

[Yellow Highlight] = Sections with changes

THE CHARTER

Article IV. Officers and Employees Generally.

- **Sec. 1. Generally.**
- Sec. 2. Elective officers to be subject to recall.
- **Sec. 3. Compensation.**
- Sec. 4. Appointment and removal of department heads, subordinate officers, etc., generally.
- Sec. 5. Delegation of ministerial duties.

Sec. 1. Generally.

The officers of the City of Glendale shall be ~~five (5) members of the council,~~ a city assessor, a city tax collector, a city manager, a director of administrative services, a city clerk, a city treasurer, a city attorney, a director of public works, a city engineer, ~~a maintenance services administrator, a building official,~~ a chief of police and a fire chief. Until the certification of the results of the 2026 general municipal election, the officers of the City of Glendale shall also consist of the five (5) members of the council. From and after the certification of the results of the 2026 general municipal election, the officers shall include a mayor and six (6) council members. The council may also provide by ordinance for additional offices and for the duties thereof, and for additional duties of offices herein provided for, but in no such manner as to encroach upon the duties of any officer as provided for by this Charter. The council may also provide by ordinance for such subordinate officers, assistants, deputies, clerks, and employees in the several offices and departments as they deem necessary. The ~~members of the council,~~ the city treasurer and the city clerk shall be elected from the city at large, as provided in this Charter. Until the certification of the results of the 2024 general municipal election, the members of the council shall be elected from the city at large. From the 2026 general municipal election, the mayor shall be elected at-large and four council members shall be elected by districts in accordance with the election sequencing schedule described in Article V, Section 6 of this Charter and set forth the ordinance adopted by Council in conjunction with the amendment to this Charter submitted to the voters to approve this section. From and after the 2028 general municipal election, the mayor shall be elected at-large and all council members shall be elected by district. All other officers, assistants, deputies, clerks and employees shall be appointed as provided in this Charter, or as the council may provide by ordinance in case no provision for their appointment is herein made, and shall hold their respective offices or positions at the pleasure of the appointing power. Where the appointment of any of said officers, assistants, deputies, clerks or employees is vested in the council or

any commission, such appointment and any removal must be made by a three-fifths (3/5) vote of the members of the appointing power.

Sec. 3. Compensation.

(a) Compensation and increase in compensation of mayor and council members. Until _____, Compensation for council members is hereby set, and from time to time shall be changed, in accordance with the schedule and procedure for adjustment applicable to the City of Glendale set forth in the provisions of the Government Code relating to salaries of council members in general law cities. The compensation of council members may also be increased during the terms of their respective offices by vote of the electors.

Beginning _____, the members of the council, except the mayor, shall receive an annual salary in the sum equal to eighty percent (80%) of the annual area median income and the mayor shall receive an annual salary equal to one hundred percent (100%) of the area median Income. In addition, the mayor and each member of the council shall receive reimbursement on order of the council for authorized traveling and other expenses when on official duty upon submission of an itemized expense account therefor, or may receive an advance for such purposes subject to such accounting. In addition, members shall receive such uniform, reasonable and adequate amount as may be established by ordinance, which amount shall be deemed to be reimbursement to them of other routine and ordinary expenses and costs imposed upon them by virtue of their serving as members of council, including the mayor.

As used herein, the term "area median income" shall refer to the annual area median income for a one-person household within Los Angeles County as determined and set by the United States Department of Housing and Urban Development or, if the Housing and Urban Development area median income determination is not available for any reason, by a comparable index published by the state of California. The mayor and council member salaries shall also be adjusted each year as of the first day of April based on changes in the area median income.

(b) Compensation and increase in compensation of city clerk and city treasurer. When percentage increases are granted to other officers and employees generally, the council may grant comparable percentage increases to the city clerk and the city treasurer. The compensation of the city clerk and city treasurer may also be increased during the terms of their respective offices by vote of the electors.

Article V. Elections.

