

CITY OF GLENDALE
5909 North Milwaukee River Parkway
Glendale, Wisconsin 53209

This meeting is in person, but will be broadcast over Zoom to
accommodate residents with COVID concerns.

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Meeting ID: 954 5991 3672

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AGENDA—COMMON COUNCIL MEETING

Monday, April 25, 2022

6:00 p.m.

1. Roll Call and Pledge of Allegiance.
2. Annual Organizational Meeting (Wis. Stat. §62.09).
 - a) Annual Review of Council Operational Procedures (Ordinance 2.2.16(f)).
 - b) Election of Common Council President.
 - c) 2022-2023 Common Council Standing Committee Appointments.
 - d) Appointments to Various City Committees, Commission and Boards.
3. Public Comment. Glendale residents, business owners and property owners are invited to speak to the Council on items that are not on the agenda and are within the City's ability to regulate or control.
4. Consent Agenda:
 - a) Adoption of Minutes of Meetings held on March 28, 2022, April 9, 2022, April 11, 2022, and April 18, 2022.
 - b) Approval of Monthly Reports.
 - c) Resolution Setting the Time and Date of the First 2022 Board of Review Meeting.
 - d) Payment 1 to Visu Sewer, Inc. for work completed on the 2022 Glendale Sewer Lining & Manhole Rehabilitation Project.
5. New Business: (The public may speak to the Council prior to the beginning of deliberations on these items, provided they have notified their respective Alderperson or the Mayor in advance of this meeting).
 - a) Resolution in Support of Democracy and Nonpartisan Election Administration.
 - b) Resolution Honoring Alderman Richard Wiese for His Fifteen Years of Service to Glendale.
 - c) Recognition of Officers Involved in the Milwaukee River Rescue on April 10, 2022.
 - d) Application for Temporary Picnic License filed by Glendale Little League.
 - e) Specific Implementation Plan (SIP): Discussion and possible action for a specific implementation plan for a Planned Unit Development District for Devo Properties / River Park Apartments, 1616 W Bender Road, Tax Key Number 1619-974-000.
 - f) Certified Survey Map: Discussion and possible action for a proposed Certified Survey Map (CSM) to assemble the lands into a singular tax parcel for Wisconsin Department of Transportation and Chick-fil-A, 5201 North Port Washington Road and Environs, Tax Key Number 1969-000-001.

- g) Review and Approval of Johnson Control's Request for Open Burn Permit to Maintain the Prairie at 5757 N Green Bay Avenue.
 - h) Request to Approve Police Department Participation in the Speed Grant and to Approve Participation in Seatbelt and OWI Grants.
 - i) Review and Approval of Memorandum of Understanding between Milwaukee Metropolitan Sewerage District for Invasive Species Removal and Reforestation at 6459 North Sunny Point Lane.
 - j) Resolution Approving an Intermunicipal Agreement Authorizing the Connection of a Glendale Property to City of Milwaukee Water and Sanitary Sewer Facilities and Services.
 - k) Review and Approve Creation of Administrative Services Manager Position and 2022 Classification Structure Placement.
6. Commission, Committee, Board and Staff Reports: (This is an Opportunity for Council Members to Report on their Respective Committees, Commissions, Boards of which they serve as a Member and Administrator update.)
7. The Common Council will convene in Closed Session per Wis. Stats. §19.85(1)(c) to consider the employment, promotion, compensation, or performance evaluation data (Compensation Strategy for Police Department Management and Union Staff).
8. Reconvene to Open Session and Regular Order of Business.
9. Possible Action on Closed Session Items.
10. Adjournment.

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities.

2A-4D
4/25/2022

ANNUAL
ORGANIZATIONAL
MEETING

- a) [Annual Review of Council Operational Procedures \(Ordinance 2.2.16\(f\)\).](#)
- b) [Election of Common Council President.](#)
- c) [2022-2023 Common Council Standing Committee Appointments.](#)
- d) [Appointments to Various City Committees, Commission and Boards.](#)

4A-4D
4/25/2022

CONSENT AGENDA

- a) [Adoption of Minutes of Meetings held on March 28, 2022, April 9, 2022, April 11, 2022 , and April 18, 2022.](#)
- b) [Approval of Monthly Reports.](#)
- c) [Resolution Setting the Time and Date of the First 2022 Board of Review Meeting.](#)
- d) [Payment 1 to Visu Sewer, Inc. for work completed on the 2022 Glendale Sewer Lining & Manhole Rehabilitation Project.](#)



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SUBJECT: A Resolution in Support of Democracy and Nonpartisan Election Administration.

