

ORDINANCE NO. _____
**AN ORDINANCE OF THE CITY OF GLENDALE, CALIFORNIA AMENDING
COMPREHENSIVE CITYWIDE FEE RESOLUTION REGARDING ADMINISTRATIVE
CITATION FINE AMOUNTS TO ADD VIOLATIONS SUBJECT TO FINES AND
PROCESSING FEES RELATED TO THE RENTAL RIGHTS PROGRAM VIOLATIONS**

WHEREAS, Chapter 1.24 of Title 1 of the Glendale Municipal Code ("GMC") authorizes City enforcement officers to issue administrative citations to responsible persons for violations of the GMC; and

WHEREAS, Chapter 1.24 of Title 1 of the GMC provides that the amount of the fine to be assessed by means of an administrative citation shall be specified by resolution of the City Council; and

WHEREAS, the fine amounts are intended to incentivize violators to correct violations of the GMC in a speedy and efficient manner, thereby conserving City code enforcement resources; and

WHEREAS, Chapter 1.24 of Title 1 of the GMC provides that due to the significant risk posed by certain violations to public health, safety and welfare, the amount of fine to be imposed for certain violations of the GMC shall be of a greater amount than others and shall be established by resolution of the City Council and thus, initial and subsequent fine amounts vary based on such severity, falling into one of three fine tiers; and

WHEREAS, Chapter 1.24 of Title 1 of the GMC provides that the City may also recover the cost of processing the administrative citation (processing fee); and

WHEREAS, the Council adopted Resolution 13-96 on June 25, 2013, which established the fine schedule for the then-recently adopted administrative citation program; and

WHEREAS, the Council adopted Resolution 13-216 on December 10, 2013, which included additional GMC violations subject to administrative citation fines and included the amount the City may charge to recover its costs in processing each administrative citation via a processing fee; and

WHEREAS, the Council has, at various times since, in the past, adopted additional resolution which have added, amended or deleted GMC violations subject to administrative citation fines;

WHEREAS, the Council adopted Resolution 20-69 on June 2, 2020, which established certain fees and increased certain fees for various services, permits and certificates provided by the City, and adopted a comprehensive Citywide fee schedule for the fiscal year 2020-21;

WHEREAS, simultaneously with this Ordinance, the Council has adopted Ordinance No. _____ which amends Chapter 9.30 of the GMC related to the Rental Rights Program; and

WHEREAS, the City desires to include new and additional violations of the GMC related to the Rental Rights Program consistent with the ordinance, which will be subject to administrative citation fines and processing fees.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENDALE:

SECTION 1. Fine Amounts: GMC Section Reference. In addition to the violations and corresponding fine amounts to be assessed by means of an administrative citation already adopted in Resolutions 13-96 and 13-216, as well as various other resolutions related to administrative citations, the following additional violations and corresponding fine amounts related to the Rental Rights Program to be assessed by means of an administrative citation, set forth in the attached Exhibit 1, are adopted.

SECTION 2. Repeat Violations. The administrative citation fine amount for a second violation of the same GMC provision by the same responsible party within twelve (12) months from the date of the first administrative citation shall be higher than the amount for the first administrative citation, and shall vary depending on the violation cited, as set forth in the attached Exhibit 1. The administrative citation fine amount for a third and any subsequent violation of the same GMC provision by the same responsible party within twelve (12) months from the date of the first administrative citation shall be higher than the amount for the first or second violation, and shall vary depending on the violation cited, as set forth in the attached Exhibit 1.

SECTION 3. Late Payment. Payment of the administrative citation fine amount after thirty (30) days from the date of the administrative citation shall be subject to an additional late payment charge. The late payment charge shall equal ten percent (10%) of the administrative citation fine amount due the City, or ten percent (10%) of the amount remaining unpaid to the City if a portion of the fine amount was timely paid. Late payment charges shall be in addition to the amount of the administrative citation fine amount. In addition, interest shall accrue on all unpaid monies due, exclusive of late payment charges, at the rate of one half of one percent per month, pro rata, of the total

amount due from the date the administrative citation fine amount becomes delinquent until the date that all delinquent amounts are paid to the City.

SECTION 4. Processing Fee. Every administrative citation will be assessed a \$22 administrative citation processing fee. This processing fee is in addition to the administrative citation fine amount, any applicable late fee, interest or collection costs.

SECTION 5. Effective Date. This Ordinance's adopted fees and fines shall take effect and be in force thirty (30) days after the date of its passage.

Adopted this _____ day of _____, 2024.

Mayor

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF GLENDALE)

I, Dr. Suzie Abajian, City Clerk of the City of Glendale, hereby certify that the foregoing Ordinance was adopted by the Council of the City of Glendale, California, at a regular meeting held on the _____ day of _____, 2024, and that the same was adopted by the following vote:

Ayes:

Noes:

Absent:

Abstain:

City Clerk

EXHIBIT A

Schedule of Chapter 9.30 Code Violations

Code Section	Code Description	1 st Violation	2 nd Violation*	3 rd Violation**
9.30.55	Rental Rights Program	\$400	\$1000	\$2000

* Within one year of the first violation.

** Each additional violation within one year of the first violation.