- Sec. 1. General municipal elections.
- Sec. 2. Procedures for conducting elections.
- Sec. 3. Canvass of elections.

- Sec. 4. Notifying the successful candidates.
- Sec. 5. (Repealed).
- Sec. 6. Terms of elective officers; term limits of councilmembers and mayor.

Sec. 6. Terms of elective officers; term limits of mayor and council members.

(a) From ~~and after~~ the general municipal election to be held in 2024⁴⁰, the two (2) members of the council receiving the highest number of votes citywide for said offices respectively shall hold office for terms of four (4) years commencing at eight p.m. (8:00 P.M.) on the date the council certifies the results of the election and until their successors are elected and qualified. ~~From and after the general municipal election of 2022, the clerk and treasurer elected and the three (3) members of the council then elected shall hold office for terms of four (4) years commencing at eight p.m. (8:00 P.M.) on the date the council certifies the results of the election and until their successors are elected and qualified.~~

(b) From and after the general municipal election to be held in 2026, the clerk, the treasurer, the mayor and three (3) council members elected from districts designated by the ordinance or resolution submitted to the voters to approve the amendment to this Charter adopting this section shall hold office for terms of four (4) years commencing at eight p.m. (8:00 P.M.) on the date the council certifies the results of the election and until their successors are elected and qualified. From the general municipal election to be held in 2026, a fourth council member elected by district as designated by the ordinance or resolution submitted to the voters approving the amendment to this Charter adopting this section shall hold office for a term of two (2) years commencing at eight p.m. (8:00 P.M.) on the date the council certifies the results of the election and until a successor is elected and qualified. The remaining two council seats in place after the election and qualification of council members representing four council districts as set forth above shall remain at large council seats until the 2028 election. From and after the general municipal election to be held in 2028, three (3) councilmembers elected by districts as designated by the ordinance or resolution shall hold office for a term of four (4) years commencing at eight p.m. (8:00 P.M.) on the date the council certifies the election results of the election and until a successor is elected and qualified.

Any person elected to fill a vacancy shall serve for the remainder of the unexpired term. In the election of councilmembers where full terms and one (1) or more unexpired terms are to be filled, no distinction shall be made in nominating or voting between the full terms and the unexpired terms, but the person or persons elected by the highest number of votes shall be elected for the full term or terms and the person or persons receiving the next highest vote shall be elected for the unexpired term or terms, as the case may be.

(b) No person may serve more than three (3) terms of office as a council member ~~of the city council~~, either by election or appointment. No person may serve more than two (2) terms as mayor, either by election or appointment. ~~These~~is limitations on the number of terms of office shall not apply to any unexpired term to which a person is elected or appointed as mayor or to council member if~~unless~~ the remainder of the term is ~~less~~ more than one-half of the full term of office. The limit on council member terms ~~and~~ shall apply only to terms of office that began on or after April 4, 2017.

Article VI. The Council and Mayor Generally.

- Sec. 1. Vesting of legislative power; qualifications of candidates.
- Sec. 2. Council districts
- Sec. 3 Eligibility
- Sec. 4 Presiding officer, mayor
- Sec. 5. Interference in administrative matters
- Sec. 6 Council meetings.
- Sec. 73. Quorum: Action franchises, etc.
- Sec. 84. General powers of the council.
- Sec. 95. Certain powers and duties enumerated.
- Sec. 106. Ordinances generally.
- Sec. 117. When ordinances go into effect.
- Sec. 128. Amending ordinances.
- Sec. 139. Contracts requiring competitive bids.
- Sec. 140. Authority of the council to provide procedure by which city may bid on certain public works.
- Sec. 154. Official advertising.
- Sec. 162. Councilmembers holding other city offices.
- Sec. 173. Vacancies in elective offices.
- Sec. 184. Committees of council.
- Sec. 195. Required vote on sale of real estate; limitation on term of lease.
- Sec. 2046. Certified public accountant to be employed annually.
- Sec. 2147. Official bonds.
- Sec. 2248. Official oaths.

