

AN ORDINANCE REGARDING ORIGINAL ENTRY
IN THE CLASSIFIED SERVICE

WHEREAS, the CITY OF URBANA, ILLINOIS, is a home rule unit as defined in Article VII, Section 6 of the Constitution of the State of Illinois, 1970, and

WHEREAS, this Ordinance is intended as, and is in the exercise of, certain powers and functions pertaining to the government and affairs of the CITY OF URBANA, ILLINOIS,

BE IT ORDAINED BY THE CITY COUNCIL OF URBANA, ILLINOIS:

1. That any provision of law to the contrary notwithstanding the provisions of this Ordinance shall, from the effective date thereof, govern as to the matters herein set forth.

2. That the following portions of Section 10-1-14 of Chapter 24, Illinois Revised Statutes 1973 are hereby declared, from the effective date of this Ordinance, to be no longer the prevailing law in the City of Urbana, Illinois.

"The head of the department or office in which a position classified under this Division 1 is to be filled shall notify the commission of that fact, and the commission shall certify to the appointing officer the name and address of the candidate standing highest upon the register for the class or grade to which the position belongs. However, in cases of laborers where a choice by competition is impracticable, the commission may provide by its rules that the selection shall be made by lot from among those candidates proved fit by examination, but laborers who have previously been in the service and were removed because their services were no longer required shall be preferred, and be reinstated before other laborers are given positions, preference being given to those who have had the longest term of service, and laborers in the employ of the municipality on July 1, 1949, who, as of such date, have been employed under temporary authority for 3 years or more or during parts of 3 or more calendar years shall be preferred also, and shall be placed upon the register for such positions without examination and shall be certified before other laborers are given positions, preference being given to those laborers under temporary authority who have had the longest term of service in such positions. In making such certification, sex shall be disregarded, except when some statute, the rules of the commission, or the appointing power specifies sex. The appointing officer shall notify the commission of each position to be filled, separately, and shall fill such place by the appointment of the person certified to him by the commission therefor. Original appointment shall be on probation for a period not to exceed six (6) months, to be fixed by the rules; provided that in municipalities with a population of more than 500,000 inhabitants, original

appointment to the police department shall be on probation for a period not to exceed 9 months to be fixed by the rules of the department."

and in its stead the following shall be the law governing:

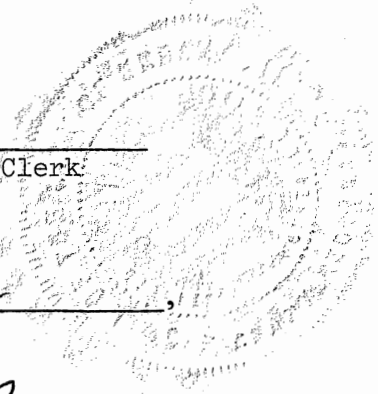
"The head of the department or office in which a position classified under this Division 1 is to be filled shall notify the commission of that fact, and the commission shall certify to the appointing officer the names and addresses of not more than 3 candidates standing highest upon the register for the class or grade to which the position belongs. However, in cases of laborers where a choice by competition is impracticable, the commission may provide by its rules that the selections shall be made by lot from among those candidates proved fit by examination, but laborers who have previously been in the service and were removed because their services were no longer required, shall be preferred, and be reinstated before other laborers are given positions, preference being given to those who have had the longest term of service, and laborers in the employ of the municipality on July 1, 1949, who, as of such date, have been employed under temporary authority for 3 years or more or during parts of 3 or more calendar years, shall be preferred also, and shall be placed upon the register for such positions without examination and shall be certified before other laborers are given positions, preference being given to those laborers under temporary authority who have had the longest term of service in such positions. In making such certification, sex shall be disregarded. The appointing officer shall notify the commission of each position to be filled, separately, and shall fill such place by the appointment of one of the persons certified by him/her by the commission therefor, but in making his/her selection the appointing authority shall not pass over the person having the highest rating on the list so certified to him/her more than once and shall not pass over the person having the second highest rating more than twice if such persons continue to be on the list so certified. Original appointment shall be on probation for a period not to exceed 6 months to be fixed by the rules, provided that original appointment to the police department or fire department shall be on probation for a period not to exceed 12 months to be fixed by the rules of the department. The commission may strike off names of candidates from the register after they have remained thereon more than 2 years. At or before the expiration of the period of probation, the head of the department or office in which a candidate is employed may, by and with the consent of the commission, discharge him/her upon assigning in writing his/her reason therefor to the commission. If he/she is not then discharged, his/her appointment shall be deemed complete. To prevent the stoppage of public business, or to meet extraordinary exigencies, the head or any department or office may, with the approval of the commission, make temporary appointment to remain in force not exceeding 120 days, and only until regular appointments under the provisions of this Division 1 can be made."

This Ordinance shall be effective immediately upon its passage and approval by the Mayor.

This Ordinance is hereby passed by the affirmative vote, the "ayes" and "nays" being called of a majority of the members of the Council of the City of Urbana, Illinois, at a regular meeting of said Council on the 1st day of May, 1975.

PASSED by the City Council this 1st day of MAY, 1975.

Duane Eckerty
Duane Eckerty, City Clerk



APPROVED by the Mayor this 2 day of May, 1975.

Hiram Paley
Hiram Paley, Mayor