



# *City Council Agenda*

City of Campbell, 70 N. First St., Campbell, California

**NOTE:** This City Council Regular meeting will be conducted in person as well as telecommunication and is compliant with provisions of the Brown Act.

The City Council meeting will be live-streamed on Channel 26 (Xfinity) or Channel 88 (Direct TV), the City's website and on YouTube <https://www.youtube.com/user/CityofCampbell> for those who only wish to view the meeting.

Those members of the public wishing to provide public comment virtually are asked to register in advance at: <https://www.campbellca.gov/signup>. After registering, you will receive a confirmation email containing information about joining the meeting. Members of the public may attend the meeting in person at Campbell City Hall - Council Chambers.

Public comment will also be accepted via email at [ClerksOffice@campbellca.gov](mailto:ClerksOffice@campbellca.gov) until 12:00p.m. prior to the start of the meeting. Written comments will be posted on the website and distributed to the Council. If you choose to email your comments, please indicate in the subject line "FOR PUBLIC COMMENT" and indicate the item number.

## **REGULAR MEETING OF THE CAMPBELL CITY COUNCIL**

Tuesday, April 15, 2025 7:00 p.m.

City Hall Council Chamber – 70 N. First Street

### **CALL TO ORDER**

### **ROLL CALL**

### **PLEDGE OF ALLEGIANCE**

### **SPECIAL PRESENTATIONS AND PROCLAMATIONS**

1. **Proclamation Declaring April 25, 2025, as "Arbor Day" in the City of Campbell**  
Recommended Action: That the City Council authorize the Mayor to proclaim April 25, 2025, as "Arbor Day" in the City of Campbell.

### **COMMUNICATIONS AND PETITIONS**

#### **ORAL REQUESTS**

**NOTE:** This portion of the meeting is reserved for persons wishing to address the City Council on any matter not on the agenda. Persons wishing to address the Council are requested, but not required to complete a Speaker's Card. Speakers are limited to two (2) minutes. The law generally prohibits the Council from discussion or taking action on such items. However, the Council may instruct staff accordingly regarding Oral Requests.

## **COUNCIL ANNOUNCEMENTS**

### **CONSENT CALENDAR**

**NOTE:** All matters listed under consent calendar are considered by the City Council to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a request is made by a member of City Council, City staff, or a member of the public. Any person wishing to speak on any item on the consent calendar should ask to have the item removed from the consent calendar prior to the time the Council votes to approve. If removed, the item will be discussed in the order in which it appears.

2. **Minutes of City Council Executive Session of April 1, 2025**  
Recommended Action: Approve the executive session minutes of April 1, 2025.
3. **Minutes of City Council Regular Meeting of April 1, 2025**  
Recommended Action: Approve the regular meeting minutes of April 1, 2025.
4. **Approving Bills and Claims**  
Recommended Action: Approve the bills and claims in the amount of \$3,550,911.89.
5. **Monthly Treasurer's Report (February 2025)**  
Recommended Action: That the City Council review and accept the Monthly Treasurer's Report for the month ended February 28, 2025.
6. **Second Reading Ordinance 2328 Assembly Bill 481, Military Equipment Annual Report (Ordinance/Roll Call Vote)**  
Recommended Action: That the City Council take second reading to adopt ordinance 2328 renewing City of Campbell Ordinance 2280, per the requirements set forth in California Government Code § 7070, et seq.
7. **Resolution Approving the Revision of the Lighting and Traffic Signal Supervisor Classification Specification(Resolution/Roll Call Vote)**  
Recommended Action: Adopt a resolution approving the revised classification specification for Lighting and Traffic Signal Supervisor.
8. **Resolution Amending the Classification & Salary Schedule Reflecting Market Adjustments for Specified Classifications Within Represented Labor Groups (Resolution/Roll Call Vote)**  
Recommended Action: Adopt a resolution amending the Classification and Salary Schedule to include salary adjustments to job classifications within represented labor groups that are below the labor market mean.
9. **Resolution Amending the Classification & Salary Schedule Reflecting Salary Adjustments for Campbell Peace Officer's Association and City Council (Resolution/Roll Call Vote)**  
Recommended Action: Adopt a resolution amending the classification and salary schedule to include salary adjustments for Campbell Peace Officer's Association and City Council.
10. **Resolution Approving the Revision of Senior Building Inspector Job Specification (Resolution/Roll Call Vote)**

Recommended Action: Adopt a resolution approving the revised classification specification for Senior Building Inspector.

## **PUBLIC HEARINGS AND INTRODUCTION OF ORDINANCES**

**NOTE:** Members of the public may be allotted up to two (2) minutes to comment on any public hearing item. Applicants/Appellants and their representatives may be allotted up to a total of five (5) minutes for opening statements and up to a total of three (3) minutes maximum for closing statements. Items requested/recommended for continuance are subject to Council's consent at the meeting.

- 11. Public Hearing to Consider the Adoption of an Interim Ordinance to Extend Ordinance No. 2326 Which Established Urgency Measures to Implement a Temporary Moratorium on the Issuance of Tobacco Retailer Permits at New Locations in the City (Ordinance/Roll Call Vote)**

Recommended Action: It is recommended that the City Council adopt an ordinance to extend Interim Ordinance No. 2326, which established urgency measures to implement a temporary moratorium on the issuance of Tobacco Retailer Permits at new locations in the city.

- 12. Approval of Fiscal Year 2026 Schedule of Fees and Charges (Resolution/Roll Call Vote)**

Recommended Action: That the City Council adopt a Resolution approving the Fiscal Year (FY) 2026 Schedule of Fees and Charges, effective July 1, 2025.

- 13. FY 2026 Business License Public Hearing and Introduction of an Ordinance Amending Provisions of the Campbell Municipal Code to Revise the Business License Tax Rates Effective in Fiscal Year 2026 (Ordinance/Roll Call Vote)**

Recommended Action: That the City Council introduce and take first reading of an Ordinance amending provisions of the Campbell Municipal Code to revise the business license tax rates, effective in Fiscal Year (FY) 2026.

## **NEW BUSINESS**

- 14. FY 2024 Annual Report of the Citizen's Bond Oversight Committee for Measure O**

Recommended Action: That the City Council receive the FY 2024 Annual Report of the Citizen's Bond Oversight Committee for Measure O.

- 15. Downtown Special Events Fee Waiver Policy**

Recommended Action: Review the City of Campbell's Downtown Special Events Fee Waiver Policy and provide direction to staff.

## **UNFINISHED BUSINESS**

### **COUNCIL COMMITTEE REPORTS**

- 16. Council Committee Reports**

Recommended Action: That the City Council report on activities from their committee assignments.

## **ADJOURN**

**IMPORTANT NOTICE:** Materials related to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection with the agenda packet in the lobby of City Clerk's Office, 70 N. First Street, Campbell, CA 95008, during normal business hours. These materials will also be available on the City website at <https://www.ci.campbell.ca.us/agendacenter> with the agenda packet following the last item of the agenda, subject to staff's ability to post the documents prior to the meeting. All documents not posted prior to the meeting will be posted the next business day.

In compliance with the Americans with Disabilities Act, listening assistive devices are available for all meetings held in the City Council Chambers. If you require accommodation, please contact the City Clerk's Office, (408) 866-2117, at least one week in advance of the meeting.



*City  
Council  
Report*

**Item:** 1  
**Category:** SPECIAL PRESENTATIONS  
 AND PROCLAMATIONS  
**Meeting Date:** April 15, 2025

**TITLE:** Proclamation Declaring April 25, 2025, as "Arbor Day" in the City of Campbell

**RECOMMENDED ACTION**

That the City Council authorize the Mayor to proclaim April 25, 2025, as "Arbor Day" in the City of Campbell.

**BACKGROUND**

Arbor Day is a day on which individuals and groups are encouraged to plant and care for trees. On April 10, 1872, journalist and newspaper editor J. Sterling Morton established Arbor Day in the state of Nebraska with hopes that it would spread across the country. This first Arbor Day was created as a challenge for the people of Nebraska – who began as pioneers – to continue planting as many trees as possible to recreate the eastern landscape of the trees and forests that they missed. The citizens of Nebraska responded to this challenge by planting more than 1 million trees on the first Arbor Day. During the 1870's, other states passed legislation to observe Arbor Day – with the tradition taking place in schools nationwide since 1882.

Trees provide vital protection for the earth's topsoil from erosion and oxygen, including a place for wildlife to build homes and seek refuge. They are also a renewable resource that provides a variety of materials used for buildings, fuel, agriculture, and other industries. Trees also beautify our environment and provide shade on a sunny day, improving our quality of life in more ways than one. National Arbor Day celebrates all these things and encourages generations of Americans to continue enjoying and caring for their natural environment. Trees bring life to California, and that is worth celebrating!

**DISCUSSION**

Although National Arbor Day is usually observed on the last Friday in April, many states have their own unique Arbor Day designations. The State of California celebrates Arbor Day on March 7<sup>th</sup> in honor of famed California Horticulturalist Luther Burbank's birthday. California Arbor Week is an annual celebration that takes place March 7 to 14.

The City of Campbell will be observing Arbor Day this year in conjunction with the federal observance on the last Friday in April. As such, this proclamation would designate April 25, 2025, as "Arbor Day" in the City of Campbell.

In addition, the City of Campbell has been declared a “Tree City USA” by the National Arbor Day Foundation every year since 1982. For the past 40 years, the City has been eligible for this recognition by meeting the foundation’s requirements for a “Tree City.” To be eligible and receive this award, a city must have all the following:

1. A tree protection ordinance
2. A tree board and/or department
3. A comprehensive community forest program
4. Observance of Arbor Day

To meet those requirements, the City traditionally hosts a tree planting event as part of its Arbor Day observance. This year’s event will be held on Friday, April 25, 2025, at John D. Morgan Park (Rincon Avenue side near the playground) and will feature the planting of ten 15-gallon trees. Students from The Campbell School of Innovation will participate in the tree planting, while representatives from West Valley Clean Water will be present to share information and educational materials with attendees. Additional details and updates regarding the City’s Arbor Day events will be available on the City’s website and social media platforms.

#### **FISCAL IMPACT**

The cost of the trees will be funded through the City’s existing Parks Maintenance Operational Budget for FY 2025. No additional budgetary action is required.

Prepared by:



Ron Taormina, PW Superintendent

Reviewed by:



Amy Olay, Interim Public Works Director

Approved by:



Brian Loventhal, City Manager

**Attachment:**

- a. Proclamation

**PROCLAMATION  
OF THE  
MAYOR OF THE CITY OF CAMPBELL**

**WHEREAS**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS**, this holiday would be known as Arbor Day and was first observed with the planting of more than a million trees in Nebraska; and

**WHEREAS**, in addition to the United States, Arbor Day is now observed worldwide; and

**WHEREAS**, trees provide vital protection for the earth's topsoil from erosion and oxygen, a place for wildlife to build homes and seek refuge, clean the air, regulate temperatures, and generate oxygen to support all forms of life here on Earth; and

**WHEREAS**, trees are a renewable resource that also provide a variety of materials used for buildings, fuel, agriculture, and countless other wood products; and

**WHEREAS**, trees in our cities also increase property values, enhance the economic vitality of businesses, and beautify our community; and

**WHEREAS**, trees can be a source of joy and spiritual renewal; and

**WHEREAS**, the Federal Government has declared the last Friday in April as National Arbor Day; and

**WHEREAS**, the State of California has designated an entire week in March to celebrate Arbor Day and allows individual agencies to select a more specific date for their Arbor Day celebrations; and

**WHEREAS**, this year, the City of Campbell will be observing Arbor Day in conjunction with the federal observance on April 25, 2025; and

**WHEREAS**, every year since 1982, the City of Campbell has been recognized as a 'Tree City USA' by the National Arbor Day Foundation and strives to maintain its tree-caring efforts by hosting a tree-planting ceremony in honor of Arbor Day 2025; and

**NOW, THEREFORE**, I, Sergio Lopez, Mayor of the City of Campbell, do hereby proclaim April 25, 2025, as **ARBOR DAY** in the City of Campbell, and I encourage all citizens to support initiatives that protect our trees and woodlands, recognizing the vital role trees play in sustaining California's natural beauty and environmental health.

**Further**, I urge all citizens to plant trees as a meaningful way to enrich our community, bring joy, and contribute to the well-being of both present and future generations.

**WITNESS MY HAND AND SEAL OF THE CITY OF CAMPBELL** this 15<sup>th</sup> day of April 2025.

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Sergio Lopez, Mayor  
City of Campbell, California

# CITY COUNCIL MINUTES

City of Campbell, 70 N. First St., Campbell, California



**CITY COUNCIL EXECUTIVE SESSION**  
Tuesday, April 1, 2025 – 6:15 PM  
Doetsch Conference Room  
70 N. First Street, Campbell, California

This City Council meeting was duly noticed pursuant to open meeting requirements of the Ralph M. Brown Act (G.C. Section 54956).

## **CALL TO ORDER**

The City Council of the City of Campbell convened this day in the special meeting place, the Doetsch Conference Room, 70 N. First Street, Campbell, California.

## **ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Anne Bybee	Councilmember	Present
Terry Hines	Councilmember	Present
Elliot Scozzola	Councilmember	Present
Dan Furtado	Vice Mayor	Present
Sergio Lopez	Mayor	Present

## **PUBLIC COMMENT**

There was no public comment.

## **MOVE INTO CLOSED EXECUTIVE SESSION**

### **CITY COUNCIL EXECUTIVE SESSION**

- A. Personnel**
- B. Litigation**
- C. Real Property**
- D. Labor Negotiations - CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

(Paragraph (1) of subdivision (d) of California Government Code [Section 54956.9](#))

Name of case: Sherry Bennett v. City of Campbell et. al.; Santa Clara County Superior Court Case No. 23CV421498

Minutes Acceptance: Minutes of Apr 1, 2025 6:15 PM (CONSENT CALENDAR)

The City Council met in Executive Session to discuss Item B – Litigation.

City Manager Loventhal, City Attorney Seligmann, Finance Director Fuentes and outside legal counsel Katherine Morrow of Leone Alberts & Duus were in attendance.

**ADJOURN**

Councilmember Lopez adjourned the meeting at 6:35 PM.

APPROVED:

ATTEST:

\_\_\_\_\_  
Sergio Lopez, Mayor

\_\_\_\_\_  
Kristen Epolite, Deputy City Clerk

Minutes Acceptance: Minutes of Apr 1, 2025 6:15 PM (CONSENT CALENDAR)

# CITY COUNCIL MINUTES

City of Campbell, 70 N. First St., Campbell, California



## REGULAR MEETING OF THE CAMPBELL CITY COUNCIL

Tuesday, April 1, 2025 7:00 p.m.

City Hall Council Chamber – 70 N. First Street

This City Council meeting was duly noticed pursuant to open meeting requirements of the Ralph M. Brown Act (G.C. Section 54956).

This meeting was recorded and can be viewed in its entirety at [www.campbellca.gov/agendacenter](http://www.campbellca.gov/agendacenter).

### CALL TO ORDER

The City Council of the City of Campbell convened this day in the regular meeting place, the City Hall Council Chamber, 70 N. First St., Campbell, California.

### ROLL CALL

Attendee Name	Title	Status
Anne Bybee	Councilmember	Present
Terry Hines	Councilmember	Present
Elliot Scozzola	Councilmember	Present
Dan Furtado	Vice Mayor	Present
Sergio Lopez	Mayor	Present

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Richard Sheehan and Mr. Dave Sargent in recognition of his donation to pay for a memorial bench on the Los Gatos Creek Trail in honor of Mrs. Masal Sheehan. Mayor Lopez presented Mr. Sheehan and Mr. Sargent each a Certificate of Appreciation for leading the Pledge of Allegiance.

### SPECIAL PRESENTATIONS AND PROCLAMATIONS

There were no special presentations or proclamations.

### COMMUNICATIONS AND PETITIONS

There were no communications or petitions.

### ORAL REQUESTS

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Susan Landry, Campbell Village Neighborhood Association President, stated concerns with the Association.

### **COUNCIL ANNOUNCEMENTS**

TRUST is a community service that helps Santa Clara County residents during an urgent mental health or substance use situation. Call Centers and field response teams are available 24/7 to answer calls for help. Call 988 for the local 408 area code.

Join the fun at the Bunnies and Bonnets Parade on Saturday, April 19 at 12:00 pm in Downtown Campbell. The Downtown Campbell Business Association sponsors this annual Easter Parade tradition that features marching bands, dancers, community groups, local organizations and more. Put on your finest Easter hat or rabbit ears and come join in the fun!

For the 43<sup>rd</sup> consecutive year, the National Arbor Day Foundation has proclaimed the City of Campbell "Tree City USA." In celebration of this award, the community is invited to participate in an Arbor Day celebration at 10:00 am on Friday, April 25 on the Rincon Avenue side of John D. Morgan Park.

Are you interested in Historic Preservation and looking to get involved in your Campbell community? Then the Historic Preservation Board is for you. Applications to serve on the Board are being accepted now. Help advise the City Council on matters related to historic preservation such as architectural history, planning, archeology, American studies, American civilization, cultural geography and much more. For more information and to obtain an application, please visit our website at [www.campbellca.gov/Boards-Commissions](http://www.campbellca.gov/Boards-Commissions) or contact the City Clerk's Office by emailing [ClerksOffice@campbellca.gov](mailto:ClerksOffice@campbellca.gov) or by calling 408-866-2117.

The City of Campbell is looking for community input on which actions the City should consider and which strategies we should prioritize as part of the Climate Action and Adaptation Plan. Please take a moment to complete the survey located at [campbellca.gov/climatesurvey](http://campbellca.gov/climatesurvey) . The survey will be open through April.

The Campbell Girls Fast Pitch Softball Sponsoring Fundraiser is on Monday, April 14, 2025. The fundraiser will be held at Pizza My Heart at Paseo de Saratoga from 4:00 pm to 6:00 pm; dine in or take out.

The Campbell Police Foundation is hosting a fundraising breakfast on Saturday, April 5 from 9:00 am to 10:30 am at the Home Church on Winchester Boulevard in Campbell. Tickets are \$25 per person and can be purchased at [campbellpolicefoundation.org](http://campbellpolicefoundation.org).

### **CONSENT CALENDAR**

Mayor Lopez asked if anyone wished to remove an item from the Consent Calendar. Item nine was removed from Consent.

The Consent Calendar was considered as follows:

1. **Minutes of City Council Special Meeting of March 6, 2025**  
Recommended Action: Approve the special meeting minutes of March 6, 2025.  
 This action approves the special meeting minutes of March 6, 2025.
2. **Minutes of City Council Executive Session Meeting of March 18, 2025**  
Recommended Action: Approve the executive session meeting minutes of March 18, 2025.  
 This action approves the executive session minutes of March 18, 2025.
3. **Minutes of City Council Regular Meeting of March 18, 2025**  
Recommended Action: Approve the regular meeting minutes of March 18, 2025.  
 This action approves the regular meeting minutes of March 18, 2025.
4. **Approving Bills and Claims**  
Recommended Action: Approve the bills and claims in the amount of \$4,584,579.96.  
  
 This action approves the bills and claims in the amount of \$4,584,579.96 as follows: bills and claims checks dated March 3, 2025, in the amount of \$3,136,375.91; bills and claims checks dated March 10, 2025, in the amount of \$1,373,630.94; and payroll checks dated March 13, 2025, in the amount of \$74,573.11.
5. **Monthly Investment Transactions Report (February 2025)**  
Recommended Action: That the City Council review and accept the Monthly Investment Transactions Report for February 2025.  
  
 This action notes and files the Investment Report for the quarter ending February 2025.
6. **Second Reading Ordinance 2327 Revising Campbell Municipal Code Chapters 8.38 and 8.40 to Allow Delivery of Lawful Cannabis Products to All Adults in the City of Campbell and Making Other Non-Substantive Changes in Conformance with State Law. (Ordinance/Roll Call Vote)**  
Recommended Action: That the City Council take a second reading to adopt ordinance 2327 deleting Campbell Municipal Code Chapter 8.38 and modifying Chapter 8.40 to allow delivery of lawful cannabis products to all adults in the City of Campbell, and making non-substantive changes to conform with State Law, as well as deleting the reference to Chapter 8.38 from Municipal Code section 6.10.020.  
  
 Ordinance 2327 deletes Campbell Municipal Code Chapter 8.38 and modifies Chapter 8.40 to allow delivery of lawful cannabis products to all adults in the City of Campbell, and makes non-substantive changes to conform with State Law, as well as deletes the reference to Chapter 8.38 from Municipal Code section 6.10.020.

7. **Acceptance of an Office of Traffic Safety (OTS) Selective Traffic Enforcement Program (STEP) Grant (Resolution/Roll Call Vote)**

Recommended Action: That the City Council adopt a resolution approving an agreement setting forth terms under which the City of Campbell accepts the 2025 Selective Traffic Enforcement Program Grant from the State of California - Office of Traffic Safety, authorizing the City Manager to execute the agreement, and approving a budget adjustment to recognize the grant revenue and corresponding grant related expenditures.

Resolution 13271 approves an agreement setting forth terms under which the City of Campbell accepts the 2025 Selective Traffic Enforcement Program Grant from the State of California - Office of Traffic Safety, authorizes the City Manager to execute the agreement, and approves a budget adjustment to recognize the grant revenue and corresponding grant related expenditures.

8. **Initiate Proceedings of the Campbell Lighting and Landscaping District, Fiscal Year 2025-26 (Resolution/Roll Call Vote)**

Recommended Action: That the City Council adopt the attached Resolution Initiating Proceedings, describing the improvements, and directing staff to prepare the Engineer’s Report for the Campbell Lighting and Landscaping Assessment District for Fiscal Year 2025-26.

Resolution 13272 Initiates Proceedings, describes the improvements, and directs staff to prepare the Engineer’s Report for the Campbell Lighting and Landscaping Assessment District for Fiscal Year 2025-26.

**M/S: Bybee/Hines - That the City Council approve the Consent Calendar with the exception of item nine. The motion was adopted by the following roll call vote:**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bybee
<b>SECONDER:</b>	Hines
<b>AYES:</b>	Hines, Scozzola, Furtado, Lopez

**ITEMS CONSIDERED SEPARATE FROM CONSENT**

9. **Accept Donation for Masal Sheehan Memorial Bench Installation on Los Gatos Creek Trail (Resolution/Roll Call Vote)**

Recommended Action: That the City Council adopt a resolution accepting a \$3,100 monetary donation from Mr. Richard Sheehan for the installation of a memorial bench on the Los Gatos Creek Trail in honor of Mrs. Masel Sheehan, and authorize staff to execute a budget adjustment as necessary.

Mayor Lopez invited Mr. Richard Sheehan up to speak in honor of his wife, Mrs. Masel Sheehan. Mr. Sheehan spoke about his fond memories of his wife’s many

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community contributions to the City of Campbell and their shared love of the Los Gatos Creek Trail.

Council thanked Mr. Sheehan for honoring his late wife and donating the bench in memory of her.

**M/S: Furtado/Scozzola - That the City Council adopt resolution 13273 accepting a \$3,100 monetary donation from Mr. Richard Sheehan for the installation of a memorial bench on the Los Gatos Creek Trail in honor of Mrs. Masel Sheehan, and authorize staff to execute a budget adjustment as necessary.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Furtado
<b>SECONDER:</b>	Scozzola
<b>AYES:</b>	Hines, Scozzola, Furtado, Lopez

**PUBLIC HEARINGS AND INTRODUCTION OF ORDINANCES**

10. **Assembly Bill 481, Military Equipment Annual Report (Ordinance / Resolution / Roll Call Vote)**

Recommended Action: That the City Council adopt a resolution finding that each type of military equipment identified in the 2024 Military Equipment Annual Report has complied with the standard set forth in Ordinance 2280; and introduce an ordinance for first reading renewing City of Campbell Ordinance 2280, per the requirements set forth in California Government Code § 7070, et seq.

This is the time and place for a public hearing to adopt a resolution finding that each type of military equipment identified in the 2024 Military Equipment Annual Report has complied with the standard set forth in Ordinance 2280; and introduce an ordinance for first reading renewing City of Campbell Ordinance 2280, per the requirements set forth in California Government Code § 7070, et seq.

Police Captain Rice presented a staff report dated April 1, 2025.

Following Council questions, Mayor Lopez opened the public hearing and asked if anyone wished to speak.

Seeing no public speakers, Mayor Lopez closed the public hearing.

After discussion, **M/S: Hines/Bybee - That the City Council adopt resolution 13274 finding that each type of military equipment identified in the 2024 Military Equipment Annual Report has complied with the standard set forth in Ordinance 2280; and introduce ordinance 2328 for first reading renewing**

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**City of Campbell Ordinance 2280, per the requirements set forth in California Government Code § 7070, et seq.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Hines
<b>SECONDER:</b>	Bybee
<b>AYES:</b>	Hines, Scozzola, Furtado, Lopez

Deputy City Clerk Epolite read the full title of Ordinance 2328.

**M/S: Bybee/Furtado – That the City Council waive further reading of Ordinance 2328. The motion was adopted by the following roll call vote:**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bybee
<b>SECONDER:</b>	Furtado
<b>AYES:</b>	Hines, Scozzola, Furtado, Lopez

### **NEW BUSINESS**

There was no new business.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **COUNCIL COMMITTEE REPORTS**

#### **11. Council Committee Reports**

Recommended Action: That the City Council report on activities from their committee assignments.

Councilmember Scozzola attended the Blue and Gold Banquet Boy Scout Luncheon as a guest speaker; Taste of Campbell CERT Fundraiser; Legislative Subcommittee Meeting with Councilmember Bybee; and the Education Subcommittee Meeting.

Vice Mayor Furtado attended the Silicon Valley Regional Interoperability Authority meeting; spoke on current public health issues.

Councilmember Hines Hosted the Campbell Village Neighborhood Association Meeting including special guest Supervisor Susan Ellenburg; toured the Campbell Community Center; and recognized Campbell Dental.

Councilmember Bybee attended the Silicon Valley Animal Control Authority meeting; Taste of Campbell CERT Fundraiser; and the Education Subcommittee Meeting.

Mayor Lopez attended the Bay Area Quality Management District Board of Directors Meeting; Policy Committee of the League of Cities; West Valley Mayors and Managers; and a meeting with Congressman Sam Liccardo.

**ADJOURN**

Mayor Lopez, adjourned the meeting at 7:39 PM.

APPROVED:

ATTEST:

\_\_\_\_\_  
Sergio Lopez, Mayor

\_\_\_\_\_  
Kristen Epolite, Deputy City Clerk

Minutes Acceptance: Minutes of Apr 1, 2025 7:00 PM (CONSENT CALENDAR)



*City  
Council  
Report*

Item: 4  
Category: CONSENT CALENDAR  
Meeting Date: April 15, 2025

**TITLE: Approving Bills and Claims**

**RECOMMENDED ACTION**

Approve the bills and claims in the amount of \$3,550,911.89

**DISCUSSION**

The bills and claims that have been audited and approved by staff for payments made as noted below:

<u>Type</u>	<u>Check Date</u>	<u>Amount</u>
Bills & Claims	March 17, 2025	\$3,010,098.31
Bills & Claims	March 24, 2025	\$505,143.54
Payroll	March 27, 2025	\$35,670.04
	<b>Total</b>	<b>\$3,550,911.89</b>

**FISCAL IMPACT**

Requested action does not require a budget adjustment. Adequate funding was available to cover all expenses as listed.

Prepared by:

Celia Deniz, Accounting Clerk II

Reviewed by:

Norite Vong, Assistant Finance Director

Approved by:



Brian Loventhal, City Manager



# City Council Report

Item: 5  
 Category: CONSENT CALENDAR  
 Meeting Date: April 15, 2025

**TITLE: Monthly Treasurer's Report (February 2025)**

## RECOMMENDED ACTION

That the City Council review and accept the Monthly Treasurer's Report for the month ended February 28, 2025.

## BACKGROUND

California government code section 41004 requires that the City Treasurer submits to the City Clerk and the legislative body a written report and accounting of all receipts, disbursements, and fund balances. The City of Campbell's Finance Director has the responsibility of City Treasurer. This report has been prepared to fulfill this requirement.

This report provides financial transaction data for the City of Campbell's Funds collectively, including the City's General (Operating) Fund.

## DISCUSSION

This Monthly Treasurer's Report details and summarizes receipts, disbursements, and fund balances for the month ended February 28, 2025. As shown in **Attachment A**, the City recognized \$4.4 million in revenues and incurred \$7.4 million in expenditures in total, for all City funds along with \$1.0 million of negative prior period adjustments. The City's overall ending fund balance for February 2025 is \$76.1 million, a decrease of \$4 million from the January 2025 total of \$80.1 million.

For the month of February 2025, the City's General Fund recognized \$3.6 million in revenues and incurred \$6.1 million in expenditures along with \$23,000 in positive prior period adjustments. The City's ending General Fund balance for February 2025 is \$16.7 million, a decrease of \$2.4 million from the January 2025 total of \$19.1 million.

## FISCAL IMPACT

There is no fiscal impact associated with the review and acceptance of the Monthly Treasurer's Report.

Prepared by:   
Carolina Vargas, Accountant

Approved by:   
Brian Loventhal, City Manager

**Attachment:**

- a. 2025.02 Fund Balance Report

**City of Campbell  
Changes in Total Fund Balance  
For the month ended February 28, 2025**

<b>Fund Description</b>	<b>Fund Balance as of 01/31/2025</b>	<b>Prior Month Adjustment</b>	<b>Current Revenue</b>	<b>Current Expenditure</b>	<b>Fund Balance as of 02/28/2025</b>
<b>General Fund</b>					
Nonspendable Fund Balance					
Leases	\$ 199,081.00	\$ -	\$ -	\$ -	\$ 199,081.00
Committed Fund Balance					
General Plan Update	-	-	-	-	-
Compensated Absences	970,698.00	-	-	-	970,698.00
Liability Insurance	157,936.00	-	-	-	157,936.00
Available Capital Improvement Reserve	212,351.00	-	-	-	212,351.00
Committed Capital Improvement Reserve	1,240,899.00	-	-	-	1,240,899.00
Community Center Facility	149,706.00	-	-	-	149,706.00
Heritage Theater	180,344.00	-	-	-	180,344.00
Historic Preservation	5,000.00	-	-	-	5,000.00
Assigned Fund Balance					
Capital Projects (Construction Tax)	138,406.00	-	-	-	138,406.00
Unemployment Insurance	90,000.00	-	-	-	90,000.00
PERS	2,252,000.00	-	-	-	2,252,000.00
OPEB	393,315.00	-	-	-	393,315.00
Encumbrances	917,512.00	-	-	-	917,512.00
Unassigned Fund Balance					
Unassigned	(847,557.36)	23,455.72	3,644,260.08	(6,129,830.38)	(3,309,671.94)
City Council Reserve	362,624.00	-	-	-	362,624.00
Economic Fluctuations	9,485,886.00	-	-	-	9,485,886.00
Emergency	3,207,454.00	-	-	-	3,207,454.00
<b>General Fund Total</b>	<b>19,115,654.64</b>	<b>23,455.72</b>	<b>3,644,260.08</b>	<b>(6,129,830.38)</b>	<b>16,653,540.06</b>
<b>Special Revenue</b>					
Vehicle Impact	2,406,012.74	24,351.01	70,710.94	-	2,501,074.69
Gas Tax	2,275,492.99	23,594.76	202,062.99	(146,015.71)	2,355,135.03
Asset Forfeiture	150,054.61	1,465.83	7.34	-	151,527.78
Lighting & Landscape District	1,314,018.01	4,987.03	43,356.00	(314,195.04)	1,048,166.00
Housing & Community Development	346.00	(0.15)	-	-	345.85
Environmental Services	1,097,589.81	12,203.54	35,184.65	(68,652.21)	1,076,325.79
Supplemental Law Enforcement	65,122.23	1,620.71	8,333.34	(11,846.85)	63,229.43
State & Other Grants	(567,734.11)	(330,222.50)	38,788.52	-	(859,168.09)
TDA Grant	353,412.35	22,247.20	-	-	375,659.55
Federal Grants	638,373.21	47,212.69	-	-	685,585.90
ARPA Fund	61,944.19	67,566.70	-	-	129,510.89
Housing Assistance	8,247,028.87	9,466.98	-	(92,540.65)	8,163,955.20
Community Restitution Fund	162,140.02	1,687.32	12,000.00	-	175,827.34
Community Facilities District #1	9,997.81	0.74	-	-	9,998.55
Community Facilities District #2	238,247.00	2,332.87	-	(1,326.87)	239,253.00
Parkland Dedication	6,148,038.19	56,680.52	-	-	6,204,718.71
Recreation - Private Grants	6,649.65	(195.84)	-	-	6,453.81
Adult Center	24,022.00	(6,143.70)	-	-	17,878.30
<b>Special Revenue Fund Total</b>	<b>22,630,755.57</b>	<b>(61,144.29)</b>	<b>410,443.78</b>	<b>(634,577.33)</b>	<b>22,345,477.73</b>
<b>Debt Service</b>					
Measure O	1,577,058.37	2,628.81	4,414.98	-	1,584,102.16
LID #30	34,280.00	368.62	-	-	34,648.62
2016 Refunding Lease Revenue Bond	(281,995.00)	619.52	5.38	-	(281,370.10)
<b>Debt Service Fund Total</b>	<b>1,329,343.37</b>	<b>3,616.95</b>	<b>4,420.36</b>	<b>-</b>	<b>1,337,380.68</b>
<b>Internal Service Fund</b>					
Motor Vehicle Pool	1,064,708.61	9,207.88	91,755.67	(63,951.76)	1,101,720.40
Information Technology Pool	(406,375.50)	1,854.25	100,762.51	(124,778.42)	(428,537.16)
Worker's Compensation	1,614,095.11	53,118.86	63,834.97	(31,750.58)	1,699,298.36
<b>Internal Service Fund Total</b>	<b>2,272,428.22</b>	<b>64,180.99</b>	<b>256,353.15</b>	<b>(220,480.76)</b>	<b>2,372,481.60</b>
<b>Trust/Agency</b>					
Successor Agency	2,913,964.31	1,795.78	4.36	-	2,915,764.45
West Valley Solid Waste JPA	917,894.24	9,831.52	60,883.92	(27,202.54)	961,407.14
SCC Specialized Enforcement Team	1,384,267.86	(1,384,267.86)	-	-	-
<b>Trust/Agency Fund Total</b>	<b>5,216,126.41</b>	<b>(1,372,640.56)</b>	<b>60,888.28</b>	<b>(27,202.54)</b>	<b>3,877,171.59</b>
<b>Capital Project</b>					
Capital Projects Fund	(985,997.61)	(28,224.89)	-	(168,704.12)	(1,182,926.62)
Measure O CIP Fund	30,509,110.89	408,248.53	-	(209,756.98)	30,707,602.44
<b>Capital Project Fund Total</b>	<b>29,523,113.28</b>	<b>380,023.64</b>	<b>-</b>	<b>(378,461.10)</b>	<b>29,524,675.82</b>
<b>Total City</b>	<b>\$ 80,087,421.49</b>	<b>\$ (962,507.55)</b>	<b>\$ 4,376,365.65</b>	<b>\$ (7,390,552.11)</b>	<b>\$ 76,110,727.48</b>

**Attachment: 2025.02 Fund Balance Report (Monthly Treasurer's Report (February 2025))**



*City  
Council  
Report*

Item: 6  
Category: CONSENT CALENDAR  
Meeting Date: April 15, 2025

**TITLE: Second Reading Ordinance 2328 Assembly Bill 481, Military Equipment Annual Report (Ordinance/Roll Call Vote)**

**RECOMMENDED ACTION**

That the City Council take second reading to adopt ordinance 2328 renewing City of Campbell Ordinance 2280, per the requirements set forth in California Government Code § 7070, et seq.

**BACKGROUND**

On September 30, 2021, Governor Newsom signed into law Assembly Bill 481 (AB 481). AB 481 provides that the public has a right to know and participate in the decision-making processes related to the funding, acquisition, or use of “military equipment” by state or local government officials in an effort to increase transparency, accountability, and oversight. Pursuant to the requirements of AB 481, the City Council has since adopted and annually reviews an ordinance containing its Military Equipment Use Policy and votes on whether to renew the ordinance.

April 1, 2025, the City Council held a public hearing to introduce and take a first reading of Ordinance 2328, the ordinance renewing the City’s Military Equipment Use Policy set forth in Chapter 8.44 of the Campbell Municipal Code. As set forth in its Military Equipment Use Policy, the Campbell Police Department continues to carefully assess what equipment is needed to protect the public and officers when resolving critical incidents, such as active shooter response; apprehending violent offenders; hostage rescue; and barricaded subjects, among others. Certain equipment is also beneficial in providing information and creating cover, distance, and time to improve the decision-making process during critical incidents. This allows responding officers to take in and evaluate the totality of the circumstances, which results in increased safety and reduced risk for everyone involved.

The City Council unanimously approved Ordinance 2328 and staff is returning to the City Council for the second reading of the ordinance. In addition, in accordance with Government Code Section 36933, if approved, the full ordinance will be published in the Metro Silicon Valley, a newspaper of general circulation for the City of Campbell, County of Santa Clara, on April 23, 2025. Ordinance 2328 will then become effective 30 days following the City Council’s second reading.

**FISCAL IMPACT**

Nominal publication costs are associated with the second reading of Ordinance 2328 to meet the requirements of Government Code Section 36933, but can be absorbed within the current FY 2025 Operating Budget. Costs for codification of Ordinance 2328 in the Campbell Municipal Code are also included in the current budget. Other fiscal impacts are included in the April 1, 2025, staff report introducing the ordinance.

Prepared by:



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Kristen Epolite, Deputy City Clerk

Reviewed by:



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Andrea Sanders, City Clerk

Approved by:



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Brian Loventhal, City Manager**Attachment:**

- a. 2328 - Assembly Bill 481, Military Equipment Annual Report

**ORDINANCE NO. 2328**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CAMPBELL  
RENEWING THE MILITARY EQUIPMENT POLICY SET FORTH CHAPTER 8.44 OF  
THE CAMPBELL MUNICIPAL CODE AS ADOPTED BY CAMPBELL ORDINANCE 2280**

**WHEREAS**, on September 30, 2021, Governor Gavin Newsom signed into law Assembly Bill 481 (creating Government Code Section 7070, et seq.), relating to the use of military equipment by California law enforcement agencies;

**WHEREAS**, AB 481 seeks to provide transparency, oversight, and an opportunity for meaningful public input on decisions regarding whether and how military equipment is funded, acquired, or used;

**WHEREAS**, the Campbell Police Department is in possession of certain items of equipment that qualify as “military equipment” under AB 481;

**WHEREAS**, AB 481 requires that a law enforcement agency possessing and using such qualifying equipment prepare a publicly released, written, military equipment use policy document covering the inventory, description, purpose, use, acquisition, maintenance, fiscal impacts, procedures, training, oversight, and complaint process, applicable to the Department’s use of such equipment;

**WHEREAS**, the Policy and supporting information must be approved by the governing body by ordinance, and reviewed and renewed annually; and

**WHEREAS**, the City Council of the City of Campbell, having received the information required under AB 481 regarding the Campbell Police Department’s use of military equipment as defined in AB 481, deems it to be in the best interest of the City to renew the Military Equipment Policy as set forth herein.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CAMPBELL DOES FURTHER ORDAIN AS FOLLOWS:**

**Section 1:** The policy set forth in Chapter 8.44 of the Campbell Municipal Code as previously adopted by Ordinance Number 2280 is hereby renewed without any modifications or changes.

**Section 2:** The City Council finds that this ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations, Section 15061 (b)(3) in that it is not a project which has the potential for causing a significant effect on the environment.

**SECTION 3:** If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such decision or decisions shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would

have passed this ordinance, and each section, subsection, sentence, clause and phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid.

**Section 4:** In interpreting this Ordinance or resolving any ambiguity, this Ordinance shall be interpreted in a manner that effectively accomplishes its stated purpose.

**SECTION 5:** The City Clerk shall cause this ordinance to be published at least once in a newspaper of general circulation within 15 days after its adoption in accordance with Government Code Section 36933.

PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_ 2025 by the following roll call vote:

AYES: Councilmembers:  
NOES: Councilmembers:  
ABSENT: Councilmembers:

APPROVED:

\_\_\_\_\_  
Sergio Lopez, Mayor

ATTEST:

\_\_\_\_\_  
Andrea Sanders, City Clerk

Attachment: 2328 - Assembly Bill 481, Military Equipment Annual Report (Second Reading of Ordinance 2328)



*City  
Council  
Report*

Item: 7  
Category: CONSENT CALENDAR  
Meeting Date: April 15, 2025

**TITLE: Resolution Approving the Revision of the Lighting and Traffic Signal Supervisor Classification Specification(Resolution/Roll Call Vote)**

**RECOMMENDED ACTION**

Adopt a resolution approving the revised classification specification for Lighting and Traffic Signal Supervisor.

**BACKGROUND**

The Lighting and Traffic Signal Supervisor position has been vacant since September 2021. Since that vacancy date, two positions – Lighting and Traffic Signal Technician, and Lighting and Traffic Signal Assistant – have been maintaining all lighting and traffic signals in the City. The Public Works Department is preparing to fill the Lighting and Traffic Signal Supervisor vacancy. To ensure job specifications for vacant positions are consistent with industry standards, staff reviews job specifications prior to posting a position. Recently, staff reviewed the job specification for the Lighting and Traffic Signal Supervisor and determined that some updates were needed, as specified below.

**DISCUSSION**

The Lighting and Traffic Signal Supervisor job specification was last reviewed and updated in 1997. As such, the job specification needed review for consistency with industry standards. Following review of the job specification, staff is recommending updating the names of any certification included in the job specification to what they are currently titled; providing a reasonable amount of time for applicants to obtain a certification if they are hired and in need of the certification; and, adding standard language in the Knowledge and Abilities section of the job specification to clarify responsibilities. The proposed updates would bring the job specification up to current standards that similar positions in neighboring and comparable agencies have.

Although the above changes are being proposed, none are significant or increase the complexity or level of responsibility that is currently expected of the position.

Attachments B and C to this report contain the proposed revised job specification for Lighting and Traffic Signal Supervisor in both redlined and final versions, respectively.

**FISCAL IMPACT**

This position is already budgeted for in the Fiscal Year 2025 Budget. Approval of the revised job specification will not have an additional fiscal impact.

### ALTERNATIVES

1. Do not approve the attached resolution updating the Lighting and Traffic Signal Supervisor job specification.
2. Direct staff to take other action.

**Ada Chang**

Prepared by:

\_\_\_\_\_  
Ada Chang, Human Resources Manager

Reviewed by:

**Ada Chang**

\_\_\_\_\_  
Ada Chang, Human Resources  
Manager

Approved by:

  
\_\_\_\_\_  
Brian Loventhal, City Manager

### Attachment:

- a. Resolution - Job Specification Revision for Lighting and Traffic Signal Supervisor
- b. Lighting & Traffic Signal Supervisor DRAFT
- c. Lighting & Traffic Signal Supervisor CLEAN

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL  
APPROVING THE REVISED CLASSIFICATION SPECIFICATION FOR LIGHTING AND  
TRAFFIC SIGNAL SUPERVISOR**

**WHEREAS**, the City of Campbell intends to revise the classification specification for Lighting and Traffic Signal Supervisor; and

**WHEREAS**, The City Manager is required by Section 2.12.030 of the Campbell Municipal code to prepare and submit to the City Council recommendations for the reorganization of offices, departments, and positions which are considered to be in the best interest of efficient, effective and economical conduct of the municipal services provided by the City; and

**WHEREAS**, Section 3.0 of the Personnel Rules and Regulations requires the Personnel Officer to maintain a classification plan including classification specifications;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Campbell does hereby approve the revised classification specification for Lighting and Traffic Signal Supervisor as reflected in **Attachment C**.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of April 2025, by the following roll call vote:

AYES: Councilmembers:  
NOES: Councilmembers:  
ABSENT: Councilmembers:

APPROVED:

\_\_\_\_\_  
Sergio Lopez, Mayor

ATTEST:

\_\_\_\_\_  
Andrea Sanders, City Clerk

Attachment: Resolution - Job Specification Revision for Lighting and Traffic Signal Supervisor (Revision of Lighting and Traffic Signal

CITY OF CAMPBELL

LIGHTING AND TRAFFIC SIGNAL SUPERVISOR

DEFINITION

Under direction, oversees the work of the Signals and Lighting Maintenance Section; performs skilled and complex electrical work in the maintenance and repair of street lights and traffic signal equipment and systems; performs construction inspection of street lights, traffic signals and related electronic/electrical systems; and does related work as required.

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TYPICAL DUTIES

Typical duties will include, but are not limited to:

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- Inspects, removes, and repairs street light standards and auxiliary equipment such as control boxes, light fixtures, lamps, and circuitry;
- Inspects, removes, and repairs signal controls and auxiliary equipment;
- Diagnoses malfunctions;
- Adjusts and replaces electronic and mechanical components;
- Repairs, replaces, or modifies electric and electronic components, controllers, relays, switches, fuses, timers and other parts;
- Designs and constructs special test equipment for shop testing of electronic components;
- Manages projects and administers contracts and agreements;
- Administers the Underground Service Alert Program;
- Investigates complaints and reports of signal and traffic light malfunctions;
- Adjusts, repairs, or removes defective equipment;
- May make field repairs of damaged equipment;
- Designs traffic signal and street lighting systems;
- Prepares plans and specifications for signal and street lighting projects;
- Prepares schematics and phasing diagrams;
- Keeps accurate work records;
- Orders supplies, parts, and materials; trains and supervises lower-level technicians and assistants;
- Makes recommendations for preventative maintenance activities and programs;
- Assists in the preparation and administration of Section budget;
- Recommends purchase of equipment and/or spare parts;
- Reviews and evaluates plans and specifications submitted by others;
- Performs general electrical repairs at municipal facilities as required; and
- Performs other related duties as required.

EMPLOYMENT STANDARDS

**Education and Experience:** Equivalent to graduation from high school. Five years of experience in traffic signal and electrical/electronic repair, and electrical inspection work, including three years in a supervisory capacity. Two years advanced education in electrical technology is desirable.

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Required Licenses or Certifications Possession of:

- Valid California Driver's License.

- ~~Level II Traffic Signal Electrician~~ Field Tech Level II Certificate within six months of appointment.
- ~~Level III Traffic Signal Senior Technician~~ Level III Certificate is highly desirable.

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**Knowledge of:**

- Theory and principles of electrical and electronic equipment and circuits;
- Computer-aided traffic signal monitoring and computer-aided lighting analysis programs;
- Tools and equipment used to repair electrical and electronic equipment and installations;
- Methods and procedures used to repair and maintain traffic signal and lighting systems;
- Occupational hazards and standard safety precautions; and
- Principles and practices of supervision and performance management.

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**Ability to:**

- Independently test and repair electrical and electronic equipment and installations;
- Perform duties while elevated above traffic in a basket of a boom truck;
- Read and interpret plans, specifications, blueprints, schematics and maintenance manuals;
- Manage projects and administer contracts and agreements;
- Prepare reports of work performed or inspected;
- Establish and maintain positive and effective working relations with co-workers, contractors, other governmental agencies, and the public those contacted through the course of work;
- Supervise and train lower-level technicians and assistants;
- Observe safety principles and work in a safe manner;
- Work at odd and irregular hours as required by job assignments.

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**Possession of:**

- ~~Valid California Driver's License.~~
- ~~Level II Traffic Signal Electrician Certificate.~~
- ~~Level III Traffic Signal Technician Certificate desirable.~~

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Est. 1/87; Rev.7/97, 4/25

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CITY OF CAMPBELL

LIGHTING AND TRAFFIC SIGNAL SUPERVISOR

DEFINITION

Under direction, oversees the work of the Signals and Lighting Maintenance Section; performs skilled and complex electrical work in the maintenance and repair of street lights and traffic signal equipment and systems; performs construction inspection of street lights, traffic signals and related electronic/electrical systems; and does related work as required.

TYPICAL DUTIES

Typical duties will include, but are not limited to:

- Inspects, removes, and repairs street light standards and auxiliary equipment such as control boxes, light fixtures, lamps, and circuitry;
- Inspects, removes, and repairs signal controls and auxiliary equipment;
- Diagnoses malfunctions;
- Adjusts and replaces electronic and mechanical components;
- Repairs, replaces, or modifies electric and electronic components, controllers, relays, switches, fuses, timers and other parts;
- Designs and constructs special test equipment for shop testing of electronic components;
- Manages projects and administers contracts and agreements;
- Administers the Underground Service Alert Program;
- Investigates complaints and reports of signal and traffic light malfunctions;
- Adjusts, repairs, or removes defective equipment;
- May make field repairs of damaged equipment;
- Designs traffic signal and street lighting systems;
- Prepares plans and specifications for signal and street lighting projects;
- Prepares schematics and phasing diagrams;
- Keeps accurate work records;
- Orders supplies, parts, and materials; trains and supervises lower-level technicians and assistants;
- Makes recommendations for preventative maintenance activities and programs;
- Assists in the preparation and administration of Section budget;
- Recommends purchase of equipment and/or spare parts;
- Reviews and evaluates plans and specifications submitted by others;
- Performs general electrical repairs at municipal facilities as required; and
- Performs other related duties as required.

EMPLOYMENT STANDARDS

**Education and Experience:** Equivalent to graduation from high school. Five years of experience in traffic signal and electrical/electronic repair, and electrical inspection work, including three years in a supervisory capacity. Two years advanced education in electrical technology is desirable.

**Required Licenses or Certifications :**

- Valid California Driver's License.

- Traffic Signal Field Tech Level II Certificate within six months of appointment.
- Traffic Signal Senior Tech Level III Certificate is highly desirable

**Knowledge of:**

- Theory and principles of electrical and electronic equipment and circuits;
- Computer-aided traffic signal monitoring and computer-aided lighting analysis programs;
- Tools and equipment used to repair electrical and electronic equipment and installations;
- Methods and procedures used to repair and maintain traffic signal and lighting systems;
- Occupational hazards and standard safety precautions; and
- Principles and practices of supervision and performance management.

**Ability to:**

- Independently test and repair electrical and electronic equipment and installations;
- Perform duties while elevated above traffic in a basket of a boom truck;
- Read and interpret plans, specifications, blueprints, schematics and maintenance manuals;
- Manage projects and administer contracts and agreements;
- Prepare reports of work performed or inspected;
- Establish and maintain positive and effective working relations with those contacted through the course of work;
- Supervise and train lower-level technicians and assistants;
- Observe safety principles and work in a safe manner;
- Work at odd and irregular hours as required by job assignments.

Est. 1/87; Rev.7/97, 4/25



*City  
Council  
Report*

Item: 8  
Category: CONSENT CALENDAR  
Meeting Date: April 15, 2025

**TITLE: Resolution Amending the Classification & Salary Schedule Reflecting Market Adjustments for Specified Classifications Within Represented Labor Groups (Resolution/Roll Call Vote)**

**RECOMMENDED ACTION**

Adopt a resolution amending the Classification and Salary Schedule to include salary adjustments to job classifications within represented labor groups that are below the labor market mean.

**BACKGROUND**

Government Code Sections 20636 and 7522.34 and California Code of Regulations Sections 570.5 and 571.1 require that the City's pay rates be reported pursuant to a publicly available pay schedule that has been duly approved and adopted by the employer, in accordance with applicable public meeting laws.

***Negotiated Total Compensation Studies:***

In March 2022, the City of Campbell (City) contracted with Bryce Consulting to conduct a comprehensive total compensation study. This study encompassed all members of Campbell Municipal Employees Association (CMEA), Campbell Police Civilian Employees Association (CPCEA), Carpenters Local 405/Northern California Carpenters Regional Council (CARP), and Campbell Peace Officers' Association (CPOA), and was aimed to align the City's total compensation packages with the labor market mean.

The study provided insight into the compensation landscape at the time the study was conducted, as well as covered various aspects of compensation, including salaries, benefits, and additional incentives. The information was gathered to evaluate the overall total compensation received by employees.

As a result of the study and Memorandum of Understanding (MOU)s with all represented labor groups in 2022 and 2023, all members of the above labor groups whose job classifications were below the labor market mean received market adjustments to bring their compensation to the labor market mean.

The negotiated MOUs also provided that within year three of the respective contracts, a second compensation study would be performed; and, benchmark classifications that

were again found to be below the labor market mean would be adjusted to the labor market mean. The timing of those studies and any required adjustments were as follows:

<u>Labor Group</u>	<u>Timeline for Study</u>	<u>Effective Date of Adjustment</u>
CMEA	Year 3 of MOU	1 <sup>st</sup> full pay period in July 2024
CPCEA	By August 12, 2024	1 <sup>st</sup> full pay period in September 2024
CARP	Year 3 of MOU	1 <sup>st</sup> full pay period including July 1, 2024

Per the terms of the MOUs with CMEA, CPCEA, and CARP, total compensation studies for all benchmark positions within each labor group were conducted between February through August 2024. The studies found that three benchmark job classifications within CPCEA and CARP were found to be below the labor market mean – Dispatcher, Lighting & Traffic Signal Technician, and Maintenance Worker II.

Staff brought the recommended adjustments and updated Classification and Salary Schedule to City Council on December 3, 2024, which were approved via resolution.

## DISCUSSION

After the updated Classification and Salary Schedule was approved on December 3, 2024, it was brought to staff's attention that the agreed upon market adjustments also included positions that were related to the benchmark classifications. To fulfill the agreement, an additional update of the classification and salary schedule is needed, as identified below:

Based on the study's findings, staff recommends the City Council adopt a resolution approving updates to the Classification and Salary Schedule to include the adjustments identified below, to be effective at the times set forth below:

<b>Labor Group</b>	<b>Benchmark Position</b>	<b>Position Requiring Adjustment</b>	<b>% of Adjustment</b>	<b>Effective Date of Adjustment</b>
CARP	Lighting & Traffic Signal Tech	Lighting and Traffic Signal Assistant	5.46 %	July 8, 2024
CARP	Lighting & Traffic Signal Tech	Lighting and Traffic Signal Supervisor	5.46 %	July 8, 2024
CARP	Maintenance Worker II	Maintenance Worker I	.11 %	July 8, 2024
CARP	Maintenance Worker II	Park Maintenance Lead Worker	.11 %	July 8, 2024
CARP	Maintenance Worker II	Street Maintenance Lead Worker	.11 %	July 8, 2024
CARP	Maintenance Worker II	Arborist	.11 %	July 8, 2024

Labor Group	Benchmark Position	Position Requiring Adjustment	% of Adjustment	Effective Date of Adjustment
CPCEA	Dispatcher	Communications Supervisor	.72 %	September 2, 2024
CPCEA	Dispatcher	Community Services Officer	.72 %	September 2, 2024

**Exhibit A** to this report is the classification and salary schedule which includes the compensation adjustments for CARP classifications effective July 8, 2024, and **Exhibit B** is the classification and salary schedule which includes the compensation adjustments for CPCEA classifications effective September 2, 2024.

### FISCAL IMPACT

The adjustments recommended by staff will be retroactive to the effective date provided for in the table above and would result in an impact of approximately **\$26,000** in the Fiscal Year 2025 budget. This can be absorbed into existing operating budgets and staff is not requesting a budget adjustment at this time.