- Sec. ~~2319~~. Duties of city clerk.

Sec. 1. Vesting of legislative power; qualifications of candidates. (Operative upon the certification of the 2026 general municipal election)

The legislative power of the City of Glendale shall be vested in the people through the initiative and referendum, and in a body to be designated "The Council."

Commencing upon the certification of the general municipal election in 2026 and the swearing in of elected officers elected during that election, the Council shall be comprised of a mayor elected at large and six (6) council members elected by district, as set forth in this charter. The term "The Council," "legislative body," or other similar terms as used in this Charter or any other provision of law shall be deemed to refer to the collective body composed of the mayor and council members unless such other provision of this charter or other provision of law expressly provides to the contrary or unless such interpretation would be clearly contrary to the intent and context of such other provision.

Sec. 2. Council districts

For the purpose of electing council members commencing with the 2026 general municipal election, the City shall be divided into single-member districts equal in number to the number of council members, exclusive of the mayor (each such district a "district" and, collectively, "districts"). Said districts shall be in compliance with applicable laws and such other permissible criteria as the council may specify by ordinance or resolution. The districts in effect at the 2026 general municipal election and until a subsequent redistricting required by law shall be those adopted by ordinance and submitted to the voters at the 2024 general municipal election for the purpose of amending this Charter to adopt this section.

Following each decennial federal census, the council shall, by ordinance or resolution, adjust the boundaries of any or all of the districts of the City so that the districts shall be as nearly equal in population as may be, consistent with law applicable to the creation and rearrangement of the boundaries of local districts. No ordinance or resolution authorized by this section that would change district boundaries created by a prior ordinance or resolution may be adopted within 180 days prior to any general municipal election.

Sec. 3. Eligibility

No person shall be eligible to hold office as the mayor or a council member unless he or she is and shall have been a resident and qualified elector of the City and, with respect to members of the council elected by district, of the district of which he or she seeks office at the time of, and for the thirty-day period immediately preceding, filing of his or her nominating papers or such other equivalent declaration of candidacy as may be required or authorized by law, or at the time of, and for the thirty-day period immediately preceding, his or her appointment to such office.

Every council member shall be and remain a qualified voter in the district from which he or she seeks office from the time of filing nomination papers or such other equivalent declaration of candidacy as may be required or authorized by law, throughout the full term of his or her office, if elected or appointed in lieu of election. No creation of a district or change in the boundary or location of any district shall abolish or terminate the term of office of any council member prior to the expiration of the term of office for which the member was elected or appointed in lieu of election, notwithstanding any other provision of this Charter.

Sec. 4. Presiding officer, mayor (Operative upon certification of 2026 general municipal election).

The mayor shall be a member of the council and shall preside over the meetings of the council. The mayor shall have voice and vote in all of the council's proceedings. As a voting member of council, the mayor shall not have veto power over any council action. The mayor shall sign official documents when the signature of the council or mayor is required by law and shall be recognized as the official head of the City government for all ceremonial purposes. The mayor shall perform such other duties as may be prescribed by this Charter, or imposed by the council, consistent with the office of mayor.

The mayor shall be elected by the voters of the City at large. The mayor shall serve for a term of four years and until his or her successor is elected. No person may be a candidate for mayor and a candidate for any other office on the council in the same election. In the event an incumbent council member other than the mayor is elected mayor such other office shall become vacant at the time they assume office as mayor and the council shall fill the vacancy in the manner set forth in this Charter. When the mayor is absent from any meeting of the council, the mayor pro tem shall be selected monthly by alphabetical rotation. The mayor pro tem shall act as the mayor if the mayor is absent or unavailable.

