empl	8,000	(800)	
100 1030 21399	Earned Sick Lea	1,100	(100)	
100 1036 21399	Earned Sick Lea	1,500	(200)	
100 1045 21399	Earned Sick Lea	1,400	(100)	
100 1060 21399	Earned Sick Lea	2,500	(300)	
100 2001 21399	Earned Sick Lea	9,000	(900)	
100 3019 21399	Earned Sick Lea	160,000	(16,000)	
100 3020 21399	Earned Sick Lea	21,100	(2,100)	
100 3026 21399	Earned Sick Lea	6,200	(600)	
100 6070 21399	Earned Sick Lea	13,900	(1,400)	
100 6075 21399	Earned Sick Lea	173,500	(17,400)	
100 6077 21399	Earned Sick Lea	36,100	(3,600)	
100 6080 21399	Earned Sick Lea	34,000	(3,400)	
100 6085 21399	Earned Sick Lea	2,100	(200)	
100 6086 21399	Earned Sick Lea	1,100	(100)	
100 6087 21399	Earned Sick Lea	30,900	(3,100)	
100 9101 21399	Earned Sick Lea	1,000	(100)	
100 9105 21399	Earned Sick Lea	7,600	(800)	
100 9106 21399	Earned Sick Lea	20,400	(2,000)	
100 1040 21400	Overtime	500	(100)	
100 1060 21400	Overtime	5,300	(500)	
100 2001 21400	Overtime	3,000	(300)	
100 3026 21400	Overtime	300	-	
100 6077 21400	Overtime	3,600	(400)	
100 6080 21400	Overtime	100	-	
100 6081 21400	Overtime	100	-	
100 6085 21400	Overtime	2,400	(200)	
100 6086 21400	Overtime	2,800	(300)	
100 9101 21400	Overtime	2,600	(300)	
100 9105 21400	Overtime	5,200	(500)	
100 9106 21400	Overtime	32,900	(3,300)	
100 9127 21400	Overtime	2,600	(300)	
100 6085 21401	Double-Time	1,200	(100)	
100 6086 21401	Double-Time	1,800	(200)	
100 9105 21401	Double-Time	3,100	(300)	
100 9106 21401	Double-Time	29,800	(3,000)	
100 9127 21401	Double-Time	3,000	(300)	
100 6070 21403	Female Search/D	200	-	
100 2001 21404	On Call Pay	2,000	(200)	

ACCOUNT NUMBER	ACCT DESCRIPTION	CURRENT FY BUDGET	Transfer From	Transfer To
100 6086 21404	On-Call Pay	1,900	(200)	
100 9106 21404	On-Call Pay	29,300	(2,900)	
100 9127 21404	On-Call Pay	5,700	(600)	
100 3019 21405	Overtime-Unifor	500,000	(50,000)	
100 3026 21405	Overtime-Unifor	2,900	(300)	
100 6075 21405	Overtime-Unifor	236,400	(23,600)	
100 6077 21405	Overtime-Unifor	20,800	(2,100)	
100 6080 21405	Overtime-Unifor	43,900	(4,400)	
100 6081 21405	Overtime-Unifor	11,800	(1,200)	
100 6087 21405	Overtime-Unifor	205,000	(20,500)	
100 6075 21407	Training Overti	50,600	(5,100)	
100 6080 21407	Training Overti	900	(100)	
100 6087 21407	Training Overti	8,100	(800)	
100 3019 21409	Holiday Overtim	50,000	(5,000)	
100 6075 21409	Holiday Overtim	15,300	(1,500)	
100 6080 21409	Holiday Overtim	500	(100)	
100 6087 21409	Holiday Overtim	1,000	(100)	
100 6075 21410	Court Time - Po	91,600	(9,200)	
100 6080 21410	Court Time - Po	1,400	(100)	
100 6081 21410	Court Time - Po	700	(100)	
100 6087 21410	Court Time - Po	26,700	(2,700)	
100 6075 21411	Hire Back Overt	338,000	(33,800)	
100 6080 21411	Hire Back Overt	3,500	(400)	
100 6081 21411	Hire Back Overt	1,000	(100)	
100 6087 21411	Hire Back Overt	54,200	(5,400)	
100 3019 21412	Special Events-	10,000	(1,000)	
100 6075 21412	Special Events-	231,900	(23,200)	
100 6077 21412	Special Events-	65,800	(6,600)	
100 6080 21412	Special Events-	41,400	(4,100)	
100 6081 21412	Special Events-	2,300	(200)	
100 6087 21412	Special Events-	105,400	(10,500)	
100 6085 21413	Tool Allowance	300	-	
100 9105 21413	Tool Allowance	8,900	(900)	
100 9106 21413	Tool Allowance	14,000	(1,400)	
100 9127 21413	Tool Allowance	500	(100)	