FROM: Bryan Kennedy, Mayor

MEETING DATE: April 25, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

The attached Resolution is to recognize and support the City Clerk, election inspectors, and Wisconsin's system of non-partisan election administration led by the Wisconsin Election Commission.

RECOMMENDATION:

Approve the Resolution.

ACTION REQUESTED:

Motion to approve the Resolution in Support of Democracy and Nonpartisan Election Administration.

ATTACHMENTS:

1. [Resolution](#)



5909 North Milwaukee River Parkway
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SUBJECT: A Resolution Honoring Alderman Richard Wiese for His Fifteen Years of Service to Glendale

FROM: Bryan Kennedy, Mayor

MEETING DATE: April 25, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

The attached Resolution is to recognize and thank Alderman Richard Wiese for his 15 years of service to Glendale as an Alderman.

RECOMMENDATION:

Approve the Resolution.

ACTION REQUESTED:

Motion to approve the Resolution Honoring Alderman Richard Wiese for his Fifteen Years of Service to Glendale.

ATTACHMENTS:

1. [Resolution](#)



SUBJECT: Recognition of officers involved in the Milwaukee River rescue on April 10, 2022.

FROM: Darrell Hofland, Interim City Administrator

MEETING DATE: April 25, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

The following Glendale Police Officers will be recognized at the April 25 Common Council meeting for their involvement in the April 10 Milwaukee River rescue: Officer Andrew Reischl, Officer Robert Wilson, and Officer Jaimie Byrnes, Sergeant Eric Guse, Detective Samuel Krenn, and Officer Nicholas Smith.

Below is the Police Department’s summary of the event:

On Sunday, April 10, 2022, at approximately 1:51 p.m., Glendale squads were dispatched to the area of Hampton Avenue near the Milwaukee River for a vehicle that had traveled into the river and was submerged. Officer Wilson and Officer Byrnes arrived a short time later and found the vehicle was submerged in 10-12 feet of water, about 30-40 yards offshore. Without hesitating, Officer Byrnes and Officer Wilson removed their police equipment and entered the water to attempt a rescue of anyone who was in the vehicle. Officer Byrnes and Officer Wilson were unable to enter the vehicle and came back to shore.

Officer Reischl arrived on scene and had access to a window punch. Officer Reischl and Officer Wilson swam out to the vehicle. Officer Reischl was unable to break a window but was able to push the driver’s side front window down and pulled the driver of the vehicle out through the window opening. The officers fought a very strong current that carried them 10-15 feet to the south of where they started. Officer Byrnes and Detective Krenn entered the water as Officer Reischl and Officer Wilson swam with the victim back towards shore. The officers were able to get the victim to shore and turned him over to officers on shore.

The victim was extremely cold due to the temperature of the water and was pulseless. Officer Smith and Sergeant Guse moved the victim to an open area and Officer Smith began chest compressions. Officer Smith gave compressions to the point of exhaustion. Sergeant Guse then gave compressions to the point of exhaustion. Detective Krenn then took over compressions before turning the patient over to North Shore Fire/Rescue and Milwaukee Fire Department. The victim soon had a pulse again and was transported to Froedtert Hospital. The victim has been released from the hospital.



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Officer Byrnes, Officer Wilson, and Officer Reischl went above and beyond the call of duty during this incident and performed a courageous act while facing personal hazard to life and safety. Sergeant Guse, Detective Krenn, and Officer Smith also played a role in saving this subject's life. Their professionalism, their teamwork, and their ability to act quickly reflect their dedication to this profession, their dedication to the community, and their dedication to the Glendale Police Department.

Officer Andrew Reischl, Officer Robert Wilson, and Officer Jaimie Byrnes received Valor awards for their actions.

Sergeant Eric Guse, Detective Samuel Krenn, and Officer Nicholas Smith received lifesaving awards for their actions.

RECOMMENDATION:

Not applicable.

ACTION REQUESTED:

Not applicable.

ATTACHMENTS:

None



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SUBJECT: Application for Temporary Picnic License filed by Glendale Little League

FROM: Megan Humitz, City Clerk

MEETING DATE: April 25, 2022

FISCAL SUMMARY:

Budget Summary:	General Fund
Budgeted Expenditure:	N/A
Budgeted Revenue:	\$10.00

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	7.2.16

BACKGROUND/ANALYSIS:

The Glendale Little League is seeking approval for a Temporary Class "B" Picnic Licenses for the Glendale Little League Family Fun Day, held at 1401 West Civic Drive, on June 4, 2022, from 11:00 a.m. to 5:30 p.m.