Sec. 5. Interference in administrative matters

Except for the purpose of inquiry, the council and its members, including the mayor, shall deal with the administrative function of the City government solely through the city manager or their designated assistant, and neither the council nor any member thereof, including the mayor, shall give orders to any subordinates of the city manager, either publicly or privately. Neither the council nor any of its members, including the mayor, shall direct or request the appointment of any person to, or their removal from, an office by the city manager or by any of their subordinates, or in any manner take part in the appointment or removal of officers and employees, except as specifically provided in this Charter.

Sec. 62. Council meetings.

The council shall hold regular meetings at such times as it shall fix by ordinance or resolution. If a regular meeting falls on a holiday such meeting shall be held on the next business day.

Special council meetings may be called at any time by the mayor, or by ~~three-four~~ (43) members of the council, acting in accordance with State law.

Any regular, adjourned regular, special, or adjourned special meeting may be adjourned to a time and place specified in the order of adjournment. Any adjourned regular meeting is a regular meeting for all purposes.

All council meetings shall be held in the council chamber of the City Hall, or other place prescribed by ordinance or resolution unless the Council is compelled to meet elsewhere in a place to which any meeting may be adjourned for the purpose of taking evidence or holding hearings. Final deliberation and actual voting by the council shall take place in the City Hall council chamber. Provided, however, if by reason of fire, flood, earthquake reconstruction, ~~or other emergency or the temporary unavailability of the regular meeting place. it shall be unsafe to meet in the council chamber, the meetings shall be held for the duration of the reconstruction or emergency at a place designated by the mayor or by three (3) members of the council.~~

Sec. 73. Quorum: Action franchises, etc. (Operative upon certification of 2026 general election).

~~Three-Four~~ (43) members of the council shall constitute a quorum, but a less number may adjourn from time to time. No franchise shall be granted, ordinance passed, budget adopted, supplemented or amended, appropriation made, or payment of money ordered unless ~~three-four~~ (43) members of the council concur in such action. Any tie vote constitutes no action, and the matter shall be carried from agenda to agenda until the tie is broken, or the council determines to remove item from agenda.

Sec. 95. Certain powers and duties enumerated. (Operative upon certification of 2026 general election).

The council shall:

1. Qualifications of Members and Election Returns. Judge the qualifications of its members and all election returns;
2. Rules of Proceedings. Establish rules for its proceedings;
3. Record of Proceedings. Cause a correct record of its proceedings to be kept. The ayes and noes shall on demand of any member, be taken and entered therein, and they shall be recorded on all votes passing any ordinance or appointing or dismissing or confirming the appointment or dismissal of any officer, or authorizing the execution of contracts, or the appropriation or payment of money;

~~4. Mayor Generally. Choose one (1) of its members as presiding officer, to be called mayor. The mayor shall preside over the sessions of the council, shall sign official documents when the signature of the council or mayor is required by law, and he shall act as the official head of the city on public and ceremonial occasions. He shall have power to administer oaths and affirmations. When the mayor is absent from any meeting of the council, the mayor pro tem shall be selected monthly by alphabetical rotation. The mayor pro tem shall act as mayor if the mayor is absent or unavailable;~~

~~5.~~ Appointment of Certain Officers. Appoint a city assessor, which office may be combined with that of the city clerk, a city tax collector, a city attorney, and city manager;

~~65.~~ Supervision of Public Utilities. Exercise general supervision and direction over all persons, firms, companies and corporations owning, controlling or operating public utilities, in so far as any of them are subject to municipal control. This provision is subject to other Charter provisions relative to such public utilities as now are or may hereafter be owned by the city.

Sec. 106. Ordinances generally.