### ALTERNATIVES

1. Do not approve the resolution and provide staff additional feedback.
2. Direct staff to take other action.

**Ada Chang**

Prepared by:

\_\_\_\_\_  
Ada Chang, Human Resources Manager

Approved by:

  
\_\_\_\_\_  
Brian Loventhal, City Manager

### Attachment:

- a. Resolution & Exhibit - Updated Classification and Salary Schedule for Market Adjustments

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL  
AMENDING THE CLASSIFICATION AND SALARY SCHEDULE TO REFLECT MARKET ADJUSTMENTS  
FOR MEMBERS OF REPRESENTED GROUPS, AS SPECIFIED.**

**WHEREAS**, The City Manager is required by Section 2.12.030 of the Campbell Municipal code to prepare and submit to the City Council recommendations for the reorganization of offices, departments, and positions which are considered to be in the best interest of efficient, effective and economical conduct of the municipal services provided by the City; and

**WHEREAS**, Title 2, Section 2.16.020 of the Campbell Municipal Code provides that the City Council may, from time to time, by resolution, change the compensation of employees of said City, and may, by resolution, adopt salary and wage scales; and

**WHEREAS**, pursuant to Memorandum of Understanding (MOU)s negotiated in 2022 with Campbell Municipal Employees Association (CMEA), Campbell Police Civilian Employees Association (CPCEA), and Carpenters Local 405/Northern California Carpenters Regional Council (CARP), in year 3 of the respective contracts, total compensation studies were required to be performed to adjust benchmarked classifications that were found to be below the labor market mean to the labor market mean; and

**WHEREAS**, the results from the total compensation studies with CMEA, CPCEA and CARP included three benchmark job classifications that were below the labor market mean – Dispatcher, Lighting & Traffic Signal Technician, and Maintenance Worker II; and

**WHEREAS**, on December 3, 2024, City Council adopted a resolution approving the Classification and Salary Schedule reflecting the compensation adjustments for Dispatcher, Lighting & Traffic Signal Technician, and Maintenance Worker II; and

**WHEREAS**, classifications related to the benchmark positions that were under labor market mean were also subject to compensation adjustments – Lighting and Traffic Signal Assistant, Lighting and Traffic Signal Supervisor, Maintenance Worker I, Park Maintenance Lead Worker, Street Maintenance Lead Worker, Arborist, Communications Supervisor, and Community Services Officer; and

**WHEREAS**, the additional compensation adjustments to the Classification and Salary Schedule and their effective dates are set forth below:

Labor Group	Benchmark Position	Position Requiring Adjustment	% of Adjustment	Effective Date of Adjustment
CARP	Lighting & Traffic Signal Tech	Lighting and Traffic Signal Assistant	5.46 %	July 8, 2024
CARP	Lighting & Traffic Signal Tech	Lighting and Traffic Signal Supervisor	5.46 %	July 8, 2024

Attachment: Resolution & Exhibit - Updated Classification and Salary Schedule for Market Adjustments (Resolution Amending the

Labor Group	Benchmark Position	Position Requiring Adjustment	% of Adjustment	Effective Date of Adjustment
CARP	Maintenance Worker II	Maintenance Worker I	.11 %	July 8, 2024
CARP	Maintenance Worker II	Park Maintenance Lead Worker	.11 %	July 8, 2024
CARP	Maintenance Worker II	Street Maintenance Lead Worker	.11 %	July 8, 2024
CARP	Maintenance Worker II	Arborist	.11 %	July 8, 2024
CPCEA	Dispatcher	Communications Supervisor	.72 %	September 2, 2024
CPCEA	Dispatcher	Community Services Officer	.72 %	September 2, 2024

**WHEREAS**, the City’s pay rates are required to be reflected in a publicly available pay schedule that has been duly approved and adopted by the employer; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Campbell does hereby approve the attached Classification and Salary Schedules effective July 8, 2024 (**Exhibit A**) and September 2, 2024 (**Exhibit B**) which adjusts the compensation for those classifications identified in the table above as below the labor market mean.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of April 2025, by the following roll call vote:

AYES: Councilmembers:  
 NOES: Councilmembers:  
 ABSENT: Councilmembers:

APPROVED:

\_\_\_\_\_  
 Sergio Lopez, Mayor

ATTEST:

\_\_\_\_\_  
 Andrea Sanders, City Clerk

Attachment: Resolution & Exhibit - Updated Classification and Salary Schedule for Market Adjustments (Resolution Amending the



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **7/8/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range			Step 1	Step 2	Step 3	Step 4	Step 5
3180	ACCOUNTANT	CME10	CMEA	Hourly	53.47	56.09	58.93	61.87	64.96
				Bi-Weekly	4,277.60	4,487.20	4,714.40	4,949.60	5,196.80
				Monthly	9,268.13	9,722.27	10,214.53	10,724.13	11,259.73
				Annual	111,217.60	116,667.20	122,574.40	128,689.60	135,116.80
3355	ACCT CLERK II	CME28	CMEA	Hourly	44.23	46.40	48.71	51.17	53.67
				Bi-Weekly	3,538.40	3,712.00	3,896.80	4,093.60	4,293.60
				Monthly	7,666.53	8,042.67	8,443.07	8,869.47	9,302.80
				Annual	91,998.40	96,512.00	101,316.80	106,433.60	111,633.60
3417	ACCT CLK I	CME38	CMEA	Hourly	37.49	39.40	41.36	43.46	45.60
				Bi-Weekly	2,999.20	3,152.00	3,308.80	3,476.80	3,648.00
				Monthly	6,498.27	6,829.33	7,169.07	7,533.07	7,904.00
				Annual	77,979.20	81,952.00	86,028.80	90,396.80	94,848.00
3151	ADMIN ANALYST I	CME07	CMEA	Hourly	58.32	61.27	64.31	67.49	70.94
				Bi-Weekly	4,665.60	4,901.60	5,144.80	5,399.20	5,675.20
				Monthly	10,108.80	10,620.13	11,147.07	11,698.27	12,296.27
				Annual	121,305.60	127,441.60	133,764.80	140,379.20	147,555.20
1195	ADMN ANALYST II	MGR18	MGMT	Hourly	58.60	61.52	64.61	67.83	71.25
				Bi-Weekly	4,688.00	4,921.60	5,168.80	5,426.40	5,700.00
				Monthly	10,157.33	10,663.47	11,199.07	11,757.20	12,350.00
				Annual	121,888.00	127,961.60	134,388.80	141,086.40	148,200.00
4388	ARBORIST	MIL18	CARP	Hourly	46.07	48.38	50.79	53.32	55.98
				Bi-Weekly	3,685.60	3,870.40	4,063.20	4,265.60	4,478.40
				Monthly	7,985.47	8,385.87	8,803.60	9,242.13	9,703.20
				Annual	95,825.60	100,630.40	105,643.20	110,905.60	116,438.40
1020	ASSISTANT CITY MANAGER	UNC07	UNCL	Hourly	107.57	-	-	-	140.68
				Bi-Weekly	8,605.60	-	-	-	11,254.40
				Monthly	18,645.47	-	-	-	24,384.53
				Annual	223,745.60	-	-	-	292,614.40
3125	ASSIST ENGR	CME03	CMEA	Hourly	61.15	64.21	67.42	70.78	74.37
				Bi-Weekly	4,892.00	5,136.80	5,393.60	5,662.40	5,949.60
				Monthly	10,599.33	11,129.73	11,686.13	12,268.53	12,890.80
				Annual	127,192.00	133,556.80	140,233.60	147,222.40	154,689.60
3126	ASSISTANT ENGINEER (PPT)	CME43	CMEA	Hourly	61.15	64.21	67.42	70.78	74.37
				Bi-Weekly	4,892.00	5,136.80	5,393.60	5,662.40	5,949.60
				Monthly	10,599.33	11,129.73	11,686.13	12,268.53	12,890.80
				Annual	127,192.00	133,556.80	140,233.60	147,222.40	154,689.60
1104	ASSISTANT FINANCE DIRECTOR	MGR27	MGMT	Hourly	85.67	90.18	94.91	99.91	105.17
				Bi-Weekly	6,853.60	7,214.40	7,592.80	7,992.80	8,413.60
				Monthly	14,849.47	15,631.20	16,451.07	17,317.73	18,229.47
				Annual	178,193.60	187,574.40	197,412.80	207,812.80	218,753.60
3124	ASSOC CIVIL ENGR	CME02	CMEA	Hourly	69.01	72.47	76.12	79.90	83.91
				Bi-Weekly	5,520.80	5,797.60	6,089.60	6,392.00	6,712.80
				Monthly	11,961.73	12,561.47	13,194.13	13,849.33	14,544.40
				Annual	143,540.80	150,737.60	158,329.60	166,192.00	174,532.80
3190	ASSOCIATE PLANNER	CME14	CMEA	Hourly	62.67	65.79	69.05	72.53	76.15
				Bi-Weekly	5,013.60	5,263.20	5,524.00	5,802.40	6,092.00
				Monthly	10,862.80	11,403.60	11,968.67	12,571.87	13,199.33
				Annual	130,353.60	136,843.20	143,624.00	150,862.40	158,392.00
3290	ASSISTANT PLANNER	CME23	CMEA	Hourly	53.62	56.30	59.12	62.09	65.16
				Bi-Weekly	4,289.60	4,504.00	4,729.60	4,967.20	5,212.80
				Monthly	9,294.13	9,758.67	10,247.47	10,762.27	11,294.40
				Annual	111,529.60	117,104.00	122,969.60	129,147.20	135,532.80
1167	ASST TO CM	MGR14	MGMT	Hourly	71.57	75.18	78.94	82.87	87.00
				Bi-Weekly	5,725.60	6,014.40	6,315.20	6,629.60	6,960.00
				Monthly	12,405.47	13,031.20	13,682.93	14,364.13	15,080.00
				Annual	148,865.60	156,374.40	164,195.20	172,369.60	180,960.00

Attachment: Resolution & Exhibit - Updated Classification and Salary Schedule for Market Adjustments (Resolution Amending the



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **7/8/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range			Step 1	Step 2	Step 3	Step 4	Step 5
3150	BLDG INSPECTOR	CME06	CMEA	Hourly	59.28	62.23	65.35	68.62	72.08
				Bi-Weekly	4,742.40	4,978.40	5,228.00	5,489.60	5,766.40
				Monthly	10,275.20	10,786.53	11,327.33	11,894.13	12,493.87
				Annual	123,302.40	129,438.40	135,928.00	142,729.60	149,926.40
3305	BLDG MNT LEAD WKR	CME24	CMEA	Hourly	49.51	51.98	54.56	57.33	60.21
				Bi-Weekly	3,960.80	4,158.40	4,364.80	4,586.40	4,816.80
				Monthly	8,581.73	9,009.87	9,457.07	9,937.20	10,436.40
				Annual	102,980.80	108,118.40	113,484.80	119,246.40	125,236.80
3338	BLDG MNT WKR	CME25	CMEA	Hourly	45.01	47.31	49.64	52.12	54.78
				Bi-Weekly	3,600.80	3,784.80	3,971.20	4,169.60	4,382.40
				Monthly	7,801.73	8,200.40	8,604.27	9,034.13	9,495.20
				Annual	93,620.80	98,404.80	103,251.20	108,409.60	113,942.40
1080	BLDG OFFICIAL	MGR04	MGMT	Hourly	80.33	84.38	88.59	93.00	97.66
				Bi-Weekly	6,426.40	6,750.40	7,087.20	7,440.00	7,812.80
				Monthly	13,923.87	14,625.87	15,355.60	16,120.00	16,927.73
				Annual	167,086.40	175,510.40	184,267.20	193,440.00	203,132.80
1241	BUILDING MNT SUPERVISOR	MGR23	MGMT	Hourly	61.57	64.64	67.88	71.28	74.86
				Bi-Weekly	4,925.60	5,171.20	5,430.40	5,702.40	5,988.80
				Monthly	10,672.13	11,204.27	11,765.87	12,355.20	12,975.73
				Annual	128,065.60	134,451.20	141,190.40	148,262.40	155,708.80
7425	CITY ATTORNEY		ATTY	Hourly	212.50	-	-	-	-
				Bi-Weekly	-	-	-	-	-
				Monthly	21,250.00	-	-	-	-
				Annual	255,000.00	-	-	-	-
1160	CITY CLERK	MGR13	MGMT	Hourly	75.45	79.19	83.18	87.31	91.69
				Bi-Weekly	6,036.00	6,335.20	6,654.40	6,984.80	7,335.20
				Monthly	13,078.00	13,726.27	14,417.87	15,133.73	15,892.93
				Annual	156,936.00	164,715.20	173,014.40	181,604.80	190,715.20
1068	CITY ENGR	MGR02	MGMT	Hourly	99.45	104.45	109.65	115.13	120.89
				Bi-Weekly	7,956.00	8,356.00	8,772.00	9,210.40	9,671.20
				Monthly	17,238.00	18,104.67	19,006.00	19,955.87	20,954.27
				Annual	206,856.00	217,256.00	228,072.00	239,470.40	251,451.20
1005	CITY MANAGER	UNC01	CMGR	Hourly	172.54	-	-	-	-
				Bi-Weekly	13,803.20	-	-	-	-
				Monthly	29,906.93	-	-	-	-
				Annual	358,883.20	-	-	-	-
3187	CODE ENF OFCR	CME13	CMEA	Hourly	55.49	58.26	61.15	64.23	67.42
				Bi-Weekly	4,439.20	4,660.80	4,892.00	5,138.40	5,393.60
				Monthly	9,618.27	10,098.40	10,599.33	11,133.20	11,686.13
				Annual	115,419.20	121,180.80	127,192.00	133,598.40	140,233.60
3153	COMM & PUBLIC ENGAGEMENT COORD	CME53	CMEA	Hourly	57.09	59.96	62.95	66.10	69.40
				Bi-Weekly	4,567.20	4,796.80	5,036.00	5,288.00	5,552.00
				Monthly	9,895.60	10,393.07	10,911.33	11,457.33	12,029.33
				Annual	118,747.20	124,716.80	130,936.00	137,488.00	144,352.00
1170	COMM CTR MGR	MGR15	MGMT	Hourly	71.57	75.18	78.94	82.87	87.00
				Bi-Weekly	5,725.60	6,014.40	6,315.20	6,629.60	6,960.00
				Monthly	12,405.47	13,031.20	13,682.93	14,364.13	15,080.00
				Annual	148,865.60	156,374.40	164,195.20	172,369.60	180,960.00
5362	COMM SERV OFFICER	CPC07	CPCEA	Hourly	41.81	43.93	46.11	48.45	50.87
				Bi-Weekly	3,344.80	3,514.40	3,688.80	3,876.00	4,069.60
				Monthly	7,247.07	7,614.53	7,992.40	8,398.00	8,817.47
				Annual	86,964.80	91,374.40	95,908.80	100,776.00	105,809.60
5185	COMM SPVSR	CPC01	CPCEA	Hourly	59.88	62.90	66.03	69.33	72.87
				Bi-Weekly	4,790.40	5,032.00	5,282.40	5,546.40	5,829.60
				Monthly	10,379.20	10,902.67	11,445.20	12,017.20	12,630.80
				Annual	124,550.40	130,832.00	137,342.40	144,206.40	151,569.60

Attachment: Resolution & Exhibit - Updated Classification and Salary Schedule for Market Adjustments (Resolution Amending the



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **7/8/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range			Step 1	Step 2	Step 3	Step 4	Step 5
1030	COMM. DEV. DIRECTOR	UNC05	UNCL	Hourly	106.85	-	-	-	139.75
				Bi-Weekly	8,548.00	-	-	-	11,180.00
				Monthly	18,520.67	-	-	-	24,223.33
				Annual	222,248.00	-	-	-	290,680.00
5363	COMMUNITY SVCS OFCR (PPT)	CPC08	CPCEA	Hourly	41.81	43.93	46.11	48.45	50.87
				Bi-Weekly	3,344.80	3,514.40	3,688.80	3,876.00	4,069.60
				Monthly	7,247.07	7,614.53	7,992.40	8,398.00	8,817.47
				Annual	86,964.80	91,374.40	95,908.80	100,776.00	105,809.60
7420	COUNCILMEMBER		CMBR	Hourly	-	-	-	-	-
				Bi-Weekly	331.20	-	-	-	-
				Monthly	717.60	-	-	-	-
				Annual	8,611.20	-	-	-	-
1168	DEPUTY CITY MANAGER	MGR24	MGMT	Hourly	80.27	84.26	88.49	92.92	97.57
				Bi-Weekly	6,421.60	6,740.80	7,079.20	7,433.60	7,805.60
				Monthly	13,913.47	14,605.07	15,338.27	16,106.13	16,912.13
				Annual	166,961.60	175,260.80	184,059.20	193,273.60	202,945.60
3345	DPTY CITY CLERK	CME26	CMEA	Hourly	44.52	46.74	49.08	51.49	54.09
				Bi-Weekly	3,561.60	3,739.20	3,926.40	4,119.20	4,327.20
				Monthly	7,716.80	8,101.60	8,507.20	8,924.93	9,375.60
				Annual	92,601.60	97,219.20	102,086.40	107,099.20	112,507.20
3194	ECONOMIC DEVELOPMENT SPECIALIST	CME54	CMEA	Hourly	43.90	46.10	48.41	50.82	53.36
				Bi-Weekly	3,512.00	3,688.00	3,872.80	4,065.60	4,268.80
				Monthly	7,609.33	7,990.67	8,391.07	8,808.80	9,249.07
				Annual	91,312.00	95,888.00	100,692.80	105,705.60	110,988.80
3917	EMERGENCY SERVICES COORDINATOR	CME43	CMEA	Hourly	61.91	65.18	68.61	72.21	76.01
				Bi-Weekly	4,952.80	5,214.40	5,488.80	5,776.80	6,080.80
				Monthly	10,731.07	11,297.87	11,892.40	12,516.40	13,175.07
				Annual	128,772.80	135,574.40	142,708.80	150,196.80	158,100.80
3372	ENGR AIDE I	CME33	CMEA	Hourly	41.16	43.22	45.40	47.67	50.06
				Bi-Weekly	3,292.80	3,457.60	3,632.00	3,813.60	4,004.80
				Monthly	7,134.40	7,491.47	7,869.33	8,262.80	8,677.07
				Annual	85,612.80	89,897.60	94,432.00	99,153.60	104,124.80
3287	ENGR AIDE II	CME22	CMEA	Hourly	46.74	49.06	51.53	54.10	56.80
				Bi-Weekly	3,739.20	3,924.80	4,122.40	4,328.00	4,544.00
				Monthly	8,101.60	8,503.73	8,931.87	9,377.33	9,845.33
				Annual	97,219.20	102,044.80	107,182.40	112,528.00	118,144.00
3225	ENGR TECH I	CME18	CMEA	Hourly	48.91	51.32	53.88	56.60	59.43
				Bi-Weekly	3,912.80	4,105.60	4,310.40	4,528.00	4,754.40
				Monthly	8,477.73	8,895.47	9,339.20	9,810.67	10,301.20
				Annual	101,732.80	106,745.60	112,070.40	117,728.00	123,614.40
3130	ENGR TECH II	CME04	CMEA	Hourly	55.41	58.20	61.11	64.16	67.36
				Bi-Weekly	4,432.80	4,656.00	4,888.80	5,132.80	5,388.80
				Monthly	9,604.40	10,088.00	10,592.40	11,121.07	11,675.73
				Annual	115,252.80	121,056.00	127,108.80	133,452.80	140,108.80
3195	ENVIRONMENTAL PRGMS SPECIALIST	CME55	CMEA	Hourly	43.27	45.44	47.70	50.09	52.60
				Bi-Weekly	3,461.60	3,635.20	3,816.00	4,007.20	4,208.00
				Monthly	7,500.13	7,876.27	8,268.00	8,682.27	9,117.33
				Annual	90,001.60	94,515.20	99,216.00	104,187.20	109,408.00
4235	EQUIP MNT SPVSR	MIL04	CARP	Hourly	54.28	57.00	59.80	62.83	65.94
				Bi-Weekly	4,342.40	4,560.00	4,784.00	5,026.40	5,275.20
				Monthly	9,408.53	9,880.00	10,365.33	10,890.53	11,429.60
				Annual	112,902.40	118,560.00	124,384.00	130,686.40	137,155.20

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**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **7/8/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
2321	EXEC ASSIST TO CM (CONF) (PPT)	CON05	CONF	Hourly	51.71	54.24	56.99	59.84	62.83
				Bi-Weekly	4,136.80	4,339.20	4,559.20	4,787.20	5,026.40
				Monthly	8,963.07	9,401.60	9,878.27	10,372.27	10,890.53
				Annual	107,556.80	112,819.20	118,539.20	124,467.20	130,686.40
3152	EXEC ASSISTANT (PPT)	CME46	CMEA	Hourly	44.52	46.74	49.08	51.49	54.09
				Bi-Weekly	3,561.60	3,739.20	3,926.40	4,119.20	4,327.20
				Monthly	7,716.80	8,101.60	8,507.20	8,924.93	9,375.60
				Annual	92,601.60	97,219.20	102,086.40	107,099.20	112,507.20
2320	EXEC ASST TO CM (CONF)	CON02	CONF	Hourly	51.71	54.24	56.99	59.84	62.83
				Bi-Weekly	4,136.80	4,339.20	4,559.20	4,787.20	5,026.40
				Monthly	8,963.07	9,401.60	9,878.27	10,372.27	10,890.53
				Annual	107,556.80	112,819.20	118,539.20	124,467.20	130,686.40
3350	EXECUTIVE ASST	CME27	CMEA	Hourly	44.52	46.74	49.08	51.49	54.09
				Bi-Weekly	3,561.60	3,739.20	3,926.40	4,119.20	4,327.20
				Monthly	7,716.80	8,101.60	8,507.20	8,924.93	9,375.60
				Annual	92,601.60	97,219.20	102,086.40	107,099.20	112,507.20
1025	FINANCE DIRECTOR	UNC06	UNCL	Hourly	106.29	-	-	-	139.00
				Bi-Weekly	8,503.20	-	-	-	11,120.00
				Monthly	18,423.60	-	-	-	24,093.33
				Annual	221,083.20	-	-	-	289,120.00
1105	FINANCE MGR	MGR09	MGMT	Hourly	81.33	85.38	89.68	94.16	98.87
				Bi-Weekly	6,506.40	6,830.40	7,174.40	7,532.80	7,909.60
				Monthly	14,097.20	14,799.20	15,544.53	16,321.07	17,137.47
				Annual	169,166.40	177,590.40	186,534.40	195,852.80	205,649.60
3905	HCD COORDINATOR (PPT)	CME39	CMEA		-	-	-	-	-
1173	HOUSING MANAGER	MGR28	MGMT	Hourly	71.33	75.08	79.03	83.19	87.57
				Bi-Weekly	5,706.40	6,006.40	6,322.40	6,655.20	7,005.60
				Monthly	12,363.87	13,013.87	13,698.53	14,419.60	15,178.80
				Annual	148,366.40	156,166.40	164,382.40	173,035.20	182,145.60
2932	HR ANALYST	CON06	CONF	Hourly	58.16	61.10	64.15	67.34	70.73
				Bi-Weekly	4,652.80	4,888.00	5,132.00	5,387.20	5,658.40
				Monthly	10,081.07	10,590.67	11,119.33	11,672.27	12,259.87
				Annual	120,972.80	127,088.00	133,432.00	140,067.20	147,118.40
2931	HR REPRESENTATIVE (CONF) FULL-TIME	CON04	CONF	Hourly	46.64	48.96	51.42	53.99	56.66
				Bi-Weekly	3,731.20	3,916.80	4,113.60	4,319.20	4,532.80
				Monthly	8,084.27	8,486.40	8,912.80	9,358.27	9,821.07
				Annual	97,011.20	101,836.80	106,953.60	112,299.20	117,852.80
2930	HR REPRESENTATIVE (CONF)*	CON04	CONF	Hourly	46.64	48.96	51.42	53.99	56.66
				Bi-Weekly	3,731.20	3,916.80	4,113.60	4,319.20	4,532.80
				Monthly	8,084.27	8,486.40	8,912.80	9,358.27	9,821.07
				Annual	97,011.20	101,836.80	106,953.60	112,299.20	117,852.80
1140	HUMAN RESOURCES MANAGER	MGR12	MGMT	Hourly	95.31	100.07	105.08	110.35	115.88
				Bi-Weekly	7,624.80	8,005.60	8,406.40	8,828.00	9,270.40
				Monthly	16,520.40	17,345.47	18,213.87	19,127.33	20,085.87
				Annual	198,244.80	208,145.60	218,566.40	229,528.00	241,030.40
3181	IT ADMINISTRATOR	CME11	CMEA	Hourly	67.84	71.23	74.79	78.53	82.46
				Bi-Weekly	5,427.20	5,698.40	5,983.20	6,282.40	6,596.80
				Monthly	11,758.93	12,346.53	12,963.60	13,611.87	14,293.07
				Annual	141,107.20	148,158.40	155,563.20	163,342.40	171,516.80
1106	IT MANAGER	MGR10	MGMT	Hourly	83.22	87.37	91.78	96.34	101.14
				Bi-Weekly	6,657.60	6,989.60	7,342.40	7,707.20	8,091.20
				Monthly	14,424.80	15,144.13	15,908.53	16,698.93	17,530.93
				Annual	173,097.60	181,729.60	190,902.40	200,387.20	210,371.20

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**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **7/8/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
3182	IT TECHNICIAN	CME12	CMEA	Hourly	57.08	59.96	62.95	66.11	69.39
				Bi-Weekly	4,566.40	4,796.80	5,036.00	5,288.80	5,551.20
				Monthly	9,893.87	10,393.07	10,911.33	11,459.07	12,027.60
				Annual	118,726.40	124,716.80	130,936.00	137,508.80	144,331.20
3183	IT TECHNICIAN (PPT)	CME44	CMEA	Hourly	57.08	59.96	62.95	66.11	69.39
				Bi-Weekly	4,566.40	4,796.80	5,036.00	5,288.80	5,551.20
				Monthly	9,893.87	10,393.07	10,911.33	11,459.07	12,027.60
				Annual	118,726.40	124,716.80	130,936.00	137,508.80	144,331.20
3262	JUNIOR ENGR	CME21	CMEA	Hourly	53.95	56.62	59.44	62.42	65.53
				Bi-Weekly	4,316.00	4,529.60	4,755.20	4,993.60	5,242.40
				Monthly	9,351.33	9,814.13	10,302.93	10,819.47	11,358.53
				Annual	112,216.00	117,769.60	123,635.20	129,833.60	136,302.40
4212	LGT/TRF SIG ASSIST	MIL03	CARP	Hourly	46.36	48.75	51.16	53.70	56.38
				Bi-Weekly	3,708.80	3,900.00	4,092.80	4,296.00	4,510.40
				Monthly	8,035.73	8,450.00	8,867.73	9,308.00	9,772.53
				Annual	96,428.80	101,400.00	106,412.80	111,696.00	117,270.40
4210	LGT/TRF SIG SPVSR	MIL01	CARP	Hourly	66.66	69.99	73.48	77.18	81.04
				Bi-Weekly	5,332.80	5,599.20	5,878.40	6,174.40	6,483.20
				Monthly	11,554.40	12,131.60	12,736.53	13,377.87	14,046.93
				Annual	138,652.80	145,579.20	152,838.40	160,534.40	168,563.20
4211	LGT/TRF SIG TECH	MIL02	CARP	Hourly	55.76	58.53	61.45	64.52	67.77
				Bi-Weekly	4,460.80	4,682.40	4,916.00	5,161.60	5,421.60
				Monthly	9,665.07	10,145.20	10,651.33	11,183.47	11,746.80
				Annual	115,980.80	121,742.40	127,816.00	134,201.60	140,961.60
4386	MAINTENANCE WORKER I	MIL15	CARP	Hourly	34.50	36.19	38.00	39.93	41.94
				Bi-Weekly	2,760.00	2,895.20	3,040.00	3,194.40	3,355.20
				Monthly	5,980.00	6,272.93	6,586.67	6,921.20	7,269.60
				Annual	71,760.00	75,275.20	79,040.00	83,054.40	87,235.20
4387	MAINTENANCE WORKER II	MIL16	CARP	Hourly	38.09	39.98	42.00	44.09	46.30
				Bi-Weekly	3,047.20	3,198.40	3,360.00	3,527.20	3,704.00
				Monthly	6,602.27	6,929.87	7,280.00	7,642.27	8,025.33
				Annual	79,227.20	83,158.40	87,360.00	91,707.20	96,304.00
4332	MECHANIC I	MIL10	CARP	Hourly	37.73	39.68	41.62	43.71	45.89
				Bi-Weekly	3,018.40	3,174.40	3,329.60	3,496.80	3,671.20
				Monthly	6,539.87	6,877.87	7,214.13	7,576.40	7,954.27
				Annual	78,478.40	82,534.40	86,569.60	90,916.80	95,451.20
4333	MECHANIC I (PPT)*	MIL14	CARP	Hourly	37.73	39.68	41.62	43.71	45.89
				Bi-Weekly	3,018.40	3,174.40	3,329.60	3,496.80	3,671.20
				Monthly	6,539.87	6,877.87	7,214.13	7,576.40	7,954.27
				Annual	78,478.40	82,534.40	86,569.60	90,916.80	95,451.20
4270	MECHANIC II	MIL05	CARP	Hourly	44.14	46.33	48.68	51.13	53.66
				Bi-Weekly	3,531.20	3,706.40	3,894.40	4,090.40	4,292.80
				Monthly	7,650.93	8,030.53	8,437.87	8,862.53	9,301.07
				Annual	91,811.20	96,366.40	101,254.40	106,350.40	111,612.80
4334	MECHANIC II (PPT)*	MIL17	CARP	Hourly	44.14	46.33	48.68	51.13	53.66
				Bi-Weekly	3,531.20	3,706.40	3,894.40	4,090.40	4,292.80
				Monthly	7,650.93	8,030.53	8,437.87	8,862.53	9,301.07
				Annual	91,811.20	96,366.40	101,254.40	106,350.40	111,612.80
3369	MUSEUM COLLECTIONS SPECIALIST	CME48	CMEA	Hourly	31.88	34.08	36.37	38.84	41.47
				Bi-Weekly	2,550.40	2,726.40	2,909.60	3,107.20	3,317.60
				Monthly	5,525.87	5,907.20	6,304.13	6,732.27	7,188.13
				Annual	66,310.40	70,886.40	75,649.60	80,787.20	86,257.60
3366	MUSEUM ED COORDINATOR	CME30	CMEA	Hourly	41.72	43.82	45.98	48.25	50.70
				Bi-Weekly	3,337.60	3,505.60	3,678.40	3,860.00	4,056.00
				Monthly	7,231.47	7,595.47	7,969.87	8,363.33	8,788.00
				Annual	86,777.60	91,145.60	95,638.40	100,360.00	105,456.00

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CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
3915	<b>NTR STE MGR (PPT)*</b>	CME41	CMEA	Hourly	26.50	27.86	29.24	30.70	32.24
				Bi-Weekly	2,120.00	2,228.80	2,339.20	2,456.00	2,579.20
				Monthly	4,593.33	4,829.07	5,068.27	5,321.33	5,588.27
				Annual	55,120.00	57,948.80	60,819.20	63,856.00	67,059.20
3400	<b>OFFICE ASST</b>	CME35	CMEA	Hourly	36.58	38.41	40.40	42.36	44.53
				Bi-Weekly	2,926.40	3,072.80	3,232.00	3,388.80	3,562.40
				Monthly	6,340.53	6,657.73	7,002.67	7,342.40	7,718.53
				Annual	76,086.40	79,892.80	84,032.00	88,108.80	92,622.40
3910	<b>OFFICE ASST (PPT)*</b>	CME40	CMEA	Hourly	36.58	38.41	40.40	42.36	44.53
				Bi-Weekly	2,926.40	3,072.80	3,232.00	3,388.80	3,562.40
				Monthly	6,340.53	6,657.73	7,002.67	7,342.40	7,718.53
				Annual	76,086.40	79,892.80	84,032.00	88,108.80	92,622.40
2375	<b>OFFICE SPEC (CONF)</b>	CON03	CONF	Hourly	39.28	41.27	43.35	45.48	47.77
				Bi-Weekly	3,142.40	3,301.60	3,468.00	3,638.40	3,821.60
				Monthly	6,808.53	7,153.47	7,514.00	7,883.20	8,280.13
				Annual	81,702.40	85,841.60	90,168.00	94,598.40	99,361.60
3401	<b>OFFICE SPECIALIST</b>	CME36	CMEA	Hourly	41.93	44.03	46.24	48.55	50.96
				Bi-Weekly	3,354.40	3,522.40	3,699.20	3,884.00	4,076.80
				Monthly	7,267.87	7,631.87	8,014.93	8,415.33	8,833.07
				Annual	87,214.40	91,582.40	96,179.20	100,984.00	105,996.80
3403	<b>OFFICE SPECIALIST (PPT)</b>	CME45	CMEA	Hourly	41.93	44.03	46.24	48.55	50.96
				Bi-Weekly	3,354.40	3,522.40	3,699.20	3,884.00	4,076.80
				Monthly	7,267.87	7,631.87	8,014.93	8,415.33	8,833.07
				Annual	87,214.40	91,582.40	96,179.20	100,984.00	105,996.80
4300	<b>PARK MNT LEAD WKR</b>	MIL08	CARP	Hourly	41.89	43.99	46.16	48.49	50.92
				Bi-Weekly	3,351.20	3,519.20	3,692.80	3,879.20	4,073.60
				Monthly	7,260.93	7,624.93	8,001.07	8,404.93	8,826.13
				Annual	87,131.20	91,499.20	96,012.80	100,859.20	105,913.60
1265	<b>PARK MNT SPVSR</b>	MGR20	MGMT	Hourly	64.71	67.98	71.36	74.95	78.70
				Bi-Weekly	5,176.80	5,438.40	5,708.80	5,996.00	6,296.00
				Monthly	11,216.40	11,783.20	12,369.07	12,991.33	13,641.33
				Annual	134,596.80	141,398.40	148,428.80	155,896.00	163,696.00
2315	<b>PAYROLL/ACCOUNTING TECH (CONF)</b>	CON01	CONF	Hourly	46.80	49.12	51.62	54.20	56.89
				Bi-Weekly	3,744.00	3,929.60	4,129.60	4,336.00	4,551.20
				Monthly	8,112.00	8,514.13	8,947.47	9,394.67	9,860.93
				Annual	97,344.00	102,169.60	107,369.60	112,736.00	118,331.20
3402	<b>PERMIT TECH</b>	CME37	CMEA	Hourly	42.92	45.07	47.34	49.69	52.17
				Bi-Weekly	3,433.60	3,605.60	3,787.20	3,975.20	4,173.60
				Monthly	7,439.47	7,812.13	8,205.60	8,612.93	9,042.80
				Annual	89,273.60	93,745.60	98,467.20	103,355.20	108,513.60
3405	<b>PLAN CHECK EXAMINER</b>	CME56	CMEA	Hourly	57.81	60.86	64.07	67.43	70.99
				Bi-Weekly	4,624.80	4,868.80	5,125.60	5,394.40	5,679.20
				Monthly	10,020.40	10,549.07	11,105.47	11,687.87	12,304.93
				Annual	120,244.80	126,588.80	133,265.60	140,254.40	147,659.20
1172	<b>PLANNING MANAGER</b>	MGR16	MGMT	Hourly	78.48	82.40	86.53	90.86	95.38
				Bi-Weekly	6,278.40	6,592.00	6,922.40	7,268.80	7,630.40
				Monthly	13,603.20	14,282.67	14,998.53	15,749.07	16,532.53
				Annual	163,238.40	171,392.00	179,982.40	188,988.80	198,390.40
3404	<b>PLANNING TECHNICIAN</b>	CME52	CMEA	Hourly	43.88	46.06	48.38	50.80	53.32
				Bi-Weekly	3,510.40	3,684.80	3,870.40	4,064.00	4,265.60
				Monthly	7,605.87	7,983.73	8,385.87	8,805.33	9,242.13
				Annual	91,270.40	95,804.80	100,630.40	105,664.00	110,905.60
6165	<b>POLICE AGENT</b>	CPO02	CPOA	Hourly	66.71	70.01	73.53	77.20	81.07
				Bi-Weekly	5,336.80	5,600.80	5,882.40	6,176.00	6,485.60
				Monthly	11,563.07	12,135.07	12,745.20	13,381.33	14,052.13
				Annual	138,756.80	145,620.80	152,942.40	160,576.00	168,625.60

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		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
1045	POLICE CAPTAIN	MGR01	MGMT	Hourly	109.90	115.43	121.16	127.29	133.60
				Bi-Weekly	8,792.00	9,234.40	9,692.80	10,183.20	10,688.00
				Monthly	19,049.33	20,007.87	21,001.07	22,063.60	23,157.33
				Annual	228,592.00	240,094.40	252,012.80	264,763.20	277,888.00
1010	POLICE CHIEF	UNC02	UNCL - P	Hourly	120.89	-	-	-	146.96
				Bi-Weekly	9,671.20	-	-	-	11,756.80
				Monthly	20,954.27	-	-	-	25,473.07
				Annual	251,451.20	-	-	-	305,676.80
1075	POLICE LT	MGR03	MGMT	Hourly	79.69	83.65	87.86	92.24	96.86
				Bi-Weekly	6,375.20	6,692.00	7,028.80	7,379.20	7,748.80
				Monthly	13,812.93	14,499.33	15,229.07	15,988.27	16,789.07
				Annual	165,755.20	173,992.00	182,748.80	191,859.20	201,468.80
6215	POLICE OFCR	CPO04	CPOA	Hourly	62.10	65.18	68.43	71.86	75.45
				Bi-Weekly	4,968.00	5,214.40	5,474.40	5,748.80	6,036.00
				Monthly	10,764.00	11,297.87	11,861.20	12,455.73	13,078.00
				Annual	129,168.00	135,574.40	142,334.40	149,468.80	156,936.00
6214	POLICE OFCR TRN	CPO03	CPOA	Hourly	55.90	-	-	-	-
				Bi-Weekly	4,472.00	-	-	-	-
				Monthly	9,689.33	-	-	-	-
				Annual	116,272.00	-	-	-	-
5360	POLICE RCDS SPEC	CPC05	CPCEA	Hourly	39.52	41.49	43.60	45.78	48.03
				Bi-Weekly	3,161.60	3,319.20	3,488.00	3,662.40	3,842.40
				Monthly	6,850.13	7,191.60	7,557.33	7,935.20	8,325.20
				Annual	82,201.60	86,299.20	90,688.00	95,222.40	99,902.40
5292	POLICE RCDS SPVSR	CPC04	CPCEA	Hourly	50.34	52.81	55.47	58.22	61.12
				Bi-Weekly	4,027.20	4,224.80	4,437.60	4,657.60	4,889.60
				Monthly	8,725.60	9,153.73	9,614.80	10,091.47	10,594.13
				Annual	104,707.20	109,844.80	115,377.60	121,097.60	127,129.60
6120	POLICE SGT	CPO01	CPOA	Hourly	74.18	77.93	81.78	85.85	90.17
				Bi-Weekly	5,934.40	6,234.40	6,542.40	6,868.00	7,213.60
				Monthly	12,857.87	13,507.87	14,175.20	14,880.67	15,629.47
				Annual	154,294.40	162,094.40	170,102.40	178,568.00	187,553.60
1175	PRINCIPAL PLANNER	MGR30	MGMT	Hourly	76.36	80.15	84.24	88.39	92.89
				Bi-Weekly	6,108.80	6,412.00	6,739.20	7,071.20	7,431.20
				Monthly	13,235.73	13,892.67	14,601.60	15,320.93	16,100.93
				Annual	158,828.80	166,712.00	175,219.20	183,851.20	193,211.20
5361	PROPERTY/EVIDENCE SPEC	CPC06	CPCEA	Hourly	43.27	45.46	47.73	50.11	52.63
				Bi-Weekly	3,461.60	3,636.80	3,818.40	4,008.80	4,210.40
				Monthly	7,500.13	7,879.73	8,273.20	8,685.73	9,122.53
				Annual	90,001.60	94,556.80	99,278.40	104,228.80	109,470.40
5275	PS DISPATCHER	CPC02	CPCEA	Hourly	51.80	54.40	57.09	59.98	62.97
				Bi-Weekly	4,144.00	4,352.00	4,567.20	4,798.40	5,037.60
				Monthly	8,978.67	9,429.33	9,895.60	10,396.53	10,914.80
				Annual	107,744.00	113,152.00	118,747.20	124,758.40	130,977.60
5276	PS DISPATCHER (PPT)	CPC03	CPCEA	Hourly	51.80	54.40	57.09	59.98	62.97
				Bi-Weekly	4,144.00	4,352.00	4,567.20	4,798.40	5,037.60
				Monthly	8,978.67	9,429.33	9,895.60	10,396.53	10,914.80
				Annual	107,744.00	113,152.00	118,747.20	124,758.40	130,977.60
3120	PUBLIC SAFETY SYS SPEC	CME01	CMEA	Hourly	57.08	59.96	62.95	66.11	69.39
				Bi-Weekly	4,566.40	4,796.80	5,036.00	5,288.80	5,551.20
				Monthly	9,893.87	10,393.07	10,911.33	11,459.07	12,027.60
				Annual	118,726.40	124,716.80	130,936.00	137,508.80	144,331.20
1095	PUBLIC WKS SUPT	MGR08	MGMT	Hourly	82.54	86.68	91.01	95.56	100.33
				Bi-Weekly	6,603.20	6,934.40	7,280.80	7,644.80	8,026.40
				Monthly	14,306.93	15,024.53	15,775.07	16,563.73	17,390.53
				Annual	171,683.20	180,294.40	189,300.80	198,764.80	208,686.40

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**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **7/8/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range			Step 1	Step 2	Step 3	Step 4	Step 5
1015	PUBLIC WORK DIRECTOR	UNC03	UNCL	Hourly	109.40	-	-	-	143.72
				Bi-Weekly	8,752.00	-	-	-	11,497.60
				Monthly	18,962.67	-	-	-	24,911.47
				Annual	227,552.00	-	-	-	298,937.60
3155	PUBLIC WORKS INSP	CME08	CMEA	Hourly	59.28	62.23	65.35	68.62	72.08
				Bi-Weekly	4,742.40	4,978.40	5,228.00	5,489.60	5,766.40
				Monthly	10,275.20	10,786.53	11,327.33	11,894.13	12,493.87
				Annual	123,302.40	129,438.40	135,928.00	142,729.60	149,926.40
3365	REC PROG COORD	CME29	CMEA	Hourly	46.43	48.80	51.17	53.74	56.43
				Bi-Weekly	3,714.40	3,904.00	4,093.60	4,299.20	4,514.40
				Monthly	8,047.87	8,458.67	8,869.47	9,314.93	9,781.20
				Annual	96,574.40	101,504.00	106,433.60	111,779.20	117,374.40
1035	REC/COMM. SVCS DIRECTOR	UNC04	UNCL	Hourly	107.57	-	-	-	140.68
				Bi-Weekly	8,605.60	-	-	-	11,254.40
				Monthly	18,645.47	-	-	-	24,384.53
				Annual	223,745.60	-	-	-	292,614.40
1171	RECREATION SERVICE MGR	MGR22	MGMT	Hourly	76.50	80.37	84.38	88.58	93.02
				Bi-Weekly	6,120.00	6,429.60	6,750.40	7,086.40	7,441.60
				Monthly	13,260.00	13,930.80	14,625.87	15,353.87	16,123.47
				Annual	159,120.00	167,169.60	175,510.40	184,246.40	193,481.60
3362	RECREATION SPECIALIST FACILITIES	CME47	CMEA	Hourly	31.88	34.08	36.37	38.84	41.47
				Bi-Weekly	2,550.40	2,726.40	2,909.60	3,107.20	3,317.60
				Monthly	5,525.87	5,907.20	6,304.13	6,732.27	7,188.13
				Annual	66,310.40	70,886.40	75,649.60	80,787.20	86,257.60
3364	RECREATION SPECIALIST	CME47	CMEA	Hourly	31.88	34.08	36.37	38.84	41.47
				Bi-Weekly	2,550.40	2,726.40	2,909.60	3,107.20	3,317.60
				Monthly	5,525.87	5,907.20	6,304.13	6,732.27	7,188.13
				Annual	66,310.40	70,886.40	75,649.60	80,787.20	86,257.60
3363	RECREATION SPECIALIST (PPT)	CME51	CMEA	Hourly	31.88	34.08	36.37	38.84	41.47
				Bi-Weekly	2,550.40	2,726.40	2,909.60	3,107.20	3,317.60
				Monthly	5,525.87	5,907.20	6,304.13	6,732.27	7,188.13
				Annual	66,310.40	70,886.40	75,649.60	80,787.20	86,257.60
3255	RECREATION SPVSR	CME20	CMEA	Hourly	57.25	60.11	63.13	66.32	69.63
				Bi-Weekly	4,580.00	4,808.80	5,050.40	5,305.60	5,570.40
				Monthly	9,923.33	10,419.07	10,942.53	11,495.47	12,069.20
				Annual	119,080.00	125,028.80	131,310.40	137,945.60	144,830.40
3193	REDEVELOPMENT COORDINATOR	CME17	CMEA		-	-	-	-	-
3192	SENIOR PLANNER	CME16	CMEA	Hourly	71.04	74.56	78.36	82.22	86.41
				Bi-Weekly	5,683.20	5,964.80	6,268.80	6,577.60	6,912.80
				Monthly	12,313.60	12,923.73	13,582.40	14,251.47	14,977.73
				Annual	147,763.20	155,084.80	162,988.80	171,017.60	179,732.80
3178	SOCIAL MEDIA SPECIALIST (PPT)	CME50	CMEA	Hourly	39.53	41.53	43.61	45.78	48.08
				Bi-Weekly	3,162.40	3,322.40	3,488.80	3,662.40	3,846.40
				Monthly	6,851.87	7,198.53	7,559.07	7,935.20	8,333.87
				Annual	82,222.40	86,382.40	90,708.80	95,222.40	100,006.40
3179	SR ACCOUNTANT	CME49	CMEA	Hourly	58.93	61.90	64.97	68.22	71.66
				Bi-Weekly	4,714.40	4,952.00	5,197.60	5,457.60	5,732.80
				Monthly	10,214.53	10,729.33	11,261.47	11,824.80	12,421.07
				Annual	122,574.40	128,752.00	135,137.60	141,897.60	149,052.80
3145	SR BLDG INSP	CME05	CMEA	Hourly	64.39	67.69	71.05	74.62	78.35
				Bi-Weekly	5,151.20	5,415.20	5,684.00	5,969.60	6,268.00
				Monthly	11,160.93	11,732.93	12,315.33	12,934.13	13,580.67
				Annual	133,931.20	140,795.20	147,784.00	155,209.60	162,968.00

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**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **7/8/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
1093	SR CIVIL ENG (PPT)	MGR07	MGMT	Hourly	78.76	82.72	86.87	91.17	95.75
				Bi-Weekly	6,300.80	6,617.60	6,949.60	7,293.60	7,660.00
				Monthly	13,651.73	14,338.13	15,057.47	15,802.80	16,596.67
				Annual	163,820.80	172,057.60	180,689.60	189,633.60	199,160.00
1091	SR CIVIL ENGR	MGR06	MGMT	Hourly	78.76	82.72	86.87	91.17	95.75
				Bi-Weekly	6,300.80	6,617.60	6,949.60	7,293.60	7,660.00
				Monthly	13,651.73	14,338.13	15,057.47	15,802.80	16,596.67
				Annual	163,820.80	172,057.60	180,689.60	189,633.60	199,160.00
3191	SR ENGR TECH	CME15	CMEA	Hourly	63.90	67.11	70.46	74.00	77.68
				Bi-Weekly	5,112.00	5,368.80	5,636.80	5,920.00	6,214.40
				Monthly	11,076.00	11,632.40	12,213.07	12,826.67	13,464.53
				Annual	132,912.00	139,588.80	146,556.80	153,920.00	161,574.40
3367	SR MUSEUM SPECIALIST	CME31	CMEA	Hourly	47.98	50.40	52.90	55.53	58.38
				Bi-Weekly	3,838.40	4,032.00	4,232.00	4,442.40	4,670.40
				Monthly	8,316.53	8,736.00	9,169.33	9,625.20	10,119.20
				Annual	99,798.40	104,832.00	110,032.00	115,502.40	121,430.40
3370	SR OFFICE ASST	CME32	CMEA	Hourly	40.44	42.44	44.58	46.79	49.18
				Bi-Weekly	3,235.20	3,395.20	3,566.40	3,743.20	3,934.40
				Monthly	7,009.60	7,356.27	7,727.20	8,110.27	8,524.53
				Annual	84,115.20	88,275.20	92,726.40	97,323.20	102,294.40
3160	SR PUBLIC WORKS INSP	CME09	CMEA	Hourly	63.31	66.50	69.83	73.33	77.00
				Bi-Weekly	5,064.80	5,320.00	5,586.40	5,866.40	6,160.00
				Monthly	10,973.73	11,526.67	12,103.87	12,710.53	13,346.67
				Annual	131,684.80	138,320.00	145,246.40	152,526.40	160,160.00
1267	SR PUBLIC WORKS PROJECT MGR	MGR26	MGMT	Hourly	78.76	82.72	86.87	91.17	95.75
				Bi-Weekly	6,300.80	6,617.60	6,949.60	7,293.60	7,660.00
				Monthly	13,651.73	14,338.13	15,057.47	15,802.80	16,596.67
				Annual	163,820.80	172,057.60	180,689.60	189,633.60	199,160.00
3250	SR SVCS SPVSR	CME19	CMEA	Hourly	57.25	60.11	63.13	66.32	69.63
				Bi-Weekly	4,580.00	4,808.80	5,050.40	5,305.60	5,570.40
				Monthly	9,923.33	10,419.07	10,942.53	11,495.47	12,069.20
				Annual	119,080.00	125,028.80	131,310.40	137,945.60	144,830.40
4296	STR MNT FIELD SPVSR	MIL07	CARP	Hourly	54.68	57.39	60.27	63.28	66.48
				Bi-Weekly	4,374.40	4,591.20	4,821.60	5,062.40	5,318.40
				Monthly	9,477.87	9,947.60	10,446.80	10,968.53	11,523.20
				Annual	113,734.40	119,371.20	125,361.60	131,622.40	138,278.40
4295	STR MNT LEAD WKR	MIL06	CARP	Hourly	41.89	43.99	46.16	48.49	50.92
				Bi-Weekly	3,351.20	3,519.20	3,692.80	3,879.20	4,073.60
				Monthly	7,260.93	7,624.93	8,001.07	8,404.93	8,826.13
				Annual	87,131.20	91,499.20	96,012.80	100,859.20	105,913.60
1266	STREET MNT SUPERVISOR	MGR25	MGMT	Hourly	63.01	66.16	69.46	72.94	76.59
				Bi-Weekly	5,040.80	5,292.80	5,556.80	5,835.20	6,127.20
				Monthly	10,921.73	11,467.73	12,039.73	12,642.93	13,275.60
				Annual	131,060.80	137,612.80	144,476.80	151,715.20	159,307.20
1046	SUPPORT SERVICE MANAGER	MGR21	MGMT	Hourly	85.89	90.21	94.76	99.48	104.47
				Bi-Weekly	6,871.20	7,216.80	7,580.80	7,958.40	8,357.60
				Monthly	14,887.60	15,636.40	16,425.07	17,243.20	18,108.13
				Annual	178,651.20	187,636.80	197,100.80	206,918.40	217,297.60
1090	TRAFFIC ENGR	MGR05	MGMT	Hourly	81.27	85.36	89.61	94.09	98.82
				Bi-Weekly	6,501.60	6,828.80	7,168.80	7,527.20	7,905.60
				Monthly	14,086.80	14,795.73	15,532.40	16,308.93	17,128.80
				Annual	169,041.60	177,548.80	186,388.80	195,707.20	205,545.60
3916	UNHOUSED SPECIALIST	CME42	CMEA	Hourly	42.25	44.47	46.81	49.28	51.87
				Bi-Weekly	3,380.00	3,557.60	3,744.80	3,942.40	4,149.60
				Monthly	7,323.33	7,708.13	8,113.73	8,541.87	8,990.80
				Annual	87,880.00	92,497.60	97,364.80	102,502.40	107,889.60

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**CITY OF CAMPBELL**  
**POSITION CLASSIFICATION - ALL GROUPS**  
**FY 24/25- SALARY SCHEDULE**

Effective: **7/8/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range			Step 1	Step 2	Step 3	Step 4	Step 5
3395	UTILITY WRKR	CME34	CMEA	Hourly	40.78	42.84	44.95	47.19	49.59
				Bi-Weekly	3,262.40	3,427.20	3,596.00	3,775.20	3,967.20
				Monthly	7,068.53	7,425.60	7,791.33	8,179.60	8,595.60
				Annual	84,822.40	89,107.20	93,496.00	98,155.20	103,147.20

- Notes:
- 1) Negotiated 3% Cost of Living Adjustments for CMEA, CARP, Confidential, CPCEA, MGMT, and UNCLASSIFIED eff 07/08/2024.
  - 2) City Attorney compensation adjustment 07/08/2024
  - 3) Market rate adjustment for Lighting & Traffic Signal Tech (5.46%) effective 07/08/2024.
  - 4) Market rate adjustment for Maintenance Worker II (0.11%) effective 07/08/2024.
  - 5) Market rate adjustment for Lighting & Traffic Signal Asst and Lighting & Traffic Signal Spvs (5.46%) effective 07/08/2024.

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**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **9/2/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range			Step 1	Step 2	Step 3	Step 4	Step 5
3180	ACCOUNTANT	CME10	CMEA	Hourly	53.47	56.09	58.93	61.87	64.96
				Bi-Weekly	4,277.60	4,487.20	4,714.40	4,949.60	5,196.80
				Monthly	9,268.13	9,722.27	10,214.53	10,724.13	11,259.73
				Annual	111,217.60	116,667.20	122,574.40	128,689.60	135,116.80
3355	ACCT CLERK II	CME28	CMEA	Hourly	44.23	46.40	48.71	51.17	53.67
				Bi-Weekly	3,538.40	3,712.00	3,896.80	4,093.60	4,293.60
				Monthly	7,666.53	8,042.67	8,443.07	8,869.47	9,302.80
				Annual	91,998.40	96,512.00	101,316.80	106,433.60	111,633.60
3417	ACCT CLK I	CME38	CMEA	Hourly	37.49	39.40	41.36	43.46	45.60
				Bi-Weekly	2,999.20	3,152.00	3,308.80	3,476.80	3,648.00
				Monthly	6,498.27	6,829.33	7,169.07	7,533.07	7,904.00
				Annual	77,979.20	81,952.00	86,028.80	90,396.80	94,848.00
3151	ADMIN ANALYST I	CME07	CMEA	Hourly	58.32	61.27	64.31	67.49	70.94
				Bi-Weekly	4,665.60	4,901.60	5,144.80	5,399.20	5,675.20
				Monthly	10,108.80	10,620.13	11,147.07	11,698.27	12,296.27
				Annual	121,305.60	127,441.60	133,764.80	140,379.20	147,555.20
1195	ADMN ANALYST II	MGR18	MGMT	Hourly	58.60	61.52	64.61	67.83	71.25
				Bi-Weekly	4,688.00	4,921.60	5,168.80	5,426.40	5,700.00
				Monthly	10,157.33	10,663.47	11,199.07	11,757.20	12,350.00
				Annual	121,888.00	127,961.60	134,388.80	141,086.40	148,200.00
4388	ARBORIST	MIL18	CARP	Hourly	46.07	48.38	50.79	53.32	55.98
				Bi-Weekly	3,685.60	3,870.40	4,063.20	4,265.60	4,478.40
				Monthly	7,985.47	8,385.87	8,803.60	9,242.13	9,703.20
				Annual	95,825.60	100,630.40	105,643.20	110,905.60	116,438.40
1020	ASSISTANT CITY MANAGER	UNC07	UNCL	Hourly	107.57	-	-	-	140.68
				Bi-Weekly	8,605.60	-	-	-	11,254.40
				Monthly	18,645.47	-	-	-	24,384.53
				Annual	223,745.60	-	-	-	292,614.40
3125	ASSIST ENGR	CME03	CMEA	Hourly	61.15	64.21	67.42	70.78	74.37
				Bi-Weekly	4,892.00	5,136.80	5,393.60	5,662.40	5,949.60
				Monthly	10,599.33	11,129.73	11,686.13	12,268.53	12,890.80
				Annual	127,192.00	133,556.80	140,233.60	147,222.40	154,689.60
3126	ASSISTANT ENGINEER (PPT)	CME43	CMEA	Hourly	61.15	64.21	67.42	70.78	74.37
				Bi-Weekly	4,892.00	5,136.80	5,393.60	5,662.40	5,949.60
				Monthly	10,599.33	11,129.73	11,686.13	12,268.53	12,890.80
				Annual	127,192.00	133,556.80	140,233.60	147,222.40	154,689.60
1104	ASSISTANT FINANCE DIRECTOR	MGR27	MGMT	Hourly	85.67	90.18	94.91	99.91	105.17
				Bi-Weekly	6,853.60	7,214.40	7,592.80	7,992.80	8,413.60
				Monthly	14,849.47	15,631.20	16,451.07	17,317.73	18,229.47
				Annual	178,193.60	187,574.40	197,412.80	207,812.80	218,753.60
3124	ASSOC CIVIL ENGR	CME02	CMEA	Hourly	69.01	72.47	76.12	79.90	83.91
				Bi-Weekly	5,520.80	5,797.60	6,089.60	6,392.00	6,712.80
				Monthly	11,961.73	12,561.47	13,194.13	13,849.33	14,544.40
				Annual	143,540.80	150,737.60	158,329.60	166,192.00	174,532.80
3190	ASSOCIATE PLANNER	CME14	CMEA	Hourly	62.67	65.79	69.05	72.53	76.15
				Bi-Weekly	5,013.60	5,263.20	5,524.00	5,802.40	6,092.00
				Monthly	10,862.80	11,403.60	11,968.67	12,571.87	13,199.33
				Annual	130,353.60	136,843.20	143,624.00	150,862.40	158,392.00
3290	ASSISTANT PLANNER	CME23	CMEA	Hourly	53.62	56.30	59.12	62.09	65.16
				Bi-Weekly	4,289.60	4,504.00	4,729.60	4,967.20	5,212.80
				Monthly	9,294.13	9,758.67	10,247.47	10,762.27	11,294.40
				Annual	111,529.60	117,104.00	122,969.60	129,147.20	135,532.80
1167	ASST TO CM	MGR14	MGMT	Hourly	71.57	75.18	78.94	82.87	87.00
				Bi-Weekly	5,725.60	6,014.40	6,315.20	6,629.60	6,960.00
				Monthly	12,405.47	13,031.20	13,682.93	14,364.13	15,080.00
				Annual	148,865.60	156,374.40	164,195.20	172,369.60	180,960.00

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**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **9/2/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
3150	BLDG INSPECTOR	CME06	CMEA	Hourly	59.28	62.23	65.35	68.62	72.08
				Bi-Weekly	4,742.40	4,978.40	5,228.00	5,489.60	5,766.40
				Monthly	10,275.20	10,786.53	11,327.33	11,894.13	12,493.87
				Annual	123,302.40	129,438.40	135,928.00	142,729.60	149,926.40
3305	BLDG MNT LEAD WKR	CME24	CMEA	Hourly	49.51	51.98	54.56	57.33	60.21
				Bi-Weekly	3,960.80	4,158.40	4,364.80	4,586.40	4,816.80
				Monthly	8,581.73	9,009.87	9,457.07	9,937.20	10,436.40
				Annual	102,980.80	108,118.40	113,484.80	119,246.40	125,236.80
3338	BLDG MNT WKR	CME25	CMEA	Hourly	45.01	47.31	49.64	52.12	54.78
				Bi-Weekly	3,600.80	3,784.80	3,971.20	4,169.60	4,382.40
				Monthly	7,801.73	8,200.40	8,604.27	9,034.13	9,495.20
				Annual	93,620.80	98,404.80	103,251.20	108,409.60	113,942.40
1080	BLDG OFFICIAL	MGR04	MGMT	Hourly	80.33	84.38	88.59	93.00	97.66
				Bi-Weekly	6,426.40	6,750.40	7,087.20	7,440.00	7,812.80
				Monthly	13,923.87	14,625.87	15,355.60	16,120.00	16,927.73
				Annual	167,086.40	175,510.40	184,267.20	193,440.00	203,132.80
1241	BUILDING MNT SUPERVISOR	MGR23	MGMT	Hourly	61.57	64.64	67.88	71.28	74.86
				Bi-Weekly	4,925.60	5,171.20	5,430.40	5,702.40	5,988.80
				Monthly	10,672.13	11,204.27	11,765.87	12,355.20	12,975.73
				Annual	128,065.60	134,451.20	141,190.40	148,262.40	155,708.80
7425	CITY ATTORNEY		ATTY	Hourly	212.50	-	-	-	-
				Bi-Weekly	-	-	-	-	-
				Monthly	21,250.00	-	-	-	-
				Annual	255,000.00	-	-	-	-
1160	CITY CLERK	MGR13	MGMT	Hourly	75.45	79.19	83.18	87.31	91.69
				Bi-Weekly	6,036.00	6,335.20	6,654.40	6,984.80	7,335.20
				Monthly	13,078.00	13,726.27	14,417.87	15,133.73	15,892.93
				Annual	156,936.00	164,715.20	173,014.40	181,604.80	190,715.20
1068	CITY ENGR	MGR02	MGMT	Hourly	99.45	104.45	109.65	115.13	120.89
				Bi-Weekly	7,956.00	8,356.00	8,772.00	9,210.40	9,671.20
				Monthly	17,238.00	18,104.67	19,006.00	19,955.87	20,954.27
				Annual	206,856.00	217,256.00	228,072.00	239,470.40	251,451.20
1005	CITY MANAGER	UNC01	CMGR	Hourly	172.54	-	-	-	-
				Bi-Weekly	13,803.20	-	-	-	-
				Monthly	29,906.93	-	-	-	-
				Annual	358,883.20	-	-	-	-
3187	CODE ENF OFCR	CME13	CMEA	Hourly	55.49	58.26	61.15	64.23	67.42
				Bi-Weekly	4,439.20	4,660.80	4,892.00	5,138.40	5,393.60
				Monthly	9,618.27	10,098.40	10,599.33	11,133.20	11,686.13
				Annual	115,419.20	121,180.80	127,192.00	133,598.40	140,233.60
3153	COMM & PUBLIC ENGAGEMENT COORD	CME53	CMEA	Hourly	57.09	59.96	62.95	66.10	69.40
				Bi-Weekly	4,567.20	4,796.80	5,036.00	5,288.00	5,552.00
				Monthly	9,895.60	10,393.07	10,911.33	11,457.33	12,029.33
				Annual	118,747.20	124,716.80	130,936.00	137,488.00	144,352.00
1170	COMM CTR MGR	MGR15	MGMT	Hourly	71.57	75.18	78.94	82.87	87.00
				Bi-Weekly	5,725.60	6,014.40	6,315.20	6,629.60	6,960.00
				Monthly	12,405.47	13,031.20	13,682.93	14,364.13	15,080.00
				Annual	148,865.60	156,374.40	164,195.20	172,369.60	180,960.00
5362	COMM SERV OFFICER	CPC07	CPCEA	Hourly	42.11	44.25	46.44	48.80	51.24
				Bi-Weekly	3,368.80	3,540.00	3,715.20	3,904.00	4,099.20
				Monthly	7,299.07	7,670.00	8,049.60	8,458.67	8,881.60
				Annual	87,588.80	92,040.00	96,595.20	101,504.00	106,579.20
5185	COMM SPVSR	CPC01	CPCEA	Hourly	60.31	63.35	66.51	69.83	73.39
				Bi-Weekly	4,824.80	5,068.00	5,320.80	5,586.40	5,871.20
				Monthly	10,453.73	10,980.67	11,528.40	12,103.87	12,720.93
				Annual	125,444.80	131,768.00	138,340.80	145,246.40	152,651.20

Attachment: Resolution & Exhibit - Updated Classification and Salary Schedule for Market Adjustments (Resolution Amending the



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **9/2/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range			Step 1	Step 2	Step 3	Step 4	Step 5
1030	COMM. DEV. DIRECTOR	UNC05	UNCL	Hourly	106.85	-	-	-	139.75
				Bi-Weekly	8,548.00	-	-	-	11,180.00
				Monthly	18,520.67	-	-	-	24,223.33
				Annual	222,248.00	-	-	-	290,680.00
5363	COMMUNITY SVCS OFCR (PPT)	CPC08	CPCEA	Hourly	42.11	44.25	46.44	48.80	51.24
				Bi-Weekly	3,368.80	3,540.00	3,715.20	3,904.00	4,099.20
				Monthly	7,299.07	7,670.00	8,049.60	8,458.67	8,881.60
				Annual	87,588.80	92,040.00	96,595.20	101,504.00	106,579.20
7420	COUNCILMEMBER		CMBR	Hourly	-	-	-	-	-
				Bi-Weekly	331.20	-	-	-	-
				Monthly	717.60	-	-	-	-
				Annual	8,611.20	-	-	-	-
1168	DEPUTY CITY MANAGER	MGR24	MGMT	Hourly	80.27	84.26	88.49	92.92	97.57
				Bi-Weekly	6,421.60	6,740.80	7,079.20	7,433.60	7,805.60
				Monthly	13,913.47	14,605.07	15,338.27	16,106.13	16,912.13
				Annual	166,961.60	175,260.80	184,059.20	193,273.60	202,945.60
3345	DPTY CITY CLERK	CME26	CMEA	Hourly	44.52	46.74	49.08	51.49	54.09
				Bi-Weekly	3,561.60	3,739.20	3,926.40	4,119.20	4,327.20
				Monthly	7,716.80	8,101.60	8,507.20	8,924.93	9,375.60
				Annual	92,601.60	97,219.20	102,086.40	107,099.20	112,507.20
3194	ECONOMIC DEVELOPMENT SPECIALIST	CME54	CMEA	Hourly	43.90	46.10	48.41	50.82	53.36
				Bi-Weekly	3,512.00	3,688.00	3,872.80	4,065.60	4,268.80
				Monthly	7,609.33	7,990.67	8,391.07	8,808.80	9,249.07
				Annual	91,312.00	95,888.00	100,692.80	105,705.60	110,988.80
3917	EMERGENCY SERVICES COORDINATOR	CME43	CMEA	Hourly	61.91	65.18	68.61	72.21	76.01
				Bi-Weekly	4,952.80	5,214.40	5,488.80	5,776.80	6,080.80
				Monthly	10,731.07	11,297.87	11,892.40	12,516.40	13,175.07
				Annual	128,772.80	135,574.40	142,708.80	150,196.80	158,100.80
3372	ENGR AIDE I	CME33	CMEA	Hourly	41.16	43.22	45.40	47.67	50.06
				Bi-Weekly	3,292.80	3,457.60	3,632.00	3,813.60	4,004.80
				Monthly	7,134.40	7,491.47	7,869.33	8,262.80	8,677.07
				Annual	85,612.80	89,897.60	94,432.00	99,153.60	104,124.80
3287	ENGR AIDE II	CME22	CMEA	Hourly	46.74	49.06	51.53	54.10	56.80
				Bi-Weekly	3,739.20	3,924.80	4,122.40	4,328.00	4,544.00
				Monthly	8,101.60	8,503.73	8,931.87	9,377.33	9,845.33
				Annual	97,219.20	102,044.80	107,182.40	112,528.00	118,144.00
3225	ENGR TECH I	CME18	CMEA	Hourly	48.91	51.32	53.88	56.60	59.43
				Bi-Weekly	3,912.80	4,105.60	4,310.40	4,528.00	4,754.40
				Monthly	8,477.73	8,895.47	9,339.20	9,810.67	10,301.20
				Annual	101,732.80	106,745.60	112,070.40	117,728.00	123,614.40
3130	ENGR TECH II	CME04	CMEA	Hourly	55.41	58.20	61.11	64.16	67.36
				Bi-Weekly	4,432.80	4,656.00	4,888.80	5,132.80	5,388.80
				Monthly	9,604.40	10,088.00	10,592.40	11,121.07	11,675.73
				Annual	115,252.80	121,056.00	127,108.80	133,452.80	140,108.80
3195	ENVIRONMENTAL PRGMS SPECIALIST	CME55	CMEA	Hourly	43.27	45.44	47.70	50.09	52.60
				Bi-Weekly	3,461.60	3,635.20	3,816.00	4,007.20	4,208.00
				Monthly	7,500.13	7,876.27	8,268.00	8,682.27	9,117.33
				Annual	90,001.60	94,515.20	99,216.00	104,187.20	109,408.00
4235	EQUIP MNT SPVSR	MIL04	CARP	Hourly	54.28	57.00	59.80	62.83	65.94
				Bi-Weekly	4,342.40	4,560.00	4,784.00	5,026.40	5,275.20
				Monthly	9,408.53	9,880.00	10,365.33	10,890.53	11,429.60
				Annual	112,902.40	118,560.00	124,384.00	130,686.40	137,155.20

Attachment: Resolution & Exhibit - Updated Classification and Salary Schedule for Market Adjustments (Resolution Amending the



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **9/2/2024**

**Attachment: Resolution & Exhibit - Updated Classification and Salary Schedule for Market Adjustments (Resolution Amending the**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
2321	EXEC ASSIST TO CM (CONF) (PPT)	CON05	CONF	Hourly	51.71	54.24	56.99	59.84	62.83
				Bi-Weekly	4,136.80	4,339.20	4,559.20	4,787.20	5,026.40
				Monthly	8,963.07	9,401.60	9,878.27	10,372.27	10,890.53
				Annual	107,556.80	112,819.20	118,539.20	124,467.20	130,686.40
3152	EXEC ASSISTANT (PPT)	CME46	CMEA	Hourly	44.52	46.74	49.08	51.49	54.09
				Bi-Weekly	3,561.60	3,739.20	3,926.40	4,119.20	4,327.20
				Monthly	7,716.80	8,101.60	8,507.20	8,924.93	9,375.60
				Annual	92,601.60	97,219.20	102,086.40	107,099.20	112,507.20
2320	EXEC ASST TO CM (CONF)	CON02	CONF	Hourly	51.71	54.24	56.99	59.84	62.83
				Bi-Weekly	4,136.80	4,339.20	4,559.20	4,787.20	5,026.40
				Monthly	8,963.07	9,401.60	9,878.27	10,372.27	10,890.53
				Annual	107,556.80	112,819.20	118,539.20	124,467.20	130,686.40
3350	EXECUTIVE ASST	CME27	CMEA	Hourly	44.52	46.74	49.08	51.49	54.09
				Bi-Weekly	3,561.60	3,739.20	3,926.40	4,119.20	4,327.20
				Monthly	7,716.80	8,101.60	8,507.20	8,924.93	9,375.60
				Annual	92,601.60	97,219.20	102,086.40	107,099.20	112,507.20
1025	FINANCE DIRECTOR	UNC06	UNCL	Hourly	106.29	-	-	-	139.00
				Bi-Weekly	8,503.20	-	-	-	11,120.00
				Monthly	18,423.60	-	-	-	24,093.33
				Annual	221,083.20	-	-	-	289,120.00
1105	FINANCE MGR	MGR09	MGMT	Hourly	81.33	85.38	89.68	94.16	98.87
				Bi-Weekly	6,506.40	6,830.40	7,174.40	7,532.80	7,909.60
				Monthly	14,097.20	14,799.20	15,544.53	16,321.07	17,137.47
				Annual	169,166.40	177,590.40	186,534.40	195,852.80	205,649.60
3905	HCD COORDINATOR (PPT)	CME39	CMEA	Hourly	-	-	-	-	-
1173	HOUSING MANAGER	MGR28	MGMT	Hourly	71.33	75.08	79.03	83.19	87.57
				Bi-Weekly	5,706.40	6,006.40	6,322.40	6,655.20	7,005.60
				Monthly	12,363.87	13,013.87	13,698.53	14,419.60	15,178.80
				Annual	148,366.40	156,166.40	164,382.40	173,035.20	182,145.60
2932	HR ANALYST	CON06	CONF	Hourly	58.16	61.10	64.15	67.34	70.73
				Bi-Weekly	4,652.80	4,888.00	5,132.00	5,387.20	5,658.40
				Monthly	10,081.07	10,590.67	11,119.33	11,672.27	12,259.87
				Annual	120,972.80	127,088.00	133,432.00	140,067.20	147,118.40
2931	HR REPRESENTATIVE (CONF) FULL-TIME	CON04	CONF	Hourly	46.64	48.96	51.42	53.99	56.66
				Bi-Weekly	3,731.20	3,916.80	4,113.60	4,319.20	4,532.80
				Monthly	8,084.27	8,486.40	8,912.80	9,358.27	9,821.07
				Annual	97,011.20	101,836.80	106,953.60	112,299.20	117,852.80
2930	HR REPRESENTATIVE (CONF)*	CON04	CONF	Hourly	46.64	48.96	51.42	53.99	56.66
				Bi-Weekly	3,731.20	3,916.80	4,113.60	4,319.20	4,532.80
				Monthly	8,084.27	8,486.40	8,912.80	9,358.27	9,821.07
				Annual	97,011.20	101,836.80	106,953.60	112,299.20	117,852.80
1140	HUMAN RESOURCES MANAGER	MGR12	MGMT	Hourly	95.31	100.07	105.08	110.35	115.88
				Bi-Weekly	7,624.80	8,005.60	8,406.40	8,828.00	9,270.40
				Monthly	16,520.40	17,345.47	18,213.87	19,127.33	20,085.87
				Annual	198,244.80	208,145.60	218,566.40	229,528.00	241,030.40
3181	IT ADMINISTRATOR	CME11	CMEA	Hourly	67.84	71.23	74.79	78.53	82.46
				Bi-Weekly	5,427.20	5,698.40	5,983.20	6,282.40	6,596.80
				Monthly	11,758.93	12,346.53	12,963.60	13,611.87	14,293.07
				Annual	141,107.20	148,158.40	155,563.20	163,342.40	171,516.80
1106	IT MANAGER	MGR10	MGMT	Hourly	83.22	87.37	91.78	96.34	101.14
				Bi-Weekly	6,657.60	6,989.60	7,342.40	7,707.20	8,091.20
				Monthly	14,424.80	15,144.13	15,908.53	16,698.93	17,530.93
				Annual	173,097.60	181,729.60	190,902.40	200,387.20	210,371.20