All applications are on file in the Clerk's office. The Police Department has completed their review.

The Clerks's Office is requesting Council consider approval of this application, as the Glendale Little League has submitted a request for a Temporary Class "B" Picnic License in 2021 and was in violation of their license compliance for serving "vodka lemonade" drinks. In addition, it was determined the this was not the organizations first violation of their license.

Prior to issuance of this license, it is necessary for the Council to waive the prohibition of the sale and distribution of alcoholic beverages on City property for Glendale Little League events.

RECOMMENDATION:

Staff recommends review of the request for a Temporary Class "B" Picnic License.

ACTION REQUESTED:

ATTACHMENTS:

None



SUBJECT: Discussion and possible action for a specific implementation plan for a Planned Unit Development District for Devo Properties / River Park Apartments, 1616 West Bender Road, Tax Key Number 1619-974-000.

FROM: John S. Fellows, AICP, Community Development Director

MEETING DATE: April 25, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	Chapter 13, Article D

BACKGROUND/ANALYSIS:

River Park Apartments, LLC (Greg Devorkin) has acquired the vacant 1616 West Bender Road property, former home to several nursing home businesses dating back to the mid-1960s. Devo Properties, LLC (also Greg Devorkin) has petitioned the City of Glendale to rezone the property from S-1 Special (Institutional) District to PD-Planned United Development District-Multi-Family Residential for the purpose of transforming the property to a multi-family residential setting. A general development plan was approved by the City on February 14, 2022. Planned Unit Development District requires a three-part process that include a rezoning/general development plan approval, followed by a specific implementation plan, followed by a development agreement.

The existing building will remain but will be converted into apartment living units with the exterior repaired and enhanced, repair to the parking lot, and revitalizing the landscape beautification. In the submittal materials the project is generally presented to include 50 to 55 apartment living units and there is discussion of adding garages. The apartments will include studios, one-bedroom (about 875 square-feet), and two-bedroom (about 1,100 square-feet). The submittal states that there are 103 parking spaces (about two parking spaces per unit with 50 apartments); however, qualifies that figure with the addition of the future garages.

The anticipated total investment is stated to be greater than \$5,000,000. Construction will start in Spring 2022 with occupancy to commence in mid-2023.

The specific development plan submittal includes a detailed site plan, architectural drawings, landscaping plan and lighting plan.

The landscaping plan focused on updating the property specifically along West Bender Road and within both court yards. Architectural drawings provide greater detail as to the modifications and details for the renovations. A lighting plan showing both security and ornamental fixtures has been provided.

At their April 12 meeting, the Plan Commission reviewed and recommended Council approval of the implementation plan for the development.

RECOMMENDATION:

Plan Commission and Staff recommend Common Council approve the specific development plan, subject to the following:

1. Completion and approval of a development agreement between the applicant and the City.
2. All existing water, storm and sanitary pipes, valves and connections to City mains must be tested and/or inspected in regard to their functionality and integrity. If not, developer must remediate.
3. All new and existing underground fire protection mains shall be inspected, tested, flushed and exercised by an approved fire protection vendor and witnessed by the City Water Utility and North Shore Fire/Rescue (NSFR). Proper permits, plans submittals and reviews, and inspections must be submitted, paid, reviewed, and approved prior to doing work.
4. The inspection, testing, maintenance and evaluation of the existing underground fire protection mains, hydrants and valves shall be verified prior to the issuance of construction permits by the City.
 - a. Inspection, Testing and Maintenance shall be done in accordance with NFPA 25 and NFPA 24.
 - b. Where deficiencies are found in the fire protection mains, corrections shall be completed under permits with the City and NSFR.
5. As required by the state fire code, fire protection hydrants and water supplies shall be in place and approved prior to the arrival of combustible construction materials on site: NFPA 1, Chapter 16 – Safeguards During Construction; and specifically in accordance with 16.4.3.1.3.
6. Any minor modifications resulting from design changes required through the plan review process may be approved by the Director of Community Development, major modifications shall be returned to the Plan Commission for architectural review and approval.

ACTION REQUESTED:

Motion to approve the specific development plan for a Planned Unit Development District for Devo Properties / River Park Apartments, 1616 West Bender Road, Tax Key Number 1619-974-000, subject to the six conditions listed.

ATTACHMENTS:

1. [1616 West Bender Road Supporting Documents](#)



Plan Commission

SUBJECT: Item 5f. Certified Survey Map (CSM)
Discussion and possible action for a proposed Certified Survey Map (CSM) to assemble the lands into a singular tax parcel for Wisconsin Department of Transportation (WisDOT) and Chick-fil-A, 5201 North Port Washington Road and Environs, Tax Key Number 1969-000-001.