The enacting clause of every ordinance passed by the council shall be: "Be it ordained by the council of the City of Glendale." The enacting clause of every ordinance initiated by the people shall be: "Be it ordained by the people of the City of Glendale." At least five (5) days must elapse between the introduction and the final passage of any ordinance; provided, that amendment germane to the subject of any proposed ordinance may be made when it is brought up for final passage; and provided further, that in case of an extraordinary epidemic or any disaster, such as flood, fire or earthquake, requiring immediate action on the part of any public authorities, or in the case of a current and immediate threat to the public peace, health, safety or welfare, an emergency or urgency ordinance may be introduced and passed at either a regular or special meeting without any intervention of time between introduction and final passage. Other than as set forth in the preceding sentence, Aa final vote on any ordinance or any vote on any appropriation must be taken only at a regular or adjourned regular meeting. Every ordinance must be signed by the mayor and attested by the clerk. Notice thereof shall be published once in a newspaper of general circulation. Any ordinance granting any franchise or privilege shall be published at the expense of the applicant therefor.

In the publication of every ordinance the advertisement shall contain a statement of the title, number and date of the ordinance, a brief statement of the nature of the ordinance, and a reference to a copy of the ordinance which shall be on file and available for public inspection at all reasonable times in the office of the city clerk.

Sec. 139. Contracts ~~requiring competitive bids~~.

The council shall by ordinance establish standards, procedures, rules or regulations relating to all aspects of the award and performance of contracts, including contracts for the construction of public improvements, including, but not limited to, compensation paid for performance of such work. ~~The council shall provide by ordinance a complete procedure to ensure the integrity of awarding all contracts. Except as otherwise required in this Charter, no contract for supplies, material, labor, or other valuable consideration, or for the construction, improvement, repair, or maintenance of public works shall be authorized by the council except to the lowest responsible bidder after competitive bidding. The council may reject any and all bids. Competitive bidding shall not be required for:~~

- ~~— (a) Labor or services rendered by any city officer or employee;~~
- ~~— (b) Labor, material, supplies, or services furnished by one (1) city department to another city department;~~
- ~~— (c) Contracts for labor, material, supplies or services which are available from only one vendor;~~
- ~~— (d) Contracts for labor, material, supplies or services or for the construction, improvement, repair, or maintenance of public works involving the expenditure of an amount not exceeding the limit established by ordinance of the city council;~~
- ~~— (e) Contracts relating to the acquisition of real property;~~
- ~~— (f) Contracts for professional or unique services;~~
- ~~— (g) Contracts for labor, material, supplies and services for actual emergency work;~~
- ~~— (h) Contracts with other governmental entities, or their contractors, for labor, materials, supplies or services.~~
- ~~— The council, after rejecting bids, or if no bids are received, may readvertise for bids, or may have the work done by city forces if it determines that city forces can economically do the work, or it may have the contract negotiated without further bidding.~~
- ~~— Upon recommendation of the city manager, the council may dispense with competitive bidding for any contract when it determines that it is in the best interests of the city so to do and acts by resolution setting forth the reason for such action.~~

Sec. 162. Councilmembers holding other city offices. (Operative upon certification of 2026 general election).

No ~~A~~ councilmember or mayor shall ~~not~~ hold any other city office or city employment except as authorized by State law or ordinarily necessary in the performance of the duties as a councilmember. No former councilmember or former mayor shall hold any appointed, compensated city office or city employment until two (2) years after leaving the office of mayor or councilmember.

Sec. 173. Vacancies in elective offices. (Operative upon certification of 2026 general election).

Any member of the council, including the mayor, who is absent from all meetings thereof for two consecutive months, unless excused by the council shall forfeit his seat.

Any vacancy occurring in the council, including the mayor, shall be filled by a majority vote of the remaining members of the council or by special election called by the council as required herein. Any vacancy occurring in any other elective office shall be filled by a majority vote of the whole council.

The person appointed to fill a vacancy in any elective office shall serve until his successor is elected and qualified; provided, that where the term of the office to which such person is appointed expires on the second Monday following the next general municipal election to be held after the occurring of the vacancy, such person shall serve for the remainder of the unexpired term.

