REQUESTED BY:
GREATHOUSE

LAW DEPARTMENT
DRAFT NO. 0736

TITLE

AN ORDINANCE FOR THE PURPOSE OF APPROVING AND IMPLEMENTING THE POLICIES AND PROCEDURES FOR NON-BARGAINING UNIT EMPLOYEES AND OFFICIALS OF THE CITY OF WARREN, OHIO, AS DEVELOPED AND PROPOSED BY THE ADMINISTRATION OF THE CITY, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 13537/2026

WHEREAS, negotiations with various labor unions in the City of Warren are proceeding; and

WHEREAS, collective bargaining agreements have or are being entered into with AFSCME Local 2501 and AFSCME Local 74; and

WHEREAS, not all non-elected employees and officials of the City of Warren, Ohio, are covered by and under said agreements or other collective bargaining agreements; and

WHEREAS, the Administration of the City of Warren has developed and proposed a document titled "Policies and Procedures for Non-Bargaining Personnel" which relates to those non-elected employees and officials not otherwise covered by and under the aforementioned agreements or other collective bargaining agreements; and

WHEREAS, this Council desires to approve and ordain as law said "Policies and Procedures for Non-Bargaining Personnel"; NOW THEREFORE

BE IT ORDAINED by the Council of the City of Warren, State of Ohio:

Section 1: That the document titled "Policies and Procedures for Non-Bargaining Personnel" which was developed and proposed by the Administration of the City of Warren and which relates to pay, benefits and other terms and conditions of employment of certain non-elected employees and officers of the City of Warren be, and is, effective January 1, 2026, approved and ordained as to those employees and officials expressly covered by said "Policies and Procedures for Non-Bargaining Personnel". A copy of said "Policies and Procedures for Non-Bargaining Personnel" is attached hereto as "EXHIBIT A". Said "EXHIBIT A" is hereby incorporated within this Ordinance as if fully rewritten herein.

Section 2: That the City Auditor be, and hereby is, authorized and directed to pay those employees and officials covered by this Ordinance. Said employees and officials shall be paid only the compensation and pay set forth in the appropriate sections of the aforementioned "Policies and Procedures for Non-Bargaining Personnel".

Section 3: That the Director of Public Service and Safety shall have the responsibility of administering the pay plan and the provisions of the aforementioned "Policies and Procedures for Non-Bargaining Personnel" in those departments under the direction and supervision of the Director of Public Service and Safety, and the responsible department heads and officials outside the Safety and Service Departments of the City shall have the direction and supervision of the pay plan in their respective offices or departments.

Section 4: That, effective January 1, 2026, Ordinance No.13220/2023 and the "Policies and Procedures for Non-Bargaining Personnel" approved and ordained therein, as amended, shall be repealed in their entirety.

Section 5: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, welfare, and safety, and for the further reason that the wages and terms and conditions of employment of the employees and officials covered by the aforementioned "Policies and Procedures for Non-Bargaining Personnel" should be brought up-to-date without any undue delay and in a timely fashion. WHEREFORE, this Ordinance shall take effect and be in force from and after the date of its passage by a vote of two-thirds of all members elected to Council and approval by the Mayor.

Passed in Council this 14th day of January, 2026.

SIGNED: _____ ATTEST: Melissa Hughes
PRESIDENT OF COUNCIL Deputy CLERK

FILED WITH THE MAYOR: 1-14-2026

DATE APPROVED: 1-14-2026

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MAYOR, CITY OF WARREN, OHIO