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **9/2/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
3182	IT TECHNICIAN	CME12	CMEA	Hourly	57.08	59.96	62.95	66.11	69.39
				Bi-Weekly	4,566.40	4,796.80	5,036.00	5,288.80	5,551.20
				Monthly	9,893.87	10,393.07	10,911.33	11,459.07	12,027.60
				Annual	118,726.40	124,716.80	130,936.00	137,508.80	144,331.20
3183	IT TECHNICIAN (PPT)	CME44	CMEA	Hourly	57.08	59.96	62.95	66.11	69.39
				Bi-Weekly	4,566.40	4,796.80	5,036.00	5,288.80	5,551.20
				Monthly	9,893.87	10,393.07	10,911.33	11,459.07	12,027.60
				Annual	118,726.40	124,716.80	130,936.00	137,508.80	144,331.20
3262	JUNIOR ENGR	CME21	CMEA	Hourly	53.95	56.62	59.44	62.42	65.53
				Bi-Weekly	4,316.00	4,529.60	4,755.20	4,993.60	5,242.40
				Monthly	9,351.33	9,814.13	10,302.93	10,819.47	11,358.53
				Annual	112,216.00	117,769.60	123,635.20	129,833.60	136,302.40
4212	LGT/TRF SIG ASSIST	MIL03	CARP	Hourly	46.36	48.75	51.16	53.70	56.38
				Bi-Weekly	3,708.80	3,900.00	4,092.80	4,296.00	4,510.40
				Monthly	8,035.73	8,450.00	8,867.73	9,308.00	9,772.53
				Annual	96,428.80	101,400.00	106,412.80	111,696.00	117,270.40
4210	LGT/TRF SIG SPVSR	MIL01	CARP	Hourly	66.66	69.99	73.48	77.18	81.04
				Bi-Weekly	5,332.80	5,599.20	5,878.40	6,174.40	6,483.20
				Monthly	11,554.40	12,131.60	12,736.53	13,377.87	14,046.93
				Annual	138,652.80	145,579.20	152,838.40	160,534.40	168,563.20
4211	LGT/TRF SIG TECH	MIL02	CARP	Hourly	55.76	58.53	61.45	64.52	67.77
				Bi-Weekly	4,460.80	4,682.40	4,916.00	5,161.60	5,421.60
				Monthly	9,665.07	10,145.20	10,651.33	11,183.47	11,746.80
				Annual	115,980.80	121,742.40	127,816.00	134,201.60	140,961.60
4386	MAINTENANCE WORKER I	MIL15	CARP	Hourly	34.50	36.19	38.00	39.93	41.94
				Bi-Weekly	2,760.00	2,895.20	3,040.00	3,194.40	3,355.20
				Monthly	5,980.00	6,272.93	6,586.67	6,921.20	7,269.60
				Annual	71,760.00	75,275.20	79,040.00	83,054.40	87,235.20
4387	MAINTENANCE WORKER II	MIL16	CARP	Hourly	38.09	39.98	42.00	44.09	46.30
				Bi-Weekly	3,047.20	3,198.40	3,360.00	3,527.20	3,704.00
				Monthly	6,602.27	6,929.87	7,280.00	7,642.27	8,025.33
				Annual	79,227.20	83,158.40	87,360.00	91,707.20	96,304.00
4332	MECHANIC I	MIL10	CARP	Hourly	37.73	39.68	41.62	43.71	45.89
				Bi-Weekly	3,018.40	3,174.40	3,329.60	3,496.80	3,671.20
				Monthly	6,539.87	6,877.87	7,214.13	7,576.40	7,954.27
				Annual	78,478.40	82,534.40	86,569.60	90,916.80	95,451.20
4333	MECHANIC I (PPT)*	MIL14	CARP	Hourly	37.73	39.68	41.62	43.71	45.89
				Bi-Weekly	3,018.40	3,174.40	3,329.60	3,496.80	3,671.20
				Monthly	6,539.87	6,877.87	7,214.13	7,576.40	7,954.27
				Annual	78,478.40	82,534.40	86,569.60	90,916.80	95,451.20
4270	MECHANIC II	MIL05	CARP	Hourly	44.14	46.33	48.68	51.13	53.66
				Bi-Weekly	3,531.20	3,706.40	3,894.40	4,090.40	4,292.80
				Monthly	7,650.93	8,030.53	8,437.87	8,862.53	9,301.07
				Annual	91,811.20	96,366.40	101,254.40	106,350.40	111,612.80
4334	MECHANIC II (PPT)*	MIL17	CARP	Hourly	44.14	46.33	48.68	51.13	53.66
				Bi-Weekly	3,531.20	3,706.40	3,894.40	4,090.40	4,292.80
				Monthly	7,650.93	8,030.53	8,437.87	8,862.53	9,301.07
				Annual	91,811.20	96,366.40	101,254.40	106,350.40	111,612.80
3369	MUSEUM COLLECTIONS SPECIALIST	CME48	CMEA	Hourly	31.88	34.08	36.37	38.84	41.47
				Bi-Weekly	2,550.40	2,726.40	2,909.60	3,107.20	3,317.60
				Monthly	5,525.87	5,907.20	6,304.13	6,732.27	7,188.13
				Annual	66,310.40	70,886.40	75,649.60	80,787.20	86,257.60
3366	MUSEUM ED COORDINATOR	CME30	CMEA	Hourly	41.72	43.82	45.98	48.25	50.70
				Bi-Weekly	3,337.60	3,505.60	3,678.40	3,860.00	4,056.00
				Monthly	7,231.47	7,595.47	7,969.87	8,363.33	8,788.00
				Annual	86,777.60	91,145.60	95,638.40	100,360.00	105,456.00

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**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
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CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
3915	<b>NTR STE MGR (PPT)*</b>	CME41	CMEA	Hourly	26.50	27.86	29.24	30.70	32.24
				Bi-Weekly	2,120.00	2,228.80	2,339.20	2,456.00	2,579.20
				Monthly	4,593.33	4,829.07	5,068.27	5,321.33	5,588.27
				Annual	55,120.00	57,948.80	60,819.20	63,856.00	67,059.20
3400	<b>OFFICE ASST</b>	CME35	CMEA	Hourly	36.58	38.41	40.40	42.36	44.53
				Bi-Weekly	2,926.40	3,072.80	3,232.00	3,388.80	3,562.40
				Monthly	6,340.53	6,657.73	7,002.67	7,342.40	7,718.53
				Annual	76,086.40	79,892.80	84,032.00	88,108.80	92,622.40
3910	<b>OFFICE ASST (PPT)*</b>	CME40	CMEA	Hourly	36.58	38.41	40.40	42.36	44.53
				Bi-Weekly	2,926.40	3,072.80	3,232.00	3,388.80	3,562.40
				Monthly	6,340.53	6,657.73	7,002.67	7,342.40	7,718.53
				Annual	76,086.40	79,892.80	84,032.00	88,108.80	92,622.40
2375	<b>OFFICE SPEC (CONF)</b>	CON03	CONF	Hourly	39.28	41.27	43.35	45.48	47.77
				Bi-Weekly	3,142.40	3,301.60	3,468.00	3,638.40	3,821.60
				Monthly	6,808.53	7,153.47	7,514.00	7,883.20	8,280.13
				Annual	81,702.40	85,841.60	90,168.00	94,598.40	99,361.60
3401	<b>OFFICE SPECIALIST</b>	CME36	CMEA	Hourly	41.93	44.03	46.24	48.55	50.96
				Bi-Weekly	3,354.40	3,522.40	3,699.20	3,884.00	4,076.80
				Monthly	7,267.87	7,631.87	8,014.93	8,415.33	8,833.07
				Annual	87,214.40	91,582.40	96,179.20	100,984.00	105,996.80
3403	<b>OFFICE SPECIALIST (PPT)</b>	CME45	CMEA	Hourly	41.93	44.03	46.24	48.55	50.96
				Bi-Weekly	3,354.40	3,522.40	3,699.20	3,884.00	4,076.80
				Monthly	7,267.87	7,631.87	8,014.93	8,415.33	8,833.07
				Annual	87,214.40	91,582.40	96,179.20	100,984.00	105,996.80
4300	<b>PARK MNT LEAD WKR</b>	MIL08	CARP	Hourly	41.89	43.99	46.16	48.49	50.92
				Bi-Weekly	3,351.20	3,519.20	3,692.80	3,879.20	4,073.60
				Monthly	7,260.93	7,624.93	8,001.07	8,404.93	8,826.13
				Annual	87,131.20	91,499.20	96,012.80	100,859.20	105,913.60
1265	<b>PARK MNT SPVSR</b>	MGR20	MGMT	Hourly	64.71	67.98	71.36	74.95	78.70
				Bi-Weekly	5,176.80	5,438.40	5,708.80	5,996.00	6,296.00
				Monthly	11,216.40	11,783.20	12,369.07	12,991.33	13,641.33
				Annual	134,596.80	141,398.40	148,428.80	155,896.00	163,696.00
2315	<b>PAYROLL/ACCOUNTING TECH (CONF)</b>	CON01	CONF	Hourly	46.80	49.12	51.62	54.20	56.89
				Bi-Weekly	3,744.00	3,929.60	4,129.60	4,336.00	4,551.20
				Monthly	8,112.00	8,514.13	8,947.47	9,394.67	9,860.93
				Annual	97,344.00	102,169.60	107,369.60	112,736.00	118,331.20
3402	<b>PERMIT TECH</b>	CME37	CMEA	Hourly	42.92	45.07	47.34	49.69	52.17
				Bi-Weekly	3,433.60	3,605.60	3,787.20	3,975.20	4,173.60
				Monthly	7,439.47	7,812.13	8,205.60	8,612.93	9,042.80
				Annual	89,273.60	93,745.60	98,467.20	103,355.20	108,513.60
3405	<b>PLAN CHECK EXAMINER</b>	CME56	CMEA	Hourly	57.81	60.86	64.07	67.43	70.99
				Bi-Weekly	4,624.80	4,868.80	5,125.60	5,394.40	5,679.20
				Monthly	10,020.40	10,549.07	11,105.47	11,687.87	12,304.93
				Annual	120,244.80	126,588.80	133,265.60	140,254.40	147,659.20
1172	<b>PLANNING MANAGER</b>	MGR16	MGMT	Hourly	78.48	82.40	86.53	90.86	95.38
				Bi-Weekly	6,278.40	6,592.00	6,922.40	7,268.80	7,630.40
				Monthly	13,603.20	14,282.67	14,998.53	15,749.07	16,532.53
				Annual	163,238.40	171,392.00	179,982.40	188,988.80	198,390.40
3404	<b>PLANNING TECHNICIAN</b>	CME52	CMEA	Hourly	43.88	46.06	48.38	50.80	53.32
				Bi-Weekly	3,510.40	3,684.80	3,870.40	4,064.00	4,265.60
				Monthly	7,605.87	7,983.73	8,385.87	8,805.33	9,242.13
				Annual	91,270.40	95,804.80	100,630.40	105,664.00	110,905.60
6165	<b>POLICE AGENT</b>	CPO02	CPOA	Hourly	66.71	70.01	73.53	77.20	81.07
				Bi-Weekly	5,336.80	5,600.80	5,882.40	6,176.00	6,485.60
				Monthly	11,563.07	12,135.07	12,745.20	13,381.33	14,052.13
				Annual	138,756.80	145,620.80	152,942.40	160,576.00	168,625.60

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**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **9/2/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
1045	POLICE CAPTAIN	MGR01	MGMT	Hourly	109.90	115.43	121.16	127.29	133.60
				Bi-Weekly	8,792.00	9,234.40	9,692.80	10,183.20	10,688.00
				Monthly	19,049.33	20,007.87	21,001.07	22,063.60	23,157.33
				Annual	228,592.00	240,094.40	252,012.80	264,763.20	277,888.00
1010	POLICE CHIEF	UNC02	UNCL - P	Hourly	120.89	-	-	-	146.96
				Bi-Weekly	9,671.20	-	-	-	11,756.80
				Monthly	20,954.27	-	-	-	25,473.07
				Annual	251,451.20	-	-	-	305,676.80
1075	POLICE LT	MGR03	MGMT	Hourly	79.69	83.65	87.86	92.24	96.86
				Bi-Weekly	6,375.20	6,692.00	7,028.80	7,379.20	7,748.80
				Monthly	13,812.93	14,499.33	15,229.07	15,988.27	16,789.07
				Annual	165,755.20	173,992.00	182,748.80	191,859.20	201,468.80
6215	POLICE OFCR	CPO04	CPOA	Hourly	62.10	65.18	68.43	71.86	75.45
				Bi-Weekly	4,968.00	5,214.40	5,474.40	5,748.80	6,036.00
				Monthly	10,764.00	11,297.87	11,861.20	12,455.73	13,078.00
				Annual	129,168.00	135,574.40	142,334.40	149,468.80	156,936.00
6214	POLICE OFCR TRN	CPO03	CPOA	Hourly	55.90	-	-	-	-
				Bi-Weekly	4,472.00	-	-	-	-
				Monthly	9,689.33	-	-	-	-
				Annual	116,272.00	-	-	-	-
5360	POLICE RCDS SPEC	CPC05	CPCEA	Hourly	39.52	41.49	43.60	45.78	48.03
				Bi-Weekly	3,161.60	3,319.20	3,488.00	3,662.40	3,842.40
				Monthly	6,850.13	7,191.60	7,557.33	7,935.20	8,325.20
				Annual	82,201.60	86,299.20	90,688.00	95,222.40	99,902.40
5292	POLICE RCDS SPVSR	CPC04	CPCEA	Hourly	50.34	52.81	55.47	58.22	61.12
				Bi-Weekly	4,027.20	4,224.80	4,437.60	4,657.60	4,889.60
				Monthly	8,725.60	9,153.73	9,614.80	10,091.47	10,594.13
				Annual	104,707.20	109,844.80	115,377.60	121,097.60	127,129.60
6120	POLICE SGT	CPO01	CPOA	Hourly	74.18	77.93	81.78	85.85	90.17
				Bi-Weekly	5,934.40	6,234.40	6,542.40	6,868.00	7,213.60
				Monthly	12,857.87	13,507.87	14,175.20	14,880.67	15,629.47
				Annual	154,294.40	162,094.40	170,102.40	178,568.00	187,553.60
1175	PRINCIPAL PLANNER	MGR30	MGMT	Hourly	76.36	80.15	84.24	88.39	92.89
				Bi-Weekly	6,108.80	6,412.00	6,739.20	7,071.20	7,431.20
				Monthly	13,235.73	13,892.67	14,601.60	15,320.93	16,100.93
				Annual	158,828.80	166,712.00	175,219.20	183,851.20	193,211.20
5361	PROPERTY/EVIDENCE SPEC	CPC06	CPCEA	Hourly	43.27	45.46	47.73	50.11	52.63
				Bi-Weekly	3,461.60	3,636.80	3,818.40	4,008.80	4,210.40
				Monthly	7,500.13	7,879.73	8,273.20	8,685.73	9,122.53
				Annual	90,001.60	94,556.80	99,278.40	104,228.80	109,470.40
5275	PS DISPATCHER	CPC02	CPCEA	Hourly	52.17	54.79	57.50	60.41	63.42
				Bi-Weekly	4,173.60	4,383.20	4,600.00	4,832.80	5,073.60
				Monthly	9,042.80	9,496.93	9,966.67	10,471.07	10,992.80
				Annual	108,513.60	113,963.20	119,600.00	125,652.80	131,913.60
5276	PS DISPATCHER (PPT)	CPC03	CPCEA	Hourly	52.17	54.79	57.50	60.41	63.42
				Bi-Weekly	4,173.60	4,383.20	4,600.00	4,832.80	5,073.60
				Monthly	9,042.80	9,496.93	9,966.67	10,471.07	10,992.80
				Annual	108,513.60	113,963.20	119,600.00	125,652.80	131,913.60
3120	PUBLIC SAFETY SYS SPEC	CME01	CMEA	Hourly	57.08	59.96	62.95	66.11	69.39
				Bi-Weekly	4,566.40	4,796.80	5,036.00	5,288.80	5,551.20
				Monthly	9,893.87	10,393.07	10,911.33	11,459.07	12,027.60
				Annual	118,726.40	124,716.80	130,936.00	137,508.80	144,331.20
1095	PUBLIC WKS SUPT	MGR08	MGMT	Hourly	82.54	86.68	91.01	95.56	100.33
				Bi-Weekly	6,603.20	6,934.40	7,280.80	7,644.80	8,026.40
				Monthly	14,306.93	15,024.53	15,775.07	16,563.73	17,390.53
				Annual	171,683.20	180,294.40	189,300.80	198,764.80	208,686.40

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**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
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Effective: **9/2/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
1015	PUBLIC WORK DIRECTOR	UNC03	UNCL	Hourly	109.40	-	-	-	143.72
				Bi-Weekly	8,752.00	-	-	-	11,497.60
				Monthly	18,962.67	-	-	-	24,911.47
				Annual	227,552.00	-	-	-	298,937.60
3155	PUBLIC WORKS INSP	CME08	CMEA	Hourly	59.28	62.23	65.35	68.62	72.08
				Bi-Weekly	4,742.40	4,978.40	5,228.00	5,489.60	5,766.40
				Monthly	10,275.20	10,786.53	11,327.33	11,894.13	12,493.87
				Annual	123,302.40	129,438.40	135,928.00	142,729.60	149,926.40
3365	REC PROG COORD	CME29	CMEA	Hourly	46.43	48.80	51.17	53.74	56.43
				Bi-Weekly	3,714.40	3,904.00	4,093.60	4,299.20	4,514.40
				Monthly	8,047.87	8,458.67	8,869.47	9,314.93	9,781.20
				Annual	96,574.40	101,504.00	106,433.60	111,779.20	117,374.40
1035	REC/COMM. SVCS DIRECTOR	UNC04	UNCL	Hourly	107.57	-	-	-	140.68
				Bi-Weekly	8,605.60	-	-	-	11,254.40
				Monthly	18,645.47	-	-	-	24,384.53
				Annual	223,745.60	-	-	-	292,614.40
1171	RECREATION SERVICE MGR	MGR22	MGMT	Hourly	76.50	80.37	84.38	88.58	93.02
				Bi-Weekly	6,120.00	6,429.60	6,750.40	7,086.40	7,441.60
				Monthly	13,260.00	13,930.80	14,625.87	15,353.87	16,123.47
				Annual	159,120.00	167,169.60	175,510.40	184,246.40	193,481.60
3362	RECREATION SPECIALIST FACILITIES	CME47	CMEA	Hourly	31.88	34.08	36.37	38.84	41.47
				Bi-Weekly	2,550.40	2,726.40	2,909.60	3,107.20	3,317.60
				Monthly	5,525.87	5,907.20	6,304.13	6,732.27	7,188.13
				Annual	66,310.40	70,886.40	75,649.60	80,787.20	86,257.60
3364	RECREATION SPECIALIST	CME47	CMEA	Hourly	31.88	34.08	36.37	38.84	41.47
				Bi-Weekly	2,550.40	2,726.40	2,909.60	3,107.20	3,317.60
				Monthly	5,525.87	5,907.20	6,304.13	6,732.27	7,188.13
				Annual	66,310.40	70,886.40	75,649.60	80,787.20	86,257.60
3363	RECREATION SPECIALIST (PPT)	CME51	CMEA	Hourly	31.88	34.08	36.37	38.84	41.47
				Bi-Weekly	2,550.40	2,726.40	2,909.60	3,107.20	3,317.60
				Monthly	5,525.87	5,907.20	6,304.13	6,732.27	7,188.13
				Annual	66,310.40	70,886.40	75,649.60	80,787.20	86,257.60
3255	RECREATION SPVSR	CME20	CMEA	Hourly	57.25	60.11	63.13	66.32	69.63
				Bi-Weekly	4,580.00	4,808.80	5,050.40	5,305.60	5,570.40
				Monthly	9,923.33	10,419.07	10,942.53	11,495.47	12,069.20
				Annual	119,080.00	125,028.80	131,310.40	137,945.60	144,830.40
3193	REDEVELOPMENT COORDINATOR	CME17	CMEA		-	-	-	-	-
3192	SENIOR PLANNER	CME16	CMEA	Hourly	71.04	74.56	78.36	82.22	86.41
				Bi-Weekly	5,683.20	5,964.80	6,268.80	6,577.60	6,912.80
				Monthly	12,313.60	12,923.73	13,582.40	14,251.47	14,977.73
				Annual	147,763.20	155,084.80	162,988.80	171,017.60	179,732.80
3178	SOCIAL MEDIA SPECIALIST (PPT)	CME50	CMEA	Hourly	39.53	41.53	43.61	45.78	48.08
				Bi-Weekly	3,162.40	3,322.40	3,488.80	3,662.40	3,846.40
				Monthly	6,851.87	7,198.53	7,559.07	7,935.20	8,333.87
				Annual	82,222.40	86,382.40	90,708.80	95,222.40	100,006.40
3179	SR ACCOUNTANT	CME49	CMEA	Hourly	58.93	61.90	64.97	68.22	71.66
				Bi-Weekly	4,714.40	4,952.00	5,197.60	5,457.60	5,732.80
				Monthly	10,214.53	10,729.33	11,261.47	11,824.80	12,421.07
				Annual	122,574.40	128,752.00	135,137.60	141,897.60	149,052.80
3145	SR BLDG INSP	CME05	CMEA	Hourly	64.39	67.69	71.05	74.62	78.35
				Bi-Weekly	5,151.20	5,415.20	5,684.00	5,969.60	6,268.00
				Monthly	11,160.93	11,732.93	12,315.33	12,934.13	13,580.67
				Annual	133,931.20	140,795.20	147,784.00	155,209.60	162,968.00

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Effective: **9/2/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
1093	SR CIVIL ENG (PPT)	MGR07	MGMT	Hourly	78.76	82.72	86.87	91.17	95.75
				Bi-Weekly	6,300.80	6,617.60	6,949.60	7,293.60	7,660.00
				Monthly	13,651.73	14,338.13	15,057.47	15,802.80	16,596.67
				Annual	163,820.80	172,057.60	180,689.60	189,633.60	199,160.00
1091	SR CIVIL ENGR	MGR06	MGMT	Hourly	78.76	82.72	86.87	91.17	95.75
				Bi-Weekly	6,300.80	6,617.60	6,949.60	7,293.60	7,660.00
				Monthly	13,651.73	14,338.13	15,057.47	15,802.80	16,596.67
				Annual	163,820.80	172,057.60	180,689.60	189,633.60	199,160.00
3191	SR ENGR TECH	CME15	CMEA	Hourly	63.90	67.11	70.46	74.00	77.68
				Bi-Weekly	5,112.00	5,368.80	5,636.80	5,920.00	6,214.40
				Monthly	11,076.00	11,632.40	12,213.07	12,826.67	13,464.53
				Annual	132,912.00	139,588.80	146,556.80	153,920.00	161,574.40
3367	SR MUSEUM SPECIALIST	CME31	CMEA	Hourly	47.98	50.40	52.90	55.53	58.38
				Bi-Weekly	3,838.40	4,032.00	4,232.00	4,442.40	4,670.40
				Monthly	8,316.53	8,736.00	9,169.33	9,625.20	10,119.20
				Annual	99,798.40	104,832.00	110,032.00	115,502.40	121,430.40
3370	SR OFFICE ASST	CME32	CMEA	Hourly	40.44	42.44	44.58	46.79	49.18
				Bi-Weekly	3,235.20	3,395.20	3,566.40	3,743.20	3,934.40
				Monthly	7,009.60	7,356.27	7,727.20	8,110.27	8,524.53
				Annual	84,115.20	88,275.20	92,726.40	97,323.20	102,294.40
3160	SR PUBLIC WORKS INSP	CME09	CMEA	Hourly	63.31	66.50	69.83	73.33	77.00
				Bi-Weekly	5,064.80	5,320.00	5,586.40	5,866.40	6,160.00
				Monthly	10,973.73	11,526.67	12,103.87	12,710.53	13,346.67
				Annual	131,684.80	138,320.00	145,246.40	152,526.40	160,160.00
1267	SR PUBLIC WORKS PROJECT MGR	MGR26	MGMT	Hourly	78.76	82.72	86.87	91.17	95.75
				Bi-Weekly	6,300.80	6,617.60	6,949.60	7,293.60	7,660.00
				Monthly	13,651.73	14,338.13	15,057.47	15,802.80	16,596.67
				Annual	163,820.80	172,057.60	180,689.60	189,633.60	199,160.00
3250	SR SVCS SPVSR	CME19	CMEA	Hourly	57.25	60.11	63.13	66.32	69.63
				Bi-Weekly	4,580.00	4,808.80	5,050.40	5,305.60	5,570.40
				Monthly	9,923.33	10,419.07	10,942.53	11,495.47	12,069.20
				Annual	119,080.00	125,028.80	131,310.40	137,945.60	144,830.40
4296	STR MNT FIELD SPVSR	MIL07	CARP	Hourly	54.68	57.39	60.27	63.28	66.48
				Bi-Weekly	4,374.40	4,591.20	4,821.60	5,062.40	5,318.40
				Monthly	9,477.87	9,947.60	10,446.80	10,968.53	11,523.20
				Annual	113,734.40	119,371.20	125,361.60	131,622.40	138,278.40
4295	STR MNT LEAD WKR	MIL06	CARP	Hourly	41.89	43.99	46.16	48.49	50.92
				Bi-Weekly	3,351.20	3,519.20	3,692.80	3,879.20	4,073.60
				Monthly	7,260.93	7,624.93	8,001.07	8,404.93	8,826.13
				Annual	87,131.20	91,499.20	96,012.80	100,859.20	105,913.60
1266	STREET MNT SUPERVISOR	MGR25	MGMT	Hourly	63.01	66.16	69.46	72.94	76.59
				Bi-Weekly	5,040.80	5,292.80	5,556.80	5,835.20	6,127.20
				Monthly	10,921.73	11,467.73	12,039.73	12,642.93	13,275.60
				Annual	131,060.80	137,612.80	144,476.80	151,715.20	159,307.20
1046	SUPPORT SERVICE MANAGER	MGR21	MGMT	Hourly	85.89	90.21	94.76	99.48	104.47
				Bi-Weekly	6,871.20	7,216.80	7,580.80	7,958.40	8,357.60
				Monthly	14,887.60	15,636.40	16,425.07	17,243.20	18,108.13
				Annual	178,651.20	187,636.80	197,100.80	206,918.40	217,297.60
1090	TRAFFIC ENGR	MGR05	MGMT	Hourly	81.27	85.36	89.61	94.09	98.82
				Bi-Weekly	6,501.60	6,828.80	7,168.80	7,527.20	7,905.60
				Monthly	14,086.80	14,795.73	15,532.40	16,308.93	17,128.80
				Annual	169,041.60	177,548.80	186,388.80	195,707.20	205,545.60
3916	UNHOUSED SPECIALIST	CME42	CMEA	Hourly	42.25	44.47	46.81	49.28	51.87
				Bi-Weekly	3,380.00	3,557.60	3,744.80	3,942.40	4,149.60
				Monthly	7,323.33	7,708.13	8,113.73	8,541.87	8,990.80
				Annual	87,880.00	92,497.60	97,364.80	102,502.40	107,889.60

Attachment: Resolution & Exhibit - Updated Classification and Salary Schedule for Market Adjustments (Resolution Amending the



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **9/2/2024**

CLASS CD	JOB TITLE	STEP RANGES							
		Range			Step 1	Step 2	Step 3	Step 4	Step 5
3395	UTILITY WRKR	CME34	CMEA	Hourly	40.78	42.84	44.95	47.19	49.59
				Bi-Weekly	3,262.40	3,427.20	3,596.00	3,775.20	3,967.20
				Monthly	7,068.53	7,425.60	7,791.33	8,179.60	8,595.60
				Annual	84,822.40	89,107.20	93,496.00	98,155.20	103,147.20

Notes:

- 1) Negotiated 3% Cost of Living Adjustments for CMEA, CARP, Confidential, CPCEA, MGMT, and UNCLASSIFIED eff 07/08/2024.
- 2) City Attorney compensation adjustment 07/08/2024
- 3) Market rate adjustment for Lighting & Traffic Signal Tech (5.46%) effective 07/08/2024.
- 4) Market rate adjustment for Maintenance Worker II (0.11%) effective 07/08/2024.
- 5) Market rate adjustment for Lighting & Traffic Signal Asst and Lighting & Traffic Signal Spvs (5.46%) effective 07/08/2024.

Attachment: Resolution & Exhibit - Updated Classification and Salary Schedule for Market Adjustments (Resolution Amending the



*City  
Council  
Report*

Item: 9  
Category: CONSENT CALENDAR  
Meeting Date: April 15, 2025

**TITLE: Resolution Amending the Classification & Salary Schedule Reflecting Salary Adjustments for Campbell Peace Officer's Association and City Council (Resolution/Roll Call Vote)**

**RECOMMENDED ACTION**

Adopt a resolution amending the classification and salary schedule to include salary adjustments for Campbell Peace Officer's Association and City Council.

**BACKGROUND**

On December 20, 2022, the City Council of the City of Campbell adopted Resolution Number 12926 to approve the successor Memorandum of Understanding (MOU) with the Campbell Peace Officer's Association (CPOA) for the period including January 1, 2023 and ending December 31, 2025.

Separately, City Council compensation and adjustments are set under the authority of California Government Code §36516, which was amended by Senate Bill 329 to authorize City Council salaries for cities with a population size over 35,000 and up to 50,000 to be up to \$1,275 per month. On July 2, 2024, the City Council of the City of Campbell adopted Ordinance Number 2310 to adjust the City Council compensation for calendar years 2025 and 2026.

Government Code Sections 20636 and 7522.34 and California Code of Regulations Sections 570.5 and 571.1 require that the City's pay rates be reported pursuant to a publicly available pay schedule that has been duly approved and adopted by the employer, in accordance with applicable public meeting laws.

Staff is recommending the City Council adopt a resolution updating the classification and salary schedule to reflect the adjustments to the specified salaries provided for in Resolution 12926 and Ordinance 2310.

**DISCUSSION**

***Campbell Peace Officer's Association Increases***

The Campbell Peace Officer's Association represents the classifications of Police Officer, Police Agent, and Police Sergeant. The CPOA's MOU, which was adopted in December

2022, included salary increases effective January 2023, January 2024, and January 2025. Per the MOU, a salary increase of 2% for all classifications represented by CPOA became effective January 6, 2025.

### **City Council Compensation Adjustment**

Staff first introduced an ordinance on June 18, 2024 to increase the compensation for each member of City Council. This ordinance, which was adopted on July 2, 2024, increased City Council compensation to \$1,275, to be effective the pay period starting on January 6, 2025.

Exhibit A to this report is the proposed classification and salary schedule, effective January 6, 2025, which includes the compensation adjustments for CPOA and City Council.

### **FISCAL IMPACT**

The fiscal impacts of the salary increases for CPOA and the adjustment of City Council compensation were included in the Fiscal Year 2025 Operating Budget.

### **ALTERNATIVES**

1. Do not approve the resolution and provide staff additional feedback.
2. Direct staff to take other action.

**Ada Chang**

Prepared by:

\_\_\_\_\_  
Ada Chang, Human Resources Manager

Approved by:

  
\_\_\_\_\_  
Brian Loventhal, City Manager

### **Attachment:**

- a. Resolution & Exhibit - POA and Council Compensation Adjustment

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL  
AMENDING THE CLASSIFICATION AND SALARY SCHEDULE**

**WHEREAS**, the City Manager is required by Section 2.12.030 of the Campbell Municipal Code to prepare and submit to the City Council recommendations for the reorganization of offices, departments, and positions which are considered to be in the best interest of efficient, effective and economical conduct of the municipal services provided by the City; and

**WHEREAS**, Title 2, Section 2.16.020 of the Campbell Municipal Code provides that the City Council may, from time to time, by resolution, change the compensation of employees of said City, and may, by resolution, adopt salary and wage scales; and

**WHEREAS**, on December 20, 2022, the Campbell City Council adopted Resolution No. 12926 for the Campbell Peace Officer’s Association (CPOA) compensation for the period including January 1, 2023 and ending December 31, 2025; and

**WHEREAS**, on July 2, 2024, the Campbell City Council adopted Ordinance No. 2310 to increase compensation for the members of City Council; and

**WHEREAS**, the City’s pay rates are required to be reflected in a publicly available pay schedule that has been duly approved and adopted by the employer;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Campbell does hereby approve the attached Classification and Salary Schedule (**Exhibit A**) which adjusts the compensation for members of the Campbell Peace Officer’s Association and members of the City Council.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of April 2025, by the following roll call vote:

AYES: Councilmembers:  
NOES: Councilmembers:  
ABSENT: Councilmembers:

APPROVED:

\_\_\_\_\_  
Sergio Lopez, Mayor

Attachment: Resolution & Exhibit - POA and Council Compensation Adjustment (Resolution Amending the Classification and Salary Plan)

ATTEST:

\_\_\_\_\_  
Andrea Sanders, City Clerk



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **1/6/2025**

CLASS CD	JOB TITLE	STEP RANGES							
		Range			Step 1	Step 2	Step 3	Step 4	Step 5
3180	ACCOUNTANT	CME10	CMEA	Hourly	53.47	56.09	58.93	61.87	64.96
				Bi-Weekly	4,277.60	4,487.20	4,714.40	4,949.60	5,196.80
				Monthly	9,268.13	9,722.27	10,214.53	10,724.13	11,259.73
				Annual	111,217.60	116,667.20	122,574.40	128,689.60	135,116.80
3355	ACCT CLERK II	CME28	CMEA	Hourly	44.23	46.40	48.71	51.17	53.67
				Bi-Weekly	3,538.40	3,712.00	3,896.80	4,093.60	4,293.60
				Monthly	7,666.53	8,042.67	8,443.07	8,869.47	9,302.80
				Annual	91,998.40	96,512.00	101,316.80	106,433.60	111,633.60
3417	ACCT CLK I	CME38	CMEA	Hourly	37.49	39.40	41.36	43.46	45.60
				Bi-Weekly	2,999.20	3,152.00	3,308.80	3,476.80	3,648.00
				Monthly	6,498.27	6,829.33	7,169.07	7,533.07	7,904.00
				Annual	77,979.20	81,952.00	86,028.80	90,396.80	94,848.00
3151	ADMIN ANALYST I	CME07	CMEA	Hourly	58.32	61.27	64.31	67.49	70.94
				Bi-Weekly	4,665.60	4,901.60	5,144.80	5,399.20	5,675.20
				Monthly	10,108.80	10,620.13	11,147.07	11,698.27	12,296.27
				Annual	121,305.60	127,441.60	133,764.80	140,379.20	147,555.20
1195	ADMN ANALYST II	MGR18	MGMT	Hourly	58.60	61.52	64.61	67.83	71.25
				Bi-Weekly	4,688.00	4,921.60	5,168.80	5,426.40	5,700.00
				Monthly	10,157.33	10,663.47	11,199.07	11,757.20	12,350.00
				Annual	121,888.00	127,961.60	134,388.80	141,086.40	148,200.00
4388	ARBORIST	MIL18	CARP	Hourly	46.07	48.38	50.79	53.32	55.98
				Bi-Weekly	3,685.60	3,870.40	4,063.20	4,265.60	4,478.40
				Monthly	7,985.47	8,385.87	8,803.60	9,242.13	9,703.20
				Annual	95,825.60	100,630.40	105,643.20	110,905.60	116,438.40
1020	ASSISTANT CITY MANAGER	UNC07	UNCL	Hourly	107.57	-	-	-	140.68
				Bi-Weekly	8,605.60	-	-	-	11,254.40
				Monthly	18,645.47	-	-	-	24,384.53
				Annual	223,745.60	-	-	-	292,614.40
3125	ASSIST ENGR	CME03	CMEA	Hourly	61.15	64.21	67.42	70.78	74.37
				Bi-Weekly	4,892.00	5,136.80	5,393.60	5,662.40	5,949.60
				Monthly	10,599.33	11,129.73	11,686.13	12,268.53	12,890.80
				Annual	127,192.00	133,556.80	140,233.60	147,222.40	154,689.60
3126	ASSISTANT ENGINEER (PPT)	CME43	CMEA	Hourly	61.15	64.21	67.42	70.78	74.37
				Bi-Weekly	4,892.00	5,136.80	5,393.60	5,662.40	5,949.60
				Monthly	10,599.33	11,129.73	11,686.13	12,268.53	12,890.80
				Annual	127,192.00	133,556.80	140,233.60	147,222.40	154,689.60
1104	ASSISTANT FINANCE DIRECTOR	MGR27	MGMT	Hourly	85.67	90.18	94.91	99.91	105.17
				Bi-Weekly	6,853.60	7,214.40	7,592.80	7,992.80	8,413.60
				Monthly	14,849.47	15,631.20	16,451.07	17,317.73	18,229.47
				Annual	178,193.60	187,574.40	197,412.80	207,812.80	218,753.60
3124	ASSOC CIVIL ENGR	CME02	CMEA	Hourly	69.01	72.47	76.12	79.90	83.91
				Bi-Weekly	5,520.80	5,797.60	6,089.60	6,392.00	6,712.80
				Monthly	11,961.73	12,561.47	13,194.13	13,849.33	14,544.40
				Annual	143,540.80	150,737.60	158,329.60	166,192.00	174,532.80
3190	ASSOCIATE PLANNER	CME14	CMEA	Hourly	62.67	65.79	69.05	72.53	76.15
				Bi-Weekly	5,013.60	5,263.20	5,524.00	5,802.40	6,092.00
				Monthly	10,862.80	11,403.60	11,968.67	12,571.87	13,199.33
				Annual	130,353.60	136,843.20	143,624.00	150,862.40	158,392.00
3290	ASSISTANT PLANNER	CME23	CMEA	Hourly	53.62	56.30	59.12	62.09	65.16
				Bi-Weekly	4,289.60	4,504.00	4,729.60	4,967.20	5,212.80
				Monthly	9,294.13	9,758.67	10,247.47	10,762.27	11,294.40
				Annual	111,529.60	117,104.00	122,969.60	129,147.20	135,532.80
1167	ASST TO CM	MGR14	MGMT	Hourly	71.57	75.18	78.94	82.87	87.00
				Bi-Weekly	5,725.60	6,014.40	6,315.20	6,629.60	6,960.00
				Monthly	12,405.47	13,031.20	13,682.93	14,364.13	15,080.00
				Annual	148,865.60	156,374.40	164,195.20	172,369.60	180,960.00

Attachment: Resolution & Exhibit - POA and Council Compensation Adjustment (Resolution Amending the Classification and Salary Plan)



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **1/6/2025**

CLASS CD	JOB TITLE	STEP RANGES							
		Range			Step 1	Step 2	Step 3	Step 4	Step 5
3150	BLDG INSPECTOR	CME06	CMEA	Hourly	59.28	62.23	65.35	68.62	72.08
				Bi-Weekly	4,742.40	4,978.40	5,228.00	5,489.60	5,766.40
				Monthly	10,275.20	10,786.53	11,327.33	11,894.13	12,493.87
				Annual	123,302.40	129,438.40	135,928.00	142,729.60	149,926.40
3305	BLDG MNT LEAD WKR	CME24	CMEA	Hourly	49.51	51.98	54.56	57.33	60.21
				Bi-Weekly	3,960.80	4,158.40	4,364.80	4,586.40	4,816.80
				Monthly	8,581.73	9,009.87	9,457.07	9,937.20	10,436.40
				Annual	102,980.80	108,118.40	113,484.80	119,246.40	125,236.80
3338	BLDG MNT WKR	CME25	CMEA	Hourly	45.01	47.31	49.64	52.12	54.78
				Bi-Weekly	3,600.80	3,784.80	3,971.20	4,169.60	4,382.40
				Monthly	7,801.73	8,200.40	8,604.27	9,034.13	9,495.20
				Annual	93,620.80	98,404.80	103,251.20	108,409.60	113,942.40
1080	BLDG OFFICIAL	MGR04	MGMT	Hourly	80.33	84.38	88.59	93.00	97.66
				Bi-Weekly	6,426.40	6,750.40	7,087.20	7,440.00	7,812.80
				Monthly	13,923.87	14,625.87	15,355.60	16,120.00	16,927.73
				Annual	167,086.40	175,510.40	184,267.20	193,440.00	203,132.80
1241	BUILDING MNT SUPERVISOR	MGR23	MGMT	Hourly	61.57	64.64	67.88	71.28	74.86
				Bi-Weekly	4,925.60	5,171.20	5,430.40	5,702.40	5,988.80
				Monthly	10,672.13	11,204.27	11,765.87	12,355.20	12,975.73
				Annual	128,065.60	134,451.20	141,190.40	148,262.40	155,708.80
7425	CITY ATTORNEY		ATTY	Hourly	212.50	-	-	-	-
				Bi-Weekly	-	-	-	-	-
				Monthly	21,250.00	-	-	-	-
				Annual	255,000.00	-	-	-	-
1160	CITY CLERK	MGR13	MGMT	Hourly	75.45	79.19	83.18	87.31	91.69
				Bi-Weekly	6,036.00	6,335.20	6,654.40	6,984.80	7,335.20
				Monthly	13,078.00	13,726.27	14,417.87	15,133.73	15,892.93
				Annual	156,936.00	164,715.20	173,014.40	181,604.80	190,715.20
1068	CITY ENGR	MGR02	MGMT	Hourly	99.45	104.45	109.65	115.13	120.89
				Bi-Weekly	7,956.00	8,356.00	8,772.00	9,210.40	9,671.20
				Monthly	17,238.00	18,104.67	19,006.00	19,955.87	20,954.27
				Annual	206,856.00	217,256.00	228,072.00	239,470.40	251,451.20
1005	CITY MANAGER	UNC01	CMGR	Hourly	172.54	-	-	-	-
				Bi-Weekly	13,803.20	-	-	-	-
				Monthly	29,906.93	-	-	-	-
				Annual	358,883.20	-	-	-	-
3187	CODE ENF OFCR	CME13	CMEA	Hourly	55.49	58.26	61.15	64.23	67.42
				Bi-Weekly	4,439.20	4,660.80	4,892.00	5,138.40	5,393.60
				Monthly	9,618.27	10,098.40	10,599.33	11,133.20	11,686.13
				Annual	115,419.20	121,180.80	127,192.00	133,598.40	140,233.60
3153	COMM & PUBLIC ENGAGEMENT COORD	CME53	CMEA	Hourly	57.09	59.96	62.95	66.10	69.40
				Bi-Weekly	4,567.20	4,796.80	5,036.00	5,288.00	5,552.00
				Monthly	9,895.60	10,393.07	10,911.33	11,457.33	12,029.33
				Annual	118,747.20	124,716.80	130,936.00	137,488.00	144,352.00
1170	COMM CTR MGR	MGR15	MGMT	Hourly	71.57	75.18	78.94	82.87	87.00
				Bi-Weekly	5,725.60	6,014.40	6,315.20	6,629.60	6,960.00
				Monthly	12,405.47	13,031.20	13,682.93	14,364.13	15,080.00
				Annual	148,865.60	156,374.40	164,195.20	172,369.60	180,960.00
5362	COMM SERV OFFICER	CPC07	CPCEA	Hourly	42.11	44.25	46.44	48.80	51.24
				Bi-Weekly	3,368.80	3,540.00	3,715.20	3,904.00	4,099.20
				Monthly	7,299.07	7,670.00	8,049.60	8,458.67	8,881.60
				Annual	87,588.80	92,040.00	96,595.20	101,504.00	106,579.20
5185	COMM SPVSR	CPC01	CPCEA	Hourly	60.31	63.35	66.51	69.83	73.39
				Bi-Weekly	4,824.80	5,068.00	5,320.80	5,586.40	5,871.20
				Monthly	10,453.73	10,980.67	11,528.40	12,103.87	12,720.93
				Annual	125,444.80	131,768.00	138,340.80	145,246.40	152,651.20

Attachment: Resolution & Exhibit - POA and Council Compensation Adjustment (Resolution Amending the Classification and Salary Plan)



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **1/6/2025**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
1030	COMM. DEV. DIRECTOR	UNC05	UNCL	Hourly	106.85	-	-	-	139.75
				Bi-Weekly	8,548.00	-	-	-	11,180.00
				Monthly	18,520.67	-	-	-	24,223.33
				Annual	222,248.00	-	-	-	290,680.00
5363	COMMUNITY SVCS OFCR (PPT)	CPC08	CPCEA	Hourly	42.11	44.25	46.44	48.80	51.24
				Bi-Weekly	3,368.80	3,540.00	3,715.20	3,904.00	4,099.20
				Monthly	7,299.07	7,670.00	8,049.60	8,458.67	8,881.60
				Annual	87,588.80	92,040.00	96,595.20	101,504.00	106,579.20
7420	COUNCILMEMBER	CMBR	CMBR	Hourly	-	-	-	-	-
				Bi-Weekly	588.46	-	-	-	-
				Monthly	1,275.00	-	-	-	-
				Annual	15,300.00	-	-	-	-
1168	DEPUTY CITY MANAGER	MGR24	MGMT	Hourly	80.27	84.26	88.49	92.92	97.57
				Bi-Weekly	6,421.60	6,740.80	7,079.20	7,433.60	7,805.60
				Monthly	13,913.47	14,605.07	15,338.27	16,106.13	16,912.13
				Annual	166,961.60	175,260.80	184,059.20	193,273.60	202,945.60
3345	DPTY CITY CLERK	CME26	CMEA	Hourly	44.52	46.74	49.08	51.49	54.09
				Bi-Weekly	3,561.60	3,739.20	3,926.40	4,119.20	4,327.20
				Monthly	7,716.80	8,101.60	8,507.20	8,924.93	9,375.60
				Annual	92,601.60	97,219.20	102,086.40	107,099.20	112,507.20
1174	ECONOMIC DEVELOPMENT MANAGER	MGR29	MGMT	Hourly	78.13	82.03	86.13	90.44	94.96
				Bi-Weekly	6,250.40	6,562.40	6,890.40	7,235.20	7,596.80
				Monthly	13,542.53	14,218.53	14,929.20	15,676.27	16,459.73
				Annual	162,510.40	170,622.40	179,150.40	188,115.20	197,516.80
3194	ECONOMIC DEVELOPMENT SPECIALIST	CME54	CMEA	Hourly	43.90	46.10	48.41	50.82	53.36
				Bi-Weekly	3,512.00	3,688.00	3,872.80	4,065.60	4,268.80
				Monthly	7,609.33	7,990.67	8,391.07	8,808.80	9,249.07
				Annual	91,312.00	95,888.00	100,692.80	105,705.60	110,988.80
3917	EMERGENCY SERVICES COORDINATOR	CME43	CMEA	Hourly	61.91	65.18	68.61	72.21	76.01
				Bi-Weekly	4,952.80	5,214.40	5,488.80	5,776.80	6,080.80
				Monthly	10,731.07	11,297.87	11,892.40	12,516.40	13,175.07
				Annual	128,772.80	135,574.40	142,708.80	150,196.80	158,100.80
3372	ENGR AIDE I	CME33	CMEA	Hourly	41.16	43.22	45.40	47.67	50.06
				Bi-Weekly	3,292.80	3,457.60	3,632.00	3,813.60	4,004.80
				Monthly	7,134.40	7,491.47	7,869.33	8,262.80	8,677.07
				Annual	85,612.80	89,897.60	94,432.00	99,153.60	104,124.80
3287	ENGR AIDE II	CME22	CMEA	Hourly	46.74	49.06	51.53	54.10	56.80
				Bi-Weekly	3,739.20	3,924.80	4,122.40	4,328.00	4,544.00
				Monthly	8,101.60	8,503.73	8,931.87	9,377.33	9,845.33
				Annual	97,219.20	102,044.80	107,182.40	112,528.00	118,144.00
3225	ENGR TECH I	CME18	CMEA	Hourly	48.91	51.32	53.88	56.60	59.43
				Bi-Weekly	3,912.80	4,105.60	4,310.40	4,528.00	4,754.40
				Monthly	8,477.73	8,895.47	9,339.20	9,810.67	10,301.20
				Annual	101,732.80	106,745.60	112,070.40	117,728.00	123,614.40
3130	ENGR TECH II	CME04	CMEA	Hourly	55.41	58.20	61.11	64.16	67.36
				Bi-Weekly	4,432.80	4,656.00	4,888.80	5,132.80	5,388.80
				Monthly	9,604.40	10,088.00	10,592.40	11,121.07	11,675.73
				Annual	115,252.80	121,056.00	127,108.80	133,452.80	140,108.80
3195	ENVIRONMENTAL PRGMS SPECIALIST	CME55	CMEA	Hourly	43.27	45.44	47.70	50.09	52.60
				Bi-Weekly	3,461.60	3,635.20	3,816.00	4,007.20	4,208.00
				Monthly	7,500.13	7,876.27	8,268.00	8,682.27	9,117.33
				Annual	90,001.60	94,515.20	99,216.00	104,187.20	109,408.00
4235	EQUIP MNT SPVSR	MIL04	CARP	Hourly	54.28	57.00	59.80	62.83	65.94
				Bi-Weekly	4,342.40	4,560.00	4,784.00	5,026.40	5,275.20
				Monthly	9,408.53	9,880.00	10,365.33	10,890.53	11,429.60
				Annual	112,902.40	118,560.00	124,384.00	130,686.40	137,155.20

Attachment: Resolution & Exhibit - POA and Council Compensation Adjustment (Resolution Amending the Classification and Salary Plan)



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **1/6/2025**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
2321	EXEC ASSIST TO CM (CONF) (PPT)	CON05	CONF	Hourly	51.71	54.24	56.99	59.84	62.83
				Bi-Weekly	4,136.80	4,339.20	4,559.20	4,787.20	5,026.40
				Monthly	8,963.07	9,401.60	9,878.27	10,372.27	10,890.53
				Annual	107,556.80	112,819.20	118,539.20	124,467.20	130,686.40
3152	EXEC ASSISTANT (PPT)	CME46	CMEA	Hourly	44.52	46.74	49.08	51.49	54.09
				Bi-Weekly	3,561.60	3,739.20	3,926.40	4,119.20	4,327.20
				Monthly	7,716.80	8,101.60	8,507.20	8,924.93	9,375.60
				Annual	92,601.60	97,219.20	102,086.40	107,099.20	112,507.20
2320	EXEC ASST TO CM (CONF)	CON02	CONF	Hourly	51.71	54.24	56.99	59.84	62.83
				Bi-Weekly	4,136.80	4,339.20	4,559.20	4,787.20	5,026.40
				Monthly	8,963.07	9,401.60	9,878.27	10,372.27	10,890.53
				Annual	107,556.80	112,819.20	118,539.20	124,467.20	130,686.40
3350	EXECUTIVE ASST	CME27	CMEA	Hourly	44.52	46.74	49.08	51.49	54.09
				Bi-Weekly	3,561.60	3,739.20	3,926.40	4,119.20	4,327.20
				Monthly	7,716.80	8,101.60	8,507.20	8,924.93	9,375.60
				Annual	92,601.60	97,219.20	102,086.40	107,099.20	112,507.20
1025	FINANCE DIRECTOR	UNC06	UNCL	Hourly	106.29	-	-	-	139.00
				Bi-Weekly	8,503.20	-	-	-	11,120.00
				Monthly	18,423.60	-	-	-	24,093.33
				Annual	221,083.20	-	-	-	289,120.00
1105	FINANCE MGR	MGR09	MGMT	Hourly	81.33	85.38	89.68	94.16	98.87
				Bi-Weekly	6,506.40	6,830.40	7,174.40	7,532.80	7,909.60
				Monthly	14,097.20	14,799.20	15,544.53	16,321.07	17,137.47
				Annual	169,166.40	177,590.40	186,534.40	195,852.80	205,649.60
3905	HCD COORDINATOR (PPT)	CME39	CMEA		-	-	-	-	-
1173	HOUSING MANAGER	MGR28	MGMT	Hourly	71.33	75.08	79.03	83.19	87.57
				Bi-Weekly	5,706.40	6,006.40	6,322.40	6,655.20	7,005.60
				Monthly	12,363.87	13,013.87	13,698.53	14,419.60	15,178.80
				Annual	148,366.40	156,166.40	164,382.40	173,035.20	182,145.60
2932	HR ANALYST	CON06	CONF	Hourly	58.16	61.10	64.15	67.34	70.73
				Bi-Weekly	4,652.80	4,888.00	5,132.00	5,387.20	5,658.40
				Monthly	10,081.07	10,590.67	11,119.33	11,672.27	12,259.87
				Annual	120,972.80	127,088.00	133,432.00	140,067.20	147,118.40
2931	HR REPRESENTATIVE (CONF) FULL-TIME	CON04	CONF	Hourly	46.64	48.96	51.42	53.99	56.66
				Bi-Weekly	3,731.20	3,916.80	4,113.60	4,319.20	4,532.80
				Monthly	8,084.27	8,486.40	8,912.80	9,358.27	9,821.07
				Annual	97,011.20	101,836.80	106,953.60	112,299.20	117,852.80
2930	HR REPRESENTATIVE (CONF)*	CON04	CONF	Hourly	46.64	48.96	51.42	53.99	56.66
				Bi-Weekly	3,731.20	3,916.80	4,113.60	4,319.20	4,532.80
				Monthly	8,084.27	8,486.40	8,912.80	9,358.27	9,821.07
				Annual	97,011.20	101,836.80	106,953.60	112,299.20	117,852.80
1140	HUMAN RESOURCES MANAGER	MGR12	MGMT	Hourly	95.31	100.07	105.08	110.35	115.88
				Bi-Weekly	7,624.80	8,005.60	8,406.40	8,828.00	9,270.40
				Monthly	16,520.40	17,345.47	18,213.87	19,127.33	20,085.87
				Annual	198,244.80	208,145.60	218,566.40	229,528.00	241,030.40
3181	IT ADMINISTRATOR	CME11	CMEA	Hourly	67.84	71.23	74.79	78.53	82.46
				Bi-Weekly	5,427.20	5,698.40	5,983.20	6,282.40	6,596.80
				Monthly	11,758.93	12,346.53	12,963.60	13,611.87	14,293.07
				Annual	141,107.20	148,158.40	155,563.20	163,342.40	171,516.80
1106	IT MANAGER	MGR10	MGMT	Hourly	83.22	87.37	91.78	96.34	101.14
				Bi-Weekly	6,657.60	6,989.60	7,342.40	7,707.20	8,091.20
				Monthly	14,424.80	15,144.13	15,908.53	16,698.93	17,530.93
				Annual	173,097.60	181,729.60	190,902.40	200,387.20	210,371.20

Attachment: Resolution & Exhibit - POA and Council Compensation Adjustment (Resolution Amending the Classification and Salary Plan)



**CITY OF CAMPBELL**  
**POSITION CLASSIFICATION - ALL GROUPS**  
**FY 24/25- SALARY SCHEDULE**

Effective: **1/6/2025**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
3182	IT TECHNICIAN	CME12	CMEA	Hourly	57.08	59.96	62.95	66.11	69.39
				Bi-Weekly	4,566.40	4,796.80	5,036.00	5,288.80	5,551.20
				Monthly	9,893.87	10,393.07	10,911.33	11,459.07	12,027.60
				Annual	118,726.40	124,716.80	130,936.00	137,508.80	144,331.20
3183	IT TECHNICIAN (PPT)	CME44	CMEA	Hourly	57.08	59.96	62.95	66.11	69.39
				Bi-Weekly	4,566.40	4,796.80	5,036.00	5,288.80	5,551.20
				Monthly	9,893.87	10,393.07	10,911.33	11,459.07	12,027.60
				Annual	118,726.40	124,716.80	130,936.00	137,508.80	144,331.20
3262	JUNIOR ENGR	CME21	CMEA	Hourly	53.95	56.62	59.44	62.42	65.53
				Bi-Weekly	4,316.00	4,529.60	4,755.20	4,993.60	5,242.40
				Monthly	9,351.33	9,814.13	10,302.93	10,819.47	11,358.53
				Annual	112,216.00	117,769.60	123,635.20	129,833.60	136,302.40
4212	LGT/TRF SIG ASSIST	MIL03	CARP	Hourly	46.36	48.75	51.16	53.70	56.38
				Bi-Weekly	3,708.80	3,900.00	4,092.80	4,296.00	4,510.40
				Monthly	8,035.73	8,450.00	8,867.73	9,308.00	9,772.53
				Annual	96,428.80	101,400.00	106,412.80	111,696.00	117,270.40
4210	LGT/TRF SIG SPVSR	MIL01	CARP	Hourly	66.66	69.99	73.48	77.18	81.04
				Bi-Weekly	5,332.80	5,599.20	5,878.40	6,174.40	6,483.20
				Monthly	11,554.40	12,131.60	12,736.53	13,377.87	14,046.93
				Annual	138,652.80	145,579.20	152,838.40	160,534.40	168,563.20
4211	LGT/TRF SIG TECH	MIL02	CARP	Hourly	55.76	58.53	61.45	64.52	67.77
				Bi-Weekly	4,460.80	4,682.40	4,916.00	5,161.60	5,421.60
				Monthly	9,665.07	10,145.20	10,651.33	11,183.47	11,746.80
				Annual	115,980.80	121,742.40	127,816.00	134,201.60	140,961.60
4386	MAINTENANCE WORKER I	MIL15	CARP	Hourly	34.50	36.19	38.00	39.93	41.94
				Bi-Weekly	2,760.00	2,895.20	3,040.00	3,194.40	3,355.20
				Monthly	5,980.00	6,272.93	6,586.67	6,921.20	7,269.60
				Annual	71,760.00	75,275.20	79,040.00	83,054.40	87,235.20
4387	MAINTENANCE WORKER II	MIL16	CARP	Hourly	38.09	39.98	42.00	44.09	46.30
				Bi-Weekly	3,047.20	3,198.40	3,360.00	3,527.20	3,704.00
				Monthly	6,602.27	6,929.87	7,280.00	7,642.27	8,025.33
				Annual	79,227.20	83,158.40	87,360.00	91,707.20	96,304.00
4332	MECHANIC I	MIL10	CARP	Hourly	37.73	39.68	41.62	43.71	45.89
				Bi-Weekly	3,018.40	3,174.40	3,329.60	3,496.80	3,671.20
				Monthly	6,539.87	6,877.87	7,214.13	7,576.40	7,954.27
				Annual	78,478.40	82,534.40	86,569.60	90,916.80	95,451.20
4333	MECHANIC I (PPT)*	MIL14	CARP	Hourly	37.73	39.68	41.62	43.71	45.89
				Bi-Weekly	3,018.40	3,174.40	3,329.60	3,496.80	3,671.20
				Monthly	6,539.87	6,877.87	7,214.13	7,576.40	7,954.27
				Annual	78,478.40	82,534.40	86,569.60	90,916.80	95,451.20
4270	MECHANIC II	MIL05	CARP	Hourly	44.14	46.33	48.68	51.13	53.66
				Bi-Weekly	3,531.20	3,706.40	3,894.40	4,090.40	4,292.80
				Monthly	7,650.93	8,030.53	8,437.87	8,862.53	9,301.07
				Annual	91,811.20	96,366.40	101,254.40	106,350.40	111,612.80
4334	MECHANIC II (PPT)*	MIL17	CARP	Hourly	44.14	46.33	48.68	51.13	53.66
				Bi-Weekly	3,531.20	3,706.40	3,894.40	4,090.40	4,292.80
				Monthly	7,650.93	8,030.53	8,437.87	8,862.53	9,301.07
				Annual	91,811.20	96,366.40	101,254.40	106,350.40	111,612.80
3369	MUSEUM COLLECTIONS SPECIALIST	CME48	CMEA	Hourly	31.88	34.08	36.37	38.84	41.47
				Bi-Weekly	2,550.40	2,726.40	2,909.60	3,107.20	3,317.60
				Monthly	5,525.87	5,907.20	6,304.13	6,732.27	7,188.13
				Annual	66,310.40	70,886.40	75,649.60	80,787.20	86,257.60
3366	MUSEUM ED COORDINATOR	CME30	CMEA	Hourly	41.72	43.82	45.98	48.25	50.70
				Bi-Weekly	3,337.60	3,505.60	3,678.40	3,860.00	4,056.00
				Monthly	7,231.47	7,595.47	7,969.87	8,363.33	8,788.00
				Annual	86,777.60	91,145.60	95,638.40	100,360.00	105,456.00