100 3019 21414	Instructors Pay	50,000	(5,000)	
100 3026 21414	Instructors Pay	300	-	
100 6075 21415	Uniform Allowan	23,400	(2,300)	
100 3027 21709	Civil Service C	5,300	(500)	
100 6079 21709	Civil Service C	10,000	(1,000)	
100 1036 21721	Office Supervis	55,000	(5,500)	
100 2001 21721	Office Supervis	61,000	(6,100)	
100 6085 21721	Office Supervis	66,000	(6,600)	
100 1040 21725	Executive Secre	58,000	(5,800)	
100 2001 21725	Executive Secre	55,000	(5,500)	
100 3020 21725	Executive Secre	58,000	(5,800)	
100 6077 21725	Executive Secre	77,000	(7,700)	
100 6086 21726	Animal Control	72,000	(7,200)	
100 1036 21730	Staff Accountan	62,000	(6,200)	
100 6070 21731	Telecommunicati	228,000	(22,800)	
100 1040 21732	Deputy City Cle	73,000	(7,300)	
100 1051 21736	Benefits Coordi	62,000	(6,200)	
100 3026 21739	Fire Prevention	82,000	(8,200)	
100 2001 21740	Plumbing Inspec	71,000	(7,100)	
100 2001 21743	Building Inspec	73,000	(7,300)	
100 9106 21749	Public Works Su	319,000	(31,900)	
100 9127 21749	Public Works Su	69,000	(6,900)	
100 6075 21750	Police Sergeant	1,076,600	(107,700)	

ACCOUNT NUMBER	ACCT DESCRIPTION	CURRENT FY BUDGET	Transfer From	Transfer To
100 6077 21750	Police Sergeant	112,000	(11,200)	
100 6080 21750	Police Sergeant	109,000	(10,900)	
100 6081 21750	Police Sergeant	113,000	(11,300)	
100 6087 21750	Police Sergeant	439,000	(43,900)	
100 9105 21752	Mechanic Superv	82,000	(8,200)	
100 1051 21753	Director of Hum	127,000	(12,700)	
100 3019 21755	Fire Lieutenant	2,100,000	(210,000)	
100 3026 21755	Fire Lieutenant	108,000	(10,800)	
100 6075 21756	Police Lieutena	230,500	(23,100)	
100 6081 21756	Police Lieutena	117,000	(11,700)	
100 6087 21756	Police Lieutena	117,000	(11,700)	
100 3019 21758	Fire Captain	369,000	(36,900)	
100 6075 21759	Police Commande	499,400	(49,900)	
100 6077 21759	Police Commande	266,000	(26,600)	
100 6080 21759	Police Commande	127,000	(12,700)	
100 6087 21759	Police Commande	269,000	(26,900)	
100 3020 21762	Deputy Fire Chi	147,000	(14,700)	
100 6077 21763	Deputy Police C	450,000	(45,000)	
100 8069 21764	Senior Planner	92,000	(9,200)	
100 3020 21767	Fire Chief	165,000	(16,500)	
100 6077 21768	Police Chief	169,000	(16,900)	
100 9106 21769	Director of Pub	119,000	(11,900)	
100 1036 21770	Director of Fin	166,000	(16,600)	
100 9106 21771	Superintendent-	102,000	(10,200)	
100 1036 21776	Senior Accounta	156,000	(15,600)	
100 1030 21780	Mayor	119,000	(11,900)	
100 1040 21781	City Clerk	81,000	(8,100)	
100 1045 21782	City Treasurer	22,000	(2,200)	
100 1031 21783	Aldermen (9)	198,000	(19,800)	
100 2001 21786	Building Commis	115,000	(11,500)	
100 3019 21793	Battalion/Burea	499,000	(49,900)	
100 3020 21793	Battalion/Burea	135,000	(13,500)	
100 3026 21793	Battalion/Burea	129,000	(12,900)	
100 6077 21796	Administrative	65,000	(6,500)	
100 6081 21796	Administrative	123,000	(12,300)	
100 6085 21796	Administrative	57,000	(5,700)	
100 8069 21796	Administrative	59,000	(5,900)	
100 9101 21796	Administrative	66,000	(6,600)	
100 9106 21796	Administrative	128,000	(12,800)	
100 1040 21797	Administrative	56,000	(5,600)	
100 3026 21797	Administrative	66,000	(6,600)	
100 8069 21801	Economic Develo	105,000	(10,500)	
100 1051 21809	Human Resources	71,000	(7,100)	
100 1045 21810	Assistant Direc	106,000	(10,600)	
100 1060 21812	Marketing & Pub	112,000	(11,200)	