FROM: John S. Fellows, AICP, Community Development Director

MEETING DATE: April 12, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	Zoning Code Subdivision Regs.

BACKGROUND/ANALYSIS:

A Certified Survey Map (CSM) is proposed for the lands that include 5201 North Port Washington Road and Environs, comprising a total of 1.009 acres or 43,967 square feet of land, in order to create one parcel from an existing parcel and excess right of way owned by the WisDOT. The purpose of combining this land will allow for the driveway to align with the intersection.

Planning Commission at their April 12th meeting recommend approval of the CSM, subject to the requirements of payment of the \$105 administrative fee, making any required technical corrections to the document as indicate by the City Engineer, payment of City Engineer CSM technical review fees, and other required fees, if any.

RECOMMENDATION:

Plan Commission and staff recommend that the Common Council approve the CSM with requirements of payment of the \$105 administrative fee, making any required technical corrections to the document as indicate by the City Engineer, payment of City Engineer CSM technical review fees, and other required fees, if any.

ACTION REQUESTED:

Motion to approve a CSM for WisDOT and Chick-fil-A, 5201 North Port Washington Road and Environs, Tax Key Number 1969-000-001 with requirements of payment of the \$105 administrative fee, making any required technical corrections to the document as indicate by the City Engineer, payment of City Engineer CSM technical review fees, and other required fees, if any.

ATTACHMENTS:

- [Draft CSM Submittal Document](#)



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SUBJECT: Review and Approval of Johnson Control’s Request for Open Burn Permit to Maintain the Prairie at 5757 N Green Bay Avenue

FROM: Darrell Hofland, Interim City Administrator

MEETING DATE: April 25, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

David J. Frank Landscaping, on behalf of Johnson Controls, is requesting Common Council approval for an Open Burn Permit to maintain the prairie at 5757 N Green Bay Road. The date of the open burn is Saturday, April 30, 2022.

The last Open Burn Permit was approved by the Common Council at their March 16, 2016 meeting.

The North Shore Fire/Rescue will approve the permit, contingent upon the Common Council’s approval.

RECOMMENDATION:

Staff recommends that the Common Council approve the Open Burn Permit to maintain the prairie at 5757 N Green Bay Road.

ACTION REQUESTED:

Motion to approve the Open Burn Permit at 5757 N Green Bay Road for the purpose of maintaining a prairie at 5757 N Green Bay Road with a scheduled burn date of April 20, 2022.

ATTACHMENTS:

1. [Outdoor Burn Permit Application – North Shore Fire/Rescue](#)
2. [Johnson Control – burn areas 1 and 2 map](#)



SUBJECT: Request to Approve Police Department Participation in the Speed Grant and to Approve Participation in Seatbelt and OWI Grants

FROM: Mark Ferguson, Police Chief

MEETING DATE: April 25, 2022

FISCAL SUMMARY:

Budget Summary:	Account #43523
Budgeted Expenditure:	\$5,000
Budgeted Revenue:	\$5,000

STATUTORY REFERENCE:

Wisconsin Statutes:	
Municipal Code:	

BACKGROUND/ANALYSIS:

The police department has participated in the North Shore Traffic Safety Task Force for many years. This program is administered by the River Hills Police Department in which WI DOT supplies grants to fund overtime costs associated with speed, seatbelt, and Operating While Impaired enforcement. The grant funding for speed enforcement includes \$5,000 and runs from June 1, 2022 – August 31, 2022. The seatbelt and OWI grants will become available in the fall.

Overtime costs for all three of the grant opportunities was accounted for in the 2022 budget under revenue account 43523, Public Safety Grant. Total amount for all three traffic grants is \$39,400.

RECOMMENDATION:

Approve request for the police department to participate in the speed grant and approve the police department to participate in the seatbelt and OWI grants when they become available.

ACTION REQUESTED:

Motion to approve the police department to participate in the speed grant and approve the police department to participate in the seatbelt and OWI grants when they become available.

ATTACHMENTS:

1. [WI DOT BOTS North Shore Speed Traffic Grant](#)



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Glendale, WI 53209

SUBJECT: Review and Approval of Memorandum of Understanding between Milwaukee Metropolitan Sewerage District for Invasive Species Removal and Reforestation at 6459 North Sunny Point Lane

FROM: Darrell Hofland, Interim City Administrator

MEETING DATE: April 25, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

The City of Glendale received an offer from Milwaukee Metropolitan Sewerage District (MMSD) to remove invasive species and reforest the city-owned property located at 6459 North Sunny Point Lane. At its April 11 meeting, the Common Council agreed to allow MMSD to utilize goat grazing as a pilot program to control buckthorn, an invasive vegetation, and reforest the property which is upstream from Kletzsch Dam Fish Passage Project.