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**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **1/6/2025**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
3915	<b>NTR STE MGR (PPT)*</b>	CME41	CMEA	Hourly	26.50	27.86	29.24	30.70	32.24
				Bi-Weekly	2,120.00	2,228.80	2,339.20	2,456.00	2,579.20
				Monthly	4,593.33	4,829.07	5,068.27	5,321.33	5,588.27
				Annual	55,120.00	57,948.80	60,819.20	63,856.00	67,059.20
3400	<b>OFFICE ASST</b>	CME35	CMEA	Hourly	36.58	38.41	40.40	42.36	44.53
				Bi-Weekly	2,926.40	3,072.80	3,232.00	3,388.80	3,562.40
				Monthly	6,340.53	6,657.73	7,002.67	7,342.40	7,718.53
				Annual	76,086.40	79,892.80	84,032.00	88,108.80	92,622.40
3910	<b>OFFICE ASST (PPT)*</b>	CME40	CMEA	Hourly	36.58	38.41	40.40	42.36	44.53
				Bi-Weekly	2,926.40	3,072.80	3,232.00	3,388.80	3,562.40
				Monthly	6,340.53	6,657.73	7,002.67	7,342.40	7,718.53
				Annual	76,086.40	79,892.80	84,032.00	88,108.80	92,622.40
2375	<b>OFFICE SPEC (CONF)</b>	CON03	CONF	Hourly	39.28	41.27	43.35	45.48	47.77
				Bi-Weekly	3,142.40	3,301.60	3,468.00	3,638.40	3,821.60
				Monthly	6,808.53	7,153.47	7,514.00	7,883.20	8,280.13
				Annual	81,702.40	85,841.60	90,168.00	94,598.40	99,361.60
3401	<b>OFFICE SPECIALIST</b>	CME36	CMEA	Hourly	41.93	44.03	46.24	48.55	50.96
				Bi-Weekly	3,354.40	3,522.40	3,699.20	3,884.00	4,076.80
				Monthly	7,267.87	7,631.87	8,014.93	8,415.33	8,833.07
				Annual	87,214.40	91,582.40	96,179.20	100,984.00	105,996.80
3403	<b>OFFICE SPECIALIST (PPT)</b>	CME45	CMEA	Hourly	41.93	44.03	46.24	48.55	50.96
				Bi-Weekly	3,354.40	3,522.40	3,699.20	3,884.00	4,076.80
				Monthly	7,267.87	7,631.87	8,014.93	8,415.33	8,833.07
				Annual	87,214.40	91,582.40	96,179.20	100,984.00	105,996.80
4300	<b>PARK MNT LEAD WKR</b>	MIL08	CARP	Hourly	41.89	43.99	46.16	48.49	50.92
				Bi-Weekly	3,351.20	3,519.20	3,692.80	3,879.20	4,073.60
				Monthly	7,260.93	7,624.93	8,001.07	8,404.93	8,826.13
				Annual	87,131.20	91,499.20	96,012.80	100,859.20	105,913.60
1265	<b>PARK MNT SPVSR</b>	MGR20	MGMT	Hourly	64.71	67.98	71.36	74.95	78.70
				Bi-Weekly	5,176.80	5,438.40	5,708.80	5,996.00	6,296.00
				Monthly	11,216.40	11,783.20	12,369.07	12,991.33	13,641.33
				Annual	134,596.80	141,398.40	148,428.80	155,896.00	163,696.00
2315	<b>PAYROLL/ACCOUNTING TECH (CONF)</b>	CON01	CONF	Hourly	46.80	49.12	51.62	54.20	56.89
				Bi-Weekly	3,744.00	3,929.60	4,129.60	4,336.00	4,551.20
				Monthly	8,112.00	8,514.13	8,947.47	9,394.67	9,860.93
				Annual	97,344.00	102,169.60	107,369.60	112,736.00	118,331.20
3402	<b>PERMIT TECH</b>	CME37	CMEA	Hourly	42.92	45.07	47.34	49.69	52.17
				Bi-Weekly	3,433.60	3,605.60	3,787.20	3,975.20	4,173.60
				Monthly	7,439.47	7,812.13	8,205.60	8,612.93	9,042.80
				Annual	89,273.60	93,745.60	98,467.20	103,355.20	108,513.60
3405	<b>PLAN CHECK EXAMINER</b>	CME56	CMEA	Hourly	57.81	60.86	64.07	67.43	70.99
				Bi-Weekly	4,624.80	4,868.80	5,125.60	5,394.40	5,679.20
				Monthly	10,020.40	10,549.07	11,105.47	11,687.87	12,304.93
				Annual	120,244.80	126,588.80	133,265.60	140,254.40	147,659.20
1172	<b>PLANNING MANAGER</b>	MGR16	MGMT	Hourly	78.48	82.40	86.53	90.86	95.38
				Bi-Weekly	6,278.40	6,592.00	6,922.40	7,268.80	7,630.40
				Monthly	13,603.20	14,282.67	14,998.53	15,749.07	16,532.53
				Annual	163,238.40	171,392.00	179,982.40	188,988.80	198,390.40
3404	<b>PLANNING TECHNICIAN</b>	CME52	CMEA	Hourly	43.88	46.06	48.38	50.80	53.32
				Bi-Weekly	3,510.40	3,684.80	3,870.40	4,064.00	4,265.60
				Monthly	7,605.87	7,983.73	8,385.87	8,805.33	9,242.13
				Annual	91,270.40	95,804.80	100,630.40	105,664.00	110,905.60
6165	<b>POLICE AGENT</b>	CPO02	CPOA	Hourly	68.04	71.41	75.00	78.74	82.69
				Bi-Weekly	5,443.20	5,712.80	6,000.00	6,299.20	6,615.20
				Monthly	11,793.60	12,377.73	13,000.00	13,648.27	14,332.93
				Annual	141,523.20	148,532.80	156,000.00	163,779.20	171,995.20

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		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
1045	<b>POLICE CAPTAIN</b>	MGR01	MGMT	Hourly	109.90	115.43	121.16	127.29	133.60
				Bi-Weekly	8,792.00	9,234.40	9,692.80	10,183.20	10,688.00
				Monthly	19,049.33	20,007.87	21,001.07	22,063.60	23,157.33
				Annual	228,592.00	240,094.40	252,012.80	264,763.20	277,888.00
1010	<b>POLICE CHIEF</b>	UNC02	UNCL - P	Hourly	120.89	-	-	-	146.96
				Bi-Weekly	9,671.20	-	-	-	11,756.80
				Monthly	20,954.27	-	-	-	25,473.07
				Annual	251,451.20	-	-	-	305,676.80
1075	<b>POLICE LT</b>	MGR03	MGMT	Hourly	79.69	83.65	87.86	92.24	96.86
				Bi-Weekly	6,375.20	6,692.00	7,028.80	7,379.20	7,748.80
				Monthly	13,812.93	14,499.33	15,229.07	15,988.27	16,789.07
				Annual	165,755.20	173,992.00	182,748.80	191,859.20	201,468.80
6215	<b>POLICE OFCR</b>	CPO04	CPOA	Hourly	63.34	66.48	69.80	73.30	76.96
				Bi-Weekly	5,067.20	5,318.40	5,584.00	5,864.00	6,156.80
				Monthly	10,978.93	11,523.20	12,098.67	12,705.33	13,339.73
				Annual	131,747.20	138,278.40	145,184.00	152,464.00	160,076.80
6214	<b>POLICE OFCR TRN</b>	CPO03	CPOA	Hourly	57.02	-	-	-	-
				Bi-Weekly	4,561.60	-	-	-	-
				Monthly	9,883.47	-	-	-	-
				Annual	118,601.60	-	-	-	-
5360	<b>POLICE RCDS SPEC</b>	CPC05	CPCEA	Hourly	39.52	41.49	43.60	45.78	48.03
				Bi-Weekly	3,161.60	3,319.20	3,488.00	3,662.40	3,842.40
				Monthly	6,850.13	7,191.60	7,557.33	7,935.20	8,325.20
				Annual	82,201.60	86,299.20	90,688.00	95,222.40	99,902.40
5292	<b>POLICE RCDS SPVSR</b>	CPC04	CPCEA	Hourly	50.34	52.81	55.47	58.22	61.12
				Bi-Weekly	4,027.20	4,224.80	4,437.60	4,657.60	4,889.60
				Monthly	8,725.60	9,153.73	9,614.80	10,091.47	10,594.13
				Annual	104,707.20	109,844.80	115,377.60	121,097.60	127,129.60
6120	<b>POLICE SGT</b>	CPO01	CPOA	Hourly	75.66	79.49	83.42	87.57	91.97
				Bi-Weekly	6,052.80	6,359.20	6,673.60	7,005.60	7,357.60
				Monthly	13,114.40	13,778.27	14,459.47	15,178.80	15,941.47
				Annual	157,372.80	165,339.20	173,513.60	182,145.60	191,297.60
1175	<b>PRINCIPAL PLANNER</b>	MGR30	MGMT	Hourly	76.36	80.15	84.24	88.39	92.89
				Bi-Weekly	6,108.80	6,412.00	6,739.20	7,071.20	7,431.20
				Monthly	13,235.73	13,892.67	14,601.60	15,320.93	16,100.93
				Annual	158,828.80	166,712.00	175,219.20	183,851.20	193,211.20
5361	<b>PROPERTY/EVIDENCE SPEC</b>	CPC06	CPCEA	Hourly	43.27	45.46	47.73	50.11	52.63
				Bi-Weekly	3,461.60	3,636.80	3,818.40	4,008.80	4,210.40
				Monthly	7,500.13	7,879.73	8,273.20	8,685.73	9,122.53
				Annual	90,001.60	94,556.80	99,278.40	104,228.80	109,470.40
5275	<b>PS DISPATCHER</b>	CPC02	CPCEA	Hourly	52.17	54.79	57.50	60.41	63.42
				Bi-Weekly	4,173.60	4,383.20	4,600.00	4,832.80	5,073.60
				Monthly	9,042.80	9,496.93	9,966.67	10,471.07	10,992.80
				Annual	108,513.60	113,963.20	119,600.00	125,652.80	131,913.60
5276	<b>PS DISPATCHER (PPT)</b>	CPC03	CPCEA	Hourly	52.17	54.79	57.50	60.41	63.42
				Bi-Weekly	4,173.60	4,383.20	4,600.00	4,832.80	5,073.60
				Monthly	9,042.80	9,496.93	9,966.67	10,471.07	10,992.80
				Annual	108,513.60	113,963.20	119,600.00	125,652.80	131,913.60
3120	<b>PUBLIC SAFETY SYS SPEC</b>	CME01	CMEA	Hourly	57.08	59.96	62.95	66.11	69.39
				Bi-Weekly	4,566.40	4,796.80	5,036.00	5,288.80	5,551.20
				Monthly	9,893.87	10,393.07	10,911.33	11,459.07	12,027.60
				Annual	118,726.40	124,716.80	130,936.00	137,508.80	144,331.20
1095	<b>PUBLIC WKS SUPT</b>	MGR08	MGMT	Hourly	82.54	86.68	91.01	95.56	100.33
				Bi-Weekly	6,603.20	6,934.40	7,280.80	7,644.80	8,026.40
				Monthly	14,306.93	15,024.53	15,775.07	16,563.73	17,390.53
				Annual	171,683.20	180,294.40	189,300.80	198,764.80	208,686.40

Attachment: Resolution & Exhibit - POA and Council Compensation Adjustment (Resolution Amending the Classification and Salary Plan)



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **1/6/2025**

CLASS CD	JOB TITLE	STEP RANGES							
		Range			Step 1	Step 2	Step 3	Step 4	Step 5
1015	PUBLIC WORK DIRECTOR	UNC03	UNCL	Hourly	109.40	-	-	-	143.72
				Bi-Weekly	8,752.00	-	-	-	11,497.60
				Monthly	18,962.67	-	-	-	24,911.47
				Annual	227,552.00	-	-	-	298,937.60
3155	PUBLIC WORKS INSP	CME08	CMEA	Hourly	59.28	62.23	65.35	68.62	72.08
				Bi-Weekly	4,742.40	4,978.40	5,228.00	5,489.60	5,766.40
				Monthly	10,275.20	10,786.53	11,327.33	11,894.13	12,493.87
				Annual	123,302.40	129,438.40	135,928.00	142,729.60	149,926.40
3365	REC PROG COORD	CME29	CMEA	Hourly	46.43	48.80	51.17	53.74	56.43
				Bi-Weekly	3,714.40	3,904.00	4,093.60	4,299.20	4,514.40
				Monthly	8,047.87	8,458.67	8,869.47	9,314.93	9,781.20
				Annual	96,574.40	101,504.00	106,433.60	111,779.20	117,374.40
1035	REC/COMM. SVCS DIRECTOR	UNC04	UNCL	Hourly	107.57	-	-	-	140.68
				Bi-Weekly	8,605.60	-	-	-	11,254.40
				Monthly	18,645.47	-	-	-	24,384.53
				Annual	223,745.60	-	-	-	292,614.40
1171	RECREATION SERVICE MGR	MGR22	MGMT	Hourly	76.50	80.37	84.38	88.58	93.02
				Bi-Weekly	6,120.00	6,429.60	6,750.40	7,086.40	7,441.60
				Monthly	13,260.00	13,930.80	14,625.87	15,353.87	16,123.47
				Annual	159,120.00	167,169.60	175,510.40	184,246.40	193,481.60
3362	RECREATION SPECIALIST FACILITIES	CME47	CMEA	Hourly	31.88	34.08	36.37	38.84	41.47
				Bi-Weekly	2,550.40	2,726.40	2,909.60	3,107.20	3,317.60
				Monthly	5,525.87	5,907.20	6,304.13	6,732.27	7,188.13
				Annual	66,310.40	70,886.40	75,649.60	80,787.20	86,257.60
3364	RECREATION SPECIALIST	CME47	CMEA	Hourly	31.88	34.08	36.37	38.84	41.47
				Bi-Weekly	2,550.40	2,726.40	2,909.60	3,107.20	3,317.60
				Monthly	5,525.87	5,907.20	6,304.13	6,732.27	7,188.13
				Annual	66,310.40	70,886.40	75,649.60	80,787.20	86,257.60
3363	RECREATION SPECIALIST (PPT)	CME51	CMEA	Hourly	31.88	34.08	36.37	38.84	41.47
				Bi-Weekly	2,550.40	2,726.40	2,909.60	3,107.20	3,317.60
				Monthly	5,525.87	5,907.20	6,304.13	6,732.27	7,188.13
				Annual	66,310.40	70,886.40	75,649.60	80,787.20	86,257.60
3255	RECREATION SPVSR	CME20	CMEA	Hourly	57.25	60.11	63.13	66.32	69.63
				Bi-Weekly	4,580.00	4,808.80	5,050.40	5,305.60	5,570.40
				Monthly	9,923.33	10,419.07	10,942.53	11,495.47	12,069.20
				Annual	119,080.00	125,028.80	131,310.40	137,945.60	144,830.40
3193	REDEVELOPMENT COORDINATOR	CME17	CMEA		-	-	-	-	-
3192	SENIOR PLANNER	CME16	CMEA	Hourly	71.04	74.56	78.36	82.22	86.41
				Bi-Weekly	5,683.20	5,964.80	6,268.80	6,577.60	6,912.80
				Monthly	12,313.60	12,923.73	13,582.40	14,251.47	14,977.73
				Annual	147,763.20	155,084.80	162,988.80	171,017.60	179,732.80
3178	SOCIAL MEDIA SPECIALIST (PPT)	CME50	CMEA	Hourly	39.53	41.53	43.61	45.78	48.08
				Bi-Weekly	3,162.40	3,322.40	3,488.80	3,662.40	3,846.40
				Monthly	6,851.87	7,198.53	7,559.07	7,935.20	8,333.87
				Annual	82,222.40	86,382.40	90,708.80	95,222.40	100,006.40
3179	SR ACCOUNTANT	CME49	CMEA	Hourly	58.93	61.90	64.97	68.22	71.66
				Bi-Weekly	4,714.40	4,952.00	5,197.60	5,457.60	5,732.80
				Monthly	10,214.53	10,729.33	11,261.47	11,824.80	12,421.07
				Annual	122,574.40	128,752.00	135,137.60	141,897.60	149,052.80
3145	SR BLDG INSP	CME05	CMEA	Hourly	64.39	67.69	71.05	74.62	78.35
				Bi-Weekly	5,151.20	5,415.20	5,684.00	5,969.60	6,268.00
				Monthly	11,160.93	11,732.93	12,315.33	12,934.13	13,580.67
				Annual	133,931.20	140,795.20	147,784.00	155,209.60	162,968.00

Attachment: Resolution & Exhibit - POA and Council Compensation Adjustment (Resolution Amending the Classification and Salary Plan)



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **1/6/2025**

CLASS CD	JOB TITLE	STEP RANGES							
		Range		Step 1	Step 2	Step 3	Step 4	Step 5	
1093	SR CIVIL ENG (PPT)	MGR07	MGMT	Hourly	78.76	82.72	86.87	91.17	95.75
				Bi-Weekly	6,300.80	6,617.60	6,949.60	7,293.60	7,660.00
				Monthly	13,651.73	14,338.13	15,057.47	15,802.80	16,596.67
				Annual	163,820.80	172,057.60	180,689.60	189,633.60	199,160.00
1091	SR CIVIL ENGR	MGR06	MGMT	Hourly	78.76	82.72	86.87	91.17	95.75
				Bi-Weekly	6,300.80	6,617.60	6,949.60	7,293.60	7,660.00
				Monthly	13,651.73	14,338.13	15,057.47	15,802.80	16,596.67
				Annual	163,820.80	172,057.60	180,689.60	189,633.60	199,160.00
3191	SR ENGR TECH	CME15	CMEA	Hourly	63.90	67.11	70.46	74.00	77.68
				Bi-Weekly	5,112.00	5,368.80	5,636.80	5,920.00	6,214.40
				Monthly	11,076.00	11,632.40	12,213.07	12,826.67	13,464.53
				Annual	132,912.00	139,588.80	146,556.80	153,920.00	161,574.40
3367	SR MUSEUM SPECIALIST	CME31	CMEA	Hourly	47.98	50.40	52.90	55.53	58.38
				Bi-Weekly	3,838.40	4,032.00	4,232.00	4,442.40	4,670.40
				Monthly	8,316.53	8,736.00	9,169.33	9,625.20	10,119.20
				Annual	99,798.40	104,832.00	110,032.00	115,502.40	121,430.40
3370	SR OFFICE ASST	CME32	CMEA	Hourly	40.44	42.44	44.58	46.79	49.18
				Bi-Weekly	3,235.20	3,395.20	3,566.40	3,743.20	3,934.40
				Monthly	7,009.60	7,356.27	7,727.20	8,110.27	8,524.53
				Annual	84,115.20	88,275.20	92,726.40	97,323.20	102,294.40
3160	SR PUBLIC WORKS INSP	CME09	CMEA	Hourly	63.31	66.50	69.83	73.33	77.00
				Bi-Weekly	5,064.80	5,320.00	5,586.40	5,866.40	6,160.00
				Monthly	10,973.73	11,526.67	12,103.87	12,710.53	13,346.67
				Annual	131,684.80	138,320.00	145,246.40	152,526.40	160,160.00
1267	SR PUBLIC WORKS PROJECT MGR	MGR26	MGMT	Hourly	78.76	82.72	86.87	91.17	95.75
				Bi-Weekly	6,300.80	6,617.60	6,949.60	7,293.60	7,660.00
				Monthly	13,651.73	14,338.13	15,057.47	15,802.80	16,596.67
				Annual	163,820.80	172,057.60	180,689.60	189,633.60	199,160.00
3250	SR SVCS SPVSR	CME19	CMEA	Hourly	57.25	60.11	63.13	66.32	69.63
				Bi-Weekly	4,580.00	4,808.80	5,050.40	5,305.60	5,570.40
				Monthly	9,923.33	10,419.07	10,942.53	11,495.47	12,069.20
				Annual	119,080.00	125,028.80	131,310.40	137,945.60	144,830.40
4296	STR MNT FIELD SPVSR	MIL07	CARP	Hourly	54.68	57.39	60.27	63.28	66.48
				Bi-Weekly	4,374.40	4,591.20	4,821.60	5,062.40	5,318.40
				Monthly	9,477.87	9,947.60	10,446.80	10,968.53	11,523.20
				Annual	113,734.40	119,371.20	125,361.60	131,622.40	138,278.40
4295	STR MNT LEAD WKR	MIL06	CARP	Hourly	41.89	43.99	46.16	48.49	50.92
				Bi-Weekly	3,351.20	3,519.20	3,692.80	3,879.20	4,073.60
				Monthly	7,260.93	7,624.93	8,001.07	8,404.93	8,826.13
				Annual	87,131.20	91,499.20	96,012.80	100,859.20	105,913.60
1266	STREET MNT SUPERVISOR	MGR25	MGMT	Hourly	63.01	66.16	69.46	72.94	76.59
				Bi-Weekly	5,040.80	5,292.80	5,556.80	5,835.20	6,127.20
				Monthly	10,921.73	11,467.73	12,039.73	12,642.93	13,275.60
				Annual	131,060.80	137,612.80	144,476.80	151,715.20	159,307.20
1046	SUPPORT SERVICE MANAGER	MGR21	MGMT	Hourly	85.89	90.21	94.76	99.48	104.47
				Bi-Weekly	6,871.20	7,216.80	7,580.80	7,958.40	8,357.60
				Monthly	14,887.60	15,636.40	16,425.07	17,243.20	18,108.13
				Annual	178,651.20	187,636.80	197,100.80	206,918.40	217,297.60
1090	TRAFFIC ENGR	MGR05	MGMT	Hourly	81.27	85.36	89.61	94.09	98.82
				Bi-Weekly	6,501.60	6,828.80	7,168.80	7,527.20	7,905.60
				Monthly	14,086.80	14,795.73	15,532.40	16,308.93	17,128.80
				Annual	169,041.60	177,548.80	186,388.80	195,707.20	205,545.60
3916	UNHOUSED SPECIALIST	CME42	CMEA	Hourly	42.25	44.47	46.81	49.28	51.87
				Bi-Weekly	3,380.00	3,557.60	3,744.80	3,942.40	4,149.60
				Monthly	7,323.33	7,708.13	8,113.73	8,541.87	8,990.80
				Annual	87,880.00	92,497.60	97,364.80	102,502.40	107,889.60

Attachment: Resolution & Exhibit - POA and Council Compensation Adjustment (Resolution Amending the Classification and Salary Plan)



**CITY OF CAMPBELL  
POSITION CLASSIFICATION - ALL GROUPS  
FY 24/25- SALARY SCHEDULE**

Effective: **1/6/2025**

CLASS CD	JOB TITLE	STEP RANGES							
		Range			Step 1	Step 2	Step 3	Step 4	Step 5
3395	UTILITY WRKR	CME34	CMEA	Hourly	40.78	42.84	44.95	47.19	49.59
				Bi-Weekly	3,262.40	3,427.20	3,596.00	3,775.20	3,967.20
				Monthly	7,068.53	7,425.60	7,791.33	8,179.60	8,595.60
				Annual	84,822.40	89,107.20	93,496.00	98,155.20	103,147.20

Notes:

- 1) Negotiated 3% Cost of Living Adjustments for CMEA, CARP, Confidential, CPCEA, MGMT, and UNCLASSIFIED eff 07/08/2024.
- 2) City Attorney compensation adjustment 07/08/2024
- 3) Market rate adjustment for Lighting & Traffic Signal Tech (5.46%) effective 07/08/2024.
- 4) Market rate adjustment for Maintenance Worker II (0.11%) effective 07/08/2024.
- 5) Market rate adjustment for Lighting & Traffic Signal Asst and Lighting & Traffic Signal Spvs (5.46%) effective 07/08/2024.
- 6) Market rate adjustment for Maintenance Worker I, Parks Maintenance Lead Worker, Street Maintenance Lead Worker, Arborist (0.11%) effective 07/08/2024.
- 7) Market rate adjustment for Communications Supervisor and Community Services Officer (0.72%) effective 09/02/2024.
- 8) Market rate adjustment for Dispatcher (0.72%) effective 09/02/2024.
- 9) Added Economic Development Manager position effective 12/03/2024.
- 10) Negotiated 2% Cost of Living Adjustments for CPOA eff 01/06/2025
- 11) Councilmember compensation adjustment 01/06/2025

Attachment: Resolution & Exhibit - POA and Council Compensation Adjustment (Resolution Amending the Classification and Salary Plan)



*City  
Council  
Report*

Item: 10  
Category: CONSENT CALENDAR  
Meeting Date: April 15, 2025

**TITLE: Resolution Approving the Revision of Senior Building Inspector Job Specification (Resolution/Roll Call Vote)**

**RECOMMENDED ACTION**

Adopt a resolution approving the revised classification specification for Senior Building Inspector.

**BACKGROUND**

The Community Development Department currently has a Senior Building Inspector position that is being underfilled by a Building Inspector. The Senior Building Inspector position reports to the Building Official and serves as the lead inspector overseeing the Building Inspection program. This position supervises and coordinates inspection operations, establishes protocols, and provides training and mentoring to less experienced staff. The Community Development Department is now seeking to fill the Senior Building Inspector position. In line with that request, staff has reviewed the job specification for Senior Building Inspector and is recommending updates as detailed below.

**DISCUSSION**

The Senior Building Inspector job specification was last reviewed and updated in 2014. As such, staff recently reviewed the classification specification to ensure alignment with current industry standards and to ensure compatibility with comparable positions in neighboring agencies. Staff is proposing the classification specification be updated to remove duties that are no longer performed by the position; add new duties that detail the level and complexity expected in this higher classification; and, include certification requirements for the position.

In conjunction with updating the job specification, staff also worked with Bryce Consulting to advise whether a compensation study was needed in light of the above proposed changes. After reviewing the changes, Bryce Consulting confirmed that the updates brought the classification specification up to current industry standards, and no additional compensation adjustments would need to be made.

Attachments B and C to this report contain the proposed revised classification specification for Senior Building Inspector in both redline and final versions, respectively.

### **FISCAL IMPACT**

This position is already budgeted for in the Fiscal Year 2025 Budget. Approval of the revised job specification will not have an additional fiscal impact.

### **ALTERNATIVES**

1. Do not approve the attached resolution updating the Senior Building Inspector job specification.
2. Provide other direction to staff.

**Ada Chang**

Prepared by:

\_\_\_\_\_  
Ada Chang, Human Resources Manager

Approved by:

  
\_\_\_\_\_  
Brian Loventhal, City Manager

### **Attachment:**

- a. Resolution - Job Specification Revision for Sr. Building Inspector
- b. Senior Building Inspector DRAFT
- c. Senior Building Inspector CLEAN

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL  
APPROVING THE REVISED CLASSIFICATION SPECIFICATION FOR SENIOR BUILDING INSPECTOR**

**WHEREAS**, the City of Campbell intends to revise the classification specification for Senior Building Inspector; and

**WHEREAS**, The City Manager is required by Section 2.12.030 of the Campbell Municipal code to prepare and submit to the City Council recommendations for the reorganization of offices, departments, and positions which are considered to be in the best interest of efficient, effective and economical conduct of the municipal services provided by the City; and

**WHEREAS**, Section 3.0 of the Personnel Rules and Regulations requires the Personnel Officer to maintain a classification plan including classification specifications;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Campbell does hereby approve the revised classification specification for Senior Building Inspector as set forth in **Attachment C**.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of April 2025, by the following roll call vote:

AYES: Councilmembers:  
NOES: Councilmembers:  
ABSENT: Councilmembers:

APPROVED:

\_\_\_\_\_  
Sergio Lopez, Mayor

ATTEST:

\_\_\_\_\_  
Andrea Sanders, City Clerk

Attachment: Resolution - Job Specification Revision for Sr. Building Inspector (Revision of Senior Building Inspector Classification)

CITY OF CAMPBELL

## SENIOR BUILDING INSPECTOR

### DEFINITION

Under supervision, ~~to this class performs more difficult complex~~ general building inspection ~~and plan checking functions~~ with added specialization in electrical, mechanical, plumbing, or building inspection, requiring the use of considerable independent judgement and initiative, and to do related work as required.

This is the advanced journey level class in the Building Inspector series and is distinguished from the other classes in the Building Inspector series by the responsibility assumed for supervising and coordinating field inspection operations including establishing inspection protocols, providing training and mentoring to less experienced staff, as well as for performing the most complex duties assigned to positions within the series. Receives direction from the Building Official. May exercise supervision and provide technical and functional direction to lower-level inspection and counter staff.

### TYPICAL DUTIES

Typical duties will include, but are not limited to:

- ~~Administers and enforces laws, codes, and regulations dealing with the construction and safety of buildings and structures;~~
- Make combination field inspections of building construction, plumbing, mechanical, and electrical installations at all levels of complexity and at varying stages of building construction to ensure compliance with approved plans, applicable codes, ordinances and regulations;
- Resolve disputes between Building Inspection staff and developers, contractors, architects, engineers and the general public; explain and interpret requirements and restrictions;
- Issue permits, investigate violations, make recommendations for corrective action;
- ~~Takes responsibility for Address~~ more difficult inspection problems in building construction, electrical or plumbing work;
- Respond to questions and concerns of staff or the public;
- ~~Checks plans and specifications against approved codes and standards;~~
- ~~Makes field inspections of building construction, plumbing, mechanical, and electrical installations in residential, business or public buildings;~~
- ~~Issues permits and computes fees;~~
- ~~Makes special investigations regarding violations of building and housing laws, analyzes data, prepares reports; Support Building Official, Inspectors, and Code Enforcement Officer in managing Code Enforcement cases;~~
- ~~Performs administrative duties to assist the division manager; and~~
- Confer with architects, planners, contractors, builders, and the general public in the field, office, and at the counter.
- Coordinate with other City staff and representatives of other agencies regarding the permit process;
- Provide ongoing training to Building Inspection staff of City policies, procedures, rules, and regulations to ensure uniform application;

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- Coordinate the work and inspection activities of Building Inspection staff;
- Prepare appropriate paperwork, records and reports;
- Serve as the Plan Check Examiner or Building Official in their absence; and
- Perform other duties as assigned.

**EMPLOYMENT STANDARDS**

**Education and Experience:** Equivalent to graduation from high school and ~~two years of college in building or construction technology or related field; OR high school and completion of a qualified 4-year apprenticeship training program.~~ Four years of increasingly responsible experience as a building inspector with specialization in building, electrical or plumbing inspection, including two years of experience comparable to that of a Building Inspector in the City of Campbell.

**Required Licenses or Certifications:**

- Valid California Driver's License or the ability to provide alternate transportation as approved by the appointing authority.
- International Code Council (ICC) certification as a combination inspector. Possession of Cal OES emergency disaster registration. Possession of additional ICC certifications, such as MEP trade inspector, Special inspector, and CASp are highly desirable. ~~CBO Building Inspector Certificate or a Certificate or AA degree in Building Construction Technology from an accredited college.~~

**Knowledge of:**

- Principles and practices of the California Building, Plumbing, Mechanical, Electrical, and Energy Codes, and other pertinent State and County codes and City ordinances;
- Proper inspection methods, procedures and materials;
- Principles of construction site management; and
- Principles and practices of supervision and performance management,
- Materials and construction practices in the electrical, plumbing and building trades;
- Provisions of the Uniform Building, Electrical, Mechanical, Housing and Plumbing Codes, relevant California State Administrative Codes.

**Ability to:**

- Accurately analyze, interpret and check plans, specifications and calculations;
- Identify building code compliance requirements and make appropriate recommendations for corrective actions;
- Interpret, apply and explain construction-related codes, regulations and policies;
- Prepare and maintain accurate forms, records and reports;
- Operate a computer, software, and other office equipment;
- Understand and follow written and oral instructions;
- Communicate effectively, both orally and in writing;
- Demonstrate initiative and exercise good judgment in the performance of duties;
- Work independently and as a team member;
- Set priorities and meet deadlines;
- Read and interpret codes, regulations and procedures;
- Read and interpret building plans and specifications;
- Conduct investigations; make inspections; recognize defects in materials and construction methods;
- Document physical conditions and procedures and maintain effective records;

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- Establish and maintain positive and effective working relationships with those contacted in the course of work;~~Maintain good working relations with other employees, contractors, architects, engineers, and the public.~~
- Plan, coordinate and oversee the work of others; and
- Observe safety principles and work in a safe manner.

**Possession of:**

- ~~Valid California Driver's License.~~

Rev. '73,'74,'89, '98, 8/14, 4/25

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CITY OF CAMPBELL

SENIOR BUILDING INSPECTOR

DEFINITION

Under supervision, this class performs complex general building inspection with added specialization in electrical, mechanical, plumbing, or building inspection, requiring the use of considerable independent judgement and initiative, and to do related work as required.

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This is the advanced journey level class in the Building Inspector series and is distinguished from the other classes in the Building Inspector series by the responsibility assumed for supervising and coordinating field inspection operations including establishing inspection protocols, providing training and mentoring to less experienced staff, as well as for performing the most complex duties assigned to positions within the series. Receives direction from the Building Official. May exercise supervision and provide technical and functional direction to lower-level inspection and counter staff.

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TYPICAL DUTIES

Typical duties will include, but are not limited to:

- Make combination field inspections of building construction, plumbing, mechanical, and electrical installations at all levels of complexity and at varying stages of building construction to ensure compliance with approved plans, applicable codes, ordinances and regulations;
- Resolve disputes between Building Inspection staff and developers, contractors, architects, engineers and the general public; explain and interpret requirements and restrictions;
- Issue permits, investigate violations, make recommendations for corrective action;
- Address difficult inspection problems in building construction, electrical or plumbing work;
- Respond to questions and concerns of staff or the public;
- Support Building Official, Inspectors, and Code Enforcement Officer in managing Code Enforcement cases; Confer with architects, planners, contractors, builders, and the general public in the field, office, and at the counter.
- Coordinate with other City staff and representatives of other agencies regarding the permit process;
- Provide ongoing training to Building Inspection staff of City policies, procedures, rules, and regulations to ensure uniform application;
- Coordinate the work and inspection activities of Building Inspection staff;
- Prepare appropriate paperwork, records and reports;
- Serve as the Plan Check Examiner or Building Official in their absence; and
- Perform other duties as assigned.

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EMPLOYMENT STANDARDS

**Education and Experience:** Equivalent to graduation from high school and four years of increasingly responsible experience as a building inspector with specialization in building, electrical or plumbing inspection, including two years of experience comparable to that of a Building Inspector in the City of Campbell.

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**Required Licenses or Certifications:**

- Valid California Driver's License or the ability to provide alternate transportation as approved by the appointing authority.
- International Code Council (ICC) certification as a combination inspector. Possession of Cal OES emergency disaster registration. Possession of additional ICC certifications, such as MEP trade inspector, Special inspector, and CASp are highly desirable.

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**Knowledge of:**

- Principles and practices of the California Building, Plumbing, Mechanical, Electrical, and Energy Codes, and other pertinent State and County codes and City ordinances;
- Proper inspection methods, procedures and materials;
- Principles of construction site management; and
- Principles and practices of supervision and performance management.

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**Ability to:**

- Accurately analyze, interpret and check plans, specifications and calculations;
- Identify building code compliance requirements and make appropriate recommendations for corrective actions;
- Interpret, apply and explain construction-related codes, regulations and policies;
- Prepare and maintain accurate forms, records and reports;
- Operate a computer, software, and other office equipment;
- Understand and follow written and oral instructions;
- Communicate effectively, both orally and in writing;
- Demonstrate initiative and exercise good judgment in the performance of duties;
- Work independently and as a team member;
- Set priorities and meet deadlines;
- Establish and maintain a positive and effective working relationships with those contacted in the course of work;.
- Plan, coordinate and oversee the work of others; and
- Observe safety principles and work in a safe manner.

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Rev. '73,'74,'89, '98, 8/14, 4/25



*City  
Council  
Report*

**Item:** 11  
**Category:** PUBLIC HEARINGS AND  
 INTRODUCTION OF  
 ORDINANCES  
**Meeting Date:** April 15, 2025

**TITLE:** Public Hearing to Consider the Adoption of an Interim Ordinance to Extend Ordinance No. 2326 Which Established Urgency Measures to Implement a Temporary Moratorium on the Issuance of Tobacco Retailer Permits at New Locations in the City (Ordinance/Roll Call Vote)

### **RECOMMENDED ACTION**

It is recommended that the City Council adopt an ordinance to extend Interim Ordinance No. 2326, which established urgency measures to implement a temporary moratorium on the issuance of Tobacco Retailer Permits at new locations in the city.

### **BACKGROUND**

On March 18, 2025, the City Council adopted an Interim Ordinance establishing urgency measures to implement a Temporary Moratorium on the issuance of Tobacco Retailer Permits at new locations in the City. As Interim Ordinances are initially effective for no more than 45-days, staff indicated an intention to return with an extension to allow sufficient time to prepare and adopt a formal ordinance through the normal hearing procedures.

### **DISCUSSION**

The subject Ordinance will extend the effectiveness of the Temporary Moratorium on the issuance of Tobacco Retailer Permits as previously presented and established by Ordinance No. 2326 for 10 months and 15 days, or until superseded by adoption of permanent standards, whichever comes first.

During this time, staff intends to develop and present appropriate regulatory measures to the Council to limit the number of smoke shops permitted within the city.

### **ENVIRONMENTAL DETERMINATION**

The California Environmental Quality Act (CEQA) requires agencies to identify the potential environmental effects of "projects". While adoption of the proposed Interim Ordinance is considered a "project" under Section 15378(a)(1) of the California Environmental Quality Act (CEQA), it may be found exempt from environmental review under Section 15061(b)(3) because it does not create environmental impacts and merely preserves the status quo. The Interim Ordinance may also be found categorically exempt under Section 15308 of the California Environmental Quality Act

because it is a temporary regulatory action taken by the City pursuant to its police power and in accordance with Government Code Section 65858 in the interest of evaluating and preventing potential environmental harms related to tobacco sales.

### FISCAL IMPACT

If the Temporary Moratorium on Tobacco Retailers is extended, existing revenue from Tobacco Retail sales will not be impacted, but the city could miss out on potential revenue from new operators.

On average, stand-alone<sup>1</sup> tobacco retail businesses result in approximately \$3,196 in revenue for the city per year.

### NEXT STEPS

If the Temporary Moratorium is extended, staff will:

- Engage with stakeholders, including public health officials, business owners, and community members.
- Develop and return with regulatory recommendations for City Council consideration within the moratorium period.

### ALTERNATIVES

In consideration of the subject item, staff has identified the following alternative:

1. **Take no action.** Should the Council take no action on the subject item, the Interim Ordinances will expire on May 2, 2025. Staff does not recommend pursuing this alternative as it would permit the establishment of new tobacco retailers without appropriate regulatory measures that align Campbell's policies with best practices seen in other jurisdictions.



Prepared by:

\_\_\_\_\_  
Stephen Rose, Senior Planner

Reviewed by:



\_\_\_\_\_  
Rob Eastwood, Community  
Development Director

<sup>1</sup> The City does not have a precise sales tax data for tobacco retailers when part of another land use (i.e., as part of a grocery store).

Approved by:



Brian Loventhal, City Manager

**Attachment:**

- a. Tobacco Moratorium - Extending Ordinance
- b. CC Ordinance No 2326

**ORDINANCE NO.**

**BEING AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMPBELL  
EXTENDING URGENCY MEASURES TO IMPLEMENT A TEMPORARY MORATORIUM  
ON THE ISSUANCE OF TOBACCO RETAILER PERMITS AT NEW LOCATIONS IN THE  
CITY. FILE NO. PLN-2025-12**

**WHEREAS**, after notification and public hearing, as specified by law and after presentation by the Community Development Director, proponents and opponents, the hearing was closed.

**WHEREAS**, the legislature of the State of California has, in Article XI, Section 7 of the California Constitution and Government Code Sections 65302 and 65800, conferred upon local governments the authority to adopt regulations designed to promote the public health, safety and general welfare of its citizenry.

**WHEREAS**, in 2012, the City adopted an Ordinance requiring all tobacco retailers to obtain a “Tobacco Retailer Permit” to ensure that retailers comply with tobacco control laws and City business standards (CC Ord. No. 2165; [CMC Chapter 5.58](#)).

**WHEREAS**, pursuant to Section 65858 of the Government Code and Section 21.60.090 of the Campbell Municipal Code, the City Council may take appropriate action to adopt urgency measures as an interim ordinance.

**WHEREAS**, as of January 2025, the city has city had approximately 42 “active” Tobacco Retailers, which equates to roughly one tobacco retailer per 1,000 residents.

**WHEREAS**, while the majority of tobacco retailers operate in conjunction with another land use activity (i.e., part of a grocery store, liquor store, convenience store), in the past four years the City has seen a significant increase in the number of “stand-alone” tobacco retail stores.

**WHEREAS**, the prevalence of tobacco retail establishments in the City may contribute to various adverse effects, including:

- **Health impacts** resulting from increased availability and accessibility of tobacco products, leading to higher rates of use and associated health risks.
- **Social and economic burdens** due to smoking-related illnesses, which place greater demands on community health resources and increase healthcare costs.
- **Environmental concerns** as cigarette butts and packaging contribute to litter and environmental degradation.
- **Crime and safety challenges**, as a higher concentration of retailers can make it more difficult to monitor and enforce age restrictions and tobacco sales laws.

- **Land use issues**, as an overconcentration of tobacco retailers may be found to contribute to visual blight (i.e., frequently found to be in violation of City sign ordinance), result in reduced retail diversity, and alter the character of the community.

These and other concerns highlight the need for thoughtful regulation of tobacco retail uses to protect public health, safety, and overall community well-being.

**WHEREAS**, several neighboring jurisdictions, including Santa Clara County, San Jose, Los Gatos, and Saratoga, have implemented restrictions on tobacco retailers, such as density limitations, proximity restrictions near schools, or limiting the sale of flavored tobacco or vaping products. Campbell currently lacks these regulatory measures, making it an outlier in the region with also a higher per capita concentration of tobacco retailers.

**WHEREAS**, on March 18, 2025, the City Council adopted an interim ordinance establishing urgency measures to implement a temporary moratorium on the issuance of Tobacco Retailer Permits at new locations in the city, finding that there is a current and immediate threat to the public health, safety, and welfare, and that approval of additional Tobacco Retailer Permits would result in and exacerbate that threat to public health, safety and welfare.

**WHEREAS**, the City is undertaking a study to update its Municipal Code to take into account best practices for tobacco retail, which shall be completed within a reasonable time, not to exceed 10 months and fifteen days from the adoption of this interim ordinance, or until it is superseded by adoption of superseding ordinance, whichever comes first.

**WHEREAS**, this Ordinance serves to extends urgency measures which are protecting the public peace, health, safety, or welfare in the City of Campbell as set forth by the interim ordinance (Ordinance No. 2326).

**WHEREAS**, it is not the intent of this Ordinance to adopt permanent standards, requirements, or permitting procedures. The City Council reserves the right to adopt permanent standards, requirements, and permitting procedures that will supersede those contained in the interim ordinance (Ordinance No. 2326).

**WHEREAS**, considering the foregoing findings, the City Council further finds that there is a current and immediate threat to the public health, safety, or welfare, and that adherence to existing standards, requirements, and permitting procedures in conflict with the urgency measures as set forth by the interim ordinance (Ordinance No. 2326) that would result in that threat to public health, safety, or welfare.

**WHEREAS**, adoption of this Ordinance may be found categorically exempt under the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) because it does not create environmental impacts and merely preserves the status quo. The Interim Ordinance may also be found categorically exempt under Section 15308 of the California Environmental Quality Act because it is a temporary regulatory action taken by the City pursuant to its police power and in accordance with Government Code Section 65858 in the interest of evaluating and preventing potential environmental harms related to tobacco sales.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAMPBELL DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1 (SEVERABILITY):** If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Ordinance. The City Council hereby declares that it would have passed this interim ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

**SECTION 2 (CEQA):** Extension of the interim ordinance is categorically exempt under Section 15061(b)(3) of the California Environmental Quality Act because it does not create environmental impacts and merely preserves the status quo and under Section 15308 of the California Environmental Quality Act because it is a temporary regulatory action taken by the City pursuant to its police power and in accordance with Government Code Section 65858 in the interest of evaluating and preventing potential environmental harms related to tobacco sales.

**SECTION 3 (PUBLICATION):** The City Clerk shall cause this Ordinance to be published and shall be published, or summary thereof, one time within fifteen (15) days upon passage and adoption in a newspaper of general circulation, such as the Metro Silicon Valley, for the City of Campbell, County of Santa Clara.

**SECTION 4 (EFFECTIVENESS):** Interim Ordinance No. 2326 is hereby extended for 10 months and fifteen days, or until it is superseded by adoption of superseding ordinance, whichever comes first.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2026 by the following roll call vote:

- AYES: COUNCILMEMBERS:
- NOES: COUNCILMEMBERS:
- ABSENT: COUNCILMEMBERS:
- ABSTAIN: COUNCILMEMBERS:

APPROVED: \_\_\_\_\_

Sergio Lopez, Mayor

ATTEST: \_\_\_\_\_

Andrea Sanders, City Clerk

Attachment: Tobacco Moratorium - Extending Ordinance (Extension of Interim Ordinance - Tobacco Moratorium)

**ORDINANCE NO. 2326**

**BEING AN INTERIM ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMPBELL ESTABLISHING URGENCY MEASURES TO IMPLEMENT A TEMPORARY MORATORIUM ON THE ISSUANCE OF TOBACCO RETAILER PERMITS AT NEW LOCATIONS IN THE CITY. FILE NO. PLN-2025-12**

**WHEREAS**, after notification and public hearing, as specified by law and after presentation by the Community Development Director, proponents and opponents, the hearing was closed.

**WHEREAS**, pursuant to Section 65858 of the Government Code and Section 21.60.090 of the Campbell Municipal Code, the City Council may take appropriate action to adopt urgency measures as an Interim Ordinance (hereinafter "Ordinance").

**WHEREAS**, the legislature of the State of California has, in Article XI, Section 7 of the California Constitution and Government Code Sections 65302 and 65800, conferred upon local governments the authority to adopt regulations designed to promote the public health, safety and general welfare of its citizenry.

**WHEREAS**, in 2012, the City adopted an Ordinance requiring all tobacco retailers to obtain a "Tobacco Retailer Permit" to ensure that retailers comply with tobacco control laws and City business standards (CC Ord. No. 2165; CMC Chapter 5.58).

**WHEREAS**, as of January 2025, the city has approximately 42 "active" Tobacco Retailers, which equates to roughly one tobacco retailer per 1,000 residents.

**WHEREAS**, while the majority of tobacco retailers operate in conjunction with another land use activity (i.e., part of a grocery store, liquor store, convenience store), in the past four years the City has seen a significant increase in the number of "stand-alone" tobacco retail stores.

**WHEREAS**, several neighboring jurisdictions, including Santa Clara County, San Jose, Los Gatos, and Saratoga, have implemented restrictions on tobacco retailers, such as density limitations, proximity restrictions near schools, or limiting the sale of flavored tobacco or vaping products. Campbell currently lacks these regulatory measures, making it an outlier in the region with also a higher per capita concentration of tobacco retailers.

**WHEREAS**, the prevalence of tobacco retail establishments in the City may contribute to various adverse effects, including:

- **Health impacts** resulting from increased availability and accessibility of tobacco products, leading to higher rates of use and associated health risks.
- **Social and economic burdens** due to smoking-related illnesses, which place greater demands on community health resources and increase healthcare costs.
- **Environmental concerns** as cigarette butts and packaging contribute to litter and environmental degradation.
- **Crime and safety challenges**, as a higher concentration of retailers can make it more difficult to monitor and enforce age restrictions and tobacco sales laws.

- **Land use issues**, as an overconcentration of tobacco retailers may be found to contribute to visual blight (i.e., frequently found to be in violation of City sign ordinance), result in reduced retail diversity, and alter the character of the community.

These and other concerns highlight the need for thoughtful regulation of tobacco retail uses to protect public health, safety, and overall community well-being.

**WHEREAS**, the Community Development Department plans to study changes to the City zoning ordinances and other ordinances within a reasonable time to address the foregoing concerns, with which the uses currently authorized by Tobacco Retailer Permits may be in conflict.

**WHEREAS**, considering the foregoing findings, the City Council further finds that there is a current and immediate threat to the public health, safety, and welfare, and that approval of additional Tobacco Retailer Permits would result in and exacerbate that threat to public health, safety and welfare.

**WHEREAS**, adoption of the proposed Ordinance is considered a "project" under Section 15378(a)(1) of the California Environmental Quality Act (CEQA).

**WHEREAS**, the proposed Ordinance may be found categorically exempt from environmental review under Section 15061(b)(3) of the California Environmental Quality Act because it does not create environmental impacts and merely preserves the status quo.

**WHEREAS**, the proposed Ordinance may also be found categorically exempt under Section 15308 of the California Environmental Quality Act because it is a temporary regulatory action taken by the City pursuant to its police power and in accordance with Government Code Section 65858 in the interest of evaluating and preventing potential environmental harms related to tobacco sales.

**WHEREAS**, in consideration of the adoption of the subject Ordinance, the City Council provided due consideration of all evidence presented and provided in the entire administrative record.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAMPBELL DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1 (PURPOSE).** This Ordinance establishes urgency measures to implement a temporary moratorium on the issuance of tobacco retailer permits at new locations in the City.

**SECTION 2 (MORATORIUM ESTABLISHED).** This Ordinance imposes a moratorium on the issuance of any Tobacco Retailer Permit, as set forth by Chapter 5.58 (Tobacco Retailer Permit) of the Campbell Municipal Code. This moratorium shall not apply to the renewal of any existing tobacco retailer's permit previously issued by the City of Campbell.

**SECTION 3 (EXCEPTIONS TO THE MORATORIUM).** This Ordinance shall not apply to the issuance of Tobacco Retailer Permits for a business operating at the exact same physical location where a valid Tobacco Retailer Permit had been previously issued. For the

purposes of this Section, 'same physical location' means the identical tenant space as previously permitted by the City of Campbell for a Tobacco Retailer Permit, in accordance with Chapter 5.58 (Tobacco Retailer Permit) of the Campbell Municipal Code, without any enlargement, relocation, or reconfiguration, that would alter its location or gross floor area within the property.

**SECTION 4 (SEVERABILITY).** If any section, sentence, clause, phrase, word, or other provision of this Ordinance is for any reason held to be unconstitutional or otherwise invalid, such holding shall not affect the validity of the remaining sections, sentences, clauses, phrases, words or other provisions of this Ordinance, or the validity of this Ordinance, shall stand notwithstanding the invalidity of any section, sentence, clause, phrase, word or other provision.

**SECTION 5 (CEQA DETERMINATION)** The proposed Ordinance is exempt under Section 15061(b)(3) of the California Environmental Quality Act because it does not create environmental impacts and merely preserves the status quo and under Section 15308 of the California Environmental Quality Act because it is a temporary regulatory action taken by the City pursuant to its police power and in accordance with Government Code Section 65858 in the interest of evaluating and preventing potential environmental harms related to tobacco sales.

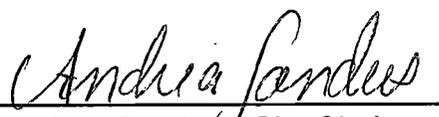
**SECTION 6 (EFFECTIVE DATES).** This Ordinance shall take effect immediately upon its passage and shall remain in effect for 45 days, unless extended or repealed by the City Council in accordance with applicable law.

**SECTION 7 (PUBLICATION).** The City Clerk shall cause this Ordinance to be published and shall be published, or summary thereof, one time within fifteen (15) days upon passage and adoption in a newspaper of general circulation, such as the Metro Silicon Valley, for the City of Campbell, County of Santa Clara.

PASSED AND ADOPTED this 18th day of March, 2025, by the following roll call vote:

AYES: Councilmembers: Bybee, Hines, Scozzola, Furtado, Lopez  
NOES: Councilmembers: None  
ABSENT: Councilmembers: None  
ABSTAIN: Councilmembers: None

APPROVED:   
Sergio Lopez, Mayor

ATTEST:   
Andrea Sanders, City Clerk

Attachment: CC Ordinance No 2326 (Extension of Interim Ordinance - Tobacco Moratorium)



*City  
Council  
Report*

Item: 12  
 Category: PUBLIC HEARINGS AND  
 INTRODUCTION OF  
 ORDINANCES  
 Meeting Date: April 15, 2025

**TITLE: Approval of Fiscal Year 2026 Schedule of Fees and Charges  
 (Resolution/Roll Call Vote)**

**RECOMMENDED ACTION**

That the City Council adopt a Resolution approving the Fiscal Year (FY) 2026 Schedule of Fees and Charges, effective July 1, 2025.

**BACKGROUND**

The City's financial policies require that fees and charges for services be reviewed and updated annually to ensure that they keep pace with the changes in the cost of providing related services and/or changes in methods or levels of service delivery. For any changes to fees which are not development-related, such changes can be effective the day after City Council approval. However, for development-related fees, the California Government Code (GC) requires a 60-day period between approval of the resolution and implementation of the fee. Because the City's proposed Fiscal Year (FY) 2026 Master Fee Schedule contains increases to development-related fees, staff recommends an effective date of July 1, 2025 for all fees contained within the Master Fee Schedule (**Attachment B**) and to be approved by resolution (**Attachment A**). This also coincides with the start of the next fiscal year, FY 2026.

The City has a User Fee and Cost Recovery Policy (Council Policy 2.6) (**Attachment D**) that identifies criteria to be utilized in preparing the annual Master Fee Schedule and recommendations for new fees. Each year, in conjunction with the development of the annual operating budget, staff reviews the costs of providing fee-related services including overhead. The policy addresses desired levels of cost recovery that are used as a basis for setting fees. Furthermore, this data is useful for substantiating overhead rates and factors for state and federal grants.

The City last performed a comprehensive cost allocation plan and user fee update in FY 2023. This enabled the City to recover a greater proportion of the costs of providing services, consistent with the cost recovery policy. Per best financial practices, it is recommended that a comprehensive cost allocation plan and user fee study be prepared every 3 to 5 years as the structure of costs and operations change over time. Thus, staff recommends that a new comprehensive cost allocation plan and user fee study be prepared no later than FY 2028 and staff will add this as a proposed Work Plan item for FY 2027. In the interim, it is common, acceptable, and justifiable to adjust

fees by the annual change in the Consumer Price Index (CPI) so as to account for inflation.

## DISCUSSION

During the intervening periods between performing a full cost study and user fee analysis, the City generally assumes the relationships between the costs and user fees remain consistent and that fees are then adjusted based on changes in actual costs such as salary and benefits or by an inflationary index such as CPI. The cost allocation and fee study data are the baseline used to adjust fees in intervening years while also taking into consideration other factors such as percentage increases, appropriate subsidy levels, and comparative fee data. **Attachment C** of this report includes a schedule that compares the proposed fees for FY 2026 with the existing fees for FY 2025. Because this is an interim year between comprehensive studies, most existing fees are recommended to increase by **2.76%**. This represents the annual change percentage (%) from the calendar year 2024 CPI of 339.05 to the calendar year 2025 CPI of 348.417 in the San Francisco-Oakland-Hayward All Urban Consumers Price Index (CPI-U) as published by the Bureau of Labor Statistics (BLS). Exceptions are normally made for fees set by statutory limit and those based on a per square foot or similar ratios. In addition, fees in the following departments or categories are recommended to be adjusted using a method other than CPI. All recommended fee changes are shown in red in **Attachment C**. Any modifications that deviate from the recommended CPI increase are also highlighted in yellow. These are explained in more detail below and may include fee title changes for clarification, operational, or other purposes.

## COMMUNITY DEVELOPMENT

A high-level summary of the recommended Community Development fee adjustments for FY 2026 is provided below, with a more detailed breakdown available in **Attachment E** – Community Development Department FY 2026 Fee Summary. Community Development staff will also be available for questions at the April 15, 2025, City Council meeting.

Most Community Development Department fees are recommended to increase by a 2.76% CPI adjustment. New this year, staff has also proposed incorporating an automatic annual adjustment mechanism for select development-related fees to align with the Housing Crisis Act of 2019 (SB 330). Under this Act, applicants can freeze fee amounts at the time they submit a housing pre-application—unless the fees are subject to automatic adjustments tied to an independent cost index, such as the Consumer Price Index (CPI). For example, if an applicant submitted a housing pre-application in FY 2022 it would lock in the building permit fee rate at that time, although they may not obtain permits to construct the project until several years later. Permit fees are not due at the time of pre-application and are only due once permits are pulled.

By linking fee adjustments to the CPI, the City can ensure it collects sufficient revenue to support essential services while maintaining fairness and predictability for applicants. Without this mechanism, the City risks revenue shortfalls, as fees would not keep pace with inflation—ultimately limiting the City's ability to recover sufficient funding for staff costs for processing these applications.

In addition to development-related fees in Community Development, such as plan check and permit fees, the automatic adjustment will also affect park in-lieu fees. These fees are also locked at the time of pre-application unless provisions for an automatic annual adjustment mechanism are approved by Council as proposed.

**New Fees:** In addition to implementing an automatic annual adjustment mechanism for certain development related fees, staff also recommends adding several new Community Development fees. These fees respond to changes in state laws that modify how the Department processes housing applications, such as requiring a ministerial review for certain housing projects, and requirements for the City to review certain aspects of development applications, such as parking and labor agreements. In addition, several new fees were created to account for cost recovery of staff time spent reviewing applications where the Department does not receive a fee today.

**Restructured Fees:** Staff recommends restructuring several Community Development fees to improve clarity, better reflect staff time, and align with state law changes. This includes consolidating fees within different categories associated with different housing types (single family, multi family) and building size. Single-family plan review fees have been revised to account for objective standards in neighborhood plan areas, and the fee for administrative extensions of approvals will be lowered to reflect actual staff effort.

All Community Development rate changes are shown in **Attachments B** and **C** with a more detailed summary of Community Development Department fees again shown in **Attachment E**. Staff believes these fees are reasonable, justifiable, and consistent with the City's User Fee and Cost Recovery Policy.

#### PUBLIC WORKS

Most all fees for the Public Works Department are recommended to increase by a 2.76% CPI adjustment.

Staff is proposing the elimination of the Construction Dumpster fee category due to the change in the garbage contract removing the requirement for exclusive dumpster service by West Vally Collection & Recycling. Moving forward, if needed, applicants would apply for a Miscellaneous Encroachment permit with subcategory "Dumpster in ROW."

Staff has observed that the fee for the category Street / Easement Dedications is significantly below cost recovery as the City Surveyor Consultant is charging the City review fees averaging approximately \$2,300 per application. Including the additional two hours of staff time, this fee is recommended to be increased to \$2,870.

### POLICE FEES

Most fees for Police Services are recommended to increase by a 2.76% CPI adjustment with the exception of the update of the Concealed Weapon Permit based on an amendment to Senate Bill (SB) 2, along with the addition of two positions not previously included in the charge for Security Services.

The fee for a new concealed weapon permit has been updated to reflect SB 2 (effective 1/1/24) which amended the fee limitation that had previously been imposed on the processing of concealed carry permits. As amended, Subsections (b) - (e) now allow charging the reasonable cost of processing the application. Cost recovery for concealed weapon permit fee includes cost of contracted background investigation fee along with staff time for a Police Sergeant and Chief to review the application. Pursuant to paragraph (2) of subsection (b) of Penal code section 26190, only half of the fee can be collected at the time of submitting the application and the remaining half can be collected only if the permit is issued. This has been noted in the proposed FY 2026 fee schedule.

The addition of Community Service Officer (CSO) and Agent have been added to the previously listed positions of Reserve Office, Officer and Sergeant for Security Services for outside work assignments. These two positions were not previously accounted for. After surveying local cities, staff also recommends that parking citation fees be increased by a nominal \$10 to align more closely with other local jurisdictions.

### FIRE

Fire prevention services are provided via agreement with Santa Clara County Fire Department. During the User Fee Study in 2023, fees were proposed to be adjusted to phase-in cost recovery enhancements and reflect updated requirements prescribed in the California Fire Code. This year, fees related to Fire Prevention are recommended to increase by the standard CPI increase of 2.76% across all fees.

### RECREATION AND COMMUNITY SERVICES

The Recreation and Community Services (RCS) Department has been careful not to increase fees in post COVID-19 years, however staff feels it is appropriate at this time to assess a modest 2.5% increase to all fees related to building and facility use. The Department intends to increase annually at CPI or a maximum of 2.5% moving forward, but will determine if that is appropriate during the fee schedule review period each year.

In addition to the fee increases, the Recreation and Community Services Department is proposing changes to the definitions page related to Community Center Building Use Fees and specifically the definitions of terms. These changes include adding annual limits of peak Community Center use for specific organizations or groups that exist to help increase public information efforts. It clarifies that those same organizations are eligible for free use of the Community Center during non-peak times with similar limitations included. Several groups have been removed from the eligible list because staff felt they didn't align with the intended criteria for free or reduced fees. Language

has been added that identifies several organizations that have been grandfathered into the fee schedule for one (1) free use of a Community Center Banquet Hall during peak times or monthly use of a small meeting room. Lastly, staff has added language with the intent to identify free access to the Community Center for the Santa Clara County Registrar of Voters to host up to a 4-day Vote Center for primary and general elections, ensuring an accessible location in Campbell for community members to vote.

Staff believes that all RCS fee modification recommendations contained in **Attachments B** and **C** are reasonable, justifiable, consistent with the City's User Fee and Cost Recovery Policy, and comparable to market rates charged by other local recreation agencies.

#### ADMINISTRATION & FINANCE FEES

There are no recommended increases for Administration or Finance Fees at this time.

#### **FISCAL IMPACT**

The fiscal impact of approving the proposed resolution with a CPI increase of 2.76% for most fees as shown in **Attachments B** and **C** is approximately **\$220,000** in FY 2026. Subject to Council approval of recommended fee modifications, staff will incorporate these changes into revenue estimates for the FY 2026 Proposed Operating Budget.

#### **ALTERNATIVES**

1. Approve fee adjustments for FY 2026, but with modifications for cost recovery targets or other factors.
2. Do not approve any fee adjustments for FY 2026.
3. Provide other direction to staff.