100 8069 21813	Dir. of Bldg, P	116,000	(11,600)	
100 9101 21818	GIS Analyst	62,000	(6,200)	
100 1030 21819	Elected Officia	18,000	(1,800)	
100 1031 21819	Elected Officia	36,900	(3,700)	
100 1040 21819	Elected Officia	4,800	(500)	
100 1045 21819	Elected Officia	3,000	(300)	
100 6085 21822	Police Records	85,000	(8,500)	
100 6077 21823	Technician	132,000	(13,200)	
100 1060 21836	Scoop Overtime	25,000	(2,500)	
100 1030 21841	Special Project	222,000	(22,200)	
100 3020 21841	Special Project	97,000	(9,700)	
100 1030 21842	Executive Assis	73,100	(7,300)	
100 1036 21862	Finance Coordin	112,000	(11,200)	

ACCOUNT NUMBER	ACCT DESCRIPTION	CURRENT FY BUDGET	Transfer From	Transfer To
100 6077 21862	Finance Coordin	56,000	(5,600)	
100 1060 21863	PR Specialist	65,000	(6,500)	3,947,300 100 106621995
100 1030 22456	Hospitalization	68,900	(6,900)	
100 1031 22456	Hospitalization	90,500	(9,100)	
100 1036 22456	Hospitalization	74,700	(7,500)	
100 1040 22456	Hospitalization	64,400	(6,400)	
100 1045 22456	Hospitalization	32,200	(3,200)	
100 1051 22456	Hospitalization	48,300	(4,800)	
100 1060 22456	Hospitalization	32,200	(3,200)	
100 2001 22456	Hospitalization	257,600	(25,800)	
100 3019 22456	Hospitalization	1,771,000	(177,100)	
100 3020 22456	Hospitalization	80,500	(8,100)	
100 3026 22456	Hospitalization	64,400	(6,400)	
100 6070 22456	Hospitalization	305,900	(30,600)	
100 6075 22456	Hospitalization	1,577,800	(157,800)	
100 6077 22456	Hospitalization	193,200	(19,300)	
100 6080 22456	Hospitalization	144,900	(14,500)	
100 6081 22456	Hospitalization	128,800	(12,900)	
100 6085 22456	Hospitalization	144,900	(14,500)	
100 6086 22456	Hospitalization	48,300	(4,800)	
100 6087 22456	Hospitalization	531,300	(53,100)	
100 8069 22456	Hospitalization	64,400	(6,400)	
100 9101 22456	Hospitalization	32,200	(3,200)	
100 9105 22456	Hospitalization	144,900	(14,500)	
100 9106 22456	Hospitalization	547,400	(54,700)	
100 9127 22456	Hospitalization	64,400	(6,400)	
100 1035 22457	Workmen's Compe	9,000	(900)	
100 2001 22457	Workmen's Compe	23,000	(2,300)	
100 3019 22457	Workmen's Compe	408,000	(40,800)	
100 6077 22457	Workmen's Compe	1,233,000	(123,300)	
100 8069 22457	Workmen's Compe	2,000	(200)	
100 9106 22457	Workmen's Compe	330,000	(33,000)	
100 1035 22458	Liability Insur	39,000	(3,900)	
100 2001 22458	Liability Insur	32,000	(3,200)	
100 3019 22458	Liability Insur	135,000	(13,500)	
100 6077 22458	Liability Insur	1,233,000	(123,300)	
100 8069 22458	Liability Insur	4,900	(500)	
100 9106 22458	Liability Insur	140,000	(14,000)	
100 1030 22461	Employer Portio	27,100	(2,700)	
100 1031 22461	Employer Portio	14,700	(1,500)	
100 1036 22461	Employer Portio	35,000	(3,500)	
100 1040 22461	Employer Portio	17,100	(1,700)	
100 1045 22461	Employer Portio	8,300	(800)	
100 1051 22461	Employer Portio	16,300	(1,600)	
100 1060 22461	Employer Portio	13,100	(1,300)	
100 2001 22461	Employer Portio	63,000	(6,300)	
100 3020 22461	Employer Portio	9,700	(1,000)	
100 3026 22461	Employer Portio	9,300	(900)	
100 3027 22461	Employer Portio	3,900	(400)	
100 6070 22461	Employer Portio	75,100	(7,500)	
100 6077 22461	Employer Portio	20,600	(2,100)	
100 6079 22461	Employer Portio	600	(100)	
100 6081 22461	Employer Portio	11,000	(1,100)	
100 6085 22461	Employer Portio	35,000	(3,500)	