If the term of the office to which such person is appointed does not expire on the second Monday following the next general municipal election to be held after the occurring of the vacancy, and the nomination period for the next general municipal election has not commenced, then at said next general municipal election a successor shall be elected, otherwise, such person so appointed shall hold office for the remainder of the unexpired term.

Council shall make an appointment within thirty days of the vacancy. If an appointment is not made within thirty days, then council shall immediately call for a special election to be held within one hundred twenty (120) days for the purpose of filling such vacancy, unless the earliest next general election is no more than one hundred eighty (180) days from the call for special election.

The council shall appoint such standing and other committees as it deems necessary.

Sec. 195. Required vote on sale of real estate; limitation on term of lease.
(Operative upon certification of 2026 general election).

With the exception of city owned SR zoned property or property dedicated as park land of five (5) or more acres, no sale of real estate shall be authorized by the council except by ordinance passed by the affirmative vote of ~~five-fifths (4/5) of all the~~ members ~~of the whole council~~ and no lease shall be made for a period of longer than five (5) years, except by ordinance adopted by the council. City owned SR zoned property or property dedicated as park land which property is either an individual parcel of five (5) acres or more, or parcels which are adjoining and collectively equal or exceed five (5) or more acres shall not be sold or transferred except upon approval of a majority of the voters at an election held for such purpose. For purposes of this Charter, “dedicated park land” means property now owned or hereafter acquired by the city which has been either dedicated by ordinance, zoned SR, or where the documents executed for the acquisition thereof provide that the acquisition is in whole or in part for preservation or use as open space or recreational purposes of any type. For purposes of this Charter “sold or transferred” does not mean or include an easement, or an acquisition of property either jointly with another public agency or with grant funds provided by another public agency where the property is required to be conveyed to the other public agency for the purpose of preserving the property as open space or recreational purposes.

Article IX. City Manager.

- **Sec. 1. City manager selection, compensation and qualifications.**
- Sec. 2. Procedure in case of disability of city manager.
- Sec. 3. Purchases.
- Sec. 4. Assistant city manager.

Sec. 1. City manager selection, compensation and qualifications. **(Operative upon certification of 2026 general election).**

The council shall appoint a city manager who:

- (a) Shall serve at the pleasure of the council;
- (b) Shall be the chief administrative officer of the city;
- (c) Shall be chosen on the basis of administrative qualifications;
- (d) Shall be compensated as directed by the council commensurate with the responsibilities of the office;

(e) Shall not have served on the council within a period of two (2) years immediately preceding the date of appointment;

(f) Shall establish, within ninety (90) days of the effective date of appointment, and maintain a residence within the city;

(g) Shall engage in no other business or occupation, except as may be permitted by the council;

(h) Appoint and remove at his pleasure, a secretary.

The appointment of the city manager requires the affirmative vote of ~~three-four~~ (43) members of the council. An action to remove, suspend, or request the resignation of the city manager, requires the affirmative votes of ~~three-four~~ (43) members of the council, provided, however, that during a period of one hundred thirty-five (135) days after a councilmanic election the council shall take no action to remove, suspend or request the resignation of the city manager, except by a unanimous vote of the entire council.

Article XI. Fiscal Administration

- Sec. 1. Powers and duties of director of administrative services generally.
- Sec. 2. Duties of city treasurer generally.
- Sec. 3. Presentation of demands; petty cash funds.
- Sec. 4. Procedure as to warrants on treasurer; authority of council as to presentation, approval and payment of demands against city.
- Sec. 5. Payments from treasury generally; demand as prerequisite to action against city.
- Sec. 6. Fiscal year; proposed budgets and estimates of revenues and expenditures generally.
- Sec. 7. Hearing on proposed budgets; modification and adoption of budgets.
- **Sec. 8. Transfer of unused balances; appropriation of available revenues not included in annual budget.**
- Sec. 9. Authority of council to provide for system of taxation; tax liens; authority of council to designate assessor and tax collector.
- Sec. 10. Assessment, collection, etc., of taxes by officers of County of Los Angeles.
- Sec. 11. Tax rate; special taxes generally; additional annual taxes.
- Sec. 12. Special taxes and bonds.
- Sec. 13. Limit on bonded indebtedness.