Prepared by:



Shannon Brangan, Administrative Analyst I

Approved by:



Brian Loventhal, City Manager

**Attachment:**

- a. User Fee Resolution FY 2026
- b. Master Fee Schedule FY 2026
- c. Comparative Master Fee Schedule FY 2026
- d. User Fee and Cost Recovery Policy
- e. Community Development Department FY 2026 Fee Summary

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF CAMPBELL ADOPTING THE FY 2026 SCHEDULE OF  
FEES AND CHARGES TO BE EFFECTIVE JULY 1, 2025**

WHEREAS, the City of Campbell Financial Policies require an annual evaluation of the Schedule of Fees and Charges to ensure that recovery of the cost of providing services is recovered where appropriate; and

WHEREAS, there has been presented to the City Council of the City of Campbell an updated Schedule of Fees and Charges for Fiscal Year (FY) 2026; and

WHEREAS, all of the required legal notices have been published pursuant to Government Code; and

WHEREAS, the City Council of the City of Campbell hereby adopts the attached updated Schedule of Fees and Charges to be paid to the City of Campbell by all persons desiring to obtain those items or services contained in the attached Master Fee Schedule effective July 1, 2025; and

WHEREAS, the updated Schedule of Fees and Charges includes a 2.76% Consumer Price Index (CPI) increase to rates to start FY 2026, with a few exceptions for fees set by statutory limit, those based on a per square foot or similar ratios, and fire prevention, planning, engineering, in-lieu, community garden, credit card, and recreation fees; and

WHEREAS, the City Council finds that establishing an automatic annual adjustment mechanism for certain development related fees and charges, based on an independently published cost index, is necessary to maintain the fiscal sustainability of City services and to ensure compliance with California Government Code Section 65589.5(o)(2)(A);

WHEREAS, the City Council finds that establishing an automatic annual adjustment mechanism for certain development-related fees and charges, based on an independently published cost index will not exceed the reasonable relationship between the amount of the fee and the cost of the service, public facility, or portion of the public facility as applicable and attributable to the development on which the fee and/or charge is imposed;

WHEREAS, without such an automatic annual adjustment mechanism for fees and charges, housing development projects may vest under outdated fee schedules at the time of preliminary application submittal, potentially resulting in a loss of revenue that would otherwise support the costs of providing services, public facility, or a portion of the public facility as applicable and attributable to the development on which the fee and/or charge is imposed;

WHEREAS, fees for services provided by the City do not exceed the reasonably anticipated costs of providing those services;

NOW, THEREFORE, BE IT RESOLVED that the attached schedule of fees and charges be adopted and that this Resolution and the fee schedule be made an addendum to the City Council Policy Manual

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by the following roll call vote:

AYES: Councilmembers

NOES: Councilmembers

ABSENT: Councilmembers

APPROVED:

\_\_\_\_\_  
Sergio Lopez, Mayor

ATTEST:

\_\_\_\_\_  
Andrea Sanders, City Clerk

Attachment: User Fee Resolution FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)



**Master Fee Schedule**

*Effective July 1, 2025*

## City of Campbell MASTER FEE SCHEDULE

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PLANNING FEES	3
BUILDING FEES	11
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PUBLIC WORKS ENGINEERING AND ENCROACHMENT PERMIT FEES	14
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HOURLY RATES FOR SPECIAL PUBLIC WORKS SERVICE REQUESTS	20
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FIRE FEES	23
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ADMINISTRATIVE FEES - CITY CLERK	53
ADMINISTRATIVE FEES - FINANCE	54

# City of Campbell

## PLANNING FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b>CEQA / Environmental Review</b>			
1 Categorical Exemption - All Others	\$266		[e]
2 Categorical Infill Exemption (15332) - Staff Prepared	\$1,518	6 hrs. of staff time	[e]
3 CEQA Document (EIR/MND/ND/Addendum/Checklist)	Pass-through + 20% Admin Fee		[e]
4 Mitigation Monitoring and Reporting Program (MMRP) Oversight	\$5,050		
<b>Consultant Report Review</b>			
5 Consultant Report Review	Pass-through + 20% Admin Fee		
6 Consultant Selection	\$505		[e]
<b>Pre-Qualified Consultant Report Review Fee</b>			
a) Tree Removal Arborist Report	\$253	1 hr. of staff time	[e]
b) All Others	\$759	3 hrs. of staff time	[e]
<b>Density Bonus Application</b>			
8 Density Bonus Application - No Concessions/Waivers	\$4,040		[e]
9 Density Bonus Application - With Concession(s)/Waiver(s)	\$5,050		[e]
<b>Agreements Review</b>			
10 Affordable Housing Agreement Preparation	\$2,000 deposit billed against Housing Administrator invoicing		
11 Covenants, Conditions & Restrictions (CC&R) Review	\$2,000 deposit billed against City Attorney invoicing		
12 Compliance Agreement	\$492		
13 Amendments (Extension of Time, Terms, etc.)	\$246		
14 Labor Compliance Agreement/Affidavit	\$506	2 hrs. of staff time	[e]
15 Labor Compliance Agreement/Affidavit (w/ongoing compliance verification)	\$1,012	4 hrs. of staff time	[e]
<b>Development Agreement</b>			
16 Development Agreement	T&M; \$8,000 Deposit		
17 Amendment to Development Agreement	T&M; \$5,000 Deposit		
<b>Wireless Communication Facilities</b>			
18 Eligible Facility Request (EFR) Zoning Clearance	\$1,768		[e]
19 Administrative Approval (stealth)	\$3,660		[e]
20 Planning Commission Approval (non-stealth)	\$8,332		[e]
<b>Extension of Time/Reinstatements</b>			

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## PLANNING FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
21 Extension			
a) Extension - Administrative	\$759		[a], [e]
b) Extension - Planning Commission / City Council	\$4,040		[a], [e]
22 Reinstatement - Administrative	\$1,262		[a], [e]
23 Permit Revocation (Voluntary)			
a) Administrative	\$1,262		[a], [e]
b) Planning Commission	\$2,525		[a], [e]
c) City Council	\$3,029		[a], [e]
<b>Fence Exception</b>			
24 Fence Exception - Rear/Interior Side Yard	\$657		[e]
25 Fence Exception - Front Yard and Street Side	\$984		[e]
<b>Amendments</b>			
26 General Plan Map Amendment	\$17,292		[e]
27 Zoning Code Text Amendment	\$20,703		[e]
28 Zoning Map Amendment	\$13,381		[e]
29 General Plan Text Amendment	\$20,703		[e]
30 Area Plan Amendments	\$20,703		[e]
31 Form Based Zone Map (FBZM) Amendment	\$6,060		[e]
32 Multi-Family Development and Design Standards (MFDSS) Amendment	\$18,936		[e]
33 Community Benefit Overlay Rezoning	\$56,807		[e]
<b>Historic Preservation</b>			
34 Mills Act Application	\$1,894		[e]
35 Tier 1 - Historic Resource Alteration Permit			
a) Single-Family Residential - Exterior Alterations	\$631		[e]
b) Single-Family Residential - Additions	\$1,262		[e]
c) Commercial - Exterior Alterations and/or Additions	\$2,020		[e]
36 Tier 2 - Historic Resource Alteration Permit	\$2,020		[e]
37 Historic Resource Inventory (HRI) Recission	\$3,029		[e]
38 Historic Resource Inventory (HRI) Designation	\$0		
39 Zoning Exception			
(a) Residential	\$2,530	10 hrs. of staff time	[e]
(b) Commercial	\$3,795	15 hrs. of staff time	[e]
<b>Mailing Noticing</b>			
40 Mailing / Noticing	\$328		[e]

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## PLANNING FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b>Map</b>			
41 Tentative Parcel Map			
a) Tentative Parcel Map - All Others	\$7,953		[e]
b) Tentative Parcel Map Modification	50% of Current Base		[e]
c) Tentative Parcel Map - Urban Lot Split	\$2,530	10 hrs. of staff time	[e]
d) Tentative Parcel Map - Single-Family Residential	\$3,795	15 hrs. of staff time	[e]
42 Tentative Subdivision Map			
a) Tentative Subdivision Map			
i) 5-19 Lots	\$11,741		[e]
ii) 20-49 Lots	\$16,158		[e]
iii) 50+ Lots	\$24,111		[e]
b) Tentative Subdivision Map Modification	\$7,826		[e]
43 Planning Final Map Review			
a) Parcel Map	\$253		[e]
b) Tract Map	\$505		[e]
44 Ministerial Approval			
a) Up to 5 units	\$6,943		[e]
b) 6-15 units	\$8,963		[e]
c) 16-24 units	\$13,381		[e]
d) 25-49 units	\$22,218		[e]
e) 50+ units	\$33,327		[e]
f) Modification to Approved Ministerial Project			[e]
i) Minor (change to COAs, additional DB waivers/concessions)	\$1,012	4 hrs. of staff time	[e]
ii) Major (change to approved plans)	50% of current base fee		[e]
<b>Outdoor Seating and / or Display Permits</b>			
44 Outdoor Seating and/or Display Permit - No Alcohol	\$486		[e]
45 Outdoor Seating and/or Display Permit - With Alcohol	\$751		[e]
<b>Parking Modifications</b>			
46 Parking Modifications - Project Related	\$1,768		[e]
47 Parking Modifications - Stand Alone	\$2,525		[e]
48 Shared Parking (AB 894)			
a) Shared Parking Request	\$759		[e]
b) Parking Study Peer Review	20% of Admin Fee		[e]
c) Shared Parking Agreement Review	Billed Against City Attorney Invoicing		[e]
<b>Pre-Application Fee</b>			
49 Pre-Application - PC Review (Mandatory)	\$6,060		[e]

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## PLANNING FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
50 Pre-Application - PC Review (Voluntary)	\$4,544		[e]
51 Pre-Application - CC Review ("Major" Housing Development Projects)	\$6,060		[e]
52 Pre-Application - CC Review (GP/ZM/ZC/AP/MFDDS/FBZM Amendment Initiation)	\$4,544		[b], [e]
53 Pre-Application - SB-330 (Housing Crisis Act of 2019)	\$253		[e]
54 Pre-Application - Staff Review	\$3,795	15 hrs. of staff time	[e]
55 Pre-Application - SB-330 (Housing Crisis Act of 2019) w/ Fee Estimate	\$759	3 hrs. of staff time	[e]
<b>Reasonable Accommodation</b>			
56 Reasonable Accommodation	\$3,685		[e]
<b>Signs</b>			
57 Sign Permit			
a) Temporary Sign	\$95		[e]
b) Administrative Sign Permit	\$253	1 hr. of staff time	[e]
i) Each additional sign (same permit)	\$126	1/2 hr. of staff time	[e]
c) Planning Commission Sign Permit	\$2,461		[e]
i) Each additional sign (same permit)	\$126	1/2 hr. of staff time	[e]
d) City Council Sign Permit	\$3,598		[e]
i) Each additional sign (same permit)	\$126	1/2 hr. of staff time	[e]
58 Master Sign Plan (MSP)			
a) Administrative MSP	\$2,461		[e]
b) Planning Commission MSP	\$3,939		[e]
c) City Council MSP	\$5,681		[e]
<b>Site and Architecture Review</b>			
59 Residential			
a) Administrative			
i) New House / Duplex (each)	\$2,778		[e]
ii) Addition/Remodel	\$2,146		[e]
iii) Modification	50% of current fee		
b) Planning Commission			
i) Per House	\$4,797		[e]
ii) Minor Modification to Side Yard Setback / FAR Increase	\$5,302		[e]
iii) Modification	50% of current fee		

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## PLANNING FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
60 Non-Residential			
a) Up to 4,999 SF - New Building (each)	\$9,594		[e]
b) 5,000 - 9,999 - SF New Building (each)	\$11,992		[e]
c) 10,000 to 19,999 - SF New Building (each)	\$14,391		[e]
d) New Building Over 20,000 SF (each)	\$17,926		[e]
e) Modification or Exterior Alteration	\$5,018		[e]
f) Administrative			
i) Addition	\$3,795	15 hrs. of staff time	[e]
ii) Exterior Alteration	\$2,530	10 hrs. of staff time	[e]
61 Multi-Family Residential (not subject of CMC Ch. 21.07)			
a) Exterior Alterations	\$7,069		[e]
b) Additions and/or Ancillary Buildings	\$9,468		[e]
<b>Tree Removal Permit</b>			
62 Tree Removal Permit - ALL			
a) Dead Tree	\$0		
63 Tree Removal Permit - SFR			
a) Tree Removal Permit - SFR	\$0		
i) Each Additional Tree (Same Permit)	\$0		
64 Tree Removal Permit - Non-SFR			
a) Tree Removal Permit - Non-SFR	\$303		[e]
i) Each Additional Tree (Same Permit)	\$95		[e]
65 Tree Removal Permit - In-Lieu Fee			
a) 24-inch Box Equivalent (per tree)	\$639		[e]
b) 36-inch Box Equivalent (per tree)	\$2,130		[e]
<b>Use Permit</b>			
66 Conditional Use Permit			
a) Single Use Determination	\$5,681		[e]
i) Additional Determinations (each additional)	\$1,262		[c], [e]
ii) With Site and Architectural Review required	see site and arch review		[c]
b) Modification	50% of current fee		
67 Administrative Conditional Use Permit			
a) Single Use Determination	\$2,903		[e]
i) Additional Determinations (each additional)	\$757		[c], [e]
68 Temporary Use Permit			
a) Non-Profit Organization with 501(c)(3) Federal Income Tax Status	\$606		
b) Single-Day ABC License Approval	\$1,010		
c) All Others	\$2,020		
69 Master Use Permit			

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## PLANNING FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
a) Zoning Clearance Fees			
i) Special Event Closure	\$1,199		
ii) Outdoor Seating	See Outdoor Seating and Display Permits		
b) Application Fees			
i) Architectural Modification	\$3,795	15 hrs. of staff time	[e]
ii) Architectural Modification - Exterior Alteration	\$2,530	10 hrs. of staff time	[e]
iii) Conditional Use Authorization (CUA)	\$3,282		[e]
iv) Modification to an Approved AM/CUA or Sign-related AM	50% of current fee		[e]
v) Amendment	\$20,703		[e]
<b>Variance / Exception</b>			
70 Variance (single request)	\$5,176		[e]
a) If Engineering Review Required	\$2,020		[c], [e]
b) Each additional request	\$1,262		[c], [e]
c) Modification	\$3,029		[e]
71 Winchester Master Plan Exception	\$5,176		[e]
<b>Zoning Clearance</b>			
72 Business License			
a) Use & Occupancy: Non-Residential	\$253		[e]
b) Tier 1 - Home Occupation	\$82		[e]
b) Tier 2 - By-Right uses without size or locational restrictions	\$127	1/2 hr. staff time	[e]
c) Tier 3 - By-Right uses with size or locational restrictions and/or uses sub	\$380	1 1/2 hr. staff time	[e]
73 Post Entitlement Plan Check			
a) Single-Family Residential			
i) New House (w/o design review)	\$380	1 1/2 hr. staff time	[e]
ii) New House (w/ design review)	\$633	2 1/2 hr. staff time	[e]
iii) Addition (w/o design review)	\$253	1 hr. of staff time	[e]
iv) Addition (w/ design review)	\$506	2 hrs. of staff time	[e]
v) Exterior/Site Alteration (w/ design review)	\$253	1 hr. of staff time	[e]
vi) Exterior/Site Alteration (w/o design review)	\$127	1/2 hr. of staff time	[e]
b) Accessory Dwelling Units (ADU)			
i) Detached ADU	\$253	1 hr. of staff time	[e]
ii) Attached ADU	\$506	2 hrs. of staff time	[e]
iii) Converted ADU	\$633	2 1/2 hr. staff time	[e]
c) New Main Buildings (Multi-family/Non-Residential)			
i) Per Primary Building (≤5,000 SF)	\$1,265	5 hrs. of staff time	[e]
ii) Per Primary Building (>5,000 to 10,000 SF)	\$2,277	9 hrs. of staff time	[e]
iii) Per Primary Building (>10,000 to 20,000 SF)	\$5,313	21 hrs. of staff time	[e]
iv) Per Primary Building (>20,000 to 50,000 SF)	\$7,843	31 hrs. of staff time	[e]
v) Per Primary Building (>50,000 to 100,000 SF)	\$10,373	41 hrs. of staff time	[e]

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## PLANNING FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
vi) Per Primary Building (>100,000 SF)	\$12,903	51 hrs. of staff time	[e]
d) Other Improvements			
i) T.I. with prior land use entitlement	\$759	3 hrs. of staff time	[e]
ii) T.I. without prior land use entitlement	\$506	2 hrs. of staff time	[e]
iii) Exterior Alteration / Site Alteration	\$253	1 hr. of staff time	[e]
iv) Addition	\$759	3 hrs. of staff time	[e]
v) Trash Enclosure	\$253	1 hr. of staff time	[e]
vi) Demolition	\$253	1 hr. of staff time	[e]
vii) Accessory Structures	\$253	1 hr. of staff time	[e]
viii) Walls/Fences	\$127	1/2 hr. staff time	[e]
e) Grading/On-Site Improvement Plans			
i) up to 1 acre	\$379		[e]
ii) 1 to 5 acres	\$757		[e]
iii) 5+ acres	\$1,010		[e]
f) MWEL (Landscaping) Compliance Review			[e]
i) Prescriptive	\$253	1 hr. of staff time	[e]
ii) Performance	\$506	2 hrs. of staff time	[e]
<b>Zoning Letters</b>			
74 Zoning Letter - Basic Property Information	\$505		[e]
75 Zoning Letter - Basic Property Information with additional research required	\$1,010		[e]
76 Flood Letter - Confirmation of Flood Hazard Zone	\$252		[e]
<hr/>			
<b>Housing Development Project Permits (HDPP)</b>			
77 Housing Development Project Permits (HDPP)			
a) Administrative (Community Development Director)			
i) New Development	\$6,946		[e]
ii) All Others (changes to existing projects)	\$4,166		[e]
b) Minor (Planning Commission)			
i) Up to 15 units	\$8,722		[e]
ii) 16-24 units	\$13,021		[e]
iii) 25-49 units	\$21,621		[e]
iv) 50+ units	\$32,431		[e]
c) Major (City Council)	\$32,431		[e]
d) Adjustments (MFDDS Ch. 9) (in addition to HDPP)	\$1,388		[e]
<hr/>			
<b>Legacy Permit Amendments</b>			
78 Exterior Building Alterations	\$2,530	10 hrs. of staff time	[e]
Minor Additions (residential)	\$3,795	15 hrs. of staff time	[e]
Minor Additions (non-residential)	\$5,060	20 hrs. of staff time	[e]
Changes to Conditions of Approval	\$1,265	5 hrs. of staff time	[e]

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## PLANNING FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b>Other Fees</b>			
79 Planning Inspections (per building and per inspection)			
a) Single-Family Residential			
i) Rough Framing	\$126	1/2 hr. of staff time	[e]
ii) Final	\$253	1 hr. of staff time	[e]
a) All Others			
i) Rough Framing	\$253	1 hr. of staff time	[e]
ii) Final	\$506	2 hrs. of staff time	[e]
80 Phasing Plan	\$1,265	5 hrs. of staff time	[e]
81 Post Entitlement Fee Estimate	\$506	2 hrs. of staff time	[e]
82 Technology Enhancement Fee	2%	% of permit fee	
83 Appeals			
a) Appeal to Planning Commission	\$300		
b) Appeal to City Council	\$300		
84 Cash Deposit Preparation	\$506	2 hrs. of staff time	[e]
85 Deed Restriction Preparation	\$253		[e]
86 Hourly Rate for Planning Services			
a) Standard Hourly Rate	\$253	per hour	[d], [e]
b) Overtime Rate	\$303	per hour	[d], [e]
87 Tree Removal in-lieu fee (when waiver used and a tree is not replaced in-kind)	See Tree Removal Permit In-Lieu Fee		

### Notes:

\* If it is anticipated that the application processing costs of selected minor or major projects will be significantly less or more than the above fees, the Community Development Director may at his/her discretion collect a deposit for the estimated staff time costs to process the application based on hourly rates.

\*\* The City will pass-through to the applicant other agency fees applicable to the project (e.g., Dept of Fish & Wildlife fees and County recording fees).

[a] Or 50% of current application fee, whichever is less.

[b] Includes Community Benefit Overlay Rezoning proposals.

[c] Fee is additive to the base fee (i.e., single use determination, plus site and architecture fee).

[d] Hourly rate applies for deposit-based billings, code enforcement inspections, missed inspections/excess inspections, re-inspections.

[e] The indicated fee shall be automatically adjusted each year on July 1 or one year after the effective date of the initially adopted fee schedule, whichever is later. Each annual adjustment shall be based on the most recent annual percentage increase in the Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward, CA area, All Items (Not Seasonally Adjusted), as published by the United States Bureau of Labor Statistics immediately prior to July 1 of each year. In the event that the specified CPI is discontinued, the Finance Director shall select a comparable economic index that, in their judgment, most closely aligns in purpose and methodology with the original index, and covers a geographical area that includes the City of Campbell. Exception: If a lower fee for the same service is established in the future, that new fee shall apply instead of the adjusted fee.

# City of Campbell

## BUILDING FEES

Description	FY 25/26 Fee	Charge Basis	Note
1 Building Permit (Minimum Fee)	\$232		[g]
2 Building Permit Fees			
a) Valuations up to the first \$500,000*	2.00%	of valuation	
b) Valuations for the 2nd \$500,000 (\$500,001 to \$1,000,000) *	1.66%	of valuation	
c) Valuations at \$1,000,001 and higher*	1.00%	of valuation	
* Example: House is valued at \$1,500,000. Fees calculated for first \$500,000 is at 2%, from \$500,001 to \$1,000,000 is at 1.66% and fee for \$1,000,001 to \$1,500,000 is at 1.00%			
3 Sub Trade Permits - Base Fee Per Trade (Plumbing, Electrical, Mechanical)	\$232		[g]
4 Sub Trade Permits - Alternative Calculation for Use When Per Trade Fee is not Commensurate with Service Level Required (Stand-Alone or Combination Permits)			
a) One Inspection Required	\$116		[g]
b) Two Inspections Required	\$232		[g]
c) Three Inspections Required	\$348		[g]
d) Four Inspections Required	\$464		[g]
e) Each Additional Inspection	\$116		[g]
5 Fee at Plan Check	33%	% of bldg permit fee	
6 Third Party Plan Check Fee	0.002	of valuation (V)	
7 Title 24 Plan Check Fee	\$232	each	
8 Fire Plan Check Fee (Greater of A or B)			
a) Minimum	\$116	Flat Fee	
b) Percent of Building Permit Fee	10%	% of bldg permit fee	
9 General Plan Maintenance Fee	0.0016	of valuation (V)	
10 Technology Enhancement Fee	0.0004	of valuation (V)	
11 Training and Education Fee	0.0002	of valuation (V)	[a]
12 Construction License Tax (per CMC 3.40)	\$0.50	per SF	
13 Strong Motion Instrumentation (SMI) Fee Calculation			
a) Category 1 Construction (1 to 3 Story Residential)	The greater of \$0.50 or valuation x .00013		[b]
b) Category 2 Construction (Over 3 story Residential and all Commercial)	The greater of \$0.50 or valuation x .00028		[c]
14 Building Standards (SB 1473) (2008) Fee Calculation (Valuation)			
a) \$1 - \$25,000	\$1		[d]
b) \$25,001 - \$50,000	\$2		[d]
c) \$50,001 - \$75,000	\$3		[d]
d) \$75,001 - \$100,000	\$4		[d]

# City of Campbell

## BUILDING FEES

Description	FY 25/26 Fee	Charge Basis	Note
e) Each Add'l \$25,000 or fraction thereof	Add \$1		[d]
15 NPDES Inspection Fee (Storm Water)	\$116		[g]
16 Address Change or Addition (per Address)	\$232		[g]
17 Permit and Address Records Search	\$232	per hour	[g]
18 Demolition of Structure Permit Fee	\$1,393		[g]
19 Added Plan Check Fee (Revisions - One Hour Minimum)	\$232	per hour	[g]
20 Excess Plan Review	\$232	per hour	[e] [g]
21 Other Inspections (Hourly Rate - Two Hour Minimum)	\$232	per hour	[g]
22 Re-inspection Fee (must be paid before inspection)	\$232	per hour	[e] [g]
23 Resolution of Non-Compliance	\$232	per hour	[g]
24 Building Without Permit (BWOP, Stop Work)	2x permit fee		[f]

[a] Provides funding for mandatory training and education for plan check and inspection for code compliance.

[b] Category 1 Construction includes residential buildings 1 to 3 stories in height, excluding hotels and motels. Single family houses, duplexes and quadruplexes are considered Category 1. Condominiums and apartment buildings which are 3 stories or less in height are considered Category 1.

[c] Category 2 Construction includes all buildings not considered Category 1 (i.e. residential buildings over 3 stories, all office buildings, warehouses, factories and other manufacturing or processing facilities, restaurants, and other non-residential buildings).

[d] Fee established by State of California.

[e] Base fees assume up to three plan checks and initial inspection and one re-inspection. The City will bill hourly for additional plan review and inspections.

[f] Fee may be reduced under the direction of the Building Official if a permit application is submitted within a specified deadline.

[g] The indicated fee shall be automatically adjusted each year on July 1 or one year after the effective date of the initially adopted fee schedule, whichever is later. Each annual adjustment shall be based on the most recent annual percentage increase in the Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward, CA area, All Items (Not Seasonally Adjusted), as published by the United States Bureau of Labor Statistics immediately prior to July 1 of each year. In the event that the specified CPI is discontinued, the Finance Director shall select a comparable economic index that, in their judgment, most closely aligns in purpose and methodology with the original index, and covers a geographical area that includes the City of Campbell. Exception: If a lower fee for the same service is established in the future, that new fee shall apply instead of the adjusted fee.

# City of Campbell

## CODE ENFORCEMENT HOURLY BILLING FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
<u>Code Enforcement Re-Inspection Fees</u>			
1 Code Enforcement Personnel	\$193	per hour	
2 Building Inspection Personnel	\$232	per hour	
3 Planning Personnel	\$253	per hour	
4 Public Works Engineering Personnel	\$285	per hour	

# City of Campbell

## PUBLIC WORKS ENGINEERING & ENCROACHMENT PERMIT FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b><u>Encroachment Permit / Improvement Permit Fees</u></b>			
<b>1 Utility/Fiber/Miscellaneous</b>			
a) Application Fee	\$569	per application	
b) Plan Check and Inspection Fee			
i) Minimum Fee	\$711	per project	[a]
ii) Conduits/Pipelines (per lineal foot of trench)			
a) Up to first 500 LF of trench	\$4.55	per LF	[a]
b) Portion Greater than 500 LF	\$2.27	per LF	[a]
iii) Manholes/Vaults/Utility Structures/Concrete Pads (Excluding Pull Boxes)	\$285	each	[a]
iv) Pole Set or Removal (permit required)	\$285	each	[a]
<b>2 Storage Container</b>			
a) Application Fee	\$213	per application	
b) Plan Check and Inspection Fee	\$0		
<b>3 Street Tree Planting / Removal Permit</b>			
a) Application Fee	\$0	per application	
b) Faithful Performance Security (refundable)	\$500	per tree	[b]
c) Plan Check and Inspection Fee	\$0		
<b>4 Homeowner Occupied R-1</b>			
a) Application Fee	\$285	per application	[c]
b) Faithful Performance Security (refundable)	\$2,500		[b]
c) Plan Check and Inspection Fee	\$0	per permit	[c]
<b>5 All Other (Including Public Improvements and Private Street Improvements)</b>			
a) Application Fee	\$569	per application	
b) Deposit and Faithful Performance Security (Refundable)			
i) Faithful Performance Security	100% of Eng. Est.	% of Eng. cost est.	[b]
ii) Labor and Materials Security	100% of Eng. Est.	% of Eng. cost est.	[b]
iii) Warranty Security	25% of Eng. Est.	% of Eng. cost est.	[d]
c) Plan Check and Inspection Fee			
i) Engineer's Estimate - for first \$250,000			
a) Minimum Fee	\$4,551		[e]
b) Percent of Engineer's Estimate	17%	% of Eng. cost est.	[e]
ii) Engineer's Estimate - for next \$250,000			
a) Base Fee	\$42,500		
b) plus, Percent of Engineer's Estimate > \$250,000	10%	% of Eng. cost est.	
iii) Engineer's Estimate - for amount exceeding \$500,000			
a) Base Fee	\$67,500		

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## PUBLIC WORKS ENGINEERING & ENCROACHMENT PERMIT FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
b) plus, Percent of Engineer's Estimate > \$500,000	7%	% of Eng. cost est.	
<b>6 Agreement for Private Improvements in Public Right-of-Way</b>			
Agreement for Private Improvements in Public Right-of-Way	\$213	each	
<b>7 Traffic / Parking Related Fees</b>			
<b>Oversize Load Permit</b>			
a) One Day	\$16	per day	
b) Annual	\$90	per year	
<b>8 Parking Permit Fee</b>	\$45	each	
<b>9 Traffic Control Plan Review</b>			
a) Minor (Lane Closures)	\$285		
b) Major (Detours)	\$1,138		
<b>10 No Parking Signs</b>	\$1	per sign	
<b>11 Traffic Signal Timing Information</b>	\$285	per hour	
<b>Mapping Fees</b>			
<b>12 Final Map</b>			
a) Parcel Map (4 lots or less)	\$6,827		
b) Tract Map (5 or more lots)			
i) Base Fee	\$8,533		
ii) Plus, Per Lot Fee	\$142	per lot	
<b>13 Certificate of Compliance / Certificate of Correction</b>			
a) Certificate of Compliance	\$2,844		
b) Certificate of Correction	\$996		
<b>14 Lot Line Adjustment / Parcel Merger</b>			
a) Lot Line Adjustment	\$4,267		
b) Parcel Merger	\$4,267		
<b>15 Monumentation Deposit</b>			
a) Monumentation Deposit (Refundable)	100% of Survey Cost Est.	% of survey cost est.	[f]
<b>16 Vacation of Public Streets and Easements or Irrevocable Offers to Dedicate</b>			
a) Summary	\$4,551		
b) All Others	\$285	T&M, per hour	
<b>17 Street / Easement Dedications</b>			
a) Homeowner Occupied R-1	\$0		
b) All Others	\$2,870		

# City of Campbell

## PUBLIC WORKS ENGINEERING & ENCROACHMENT PERMIT FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b>18 Assessment Segregation or Reapportionment</b>			
a) Assessment Segregation or Reapportionment	pass-through + 20% admin fee		
<b><u>Grading and Drainage Plan Review</u></b>			
<b>19 Grading and Drainage Plan Review</b>			
a) Site < 10,000 SF (gross site area)	\$1,707		
b) Site ≥ 10,000 SF and < .5 Acre (gross site area)	\$2,275		
c) Site ≥ .5 Acre (gross site area)			
i) First Acre	\$2,844		
ii) Each Additional Acre	\$569	per acre	
<b><u>NPDES / Stormwater Treatment Features Review and Inspection</u></b>			
<b>20 NPDES Review / Inspection Fee (C3 Requirements)</b>			
a) For Projects Not Required to Submit Numeric Sizing	\$569		
b) For Projects Required to Submit Numeric Sizing			
i) Impervious Area up to 1 Acre	\$2,560		[g]
ii) Impervious Area Over 1 Acre			
a) First Acre	\$2,560		[g]
b) Each Additional Acre	\$853		[g]
c) For Each Add'l Treatment Facility (First Two Included in Base Fee)	\$569	each	
d) Pervious Pavement / Concrete / Asphalt			
i) First 5,000 SF	\$2,844		
ii) Each Additional 2,500 SF	\$853		
e) For Projects Sent to Consultant Review	pass-through + 20% admin fee		
<b>21 Stormwater Treatment Features Operations &amp; Maintenance Inspection</b>	\$356		
<b><u>Waste Management Compliance</u></b>			
22 Initial Waste Management Compliance	\$71	per application	
23 Secondary Waste Management Compliance	\$142		
24 Initial PCB Screening	\$71	per assessment	
25 Secondary PCB Screening	\$214	per additional assessment	
26 Trash Enclosure Plan Check	\$71	per permit	
27 Trash Enclosure Commission Review	\$84	per hour	
<b><u>Semi-Permanent Parklet Fees</u></b>			
28 Parklet Permit Application Fee	\$1,500	per application	
29 Parklet Annual Compliance Verification Fee	\$602		

# City of Campbell

## PUBLIC WORKS ENGINEERING & ENCROACHMENT PERMIT FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b><u>Other Applicable Fees</u></b>			
30 Technology Enhancement Fee	2.00%	% of permit fee	
31 Extension of Time	\$285	per extension	
32 Plan Revision	\$142	per revised plan sheet	
33 Excess Plan Review	\$285	per hour	[h]
34 Standard Hourly Billing Rates and Hourly Rates for Services Not Identified in this Schedule, Other Inspection, Missed/Excess Inspections, Re-inspection Fee			[h]
a) In-House	\$285	per hour	
b) Consultant/3rd Party	Pass-through + 20% Admin Fee	per hour	
35 Appeal			
a) Appeal to Parks and Recreation Commission (Tree-Related Appeals)	\$200	per appeal	
b) Appeal to City Council for a bid protest	\$200	per appeal	
c) Appeal to City Council for a contractor non-responsibility determination	\$200	per appeal	
d) Appeal to City Council - All Others	\$300	per appeal	
36 Failure to Restore Public Improvements as Required	\$100	per day	
37 Commencing Work Without a Permit or Work Different than Authorized by Permit	2x fees	double fees	

### Notes:

\* If it is anticipated that the application processing costs of selected minor or major projects will be significantly less or more than the above fees, the Public Works Director may at his/her discretion collect a deposit for the estimated staff time costs to process the application based on hourly rates.

\*\* Engineer's cost estimate shall be approved by the City Engineer and shall include all items of work. The construction cost shall be cumulative for each utility permit work related to a single project as determined by the City regardless of the number of permits issued.

\*\*\* The City will pass-through to the applicant other agency fees applicable to the project (e.g. County recording fees.)

[a] Fee shall be greater of minimum fee or fee calculated based on project specifications.

[b] Deposit to be refunded upon completion of work and acceptance by the City.

[c] Home owner occupied R-1 permits only apply for projects with engineer's cost estimate of < \$10,000.

[d] To be submitted upon completion of construction.

[e] Fee shall be greater of minimum fee or fee calculated based on engineer's cost estimate.

[f] Refundable upon installation and verification of all new monuments as shown on subdivision map.

[g] For up to two treatment facilities.

[h] Base fees assume up to three plan checks and initial inspection and one re-inspection. The City will bill hourly for additional plan review and inspections required.

# City of Campbell

## WIRELESS FACILITIES IN THE PUBLIC RIGHT-OF-WAY

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b>For Wireless Facilities on City -Owned Poles</b>			
1 Annual License Fee			
a) Initial Fee	\$280	per City pole	[a],[d]
b) Annual Increases	3% annually on anniversary date of license		[b],[d]
c) Additional Administrative and Inspection Fees	\$285	per hour	[c],[d]
2 Wireless Facility Permit Fee	\$10,524		[d],[e]
3 Traffic Control Plan Review			
a) Minor ( Lane Closures)	\$285	per review	[d]
b) Major ( Detours)	\$1,138	per review	[d]
4 Master License Administrative Fee	\$8,000		
5 Administrative Site and Architectural Review Permit	N/A		[f]
<b>For Wireless Facilities on Utility-Owned Poles</b>			
1 Wireless Facility Permit Fee	\$6,257	per application	[d],[e]
2 Traffic Control Plan Review			
a) Minor ( Lane Closures)	\$285	per review	[d]
b) Major ( Detours)	\$1,138	per review	[d]

**Notes:**

[a] Initial license fee.

[b] The License Fee shall increase annually on the first anniversary of the Effective Date of the Pole License.

[c] Additional administrative fees and costs related to inspecting Licensee' s Equipment or License Area related to this License.

[d] Annual Increases: All fees are subject to annual increases.

[e] This fee includes costs relating to reviewing, processing, plan check, and inspection.

[f] See Planning Fees

# City of Campbell

## IN-LIEU/IMPACT/MITIGATION FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
1 Inclusionary Ordinance In-Lieu fee	\$60	per SF	[a]
2 Park In-Lieu Fee - Unit Type:			
a) Single-family	\$32,321	per unit	[d]
b) Multi-family	\$22,862	per unit	[d]
c) Secondary / Accessory Dwelling Unit (750sf or Larger)	\$9,129	per unit	[b] [d]
d) Junior Accessory Dwelling Unit	\$0	per unit	
3 Storm Drain Area Fees			
a) R-1 Land Use	\$2,120	per acre	
b) Multi-Family Residential Land Use	\$2,385	per acre	
c) All Other Land Use	\$2,650	per acre	
4 Roadway Maintenance Fee	0.32%	% of bldg permit valuation	
5 Commercial Linkage Fee	\$9	per SF	[c]

Notes:

[a] Effective October 3, 2025, and subject to annual increases, in accordance with Campbell Municipal Code Section 21.24.080 (Establishment and use of in-lieu housing fees).

[b] The fee for Accessory Dwelling Units will be calculated per State law but shall not exceed the amount shown.

[c] Effective October 3, 2025, and subject to annual increases, in accordance with Campbell Municipal Code Chapter 19.04 (Commercial Linkage Fee.).

[d] The indicated fee shall be automatically adjusted each year on July 1 or one year after the effective date of the initially adopted fee schedule, whichever is later. Each annual adjustment shall be based on the most recent annual percentage increase in the Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward, CA area, All Items (Not Seasonally Adjusted), as published by the United States Bureau of Labor Statistics immediately prior to July 1 of each year. In the event that the specified CPI is discontinued, the Finance Director shall select a comparable economic index that, in their judgment, most closely aligns in purpose and methodology with the original index, and covers a geographical area that includes the City of Campbell. Exception: If a lower fee for the same service is established in the future, that new fee shall apply instead of the adjusted fee.

# City of Campbell

## HOURLY RATES FOR SPECIAL PUBLIC WORKS SERVICE REQUESTS

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b><u>During Normal Work Hours (i.e. Non-Overtime)</u></b>			
1 Administrative Analyst I	\$190	per hour	
2 Administrative Analyst II	\$191	per hour	
3 Arborist	\$150	per hour	
4 Assistant Engineer	\$199	per hour	
5 Associate Civil Engineer	\$225	per hour	
6 Building Maintenance Lead Worker	\$161	per hour	
7 Building Maintenance Worker	\$147	per hour	
8 Building Maintenance Supervisor	\$201	per hour	
9 City Engineer	\$325	per hour	
10 Engineering Aide I	\$135	per hour	
11 Engineering Aide II	\$152	per hour	
12 Engineering Technician I	\$159	per hour	
13 Engineering Technician II	\$181	per hour	
14 Environmental Programs Specialist	\$141	per hour	
15 Executive Assistant	\$145	per hour	
16 Lighting & Traffic Signals Technician	\$173	per hour	
17 Lighting & Traffic Signals Assistant	\$144	per hour	
18 Lighting & Traffic Signals Supervisor	\$207	per hour	
19 Maintenance Supervisor	\$177	per hour	
20 Mechanic II	\$144	per hour	
21 Office Assistant	\$119	per hour	
22 Office Specialist	\$137	per hour	
23 Park Maintenance Lead Worker	\$137	per hour	
24 Park Maintenance Supervisor	\$212	per hour	
25 Park Maintenance Worker I	\$112	per hour	
26 Maintenance Worker I	\$112	per hour	
27 Park Maintenance Worker II	\$124	per hour	
28 Maintenance Worker II	\$124	per hour	
29 Public Works Superintendent	\$269	per hour	
30 Public Works Inspector	\$193	per hour	
31 Senior Civil Engineer	\$257	per hour	
32 Senior Public Works Inspector	\$207	per hour	
33 Street Maintenance Field Supervisor	\$179	per hour	
34 Street Maintenance Lead Worker	\$137	per hour	
35 Street Maintenance Worker I	\$112	per hour	
36 Street Maintenance Worker II	\$124	per hour	
37 Traffic Engineer	\$265	per hour	
<b><u>Overtime</u></b>			
38 Administrative Analyst I	\$236	per hour	
39 Administrative Analyst II	\$237	per hour	

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## HOURLY RATES FOR SPECIAL PUBLIC WORKS SERVICE REQUESTS

Activity Description	FY 25/26 Fee	Charge Basis	Note
40 Arborist	\$186	per hour	
41 Assistant Engineer	\$248	per hour	
42 Associate Civil Engineer	\$280	per hour	
43 Building Maintenance Lead Worker	\$200	per hour	
44 Building Maintenance Worker	\$182	per hour	
45 Building Maintenance Supervisor	\$249	per hour	
46 City Engineer	n/a	per hour	
47 Engineering Aide I	\$166	per hour	
48 Engineering Aide II	\$189	per hour	
49 Engineering Technician I	\$197	per hour	
50 Engineering Technician II	\$224	per hour	
51 Environmental Programs Specialist	\$175	per hour	
52 Executive Assistant	\$180	per hour	
53 Lighting & Traffic Signals Technician	\$214	per hour	
54 Lighting & Traffic Signals Assistant	\$178	per hour	
55 Lighting & Traffic Signals Supervisor	\$256	per hour	
56 Maintenance Supervisor	\$220	per hour	
57 Mechanic II	\$179	per hour	
58 Office Assistant	\$148	per hour	
59 Office Specialist	\$170	per hour	
60 Park Maintenance Lead Worker	\$170	per hour	
61 Park Maintenance Supervisor	\$262	per hour	
62 Park Maintenance Worker I	\$140	per hour	
63 Maintenance Worker I	\$140	per hour	
64 Park Maintenance Worker II	\$154	per hour	
65 Maintenance Worker II	\$154	per hour	
66 Public Works Superintendent	\$334	per hour	
67 Public Works Inspector	\$239	per hour	
68 Senior Civil Engineer	\$319	per hour	
69 Senior Public Works Inspector	\$256	per hour	
70 Street Maintenance Field Supervisor	\$221	per hour	
71 Street Maintenance Lead Worker	\$170	per hour	
72 Street Maintenance Worker I	\$140	per hour	
73 Street Maintenance Worker II	\$154	per hour	
74 Traffic Engineer	\$329	per hour	

Note: Three hour minimum for overtime call.

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

## City of Campbell

### EQUIPMENT USE RATES

Activity Description	FY 25/26 Fee	Note
<b>Hourly Rate</b>		
1 Barricades / Each	n/a	
2 Barricades with Lights / Each	n/a	
3 Brush Chipper (1-Hour Minimum)	\$88.00	
4 Bucket Truck (1-Hour Minimum)	\$86.50	
5 Case Loader W18B (1-Hour Minimum)	\$159.00	
6 Chain Saw (\$15.00 Minimum)	\$9.50	
7 Compressors with Tools (1-Hour Minimum)	\$94.00	
8 Concrete Saw (1-Hour Minimum; Daily Rate Add Cost of Blades)	\$31.00	
9 Dump Trucks, 5 Cyl (1-Hour Minimum)	\$75.00	
10 Flatbed, 3/4 Ton	n/a	
11 Forklift (1-Hour Minimum)	\$31.00	
12 Line Striper (1-Hour Minimum - Daily Rate Add Materials)	\$95.00	
13 Loader, 3-5 Ton (1-Hour Minimum)	\$95.00	
14 Paint Truck (1-Hour Minimum)	\$75.00	
15 Pick-Ups (1-Hour Minimum)	\$64.00	
16 Programmable Message Board	n/a	
17 Sweepers (Minimum - \$130.00)	\$82.00	
<b>Daily Rate</b>		
18 Barricades / Each	\$3.00	
19 Barricades with Lights / Each	\$3.50	
20 Brush Chipper (1-Hour Minimum)	\$218.00	
21 Bucket Truck (1-Hour Minimum)	\$176.00	
22 Case Loader W18B (1-Hour Minimum)	\$282.00	
23 Chain Saw (\$15.00 Minimum)	\$57.00	
24 Compressors with Tools (1-Hour Minimum)	\$135.00	
25 Concrete Saw (1-Hour Minimum; Daily Rate Add Cost of Blades)	\$65.00	
26 Dump Trucks, 5 Cyl (1-Hour Minimum)	\$150.00	
27 Flatbed, 3/4 Ton	\$125.00	
28 Forklift (1-Hour Minimum)	\$119.00	
29 Line Striper (1-Hour Minimum - Daily Rate Add Materials)	\$190.00	
30 Loader, 3-5 Ton (1-Hour Minimum)	\$207.00	
31 Paint Truck (1-Hour Minimum)	\$150.00	
32 Pick-Ups (1-Hour Minimum)	\$125.00	
33 Programmable Message Board	\$80.00	
34 Sweepers (Minimum - \$130.00)	n/a	

\* Additional equipment which must be rented by the City shall be billed at the City's actual cost plus an additional twenty percent (20%) of that cost to cover administrative expenses.

# City of Campbell

## FIRE FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b><u>Operational Permits</u></b>			
1 Additive Manufacturing	\$464		
2 Aerosol Products (500 lbs. - Minimum)	\$464		
3 Assembly (50 - 300)	\$472		
4 Assembly (> 300)	\$740		
5 Open Flames & Candles in Assemblies	\$189		
6 Carnival/Fair	\$740		
7 Cryogenes	\$464		
8 Dry Cleaning	\$464		
9 Combustible Dust Producing Operations	\$523		
10 Energy Storage Systems	\$464		
11 High Piled Storage	\$581		
12 Cutting & Welding	\$581		
13 Liquid or Gas Fueled Vehicles in Assembly Buildings	\$291		
14 Lithium Batteries (> 15 cubic feet)	\$464		
15 Lumber Yards & Woodworking Plants	\$464		
16 Industrial Ovens	\$464		
17 Radioactives	\$572		
18 Repair Garage & Motor Fuel-Dispensing	\$581		
19 Spraying or Dipping Operations	\$464		
20 Temporary Membrane Structures & Tents	\$464		
<b><u>State Mandated Inspections</u></b>			
1 Apartments/Hotels/Motels			
a) 3 - 16 units	\$218		
b) 17 - 32 units	\$363		
c) 33 or more units	\$508		
2 Day Care - Commercial (Less than 50)	\$281		
3 Day Care - Commercial (Greater than 50)	\$436		
4 Residential Care Facilities (7 - 50 People)	\$609		
5 Residential Care Facilities (Greater than 50 People)	\$813		
6 E Occupancies			
a) 1 - 250 Students	\$0		
b) 251 - 500 Students	\$0		
c) > 500 Students	\$0		

# City of Campbell

## FIRE FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
7 High Rise Building (Per Floor)	\$196		[c]
<b><u>Hazardous Material Permits</u></b>			
1 Aboveground Facility Closure	\$348		[a]
2 Aboveground System Closure (Per System)	\$581		[a]
3 Aboveground System Installation (Per System)	\$871		[a]
4 Aboveground System Modification (Per System)	\$697		[a]
5 Haz Mat - Long Form	\$871		
6 Haz Mat - Long Form (Helium Gas Only - 6 Tanks or Less)	\$218		
7 Haz Mat - Short Form	\$436		
8 Underground Tank Annual Permit	\$1,089		
9 Underground System Closure (Per System)	\$1,089		
10 Underground System Installation (Per System)	\$2,903		
11 Underground System Modification (Per System)	\$726		
<b><u>Construction Permits - Plan Review, Permit and Inspection</u></b>			
1 Architectural Review (Greater of a or b)			
a) Minimum Fee	See Bldg Fees		
b) Percent of Bldg Permit Fee	See Bldg Fees		
2 Automatic Sprinklers			
a) Automatic Fire Sprinkler Systems New			
i) 1 - 49 Heads	\$581		
ii) 50 - 100 Heads	\$1,016		
iii) 101 - 200 Heads	\$1,452		
iv) Each Additional 100 Heads	\$291		
b) Automatic Fire Sprinkler Systems - Existing (No Calculations)			
i) 1 - 15 Heads (Over-the-Counter)	\$436		
ii) 16 - 49 Heads	\$373		
iii) 50 - 100 Heads	\$871		
iv) Each Additional 100 Heads	\$145		
c) Automatic Fire Sprinkler Systems - Existing (With Calculations)			
i) 1 - 49 Heads	\$871		
ii) 50 - 100 Heads	\$1,220		
iii) 101 - 200 Heads	\$1,568		
iv) Each Additional 100 Heads	\$291		
d) Residential 13D - Single Family	\$581		

# City of Campbell

## FIRE FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
3 Fire Alarm Systems			
a) Non-High Rise and Non R-2 Occupancies			
i) 1 - 20 Devices	\$871		
ii) 21 - 40 Devices	\$1,016		
iii) 41 - 100 Devices	\$1,452		
iv) 101 - 200 Devices	\$2,178		
v) Each Additional 50 Devices	\$436		
b) With Pre-Wire Inspection Required (High Rise and R-2 Occupancies)			
i) 1 - 20 Devices	\$1,161		
ii) 21 - 40 Devices	\$1,742		
iii) 41 - 100 Devices	\$2,468		
iv) 101 - 200 Devices	\$3,194		
v) Each Additional 50 Devices	\$436		
c) 10% Re-Certification Fee	\$436		
4 Emergency Alarm System			
a) New System	\$1,161		
b) System Modification	\$581		
5 Fire Pump Installation	\$726		
6 Underground Fire Service Systems			
a) Fire Sprinkler System - No Hydrants	\$726		
b) Repairs	\$726		
7 On-Site Hydrant Systems - without automatic sprinklers			
a) Base Fee	\$943		
b) Plus, Fee Per Hydrant	\$90		
8 Special Systems (Leak Detection, Halon, CO2, Hood Standpipe)			
a) Hood	\$740		
b) Leak Detection, Halon, CO2, etc.	\$740		
9 Demolition			
a) Demolition of Building	\$291		
b) Demolition of Fire Protection System	\$436		
10 Roadways - Gates, Barriers, and Traffic Calming Devices	\$291		
<b><u>Planning and Subdivision Review Services</u></b>			
1 Pre-Application, Entitlement, Subdivision, Permit Review, etc.	\$232	per hour	

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## FIRE FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b><u>Other Services</u></b>			
1 Inspection Outside of Regular Office Hours (per hour)	\$348	per hour; 1-hr min.	
2 Additional Inspection (courtesy, re-inspection, phasing) (per hour)	\$232	per hour	[b]
3 Excess Plan Check (4th and subsequent) (per hour)	\$232	per hour; 1-hr min.	
4 Special Inspections (per hour)	\$232	per hour; 1-hr min.	
5 Variance Application (Alternate Methods & Materials)	\$581		
6 Services Performed but not Otherwise Listed in this Fee Schedule (per hour)	\$232	per hour	
7 Microfiche Fees/ Digital Imaging			
a) Minimum Fee	\$2		
i) Plan Sheet (Cost Per Sheet)	\$1	per sheet	
ii) Source Page (Cost Per Page)	\$1	per page	
iii) Reproduction of Microfiche (Plan Sheet, Cost Per Sheet)	\$4	per sheet	
iv) Reproduction of Microfiche (Source Page)	\$1	per page	
8 Failure to Obtain/Maintain Required Permits	Double Fee of Required Permit		
<b><u>Operations</u></b>			
1 Records Search	\$76	per hour; 1-hr min.	
2 CPR Classes (Per Person)	\$36		
3 Non-Emergency Standby/After Hours Inspection	\$3,271		

[a] Additional closure fees may be required based on the type and number of hazardous materials systems closed.

[b] Re-inspection fee applies after second re-inspection.

[c] Fee was inadvertently removed from the schedule, but the fee remains unchanged from what was previously approved by City Council.

\* Fees are set by the City but administered by Santa Clara County Fire Department.

\* Fees apply to only those quantities of materials or operations that require permits in accordance with the Fire Code.

\* Excluding penalties, annual Fire Code Permit fees shall not exceed \$1,000 per business location.

\* Failure to submit and maintain the following correct and current Hazardous Materials Documents: HMIS (before bringing hazardous materials into City and thereafter), HMMP (within 30 days of notification and thereafter), HMMP (within 30 days of notification and thereafter), Closure Permit (30 Days Prior), CEQA Application (before bringing hazardous material into City), the fee will double as a result of non-compliance.

# City of Campbell

## POLICE FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b>Report / Recording / Records Fees</b>			
1 Police Report Fee			[a]
a) Up to ten pages	No charge	per report	[b]
b) Each Add'l page after first 10 pages	\$0.10	per page	
2 CAD Incident Report			[a]
a) Up to ten pages	No charge		
b) Each Add'l page after first 10 pages	\$0.10	per page	
3 Audio Recording Copy Fees			[a]
a) Discovery			
i) CD/DVD	\$2	each	
ii) USB/Flash Drive	\$8	each	
iii) Hourly Rate for Reproduction (only subpoenaed records)	\$24	per hour	[c]
b) Dispatch			
i) CD/DVD	\$2	each	
ii) USB/Flash Drive	\$8	each	
iii) Hourly Rate for Reproduction (only subpoenaed records)	\$24	per hour	[c]
4 Arrest Log Release	No Charge	per page	[a]
5 Research/Archiving	\$24	per hour	[d]
<b>Vehicle Release / Impound / Repossession Fees</b>			
6 Vehicle Release			
a) Storage / Impound	\$192		
b) 30 Day Impound	\$219		
7 Vehicle Repossession Fee	\$15		[e]
<b>Citation Sign-off Fees</b>			
8 Citation Sign-off			
a) Campbell Police Department Issued Citation	No charge		
b) Citation Issued by Other Agency (Non-Campbell PD)	\$15		
<b>DUI Response Cost Recovery</b>			
9 Driving Under the Influence - Cost Recovery (Hourly Rate)			
a) Community Service Officer (CSO)	\$69	per hour	
b) Police Officer	\$128	per hour	
c) Police Agent	\$128	per hour	
d) Police Sergeant	\$168	per hour	

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## POLICE FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b>False Alarm Response</b>			
10 False Alarm Fee			
a) Up to three false alarms	\$0	each	
b) 4th - 6th Alarm	\$239	each	
c) 7th - 9th Alarm	\$293	each	
d) 10th Alarm and Each Additional Alarm after 10	\$346	each	
<b>Permit / License Application Review</b>			
11 Block Party Permit	\$134		
12 Concealed Weapon Permit			
a) New	\$1,300	plus DOJ fees	[k]
b) Renewal	\$25	plus DOJ fees	[f]
c) Psychological Testing	\$125	plus DOJ fees	[f]
d) Modification of Permit	\$10	plus DOJ fees	[f]
13 Firearms and Ammunition Sales Permit (Business)			
a) New	\$873		
b) Renewal	\$275		
14 Live Entertainment Permit	\$1,412		
15 Massage			
a) Massage Establishment (Owner Not State Certified)			
i) New	\$920		
ii) Renewal	\$330		
b) Massage Establishment (Owner State Certified)			
i) New	\$0		[g]
ii) Renewal	\$0		[g]
c) Massage Therapist / Trainee			
i) New (State Certified)	\$0		[g]
ii) Renewal (State Certified)	\$0		[g]
16 Cannabis Delivery Registration			
a) New	\$2,258		
b) Renewal	\$1,128		
17 Pawnbrokers and Secondhand Dealers			
a) New	\$586		
b) Renewal	\$149		
18 Sexually Oriented Business Permit			
a) New	\$1,406		

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## POLICE FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
b) Renewal	\$873		
19 Taxicab Owner's License	\$964		
20 Tow Car Operator Permit / Tow Truck Driver Certificate			
a) Tow Car Operator Permit	\$2,759		
b) Tow Truck Driver Certificate			
i) New	\$50		[h]
ii) Renewal	\$12		[h]
21 Used Car Dealer - Retail Only	\$288		
<b>Other</b>			
22 Naturalization VISA Letter	\$40		
23 Security Services - Outside Work Assignments			
a) Community Service Officer (CSO)/ Public Safety Assistant (PSA)	\$77	per hour; 2-hr min.	
b) Reserve Officer	\$84	per hour; 2-hr min.	
c) Officer	\$166	per hour; 2-hr min.	
d) Agent	\$174	per hour; 2-hr min.	
e) Sergeant	\$213	per hour; 2-hr min.	
24 <b>Firearms Storage</b>			
a) Administrative Fee	\$261	flat fee	[i],[j]
b) Daily Storage Fee	\$1	per firearm/per day	[i],[j]

Note:

[a] Per Government Code 6253(b) and City Attorney.

[b] No fee for victims of violent crime or domestic violence.

[c] Fee based on rate allowed per Evidence Code Section 1563(b)(1).

[d] Maximum amount allowed per Evidence Code Section 1563(b)(1). Fees apply only to research/archiving pursuant to a subpoena.

[e] Maximum amount allowed per Government Code Section 41612.

[f] Maximum allowed per Penal Code Section 26190.

[g] Fee administered via State certification process.

[h] Maximum amount allowed per Vehicle Code Section 2431.

[i] For firearms taken per restraining order or for safekeeping and as a result of a domestic violence or mental health hold.

[j] Fee payable upon releasing firearm(s) to owner and may be waived (fully or partially) upon administrative approval.

[k] SB 2 (effective 1/1/24) amended the fee limitation that had previously been imposed on the processing of concealed carry permits. Now allow charging the reasonable cost of processing the application. Fee includes cost of background check plus staff time. Half the fee can be collected at the time of submitting application; remaining half collected only if permit is issued.

# City of Campbell

## PARKING CITATION FINES

Code	Description	FY 25/26 Fee	Note
<b>CMC</b>			
1 10.24.015	Stored on Street Over 72 Hours	\$80	
2 10.24.040	No Parking or Stopping Signs/Permit Parking	\$50	
3 10.24.065a	Disobeyed Curb Markings (Red/White; Yellow/Green)	\$50	
4 10.24.095c	Limited Time Parking	\$50	
5 10.24.135	Commercial Truck 10PM to 6AM	\$80	
6 10.24.140	Parking Out of Marked Space	\$50	
7 10.24.160	Removal of Markings	\$80	
8 10.28.030a	Commercial Truck in Yard/Driveway	\$80	
9 10.28.030b	Commercial Truck Over Two Hours (6AM to 10PM)	\$80	
10 13.040.120	Parking After Hours City/County Parks	\$50	
<b>VC</b>			
11 22500a	Parking Within an Intersection	\$50	
12 22500e	Blocking Driveway	\$50	
13 22500f	Parking on Sidewalk	\$50	
14 22500.1	Fire Lane	\$50	
15 22502a	Wrong Way/18" (Inches) From Curb	\$50	
16 22507.8a	Handicap Parking	\$310	
17 22507.8b	Obstruct / Block Handicap Parking	\$310	
18 22507.8c (2)	Crosshatch Lines Next to Handicap Stall	\$310	
19 22514	Fire Hydrant	\$50	
20 22521	Within 7 ½' (Feet) of Railroad Tracks	\$50	
21 22523 (A)	Abandoned Towed	\$80	
22 40226	Handicap Dismissal	\$35	
23 5204(a)	No current Registration Tags	\$80	
24 5200	No Front/Rear Plate	\$50	
25 4000(a) (1)	Expired Registration	\$80	

\* Delinquent Penalty Assessment - Double the Fine Amount.

\*\* All Other Parking Violation Fine Amounts Not Specifically Listed Will be \$40.00.

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Community Center Building Use Fees

#### A. Definition of Terms:

- a. **NON-PROFIT:** To qualify for non-profit rates, customers must provide a copy of their letter of non-profit status from the California Secretary of State's office with their non-profit ID number indicated and must pay with an organization check or charge card. Organization name on letter of non-profit status, check/charge card, and permit must all be in the same name.
- b. **BASE HOURLY RATE:** The Base Hourly Rate is the regular rate for each room on a per hour basis. All customers are charged this rate unless discounts apply (see requirements for Non-Profit and Campbell Resident).
- c. **SPECIAL PEAK RATES:** Special peak rates apply to the following limited reservations:
  - i. Public meetings held by elected representatives serving the Campbell area (limit 3 per calendar year)
  - ii. Local election candidate forums sponsored by a non-profit organization (limit 2 per calendar year)
  - iii. Trainings offered by the local Registrar of Voters (limit 2 per calendar year)
  - iv. Public meetings offered by either of the Campbell school districts (CUHSD and CUSD limit 3 per calendar year)
  - v. Public meetings by other governmental agencies that serve Campbell residents (limit 6 per calendar year)
  - vi. Events sponsored by/for Campbell High School Alumni groups (limit 2 per calendar year)
  - vii. Meetings or trainings by school districts or other governmental agencies that are not open to the public (limit 2 per calendar year)

The above listed reservation types are eligible to use the Campbell Community Center facility during peak times at the discounted Special Peak Rate. The above listed reservation types are eligible to use limited Campbell Community Center meeting rooms during non-peak times (Monday-Thursday) with basic staffing levels (2 building attendants) free of charge, with the same limitations listed above. Any charges for meeting or audio-visual equipment etc. will be assessed at the time of the booking request and will be charged according to the approved Fee Schedule.

**Special Use Provisions: Grandfathered in Campbell-Based Organizations.** The following organizations are considered grandfathered-in Campbell-based organizations and special use provisions apply:

- i. Country Womans Club of Campbell
- ii. Campbell Veterans Memorial Foundation
- iii. Campbell Community Emergency Response Team (CERT)
- iv. Early Settlers Event Coordinator

These organizations are entitled to one (1) free use of a Campbell Community Center banquet hall during peak times per calendar year specifically for their fundraising efforts. In lieu of banquet space, they may use a small meeting room (accommodating 15-40 people) during peak time once per month at no charge, with a maximum booking duration of three hours per monthly session. For further information on pricing, booking processes and policies, please refer to the Building Use Policy.

Free use of the Campbell Community Center is provided to the Santa Clara County Registrar of Voters to provide up to a 4-day Vote Center in primary and general election years.

- c. **CAMPBELL RESIDENT:** To qualify for Campbell Resident discount, customers must provide proof of residency (i.e. driver's license, utility bill etc.). Permit holder and payee must be in the same name to qualify for resident discount. Tenants of the Campbell Community Center are considered to be Campbell residents.

#### B. Resident Discount:

Campbell Residents paying for a rental will be given the following discount on building rental rates:

- \$25 Per hour discount for rental of the full Orchard City Banquet Hall
- \$5 Per hour discount for all other building rental rates

**City of Campbell**  
**RECREATION & COMMUNITY SERVICES FEES**

**Community Center Building Use Fees**

C. Facility rental fees for uses occurring during off-peak (normal operating) hours shall be assessed as follows:

(Monday through Thursday, 8:00am - 10:00pm and Fridays 8:00am to 5:00pm, except on recognized City holidays)

**FY 25/26 Fee**

		<b>Base Hourly Rate</b>	<b>Non-Profit Hourly Rate</b>
Orchard City Banquet Hall with Kitchen	per hr.	\$138	\$119
Orchard City Banquet Hall (North or South)	per hr.	\$97	\$77
Kitchen in OCBH	per hr.	\$57	\$52
Roosevelt Rm. (Q-80)	per hr.	\$97	\$77
Mary Campbell (Q-84)	per hr.	\$72	\$62
Multi-Purpose (M-50)	per hr.	\$87	\$77
Adult Ctr. Meeting Room (C-35)	per hr.	\$72	\$62
Dance Studios (M-47, N-76)	per hr.	\$67	\$57
Conference Rm. (E-44)	per hr.	\$56	\$46
Board Rm. (E-42)	per hr.	\$82	\$46
Main Gym (Bldg. P)	per hr.	\$72	\$72
Auxiliary Gym (Bldg. N)	per hr.	\$72	\$62
CCC Plaza	per hr.	\$42	\$37
Vacant Leased Space	per hr.	\$56	\$46
Swimming Pool Rental	per hr.	\$205	\$205

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

**City of Campbell**  
**RECREATION & COMMUNITY SERVICES FEES**

**Community Center Building Use Fees**

D. Facility rental fees for uses during peak (NON-OPERATING) hours shall be assessed as follows:

		FY 25/26 Fee		
		Special Peak	Non-Profit Hourly	
		Rates	Base Hourly Rate	Rate
Orchard City Banquet Hall w/ Kitchen	per hr.	\$103	\$256	\$206
Orchard City Banquet Hall (North or South)	per hr.	N/A	N/A	N/A
Roosevelt Rm. (Q-80)	per hr.	\$54	\$133	\$108
Mary Campbell (Q-84)	per hr.	\$36	\$97	\$72
Multi-Purpose (M-50)	per hr.	\$49	\$123	\$98
Adult Ctr. Meeting Room (C-35)	per hr.	\$36	\$97	\$72
Dance Studios (M-47, N-76)	per hr.	N/A	\$82	\$72
Conference Rm. (E-44)	per hr.	\$26	\$77	\$52
Board Rm. (E-42)	per hr.	\$26	\$77	\$52
Main Gym (Bldg. P)	per hr.	\$49	\$108	\$98
Auxiliary Gym (Bldg. N)	per hr.	\$39	\$87	\$77
CCC Plaza	per hr.	\$24	\$52	\$47
Vacant Leased Space	per hr.	\$26	\$77	\$52
Swimming Pool Rental	per hr.	N/A	\$205	\$205

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Community Center Building Use Fees

#### E. Equipment Rental & Fees

Meeting Room Equipment		FY 25/26 Fee	Charge Basis
a) Coffee Urn - 100 Cup		\$15	per day
b) Coffee Urn - 35 Cup		\$10	per day
c) Directional Sandwich Signs		free with room rental	per day
d) LCD Projector		\$100	per day
e) Podium		free with room rental	per day
f) Portable Easel (Each Easel)		\$15	per day
g) Portable Projection Screen		\$15	per day
h) Portable PA Systems		\$100	per day
i) Microphone		\$20	per day
j) In-House Sound System (Roosevelt Room Q-80 & Orchard City Banquet Hall)		\$50	per day

Athletic Equipment		FY 24/25 Fee	Charge Basis
a) Basketball Scoreboard Control (portable)		\$25	per day

#### F. Processing Fees

1. All applications are subject to a non-refundable \$25 Processing Fee.
2. Any changes in time, date(s) or use made to a multi-use permit, or made less than thirty (30) days prior to a one-time use, are subject to an additional \$25 Processing Fee per occurrence of request for change.

#### G. Additional Charges

1. All hourly fees are subject to a 2% Facility Preservation Fee. The Preservation Fee is calculated at time of permit and all fees are due at time of payment.
2. A janitorial service fee of \$100 will be required for all rentals serving food and in excess of 75 participants.
3. A security service fee may be required for all rentals serving alcohol and more than 75 participants/guests in attendance. Fees associated with security cover a minimum of two (2) guards and is based on the number of attendees. The rate charged to the customer is \$50.00 - \$70.00 per hour per security guard.
4. Uses which extend beyond the approved reserved time will be charged at 1½ times the normal rental rate.
5. Uses which extend beyond 12:00 midnight are not permitted and will be charged at two (2) times the normal rental rate.
6. Rental of the Swimming Pool will require the City to schedule certified lifeguards on-site for the duration of the pool rental. A minimum of two (2) Lifeguards will be required for rentals and the total number of Lifeguards will be determined by the Recreation Specialist or Department Designee at the time of the facility request. Each Lifeguard will be charged at \$25 per hour.
7. Reservations for recognized City holidays and dates between Christmas Eve and New Years Day are subject to additional fees to cover staff holiday pay (1½ times the normal rental rate), when staff can be obtained to take the assignment. (Non-profits and Special Rate requestors are not exempt from these additional fees).