100 6086 22461	Employer Portio	11,700	(1,200)	
100 6087 22461	Employer Portio	3,300	(300)	
100 8069 22461	Employer Portio	23,400	(2,300)	
100 9101 22461	Employer Portio	8,200	(800)	

ACCOUNT NUMBER	ACCT DESCRIPTION	CURRENT FY BUDGET	Transfer From	Transfer To
100 9105 22461	Employer Portio	39,100	(3,900)	
100 9106 22461	Employer Portio	147,100	(14,700)	
100 9127 22461	Employer Portio	14,400	(1,400)	
100 1030 22462	Employer Portio	6,300	(600)	
100 1031 22462	Employer Portio	3,400	(300)	
100 1036 22462	Employer Portio	8,100	(800)	
100 1040 22462	Employer Portio	4,000	(400)	
100 1045 22462	Employer Portio	1,900	(200)	
100 1051 22462	Employer Portio	3,800	(400)	
100 1060 22462	Employer Portio	3,000	(300)	
100 2001 22462	Employer Portio	14,600	(1,500)	
100 3019 22462	Employer Portio	162,700	(16,300)	
100 3020 22462	Employer Portio	9,000	(900)	
100 3026 22462	Employer Portio	5,700	(600)	
100 3027 22462	Employer Portio	1,000	(100)	
100 6070 22462	Employer Portio	17,400	(1,700)	
100 6075 22462	Employer Portio	156,200	(15,600)	
100 6077 22462	Employer Portio	21,100	(2,100)	
100 6079 22462	Employer Portio	100	-	
100 6080 22462	Employer Portio	16,100	(1,600)	
100 6081 22462	Employer Portio	10,300	(1,000)	
100 6085 22462	Employer Portio	8,100	(800)	
100 6086 22462	Employer Portio	2,700	(300)	
100 6087 22462	Employer Portio	56,500	(5,700)	
100 8069 22462	Employer Portio	5,400	(500)	
100 9101 22462	Employer Portio	1,900	(200)	
100 9105 22462	Employer Portio	9,100	(900)	
100 9106 22462	Employer Portio	34,100	(3,400)	
100 9127 22462	Employer Portio	3,300	(300)	
100 1030 22467	Life Insurance	1,300	(100)	
100 1031 22467	Life Insurance	700	(100)	
100 1036 22467	Life Insurance	1,700	(200)	
100 1040 22467	Life Insurance	800	(100)	
100 1045 22467	Life Insurance	400	-	
100 1051 22467	Life Insurance	800	(100)	
100 1060 22467	Life Insurance	600	(100)	
100 2001 22467	Life Insurance	3,000	(300)	
100 3019 22467	Life Insurance	32,800	(3,300)	
100 3020 22467	Life Insurance	1,800	(200)	
100 3026 22467	Life Insurance	1,200	(100)	
100 6070 22467	Life Insurance	3,600	(400)	
100 6075 22467	Life Insurance	32,300	(3,200)	
100 6077 22467	Life Insurance	4,400	(400)	
100 6080 22467	Life Insurance	2,900	(300)	
100 6081 22467	Life Insurance	2,100	(200)	
100 6085 22467	Life Insurance	1,700	(200)	
100 6086 22467	Life Insurance	600	(100)	
100 6087 22467	Life Insurance	11,700	(1,200)	
100 8069 22467	Life Insurance	1,100	(100)	
100 9101 22467	Life Insurance	400	-	
100 9105 22467	Life Insurance	1,900	(200)	
100 9106 22467	Life Insurance	7,100	(700)	
100 9127 22467	Life Insurance	700	(100)	
100 3020 22470	PSEBA-Health Pr	120,000	(12,000)	
100 6077 22470	PSEBA-Health Pr	275,000	(27,500)	
100 1030 22474	Liquor Stipend	10,000	(1,000)	
100 1040 22474	Liquor Stipend	4,000	(400)	
100 1030 22610	Employer IMRF	63,300	(6,300)	

ACCOUNT NUMBER	ACCT DESCRIPTION	CURRENT FY BUDGET	Transfer From	Transfer To
100 1031 22610	Employer IMRF	34,300	(3,400)	
100 1036 22610	Employer IMRF	81,900	(8,200)	
100 1040 22610	Employer IMRF	39,900	(4,000)	
100 1045 22610	Employer IMRF	19,300	(1,900)	
100 1051 22610	Employer IMRF	38,000	(3,800)	
100 1060 22610	Employer IMRF	30,700	(3,100)	
100 2001 22610	Employer IMRF	141,100	(14,100)	
100 3020 22610	Employer IMRF	22,600	(2,300)	