- Sec. 14. General budget fund.
- Sec. 15. General reserve fund.
- Sec. 16. Appropriations and expenditures for entertaining, advertising, etc.
- Sec. 17. Waterworks depreciation fund; electric works depreciation fund.
- Sec. 18. Special deposit fund.
- Sec. 19. General service fund.
- Sec. 20. Waterworks revenue fund; electric works revenue fund.
- Sec. 21. Glendale Water and Power sinking fund.
- Sec. 22. Glendale Water and Power surplus fund—Generally.

Sec. 8. Transfer of unused balances; appropriation of available revenues not included in annual budget. (Operative upon certification of 2026 general election).

At any meeting after the adoption of the budget or budgets, the council, by at least four (4) affirmative votes of at least four ~~three (43) members~~, may amend or supplement such budget or budgets, so as to authorize the transfer of unused balances appropriated for one purpose to another purpose, or to appropriate available revenues not included in the annual budget.

Article XV. City Planning.

- Sec. 1. (Repealed).
- Sec. 2. Amendment, etc., of regulations adopted pursuant to Charter, Article III, Section 2, subdivisions 19 and 20.

Sec. 2. Amendment, etc., of regulations adopted pursuant to Charter, Article III, Section 2, subdivisions 19 and 20. (Operative upon certification of 2026 general election).

The council may, from time to time, on its own motion, or on petition after hearing and public notice of such hearing given by one (1) publication in a newspaper of general circulation at least ten (10) days before the time of hearing, amend, supplement or change the regulations and districts established by any ordinance adopted pursuant to subdivisions 19 and 20 of Section 2, Article III, of this Charter. Whenever the owners of fifty (50) percent or more of the frontage of any district or part thereof, shall present to the council a petition duly signed and acknowledged by them, requesting any such amendment, supplement, change or repeal of the regulations prescribed for such district, or part thereof, the council shall act upon such petition within ninety (90) days after the filing thereof. No amendment, change, supplement or repeal of the regulations

or of the boundaries of districts established by any ordinance passed under the above-mentioned provisions of the Charter shall be made except by ~~a four-fifths (4/5) vote of the council~~ five affirmative votes of the council, and if at the time of the hearing thereon a protest against such amendment, supplement, change or repeal is presented, duly signed and acknowledged by the owners of twenty (20) percent or more of the frontage of property which will be directly affected by the proposed amendment, supplement, change or repeal, or by the owners of twenty (20) percent of the frontage of property which is immediately adjacent thereto, either in the rear, or the sides, or across the street, no such amendment, change, supplement or repeal shall be adopted except by unanimous vote of the council. When a petition has been denied in whole or in part, no petition for the amendment, change, supplement or repeal so denied may be filed within six (6) months after such denial. (Res. No. 04-238 § 1, 2004)

Article XXI. Public Works Department.

- **Sec. 1. Generally.**
- Sec. 2. City engineer generally.
- ~~Sec. 3. Duties of maintenance services administrator.~~
- ~~Sec. 4. Building official.~~

Sec. 1. Generally.

The public works department shall have charge of general engineering, traffic engineering, flood control, street and sewer construction and maintenance, assessments, ~~building inspection, inspection and~~ care of public buildings, collection and disposal of refuse, and installation, maintenance and removal of parkway trees and parkways.

Sec. 2. City engineer generally.

The city engineer must be a civil engineer, who has practiced his profession not less than five (5) years next before his appointment. He shall possess the same power in making surveys, plats and certificates, as is given by law to city engineers and to county surveyors. He shall be the custodian of and shall be responsible for all maps, plans, profiles, field notes and other records and memoranda belonging to the city, and pertaining to his office and to the work thereof, all of which he shall keep in proper order and condition, with full indexes thereof, and shall turn over the same to his successor, taking from him duplicate receipts therefor, one (1) of which he shall file with the clerk. All maps, plans, profiles, field notes, estimates and other memoranda of surveys and other professional work made or done by him or under his direction or control, during his term of office, or that he may have received from his predecessor, shall remain the property of the city.