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

**City of Campbell**  
**RECREATION & COMMUNITY SERVICES FEES**

Community Center Building Use Fees

**H. Deposits**

Facility	FY 25/26 Fee	Charge Basis
a) Use of Orchard City Banquet Hall	\$800	deposit
b) Uses of Roosevelt Room (Q-80), Multi-Purpose Room (M-50), or Activity Room (E-46)	\$500	deposit
c) Uses of Activity or Meeting Rooms	\$200	deposit
d) Uses of Gymnasiums/Dance Studios	\$200	deposit
e) Plaza	\$200	deposit
f) Use of Swimming Pool	\$500	deposit

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Ainsley House / Museum Fee Schedules

#### A. Grounds

Description	FY 25/26 Fee
Security Deposit	\$500
Additional Rental Hours (Sat)	\$300 per hour
Additional Rental Hours (Fri/Sun)	\$275 per hour
Cleaning Fee	\$150 per event

Campbell Residents will be given a 10% discount on all event rental rates.

Description	FY 25/26 Fee			
	4 hours	6 hours	8 hours	10 hours
Fridays and Sundays	\$1,080	\$1,620	\$2,160	\$2,700
Saturdays	\$1,200	\$1,800	\$2,400	\$3,000

Description	FY 25/26 Fee
<b>Other Rentals</b>	
Fund Raising Groups and Commercial Filming	50% Surcharge \$750 / 4 hours \$175 / hr. for each add'l hr.
Non-Commercial Photography	\$100 per hour

#### B. Tour Fees - Ainsley House

Description	FY 25/26 Fee
Adults	\$10
Seniors	\$8
Youth (7 - 17)	\$6
Children (Under 7)	Free
Members	Free
<b>Holidays Only (11/15 - 12/20):</b>	
Adults	\$12
Seniors	\$10
Youth	\$8

#### C. Group Tours - Ainsley House

Description	FY 24/25 Fee
<b>Groups (10 or More)</b>	
Adults	\$8
Seniors	\$6
Youth (7 - 17)	\$5
Children (Under 7)	Free

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Ainsley House / Museum Fee Schedules

#### D. Carriage House

Description	FY 25/26 Fee
Security Deposit	\$500
Room Rental Rate	\$75 per hour
Docent Led Tour:	
Up to 15 People	\$25 per hour
Up to 30 People	\$50 per hour
Open Ainsley House Walk-Through	\$50 per hour

(1- hour minimum)

#### E. Admission Fees - Historical Museum

Description	FY 25/26 Fee	
	Museum Ticket	Combined Ticket *
Adults	\$5	\$14
Seniors	\$5	\$12
Youth (7 - 17)	\$5	\$10
Children (Under 7)	Free	Free
Members	Free	Free

\* Combined ticket = Ainsley House / Historical Museum

#### F. School Program - Historical Museum & Ainsley House

Description	FY 25/26 Fee
Minimum for Classes of up to 20 Students	\$160
Each Additional Student	\$8
Chaperones	Free

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Ainsley House / Museum Fee Schedules

**G. Museum Staff Research** - Research of archival records and photographs:

Description	FY 25/26 Fee
<b>Personal Use</b>	
Digital Images:	
New Scan	\$20 per image
Image of Existing Scans	\$10 per image
Scanning and Printing on Photo Paper	Not provided
<b>Commercial Use: For one-time use. Fees are per image.</b>	
Use in a Book:	
For-Profit Entity	\$150 per image
Non-Profit Organization	\$35 per image
Editorial Use (magazine or non-scholarly journal):	
For-Profit Entity	\$75 per image
Non-Profit Organization	\$25 per image
Scholarly Publication	
	\$10 per image
Advertising (non-editorial, book covers, flyer / brochure / art work in a place of business, etc.):	
For-Profit Entity	\$150 per image
Non-Profit Organization	\$35 per image
Video/TV/Film/DVD:	
For-Profit Entity	\$150 per image
Non-Profit Organization	\$35 per image
Exhibition:	
For-Profit Entity	\$100 per image
Non-Profit Organization	\$25 per image
Internet / Website:	
For-Profit Entity	\$100 per image
Non-Profit Organization	\$25 per image

*\*Non-Public Records Act (PRA) related requests*

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

**City of Campbell**  
**RECREATION & COMMUNITY SERVICES FEES**

**Picnic Areas and Facilities**

All reservations are subject to a non-refundable \$25.00 processing fee in addition to the fees below.

**A. Picnic Areas & Facilities - CAMPBELL RESIDENTS**

Facility	FY 25/26 Fee
<b><u>John D. Morgan Park</u></b>	
Area 1 (120 Persons Maximum)	\$133 per day
Area 2 (80 Persons Maximum)	\$92 per day
Area 3 (50 Persons Maximum)	\$62 per day
Area 4 (50 Persons Maximum)	\$62 per day
Area 5 (30 Persons Maximum)	\$41 per day
Area 6 (10 Persons Maximum)	\$21 per day
Area 7 (10 Persons Maximum)	\$21 per day
Area 8 (10 Persons Maximum)	\$21 per day
Area 9 (20 Persons Maximum)	\$31 per day
<b><u>Edith Morley Park</u></b>	
Picnic Area (35 Persons Maximum)	\$62 per day
Picnic Area & Turf (100 Persons Maximum)	\$103 per day

**B. Picnic Areas & Facilities - NON-RESIDENTS**

Facility	FY 25/26 Fee
<b><u>John D. Morgan Park</u></b>	
Area 1 (120 Persons Maximum)	\$185 per day
Area 2 (80 Persons Maximum)	\$144 per day
Area 3 (50 Persons Maximum)	\$113 per day
Area 4 (50 Persons Maximum)	\$113 per day
Area 5 (30 Persons Maximum)	\$92 per day
Area 6 (10 Persons Maximum)	\$72 per day
Area 7 (10 Persons Maximum)	\$72 per day
Area 8 (10 Persons Maximum)	\$72 per day
Area 9 (20 Persons Maximum)	\$82 per day
<b><u>Edith Morley Park</u></b>	
Picnic Area (35 Persons Maximum)	\$92 per day
Picnic Area & Turf (100 Persons Maximum)	\$174 per day

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Park Facility Fees

#### A. Definition of Terms

- a. **NON-PROFIT:** To qualify for non-profit rates, customers must provide a copy of their letter of non-profit status from the California Secretary of State’s office with their non-profit ID number indicated and must pay with an organization check or charge card. Organization name on letter of non-profit status, check/charge card, and permit must all be in the same name.

#### B. Processing Fees & Deposits

- a. All reservations are subject to a \$25 non-refundable processing fee in addition to park fees and deposits.
- b. \$200 deposit per field
- c. \$500 deposit per site:
  - i. For special events
  - ii. Sports Leagues

#### C. Schedule of Fees

	FY 25/26 Fee		Charge Basis
	Base Hourly Rate	Non-Profit Hourly Rate	
John D. Morgan Park Soccer Bowl	\$31	\$26	per hr.
John D. Morgan Park Athletic Field	\$26	\$21	per hr.
Community Center Stadium Field	\$51	\$31	per hr.
Community Center Stadium Track	\$21	\$16	per hr.
Community Center Athletic Field	\$26	\$21	per hr.
Community Center Concession Stand	\$41	\$36	per hr.
Handball Court (CCC)	\$26	\$21	per hr.
Handball Court Tournament (CCC)	\$256	\$256	per day
Field Use Tournament	\$308	\$308	per day
Sand Volleyball Court (JDM)	\$26	\$21	per hr.
Horseshoe Pit (JDM)	\$10	\$6	per hr.
Non-Exclusive Use Permit (Under 10 People)	\$26	\$25	per hr.
Non-Exclusive Use Permit (10-20 People)	\$31	\$30	per hr.
Non-Exclusive Use Permit (21-99 People)	\$36	\$35	per hr.

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Park Facility Fees

#### D. Special Events in Parks

Note: Not all fees are applicable to all events. This table summarizes special event fees that may be due in excess of any facility use fees applicable for the nature, size and location of the proposed event. All reservations are subject to a non-refundable \$25.00 processing fee in addition to the fees below.

Description	FY 25/26 Fee
Administrative Review Fee	No Charge
Application Fee	\$25
Event Day Staff Support: Recreation Others	\$41 per hour Per the PW / PD fee schedules
Facility Use Fee	Per the Facility Use Policy
Security / Clean-Up Deposit	\$500 per event
Park Special Event Fee	\$850 per day
New Event Fee	\$100 per event
Electrical Access (Orchard City Green, Community Center Stadium & Campbell Park Only)	\$199
Banner Hanging Fee (Campbell Park only)	\$199

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Heritage Theatre Use Fees

#### A. Theatre Rates for Non-Peak Days (Monday - Wednesday)

Description	FY 25/26 Fee
Base Rent (Up to an 8-Hour Period on One Day)	\$550 per day
Additional Time (On the Same Event Day)	\$125 per hour
Rehearsal Time (Up to an 8-Hour Period on One Day)	\$375 per day
Additional Rehearsal Time (On the Same Day)	\$125 per hour
Standard Sound Equipment (Up to Two Microphones)	No charge*
<i>*Sound Tech hourly rates are applied for microphone usage</i>	
Full Sound Equipment (Full Use of Sound System)	\$125 per day
Minimum Lighting Equipment (Stage Wash Only)	\$125 per day
Maximum Lighting Equipment (no movers)	\$400 per day \$700 2 days same contract \$900 3 days same contract \$1,750 7 days same contract \$1,750 + \$225/day + 7 days same contract
Maximum Lighting Equipment (w/ movers)	\$925 per day \$1,200 2 days same contract \$1,500 3 days same contract \$1,900 7 days same contract \$1,900 + \$300/day + 7 days same contract

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Heritage Theatre Use Fees

#### B. Theatre Rates for Peak Days (Thursday - Sunday)

Description	FY 25/26 Fee
Base Rent (Up to an 8-Hour Period on One Day)	\$800 per day
Additional Time (On the Same Event Day)	\$125 per hour
Rehearsal Time (Up to an 8-Hour Period on One Day)	\$500 per day
Additional Rehearsal Time (On the Same Day)	\$125 per hour
Standard Sound Equipment (Up to Two Microphones)	No charge*
<i>*Sound Tech hourly rates are applied for microphone usage</i>	
Full Sound Equipment (Full Use of Sound System)	\$200 per day
Minimum Lighting Equipment (Stage Wash Only)	\$175 per day
Maximum Lighting Equipment (no movers)	\$475 per day \$850 2 days same contract \$1,125 3 days same contract \$1,975 7 days same contract \$1,975 + \$250/day + 7 days same contract
Maximum Lighting Equipment (w/ movers)	\$1,000 per day \$1,275 2 days same contract \$1,575 3 days same contract \$2,050 7 days same contract \$2,050 + \$300/day + 7 days same contract

**C. For events that are designed to be profitable**, rental fees shall be ten percent (10%) of gross ticket sales vs. the base rent (whichever is higher). Exceptions to this policy will be made for Primary Partners and fund-raising events hosted by local non-profit organizations with ticket prices greatly exceeding the normal market rates (i.e. \$100 benefit performance tickets). In those cases, the 10% shall be computed based on the market rate of the tickets, as determined by the Theatre Manager.

**D. The Theatre may be rented to approved "Primary Partner" clients** at special reduced rates negotiated individually and subject to the review and approval of the City Council.

**E. Late Booking Fee** – A late booking fee will be assessed for any event booked less than 30 days in advance. The late booking fee is 10% of estimated rental charges (minus deposit) or \$300 flat, whichever is higher.

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Heritage Theatre Use Fees

#### F. Fees for Additional Services will be charged as follows:

Description	FY 25/26 Fee
Box Office Fee	\$700 per contract
Credit Card ticket transaction fees	4% per transaction
Labor (all billed at 4-hour minimum) *	
Production Manager / Technical Director	\$60 per hour
Technical Staff	\$50 per hour
Stagehand	\$40 per hour
House / Event Staff	\$40 - \$50 per hour
Professional Event Staff / Security	\$45 per hour (6hr minimum)
Lighting System	(See Peak Day Rates)
Janitorial Fee - Rehearsal	\$175 per day
Janitorial Fee - Performance	\$225 per performance
Janitorial Fee for Food/Beverage	\$250 per day
Marley Floor Rental	\$200 plus labor
Marquee Sign Postings	\$33 per week
Marquee Sign Postings	\$15 per change
Piano Rental Fee	\$100 per day
Piano Tuning Fee	\$200 per tuning
Sound System	(See Peak Day Rates)
Special Box Office Requests	\$200 per request
Spotlights	\$100 per day
Ticket Printing	\$0.30 per ticket
Ticket Processing with 3rd Party	\$250.00 per performance
Theatre Facility Fee	\$1 - \$6 per ticket or person
Processing Fee for Permit Changes	\$30 - \$50 per change
Theatre Tours (Regular Operating Hours)	\$60 per hour
Theatre Tours (Non-Operating Hours)	\$150 per hour
Video Projector & Screen	\$500 per day \$750 2 days same contract \$1,000 3 days same contract \$1,500 7 days same contract \$1,500 + \$250/day + 7 days same contract
Hazer	\$60 per day
Application Fee	\$45 per application
Rush Build Fee	\$100 per build
Revised Build Fee	\$50 - \$100 per revision

\* Overtime applies after 8 hours and double overtime applies after 12 hours.

\*\* When tuning can be schedule and performed by Dan Naylor.

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Heritage Theatre Use Fees

- G. Comcast hardwire connection:** The Heritage Theatre & Campbell Community Center has an open WiFi connection that is available to anyone within the Theatre or surrounding areas. WiFi connections are not guaranteed. The Theatre has a hardwire Comcast business connection with considerable more speed and bandwidth. This is available to renter for a fee of \$100.00/day.
- H. Indoor Marquee Sign Postings** – The Heritage Theatre has an electronic marquee in the lobby which is available for custom images, schedules, or information pertaining to events. Art/images that are ready for immediate upload and meet the specifications set out by the Theatre Manager are \$50/day. Any artwork or image that must be developed by Theatre Staff is \$50/day plus \$45/hour for the Production Manager to develop the image with a one hour minimum fee.
- I. Events that do not meet the criteria above,** for which can't be anticipated at this time, staff shall have the authority to charge appropriate and warranted fees at rates higher than those stated above, subject to the approval of the Recreation and Community Services Director.

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Heritage Theatre Use Fees

#### J. Refundable Deposit

Description	FY 25/26 Fee
Deposit Fee	\$500 - \$5,000 * per date of use

\* Based on type of event.

#### K. Theatre Garden Courtyard

Description	FY 25/26 Fee
Application Fee	\$30 per contract
Refundable Security Deposit	\$200 per contract
When Rented Independent of Theatre	\$400 for first 4-hours
Additional Hours	\$75 per hour

#### L. Theatre / Courtyard Photography Rates

Description	FY 25/26 Fee
Non-Refundable Processing Fee	\$25 per contract
Non-Commercial Photography	\$100 per hour
Commercial Photography	\$150 per hour

#### M. Theatre Front Plaza

Description	FY 25/26 Fee
Use Fee	\$250 per day
Cleaning Fee	\$2,550 per day
Exterior Set-Up Fee	\$250-\$1000 per contract

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Facility Fees / Preservation & Enhancement Fees

#### A. Facility Fee / Preservation & Enhancement Fees

Description	FY 25/26 Fee
Heritage Theatre a) Preservation and Enhancement Fee  b) Facility Fee  b) Box Office Fee  d) Internet Processing Fee	\$1.50 per ticket (Every event is charged this fee)  \$1 - \$6 per ticket (fee is based upon event) (fee is in addition to P&E fee)  \$0.50 - \$5 per ticket  \$5 - \$10 per ticket
Community Center Facility Rentals	2% of total facility rental charges *
Recreation Activities and Programs	\$1 per registration; \$1 per pass purchase; or \$1 per month *

\* Fees are not-to-exceed amounts and will be applied by the Department Director based on the program or rental's ability to bear the fee.

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)

# City of Campbell

## DOWNTOWN EVENT FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
<b><u>Special Event Fees</u></b>			
1 Administrative Review Fee	\$1,801		[a]
2 Equipment Use Fees	See Public Works Fees		[b]
3 Event Day Staff Support	Actual Costs		
4 New Event Application Fee	\$694		[c]
5 Security/Clean-up Refundable Deposit	\$500		[d]
6 Special Event Permit	\$2,082		[e]
<b><u>Event Day Staff Support</u></b>			
7 Police	Actual Costs		[f]
8 Public Works	Actual Costs		[g]

[a] Administrative Review Fee covers the costs associated with the Special Event Committee's time to schedule meetings, prepare agendas, prepare invoices, collect and process fees, etc.

[b] Equipment Use Fees are fees for such items as barricades, cones, safety vests, No Park Signs, etc.

[c] New Event Application Fee covers all costs associated with obtaining the required documents for a new event proposal, preparing the event memo, routing the application to appropriate departments, and follow-up with applicant.

[d] Refundable Deposit is a fee held on deposit to use in the event of damage to public property. If any damages should result the repair/replacement costs exceed \$500, the event host will be billed the balance. If there are no damages and no additional fees due, this deposit shall be returned to event organizer.

[e] Special Event Permit Fees are designed to cover the costs of the impact special events have on public property.

[f] Police Fees cover costs associated with the services provided by the Campbell Police Department, which shall include, but not be limited to, closing the streets and event day supervision provided as per the Police Security Plan developed by CPD. Organizer shall be responsible for services provided after event closure until the crowd has dispersed and the area is deemed safe.

[g] Public Works Fees include the cost for PW personnel and associated equipment required for closing the streets, (i.e. barricade installation/removal, pick-up trucks, closing and opening the streets, provision and placement of directional and/or letterboard signs, etc.).

# City of Campbell

## WATER TOWER LIGHTING REQUEST FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
1 Water Tower Lighting Request	\$150	per application	

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# City of Campbell

## EXOTIC ANIMAL PERMIT FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
1 Exotic Animal Permit Fee	\$150	per application	

# City of Campbell

## COMMUNITY GARDEN PLOT RENTAL FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
1 Community Garden Plot			
a) 100 SF	\$46	per year	[a]
b) 200 SF	\$91	per year	[a]

Notes:

[a] Based on water rate increases.

# City of Campbell

## ELECTRIC VEHICLE CHARGING FEES

Activity Description	FY 25/26 Fee	Charge Basis	Note
1 Electric Vehicle Charging Stations			
a) Base Hourly Rate	\$0.30	per kWh	
b) Additional Hourly Rate, in effect 8am - 8pm, daily	\$0.30	per hour	

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# City of Campbell

## ADMINISTRATIVE FEES - CITY CLERK

Activity Description	FY 25/26 Fee	Charge Basis	Note
1 Photocopies			[a]
a) First Page	\$1		
b) Each Additional Page	\$0.10		
2 Digital Devices Provided by City			
a) CD/DVD	\$2		
b) USB/Flash Drive	\$8		
3 Initiative Petition Filing Fee	\$200		[b]
4 Candidate Statement Filing Fee	\$300		
5 Campaign Disclosure Information	\$0.10	per page	[c]
6 Appeal Filing Fee			
a) Appeal to Parks and Recreation Commission (Tree-Related Appeals)	\$200	per appeal	
b) Appeal to City Council for a bid protest	\$200	per appeal	
c) Appeal to City Council for a contractor non-responsibility determination	\$200	per appeal	
d) Appeal to City Council or Planning Commission - All Others	\$300	per appeal	
7 Document Certification (No Charge to other Governmental Agencies)	\$2		
8 Photo duplication (non-standard print size)	Actual cost		[d]
9 Requests Requiring Special Programming or Formatting	Actual hourly rate plus cost of digital devices		[e]

[a] Fee applies for photocopies (excluding Police Reports) and each page of minutes and excerpts from Planning Commission and City Council Minutes book. The charge to any agency, persons wholly or in part by the City of Campbell will be determined by the City Manager or his designated representative. No charge to other governmental agencies.

[b] To be refunded within one year if City Clerk certifies the Sufficiency of Petition. Legal limit.

[c] Legal limit.

[d] Government Code 6253(b) and the City Attorney.

[e] This fee applies to the creation of a new document not normally prepared, owned, used or retained by the City as part of the conduct of the Public's business. Fee also includes cost of any digital devices used to provide requested information.

**City of Campbell**  
**ADMINISTRATIVE FEES - FINANCE**

Activity Description	FY 25/26 Fee	Charge Basis	Note
1 Business License - Mandatory State Fee	\$4		[a]
2 Duplicate Business License (Replacement Original)	\$11		
3 Returned Check Fee; ACH/EFT Return/Error; Non-Sufficient Funds Service Charge	\$25		
4 Transaction Processing Fee			
a) Credit and Debit Card Payments	3.36%		
b) Electronic Check (ACH) payments	1% + \$0.30		
5 Rental Dispute Administration (Added to Business License Fee)	\$11	per unit	
6 Scavenging Permit (Municipal Code Section 6.04.160)	\$330	per year	[b]

[a] Fee established by State. Fee changed effective January 1, 2018.

[b] Requires business license (Industrial).

Attachment: Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees and Charges)



**Before and After Illustration**  
***FY 24/25 Adopted Fees vs FY 25/26 Proposed Fees***

## City of Campbell MASTER FEE SCHEDULE

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# City of Campbell

## PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>CEQA / Environmental Review</b>						
1 Categorical Exemption - All Others	\$259	\$266	\$7		[e]	Y
2 Categorical Infill Exemption (15332) - Staff Prepared	\$0	\$1,518	\$1,518	6 hrs. of staff time	[e]	Y
3 CEQA Document (EIR/MND/ND/Addendum/Checklist)	Pass-through + 20% Admin Fee	Pass-through + 20% Admin Fee				N
4 Mitigation Monitoring and Reporting Program (MMRP) Oversight	\$4,914	\$5,050	\$136		[e]	Y
<b>Consultant Report Review</b>						
5 Consultant Report Review	Pass-through + 20% Admin Fee	Pass-through + 20% Admin Fee				N
6 Consultant Selection	\$491	\$505	\$14		[e]	Y
7 Pre-Qualified Consultant Report Review Fee						
a) Tree Removal Arborist Report	\$0	\$253	\$253	1 hr. of staff time	[e]	Y
b) All Others	\$0	\$759	\$759	3 hrs. of staff time	[e]	Y
<b>Density Bonus Application</b>						
8 Density Bonus Application - Without Concessions/Waivers	\$3,931	\$4,040	\$109		[e]	Y
9 Density Bonus Application - With Concession(s)/Waiver(s)	\$4,914	\$5,050	\$136		[e]	Y
a) Initial Concession/Waivers						

**City of Campbell  
PLANNING FEES**

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>Agreements Review</b>						
10 Affordable Housing Agreement Preparation	\$2,000 deposit billed against Housing Administrator	\$2,000 deposit billed against Housing Administrator				N
11 Covenants, Conditions & Restrictions (CC&R) Review	\$2,000 deposit billed against City Attorney invoicing	\$2,000 deposit billed against City Attorney invoicing				N
12 Compliance Agreement	\$492	\$492	\$0			N
13 Amendments (Extension of Time, Terms, etc.)	\$246	\$246	\$0			N
14 Labor Compliance Agreement/Affidavit	\$0	\$506	\$506	2 hrs. of staff time	[e]	Y
15 Labor Compliance Agreement/Affidavit (w/ongoing compliance verification)	\$0	\$1,012	\$1,012	4 hrs. of staff time	[e]	Y
<b>Development Agreement</b>						
16 Development Agreement	T&M; \$8,000 Deposit	T&M; \$8,000 Deposit				N
17 Amendment to Development Agreement	T&M; \$5,000 Deposit	T&M; \$5,000 Deposit				N
<b>Wireless <del>Telecommunication</del> Communication Facilities</b>						
18 Eligible Facility Request (EFR) Zoning ( <del>EFR</del> )-Clearance	\$1,720	\$1,768	\$48		[e]	Y
19 Administrative <del>Approval Site and Architectural Review Permit</del> (stealth)	\$3,562	\$3,660	\$98		[e]	Y
20 <del>Conditional Use Permit</del> Planning Commission Approval (non-stealth)	\$8,108	\$8,332	\$224		[e]	Y

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>Extension of Time/Reinstatements</b>						
<b>21</b> Extension						
a) Extension - Administrative	\$1,228	\$759	-\$469		[a], [e]	Y
b) Extension - Planning Commission / City Council	\$3,931	\$4,040	\$109		[a], [e]	Y
<b>22</b> Reinstatement - Administrative	\$1,228	\$1,262	\$34		[a], [e]	Y
<b>23</b> Permit Revocation (Voluntary)						
a) Administrative	\$1,228	\$1,262	\$34		[a], [e]	Y
b) Planning Commission	\$2,457	\$2,525	\$68		[a], [e]	Y
c) City Council	\$2,948	\$3,029	\$81		[a], [e]	Y
<b>Fence Exception</b>						
<b>24</b> Fence Exception - Rear/Interior Side Yard	\$639	\$657	\$18		[e]	Y
<b>25</b> Fence Exception - Front Yard and Street Side	\$958	\$984	\$26		[e]	Y
<b>Amendments</b>						
<b>26</b> General Plan Map Amendment	\$16,827	\$17,292	\$465		[e]	Y
<b>27</b> Zoning Code Text Amendment	\$20,146	\$20,703	\$557		[e]	Y
<b>28</b> Zoning Map Amendment	\$13,021	\$13,381	\$360		[e]	Y
<b>29</b> General Plan Text Amendment	\$20,146	\$20,703	\$557		[e]	Y
<b>30</b> Area Plan Amendments	\$20,146	\$20,703	\$557		[e]	Y
<b>31</b> Form Based Zone Map (FBZM) Amendment	\$5,897	\$6,060	\$163		[e]	Y
<b>32</b> Multi-Family Development and Design Standards (MFDSS) Amendment	\$18,427	\$18,936	\$509		[e]	Y
<b>33</b> Community Benefit Overlay Rezoning ( <del>"opt-out" housing projects</del> )	\$55,280	\$56,807	\$1,527		[e]	Y

# City of Campbell

## PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>Historic Preservation</b>						
34 Mills Act Application	\$1,843	\$1,894	\$51		[e]	Y
35 Tier 1 - Historic Resource Alteration Permit						
a) Single-Family Residential - Exterior Alterations	\$614	\$631	\$17		[e]	Y
b) Single-Family Residential - Additions	\$1,228	\$1,262	\$34		[e]	Y
c) Commercial - Exterior Alterations and/or Additions	\$1,966	\$2,020	\$54		[e]	Y
36 Tier 2 - Historic Resource Alteration Permit	\$1,966	\$2,020	\$54		[e]	Y
37 Historic Resource Inventory (HRI) Recission	\$2,948	\$3,029	\$81		[e]	Y
38 Historic Resource Inventory (HRI) Designation	\$0	\$0	\$0			
39 Zoning Exception						
(a) Residential	\$0	\$2,530	\$2,530	10 hrs. of staff time	[e]	Y
(b) Commercial	\$0	\$3,795	\$3,795	15 hrs. of staff time	[e]	Y
<b>Mailing Noticing</b>						
40 Mailing / Noticing	\$319	\$328	\$9		[e]	Y
<b>Map</b>						
41 Tentative Parcel Map						
a) Tentative Parcel Map - All Others	\$7,739	\$7,953	\$214		[e]	Y
b) Tentative Parcel Map Modification	\$3,931	50% of Current Base	N/A		[e]	Y
c) Tentative Parcel Map - Urban Lot Split	\$0	\$2,530	\$2,530	10 hrs. of staff time	[e]	Y
d) Tentative Parcel Map - Single-Family Residential	\$0	\$3,795	\$3,795	15 hrs. of staff time	[e]	Y
42 Tentative Subdivision Map						
a) Tentative Subdivision Map						
i) 5-19 Lots	\$11,425	\$11,741	\$316		[e]	Y
ii) 20-49 Lots	\$15,724	\$16,158	\$434		[e]	Y
iii) 50+ Lots	\$23,463	\$24,111	\$648		[e]	Y
b) Tentative Subdivision Map Modification	\$7,616	\$7,826	\$210		[e]	Y

# City of Campbell

## PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>43</b> Planning Final Map Review						
a) Parcel Map	\$246	\$253	\$7		[e]	Y
b) Tract Map	\$491	\$505	\$14		[e]	Y
<b>44</b> Ministerial Approval RELOCATED FROM ZONING CLEARANCE						
a) Up to 5 units	\$6,756	\$6,943	\$187		[e]	Y
b) 6-15 units	\$8,722	\$8,963	\$241		[e]	Y
c) 16-24 units	\$13,021	\$13,381	\$360		[e]	Y
d) 25-49 units	\$21,621	\$22,218	\$597		[e]	Y
e) 50+ units	\$32,431	\$33,327	\$896		[e]	Y
f) Modification to Approved Ministerial Project						
i) Minor (change to COAs, additional DB waivers/concessions)	\$0	\$1,012	\$1,012	4 hrs. of staff time	[e]	Y
ii) Major ( change to approved plans)	\$0	50% of current base fee	N/A		[e]	Y
<b>Outdoor Seating and/or Display Permits</b>						
<b>45</b> Outdoor Seating and/or Display Permit - No Alcohol	\$473	\$486	\$13		[e]	Y
<b>46</b> Outdoor Seating and/or Display Permit - With Alcohol	\$731	\$751	\$20		[e]	Y
<b>Parking Modifications</b>						
<b>46</b> Parking Modifications - Project Related	\$1,720	\$1,768	\$48		[e]	Y
<b>47</b> Parking Modifications - Stand Alone	\$2,457	\$2,525	\$68		[e]	Y
<b>48</b> Shared Parking (AB 894)						
a) Shared Parking Request	\$0	\$759	\$759	3 hrs. of staff time	[e]	Y
b) Parking Study Peer Review	\$0	20% of Admin Fee	N/A		[e]	Y
c) Shared Parking Agreement Review	\$0	Billed against City Attorney Invoicing	N/A		[e]	Y

## City of Campbell

### PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>Pre-Application Fee</b>						
49 Pre-Application - PC Review (Mandatory)	\$5,897	\$6,060	\$163		[e]	Y
50 Pre-Application - PC Review (Voluntary)	\$4,422	\$4,544	\$122		[e]	Y
51 Pre-Application - CC Review ("Major" Housing Development Projects)	\$5,897	\$6,060	\$163		[e]	Y
52 Pre-Application - CC Review (GP/ZM/ZC/AP/MFDDS/FBZM Amendment Initiation)	\$4,422	\$4,544	\$122		[b], [e]	Y
53 Pre-Application - SB-330 (Housing Crisis Act of 2019)	\$246	\$253	\$7		[e]	Y
54 Pre-Application - Staff Review	\$0	\$3,795	\$3,795	15 hrs. of staff time	[e]	Y
55 Pre-Application - SB-330 (Housing Crisis Act of 2019) w/ Fee Estimate	\$0	\$759	\$759	3 hrs. of staff time	[e]	Y
<b>Reasonable Accommodation</b>						
56 Reasonable Accommodation	\$3,685	\$3,787	\$102		[e]	Y
<b>Signs</b>						
57 Sign Permit						
a) Temporary Sign	\$92	\$95	\$3		[e]	Y
<b>b) Administrative Sign Permit</b>	\$559	\$253	-\$306	1 hr. of staff time	[e]	Y
i) Each additional sign (same permit)	\$123	\$126	\$3	1/2 hr. of staff time	[e]	Y
c) Planning Commission Sign Permit	\$2,395	\$2,461	\$66		[e]	Y
<b>i) Each additional sign (same permit)</b>	\$491	\$126	-\$365	1/2 hr. of staff time	[e]	Y
d) City Council Sign Permit	\$3,501	\$3,598	\$97		[e]	Y
<b>i) Each additional sign (same permit)</b>	\$491	\$126	-\$365	1/2 hr. of staff time	[e]	Y
58 Master Sign Plan (MSP)						
a) Administrative MSP	\$2,395	\$2,461	\$66		[e]	Y
b) Planning Commission MSP	\$3,833	\$3,939	\$106		[e]	Y
c) City Council MSP	\$5,528	\$5,681	\$153		[e]	Y

# City of Campbell

## PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>Site and Architecture Review</b>						
<b>59 Residential</b>						
a) Administrative						
i) New House/ <b>Duplex</b> (each)	\$2,703	<b>\$2,778</b>	\$75		[e]	Y
ii) Addition/Remodel	\$2,088	<b>\$2,146</b>	\$58		[e]	Y
iii) Modification	50% of current fee	50% of current fee				N
b) Planning Commission						
i) Per House	\$4,668	<b>\$4,797</b>	\$129		[e]	Y
ii) Minor Modification to Side Yard Setback / FAR Increase	\$5,159	<b>\$5,302</b>	\$143		[e]	Y
iii) Modification	50% of current fee	50% of current fee				N
<b>60 Non-Residential</b>						
a) Up to 4,999 SF - New Building (each)	\$9,336	<b>\$9,594</b>	\$258		[e]	Y
b) 5,000 - 9,999 - SF New Building (each)	\$11,670	<b>\$11,992</b>	\$322		[e]	Y
c) 10,000 to 19,999 - SF New Building (each)	\$14,004	<b>\$14,391</b>	\$387		[e]	Y
d) New Building Over 20,000 SF (each)	\$17,444	<b>\$17,926</b>	\$482		[e]	Y
e) Modification or Exterior Alteration	\$4,883	<b>\$5,018</b>	\$135		[e]	Y
<b>f) Administrative</b>						
<b>i) Addition</b>	\$0	<b>\$3,795</b>	\$3,795	15 hrs. of staff time	[e]	Y
<b>ii) Exterior Alteration</b>	\$0	<b>\$2,530</b>	\$2,530	10 hrs. of staff time	[e]	Y
<b>61 Multi-Family Residential (not subject of CMC Ch. 21.07)</b>					[e]	
a) Exterior Alterations	\$6,879	<b>\$7,069</b>	\$190		[e]	Y
b) Additions and/or Ancillary Buildings	\$9,213	<b>\$9,468</b>	\$255		[e]	Y

# City of Campbell

## PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>Tree Removal Permit</b>						
62 Tree Removal Permit - ALL						
a) Dead Tree	\$0	\$0	\$0			N
63 Tree Removal Permit - SFR						
a) Tree Removal Permit - SFR	\$0	\$0	\$0			N
i) Each Additional Tree (Same Permit)	\$0	\$0	\$0			N
64 Tree Removal Permit - Non-SFR						
a) Tree Removal Permit - Non-SFR	\$295	\$303	\$8		[e]	Y
i) Each Additional Tree (Same Permit)	\$92	\$95	\$3		[e]	Y
65 Tree Removal Permit - In-Lieu Fee						
a) 24-inch Box Equivalent (per tree)	\$622	\$639	\$17		[e]	Y
b) 36-inch Box Equivalent (per tree)	\$2,073	\$2,130	\$57		[e]	Y
<b>Use Permit</b>						
66 Conditional Use Permit						
a) Single Use Determination	\$5,528	\$5,681	\$153		[e]	Y
i) Additional Determinations (each additional)	\$1,228	\$1,262	\$34		[c], [e]	Y
ii) With Site and Architectural Review required	see site and arch	see site and arch			[c]	N
b) Modification	50% of current fee	50% of current fee				N
67 Administrative Conditional Use Permit						
a) Single Use Determination	\$2,825	\$2,903	\$78		[e]	Y
i) Additional Determinations (each additional)	\$737	\$757	\$20		[c], [e]	Y
68 Temporary Use Permit						
a) Non-Profit Organization with 501(c)(3) Federal Income Tax Status	\$590	\$606	\$16			Y
b) Single-Day ABC License Approval	\$983	\$1,010	\$27			Y
c) All Others	\$1,966	\$2,020	\$54			Y

## City of Campbell PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>69</b> Master Use Permit						
a) Zoning Clearance Fees						
i) Special Event Closure	\$1,167	\$1,199	\$32			Y
ii) Outdoor Seating	See Outdoor Seating and Display Permits	See Outdoor Seating and Display Permits				N
b) Application Fees						
i) Architectural Modification - Addition (AM)	\$6,511	\$3,795	-\$2,716	15 hrs. of staff time	[e]	Y
ii) Architectural Modification - Exterior Alteration	\$0	\$2,530	\$2,530	10 hrs. of staff time	[e]	Y
iii) Conditional Use Authorization (CUA)	\$3,194	\$3,282	\$88		[e]	Y
iv) Modification to an Approved AM/CUA or Sign-related AM	50% of current fee	50% of current fee			[e]	N
v) Amendment	\$20,146	\$20,703	\$557		[e]	Y
<b>Variance / Exception</b>						
<b>70</b> Variance (single request)	\$5,037	\$5,176	\$139		[e]	Y
a) If Engineering Review Required	\$1,966	\$2,020	\$54		[c], [e]	Y
b) Each additional request	\$1,228	\$1,262	\$34		[c], [e]	Y
c) Modification	\$2,948	\$3,029	\$81		[e]	Y
<b>71</b> Winchester Master Plan Exception	\$5,037	\$5,176	\$139		[e]	Y

# City of Campbell

## PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>Zoning Clearance</b>						
<del>64 Ministerial Approval</del> RELOCATED TO SEPARATE CATEGORY						
<del>a) Up to 5 units</del>	<del>\$6,756</del>	<del>\$6,943</del>	<del>\$187</del>		<del>{e}</del>	<del>Y</del>
<del>b) 6-15 units</del>	<del>\$8,722</del>	<del>\$8,963</del>	<del>\$241</del>		<del>{e}</del>	<del>Y</del>
<del>c) 16-24 units</del>	<del>\$13,021</del>	<del>\$13,381</del>	<del>\$360</del>		<del>{e}</del>	<del>Y</del>
<del>d) 25-49 units</del>	<del>\$21,621</del>	<del>\$22,218</del>	<del>\$597</del>		<del>{e}</del>	<del>Y</del>
<del>e) 50+ units</del>	<del>\$32,431</del>	<del>\$33,327</del>	<del>\$896</del>		<del>{e}</del>	<del>Y</del>
<del>65 SB-9 Two-Unit Housing Development Projects</del>						
<del>a) Zoning Clearance only</del>	<del>\$2,948</del>	<del>\$3,029</del>	<del>\$81</del>			<del>Y</del>
<del>b) Zoning Clearance with Urban Lot Split</del>	<del>\$3,440</del>	<del>\$3,535</del>	<del>\$95</del>			<del>Y</del>
<del>c) Zoning Clearance with Exception Request</del>	<del>\$3,685</del>	<del>\$3,787</del>	<del>\$102</del>			<del>Y</del>
<del>d) Zoning Clearance with Urban Lot Split and Exception Request</del>	<del>\$4,177</del>	<del>\$4,292</del>	<del>\$115</del>			<del>Y</del>
<del>72 Business License</del>						
<del>a) Use &amp; Occupancy: Non-Residential</del>	<del>\$246</del>	<del>\$253</del>	<del>\$7</del>		<del>{e}</del>	<del>Y</del>
<del>b) Tier 1 - Home Occupation</del>	<del>\$80</del>	<del>\$82</del>	<del>\$2</del>		<del>{e}</del>	<del>Y</del>
<del>b) Tier 2 - By-Right uses without size or locational restrictions</del>	<del>\$0</del>	<del>\$127</del>	<del>\$127</del>	1/2 hr. staff time	<del>{e}</del>	<del>Y</del>
<del>c) Tier 3 - By-Right uses with size or locational restrictions and/or uses subject to a land use permit</del>	<del>\$0</del>	<del>\$380</del>	<del>\$380</del>	1 1/2 hr. staff time	<del>{e}</del>	<del>Y</del>

# City of Campbell

## PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>73 Post Entitlement Plan Check</b>						
<b>a) Single-Family Residential RESTRUCTURE</b>						
i) New House (w/o design review)	\$0	\$380	\$380	1 1/2 hr. staff time	[e]	Y
ii) New House (w/ design review)	\$0	\$633	\$633	2 1/2 hr. staff time	[e]	Y
iii) Addition (w/o design review)	\$0	\$253	\$253	1 hr. of staff time	[e]	Y
iv) Addition (w/ design review)	\$0	\$506	\$506	2 hrs. of staff time	[e]	Y
v) Exterior/Site Alteration (w/ design review)	\$0	\$253	\$253	1 hr. of staff time	[e]	Y
vi) Exterior/Site Alteration (w/o design review)	\$0	\$127	\$127	1/2 hr. of staff time	[e]	Y
<del>i) Ministerial Review—Addition (including attached ADU/JADU)</del>	<del>\$184</del>	<del>\$0</del>	<del>-\$184</del>		[e]	Y
<del>ii) Ministerial Review—New House</del>	<del>\$369</del>	<del>\$0</del>	<del>-\$369</del>		[e]	Y
<del>iii) Ministerial Review—Exterior/Site Alteration</del>	<del>\$92</del>	<del>\$0</del>	<del>-\$92</del>		[e]	Y
<del>iv) Ministerial Review—Detached ADU</del>	<del>\$276</del>	<del>\$0</del>	<del>-\$276</del>		[e]	Y
<del>v) Discretionary—Addition</del>	<del>\$369</del>	<del>\$0</del>	<del>-\$369</del>		[e]	Y
<del>vi) Discretionary—New House</del>	<del>\$553</del>	<del>\$0</del>	<del>-\$553</del>		[e]	Y
<b>b) Accessory Dwelling Units (ADU)</b>						
i) Detached ADU	<del>\$0</del>	\$253	\$253	1 hr. of staff time	[e]	Y
ii) Attached ADU	<del>\$0</del>	\$506	\$506	2 hrs. of staff time	[e]	Y
iii) Converted ADU	<del>\$0</del>	\$633	\$633	2 1/2 hr. staff time	[e]	Y
<b>b) Mixed Use</b>						
<del>i) Up to 5 units</del>	<del>\$1,966</del>	<del>\$0</del>	<del>-\$1,966</del>		[e]	Y
<del>ii) Up to 6-15 units</del>	<del>\$2,457</del>	<del>\$0</del>	<del>-\$2,457</del>		[e]	Y
<del>iii) 16-24 units</del>	<del>\$3,440</del>	<del>\$0</del>	<del>-\$3,440</del>		[e]	Y
<del>iv) 25-49 units</del>	<del>\$5,405</del>	<del>\$0</del>	<del>-\$5,405</del>		[e]	Y
<del>v) 50+ units</del>	<del>\$7,862</del>	<del>\$0</del>	<del>-\$7,862</del>		[e]	Y
<b>c) Multi-Family Residential</b>						
<del>i) Up to 5 units</del>	<del>\$1,106</del>	<del>\$0</del>	<del>-\$1,106</del>		[e]	Y
<del>ii) 6-15 units</del>	<del>\$1,966</del>	<del>\$0</del>	<del>-\$1,966</del>		[e]	Y
<del>iii) 16-24 units</del>	<del>\$2,948</del>	<del>\$0</del>	<del>-\$2,948</del>		[e]	Y
<del>iv) 25-49 units</del>	<del>\$4,914</del>	<del>\$0</del>	<del>-\$4,914</del>		[e]	Y
<del>v) 50+ units</del>	<del>\$7,371</del>	<del>\$0</del>	<del>-\$7,371</del>		[e]	Y
<del>vi) Exterior/Site Alterations</del>	<del>\$246</del>	<del>\$0</del>	<del>-\$246</del>		[e]	Y
<del>vii) Addition</del>	<del>\$737</del>	<del>\$0</del>	<del>-\$737</del>		[e]	Y

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>c) <del>Non-Residential</del> New Main Buildings (Multi-family/Non-Residential)</b>						
i) <del>up to 5,000 SF New Building</del> Per Primary Building (≤5,000 SF)	\$1,106	\$1,265	\$159	5 hrs. of staff time	[e]	Y
ii) <del>5,001—10,000 SF New Building</del> Per Primary Building (>5,000 to 10,000 SF)	\$1,966	\$2,277	\$311	9 hrs. of staff time	[e]	Y
iii) <del>Building Over 10,000 SF to 19,999 SF New Building</del> Per Primary Building (>10,000 to 20,000 SF)	\$4,914	\$5,313	\$399	21 hrs. of staff time	[e]	Y
iv) <del>New Building Over 20,000 SF</del> Per Primary Building (>20,000 to 50,000 SF)	\$7,371	\$7,843	\$472	31 hrs. of staff time	[e]	Y
v) Per Primary Building (>50,000 to 100,000 SF)	\$0	\$10,373	\$10,373	41 hrs. of staff time	[e]	Y
vi) Per Primary Building (>100,000 SF)	\$0	\$12,903	\$12,903	51 hrs. of staff time	[e]	Y
<b>d) Other Improvements</b>						
v) <del>Tenant Improvement (no CUP/Admin P-D)</del> i) T.I. with prior land use entitlement	\$491	\$759	\$268	3 hrs. of staff time	[e]	Y
vi) <del>Tenant Improvement (with a CUP/Admin P-D)</del> ii) T.I. without prior land use entitlement	\$737	\$506	-\$231	2 hrs. of staff time	[e]	Y
vii) <del>Ministerial Review Exterior/Site Alterations</del> iii) Exterior Alteration / Site Alteration	\$246	\$253	\$7	1 hr. of staff time	[e]	Y
viii) <del>Non-Residential</del> iv) Addition	\$737	\$759	\$22	3 hrs. of staff time	[e]	Y
v) Trash Enclosure	\$0	\$253	\$253	1 hr. of staff time	[e]	Y
vi) Demolition	\$0	\$253	\$253	1 hr. of staff time	[e]	Y
vii) Accessory Structures	\$0	\$253	\$253	1 hr. of staff time	[e]	Y
viii) Walls/Fences	\$0	\$127	\$127	1/2 hr. staff time	[e]	Y
<b>e) Grading/On-Site Improvement Plans</b>						
i) up to 1 acre	\$369	\$379	\$10		[e]	Y
ii) 1 to 5 acres	\$737	\$757	\$20		[e]	Y
iii) 5+ acres	\$983	\$1,010	\$27		[e]	Y

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>f) MWEL0 (Landscaping) Compliance Review</b>						
i) Prescriptive	\$0	\$253		1 hr. of staff time	[e]	Y
ii) Performance	\$0	\$506	\$506	2 hrs. of staff time	[e]	Y
<b>Zoning Letters</b>						
74 Zoning Letter - Basic Property Information	\$491	\$505	\$14		[e]	Y
75 Zoning Letter - Basic Property Information with additional research requir	\$983	\$1,010	\$27		[e]	Y
76 Flood Letter - Confirmation of Flood Hazard Zone	\$246	\$252	\$7		[e]	Y
<b>Housing Development Project Permits (HDPP)</b>						
77 Housing Development Project Permits (HDPP)						
a) Administrative (Community Development Director)						
i) <del>Up to 4 units</del> - New Development	\$6,759	\$6,946	\$187		[e]	Y
ii) All Others (changes to existing projects)	\$4,054	\$4,166	\$112		[e]	Y
b) Minor (Planning Commission)						
i) Up to 15 units	\$8,722	\$8,722	\$0		[e]	Y
i) 16-24 units	\$13,021	\$13,021	\$0		[e]	Y
iii) 25-49 units	\$21,621	\$21,621	\$0		[e]	Y
iv) 50+ units	\$32,431	\$32,431	\$0		[e]	Y
c) Major (City Council)	\$32,431	\$32,431	\$0		[e]	Y
d) Adjustments (MFDDS Ch. 9) (in addition to HDPP)	\$1,351	\$1,388	\$37		[e]	Y
78 Legacy Permit Amendments (NEW CATEGORY)						
Exterior Building Alterations	\$0	\$2,530	\$2,530	10 hrs. of staff time	[e]	Y
Minor Additions (residential)	\$0	\$3,795	\$3,795	15 hrs. of staff time	[e]	Y
Minor Additions (non-residential)	\$0	\$5,060	\$5,060	20 hrs. of staff time	[e]	Y
Changes to Conditions of Approval	\$0	\$1,265	\$1,265	5 hrs. of staff time	[e]	Y

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>Other Fees</b>						
79 Planning Inspections (per building and per inspection)						
a) Rough Framing Inspection	\$246	\$253	\$7		[e]	Y
b) Final Inspection	\$491	\$506	\$15		[e]	Y
a) Single-Family Residential						
i) Rough Framing	\$246	\$126	-\$120	1/2 hr. of staff time	[e]	Y
ii) Final	\$246	\$253	\$7	1 hr. of staff time	[e]	Y
a) All Others						
i) Rough Framing	\$0	\$253	\$253	1 hr. of staff time	[e]	Y
ii) Final	\$0	\$506	\$506	2 hrs. of staff time	[e]	Y
80 Phasing Plan	\$0	\$1,265	\$1,265	5 hrs. of staff time	[e]	Y
81 Post Entitlement Fee Estimate	\$0	\$506	\$506	2 hrs. of staff time	[e]	Y
82 Technology Enhancement Fee	2%	2%	0%	% of permit fee		N
83 Appeals						
a) Appeal to Planning Commission	\$300	\$300	\$0			N
b) Appeal to City Council	\$300	\$300	\$0			N
84 Cash Deposit Preparation	\$246	\$506	\$260	2 hrs. of staff time	[e]	Y
85 Deed Restriction Preparation	\$246	\$253	\$7		[e]	Y
86 Hourly Rate for Planning Services						
a) Standard Hourly Rate	\$246	\$253	\$7	per hour	[d], [e]	Y
b) Overtime Rate	\$295	\$303	\$8	per hour	[d], [e]	Y
87 Tree Removal in-lieu fee (when waiver used and a tree is not replaced in-kind)	\$0	See Tree Removal Permit In-Lieu Fee	N/A			Y

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## PLANNING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
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Notes:

\* If it is anticipated that the application processing costs of selected minor or major projects will be significantly less or more than the above fees, the Community Development Director may at his/her discretion collect a deposit for the estimated staff time costs to process the application based on hourly rates.

\*\* The City will pass-through to the applicant other agency fees applicable to the project (e.g., Dept of Fish & Wildlife fees and County recording fees).

[a] Or 50% of current application fee, whichever is less.

[b] Includes Community Benefit Overlay Rezoning proposals.

[c] Fee is additive to the base fee (i.e., single use determination, plus site and architecture fee).

[d] Hourly rate applies for deposit-based billings, code enforcement inspections, missed inspections/excess inspections, re-inspections.

[e] The indicated fee shall be automatically adjusted each year on July 1 or one year after the effective date of the initially adopted fee schedule, whichever is later. Each annual adjustment shall be based on the most recent annual percentage increase in the Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward, CA area, All Items (Not Seasonally Adjusted), as published by the United States Bureau of Labor Statistics immediately prior to July 1 of each year. In the event that the specified CPI is discontinued, the Finance Director shall select a comparable economic index that, in their judgment, most closely aligns in purpose and methodology with the original index, and covers a geographical area that includes the City of Campbell. Exception: If a lower fee for the same service is established in the future, that new fee shall apply instead of the adjusted fee.

# City of Campbell

## BUILDING FEES

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
1 Building Permit (Minimum Fee)	\$226	\$232	\$6		[g]	Y
2 Building Permit Fees						
a) Valuations up to the first \$500,000*	2.00%	2.00%	0.00%	of valuation		N
b) Valuations for the 2nd \$500,000 (\$500,001 to \$1,000,000)*	1.66%	1.66%	0.00%	of valuation		N
c) Valuations at \$1,000,001 and higher*	1.00%	1.00%	0.00%	of valuation		N
* Example: House is valued at \$1,500,000. Fees calculated for first \$500,000 is at 2%, from \$500,001 to \$1,000,000 is at 1.66% and fee for \$1,000,001 to \$1,500,000 is at 1.0%.						
3 Sub Trade Permits - Base Fee Per Trade (Plumbing, Electrical, Mechanical)	\$226	\$232	\$6		[g]	Y
4 Sub Trade Permits - Alternative Calculation for Use When Per Trade Fee is not Commensurate with Service Level Required (Stand-Alone or Combination Permits)						
a) One Inspection Required	\$113	\$116	\$3		[g]	Y
b) Two Inspections Required	\$226	\$232	\$6		[g]	Y
c) Three Inspections Required	\$339	\$348	\$9		[g]	Y
d) Four Inspections Required	\$452	\$464	\$12		[g]	Y
e) Each Additional Inspection	\$113	\$116	\$3		[g]	Y
5 <del>Building Plan Check Fee</del> Fee at Plan Check	33%	33%	0%	% of bldg permit fee		N
6 Third Party Plan Check Fee	0.002	0.002	0%	of valuation (V)		N
7 Title 24 Plan Check Fee	\$226	\$232	\$6	each	[g]	Y
8 Fire <del>Building</del> Plan Check Fee (Greater of A or B)						
a) Minimum	\$113	\$116	\$3	Flat Fee	[g]	Y
b) Percent of Building Permit Fee	10%	10%	0%	% of bldg permit fee		N
9 General Plan Maintenance Fee	0.0016	0.0016	0.0000	of valuation (V)		N
10 Technology Enhancement Fee	0.0004	0.0004	0.0000	of valuation (V)		N
11 Training and Education Fee	0.0002	0.0002	0.0000	of valuation (V)	[a]	N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## BUILDING FEES

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
12 Construction License Tax (per CMC 3.40)	\$0.50	\$0.50	\$0.00	per SF		N
13 Strong Motion Instrumentation (SMI) Fee Calculation						
a) Category 1 Construction (1 to 3 Story Residential)	The greater of \$0.50 or valuation x .00013	The greater of \$0.50 or valuation x .00013			[b], [g]	N
b) Category 2 Construction (Over 3 story Residential and all Commercial)	The greater of \$0.50 or valuation x .00028	The greater of \$0.50 or valuation x .00028			[c], [g]	N
14 Building Standards (SB 1473) (2008) Fee Calculation (Valuation)						
a) \$1 - \$25,000	\$1	\$1	\$0		[d]	N
b) \$25,001 - \$50,000	\$2	\$2	\$0		[d]	N
c) \$50,001 - \$75,000	\$3	\$3	\$0		[d]	N
d) \$75,001 - \$100,000	\$4	\$4	\$0		[d]	N
e) Each Add'l \$25,000 or fraction thereof	Add \$1	Add \$1			[d]	N
15 NPDES Inspection Fee (Storm Water)	\$113	\$116	\$3		[g]	Y
16 Address Change or Addition (per Address)	\$226	\$232	\$6		[g]	Y
17 Permit and Address Records Search	\$226	\$232	\$6	per hour	[g]	Y
18 Demolition of Structure Permit Fee	\$1,356	\$1,393	\$37		[g]	Y
19 Added Plan Check Fee (Revisions - One Hour Minimum)	\$226	\$232	\$6	per hour	[g]	Y
20 Excess Plan Review	\$226	\$232	\$6	per hour	[e], [g]	Y
21 Other Inspections (Hourly Rate - Two Hour Minimum)	\$226	\$232	\$6	per hour	[g]	Y

# City of Campbell

## BUILDING FEES

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
22 Re-inspection Fee (must be paid before inspection)	\$226	\$232	\$6	per hour	[e], [g]	Y
23 Resolution of Non-Compliance	\$226	\$232	\$6	per hour	[g]	Y
24 Building Without Permit (BWOP, Stop Work)	2x permit fee	2x permit fee			[f]	N

[a] Provides funding for mandatory training and education for plan check and inspection for code compliance.

[b] Category 1 Construction includes residential buildings 1 to 3 stories in height, excluding hotels and motels. Single family houses, duplexes and quadruplexes are considered Category 1. Condominiums and apartment buildings which are 3 stories or less in height are considered Category 1.

[c] Category 2 Construction includes all buildings not considered Category 1 (i.e. residential buildings over 3 stories, all office buildings, warehouses, factories and other manufacturing or processing facilities, restaurants, and other non-residential buildings).

[d] Fee established by State of California.

[e] Base fees assume up to three plan checks and initial inspection and one re-inspection. The City will bill hourly for additional plan review and inspections.

[f] Fee may be reduced under the direction of the Building Official if a permit application is submitted within a specified deadline.

[g] The indicated fee shall be automatically adjusted each year on July 1 or one year after the effective date of the initially adopted fee schedule, whichever is later. Each annual adjustment shall be based on the most recent annual percentage increase in the Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward, CA area, All Items (Not Seasonally Adjusted), as published by the United States Bureau of Labor Statistics immediately prior to July 1 of each year. In the event that the specified CPI is discontinued, the Finance Director shall select a comparable economic index that, in their judgment, most closely aligns in purpose and methodology with the original index, and covers a geographical area that includes the City of Campbell. Exception: If a lower fee for the same service is established in the future, that new fee shall apply instead of the adjusted fee.

# City of Campbell

## CODE ENFORCEMENT HOURLY BILLING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<u>Code Enforcement Re-Inspection Fees</u>						
1 Code Enforcement Personnel	\$188	\$193	\$5	per hour		Y
2 Building Inspection Personnel	\$226	\$232	\$6	per hour		Y
3 Planning Personnel	\$246	\$253	\$7	per hour		Y
4 Public Works Engineering Personnel	\$277	\$285	\$8	per hour		Y

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## PUBLIC WORKS ENGINEERING & ENCROACHMENT PERMIT FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b><u>Encroachment Permit / Improvement Permit Fees</u></b>						
<b>1 Utility/Fiber/Miscellaneous</b>						
a) Application Fee	\$554	\$569	\$15	per application		Y
b) Plan Check and Inspection Fee						
i) Minimum Fee	\$692	\$711	\$19	per project	[a]	Y
ii) Conduits/Pipelines (per lineal foot of trench)						
a) Up to first 500 LF of trench	\$4.43	\$4.55	\$0.12	per LF	[a]	Y
b) Portion Greater than 500 LF	\$2.21	\$2.27	\$0.06	per LF	[a]	Y
iii) Manholes/Vaults/Utility Structures/Concrete Pads (Excluding Pull Boxes)	\$277	\$285	\$8	each	[a]	Y
iv) Pole Set or Removal (permit required)	\$277	\$285	\$8	each	[a]	Y
<b>2 Storage Container</b>						
a) Application Fee	\$207	\$213	\$6	per application		Y
b) Plan Check and Inspection Fee	\$0	\$0	\$0			Y
<b>3 <del>Construction Dumpster</del></b>						
<del>a) Application Fee</del>	<del>\$0</del>	<del>\$0</del>	<del>\$0</del>	<del>per application</del>		<del>Y</del>
<del>b) Plan Check and Inspection Fee</del>	<del>\$0</del>	<del>\$0</del>	<del>\$0</del>			<del>Y</del>
<b>4 Street Tree Planting / Removal Permit</b>						
a) Application Fee	\$0	\$0	\$0	per application		Y
b) Faithful Performance Security (refundable)	\$500	\$500	\$0	per tree	[b]	N
c) Plan Check and Inspection Fee	\$0	\$0	\$0			Y
<b>5 Homeowner Occupied R-1</b>						
a) Application Fee	\$275	\$285	\$10	per application	[c]	Y
b) Faithful Performance Security (refundable)	\$2,500	\$2,500	\$0		[b]	N
c) Plan Check and Inspection Fee	\$0	\$0	\$0	per permit	[c]	Y

# City of Campbell

## PUBLIC WORKS ENGINEERING & ENCROACHMENT PERMIT FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>6 All Other (Including Public Improvements and Private Street Improvements)</b>						
a) Application Fee	\$554	\$569	\$15	per application		Y
b) Deposit and Faithful Performance Security (Refundable)						
i) Faithful Performance Security	100% of Eng. Est.	100% of Eng. Est.		% of Eng. cost est.	[b]	N
ii) Labor and Materials Security	100% of Eng. Est.	100% of Eng. Est.		% of Eng. cost est.	[b]	N
iii) Warranty Security	25% of Eng. Est.	25% of Eng. Est.		% of Eng. cost est.	[d]	N
c) Plan Check and Inspection Fee						
i) Engineer's Estimate - for first \$250,000						
a) Minimum Fee	\$4,429	\$4,551	\$122		[e]	Y
b) Percent of Engineer's Estimate	17%	17%	0%	% of Eng. cost est.	[e]	N
ii) Engineer's Estimate - for next \$250,000						
a) Base Fee	\$42,500	\$42,500	\$0			N
b) plus, Percent of Engineer's Estimate > \$250,000	10%	10%	0%	% of Eng. cost est.		N
iii) Engineer's Estimate - for amount exceeding \$500,000						
a) Base Fee	\$67,500	\$67,500	\$0			N
b) plus, Percent of Engineer's Estimate > \$500,000	7%	7%	0%	% of Eng. cost est.		N
<b>7 Agreement for Private Improvements in Public Right-of-Way</b>						
Agreement for Private Improvements in Public Right-of-Way	\$207	\$213	\$6	each		Y
<b>8 Traffic / Parking Related Fees</b>						
<b>    Oversize Load Permit</b>						
a) One Day	\$16	\$16	\$0	per day		N
b) Annual	\$90	\$90	\$0	per year		N
<b>9 Parking Permit Fee</b>						
Parking Permit Fee	\$44	\$45	\$1	each		Y

# City of Campbell

## PUBLIC WORKS ENGINEERING & ENCROACHMENT PERMIT FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>10 Traffic Control Plan Review</b>						
a) Minor (Lane Closures)	\$277	\$285	\$8			Y
b) Major (Detours)	\$1,107	\$1,138	\$31			Y
<b>11 No Parking Signs</b>	\$1	\$1	\$0	per sign		Y
<b>12 Traffic Signal Timing Information</b>	\$277	\$285	\$8	per hour		Y
<b><u>Mapping Fees</u></b>						
<b>13 Final Map</b>						
a) Parcel Map (4 lots or less)	\$6,643	\$6,827	\$184			Y
b) Tract Map (5 or more lots)						
i) Base Fee	\$8,304	\$8,533	\$229			Y
ii) Plus, Per Lot Fee	\$138	\$142	\$4	per lot		Y
<b>14 Certificate of Compliance / Certificate of Correction</b>						
a) Certificate of Compliance	\$2,768	\$2,844	\$76			Y
b) Certificate of Correction	\$969	\$996	\$27			Y
<b>15 Lot Line Adjustment / Parcel Merger</b>						
a) Lot Line Adjustment	\$4,152	\$4,267	\$115			Y
b) Parcel Merger	\$4,152	\$4,267	\$115			Y
<b>16 Monumentation Deposit</b>						
a) Monumentation Deposit (Refundable)	100% of Survey Cost Est.	100% of Survey Cost Est.		% of survey cost est.	[f]	N
<b>17 Vacation of Public Streets and Easements or Irrevocable Offers to Dedicate</b>						
a) Summary	\$4,429	\$4,551	\$122			Y
b) All Others	\$277	\$285	\$8	T&M, per hour		Y

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## PUBLIC WORKS ENGINEERING & ENCROACHMENT PERMIT FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>18 Street / Easement Dedications</b>						
a) Homeowner Occupied R-1	\$0	\$0	\$0			Y
b) All Others	\$1,384	\$2,870	\$1,486	consultant fee + 2 hrs. of staff time		N
<b>19 Assessment Segregation or Reapportionment</b>						
a) Assessment Segregation or Reapportionment	pass-through + 20% admin fee	pass-through + 20% admin fee				N
<b><u>Grading and Drainage Plan Review</u></b>						
<b>20 Grading and Drainage Plan Review</b>						
a) Site < 10,000 SF (gross site area)	\$1,661	\$1,707	\$46			Y
b) Site ≥ 10,000 SF and < .5 Acre (gross site area)	\$2,214	\$2,275	\$61			Y
c) Site ≥ .5 Acre (gross site area)						
i) First Acre	\$2,768	\$2,844	\$76			Y
ii) Each Additional Acre	\$554	\$569	\$15	per acre		Y
<b><u>NPDES / Stormwater Treatment Features Review and Inspection</u></b>						
<b>21 NPDES Review / Inspection Fee (C3 Requirements)</b>						
a) For Projects Not Required to Submit Numeric Sizing	\$554	\$569	\$15			Y
b) For Projects Required to Submit Numeric Sizing						
i) Impervious Area up to 1 Acre	\$2,491	\$2,560	\$69		[g]	Y
ii) Impervious Area Over 1 Acre						
a) First Acre	\$2,491	\$2,560	\$69		[g]	Y
b) Each Additional Acre	\$830	\$853	\$23		[g]	Y
c) For Each Add'l Treatment Facility (First Two Included in Base Fee)	\$554	\$569	\$15	each		Y
d) Pervious Pavement / Concrete / Asphalt						
i) First 5,000 SF	\$2,768	\$2,844	\$76			Y
ii) Each Additional 2,500 SF	\$830	\$853	\$23			Y
e) For Projects Sent to Consultant Review	pass-through + 20% admin fee	pass-through + 20% admin fee				N

**City of Campbell**  
**PUBLIC WORKS ENGINEERING & ENCROACHMENT PERMIT FEES**

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>22 Stormwater Treatment Features Operations &amp; Maintenance Inspection</b>	\$346	<b>\$356</b>	\$10			Y
<b><u>Waste Management Compliance</u></b>						
<b>23 Initial Waste Management Compliance</b>	\$69	<b>\$71</b>	\$2	per application		Y
<b>24 Secondary Waste Management Compliance</b>	\$138	<b>\$142</b>	\$4			Y
<b>25 Initial PCB Screening</b>	\$69	<b>\$71</b>	\$2			Y
<b>26 Secondary PCB Screening</b>	\$208	<b>\$214</b>	\$6			Y
<b>27 Trash Enclosure Plan Check</b>	\$69	<b>\$71</b>	\$140	per permit		Y
<b>28 Trash Enclosure Commission Review</b>	\$82	<b>\$84</b>	\$166	per hour		Y
<b><u>Semi-Permanent Parklet Fees</u></b>						
<b>29 Parklet Permit Application Fee</b>	\$1,500	\$1,500	\$0	per application		N
<b>30 Parklet Annual Compliance Verification Fee</b>	\$602	\$602	\$0			N
<b><u>Other Applicable Fees</u></b>						
<b>31 Technology Enhancement Fee</b>	2.00%	2.00%	0.00%	% of permit fee		N
<b>32 Extension of Time</b>	\$277	<b>\$285</b>	\$8	per extension		Y
<b>33 Plan Revision</b>	\$138	<b>\$142</b>	\$4	per revision per revised plan sheet		Y
<b>34 Excess Plan Review</b>	\$277	<b>\$285</b>	\$8	per hour	[h]	Y
<b>35 Standard Hourly Billing Rates and Hourly Rates for Services Not Identified in this Schedule, Other Inspection, Missed/Excess Inspections, Re-inspection Fee</b>					[h]	
a) In-House	\$277	<b>\$285</b>	\$8	per hour		Y
b) Consultant/3rd Party	Pass-through + 20% Admin Fee	Pass-through + 20% Admin Fee		per hour		N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## PUBLIC WORKS ENGINEERING & ENCROACHMENT PERMIT FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>36</b> Appeal						
a) Appeal to Parks and Recreation Commission (Tree-Related Appeals)	\$200	\$200	\$0	per appeal		N
b) Appeal to City Council for a bid protest	\$200	\$200	\$0	per appeal		N
c) Appeal to City Council for a contractor non-responsibility determination	\$200	\$200	\$0	per appeal		N
d) Appeal to City Council - All Others	\$300	\$300	\$0	per appeal		N
<b>37</b> Failure to Restore Public Improvements as Required	\$100	\$100	\$0	per day		N
<b>38</b> Commencing Work Without a Permit or Work Different than Authorized by Permit	2x fees	2x fees		double fees		N

Notes:

\* If it is anticipated that the application processing costs of selected minor or major projects will be significantly less or more than the above fees, the Public Works Director may at his/her discretion collect a deposit for the estimated staff time costs to process the application based on hourly rates.