100 3026 22610	Employer IMRF	21,600	(2,200)	
100 6070 22610	Employer IMRF	168,300	(16,800)	
100 6077 22610	Employer IMRF	46,200	(4,600)	
100 6081 22610	Employer IMRF	24,600	(2,500)	
100 6085 22610	Employer IMRF	78,500	(7,900)	
100 6086 22610	Employer IMRF	26,100	(2,600)	
100 6087 22610	Employer IMRF	7,400	(700)	
100 8069 22610	Employer IMRF	52,400	(5,200)	
100 9101 22610	Employer IMRF	18,400	(1,800)	
100 9105 22610	Employer IMRF	87,600	(8,800)	
100 9106 22610	Employer IMRF	329,500	(33,000)	
100 9127 22610	Employer IMRF	32,200	(3,200)	
100 3999 22998	Pension Costs-F	6,523,000	EXCLUDE	-
100 6999 22999	Pension Costs-P	8,981,000	EXCLUDE	-
				1,316,200 100 106622995
100 3020 24076	Lease Payments	50,000	(5,000)	
100 1036 24407	Bank Service Ch	38,000	(3,800)	
100 2001 24408	Home Board-Up &	13,500	(1,400)	
100 3020 24409	Radio Equipment	6,000	(600)	
100 3020 24410	Building & Grou	35,000	(3,500)	
100 6077 24410	Building & Grou	20,000	(2,000)	
100 9106 24410	Building & Grou	150,000	(15,000)	
100 3020 24411	Vehicle Mainten	70,000	(7,000)	
100 6077 24411	Vehicle Mainten	129,000	(12,900)	
100 1030 24412	Equipment Maint	1,600	(200)	
100 2001 24412	Equipment Maint	7,800	(800)	
100 3020 24412	Equipment Maint	70,000	(7,000)	
100 6070 24412	Equipment Maint	30,000	(3,000)	
100 6075 24412	Equipment Maint	1,200	(100)	
100 6077 24412	Equipment Maint	16,900	(1,700)	
100 6081 24412	Equipment Maint	700	(100)	
100 6085 24412	Equipment Maint	900	(100)	
100 6086 24412	Equipment Maint	400	-	
100 6087 24412	Equipment Maint	2,500	(300)	
100 9101 24412	Equipment Maint	600	(100)	
100 9106 24412	Equipment Maint	4,000	(400)	
100 8068 24424	Real Estate Tax	15,000	(1,500)	
100 9106 24425	Mosquito Abatem	65,600	(6,600)	
100 3020 24426	Utilities	4,000	(400)	
100 6077 24426	Utilities	1,200	(100)	
100 6086 24426	Utilities	5,800	(600)	
100 9106 24426	Utilities	25,000	(2,500)	
100 1030 24428	Rental/Lease Pu	500	(100)	
100 1040 24428	Rental/Lease Pu	900	(100)	
100 1051 24428	Rental/Lease Pu	2,500	(300)	
100 1060 24428	Rental/Lease Pu	20,000	(2,000)	
100 2001 24428	Rental/Lease Pu	14,500	(1,500)	
100 3020 24428	Rental/Lease Pu	5,000	(500)	
100 6070 24428	Rental/Lease Pu	3,500	(400)	
100 6085 24428	Rental/Lease Pu	500	(100)	
100 1030 24429	Conference & Tr	20,000	(2,000)	

ACCOUNT NUMBER	ACCT DESCRIPTION	CURRENT FY BUDGET	Transfer From	Transfer To
100 1031 24429	Conference & Tr	18,000	(1,800)	
100 1036 24429	Conference & Tr	9,000	(900)	
100 1040 24429	Conference & Tr	5,300	(500)	
100 1051 24429	Conference & Tr	5,500	(600)	
100 1060 24429	Conference & Tr	1,800	(200)	
100 3020 24429	Conference & Tr	5,000	(500)	
100 6087 24429	Conference & Tr	1,300	(100)	
100 8068 24429	Conference & Tr	5,000	(500)	
100 8069 24429	Conference & Tr	5,000	(500)	
100 9101 24429	Conference & Tr	200	-	
100 9106 24429	Conference & Tr	1,600	(200)	
100 1040 24430	Tuition Reimbur	1,200	(100)	
100 3020 24430	Tuition Reimbur	7,500	(800)	
100 6080 24430	Tuition Reimbur	3,400	(300)	
100 1036 24431	Training & Scho	5,000	(500)	
100 1040 24431	Training & Scho	500	(100)	
100 2001 24431	Training & Scho	5,000	(500)	
100 3019 24431	Training & Scho	1,000	(100)	
100 3020 24431	Training & Scho	15,000	(1,500)	
100 6075 24431	Training & Scho	1,700	(200)	
100 6077 24431	Training & Scho	40,000	(4,000)	
