



# Lexington-Fayette Urban County Government

200 E. Main St  
Lexington, KY 40507

## Legislation Details (With Text)

**File #:** 0835-21      **Version:** 1      **Name:** 22.0010 HR Ordinance Change - Conditional Offers  
**Type:** Ordinance      **Status:** Approved  
**File created:** 8/16/2021      **In control:** Urban County Council  
**On agenda:** 9/16/2021      **Final action:** 9/16/2021  
**Enactment date:** 9/16/2021      **Enactment #:** O-090-2021

**Title:** An Ordinance amending Section 21-14(a) of the Code of Ordinances providing that after the appointing authority receives hiring recommendations from the Chief Administrative Officer for Classified Civil Service appointments, the appointing authority may authorize the Div. of Human Resources to make conditional offers; requiring the Div. of Human Resources to submit a report of all appointments within thirty (30) days after the appointment is made; and amending Section 22-13 of the Code of Ordinances authorizing the Div. of Human Resources to make conditional offers as requested by the appointing authorities and to submit a report of all appointments made to the Unclassified Civil Service Positions to the Urban County Council within thirty (30) days after the appointment; effective upon passage of Council. [Div. of Human Resources, Maxwell]

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Bluesheet Memo 22.0010, 2. 00736708.pdf, 3. O-090-2021

Date	Ver.	Action By	Action	Result
9/16/2021	1	Urban County Council	Approved	Pass
8/26/2021	1	Urban County Council	Received First Reading	
8/24/2021	1	Urban County Council Work Session		

An Ordinance amending Section 21-14(a) of the Code of Ordinances providing that after the appointing authority receives hiring recommendations from the Chief Administrative Officer for Classified Civil Service appointments, the appointing authority may authorize the Div. of Human Resources to make conditional offers; requiring the Div. of Human Resources to submit a report of all appointments within thirty (30) days after the appointment is made; and amending Section 22-13 of the Code of Ordinances authorizing the Div. of Human Resources to make conditional offers as requested by the appointing authorities and to submit a report of all appointments made to the Unclassified Civil Service Positions to the Urban County Council within thirty (30) days after the appointment; effective upon passage of Council. [Div. of Human Resources, Maxwell]

Authorization to amend section 21-14(a) and 22-13 of the Lexington-Fayette Urban County Government Code of Ordinances to authorize the Division of Human Resources to make conditional offers to all Classified Civil Service probationary appointments and all Unclassified Civil Service appointments and to submit such appointments in a report to the Urban County Council, effective upon passage of Council. The Division of Human Resources is requesting this change to continue to fill positions in a timely manner insofar as to prevent any potential lag in the hiring process. (L0835-21) (Maxwell/Hamilton)

Budgetary Implications [select]: NO

Advance Document Review:

**Law:** { Select Yes/No, Completed by [Attorney Name, Date]}

**Risk Management:** {Select Yes/No, Completed by [Official, Date]}

Fully Budgeted [select]: NA

Account Number:

This Fiscal Year Impact: \$

Annual Impact: \$

Project:

Activity:

Budget Reference:

Current Balance:

Section 1 - That Section 21-14(a) of the Lexington-Fayette Urban County Government Code of Ordinances is hereby amended to read as follows:

The appointing authority shall make all Classified Civil Service appointments, probationary and permanent. Prior to appointment, the appointing authority shall receive recommendations from the supervisor in whose executive unit the vacancy exists. In all cases the appointing authority shall receive the recommendation of the chief Administrative Officer prior to a conditional offer being made. After recommendations are submitted to the appointing authority, the individual May authorize the Division of Human Resources to make conditional offers. The Division of Human Resources shall submit a report of all Classified Civil Service appointments to the Urban County Council within thirty (30) days after the appointment is made.

Section 2 - That Section 22-13 of the Lexington-Fayette Urban County Government Code of Ordinances is hereby amended to read as follows:

The appointing authorities set forth in articles II and III shall make or recommend all appointments to positions covered by this chapter. The Division of Human Resources is authorized to make conditional offers, as requested by the appointing authorities, and shall submit a report of all appointments made to the Unclassified Civil Service to the Urban County Council within thirty (30) days after the appointment is made. No employee appointed to a position requiring a physical examination or medical examination, as specified by the director, shall begin work until he or she has passed the required physical examination or medical examination. No employee shall be subject to a physical examination or medical examination until after a conditional offer has been made and accepted. If an employee successfully