\*\* Engineer's cost estimate shall be approved by the City Engineer and shall include all items of work. The construction cost shall be cumulative for each utility permit work related to a single project as determined by the City regardless of the number of permits issued.

\*\*\* The City will pass-through to the applicant other agency fees applicable to the project (e.g. County recording fees.)

- [a] Fee shall be greater of minimum fee or fee calculated based on project specifications.
- [b] Deposit to be refunded upon completion of work and acceptance by the City.
- [c] Home owner occupied R-1 permits only apply for projects with engineer's cost estimate of < \$10,000.
- [d] To be submitted upon completion of construction.
- [e] Fee shall be greater of minimum fee or fee calculated based on engineer's cost estimate.
- [f] Refundable upon installation and verification of all new monuments as shown on subdivision map.
- [g] For up to two treatment facilities.
- [h] Base fees assume up to three plan checks and initial inspection and one re-inspection. The City will bill hourly for additional plan review and inspections required.

# City of Campbell

## WIRELESS FACILITIES IN THE PUBLIC RIGHT-OF-WAY

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>For Wireless Facilities on City -Owned Poles</b>						
1 Annual License Fee						
a) Initial Fee	\$280	\$280	\$0	per City pole	[a],[d]	N
b) Annual Increases	3% annually on anniversary date of license	3% annually on anniversary date of license			[b],[d]	N
c) Additional Administrative and Inspection Fees	\$277	\$285	\$8	per hour	[c],[d]	Y
2 Wireless Facility Permit Fee	\$10,241	\$10,524	\$283		[d],[e]	Y
3 Traffic Control Plan Review						
a) Minor ( Lane Closures)	\$277	\$285	\$8	per review	[d]	Y
b) Major ( Detours)	\$1,107	\$1,138	\$31	per review	[d]	Y
4 Master License Administrative Fee	\$8,000	\$8,000	\$0			N
5 Administrative Site and Architectural Review Permit	N/A	N/A			[f]	N
<b>For Wireless Facilities on Utility-Owned Poles</b>						
1 Wireless Facility Permit Fee	\$6,089	\$6,257	\$168	per application	[d],[e]	Y
2 Traffic Control Plan Review						
a) Minor ( Lane Closures)	\$277	\$285	\$8	per review	[d]	Y
b) Major ( Detours)	\$1,107	\$1,138	\$31	per review	[d]	Y

**Notes:**

[a] Initial license fee.

[b] The License Fee shall increase annually on the first anniversary of the Effective Date of the Pole License.

[c] Additional administrative fees and costs related to inspecting Licensee's Equipment or License Area related to this License.

[d] Annual Increases: All fees are subject to annual increases.

[e] This fee includes costs relating to reviewing, processing, plan check, and inspection.

[f] See Planning Fees

# City of Campbell

## IN-LIEU/IMPACT/MITIGATION FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
1 Inclusionary Ordinance In-Lieu fee	\$60	\$60	\$0.00	per SF	[a]	N
2 Park In-Lieu Fee - Unit Type:						
a) Single-family	\$31,452	\$32,321	\$869	per unit	[d]	Y
b) Multi-family	\$22,247	\$22,862	\$615	per unit	[d]	Y
c) Secondary / Accessory Dwelling Unit (750sf or Larger)	\$8,884	\$9,129	\$245	per unit	[b], [d]	Y
d) Junior Accessory Dwelling Unit	\$0	\$0	\$0	per unit		N
3 Storm Drain Area Fees						
a) R-1 Land Use	\$2,120	\$2,120	\$0	per acre		N
b) Multi-Family Residential Land Use	\$2,385	\$2,385	\$0	per acre		N
c) All Other Land Use	\$2,650	\$2,650	\$0	per acre		N
4 Roadway Maintenance Fee	0.32%	0.32%	0.00%	% of bldg permit valuation		N
5 Commercial Linkage Fee	\$9	\$9	0.00%	per SF	[c]	N

Notes:

[a] Effective October 3, 2025, and subject to annual increases, in accordance with Campbell Municipal Code Section 21.24.080 (Establishment and use of in-lieu housing fees).

[b] The fee for Accessory Dwelling Units will be calculated per State law but shall not exceed the amount shown.

[c] Effective October 3, 2025, and subject to annual increases, in accordance with Campbell Municipal Code Chapter 19.04 (Commercial Linkage Fee.).

[d] The indicated fee shall be automatically adjusted each year on July 1 or one year after the effective date of the initially adopted fee schedule, whichever is later. Each annual adjustment shall be based on the most recent annual percentage increase in the Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward, CA area, All Items (Not Seasonally Adjusted), as published by the United States Bureau of Labor Statistics immediately prior to July 1 of each year. In the event that the specified CPI is discontinued, the Finance Director shall select a comparable economic index that, in their judgment, most closely aligns in purpose and methodology with the original index, and covers a geographical area that includes the City of Campbell. Exception: If a lower fee for the same service is established in the future, that new fee shall apply instead of the adjusted fee.

# City of Campbell

## HOURLY RATES FOR SPECIAL PUBLIC WORKS SERVICE REQUESTS

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b><u>During Normal Work Hours (i.e. Non-Overtime)</u></b>						
1 Administrative Analyst I	\$185	\$190	\$5	per hour		Y
2 Administrative Analyst II	\$186	\$191	\$5	per hour		Y
3 Arborist	\$146	\$150	\$4	per hour		Y
4 Assistant Engineer	\$194	\$199	\$5	per hour		Y
5 Associate Civil Engineer	\$219	\$225	\$6	per hour		Y
6 Building Maintenance Lead Worker	\$157	\$161	\$4	per hour		Y
7 Building Maintenance Worker	\$143	\$147	\$4	per hour		Y
8 Building Maintenance Supervisor	\$196	\$201	\$5	per hour		Y
9 City Engineer	\$316	\$325	\$9	per hour		Y
10 Engineering Aide I	\$131	\$135	\$4	per hour		Y
11 Engineering Aide II	\$148	\$152	\$4	per hour		Y
12 Engineering Technician I	\$155	\$159	\$4	per hour		Y
13 Engineering Technician II	\$176	\$181	\$5	per hour		Y
14 Environmental Programs Specialist	\$137	\$141	\$4	per hour		Y
15 Executive Assistant	\$141	\$145	\$4	per hour		Y
16 Lighting & Traffic Signals Technician	\$168	\$173	\$5	per hour		Y
17 Lighting & Traffic Signals Assistant	\$140	\$144	\$4	per hour		Y
18 Lighting & Traffic Signals Supervisor	\$201	\$207	\$6	per hour		Y
19 Maintenance Supervisor	\$172	\$177	\$5	per hour		Y
20 Mechanic II	\$140	\$144	\$4	per hour		Y
21 Office Assistant	\$116	\$119	\$3	per hour		Y
22 Office Specialist	\$133	\$137	\$4	per hour		Y
23 Park Maintenance Lead Worker	\$133	\$137	\$4	per hour		Y
24 Park Maintenance Supervisor	\$206	\$212	\$6	per hour		Y
25 Park Maintenance Worker I	\$109	\$112	\$3	per hour		Y
26 Maintenance Worker I	\$109	\$112	\$3	per hour		Y

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## HOURLY RATES FOR SPECIAL PUBLIC WORKS SERVICE REQUESTS

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
27 Park Maintenance Worker II	\$121	\$124	\$3	per hour		Y
28 Maintenance Worker II	\$121	\$124	\$3	per hour		Y
29 Public Works Superintendent	\$262	\$269	\$7	per hour		Y
30 Public Works Inspector	\$188	\$193	\$5	per hour		Y
31 Senior Civil Engineer	\$250	\$257	\$7	per hour		Y
32 Senior Public Works Inspector	\$201	\$207	\$6	per hour		Y
33 Street Maintenance Field Supervisor	\$174	\$179	\$5	per hour		Y
34 Street Maintenance Lead Worker	\$133	\$137	\$4	per hour		Y
35 Street Maintenance Worker I	\$109	\$112	\$3	per hour		Y
36 Street Maintenance Worker II	\$121	\$124	\$3	per hour		Y
37 Traffic Engineer	\$258	\$265	\$7	per hour		Y
<b><u>Overtime</u></b>						
38 Administrative Analyst I	\$230	\$236	\$6	per hour		Y
39 Administrative Analyst II	\$231	\$237	\$6	per hour		Y
40 Arborist	\$181	\$186	\$5	per hour		Y
41 Assistant Engineer	\$241	\$248	\$7	per hour		Y
42 Associate Civil Engineer	\$272	\$280	\$8	per hour		Y
43 Building Maintenance Lead Worker	\$195	\$200	\$5	per hour		Y
44 Building Maintenance Worker	\$177	\$182	\$5	per hour		Y
45 Building Maintenance Supervisor	\$242	\$249	\$7	per hour		Y
46 City Engineer	n/a	n/a		per hour		N
47 Engineering Aide I	\$162	\$166	\$4	per hour		Y
48 Engineering Aide II	\$184	\$189	\$5	per hour		Y
49 Engineering Technician I	\$192	\$197	\$5	per hour		Y
50 Engineering Technician II	\$218	\$224	\$6	per hour		Y
51 Environmental Programs Specialist	\$170	\$175	\$5	per hour		Y

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## HOURLY RATES FOR SPECIAL PUBLIC WORKS SERVICE REQUESTS

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
52 Executive Assistant	\$175	\$180	\$5	per hour		Y
53 Lighting & Traffic Signals Technician	\$208	\$214	\$6	per hour		Y
54 Lighting & Traffic Signals Assistant	\$173	\$178	\$5	per hour		Y
55 Lighting & Traffic Signals Supervisor	\$249	\$256	\$7	per hour		Y
56 Maintenance Supervisor	\$214	\$220	\$6	per hour		Y
57 Mechanic II	\$174	\$179	\$5	per hour		Y
58 Office Assistant	\$144	\$148	\$4	per hour		Y
59 Office Specialist	\$165	\$170	\$5	per hour		Y
60 Park Maintenance Lead Worker	\$165	\$170	\$5	per hour		Y
61 Park Maintenance Supervisor	\$255	\$262	\$7	per hour		Y
62 Park Maintenance Worker I	\$136	\$140	\$4	per hour		Y
63 Maintenance Worker I	\$136	\$140	\$4	per hour		Y
64 Park Maintenance Worker II	\$150	\$154	\$4	per hour		Y
65 Maintenance Worker II	\$150	\$154	\$4	per hour		Y
66 Public Works Superintendent	\$325	\$334	\$9	per hour		Y
67 Public Works Inspector	\$233	\$239	\$6	per hour		Y
68 Senior Civil Engineer	\$310	\$319	\$9	per hour		Y
69 Senior Public Works Inspector	\$249	\$256	\$7	per hour		Y
70 Street Maintenance Field Supervisor	\$215	\$221	\$6	per hour		Y
71 Street Maintenance Lead Worker	\$165	\$170	\$5	per hour		Y
72 Street Maintenance Worker I	\$136	\$140	\$4	per hour		Y
73 Street Maintenance Worker II	\$150	\$154	\$4	per hour		Y
74 Traffic Engineer	\$320	\$329	\$9	per hour		Y

Note: Three hour minimum for overtime call.

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## EQUIPMENT USE RATES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b><u>Hourly Rate</u></b>						
1 Barricades / Each	n/a	n/a				N
2 Barricades with Lights / Each	n/a	n/a				N
3 Brush Chipper (1-Hour Minimum)	\$88	\$88	\$0	per hour		N
4 Bucket Truck (1-Hour Minimum)	\$87	\$87	\$0	per hour		N
5 Case Loader W18B (1-Hour Minimum)	\$159	\$159	\$0	per hour		N
6 Chain Saw (\$15.00 Minimum)	\$10	\$10	\$0	per hour		N
7 Compressors with Tools (1-Hour Minimum)	\$94	\$94	\$0	per hour		N
8 Concrete Saw (1-Hour Minimum; Daily Rate Add Cost of Blades)	\$31	\$31	\$0	per hour		N
9 Dump Trucks, 5 Cyl (1-Hour Minimum)	\$75	\$75	\$0	per hour		N
10 Flatbed, 3/4 Ton	n/a	n/a		per hour		N
11 Forklift (1-Hour Minimum)	\$31	\$31	\$0	per hour		N
12 Line Striper (1-Hour Minimum - Daily Rate Add Materials)	\$95	\$95	\$0	per hour		N
13 Loader, 3-5 Ton (1-Hour Minimum)	\$95	\$95	\$0	per hour		N
14 Paint Truck (1-Hour Minimum)	\$75	\$75	\$0	per hour		N
15 Pick-Ups (1-Hour Minimum)	\$64	\$64	\$0	per hour		N
16 Programmable Message Board	n/a	n/a		per hour		N
17 Sweepers (Minimum - \$130.00)	\$82	\$82	\$0	per hour		N

# City of Campbell

## EQUIPMENT USE RATES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b><u>Daily Rate</u></b>						
18 Barricades / Each	\$3	\$3	\$0	per day		N
19 Barricades with Lights / Each	\$4	\$4	\$0	per day		N
20 Brush Chipper (1-Hour Minimum)	\$218	\$218	\$0	per day		N
21 Bucket Truck (1-Hour Minimum)	\$176	\$176	\$0	per day		N
22 Case Loader W18B (1-Hour Minimum)	\$282	\$282	\$0	per day		N
23 Chain Saw (\$15.00 Minimum)	\$57	\$57	\$0	per day		N
24 Compressors with Tools (1-Hour Minimum)	\$135	\$135	\$0	per day		N
25 Concrete Saw (1-Hour Minimum; Daily Rate Add Cost of Blades)	\$65	\$65	\$0	per day		N
26 Dump Trucks, 5 Cyl (1-Hour Minimum)	\$150	\$150	\$0	per day		N
27 Flatbed, 3/4 Ton	\$125	\$125	\$0	per day		N
28 Forklift (1-Hour Minimum)	\$119	\$119	\$0	per day		N
29 Line Striper (1-Hour Minimum - Daily Rate Add Materials)	\$190	\$190	\$0	per day		N
30 Loader, 3-5 Ton (1-Hour Minimum)	\$207	\$207	\$0	per day		N
31 Paint Truck (1-Hour Minimum)	\$150	\$150	\$0	per day		N
32 Pick-Ups (1-Hour Minimum)	\$125	\$125	\$0	per day		N
33 Programmable Message Board	\$80	\$80	\$0	per day		N
34 Sweepers (Minimum - \$130.00)	n/a	n/a		per day		N

\* Additional equipment which must be rented by the City shall be billed at the City's actual cost plus an additional twenty percent (20%) of that cost to cover administrative expenses.

# City of Campbell

## FIRE FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b><u>Operational Permits</u></b>						
1 Additive Manufacturing	\$452	\$464	\$12			Y
2 Aerosol Products (500 lbs. - Minimum)	\$452	\$464	\$12			Y
3 Assembly (50 - 300)	\$459	\$472	\$13			Y
4 Assembly (> 300)	\$720	\$740	\$20			Y
5 Open Flames & Candles in Assemblies	\$184	\$189	\$5			Y
6 Carnival/Fair	\$720	\$740	\$20			Y
7 Cryogenics	\$452	\$464	\$12			Y
8 Dry Cleaning	\$452	\$464	\$12			Y
9 Combustible Dust Producing Operations	\$509	\$523	\$14			Y
10 Energy Storage Systems	\$452	\$464	\$12			Y
11 High Piled Storage	\$565	\$581	\$16			Y
12 Cutting & Welding	\$565	\$581	\$16			Y
13 Liquid or Gas Fueled Vehicles in Assembly Buildings	\$283	\$291	\$8			Y
14 Lithium Batteries (> 15 cubic feet)	\$452	\$464	\$12			Y
15 Lumber Yards & Woodworking Plants	\$452	\$464	\$12			Y
16 Industrial Ovens	\$452	\$464	\$12			Y
17 Radioactives	\$557	\$572	\$15			Y
18 Repair Garage & Motor Fuel-Dispensing	\$565	\$581	\$16			Y
19 Spraying or Dipping Operations	\$452	\$464	\$12			Y
20 Temporary Membrane Structures & Tents	\$452	\$464	\$12			Y

# City of Campbell

## FIRE FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b><u>State Mandated Inspections</u></b>						
1 Apartments/Hotels/Motels						
a) 3 - 16 units	\$212	\$218	\$6			Y
b) 17 - 32 units	\$353	\$363	\$10			Y
c) 33 or more units	\$494	\$508	\$14			Y
2 Day Care - Commercial (Less than 50)	\$273	\$281	\$8			Y
3 Day Care - Commercial (Greater than 50)	\$424	\$436	\$12			Y
4 Residential Care Facilities (7 - 50 People)	\$593	\$609	\$16			Y
5 Residential Care Facilities (Greater than 50 People)	\$791	\$813	\$22			Y
6 E Occupancies						
a) 1 - 250 Students	\$0	\$0	\$0			Y
b) 251 - 500 Students	\$0	\$0	\$0			Y
c) > 500 Students	\$0	\$0	\$0			Y
7 High Rise Building (Per Floor)	\$191	\$196	\$5			Y
<b><u>Hazardous Material Permits</u></b>						
1 Aboveground Facility Closure	\$339	\$348	\$9		[a]	Y
2 Aboveground System Closure (Per System)	\$565	\$581	\$16		[a]	Y
3 Aboveground System Installation (Per System)	\$848	\$871	\$23		[a]	Y
4 Aboveground System Modification (Per System)	\$678	\$697	\$19		[a]	Y
5 Haz Mat - Long Form	\$848	\$871	\$23			Y
6 Haz Mat - Long Form (Helium Gas Only - 6 Tanks or Less)	\$212	\$218	\$6			Y
7 Haz Mat - Short Form	\$424	\$436	\$12			Y
8 Underground Tank Annual Permit	\$1,060	\$1,089	\$29			Y
9 Underground System Closure (Per System)	\$1,060	\$1,089	\$29			Y
10 Underground System Installation (Per System)	\$2,825	\$2,903	\$78			Y

# City of Campbell

## FIRE FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
11 Underground System Modification (Per System)	\$706	\$726	\$20			Y
<b><u>Construction Permits - Plan Review, Permit and Inspection</u></b>						
1 Architectural Review (Greater of a or b)						
a) Minimum Fee	See Bldg Fees	See Bldg Fees				N
b) Percent of Bldg Permit Fee	See Bldg Fees	See Bldg Fees				N
2 Automatic Sprinklers						
a) Automatic Fire Sprinkler Systems New						
i) 1 - 49 Heads	\$565	\$581	\$16			Y
ii) 50 - 100 Heads	\$989	\$1,016	\$27			Y
iii) 101 - 200 Heads	\$1,413	\$1,452	\$39			Y
iv) Each Additional 100 Heads	\$283	\$291	\$8			Y
b) Automatic Fire Sprinkler Systems - Existing (No Calculations)						
i) 1 - 15 Heads (Over-the-Counter)	\$424	\$436	\$12			Y
ii) 16 - 49 Heads	\$363	\$373	\$10			Y
ii) 50 - 100 Heads	\$848	\$871	\$23			Y
iv) Each Additional 100 Heads	\$141	\$145	\$4			Y
c) Automatic Fire Sprinkler Systems - Existing (With Calculations)						
i) 1 - 49 Heads	\$848	\$871	\$23			Y
ii) 50 - 100 Heads	\$1,187	\$1,220	\$33			Y
iii) 101 - 200 Heads	\$1,526	\$1,568	\$42			Y
iv) Each Additional 100 Heads	\$283	\$291	\$8			Y
d) Residential 13D - Single Family	\$565	\$581	\$16			Y

# City of Campbell

## FIRE FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
3 Fire Alarm Systems						
a) Non-High Rise and Non R-2 Occupancies						
i) 1 - 20 Devices	\$848	\$871	\$23			Y
ii) 21 - 40 Devices	\$989	\$1,016	\$27			Y
iii) 41 - 100 Devices	\$1,413	\$1,452	\$39			Y
iv) 101 - 200 Devices	\$2,119	\$2,178	\$59			Y
v) Each Additional 50 Devices	\$424	\$436	\$12			Y
b) With Pre-Wire Inspection Required (High Rise and R-2 Occupancies)						
i) 1 - 20 Devices	\$1,130	\$1,161	\$31			Y
ii) 21 - 40 Devices	\$1,695	\$1,742	\$47			Y
iii) 41 - 100 Devices	\$2,402	\$2,468	\$66			Y
iv) 101 - 200 Devices	\$3,108	\$3,194	\$86			Y
v) Each Additional 50 Devices	\$424	\$436	\$12			Y
c) 10% Re-Certification Fee	\$424	\$436	\$12			Y
4 Emergency Alarm System						
a) New System	\$1,130	\$1,161	\$31			Y
b) System Modification	\$565	\$581	\$16			Y
5 Fire Pump Installation	\$706	\$726	\$20			Y
6 Underground Fire Service Systems						
a) Fire Sprinkler System - No Hydrants	\$706	\$726	\$20			Y
b) Repairs	\$706	\$726	\$20			Y
7 On-Site Hydrant Systems - without automatic sprinklers						
a) Base Fee	\$918	\$943	\$25			Y
b) Plus, Fee Per Hydrant	\$88	\$90	\$2			Y
8 Special Systems (Leak Detection, Halon, CO2, Hood Standpipe)						
a) Hood	\$720	\$740	\$20			Y
b) Leak Detection, Halon, CO2, etc.	\$720	\$740	\$20			Y

# City of Campbell

## FIRE FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
9 Demolition						
a) Demolition of Building	\$283	\$291	\$8			Y
b) Demolition of Fire Protection System	\$424	\$436	\$12			Y
10 Roadways - Gates, Barriers, and Traffic Calming Devices	\$283	\$291	\$8			Y
<b><u>Planning and Subdivision Review Services</u></b>						
1 Pre-Application, Entitlement, Subdivision, Permit Review, etc.	\$226	\$232	\$6	per hour		Y
<b><u>Other Services</u></b>						
1 Inspection Outside of Regular Office Hours (per hour)	\$339	\$348	\$9	per hour; 1-hr min.		Y
2 Additional Inspection (courtesy, re-inspection, phasing) (per hour)	\$226	\$232	\$6	per hour	[b]	Y
3 Excess Plan Check (4th and subsequent) (per hour)	\$226	\$232	\$6	per hour; 1-hr min.		Y
4 Special Inspections (per hour)	\$226	\$232	\$6	per hour; 1-hr min.		Y
5 Variance Application (Alternate Methods & Materials)	\$565	\$581	\$16			Y
6 Services Performed but not Otherwise Listed in this Fee Schedule (per hour)	\$226	\$232	\$6	per hour		Y
7 Microfiche Fees/ Digital Imaging						
a) Minimum Fee	\$2	\$2	\$0			N
i) Plan Sheet (Cost Per Sheet)	\$1	\$1	\$0	per sheet		N
ii) Source Page (Cost Per Page)	\$1	\$1	\$0	per page		N
iii) Reproduction of Microfiche (Plan Sheet, Cost Per Sheet)	\$4	\$4	\$0	per sheet		N
iv) Reproduction of Microfiche (Source Page)	\$1	\$1	\$0	per page		N
8 Failure to Obtain/Maintain Required Permits	Double Fee of Required Permit	Double Fee of Required Permit				N

# City of Campbell

## FIRE FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b><u>Operations</u></b>						
1 Records Search	\$76	\$76	\$0	per hour; 1-hr min.		N
2 CPR Classes (Per Person)	\$36	\$36	\$0			N
3 Non-Emergency Standby/After Hours Inspection	\$3,271	\$3,271	\$0			N

[a] Additional closure fees may be required based on the type and number of hazardous materials systems closed.

[b] Re-inspection fee applies after second re-inspection.

\* Fees are set by the City but administered by Santa Clara County Fire Department.

\* Fees apply to only those quantities of materials or operations that require permits in accordance with the Fire Code.

\* Excluding penalties, annual Fire Code Permit fees shall not exceed \$1,000 per business location.

\* Failure to submit and maintain the following correct and current Hazardous Materials Documents: HMIS (before bringing hazardous materials into City and thereafter), HMMP (within 30 days of notification and thereafter), HMMP (within 30 days of notification and thereafter), Closure Permit (30 Days Prior), CEQA Application (before bringing hazardous material into City), the fee will double as a result of non-compliance.

# City of Campbell

## POLICE FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>Report / Recording / Records Fees</b>						
1 Police Report Fee					[a]	
a) Up to ten pages	No charge	No charge		per report	[b]	N
b) Each Add'l page after first 10 pages	\$0.10	\$0.10	\$0	per page		N
2 CAD Incident Report					[a]	
a) Up to ten pages	No charge	No charge				N
b) Each Add'l page after first 10 pages	\$0.10	\$0.10	\$0	per page		N
3 Audio Recording Copy Fees					[a]	
a) Discovery						
i) CD/DVD	\$2	\$2	\$0	each		N
ii) USB/Flash Drive	\$8	\$8	\$0	each		N
iii) Hourly Rate for Reproduction (only subpoenaed records)	\$24	\$24	\$0	per hour	[c]	N
b) Dispatch						
i) CD/DVD	\$2	\$2	\$0	each		N
ii) USB/Flash Drive	\$8	\$8	\$0	each		N
iii) Hourly Rate for Reproduction (only subpoenaed records)	\$24	\$24	\$0	per hour	[c]	N
4 Arrest Log Release	No Charge	No Charge		per page	[a]	N
5 Research/Archiving	\$24	\$24	\$0	per hour	[d]	N
<b>Vehicle Release / Impound / Repossession Fees</b>						
6 Vehicle Release						
a) Storage / Impound	\$187	\$192	\$5			Y
b) 30 Day Impound	\$213	\$219	\$6			Y
7 Vehicle Repossession Fee	\$15	\$15	\$0		[e]	N

# City of Campbell

## POLICE FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>Citation Sign-off Fees</b>						
8 Citation Sign-off						
a) Campbell Police Department Issued Citation	No charge	No charge				N
b) Citation Issued by Other Agency (Non-Campbell PD)	\$15	\$15	\$0			N
<b>DUI Response Cost Recovery</b>						
9 Driving Under the Influence - Cost Recovery (Hourly Rate)						
a) Community Service Officer (CSO)	\$67	\$69	\$2	per hour		Y
b) Police Officer	\$125	\$128	\$3	per hour		Y
c) Police Agent	\$125	\$128	\$3	per hour		Y
d) Police Sergeant	\$163	\$168	\$5	per hour		Y
<b>False Alarm Response</b>						
10 False Alarm Fee						
a) Up to three false alarms	\$0	\$0	\$0	each		Y
b) 4th - 6th Alarm	\$233	\$239	\$6	each		Y
c) 7th - 9th Alarm	\$285	\$293	\$8	each		Y
d) 10th Alarm and Each Additional Alarm after 10	\$337	\$346	\$9	each		Y
<b>Permit / License Application Review</b>						
11 Block Party Permit	\$130	\$134	\$4			Y

# City of Campbell

## POLICE FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
12 Concealed Weapon Permit						
a) New	\$330	\$1,300	\$970	plus DOJ fees	[k]	N
b) Renewal	\$25	\$25	\$0	plus DOJ fees	[f]	N
c) Psychological Testing	\$125	\$125	\$0	plus DOJ fees	[f]	N
d) Modification of Permit	\$10	\$10	\$0	plus DOJ fees	[f]	N
13 Firearms and Ammunition Sales Permit (Business)						
a) New	\$850	\$873	\$23			Y
b) Renewal	\$268	\$275	\$7			Y
14 Live Entertainment Permit	\$1,374	\$1,412	\$38			Y
15 Massage						
a) Massage Establishment (Owner Not State Certified)						
i) New	\$920	\$920	\$0			N
ii) Renewal	\$330	\$330	\$0			N
b) Massage Establishment (Owner State Certified)						
i) New	\$0	\$0	\$0		[g]	N
ii) Renewal	\$0	\$0	\$0		[g]	N
c) Massage Therapist / Trainee						
i) New (State Certified)	\$0	\$0	\$0		[g]	N
ii) Renewal (State Certified)	\$0	\$0	\$0		[g]	N
16 <del>Medical Marijuana</del> Cannabis Delivery Registration						
a) New	\$2,197	\$2,258	\$61			Y
b) Renewal	\$1,098	\$1,128	\$30			Y

# City of Campbell

## POLICE FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
17 Pawnbrokers and Secondhand Dealers						
a) New	\$570	\$586	\$16			Y
b) Renewal	\$145	\$149	\$4			Y
18 Sexually Oriented Business Permit						
a) New	\$1,368	\$1,406	\$38			Y
b) Renewal	\$850	\$873	\$23			Y
19 Taxicab Owner's License	\$964	\$964	\$0			N
20 Tow Car Operator Permit / Tow Truck Driver Certificate						
a) Tow Car Operator Permit	\$2,685	\$2,759	\$74			Y
b) Tow Truck Driver Certificate						
i) New	\$50	\$50	\$0		[h]	N
ii) Renewal	\$12	\$12	\$0		[h]	N
21 Used Car Dealer - Retail Only	\$280	\$288	\$8			Y
<b>Other</b>						
22 Naturalization VISA Letter	\$39	\$40	\$1			Y
23 Security Services - Outside Work Assignments						
a) Community Service Officer (CSO)/ Public Safety Assistant (PSA)	\$0	\$77		per hour; 2-hr min.		
b) Reserve Officer	\$82	\$84	\$2	per hour; 2-hr min.		Y
c) Officer	\$162	\$166	\$4	per hour; 2-hr min.		Y
d) Agent	\$0	\$174		per hour; 2-hr min.		
e) Sergeant	\$207	\$213	\$6	per hour; 2-hr min.		Y

# City of Campbell

## POLICE FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b>24 Firearms Storage</b>						
a) Administrative Fee	\$254	\$261	\$7	flat fee	[i],[j]	Y
b) Daily Storage Fee	\$1	\$1	\$0	per firearm/per day	[i],[j]	Y

Notes:

- [a] Per Government Code 6253(b) and City Attorney.
- [b] No fee for victims of violent crime or domestic violence.
- [c] Fee based on rate allowed per Evidence Code Section 1563(b)(1).
- [d] Maximum amount allowed per Evidence Code Section 1563(b)(1). Fees apply only to research/archiving pursuant to a subpoena.
- [e] Maximum amount allowed per Government Code Section 41612.
- [f] Maximum allowed per Penal Code Section 26190.
- [g] Fee administered via State certification process.
- [h] Maximum amount allowed per Vehicle Code Section 2431.
- [i] For firearms taken per restraining order or for safekeeping and as a result of a domestic violence or mental health hold.
- [j] Fee payable upon releasing firearm(s) to owner and may be waived (fully or partially) upon administrative approval.
- [k] SB 2 (effective 1/1/24) amended the fee limitation that had previously been imposed on the processing of concealed carry permits. Now allow charging the reasonable cost of processing the application. Fee includes cost of background check plus staff time. Half the fee can be collected at the time of submitting application; remaining half collected only if permit is issued.

**City of Campbell  
PARKING CITATION FINES**

Code	Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Note	CPI Adjust
<b>CMC</b>						
1 10.24.015	Stored on Street Over 72 Hours	\$70	\$80	\$10		N
2 10.24.040	No Parking or Stopping Signs/Permit Parking	\$40	\$50	\$10		N
3 10.24.065a	Disobeyed Curb Markings (Red/White; Yellow/Green)	\$40	\$50	\$10		N
4 10.24.095c	Limited Time Parking	\$40	\$50	\$10		N
5 10.24.135	Commercial Truck 10PM to 6AM	\$70	\$80	\$10		N
6 10.24.140	Parking Out of Marked Space	\$40	\$50	\$10		N
7 10.24.160	Removal of Markings	\$70	\$80	\$10		N
8 10.28.030a	Commercial Truck in Yard/Driveway	\$70	\$80	\$10		N
9 10.28.030b	Commercial Truck Over Two Hours (6AM to 10PM)	\$70	\$80	\$10		N
10 13.040.120	Parking After Hours City/County Parks	\$40	\$50	\$10		N
<b>VC</b>						
11 22500a	Parking Within an Intersection	\$40	\$50	\$10		N
12 22500e	Blocking Driveway	\$40	\$50	\$10		N
13 22500f	Parking on Sidewalk	\$40	\$50	\$10		N
14 22500.1	Fire Lane	\$40	\$50	\$10		N
15 22502a	Wrong Way/18" (Inches) From Curb	\$40	\$50	\$10		N
16 22507.8a	Handicap Parking	\$300	\$310	\$10		N
17 22507.8b	Obstruct / Block Handicap Parking	\$300	\$310	\$10		N
18 22507.8c (2)	Crosshatch Lines Next to Handicap Stall	\$300	\$310	\$10		N
19 22514	Fire Hydrant	\$40	\$50	\$10		N
20 22521	Within 7 ½' (Feet) of Railroad Tracks	\$40	\$50	\$10		N
21 22523 (A)	Abandoned Towed	\$70	\$80	\$10		N
22 40226	Handicap Dismissal	\$25	\$35	\$10		N
23 5204(a)	No current Registration Tags	\$70	\$80	\$10		N
24 5200	No Front/Rear Plate	\$40	\$50	\$10		N
25 4000(a) (1)	Expired Registration	\$70	\$80	\$10		N

\* Delinquent Penalty Assessment - Double the Fine Amount.

\*\* All Other Parking Violation Fine Amounts Not Specifically Listed Will be ~~\$40.00~~-\$50.00

**City of Campbell**  
**RECREATION & COMMUNITY SERVICES FEES**

**REDLINE EDITS ON DEFINITIONS**

**Community Center Building Use Fees**

**A. Definition of Terms:**

- a. **NON-PROFIT:** To qualify for non-profit rates, customers must provide a copy of their letter of non-profit status from the California Secretary of State's office with their non-profit ID number indicated and must pay with an organization check or charge card. Organization name on letter of non-profit status, check/charge card, and permit must all be in the same name.
- b. **BASE HOURLY RATE:** The Base Hourly Rate is the regular rate for each room on a per hour basis. All customers are charged this rate unless discounts apply (see requirements for Non-Profit and Campbell Resident).
- c. **SPECIAL PEAK RATES:** Special peak rates apply to ~~are for~~ the following limited reservations:
- i. Public meetings held by elected representatives serving the Campbell area (limit 3 per calendar year)
  - ii. Local election candidate forums sponsored by a non-profit organization (limit 2 per calendar year)
  - iii. ~~polling and/or~~ Trainings offered by the local Registrar of Voters (limit 2 per calendar year)
  - iv. Public ~~M~~meetings offered by either of the Campbell school districts (CUHSD and CUSD limit 3 per calendar year)
  - v. Public meetings by other governmental agencies that serve Campbell residents (limit 6 per calendar year)
  - ~~vi. Events by non-profit organizations who have assumed leadership for events once provided by the City~~
  - ~~vi. Programs and activities for which there is no entry fee for participation or attendance offered by local non-profit organizations~~
  - vii. ~~Community Center Tenants~~
  - vi. Events sponsored by/for Campbell High School Alumni groups (limit 2 per calendar year)
  - vii. Meetings or trainings by school districts or other governmental agencies that are not open to the public (limit 2 per calendar year)

The above listed reservations types ~~can~~ are eligible to use the Campbell Community Center facility during peak times at the discounted Special Peak Rate. The above listed reservation types are eligible to use limited Campbell Community Center meeting rooms during non-peak times (Monday-Thursday) with basic staffing levels (2 building attendants ~~or 1 technician~~) free of charge, with the same limitations listed above. ~~Any~~ charges for meeting or audio-visual equipment etc. ~~above this~~ will be assessed at the time of the booking request and will be charged according to the approved Fee Schedule.

Special Use Provisions: Grandfathered in Campbell-Based Organizations. The following organizations are considered grandfathered-in Campbell-based organizations and special use provisions apply:

- i. Country Womans Club of Campbell
- ii. Campbell Veterans Memorial Foundation
- iii. Campbell Community Emergency Response Team (CERT)
- iv. Early Settlers Event Coordinator

These organizations are entitled to one (1) free use of a Campbell Community Center banquet hall during peak times per calendar year specifically for their fundraising efforts. In lieu of banquet space, they may use a small meeting room (accommodating 15-40 people) during peak time once per month at no charge, with a maximum booking duration of three hours per monthly session. For further information on pricing, booking processes and policies, please refer to the Building Use Policy.

Free use of the Campbell Community Center is provided to the Santa Clara County Registrar of Voters to provide up to a 4-day Vote Center in primary and general election years.

- c. **CAMPBELL RESIDENT:** To qualify for Campbell Resident discount, customers must provide proof of residency (i.e. driver's license, utility bill etc.). Permit holder and payee must be in the same name to qualify for resident discount. ~~Tenants of the Campbell Community Center are considered to be Campbell residents.~~

**B. Resident Discount:**

Campbell Residents paying for a rental will be given the following discount on building rental rates:

- \$25 Per hour discount for rental of the full Orchard City Banquet Hall
- \$5 Per hour discount for all other building rental rates

**City of Campbell**  
**RECREATION & COMMUNITY SERVICES FEES**

CLEAN VERSION OF DEFINITIONS

Community Center Building Use Fees

**A. Definition of Terms:**

- a. **NON-PROFIT:** To qualify for non-profit rates, customers must provide a copy of their letter of non-profit status from the California Secretary of State's office with their non-profit ID number indicated and must pay with an organization check or charge card. Organization name on letter of non-profit status, check/charge card, and permit must all be in the same name.
- b. **BASE HOURLY RATE:** The Base Hourly Rate is the regular rate for each room on a per hour basis. All customers are charged this rate unless discounts apply (see requirements for Non-Profit and Campbell Resident).
- c. **SPECIAL PEAK RATES:** Special peak rates apply to the following limited reservations:
  - i. Public meetings held by elected representatives serving the Campbell area (limit 3 per calendar year)
  - ii. Local election candidate forums sponsored by a non-profit organization (limit 2 per calendar year)
  - iii. Trainings offered by the local Registrar of Voters (limit 2 per calendar year)
  - iv. Public meetings offered by either of the Campbell school districts (CUHSD and CUSD limit 3 per calendar year)
  - v. Public meetings by other governmental agencies that serve Campbell residents (limit 6 per calendar year)
  - vi. Events sponsored by/for Campbell High School Alumni groups (limit 2 per calendar year)
  - vii. Meetings or trainings by school districts or other governmental agencies that are not open to the public (limit 2 per calendar year)

The above listed reservation types are eligible to use the Campbell Community Center facility during peak times at the discounted Special Peak Rate. The above listed reservation types are eligible to use limited Campbell Community Center meeting rooms during non-peak times (Monday-Thursday) with basic staffing levels (2 building attendants) free of charge, with the same limitations listed above. Any charges for meeting or audio-visual equipment etc. will be assessed at the time of the booking request and will be charged according to the approved Fee Schedule.

**Special Use Provisions: Grandfathered in Campbell-Based Organizations.** The following organizations are considered grandfathered-in Campbell-based organizations and special use provisions apply:

- i. Country Womans Club of Campbell
- ii. Campbell Veterans Memorial Foundation
- iii. Campbell Community Emergency Response Team (CERT)
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These organizations are entitled to one (1) free use of a Campbell Community Center banquet hall during peak times per calendar year specifically for their fundraising efforts. In lieu of banquet space, they may use a small meeting room (accommodating 15-40 people) during peak time once per month at no charge, with a maximum booking duration of three hours per monthly session. For further information on pricing, booking processes and policies, please refer to the Building Use Policy.

Free use of the Campbell Community Center is provided to the Santa Clara County Registrar of Voters to provide up to a 4-day Vote Center in primary and general election years.

- c. **CAMPBELL RESIDENT:** To qualify for Campbell Resident discount, customers must provide proof of residency (i.e. driver's license, utility bill etc.). Permit holder and payee must be in the same name to qualify for resident discount. Tenants of the Campbell Community Center are considered to be Campbell residents.

**B. Resident Discount:**

Campbell Residents paying for a rental will be given the following discount on building rental rates:

- \$25 Per hour discount for rental of the full Orchard City Banquet Hall
- \$5 Per hour discount for all other building rental rates

**City of Campbell  
RECREATION & COMMUNITY SERVICES FEES**

**Community Center Building Use Fees**

C. Facility rental fees for uses occurring during off-peak (normal operating) hours shall be assessed as follows:

(Monday through Thursday, 8:00am - 10:00pm and Fridays 8:00am to 5:00pm, except on recognized City holidays)

		FY 24/25 Fee		FY 25/26 Fee		Increase / (Decrease)		CPI Adjust
		Base Hourly Rate	Non-Profit Hourly Rate	Base Hourly Rate	Non-Profit Hourly Rate	Base Hourly Rate	Non-Profit Hourly Rate	
Orchard City Banquet Hall with Kitchen	per hr.	\$135	\$115	\$138	\$119	\$3	\$4	N
Orchard City Banquet Hall (North or South)	per hr.	\$95	\$75	\$97	\$77	\$2	\$2	N
Kitchen in OCBH	per hr.	\$56	\$51	\$57	\$52	\$1	\$1	N
Roosevelt Rm. (Q-80)	per hr.	\$95	\$75	\$97	\$77	\$2	\$2	N
Mary Campbell (Q-84)	per hr.	\$70	\$60	\$72	\$62	\$2	\$2	N
Multi-Purpose (M-50)	per hr.	\$85	\$75	\$87	\$77	\$2	\$2	N
Adult Ctr. Meeting Room (C-35)	per hr.	\$70	\$60	\$72	\$62	\$2	\$2	N
Dance Studios (M-47, N-76)	per hr.	\$65	\$55	\$67	\$57	\$2	\$2	N
Conference Rm. (E-44)	per hr.	\$55	\$45	\$56	\$46	\$1	\$1	N
Board Rm. (E-42)	per hr.	\$55	\$45	\$56	\$46	\$1	\$1	N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

**City of Campbell  
RECREATION & COMMUNITY SERVICES FEES**

**Community Center Building Use Fees**

C. Facility rental fees for uses occurring during off-peak (normal operating) hours shall be assessed as follows:

(Monday through Thursday, 8:00am - 10:00pm and Fridays 8:00am to 5:00pm, except on recognized City holidays)

		FY 24/25 Fee		FY 25/26 Fee		Increase / (Decrease)		CPI Adjust
		Base Hourly Rate	Non-Profit Hourly Rate	Base Hourly Rate	Non-Profit Hourly Rate	Base Hourly Rate	Non-Profit Hourly Rate	
Main Gym (Bldg. P)	per hr.	\$80	\$70	\$82	\$72	\$2	\$2	N
Auxiliary Gym (Bldg. N)	per hr.	\$70	\$60	\$72	\$62	\$2	\$2	N
CCC Plaza	per hr.	\$41	\$36	\$42	\$37	\$1	\$1	N
Vacant Leased Space	per hr.	\$55	\$45	\$56	\$46	\$1	\$1	N
Swimming Pool Rental	per hr.	\$200	\$200	\$205	\$205	\$5	\$5	N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Community Center Building Use Fees

D. Facility rental fees for uses during peak (NON-OPERATING) hours shall be assessed as follows:

		FY 24/25 Fee			FY 25/26 Fee			Increase / (Decrease)			CPI Adjust
		Special Peak Rates	Base Hourly Rate	Non-Profit Hourly Rate	Special Peak Rates	Base Hourly Rate	Non-Profit Hourly Rate	Special Peak Rates	Base Hourly Rate	Non-Profit Hourly Rate	
Orchard City Banquet Hall w/ Kitchen	per hr.	\$100	\$250	\$200	\$103	\$256	\$206	\$3	\$6	\$6	N
Orchard City Banquet Hall (North or South)	per hr.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N
Roosevelt Rm. (Q-80)	per hr.	\$52	\$130	\$105	\$54	\$133	\$108	\$2	\$3	\$3	N
Mary Campbell (Q-84)	per hr.	\$35	\$95	\$70	\$36	\$97	\$72	\$1	\$2	\$2	N
Multi-Purpose (M-50)	per hr.	\$47	\$120	\$95	\$49	\$123	\$98	\$2	\$3	\$3	N
Adult Ctr. Meeting Room (C-35)	per hr.	\$35	\$95	\$70	\$36	\$97	\$72	\$1	\$2	\$2	N
Dance Studios (M-47, N-76)	per hr.	N/A	\$80	\$70	N/A	\$82	\$72	N/A	\$2	\$2	N
Conference Rm. (E-44)	per hr.	\$25	\$75	\$50	\$26	\$77	\$52	\$1	\$2	\$2	N
Board Rm. (E-42)	per hr.	\$25	\$75	\$50	\$26	\$77	\$52	\$1	\$2	\$2	N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

**City of Campbell  
RECREATION & COMMUNITY SERVICES FEES**

**Community Center Building Use Fees**

D. Facility rental fees for uses during peak (NON-OPERATING) hours shall be assessed as follows:

		FY 24/25 Fee			FY 25/26 Fee			Increase / (Decrease)			CPI Adjust
		Special Peak Rates	Base Hourly Rate	Non-Profit Hourly Rate	Special Peak Rates	Base Hourly Rate	Non-Profit Hourly Rate	Special Peak Rates	Base Hourly Rate	Non-Profit Hourly Rate	
Main Gym (Bldg. P)	per hr.	\$48	\$105	\$95	\$49	\$108	\$98	\$1	\$3	\$3	N
Auxiliary Gym (Bldg. N)	per hr.	\$38	\$85	\$75	\$39	\$87	\$77	\$1	\$2	\$2	N
CCC Plaza	per hr.	\$23	\$51	\$46	\$24	\$52	\$47	\$1	\$1	\$1	N
Vacant Leased Space	per hr.	\$25	\$75	\$50	\$26	\$77	\$52	\$1	\$2	\$2	N
Swimming Pool Rental	per hr.	\$200	\$200	\$200	N/A	\$205	\$205	N/A	\$5	\$5	N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Community Center Building Use Fees

#### E. Equipment Rental & Fees

Meeting Room Equipment	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	CPI Adjust
a) Coffee Urn - 100 Cup	\$15	\$15	\$0	per day	N
b) Coffee Urn - 35 Cup	\$10	\$10	\$0	per day	N
c) Directional Sandwich Signs	free with room rental	free with room rental	N/A	per day	N
d) LCD Projector	\$100	\$100	\$0	per day	N
e) Podium	free with room rental	free with room rental	N/A	per day	N
f) Portable Easel (Each Easel)	\$10	\$15	\$5	per day	N
<del>g) Portable Easel with Easel Pads (Each Easel)</del>	<del>\$30</del>	<del>\$30</del>	<del>\$0</del>	<del>per day</del>	<del>N</del>
<del>h) g) Portable Projection Screen</del>	\$15	\$15	\$0	per day	N
<del>i) h) Portable PA Systems</del>	\$100	\$100	\$0	per day	N
<del>j) Stanchions</del>	<del>\$25</del>	<del>\$25</del>	<del>\$0</del>	<del>per day</del>	<del>N</del>
<del>k) i) Microphone</del>	\$20	\$20	\$10	per day	N
<del>l) j) In-House Sound System (Roosevelt Room Q-80 &amp; Orchard City Banquet Hall)</del>	\$50	\$50	\$0	per day	N

Athletic Equipment	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	CPI Adjust
a) Basketball Scoreboard Control (portable)	\$25	\$25	\$0	per day	N

#### F. Processing Fees

1. All applications are subject to a non-refundable \$25 Processing Fee.
2. Any changes in time, date(s) or use made to a multi-use permit, or made less than thirty (30) days prior to a one-time use, are subject to an additional \$25 Processing Fee **per occurrence of request for change.**

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Community Center Building Use Fees

#### G. Additional Charges

1. All hourly fees are subject to a 2% Facility Preservation Fee. The Preservation Fee is calculated at time of permit and all fees are due at time of payment.
2. A janitorial service fee of \$100 will be required for all rentals serving food and in excess of 75 participants.
3. A security service fee will be required for all rentals serving alcohol and in excess of 75 participants. Fees associated with security cover two (2) officers for a minimum of 6 hours for service. The minimum security charge is \$600. All events exceeding 6 hours or 75 attendees will incur additional security charges.
4. Uses which extend beyond the approved reserved time will be charged at 1½ times the normal rental rate.
5. Uses which extend beyond 12:00 midnight are not permitted and will be charged at two (2) times the normal rental rate.
6. Rental of the Swimming Pool will require the City to schedule certified lifeguards on-site for the duration of the pool rental. A minimum of two (2) Lifeguards will be required for rentals and the total number of Lifeguards will be determined by the Recreation Specialist or Department Designee at the time of the facility request. Each Lifeguard will be charged at \$25 per hour.
7. Reservations for recognized City holidays and dates between Christmas Eve and New Years Day are subject to additional fees to cover staff holiday pay (1½ times the normal rental rate), when staff can be obtained to take the assignment. (Non-profits and Special Rate requestors are not exempt from these additional fees).

#### H. Deposits

Facility	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	CPI Adjust
a) Use of Orchard City Banquet Hall	\$800	\$800	\$0	deposit	N
b) Uses of Roosevelt Room (Q-80), Multi-Purpose Room (M-50), or Activity Room (E-46)	\$500	\$500	\$0	deposit	N
c) Uses of Activity or Meeting Rooms	\$200	\$200	\$0	deposit	N
d) Uses of Gymnasiums/ <b>Dance Studios</b>	\$200	\$200	\$0	deposit	N
e) Plaza	\$200	\$200	\$0	deposit	N
f) Use of Swimming Pool	\$500	\$500	\$0	deposit	N

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Ainsley House / Museum Fee Schedules

#### A. Grounds

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Security Deposit	\$500	\$500	\$0	N
Additional Rental Hours (Sat)	\$300 per hour	\$300 per hour	\$0	N
Additional Rental Hours (Fri/Sun)	\$275 per hour	\$275 per hour	\$0	N
Cleaning Fee	\$150 per event	\$150 per event	\$0	N
<del>Event Coordinator Additional Consult.</del>	\$50 per hour	\$0	\$0	N

Campbell Residents will be given a 10% discount on all event rental rates.

Description	FY 24/25 Fee				FY 25/26 Fee				Increase / (Decrease)				CPI Adjust
	4 hours	6 hours	8 hours	10 hours	4 hours	6 hours	8 hours	10 hours	4 hours	6 hours	8 hours	10 hours	
Fridays and Sundays	\$1,080	\$1,620	\$2,160	\$2,700	\$1,080	\$1,620	\$2,160	\$2,700	\$0	\$0	\$0	\$0	N
Saturdays	\$1,200	\$1,800	\$2,400	\$3,000	\$1,200	\$1,800	\$2,400	\$3,000	\$0	\$0	\$0	\$0	N

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
<b>Other Rentals</b>				
Fund Raising Groups and Commercial Filming	50% Surcharge \$750 / 4 hours \$175 / hr. for each add'l hr.	50% Surcharge \$750 / 4 hours \$175 / hr. for each add'l hr.	\$0	N
Non-Commercial Photography	\$100 per hour	\$100 per hour	\$0	N

**City of Campbell  
RECREATION & COMMUNITY SERVICES FEES**

Ainsley House / Museum Fee Schedules

**B. Tour Fees - Ainsley House**

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Adults	\$10	\$10	\$0	N
Seniors	\$8	\$8	\$0	N
Youth (7 - 17)	\$6	\$6	\$0	N
Children (Under 7)	Free	Free	Free	N
Members	Free	Free	Free	N
<b>Holidays Only (11/15 - 12/20):</b>				
Adults	\$12	\$12	\$0	N
Seniors	\$10	\$10	\$0	N
Youth	\$8	\$8	\$0	N

**C. Group Tours - Ainsley House**

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
<b>Groups (10 or More)</b>				
Adults	\$5	\$8	\$3	N
Seniors	\$5	\$6	\$1	N
Youth (7 - 17)	\$5	\$5	\$0	N
Children (Under 7)	Free	Free	Free	N

**City of Campbell**

**RECREATION & COMMUNITY SERVICES FEES**

Ainsley House / Museum Fee Schedules

**D. Carriage House**

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Security Deposit	\$500	\$500	\$0	N
Room Rental Rate	\$75 per hour	\$75 per hour	\$0	N
Docent Led Tour:				
Up to 15 People	\$25 per hour	\$25 per hour	\$0	N
Up to 30 People	\$50 per hour	\$50 per hour	\$0	N
Open Ainsley House Walk-Through	\$50 per hour	\$50 per hour	\$0	N

(1- hour minimum)

**E. Admission Fees - Historical Museum**

Description	FY 24/25 Fee		FY 25/26 Fee		Increase / (Decrease)		CPI Adjust
	Museum Ticket	Combined Ticket *	Museum Ticket	Combined Ticket *	Museum Ticket	Combined Ticket *	
Adults	\$5	\$14	\$5	\$14	\$0	\$0	N
Seniors	\$5	\$12	\$5	\$12	\$0	\$0	N
Youth (7 - 17)	\$5	\$10	\$5	\$10	\$0	\$0	N
Children (Under 7)	Free	Free	Free	Free	Free	Free	N
Members	Free	Free	Free	Free	Free	Free	N

\* Combined ticket = Ainsley House / Historical Museum

**F. School Program - Historical Museum & Ainsley House**

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Minimum for Classes of up to 20 Students	\$120	\$160	\$40	N
Each Additional Student	\$6	\$8	\$2	N
Chaperones	Free	Free	Free	N
<del>Ohlone Rental Program</del>				
<del>Educational Trunk Rental</del>	\$60 per month	\$0 per month	(\$60)	N

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Ainsley House / Museum Fee Schedules

**G. Museum Staff Research** - Research of archival records and photographs:

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
<b>Personal Use</b>				
Digital Images:				
New Scan	\$20 per image	\$20 per image	\$0	N
Image of Existing Scans	\$10 per image	\$10 per image	\$0	N
Scanning and Printing on Photo Paper	Not provided	Not provided		
<b>Commercial Use: For one-time use. Fees are per image.</b>				
Use in a Book:				
For-Profit Entity	\$150 per image	\$150 per image	\$0	N
Non-Profit Organization	\$35 per image	\$35 per image	\$0	N
Editorial Use (magazine or non-scholarly journal):				
For-Profit Entity	\$75 per image	\$75 per image	\$0	N
Non-Profit Organization	\$25 per image	\$25 per image	\$0	N
Scholarly Publication				
For-Profit Entity	\$150 per image	\$150 per image	\$0	N
Non-Profit Organization	\$35 per image	\$35 per image	\$0	N
Advertising (non-editorial, book covers, flyer / brochure / art work in a place of business, etc.):				
For-Profit Entity	\$150 per image	\$150 per image	\$0	N
Non-Profit Organization	\$35 per image	\$35 per image	\$0	N
Video/TV/Film/DVD:				
For-Profit Entity	\$150 per image	\$150 per image	\$0	N
Non-Profit Organization	\$35 per image	\$35 per image	\$0	N

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Ainsley House / Museum Fee Schedules

**G. Museum Staff Research** - Research of archival records and photographs:

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Exhibition:				
For-Profit Entity	\$100 per image	\$100 per image	\$0	N
Non-Profit Organization	\$25 per image	\$25 per image	\$0	N
Internet / Website:				
For-Profit Entity	\$100 per image	\$100 per image	\$0	N
Non-Profit Organization	\$25 per image	\$25 per image	\$0	N
<b>Other Fees</b>				
<del>Staff Research Time (applies to research only)*</del>	\$40 per hour; \$15 min.	<del>\$0 per hour; \$15 min.</del>	(\$40)	N

\*Non-Public Records Act (PRA) related requests

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Picnic Areas and Facilities

All reservations are subject to a non-refundable \$25.00 processing fee in addition to the fees below.

#### A. Picnic Areas & Facilities - CAMPBELL RESIDENTS

Facility	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
<b>John D. Morgan Park</b>				
Area 1 (120 Persons Maximum)	\$130 per day	\$133 per day	\$3	N
Area 2 (80 Persons Maximum)	\$90 per day	\$92 per day	\$2	N
Area 3 (50 Persons Maximum)	\$60 per day	\$62 per day	\$2	N
Area 4 (50 Persons Maximum)	\$60 per day	\$62 per day	\$2	N
Area 5 (30 Persons Maximum)	\$40 per day	\$41 per day	\$1	N
Area 6 (10 Persons Maximum)	\$20 per day	\$21 per day	\$1	N
Area 7 (10 Persons Maximum)	\$20 per day	\$21 per day	\$1	N
Area 8 (10 Persons Maximum)	\$20 per day	\$21 per day	\$1	N
Area 9 (20 Persons Maximum)	\$30 per day	\$31 per day	\$1	N
<b>Edith Morley Park</b>				
Picnic Area (35 Persons Maximum)	\$60 per day	\$62 per day	\$2	N
Picnic Area & Turf (100 Persons Maximum)	\$100 per day	\$103 per day	\$3	N

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Picnic Areas and Facilities

All reservations are subject to a non-refundable \$25.00 processing fee in addition to the fees below.

#### B. Picnic Areas & Facilities - NON-RESIDENTS

Facility	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
<b>John D. Morgan Park</b>				
Area 1 (120 Persons Maximum)	\$180 per day	\$185 per day	\$5	N
Area 2 (80 Persons Maximum)	\$140 per day	\$144 per day	\$4	N
Area 3 (50 Persons Maximum)	\$110 per day	\$113 per day	\$3	N
Area 4 (50 Persons Maximum)	\$110 per day	\$113 per day	\$3	N
Area 5 (30 Persons Maximum)	\$90 per day	\$92 per day	\$2	N
Area 6 (10 Persons Maximum)	\$70 per day	\$72 per day	\$2	N
Area 7 (10 Persons Maximum)	\$70 per day	\$72 per day	\$2	N
Area 8 (10 Persons Maximum)	\$70 per day	\$72 per day	\$2	N
Area 9 (20 Persons Maximum)	\$80 per day	\$82 per day	\$2	N
<b>Edith Morley Park</b>				
Picnic Area (35 Persons Maximum)	\$90 per day	\$92 per day	\$2	N
Picnic Area & Turf (100 Persons Maximum)	\$170 per day	\$174 per day	\$4	N

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Park Facility Fees

**A. Definition of Terms**

a. **NON-PROFIT:** To qualify for non-profit rates, customers must provide a copy of their letter of non-profit status from the California Secretary of State’s office with their non-profit ID number indicated and must pay with an organization check or charge card. Organization name on letter of non-profit status, check/charge card, and permit must all be in the same name.

**B. Processing Fees & Deposits**

- a. All reservations are subject to a \$25 non-refundable processing fee in addition to park fees and deposits.
- b. \$200 deposit per field
- c. \$500 deposit per site:
  - i. For special events
  - ii. Sports Leagues

**C. Schedule of Fees**

	FY 24/25 Fee		FY 25/26 Fee		Increase / (Decrease)		Charge Basis	CPI Adjust
	Base Hourly Rate	Non-Profit Hourly Rate	Base Hourly Rate	Non-Profit Hourly Rate	Base Hourly Rate	Non-Profit Hourly Rate		CPI Adjust
John D. Morgan Park Soccer Bowl	\$30	\$25	\$31	\$26	\$1	\$1	per hr.	N
John D. Morgan Park Athletic Field	\$25	\$20	\$26	\$21	\$1	\$1	per hr.	N
Community Center Stadium Field	\$50	\$30	\$51	\$31	\$1	\$1	per hr.	N
Community Center Stadium Track	\$20	\$15	\$21	\$16	\$1	\$1	per hr.	N
Community Center Athletic Field	\$25	\$20	\$26	\$21	\$1	\$1	per hr.	N
Community Center Concession Stand	\$40	\$35	\$41	\$36	\$1	\$1	per hr.	N
Handball Court (CCC)	\$25	\$20	\$26	\$21	\$1	\$1	per hr.	N
Handball Court Tournament (CCC)	\$250	\$250	\$256	\$256	\$6	\$6	per day	N
Field Use Tournament	\$300	\$300	\$308	\$308	\$8	\$8	per day	N
Sand Volleyball Court (JDM)	\$25	\$20	\$26	\$21	\$1	\$1	per hr.	N
Horseshoe Pit (JDM)	\$10	\$6	\$10	\$6	\$0	\$0	per hr.	N
Non-Exclusive Use Permit (Under 10 People)	\$25	\$25	\$26	\$25	\$1	\$0	per hr.	N
Non-Exclusive Use Permit (10-20 People)	\$30	\$30	\$31	\$30	\$1	\$0	per hr.	N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

Park Facility Fees

**A. Definition of Terms**

a. **NON-PROFIT:** To qualify for non-profit rates, customers must provide a copy of their letter of non-profit status from the California Secretary of State’s office with their non-profit ID number indicated and must pay with an organization check or charge card. Organization name on letter of non-profit status, check/charge card, and permit must all be in the same name.