100 1030 24432	Postage	200	-	
100 1036 24432	Postage	5,000	(500)	
100 1040 24432	Postage	16,800	(1,700)	
100 1045 24432	Postage	100	-	
100 1051 24432	Postage	400	-	
100 1060 24432	Postage	900	(100)	
100 2001 24432	Postage	3,600	(400)	
100 3020 24432	Postage	12,000	(1,200)	
100 6077 24432	Postage	3,800	(400)	
100 6081 24432	Postage	12,800	(1,300)	
100 8069 24432	Postage	2,500	(300)	
100 9101 24432	Postage	300	-	
100 1060 24433	Advertising	20,000	(2,000)	
100 3020 24433	Advertising	5,000	(500)	
100 8069 24433	Advertising	2,500	(300)	
100 1030 24434	Printing	800	(100)	
100 1036 24434	Printing	1,500	(200)	
100 1040 24434	Printing	1,100	(100)	
100 1060 24434	Printing	8,000	(800)	
100 2001 24434	Printing	5,000	(500)	
100 3020 24434	Printing	1,500	(200)	
100 6075 24434	Printing	400	-	
100 6077 24434	Printing	8,400	(800)	
100 6081 24434	Printing	23,000	(2,300)	
100 6085 24434	Printing	500	(100)	
100 8069 24434	Printing	300	-	
100 9101 24435	Engineering Ser	158,000	(15,800)	
100 1030 24436	Consultant Serv	30,000	(3,000)	
100 3020 24436	Consultant Serv	2,000	(200)	
100 6077 24436	Consultant Serv	3,600	(400)	
100 6085 24436	Consultant Serv	127,900	(12,800)	
100 8068 24436	Consultant Se	7,500	(800)	
100 8069 24436	Consultant Serv	1,000	(100)	
100 9106 24436	Consultant Serv	300	-	
100 1029 24437	Legal Services	476,300	(47,600)	
100 1030 24437	Legal Services	2,000	(200)	
100 1051 24437	Legal Services	500	(100)	

ACCOUNT NUMBER	ACCT DESCRIPTION	CURRENT FY BUDGET	Transfer From	Transfer To
100 2001 24437	Legal Services	1,000	(100)	
100 6077 24437	Legal Services	7,100	(700)	
100 8068 24437	Legal Services	7,500	(800)	
100 8069 24437	Legal Services	1,000	(100)	
100 9101 24437	Legal Services	4,600	(500)	
100 1030 24438	Other Professio	500	(100)	
100 1031 24438	Other Professio	145,000	(14,500)	
100 1036 24438	Other Professio	6,000	(600)	
100 1040 24438	Other Professio	61,700	(6,200)	
100 1051 24438	Other Professio	11,000	(1,100)	
100 1060 24438	Other Professio	65,000	(6,500)	
100 2001 24438	Other Professio	150,000	(15,000)	
100 3020 24438	Other Professio	10,000	(1,000)	
100 6075 24438	Other Professio	3,000	(300)	
100 6077 24438	Other Professio	14,500	(1,500)	
100 6079 24438	Other Professio	5,100	(500)	
100 6085 24438	Other Professio	3,000	(300)	
100 6087 24438	Other Professio	16,600	(1,700)	
100 7129 24438	Other Professio	100,000	(10,000)	
100 8068 24438	Other Professio	125,000	(12,500)	
100 8069 24438	Other Professio	5,000	(500)	
100 9101 24438	Other Professio	900	(100)	
100 9105 24438	Other Professio	4,000	(400)	
100 9106 24438	Other Professio	4,900	(500)	
100 9110 24438	Other Professio	8,500	(900)	
100 9127 24438	Other Professio	20,000	(2,000)	
100 3020 24439	Laundry Service	5,500	(600)	
100 6085 24439	Laundry Service	2,200	(200)	
100 9106 24439	Laundry Service	21,500	(2,200)	
100 8069 24442	Photocopy	800	(100)	
100 1030 24443	Membership Dues	15,100	(1,500)	
100 1036 24443	Membership Dues	1,200	(100)	
100 1040 24443	Membership Dues	2,000	(200)	
100 1045 24443	Membership Dues	1,500	(200)	
100 1051 24443	Membership Dues	1,600	(200)	
100 1060 24443	Membership Dues	33,000	(3,300)	
100 2001 24443	Membership Dues	800	(100)	
100 3020 24443	Membership Dues	25,000	(2,500)	
100 6077 24443	Membership Dues	4,000	(400)	
