EXECUTIVE ORDER NO. 13-84

WHEREAS, Section 8-102 of the Philadelphia Home Rule Charter empowers the Mayor to revise the estimates of financial requirements for each officer, department, board and commission of the City and for other agencies receiving City appropriations (excepting only City Council and the Auditing Department, unless they consent) in order to avoid deficits;

WHEREAS, the Mayor has determined that projected expenditures must be reduced for the remainder of the fiscal year in order to preserve the financial health of the City and to avoid a deficit;

WHEREAS, there are significant taxes owed to the City which may be realized by increased collection efforts;

NOW THEREFORE, by the power vested in me by the Philadelphia Home Rule Charter, it is hereby ordered that:

(1) Effective December 1, 1984, no office, department, board, or commission, including the Office of the Clerk of Quarter Sessions and the Office of the City Commissioners, or other agencies receiving a City appropriation, excepting those offices, departments or agencies listed in paragraph (3) hereof, shall appoint any persons to positions of employment with the City, unless such appointment has been expressly approved by the Administrative Board.

(2) Effective December 1, 1984, no office, department, board, or commission, including the Office of the Clerk of Quarter Sessions and the Office of the City Commissioners, or other agencies receiving a City appropriation, excepting those offices, departments or agencies listed in paragraph (3) hereof, shall purchase equipment, material and supplies unless such purchases are expressly approved by the Administrative Board.

(3) Those offices, boards, departments or agencies of the City listed in subparagraph (a) hereof shall, for the remainder of the fiscal year of the City ending June 30, 1985, adhere to the estimate of expenditures for the respective office, department or agency provided in accordance with the request from the Finance Department dated October 25, 1984,
as such estimates have been revised by me as of November 28, 1984. Pursuant to the provisions of Section 8-102 of the Philadelphia Home Rule Charter, the Director of Finance shall not approve the expenditure or encumbrance of any appropriation or part thereof except in accordance with such revised estimate, unless the same be revised with my approval.

(a) Affected offices, boards, departments or agencies:

Court of Common Pleas
Municipal Court
Traffic Court
Office of the Prothonotary
Office of the Register of Wills
Office of the Sheriff
Office of the District Attorney
Board of Revision of Taxes
Board of Viewers

(4) I direct the Finance Director and City Solicitor to commence a Special Enforcement Effort to enhance revenue collections.

(5) In that effort they shall:

(a) Develop procedures with the Tax Review Board to reduce the backlog of 4,000 cases pending before the Board.

(b) Immediately activate and prosecute the backlog of Business and Earnings Tax Files.

(c) Inaugurate a program to collect delinquent use and occupancy taxes.
(6) The Finance Department and Law Department are authorized to add, for a period of six months, additional personnel positions to implement these programs. At the end of six months, unless expressly extended by the Administrative Board, these positions will lapse.

(7) This ORDER shall be effective immediately.

W. WILSON GOODE
Mayor

DATED: 11/30/84