Attached is a memorandum of understanding (MOU) which describes MMSD's plan to coordinate with the city on the removal of invasive species and reforest the property.

In return for MMSD's assistance, the City of Glendale agrees in the MOU to grant MMSD access to the property to perform goat grazing and reforestation and grant any permits or licenses at no cost, provide timely input to MMSD on the restoration plan, and provide to MMSD at no cost an 11-year conservation easement on the property to begin at the conclusion of MMSD's reforestation of the property.

RECOMMENDATION:

Staff recommends the Common Council approve the MOU with MMSD for the removal of invasive species and reforestation of the city-owned property located at 6459 North Sunny Point Lane.

ACTION REQUESTED:

Motion to approve the Memorandum of Understanding with the Milwaukee Metropolitan Sewerage District for the removal of invasive species and reforestation of the city-owned property located at 6459 North Sunny Point Lane.

ATTACHMENTS:

1. [Memorandum of Understanding](#)



SUBJECT: Resolution Approving an Intermunicipal Agreement Authorizing the Connection of a Glendale Property to City of Milwaukee Water and Sanitary Sewer Facilities and Services

FROM: Darrell Hofland, Interim City Administrator

MEETING DATE: April 25, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

Outreach Community Health Center, Inc. owns the property at 210 West Capitol Drive, City of Milwaukee, near the far southern end of the City of Glendale. The property owner is proposing an addition to its existing building and portions of the addition lie within the City of Glendale.

The Glendale portion of the property where the addition will be construction does not access to City of Glendale water and sanitary sewer facilities or services. The City of Milwaukee has indicated its willingness to provide these services to the building addition.

Previously on February 9, the Common Council acted on a similar resolution which also contained stormwater drainage in addition to water and sanitary sewer facilities and services. Based upon further review, it has been determined that stormwater drainage facilities and services are available from the City of Glendale.

RECOMMENDATION:

Staff recommends the Common Council approve a revised intergovernmental agreement with the City of Milwaukee to efficiently provide services of water and sanitary sewer services to this property in light of inaccessible Glendale infrastructure and related services.

ACTION REQUESTED:

Motion to approve the Resolution Approving an Intermunicipal Agreement Authorizing the Connection of a Glendale Property (Parcel No. 2421197001) located at 210 West Capitol Drive to City of Milwaukee Water and Sanitary Sewer Facilities and Services and rescind the related Intergovernmental Agreement approved on February 9 , 2022.

ATTACHMENTS:

1. [Resolution](#)



SUBJECT: Review and approve creation of Administrative Services Manager Position and 2022 Classification Structure Placement

FROM: Jessica Ballweg, Payroll Benefits Specialist

MEETING DATE: April 25, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	\$73,115
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

The City of Glendale is considering the reclassification of the current Administrative Assistant to the Police Chief position at Pay Grade 5 to the new position of Administrative Services Manager at Pay Grade 6 of the 2022 Classification Structure. It was recommended during the Police Organization Study to make the Administrative Assistant the supervisor over records and desk clerks. The current employee has accepted the challenge of the new assignments in addition to her regular Police Department duties as of September 2021. Discussion between the Interim City Administrator, Deputy City Administrator, Chief of Police, and Human Resources Staff led to the recommendation to create the Administrative Services Manager position at an exempt Pay Grade 6.

Based on the current employee’s additional duties, position expectations and qualifications, City Staff is recommending the salary adjustment to Step 6 of Pay Grade 6 (\$61,619), effective January 1, 2022 and salary adjustment to Step 7 of Pay Grade 6 (\$62,389), effective on the anniversary date of the employee’s new responsibility – September 27, 2022. The employee’s current salary is \$59,847.

Budget impact in 2022 for the recommended change is \$2,243 including salary and benefits.

RECOMMENDATION:

Staff recommends creation of Administrative Services Manager Position with Pay Grade 6, Step 6 placement effective January 1, 2022 and anniversary increase to Step 7 on September 27, 2022.

ACTION REQUESTED:

Motion to create Administrative Services Manager position with Pay Grade 6, Step 6 placement, effective January 1, 2022 and anniversary increase to Step 7 on September 27, 2022.

ATTACHMENTS:

- [1. Proposed Administrative Services Manager Job Description](#)
- [2. City of Glendale 2022 Classification Structure for Non-Represented Employees](#)