100 8068 24443	Membership Dues	6,000	(600)	
100 8069 24443	Membership Dues	5,000	(500)	
100 9106 24443	Membership Dues	1,200	(100)	
100 3020 24454	Labor Relations	15,000	(1,500)	
100 6077 24454	Labor Relations	33,700	(3,400)	
100 6080 24458	Neighborhood Im	100	-	
100 6086 24472	Veterinary Fees	8,600	(900)	
100 1060 24474	Community Pride	50,000	(5,000)	
100 1067 24476	Municipal Audit	175,200	(17,500)	
100 1067 24477	Actuarial Servi	21,600	(2,200)	
100 3020 24479	Ambulance Billi	120,000	(12,000)	
100 1030 24481	Contributions E	2,300	(200)	
100 6081 24482	Drivers License	1,100	(100)	
100 8068 24488	Sales Tax Rebat	824,000 EXCLUDE	-	
100 3020 24490	Risk Premiums	70,000	(7,000)	
100 6075 24490	Risk Premiums	70,800	(7,100)	
100 9106 24490	Risk Premiums	47,600	(4,800)	
100 1051 24491	Employee Physic	100	-	
100 2001 24491	Employee Physic	200	-	

ACCOUNT NUMBER	ACCT DESCRIPTION	CURRENT FY BUDGET	Transfer From	Transfer To
100 3020 24491	Employee Physic	17,400	(1,700)	
100 6070 24491	Employee Physic	1,100	(100)	
100 6077 24491	Employee Physic	51,100	(5,100)	
100 6080 24491	Employee Physic	600	(100)	
100 9105 24491	Employee Physic	400	-	
100 9106 24491	Employee Physic	1,000	(100)	
100 8068 24504	Special Assessm	112,000	(11,200)	
100 1030 24581	WKGN Chamber of	5,000	(500)	
100 8068 24589	Development Adv	50,000	(5,000)	
100 7129 24627	Containment Cel	50,000	(5,000)	
100 7129 24636	Yeomon Creek	200,000	(20,000)	
100 1030 24639	Community Resou	25,000	(2,500)	
100 1060 24671	Scoop Professio	34,200	(3,400)	
100 6075 24697	Canine Unit - P	19,000	(1,900)	
100 6077 24698	Donor Sponsored	9,000	(900)	
100 1035 24801	IT Serv Softwar	89,400	(8,900)	
100 2001 24801	IT Serv Softwar	56,200	(5,600)	
100 3020 24801	IT Serv Softwar	193,700	(19,400)	
100 6077 24801	IT Serv Softwar	175,100	(17,500)	
100 8069 24801	IT Serv Softwar	14,000	(1,400)	
100 9106 24801	IT Serv Softwar	117,200	(11,700)	
100 1035 24802	IT Serv Hardwar	89,400	(8,900)	
100 2001 24802	IT Serv Hardwar	56,200	(5,600)	
100 3020 24802	IT Serv Hardwar	193,700	(19,400)	
100 6077 24802	IT Serv Hardwar	175,100	(17,500)	
100 8069 24802	IT Serv Hardwar	2,000	(200)	
100 9106 24802	IT Serv Hardwar	117,200	(11,700)	
100 1035 24803	IT Serv Utiliti	44,700	(4,500)	
100 2001 24803	IT Serv Utiliti	28,100	(2,800)	
100 3020 24803	IT Serv Utiliti	96,800	(9,700)	
100 6077 24803	IT Serv Utiliti	87,500	(8,800)	
100 8069 24803	IT Serv Utiliti	2,000	(200)	
100 9106 24803	IT Serv Utiliti	58,600	(5,900)	
100 1040 24959	FOIA Expenses	45,000	(4,500)	567,000 100 106624995
100 1030 25465	Office Supplies	2,000	(200)	
100 1036 25465	Office Supplies	3,300	(300)	
100 1040 25465	Office Supplies	1,600	(200)	
100 1045 25465	Office Supplies	1,200	(100)	
100 1051 25465	Office Supplies	2,500	(300)	
100 1060 25465	Office Supplies	3,400	(300)	
100 2001 25465	Office Supplies	3,900	(400)	
100 3020 25465	Office Supplies	4,000	(400)	
100 6070 25465	Office Supplies	500	(100)	
100 6077 25465	Office Supplies	6,700	(700)	
100 6081 25465	Office Supplies	200	-	
100 6085 25465	Office Supplies	2,800	(300)	
100 6087 25465	Office Supplies	900	(100)	
100 8069 25465	Office Supplies	500	(100)	
100 1030 25466	Gasoline & Oil	500	(100)	
100 1040 25466	Gasoline & Oil	7,000	(700)	
100 2001 25466	Gasoline & Oil	11,700	(1,200)	
