**ORDINANCE NO. 2025/17**

**AN ORDINANCE AMENDING TITLE III, CHAPTER 31 OF**

**THE CODE OF ORDINANCES OF GREENFIELD, INDIANA**

**WHEREAS,** there has existed within the administration of the City of Greenfield, Indiana, the position of Human Resources Director, however, said position is not designated as a department within the Code of Ordinances of Greenfield, Indiana; and

**WHEREAS,** the Mayor has requested adoption of an ordinance that creates the Department of Human Resources and authorizes the Mayor to appoint the individual to head that department; and

**WHEREAS,** the Common Council of the City of Greenfield, Indiana believes that an ordinance formally creating the Human Resources Department and authorizing the Mayor to appoint the head of that department is in the best interest of the efficient administration of the City of Greenfield, Indiana.

**NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF GREENFIELD, INDIANA:**

**SECTION I**

Title III, Chapter 31, § 31.15 is hereby amended by the deletion of provision (E) and insertion in lieu thereof the following:

(E) The Human Resources Director.

(F) Such other department heads as the Mayor may appoint.

**SECTION II**

There shall be added to Title III, Chapter 31, a new section denominated as § 31.22 as follows:

§ 31.22 Human Resources Department. There is hereby established a Department of Human Resources which shall be responsible for the planning and development of a variety of personnel policies and programs in addition to being the point of contact for questions regarding issues arising under Title III, Chapter 36, Policy and Procedure Manual and all other personnel issues.

**SECTION III**

This Ordinance shall be in full force and effect from and after its passage, approval by the Mayor, and publication as prescribed by law.

**SECTION IV**

Introduced and filed on the \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_, 2025. A motion to consider on first reading on the day of introduction was offered and sustained by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed pursuant to I.C. 36-5-2-9.8. On the \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2025, a motion to approve the above as amended on second reading was offered and sustained by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_\_ opposed pursuant to I.C. 36-5-2-9.8. Upon a motion to approve the above as amended on third reading was offered and sustained by a vote of \_\_\_\_ in favor and \_\_\_\_\_ opposed pursuant to I.C. 36-5-2-9.8.

Duly ordained and passed this \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2025 by the Common Council of the City of Greenfield, Indiana, having been passed by a vote of \_\_\_\_\_\_ in favor and \_\_\_\_\_\_\_\_\_ opposed.

**COMMON COUNCIL OF THE CITY OF GREENFIELD, INDIANA**

Voting Affirmative: Voting Opposed:

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John Jester John Jester

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Amy Kirkpatrick Amy Kirkpatrick

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Jeff Lowder Jeff Lowder

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Thomas Moore Thomas Moore

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Joyce Plisinski Joyce Plisinski

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Dan Riley Dan Riley

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Anthony Scott Anthony Scott

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lori Elmore, Clerk-Treasurer

Presented by me to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2025.

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Lori Elmore, Clerk-Treasurer

Approved by me this \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2025.

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Guy Titus, Mayor

City of Greenfield, Indiana

Gregg\MUNICIPAL\Greenfield\Ordinances\Human Resources Department – 04-14-25