~~Editor's Note: The catchline of this section originally read as follows: "City engineer."~~

~~Sec. 3. Duties of maintenance services administrator.~~

~~—The maintenance services administrator shall have the general care and supervision of streets and of the maintenance and repair thereof and the care of and custody of tools and implements belonging to the City of Glendale and used for street construction and repair.~~

~~Sec. 4. Building official.~~

~~—The building official shall have charge of the issuing of building permits and shall see that no permit is issued unless the building plans show conformity to all state laws and all ordinances of the city applicable thereto. He shall see that the laws and ordinances regulating the construction of buildings are enforced. He shall perform all duties that are imposed by existing ordinances of the city on the building inspector, the plumbing inspector and the inspector of electric wiring. (Res. No. 04-238 § 1, 2004)~~

Article XXIII. Miscellaneous Provisions.

- Sec. 1. Authority of city manager to assign clerks, etc., to work in any department, etc.
- Sec. 2. Application to city of general laws of state.
- Sec. 3. Definition of "city," etc.
- Sec. 4. (Repealed).
- **Sec. 5. Vacancy in city offices.**
- Sec. 6. Opening, etc., of streets; planting of trees; public improvement not elsewhere provided for in Charter; removal of dirt, rubbish, weeds, etc.
- Sec. 7. Delivery of papers, etc., to successors in office.
- Sec. 8. Prohibitions applicable to specified officers; Government Code sections adopted.
- Sec. 9. Officers, etc., to be United States citizens.
- Sec. 10. Payment for nomination, etc., to office.
- Sec. 11. Acceptance by officers, etc., of donation or gratuity from applicant, subordinate, etc., for position with city.
- Sec. 12. Conduct prohibited to city officers and employees with reference to contracts; connivance with contractors.
- Sec. 13. Approval, etc., by officer of unauthorized demand on treasury.

- Sec. 14. Payment into city treasury of moneys received from taxes, licenses, fees, etc.
- Sec. 15. Inspection of books and records.
- Sec. 16. Copies or extracts from books and records.
- Sec. 17. Office hours for city officers.
- Sec. 18. Continuation of ordinances and resolutions in force at effective date of Charter.
- Sec. 19. Officers, etc., in office at effective date of Charter.
- Sec. 20. First election under Charter.
- Sec. 21. Effect of adoption of Charter on vested rights, etc., of city.
- Sec. 22. Officers to report fees, etc., monthly.
- Sec. 23. Severability clause applicable to Charter.
- Sec. 24. Purchases from local merchants.
- Sec. 25. Political activity or contributions on part of city manager, etc.
- Sec. 26. Vesting of city's powers generally.
- Sec. 27. Penalties, violation of ordinances.
- Sec. 28. When Charter to take effect.
- Sec. 29. Authority of city to establish a municipal court.
- Sec. 30. Administering oaths.

Sec. 5. Vacancy in city offices. (Operative upon certification of 2026 general election).

If any officer of the city shall die or remove from the city, or absent himself therefrom for more than thirty days consecutively, without the permission of the council, or if he shall fail to qualify by taking the oath of office and filing his official bonds, whenever such bond is required, within fifteen days from the time his certificate of election or appointment is mailed or delivered to him, or if he shall resign or be removed from office, or if his election shall be finally declared void by any competent tribunal, or if he shall be convicted of a felony, or if he shall be adjudged insane, or if he shall cease to discharge the duties of his office ~~(other than that of member of the council)~~ for two (2) consecutive months, unless prevented by sickness, his office shall become vacant.

This section does not apply to elective offices.