100 3020 25466	Gasoline & Oil	85,000	(8,500)	
100 6075 25466	Gasoline & Oil	185,000	(18,500)	
100 6086 25466	Gasoline & Oil	2,200	(200)	
100 6087 25466	Gasoline & Oil	38,000	(3,800)	
100 9105 25466	Gasoline & Oil	241,600	(24,200)	
100 3020 25467	Maintenance Sup	20,000	(2,000)	
100 1030 25468	Operating Suppl	500	(100)	

ACCOUNT NUMBER	ACCT DESCRIPTION	CURRENT FY BUDGET	Transfer From	Transfer To
100 1040 25468	Operating Suppl	9,800	(1,000)	
100 1051 25468	Operating Suppl	1,800	(200)	
100 1060 25468	Operating Suppl	3,200	(300)	
100 3020 25468	Operating Suppl	40,000	(4,000)	
100 6070 25468	Operating Suppl	800	(100)	
100 6075 25468	Operating Suppl	10,000	(1,000)	
100 6077 25468	Operating Suppl	10,000	(1,000)	
100 6080 25468	Operating Suppl	100	-	
100 6081 25468	Operating Suppl	800	(100)	
100 6085 25468	Operating Suppl	1,500	(200)	
100 6086 25468	Operating Suppl	7,600	(800)	
100 6087 25468	Operating Suppl	1,700	(200)	
100 8069 25468	Operating Suppl	1,200	(100)	
100 9101 25468	Operating Suppl	1,400	(100)	
100 9105 25468	Operating Suppl	20,600	(2,100)	
100 9106 25468	Operating Suppl	5,700	(600)	
100 9110 25468	Operating Suppl	263,300	(26,300)	
100 9127 25468	Operating Suppl	70,000	(7,000)	
100 3019 25469	Uniforms	136,400	(13,600)	
100 3020 25469	Uniforms	40,000	(4,000)	
100 3026 25469	Uniforms	500	(100)	
100 6075 25469	Uniforms	164,200	(16,400)	
100 6077 25469	Uniforms	16,100	(1,600)	
100 6080 25469	Uniforms	13,100	(1,300)	
100 6081 25469	Uniforms	900	(100)	
100 6085 25469	Uniforms	400	-	
100 6086 25469	Uniforms	1,500	(200)	
100 6087 25469	Uniforms	66,100	(6,600)	
100 1045 25471	Publications	700	(100)	
100 3020 25471	Publications	5,000	(500)	
100 6077 25471	Publications	1,000	(100)	
100 3020 25472	Medical Supplie	80,000	(8,000)	
100 6085 25473	Nutritional Pro	10,300	(1,000)	
100 9105 25474	Fleet Maint: Ve	446,700	(44,700)	
100 6077 25475	Fleet Maint:Equ	1,500	(200)	
100 9106 25476	Maint. Supplies	2,100	(200)	
100 1030 25478	Computer Suppli	300	-	
100 1036 25480	Miscellaneous E	600	(100)	
100 1060 25480	Miscellaneous E	3,900	(400)	
100 6077 25482	Firearms & Ammu	30,000	(3,000)	
100 1036 25484	Credit Card Fee	2,500	(300)	210,400 100 106625995
100 6075 26492	Improvements	5,000	(500)	
100 9127 26492	Improvements	3,800	(400)	
100 2001 26493	Vehicle	76,000	(7,600)	
100 6075 26493	Vehicle	80,000	(8,000)	
100 9101 26494	Equipment	14,300	(1,400)	
100 9110 26494	Equipment	20,000	(2,000)	
100 9127 26494	Equipment	10,000	(1,000)	
100 1030 26498	Office Furnitur	1,000	(100)	21,000 100 106626995
100 1036 28419	Enterprise Fund	-658,000	EXCLUDE	-
TOTAL		76,268,500		
TOTAL LESS EXCLUSIONS		60,598,500	(6,061,900)	6,061,900



2020-2021 General Fund Fiscal Reserve Budget Transfer Request Form

Line Item:

Transfers will not be considered until departments have exhausted all funding within their remaining budget by category.

Justification should explain why expenses are appropriate and necessary during this time of crisis; describe any efforts which have been made to reduce expenses in this line item; include a forecast to fiscal year end specific to this line item; any additional information pertinent to this request.

Initial & Date	Approved	Denied	Comment
Prepared by:			
Department Head:			
Finance Lvl 1:			
Finance Lvl 2:			
Mayor:			