**B. Processing Fees & Deposits**

- a. All reservations are subject to a \$25 non-refundable processing fee in addition to park fees and deposits.
- b. \$200 deposit per field
- c. \$500 deposit per site:
  - i. For special events
  - ii. Sports Leagues

**C. Schedule of Fees**

	FY 24/25 Fee		FY 25/26 Fee		Increase / (Decrease)		Charge Basis	CPI Adjust
	Base Hourly Rate	Non-Profit Hourly Rate	Base Hourly Rate	Non-Profit Hourly Rate	Base Hourly Rate	Non-Profit Hourly Rate		CPI Adjust
John D. Morgan Park Soccer Bowl	\$30	\$25	\$31	\$26	\$1	\$1	per hr.	N
John D. Morgan Park Athletic Field	\$25	\$20	\$26	\$21	\$1	\$1	per hr.	N
Non-Exclusive Use Permit (21-99 People)	\$35	\$35	\$36	\$35	\$1	\$0	per hr.	N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Park Facility Fees

#### D. Special Events in Parks

Note: Not all fees are applicable to all events. This table summarizes special event fees that may be due in excess of any facility use fees applicable for the nature, size and location of the proposed event. All reservations are subject to a non-refundable \$25.00 processing fee in addition to the fees below.

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Administrative Review Fee	No Charge	No Charge	No Charge	N
Application Fee	\$25	\$25	\$0	N
Event Day Staff Support:				
Recreation	\$40 per hour	<b>\$41 per hour</b>	\$0	<b>Y</b>
Others	Per the PW / PD fee schedules	Per the PW / PD fee schedules	Per the PW / PD fee schedules	N
Facility Use Fee	Per the Facility Use Policy	Per the Facility Use Policy	Per the Facility Use Policy	N
Security / Clean-Up Deposit	\$500 per event	\$500 per event	\$0	N
Park Special Event Fee	\$850 per day	\$850 per day	\$0	N
New Event Fee	\$100 per event	\$100 per event	\$0	N
Electrical Access (Orchard City Green, Campbell Community Center Stadium & Campbell Park Only)	\$194	<b>\$199</b>	\$5	Y
Banner Hanging Fee (Campbell Park only)	N/A	<b>\$199</b>	New	<b>Y</b>

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

**City of Campbell  
RECREATION & COMMUNITY SERVICES FEES**

Heritage Theatre Use Fees

**A. Theatre Rates for Non-Peak Days (Monday - Wednesday)**

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Base Rent (Up to an 8-Hour Period on One Day)	\$550 per day	\$550 per day	\$0	N
Additional Time (On the Same Event Day)	\$125 per hour	\$125 per hour	\$0	N
Rehearsal Time (Up to an 8-Hour Period on One Day)	\$375 per day	\$375 per day	\$0	N
Additional Rehearsal Time (On the Same Day)	\$125 per hour	\$125 per hour	\$0	N
Standard Sound Equipment (Up to Two Microphones)	No charge*	No charge*		N
<i>*Sound Tech hourly rates are applied for microphone usage</i>				
Full Sound Equipment (Full Use of Sound System)	\$125 per day	\$125 per day	\$0	N
Minimum Lighting Equipment (Stage Wash Only)	\$125 per day	\$125 per day	\$0	N
Maximum Lighting Equipment (no movers)	\$400 per day	\$400 per day	\$0	N
	\$700 2 days same contract	\$700 2 days same contract	\$0	N
	\$900 3 days same contract	\$900 3 days same contract	\$0	N
	\$1,750 7 days same contract	\$1,750 7 days same contract	\$0	N
	\$1,750 + \$225/day + 7 days same contract	\$1,750 + \$225/day + 7 days same contract	\$0	N
Maximum Lighting Equipment (w/ movers)	\$925 per day	\$925 per day	\$0	N
	\$1,200 2 days same contract	\$1,200 2 days same contract	\$0	N
	\$1,500 3 days same contract	\$1,500 3 days same contract	\$0	N
	\$1,900 7 days same contract	\$1,900 7 days same contract	\$0	N
	\$1,900 + \$300/day + 7 days same contract	\$1,900 + \$300/day + 7 days same contract	\$0	N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

**City of Campbell**  
**RECREATION & COMMUNITY SERVICES FEES**

Heritage Theatre Use Fees

**B. Theatre Rates for Peak Days (Thursday - Sunday)**

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Base Rent (Up to an 8-Hour Period on One Day)	\$800 per day	\$800 per day	\$0	N
Additional Time (On the Same Event Day)	\$125 per hour	\$125 per hour	\$0	N
Rehearsal Time (Up to an 8-Hour Period on One Day)	\$500 per day	\$500 per day	\$0	N
Additional Rehearsal Time (On the Same Day)	\$125 per hour	\$125 per hour	\$0	N
Standard Sound Equipment (Up to Two Microphones)	No charge*	No charge*	No charge*	N
<i>*Sound Tech hourly rates are applied for microphone usage</i>				
Full Sound Equipment (Full Use of Sound System)	\$200 per day	\$200 per day	\$0	N
Minimum Lighting Equipment (Stage Wash Only)	\$175 per day	\$175 per day	\$0	N
Maximum Lighting Equipment (no movers)	\$475 per day	\$475 per day	\$0	N
	\$850 2 days same contract	\$850 2 days same contract	\$0	N
	\$1,125 3 days same contract	\$1,125 3 days same contract	\$0	N
	\$1,975 7 days same contract	\$1,975 7 days same contract	\$0	N
	\$1,975 + \$250/day + 7 days same contract	\$1,975 + \$250/day + 7 days same contract	\$0	N
Maximum Lighting Equipment (w/ movers)	\$1,000 per day	\$1,000 per day	\$0	N
	\$1,275 2 days same contract	\$1,275 2 days same contract	\$0	N
	\$1,575 3 days same contract	\$1,575 3 days same contract	\$0	N
	\$2,050 7 days same contract	\$2,050 7 days same contract	\$0	N
	\$2,050 + \$300/day + 7 days same contract	\$2,050 + \$300/day + 7 days same contract	\$0	N

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Heritage Theatre Use Fees

- C.** For events that are designed to be profitable, rental fees shall be ten percent (10%) of gross ticket sales vs. the base rent (whichever is higher). Exceptions to this policy will be made for Primary Partners and fund-raising events hosted by local non-profit organizations with ticket prices greatly exceeding the normal market rates (i.e. \$100 benefit performance tickets). In those cases, the 10% shall be computed based on the market rate of the tickets, as determined by the Theatre Manager.
- D.** The Theatre may be rented to approved “Primary Partner” clients at special reduced rates negotiated individually and subject to the review and approval of the City Council.
- E.** Late Booking Fee – A late booking fee will be assessed for any event booked less than 30 days in advance. The late booking fee is 10% of estimated rental charges (minus deposit) or \$300 flat, whichever is higher.

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Heritage Theatre Use Fees

**F. Fees for Additional Services will be charged as follows:**

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Box Office Fee	\$700 per contract	\$700 per contract	\$0	N
Credit Card ticket transaction fees	4% per transaction	4% per transaction	0%	N
Labor (all billed at 4-hour minimum) *				
Production Manager / Technical Director	\$60 per hour	\$60 per hour	\$0	N
Technical Staff	\$50 per hour	\$50 per hour	\$0	N
Stagehand	\$40 per hour	\$40 per hour	\$0	N
House / Event Staff	\$40 - \$50 per hour	\$40 - \$50 per hour	0	N
Professional Event Staff / Security	\$45 per hour (6hr minimum)	\$45 per hour (6hr minimum)	\$0	N
Lighting System	(See Peak Day Rates)	(See Peak Day Rates)		N
Janitorial Fee - Rehearsal	\$175 per day	\$175 per day	\$0	N
Janitorial Fee - Performance	\$225 per performance	\$225 per performance	\$0	N
Janitorial Fee for Food/Beverage	\$250 per day	\$250 per day	\$0	N
Marley Floor Rental	\$200 plus labor	\$200 plus labor	\$0	N
Marquee Sign Postings	\$33 per week	\$33 per week	\$0	N
Marquee Sign Postings	\$15 per change	\$15 per change	\$0	N
Piano Rental Fee	\$100 per day	\$100 per day	\$0	N
Piano Tuning Fee	\$200 per tuning	\$200 per tuning	\$0	N
Sound System	(See Peak Day Rates)	(See Peak Day Rates)		N
Special Box Office Requests	\$200 per request	\$200 per request	\$0	N
Spotlights	\$100 per day	\$100 per day	\$0	N
Ticket Printing	\$0.30 per ticket	\$0.30 per ticket	\$0	N
Ticket Processing with 3rd Party	\$250.00 per performance	\$250.00 per performance	\$0	N
Theatre Facility Fee	\$1 - \$6 per ticket or person	\$1 - \$6 per ticket or person	0	N

**City of Campbell**

**RECREATION & COMMUNITY SERVICES FEES**

Heritage Theatre Use Fees				
Processing Fee for Permit Changes	\$30 - \$50 per change	\$30 - \$50 per change	0	N
Theatre Tours (Regular Operating Hours)	\$60 per hour	\$60 per hour	\$0	N
Theatre Tours (Non-Operating Hours)	\$150 per hour	\$150 per hour	\$0	N
Video Projector & Screen	\$500 per day	\$500 per day	\$0	N
	\$750 2 days same contract	\$750 2 days same contract	\$0	N
	\$1,000 3 days same contract	\$1,000 3 days same contract	\$0	N
	\$1,500 7 days same contract	\$1,500 7 days same contract	\$0	N
	\$1,500 + + 7 days same contract	\$1,500 + + 7 days same contract	0	N
Hazer	\$60 per day	\$60 per day	\$0	N
Application Fee	\$45 per application	\$45 per application	\$0	N
Rush Build Fee	\$100 per build	\$100 per build	\$0	N
Revised Build Fee	\$50 - \$100 per revision	\$50 - \$100 per revision	\$0	N

\* Overtime applies after 8 hours and double overtime applies after 12 hours.

\*\* When tuning can be schedule and performed by Dan Naylor.

**G. Comcast hardwire connection:** The Heritage Theatre & Campbell Community Center has an open WiFi connection that is available to anyone within the Theatre or surrounding areas. WiFi connections are not guaranteed. The Theatre has a hardwire Comcast business connection with considerable more speed and bandwidth. This is available to renter for a fee of \$100.00/day.

**H. Indoor Marquee Sign Postings–** The Heritage Theatre has an electronic marquee in the lobby which is available for custom images, schedules, or information pertaining to events. Art/images that are ready for immediate upload and meet the specifications set out by the Theatre Manager are \$50/day. Any artwork or image that must be developed by Theatre Staff is \$50/day plus \$45/hour for the Production Manager to develop the image with a one hour minimum fee.

**I. Events that do not meet the criteria above,** for which can't be anticipated at this time, staff shall have the authority to charge appropriate and warranted fees at rates higher than those stated above, subject to the approval of the Recreation and Community Services Director.

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Heritage Theatre Use Fees

#### J. Refundable Deposit

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Deposit Fee	\$500 - \$5,000 * per date of use	\$500 - \$5,000 * per date of use	\$0	N

\* Based on type of event.

#### K. Theatre Garden Courtyard

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Application Fee	\$30 per contract	\$30 per contract	\$0	N
Refundable Security Deposit	\$200 per contract	\$200 per contract	\$0	N
When Rented Independent of Theatre	\$400 for first 4-hours	\$400 for first 4-hours	\$0	N
Additional Hours	\$75 per hour	\$75 per hour	\$0	N

#### L. Theatre / Courtyard Photography Rates

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Non-Refundable Processing Fee	\$25 per contract	\$25 per contract	\$0	N
Non-Commercial Photography	\$100 per hour	\$100 per hour	\$0	N
Commercial Photography	\$150 per hour	\$150 per hour	\$0	N

#### M. Theatre Front Plaza

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Use Fee	\$0	\$250 per day	\$250	N
Cleaning Fee	\$0	\$250 per day	\$250	N
Exterior Set-Up Fee	\$0	\$250-\$1000 per contract	\$250-\$1000	N

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Facility Fees / Preservation & Enhancement Fees

#### A. Facility Fee / Preservation & Enhancement Fees

Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	CPI Adjust
Heritage Theatre				
a) Preservation and Enhancement Fee	\$1.50 per ticket (Every event is charged this fee)	\$1.50 per ticket (Every event is charged this fee)	\$0	N
b) Facility Fee	\$1 - \$6 per ticket (fee is based upon event) (fee is in addition to P&E fee)	\$1 - \$6 per ticket (fee is based upon event) (fee is in addition to P&E fee)	\$0	N
c) Box Office Fee	\$0	\$0.50 - \$5 per ticket	\$0.50 - \$5	N
d) Internet Processing Fee	\$0	\$5 - \$10 per ticket	\$5 - \$10	N
Community Center Facility Rentals	2% of total facility rental charges *	2% of total facility rental charges *	\$0	N
Recreation Activities and Programs	\$1 per registration; \$1 per pass purchase; or \$1 per month *	\$1 per registration; \$1 per pass purchase; or \$1 per month *	\$0	N

\* Fees are not-to-exceed amounts and will be applied by the Department Director based on the program or rental's ability to bear the fee.

# City of Campbell

## DOWNTOWN EVENT FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
<b><u>Special Event Fees</u></b>						
1 Administrative Review Fee	\$1,753	\$1,801	\$48		[a]	Y
2 Equipment Use Fees	See Public Works Fees	See Public Works Fees			[b]	N
3 Event Day Staff Support	Actual Costs	Actual Costs				N
4 New Event Application Fee	\$675	\$694	\$19		[c]	Y
5 Security/Clean-up Refundable Deposit	\$500	\$500	\$0		[d]	N
6 Special Event Permit	\$2,026	\$2,082	\$56		[e]	Y
<b><u>Event Day Staff Support</u></b>						
7 Police	Actual Costs	Actual Costs			[f]	N
8 Public Works	Actual Costs	Actual Costs			[g]	N

[a] Administrative Review Fee covers the costs associated with the Special Event Committee's time to schedule meetings, prepare agendas, prepare invoices, collect and process fees, etc.

[b] Equipment Use Fees are fees for such items as barricades, cones, safety vests, No Park Signs, etc.

[c] New Event Application Fee covers all costs associated with obtaining the required documents for a new event proposal, preparing the event memo, routing the application to appropriate departments, and follow-up with applicant.

[d] Refundable Deposit is a fee held on deposit to use in the event of damage to public property. If any damages should result the repair/replacement costs exceed \$500, the event host will be billed the balance. If there are no damages and no additional fees due, this deposit shall be returned to event organizer.

[e] Special Event Permit Fees are designed to cover the costs of the impact special events have on public property.

[f] Police Fees cover costs associated with the services provided by the Campbell Police Department, which shall include, but not be limited to, closing the streets and event day supervision provided as per the Police Security Plan developed by CPD. Organizer shall be responsible for services provided after event closure until the crowd has dispersed and the area is deemed safe.

[g] Public Works Fees include the cost for PW personnel and associated equipment required for closing the streets, (i.e. barricade installation/removal, pick-up trucks, closing and opening the streets, provision and placement of directional and/or letterboard signs, etc.).

# City of Campbell

## WATER TOWER LIGHTING REQUEST FEES

Activity Description	FY 24/25 Fee	FY 24/25 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
1 Water Tower Lighting Request	\$150	\$150	\$0	per application		N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## COMMUNITY GARDEN PLOT RENTAL FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
1 Community Garden Plot						
a) 100 SF	\$46	\$47	\$1	per year	[a]	Y
b) 200 SF	\$91	\$94	\$3	per year	[a]	Y

Notes:  
[a] Based on water rate increases.

# City of Campbell

## EXOTIC ANIMAL PERMIT FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
1 Exotic Animal Permit Fee	\$150	\$150	\$0	per application		N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## ELECTRIC VEHICLE CHARGING FEES

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
1 Electric Vehicle Charging Stations						
a) Base Hourly Rate	\$0.30	\$0.30	\$0.00	per kWh		N
b) Additional Hourly Rate, in effect 8am - 8pm, daily	\$0.30	\$0.30	\$0.00	per hour		N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees



# City of Campbell

## ADMINISTRATIVE FEES - CITY CLERK

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
1 Photocopies					[a]	
a) First Page	\$1	\$1	\$0			N
b) Each Additional Page	\$0.10	\$0.10	\$0.00			N
2 Digital Devices Provided by City						
a) CD/DVD	\$2	\$2	\$0			N
b) USB/Flash Drive	\$8	\$8	\$0			N
3 Initiative Petition Filing Fee	\$200	\$200	\$0		[b]	N
4 Candidate Statement Filing Fee	\$300	\$300	\$0			N
5 Campaign Disclosure Information	\$0.10	\$0.10	\$0	per page	[c]	N
6 Appeal Filing Fee						
a) Appeal to Parks and Recreation Commission (Tree-Related Appeals)	\$200	\$200	\$0	per appeal		N
b) Appeal to City Council for a bid protest	\$200	\$200	\$0	per appeal		N
c) Appeal to City Council for a contractor non-responsibility	\$200	\$200	\$0	per appeal		N
d) Appeal to City Council or Planning Commission - All Others	\$300	\$300	\$0	per appeal		N
7 Document Certification (No Charge to other Governmental Agencies)	\$2	\$2	\$0			N
8 Photo duplication (non-standard print size)	Actual cost	Actual cost			[d]	N
9 Requests Requiring Special Programming or Formatting	Actual hourly rate plus cost of digital devices	Actual hourly rate plus cost of digital devices			[e]	N

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees)

# City of Campbell

## ADMINISTRATIVE FEES - CITY CLERK

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
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[a] Fee applies for photocopies (excluding Police Reports) and each page of minutes and excerpts from Planning Commission and City Council Minutes book. The charge to any agency, persons wholly or in part by the City of Campbell will be determined by the City Manager or his designated representative. No charge to other governmental agencies.

[b] To be refunded within one year if City Clerk certifies the Sufficiency of Petition. Legal limit.

[c] Legal limit.

[d] Government Code 6253(b) and the City Attorney.

[e] This fee applies to the creation of a new document not normally prepared, owned, used or retained by the City as part of the conduct of the Public's business. Fee also includes cost of any digital devices used to provide requested information.

Attachment: Comparative Master Fee Schedule FY 2026 (Approval of Fiscal Year 2026 Schedule of Fees

# City of Campbell

## ADMINISTRATIVE FEES - FINANCE

Activity Description	FY 24/25 Fee	FY 25/26 Fee	Increase / (Decrease)	Charge Basis	Note	CPI Adjust
1 Business License - Mandatory State Fee	\$4	\$4	\$0		[a]	N
2 Duplicate Business License (Replacement Original)	\$11	\$11	\$0			N
3 Returned Check Fee; ACH/EFT Return/Error; Non-Sufficient Funds Service Charge	\$25	\$25	\$0			N
4 Transaction Processing Fee						
a) Credit and Debit Card Payments	3.36%	3.36%	0.00%			N
b) Electronic Check (ACH) payments	1% + \$0.30	1% + \$0.30				N
5 Rental Dispute Administration (Added to Business License Fee)	\$11	\$11	\$0	per unit		N
6 Scavenging Permit (Municipal Code Section 6.04.160)	\$330	\$330	\$0	per year	[b]	N

[a] Fee established by State. Fee changed effective January 1, 2018.

[b] Requires business license (Industrial).

## 2.6 User Fee and Cost Recovery Policy

### A) Purpose of Policy

The purpose of this policy is to provide the framework and guidelines by which the annual fee schedule, cost recovery percentages, and/or new user fees and charges are determined. Additionally, this policy demonstrates to the public that a process is followed rather than generally recovering 100% of costs eligible for recovery through user fees and charges. This Policy shall be inserted into the Council Policy binder as Section 2.6, and the Schedule of Fees will serve as an addendum to this Policy. As required by the City's Financial Policies, user fees and charges shall be reviewed and updated on an annual basis to ensure they keep pace with changes in the cost of providing related services and/or changes in methods or levels of service delivery. This Policy both complements existing Council and administrative policies and further clarifies the criteria to be utilized in evaluating user fees and charges.

### B) User Fee Cost Recovery Levels

The City provides a variety of services for which user fees and charges are collected in an attempt to recover a portion or all costs related to the service being provided. User fees and charges can be broadly defined as non-tax revenue sources where payments made are in direct exchange for services rendered to a specific beneficiary. Such payments can generally be avoided by not using the service in comparison to tax revenues which cannot be avoided. This definition should not be confused with definitions provided in Proposition 218 - The Right to Vote on Taxes. The Proposition specifically excludes developer fees as well as non-tax fees and charges such as those discussed within this Policy. When establishing appropriate levels of cost recovery it is important to quantify the costs related to the services being provided; determine whether the costs are reasonable; justify current recovery levels; and the changes necessary to effect the approved cost recovery levels. In determining and/or reviewing cost recovery levels for user fees and charges, the following specific factors will be considered:

#### 1. Beneficiary of Service Provided

In general, the level of user fee cost recovery shall consider the beneficiary of the specific program, activity, or service being provided. Public Safety is an example of a service typically funded with general purpose (tax) revenues as the community is clearly the beneficiary. Other regulatory processes such as building and planning services generally produce some community-wide benefits, therefore, it is appropriate that fees be reflective of this. As a result of this consideration, it is feasible that while a high level of cost recovery is appropriate, fees may not recover 100% of the cost of providing the service.

## 2. Service Recipient -vs- Service Driver

After considering the beneficiaries of the service being provided, the concept of *service recipient* versus *service driver* must also be considered. For example, an applicant for review or inspection of a specific project is both the direct recipient of the service as well as the *driver* of costs associated with review or inspection of specific project. Without the applicant desiring to develop a particular project, the related review and inspections would not be performed by the City. As such, a very high level of cost recovery for services provided to the applicant is appropriate.

## 3. Effect of Pricing on the Demand for Services and the City's Ability to Meet the Demand

The level of cost recovery and related pricing of services can significantly influence the demand and subsequent level of services provided and shall be a consideration when establishing and/or reviewing user fees and charges. At full cost recovery, this typically has the specific advantage of ensuring that the City is providing services for which there is genuinely a market that is not overly stimulated by artificially low prices. Demand can be artificially high for services that are under priced. Conversely, high levels of cost recovery may negatively impact the delivery of services to low-income individuals or groups. This negative feature is especially pronounced and can work against public policy, if the services are specifically targeted to those lower-income individuals or groups. "At risk youth" would be an example.

## 4. Feasibility of Collection and Recovery

Although it may be determined that a high level of cost recovery is appropriate for specific services, it may also be impractical or too costly to establish a system to identify and charge the user. Accordingly, the feasibility of assessing and collecting charges shall also be considered when establishing and/or reviewing user fees and charges.

## C) Waiver of User Fees and Charges and Special Assistance Considerations

Unless otherwise specified within the City Code, the City Manager or his/her designee shall have the discretion to waive fees and charges up to \$2,500 per instance on a one-time or limited basis.

### 1. Special Circumstances

Council Policy provides for fee waivers for special circumstances. Groups desiring fee waivers must petition the City Council and be heard at a regular Council meeting. An example would be Community Special Events. Generally, the City's out-of-pocket expenses will be this recommended to be recovered.

## 2. Financial Assistance Program

A Financial Assistance Program is available to Campbell youth and senior citizens for participation in Recreation and Community Services Department programs. Eligibility is based on residency, age, and financial need. A sliding scale of program subsidy is based on H.U.D.'s financial assistance formula. Funds for this program are provided through private donations.

## 3. Developer Assistance

Consistent with the Redevelopment goals and objectives of revitalizing the Central Campbell Redevelopment Project Area, there may be circumstances in which the City Council/Redevelopment Agency Board may waive specified development permit fees as an incentive to attract desirable business downtown. Therefore, the City Council/Agency Board may waive development permit fees consistent with the terms and conditions of the Downtown Business Assistance Policy adopted by Resolution 9168 (City Council) and Resolution 1996-13 (Redevelopment Agency).

### D) Criteria for Establishing Services With Lower Cost Recovery Levels

When establishing and/or reviewing user fees and charges, it is important to consider programs, activities, or services that favor goals of low or no cost recovery. In selected circumstances, there may be specific activities within the broader scope of services that should have user fees and charges associated with them. However, the primary source of funding for no or low cost recovery services typically comes from general purpose revenues as opposed to user fees and charges. The best examples of no or very low cost recovery services are public safety services such as fire and police. Reduced levels of cost recovery are considered appropriate under the following circumstances:

1. Collection of user fees and charges are neither cost-effective nor will such recovery significantly benefit or impact the ability to provide the service effectively or efficiently.
2. There is *no* intent to limit the use of (or entitlement to) the program, activity, or service, or there is *no* direct relationship between the amount paid and the benefit received.
3. The service is non-recurring, generally delivered on a "peak demand" or emergency basis, cannot reasonably be anticipated on an individual basis, and is not readily available from a private sector source. Many public safety (police and fire) services fall into this category.

4. Lower cost recovery levels are typically established for those services where full cost fees and charges might discourage compliance with regulatory requirements and/or the cost of enforcement far exceeds the benefit derived from collecting the fee or charge. Although there typically aren't many services that fall into this category, in the few that do, the public's adherence to regulations is primarily self-imposed, and as such, failure to comply may not be readily detected by the City. Small-scale licenses and permits such as animal and bicycle licenses are examples of services that might appear in this category.

**E) Criteria For Establishing Services With High Cost Recovery Levels**

When establishing and/or reviewing user fees and charges, it is also important to consider programs, activities, or services that favor high cost recovery goals or levels. User fees and charges are generally collected to recover most or in some cases all of the costs associated with providing such service levels. These are especially appropriate under the following circumstances:

1. The service is of special benefit to an individual(s) or group(s) and/or a service-driver is primarily responsible for the costs being incurred. Planning, building, and engineering permits typically fall into this category.
2. The service is regulatory in nature and a method other than voluntary compliance is necessary as the primary method of ensuring that regulatory requirements are adhered to. Services related to enforcement of the Uniform Building Code and/or Hazardous Materials Codes are applicable examples of services that favor high cost recovery.
3. The service is similar to those provided in the private sector or where other private or public sector service providers actually could or do exist. Day care and fitness facilities might be examples of services that fall into this category.
4. It is intended for equity or demand management purposes, that there be a direct relationship between the amount paid and the level and cost of the service received. The use of the service may be discouraged. False alarms responses are examples of services that would typically fall into the high cost recovery category.
5. The use of the service is specifically discouraged.

**F) General Concepts Regarding Development and Implementation of User Fees and Charges**

In addition to the more specific policy guidelines, the following general concepts will be utilized in establishing, reviewing, and implementing user fees and charges:

1. Cost recovery goals shall be based on the total cost of delivering the program, activity or service including direct labor and indirect costs such as departmental and City-wide administrative overhead, utilities, and organization-wide support costs such as accounting, personnel, data processing, maintenance, and insurance.
2. Revenues collected through fees and charges shall not be in excess of the total cost of providing the program, activity, or service.
3. The method of assessing and collecting fees should be as efficient as possible in order to minimize the administrative cost of collection. During the annual review process, such things as increases or decreases in the volume of activity as well as inflationary factors shall be considered so as to make the revenue projection as accurate as possible.
4. Rate structures should be sensitive to the "market rate" for similar services. Surveys should be taken periodically as a basis for comparison.
5. A consistent approach shall be utilized in establishing or reviewing cost recovery levels for various programs, activities, and services.

**G) Recreation Services Cost Recovery Guidelines and Subsidy Levels**

Recreation programs run the gamut from high cost recovery which is synonymous with low subsidization to low or no cost recovery which is synonymous with high subsidization. Because of this variety of cost recovery ranges, specific guidelines for recreation programs have been established. The demand for most recreation programs is extremely elastic whereby the demand for a program falls as the price increases. Because of this elasticity of demand, almost all recreation programs generally have some level of subsidy. The following cost recovery policies shall apply to the City's recreation programs:

1. Adult recreation programs will have a high level of cost recovery.
2. Youth and Senior Citizen recreation programs will have a lower level of cost recovery than general recreation programs with a maximum subsidy level of 75% or a minimum cost recovery level of 25%.

Although ability to pay may not be a concern for all youth and senior participants, these are desired program activities within the community and the City's Strategic Plan, and the cost of determining need may be greater than the cost of providing a uniform service and fee structure to all participants. Further, there is a community-wide benefit in encouraging high-levels of participation in youth and senior recreation activities regardless of ability to pay.

3. The overall cost recovery goal for recreation programs is 50% resulting in a maximum subsidy level of 50%. The basis for determining costs shall be the 1996 "User Fee Cost Recovery Study Findings" prepared by David M. Griffith and Associates, Ltd. (DMG) and all subsequent updates. Departmental administrative overhead shall be recovered, and all recreation programs shall recover direct operating costs. The cost of the Community Center debt service and City administrative overhead shall be excluded from the cost recovery calculation for recreation fees and charges.
4. In lieu of a differential in rates between residents and non-residents, residents have preferential sign-up times.
5. In conformance with the annually adopted Fee Schedule, charges will be assessed for use of facilities and equipment for activities not sponsored or co-sponsored by the City.
6. Activities deemed to benefit the community at large will be identified and may be excluded from the user fee policy.

#### **H) Development Review Programs**

1. Services provided under this category include but are not limited to:
  - a. Planning (planned development permits, tentative tract and parcel maps, rezoning, general plan amendments, variances, use permits);
  - b. Building and Safety (building permits, structural plan checks, inspections); and/or
  - c. Engineering (public improvement plan checks, inspections, sub-division requirements).
2. Cost recovery for these services should be very high. Exceptions to this standard include any specific review process that is clearly intended to serve the broader community as well as the applicant.

3. The City shall establish and maintain standards for its performance to ensure there is value received for the cost of user fee services provided.

**I) Comparability With Other Communities**

1. Surveying the comparability of the City's fees and charges to other communities or other service providers furnishes useful background information for several reasons:
  - a. Surveys are reflective of the "market" for these fees and can aid in assessing the reasonableness of Campbell's fees.
  - b. If prudently analyzed, surveys can serve as a benchmark for how cost-effectively and efficiently Campbell provides its services.
2. Fee surveys should, however, never be the sole or primary criteria in setting City fees as there are many factors that affect how and why other communities have set their fees at their levels. For example:
  - a. Are cost recovery goals consistent between survey agencies?
  - b. What costs have been considered in computing the fees?
  - c. When was the last time fees were comprehensively evaluated and/or updated?
  - d. What level of service is provided compared with Campbell's service levels and performance standards?
  - e. Are rate structures comparable between survey agencies?

These can be very difficult questions to address in fairly comparing fees between different communities. As such, the comparability of our fees to other communities should be only one factor among many that are considered in setting City fees.

2.7 Faithful Performance Deposits: The deposits of all checks required by the Public Works Department shall be issued to the City Clerk's Office for deposit on a daily basis.

2.8 Public Works Contract Change Orders:

1. Change orders for public building capital improvements totaling over five percent (5%) of the contract price shall be submitted to the City Council prior to the authorization of the work done under the change order.
2. Change orders for other Public Works projects shall be handled in the following manner:
  - (a) A contingency of ten percent (10%) shall be included in each Public Works contract and said contingency at the time the contract is awarded would be authorized for "changes and additions" to the contract as deemed necessary by the administrative authority.
  - (b) Changes which exceed the contingency of ten percent (10%) would necessitate obtaining additional approval of the City Council, prior to their authorization, regardless of the amount of the change order.
  - (c) Approval of City Council must be obtained for any change orders in excess of 50% of the contingencies.

2.9 Payment of Progress Payments to Contractor for Public Works Projects: In order to expedite progress payments for Council-approved Public Works projects, the payment of staff-approved progress payments may be approved and paid to the contractor by the Finance Director prior to the approval of the progress payment claim at a regular City Council Meeting.

2.10 Petty Cash Fund: There shall be six City petty cash funds with an expenditure limit of \$100.00.

2.11 Approval of Projects and Programs - Funding: It is a policy of the City Council that upon the approval of any project or program, the City Council will designate the source and the amount of funds which will be utilized for that stated purpose.

2.12 Payment of Bills and Claims: In order to maximize the City's investment earnings, staff may approve and release payments for bills and claims on a weekly basis. In doing so, discounts for early payment should be taken advantage of where cost beneficial and may be made on a more frequent basis, if necessary, through the issuance of an interim (manual) check. Staff will submit a listing of all such payments made at the next regular Council meeting.

2.13 Machinery and Equipment (Definition): Machinery and equipment shall be defined as movable personal property, including, but not limited to, furniture, machines, vehicles, radios and communications devices, computers and equipment with an expected useful life of at least two years and a cost in excess of \$2,500 increasing to \$5,000, effective July 1, 2002, in conjunction with implementation of GASB 34.

## Community Development Department FY 26 Fee Summary

**New Fees:** Staff recommends inclusion of the following new fees.

- **CEQA / Environmental Review.** A new (Categorical Infill Exemption (15332) - Staff Prepared) fee has been added to capture those housing projects that require CEQA review more expansive than a standard exemption but not so much that consultant services are warranted. Specifically, this requires staff review of environmental documents and preparation of compliance checklist.
- **Consultant Report Review.** Under the City's new consultant policy, applicants will now provide reports from a pre-qualified list, which will need to be reviewed by staff, warranting a new fee. Although arborist reports are anticipated to be routine, other report types will require a greater amount of staff review. As such, staff recommends two separate fees: one for Arbor reports, and one for all other technical reports.
- **Tree Removal In-Lieu Fee.** Housing projects are increasingly use State Density Bonus Law "waivers" to opt out of the City's Tree Protection Ordinance. As part of the pending Zoning Code update, the City intends to charge an in-lieu fee when these trees are not replaced in-kind within the project.
- **Agreements Review.** Certain housing projects under state law are obligated to comply with labor requirements. A new fee for preparation of a (1) labor compliance agreement with affidavit and (2) labor compliance agreement with ongoing compliance verification are recommended to confirm a builder will comply with State labor requirements during construction and to offset the cost to the City to oversee regular reporting of compliance.
- **Historic Zoning Exception.** The City's Zoning Code currently allows the Council to exempt historic properties from development standard. Fees for both residential and commercial historic projects are recommended to capture staff time related to holding requires hearings with the HPB, PC, and Council.
- **Tentative Parcel Map.** The City's new SB-9/SB-450 ordinance now requires a tentative map for urban lot splits, which is not currently reflected in the fee schedule. Additionally, as both urban lot splits and conforming single-family lot splits are now subject to prescribed objective standards that are simpler to administer, a new reduced fee for conforming single-family subdivision is warranted.
- **Shared Parking Agreement.** Under AB 894, property owners can share parking between properties, which warrants a new fee to evaluate these proposals. In addition, AB 894 requires submittal of parking studies that will be reviewed as well as requires recordation of a shared parking agreement that will require City

Attorney review. New fees associated with each of these provisions have been added under the category of Parking Modifications.

- **New Pre-Application Fees.** Staff anticipates creating a new voluntary staff-level pre-application process that will require review of preliminary application materials, which requires a specific fee. Additionally, AB 1820 allows housing applicants to submit, concurrently with their SB 330 application, a request for an estimate of any fees and exactions.
- **MWEL0.** The State Model Water Efficient Landscape Ordinance requires staff to administer specific landscaping/water-usage requirements on certain types of building permit applications to report those permits to the state for an annual audit therefore staff recommends the addition of MWEL0 (Landscaping) Compliance Review fees.
- **Site and Architecture Review.** Under the pending Zoning Code update, staff anticipates allowing some commercial additions and alterations to be approved administratively, warranting creation of two new site and architectural fees, which are commensurate the similar fees for the Pruneyard (Master Use Permit).
- **Use Permit.** An additional fee has been added to differentiate between additions and alterations or remodels within the architectural modification sub-category (applies only to the Pruneyard).
- **Zoning Clearance.** In the sub-category of Business Licenses and Home Occupation, staff is proposing a slight restructuring of the existing "Use & Occupancy: Non-Residential" fee to create two fees that differentiate between routine requests for "by-right" businesses versus those subject to a land use permit, to capture the difference in staff time between the two types of requests.
- **Legacy Permit Amendments.** Under the pending Zoning Code update, staff anticipates that a new type of permitting will be required to allow for minor changes to existing developments subject to the now defunct Planned Development Permits. As such, staff recommend a new category of fees for these anticipated permit types.
- **Plan Review for Minor Items.** New fees to capture minor routine work, such trash enclosures, fences, walls, and other accessory structures, which do not require as extensive of a review of primary buildings, are proposed.
- **Phasing Plan.** Under Other Fees new fee added called "Phasing Plan" The Zoning Code allows for phasing of projects that requires additional analysis that is not currently being accounted for.

- **Post Entitlement Fee Estimate.** AB 1820 requires the City to prepare for housing applicants an estimate of any fees and exaction following entitlement approval, warranting a fee.

**Restructured Fees:** The following fees are proposed to be renamed or re-organized or otherwise restructured.

- **Ministerial Project Approvals.** Ministerial approvals (for housing projects) are proposed to be relocated from the Zoning Clearance category to a new stand-alone category. Addition, within this category, two new fees to related to the modification of approved ministerial projects, for compliance with AB 831, which allows for projects subject to ""streamline ministerial review"" to be modified after approval but before completion of a project)
- **Mixed Use and Multi-family residential fees are being incorporated into the renamed "New Main Buildings (Multi-family/Non-Residential)" category.** In addition to re-naming the category, the fees were updated to more accurately reflect hours of staff time, so these fees were slightly higher than the 2.67% CPI. To simplify the fee structure, staff is proposing collapsing the multi-family residential and non-residential fees into a single expanded category based on building size for both (rather than number of units for residential). To capture the scale of larger projects, the fee structure is proposed to be expanded to include additional size tiers.
- **Planning Inspection Fees.** Updated and renamed to identify separate inspection fees for single-family residential properties recognizing that they are less complex than other types of developments. The current "Rough Framing Inspection" and "Final Inspection" would be renamed to only apply all other projects other than single-family residential properties since these inspections no longer apply.
- **ADU Review Fees.** Staff recommends separating out the plan review fees for Accessory Dwelling Units (ADU's) as a separate line item to better capture the different scopes of work they present.
- **Single-Family Plan Review Fees.** With the recent changes to state law, the city has modified how it reviews single-family homes. Properties in the neighborhood plan areas are now subject to objective standards review. As such this fee category now recognizes new homes, additions, and exterior alterations with and without objective standards review.
- **Administrative Extension of Approval.** The Zoning Code allows the Community Development Director to grant a one-time one-year extension of approval to approved planning permits. The current fee exceeds the staff time to review these requests such that lower fees are recommended.



*City  
Council  
Report*

Item: 13  
 Category: PUBLIC HEARINGS AND  
 INTRODUCTION OF  
 ORDINANCES  
 Meeting Date: April 15, 2025

**TITLE:** FY 2026 Business License Public Hearing and Introduction of an Ordinance Amending Provisions of the Campbell Municipal Code to Revise the Business License Tax Rates Effective in Fiscal Year 2026 (Ordinance/Roll Call Vote)

**RECOMMENDED ACTION**

That the City Council introduce and take first reading of an Ordinance amending provisions of the Campbell Municipal Code to revise the business license tax rates, effective in Fiscal Year (FY) 2026.

**BACKGROUND**

As part of Measure M, approved by the voters in November 2010, Campbell Municipal Code (CMC) Section 5.01.170 (Business Licenses and Regulations) was amended by Ordinance 2132 to provide that the City Council may, by ordinance, increase the amount of any tax set forth in this title by no more than two percent (2%) per year to account for inflation. For reference, business license tax rates were increased by 2% in both Fiscal Year (FY) 2024 and 2025. Due to negative economic impacts to the business community caused by the COVID-19 pandemic, Council chose to keep rates unchanged for FY 2021, 2022, and 2023.

**DISCUSSION**

The process for implementing amended Business License Tax Rates requires a first and second reading of the proposed ordinance. Consistent with public noticing requirements contained within California Government Code (GC) section 54954.6, if the **first reading** is approved on **April 15**, the **second reading** will be presented at the **May 20** Council meeting. If approved at second reading, the FY 2026 rates will *become effective* on July 1, 2025.

Ordinance 2132 again includes a provision that allows Business License Tax rates to be increased by ordinance in an amount not to exceed 2% on an annual basis, subject to Council approval. As such, staff is recommending increasing the existing Business License Tax rate schedule by the allowed 2% factor. Exceptions include the sub-category per-unit fees for Apartments, Hotels, Mobile Home Parks, Taxicabs, and Trailer Courts which result in fractional amounts. The rental dispute fee is a pass-

through collection that goes to Project Sentinel for landlord-tenant mediation services during the fiscal year. It will also remain unchanged.

**Attachment A** is the authorizing ordinance. **Attachment B** is the updated comparative schedule of fees reflecting recommended changes noted above. The latter has also been published in the City's designated newspaper of general circulation; along with a notice of the public hearing dates of April 15 and May 20.

## FISCAL IMPACT

The fiscal impact of approving the proposed Ordinance with a 2% increase to Business License Tax rates will be an estimated increase in FY 2026 General Fund revenue of approximately \$14,700; based on annual expected Business License Tax revenue of \$735,200 prior to the proposed rate increases. If approved, Business License Tax is estimated to be \$749,900 in FY 2026.

## ALTERNATIVES

Do not approve an increase in business license fees, and provide alternate direction to staff.

Prepared by: Michael Nakamura  
Michael Nakamura, Accounting Clerk II

Reviewed by:   
Will Fuentes, Finance Director

Approved by:   
Brian Loventhal, City Manager

**Attachment:**

- a. Business License Tax Ordinance FY2026
- b. Comparative Business License Tax Schedule FY2026

ORDINANCE NO. \_\_\_\_\_

**BEING AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMPBELL AMENDING PROVISIONS OF THE CAMPBELL MUNICIPAL CODE TO REVISE BUSINESS LICENSE TAX RATES**

WHEREAS, pursuant to section 5.01.170 of the Campbell Municipal Code, as approved by the voters as part of Measure M, the City Council may by ordinance increase the amount of any tax set forth in this title by no more than two percent per year to account for inflation.

The City Council of the City of Campbell does ordain as follows:

**SECTION ONE:** Section 5.04.010 of the Campbell Municipal Code is amended to read as follows:

**5.04.010 - Designated.**

Every person conducting businesses, professions and activities in the city, the primary nature of which is indicated in the following schedule, shall annually pay the license tax set opposite the same, based upon the average number of employees in such business, according to the following schedules, unless such business is otherwise specifically taxed by other provisions of this chapter:

Commercial:		
(Schedule I)	1 to 5 employees	\$131.00
	6 to 15 employees	\$210.00
	16 to 50 employees	\$302.00
	51+ employees	\$606.00
Industrial and manufacturing:		
(Schedule II)	1 to 5 employees	\$131.00
	6 to 50 employees	\$210.00
	51+ employees	\$363.00
Professional:		
(Schedule III)	1 to 3 employees	\$131.00
	4 to 10 employees	\$242.00
	11 to 50 employees	\$424.00
	51+ employees	\$606.00
Hotels:	\$177.00 per year plus \$3.00/room	
Live commercial entertainment:		\$363.00
Marijuana Businesses:	7% of gross receipts per Chapter 5.12	
Massage Establishment:	1 to 3 employees	\$131.00
	4 or more employees	\$242.00
Massage Therapist:		\$131.00

Attachment: Business License Tax Ordinance FY2026 (FY 2026 Business License Ordinance)

Mobile home parks and trailer courts:	\$242.00 per year plus \$2/unit
Out-of-town business:	\$105.00
Rental or income producing residences located on single or contiguous parcels of land:	\$70.00 per year for the first unit plus \$3.00 for each additional unit.
(Owners occupying one unit of a 3 or more unit building are entitled to a \$3.00 exemption if said owner files an affidavit with the City claiming the exemption.)	
Taxicab or limousine service:	\$131.00 per year plus \$21.00 per vehicle
Theaters:	\$484.00
Tow Services:	\$60.00
Solicitors:	\$363.00 per year

**SECTION TWO:** Section 5.08.010 of the Campbell Municipal Code is hereby amended to read:

**5.08.010 - Activities designated—Fees.**

No person shall conduct any of the following businesses and activities in the City without first securing a permit therefor from the City Council on written application filed therefor with the City Clerk, approved by the Chief of Police, the Chief of the Fire Department, and the Community Development Director. The application shall comply with the requirements of [Section 5.08.020](#). The following are the activities regulated by this chapter and the license fee therefor:

- (1) Fire and/or bankruptcy and/or wreck sale, first day \$53.00  
Each additional day, per day \$26.00
- (2) Grinding and/or sharpening knives, scissors, cutlery, lawn mowers, etc., when the person conducting such business travels from place to place by vehicle or on foot, per year .....\$26.00
- (3) Itinerant medicine vendor, street vendor, temporary vendor and/or peddler, per day \$31.00
- (4) Pawnbroker, per year \$356.00
- (5) Dancehall, public dances, per year \$106.00

**SECTION FOUR:** This Ordinance shall become effective July 1, 2025, following its passage and adoption and shall be published once within fifteen (15) days upon passage and adoption in the City’s designated newspaper of general circulation.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_ 2025 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

\_\_\_\_\_  
Sergio Lopez, Mayor

ATTEST:

\_\_\_\_\_  
Andrea Sanders, City Clerk

Attachment: Business License Tax Ordinance FY2026 (FY 2026 Business License Ordinance)

**City of Campbell ~ Business License Taxes**

<u>Fee Category</u>		<u>Current FY 2025**</u>	<u>Proposed FY 2026**</u>
<b><u>BUSINESS CLASSIFICATION*/**</u></b>			
Out of Town		\$ 103.00	\$ 105.00
Industrial	1 to 5 Employees	\$ 129.00	\$ 131.00
	6 to 50 Employees	\$ 206.00	\$ 210.00
	51 or more Employees	\$ 356.00	\$ 363.00
Commercial	1 to 5 Employees	\$ 129.00	\$ 131.00
	6 to 15 Employees	\$ 206.00	\$ 210.00
	16 to 50 Employees	\$ 297.00	\$ 302.00
	51 or more Employees	\$ 595.00	\$ 606.00
Professional	1 to 3 Employees	\$ 129.00	\$ 131.00
	4 to 10 Employees	\$ 238.00	\$ 242.00
	11 to 50 Employees	\$ 416.00	\$ 424.00
	51 or more Employees	\$ 595.00	\$ 606.00
Apartments (First Unit)		\$ 69.00	\$ 70.00
(Each additional Unit)		\$ 3.00	\$ 3.00
Rental Dispute Fee (Each Unit)		\$ 11.00	\$ 11.00
Hotels		\$ 177.00	\$ 180.00
(Each Room)		\$ 3.00	\$ 3.00
Kennels-Animal Hospitals- Groomers		Same as Professional	Same as Professional
Cannabis Business		7% of gross receipts per Chapter 5.12	7% of gross receipts per Chapter 5.12
Massage Establishment	1 to 3 Employees	\$ 129.00	\$ 131.00
	4 or more Employees	\$ 238.00	\$ 242.00
Massage Therapist		\$ 129.00	\$ 131.00
Mobile Home Parks		\$ 238.00	\$ 242.00
(Each additional Unit)		\$ 2.00	\$ 2.00
Non-profit Organizations		Exempt from Fee	Exempt from Fee
Scavenger Companies		Same as Professional	Same as Professional
Solicitors -Pawnbrokers -Private Patrol -			
Live Commercial Entertainment		\$ 356.00	\$ 363.00
Taxicabs - Limousines		\$ 129.00	\$ 131.00
(Each Cab/ Limo)		\$ 21.00	\$ 21.00
Theaters		\$ 475.00	\$ 484.00
Tow Service		\$ 59.00	\$ 60.00
Trailer Courts (First Unit)		\$ 238.00	\$ 242.00
(Each additional Unit)		\$ 2.00	\$ 2.00
Veterinarians		Same as Professional	Same as Professional
Tobacco Retailer Permit ***		\$ 59.00	\$ 60.00

\* If your business classification is not listed, please contact the Finance Department at 866-2174 for the appropriate fee.

\*\* A mandatory \$4.00 State ADA Fee will be added to each business license tax.

\*\*\* Per Ordinance 2165.

Business License Taxes FY 26

Attachment: Comparative Business License Tax Schedule FY2026 (FY 2026 Business License Ordinance)



# City Council Report

Item: 14  
Category: NEW BUSINESS  
Meeting Date: April 15, 2025

**TITLE: FY 2024 Annual Report of the Citizen's Bond Oversight Committee for Measure O**

## RECOMMENDED ACTION

That the City Council receive the FY 2024 Annual Report of the Citizen's Bond Oversight Committee for Measure O.

## BACKGROUND

On November 6, 2018, City of Campbell voters approved Measure O with a 'Yes' vote of 69.5% by the citizens that voted in the General Election. Measure O authorized the City to issue general obligation (GO) bonds in an aggregate principal amount of up to \$50 million. The first series of Measure O Bonds was issued for a principal amount of \$20 million in August 2020. The second (and final) series of Measure O Bonds was issued for a principal amount of \$30 million in June 2022. As a condition of Measure O voter authorization and in order to ensure accountability for the expenditure of bond proceeds, the City established a Citizens' Bond Oversight Committee (Committee). This committee was formally appointed by the City Council on November 2, 2021. Current Committee Members include the following Campbell residents:

- Anne Souza, Chair (District 1)
- Steven Saunders, Vice Chair (District 3)
- Al Bito, Committee Member (District 5)
- Paul Russell, Committee Member (District 4)
- Doris Quai Hoi, Committee Member (District 2)

The primary duty of the Committee is to review expenditure reports produced by the City to verify that bond proceeds were expended only for the purposes set forth in Measure O and to report to Council annually on their findings. This normally includes a review of annual audited financial statements as it relates to Measure O bond proceeds and project expenditures and any supporting documentation as requested. This item will present the fourth annual report of the Committee for FY 2024.

## DISCUSSION

The Committee met two times since presenting its FY 2023 annual report to City Council on April 16, 2024:

- March 11, 2025 – Annual meeting to review FY 2024 financial reports and discuss preparation of annual report to City Council
- October 30, 2024 – In progress construction site tours of the new Campbell Police Department and the remodeled Campbell Library

Please note that the Committee's FY 2024 annual report is shown as **Attachment A**. Also included is **Attachment B**, which presents all materials provided by City staff to the Committee at the March 11 meeting, as well as **Attachment C**, the draft minutes from the March 11 meeting that are to be reviewed by the Committee at their next meeting. Approved minutes from the October 30 site tours are also shown as **Attachment D**. Chairperson Souza will present the FY 2024 annual report to City Council at the April 15, 2025 regular meeting.

### FISCAL IMPACT

There is no fiscal impact associated with reviewing and receiving the FY 2024 Measure O Oversight Committee Annual Report.

Prepared by:



Will Fuentes, Finance Director

Approved by:



Brian Loventhal, City Manager

### Attachment:

- a. Measure O Oversight Committee Annual Report (2025)
- b. FY2024 Measure O Audit and Expenditure Reports
- c. Annual Meeting Minutes 03-11-25
- d. Site Visit Minutes 10-30-24

**ANNUAL REPORT OF THE MEASURE O CITIZENS’  
OVERSIGHT COMMITTEE OF THE CITY OF CAMPBELL  
FOR FISCAL YEAR (FY) 2023-24**

**Introduction.** The Citizens’ Oversight Committee of the City of Campbell (the “COC”) was formed pursuant to Measure O for the purpose of actively reviewing and reporting on the expenditure of Measure O bond proceeds. The COC is required to advise the public, through at least one report per year, as to whether the City is in compliance with Article XIII A of the California Constitution and Measure O.

**Public Meetings.** During the previous year, the COC has met on the following dates and locations:

Meeting Date and Time	Meeting Location
<b>Annual Meeting</b> March 11, 2025 – 4:00pm	City of Campbell – Council Chambers
<b>Project Site Visits</b> October 30, 2024 – 3:30pm	New Campbell Police Building and Library

Each meeting has been held in compliance with the Ralph M. Brown Act, in that the meetings were formally scheduled with agendas duly posted and noticed and open to the public. Minutes shown as **Attachment C** and **Attachment D** were taken and when approved at the subsequent meeting were posted on the City’s web page via the link to information relating to Measure O.

**City Support.** The City has, without spending bond funds, provided the COC with the administrative support it needs to meet and to perform its review and reporting duties.

**Activities**

*Review of Expenditures.* The COC was provided detailed expenditure reports, prepared by City staff, for FY 2023-24 at its March 11, 2025 meeting. Those reports are shown as **Attachment B** of the main Council report; with minutes shown as **Attachment C**. At the meeting, the COC reviewed the expenditure reports. Members of the COC had the opportunity to ask City staff questions regarding the projects and expenditures. No irregularities or concerns were identified in the detailed expenditures reports, but the COC did request the following items:

- **REQUEST** – The COC requested that the next annual meeting be tentatively held in January or February 2026 once the City’s FY 2024-25 financials are completed and that a scheduling poll be sent the group in January 2025 to set the date. Staff will do so and also tentatively set the next COC presentation to Council in April 2026.

*Review of City’s Annual Report.* In addition, the City provided the COC with copies of the annual bond report for FY 2023-24, prepared by an independent auditor and also shown in **Attachment B** of the main Council report. No irregularities or concerns were identified in the Annual Reports.

*Tour of Bond Facilities.* The COC conducted in progress construction site tours of the new Campbell Police Department and the remodeled Campbell Library on October 30, 2024; with minutes from the tours shown as **Attachment D**. Senior Public Works Project Manager, Francisco Castellanos introduced members of the project team from Lathrop Construction Associates as well as directed tours of both buildings and provided information related to construction progress on each. Committee members asked various questions on the site visits about operational needs for each building. No reportable actions were taken. If possible, staff will also arrange for COC tours of both buildings again as they near completion later in calendar year 2025 and into calendar year 2026.

**Conclusion.** Based on the foregoing review of expenditures and other activities, the COC concludes that bond proceeds spent to date have only been spent for the acquisition and construction of real property for City facilities, as identified in the project list presented to voters, and as a result the City has complied with California Constitution Article XIII A Section (1)(b)(3) and the text of Measure O.

\*\*\*\*\*

Approved April 9, 2025.

**MEASURE O CITIZENS' OVERSIGHT  
COMMITTEE**

BY: \_\_\_\_\_  
Anne Souza, Chairperson

*[The conclusions identified in this Annual Report are to be presented to the City Council at an open meeting on April 15, 2025.]*

Attachment: Measure O Oversight Committee Annual Report (2025) (Annual Report of the Measure O Citizen's Oversight Committee)



# City of Campbell Measure O

For the Year Ended June 30, 2024





## Independent Accountant's Report

Honorable Mayor and Members of City Council of the  
City of Campbell, California

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the City of Campbell, California (City) as of and for the year ended June 30, 2024 and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated December 31, 2024, which expressed an unmodified opinion on those financial statements. Those financial statements are the responsibility of the City's management. Our responsibility is to express an opinion on the financial statements based on our audit.

Our audit was performed for the purpose of forming an opinion on the financial statements that collectively comprise the City's basic financial statements. The accompanying Measure O Schedule of Revenues and Expenditures is presented for purposes of additional analysis, to satisfy the requirements of Measure O ballot language and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

*Eide Bailly LLP*

Menlo Park, California  
December 31, 2024

City of Campbell

Measure O

Schedule of Revenues and Expenditures

For the Fiscal Year Ended June 30, 2024

	<u>Capital</u>	<u>Debt</u>	<u>Total</u>
Revenues:			
Taxes	\$ -	\$ 2,543,635	\$ 2,543,635
Investment income	2,091,758	81,256	2,173,014
Intergovernmental	-	-	-
Total revenues	<u>2,091,758</u>	<u>2,624,891</u>	<u>4,716,649</u>
Expenditures:			
Personnel costs - capital projects	140,143	-	140,143
Professional services - capital projects	14,402,655	-	14,402,655
Debt service	-	4,365,250	4,365,250
Total expenditures	<u>14,542,798</u>	<u>4,365,250</u>	<u>18,908,048</u>
Net change in fund balance	(12,451,040)	(1,740,359)	(14,191,399)
Fund balance, beginning	52,842,127	4,123,176	56,965,303
Fund balance, ending	<u>\$ 40,391,087</u>	<u>\$ 2,382,817</u>	<u>\$ 42,773,904</u>

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O Citizen's Oversight Committee)

See Note to Schedule

City of Campbell

Measure O

Note to Schedule of Revenues and Expenditures

For the Fiscal Year Ended June 30, 2024

**Note 1 – Expenditures by Project**

	<u>Library</u>	<u>Police Building</u>	<u>Shared</u>	<u>Total Measure O</u>
Expenditures:				
Personnel costs - capital projects	\$ -	\$ -	\$ 140,073	\$ 140,073
Professional services - capital projects	7,503,121	6,417,390	482,144	14,402,655
Total expenditures	<u>\$ 7,503,121</u>	<u>\$ 6,417,390</u>	<u>\$ 622,217</u>	<u>\$ 14,542,728</u>

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O Citizen's Oversight Committee)

Citizens' Bond Oversight Committee  
 Civic Center Improvements  
 Fiscal Year 2023-24

Expenditures	Library	Police Building	FF&E	Shared	Total	Description
<b>Personnel Costs</b>						
Senior Project Manager	\$ -	\$ -	\$ -	\$ 139,352.20	\$ 139,352.20	Includes salary and benefits
Assistant Engineer	-	-	-	721.14	721.14	Includes salary and benefits
<b>Total Personnel Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 140,073.34</b>	<b>\$ 140,073.34</b>	
<b>Professional Services</b>						
Lathrop	\$ 7,070,831.64	\$ 5,888,752.20	\$ -	\$ -	\$ 12,959,583.84	Construction
Jayson Architecture	229,342.37	-	-	-	229,342.37	Construction Administration
LPA Inc	-	144,084.22	-	-	144,084.22	Construction Administration
Griffin Structures	-	-	-	494,058.82	494,058.82	Construction Management & Constructability Review
PG&E	97,341.95	61,367.76	-	-	158,709.71	Relocation of Electrical Service Connections & Gas/Electric Advance
Ninyo & Moore	70,616.00	50,031.50	-	-	120,647.50	Material Testing & Inspection
San Jose Water Company	-	218,700.00	-	(12,000.00)	206,700.00	Engineering Design & Installation of New Facilities - PD
Tamien Nation	-	29,223.43	-	-	29,223.43	Tribal Monitoring
Gregory Patterson	-	11,500.00	-	-	11,500.00	Police Department Gate Modification
Travis Howell	20,300.00	-	-	-	20,300.00	Hazardous Materials Testing
Stanley Gordon Cooper	-	5,400.00	-	-	5,400.00	Consulting Services - Schematic Plan Review - PD
West Coast Code Consultants Inc	13,039.24	7,201.48	-	-	20,240.72	Building Inspection Service
Monarch Consulting Arborist	1,650.00	-	-	-	1,650.00	Tree Protection Inspection
Miscellaneous	-	-	-	84.84	84.84	Phone Service for Project Manager
US Bank	-	1,129.55	-	-	1,129.55	SWRCP Application Fee
<b>Total Professional Services</b>	<b>\$ 7,503,121.20</b>	<b>\$ 6,417,390.14</b>	<b>\$ -</b>	<b>\$ 482,143.66</b>	<b>\$ 14,402,655.00</b>	
<b>Total FY2023-24 Expenditures</b>	<b>\$ 7,503,121.20</b>	<b>\$ 6,417,390.14</b>	<b>\$ -</b>	<b>\$ 622,217.00</b>	<b>\$ 14,542,728.34</b>	

Project Summary					
<b>Total Budget</b>	\$ 22,528,450.00	\$ 35,692,975.00	\$ 1,500,000.00	\$ 3,200,000.00	\$ 62,921,425.00
<b>Total Expenditures</b>	8,937,234.82	8,351,898.72	-	1,563,106.26	18,852,239.80
<b>Remaining Budget</b>	\$ 13,591,215.18	\$ 27,341,076.28	\$ 1,500,000.00	\$ 1,636,893.74	\$ 44,069,185.20

Citizens' Bond Oversight Committee  
 Civic Center Improvements  
 Summary by Fiscal Year

Project Summary					
	Library	Police Building	FF&E	Shared	Total
<b>Total Budget</b>	\$ 22,528,450.00	\$ 35,692,975.00	\$ 1,500,000.00	\$ 3,200,000.00	\$ 62,921,425.00
<b>FY 2019-20 Expenditures</b>	22,909.30	30,634.75	-	219,253.33	272,797.38
<b>FY 2020-21 Expenditures</b>	588,562.10	769,586.20	-	215,304.30	1,573,452.60
<b>FY 2021-22 Expenditures</b>	632,944.12	995,419.76	-	156,736.30	1,785,100.18
<b>FY 2022-23 Expenditures</b>	189,698.10	138,867.87	-	349,595.33	678,161.30
<b>FY 2023-24 Expenditures</b>	7,503,121.20	6,417,390.14	-	622,217.00	14,542,728.34
<b>Remaining Budget</b>	\$ 13,591,215.18	\$ 27,341,076.28	\$ 1,500,000.00	\$ 1,636,893.74	\$ 44,069,185.20

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O

Citizens' Bond Oversight Committee  
Measure O - Debt Service  
Fiscal Year 2023-24

**Expenditures**

Debt Service

Bank of NY Mellon

\$ 2,490,000.00

Debt Service - Principal

Bank of NY Mellon

1,875,250.00

Debt Service - Interest

Total Debt Service Costs

\$ 4,365,250.00

**Total Expenditures**

\$ 4,365,250.00

**Description**

---

Civic Center Improvement Project  
 Budget vs Actuals by Funding Source  
 as of June 30, 2024

	Library (23-SS)			Police Building (23-RR)			FF&E (22-JJ)			Shared (21-MM)			TOTAL		
	Budget	Actual	Balance	Budget	Actual	Balance	Budget	Actual	Balance	Budget	Actual	Balance	Budget	Actual	Balance
Measure O Bond Proceeds	\$ 16,800,000	\$ 8,937,235	\$ 7,862,765	\$ 30,000,000	\$ 8,351,899	\$ 21,648,101	\$ -	\$ -	\$ -	\$ 3,200,000	\$ 1,563,106	\$ 1,636,894	\$ 50,000,000	\$ 18,852,240	\$ 31,147,760
State Library Building Forward Grant	4,718,450	-	4,718,450	-	-	-	-	-	-	-	-	-	4,718,450	-	4,718,450
State Resiliency Grant	-	-	-	2,400,000	-	2,400,000	1,500,000	-	1,500,000	-	-	-	3,900,000	-	3,900,000
SCC Library District Contribution	510,000	-	510,000	-	-	-	-	-	-	-	-	-	510,000	-	510,000
SVCE Decarbonization Demonstration Grant (Library)	500,000	-	500,000	-	-	-	-	-	-	-	-	-	500,000	-	500,000
Interest Income*	-	-	-	1,841,975	-	1,841,975	-	-	-	-	-	-	1,841,975	-	1,841,975
ARPA*	-	-	-	939,000	-	939,000	-	-	-	-	-	-	939,000	-	939,000
FY2023 General Fund Surplus*	-	-	-	512,000	-	512,000	-	-	-	-	-	-	512,000	-	512,000
<b>TOTAL</b>	<b>\$ 22,528,450</b>	<b>\$ 8,937,235</b>	<b>\$ 13,591,215</b>	<b>\$ 35,692,975</b>	<b>\$ 8,351,899</b>	<b>\$ 27,341,076</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ 3,200,000</b>	<b>\$ 1,563,106</b>	<b>\$ 1,636,894</b>	<b>\$ 62,921,425</b>	<b>\$ 18,852,240</b>	<b>\$ 44,069,185</b>

\*Budget amendment and increase of \$3.2 million approved by City Council on November 15, 2023

Citizens' Bond Oversight Committee  
 Civic Center Improvements  
 Fiscal Year 2024-25  
 YTD as of March 5, 2025

Expenditures	Library	Police Building	FF&E	Shared	Total	Description
<b>Personnel Costs</b>						
Senior Project Manager	\$ -	\$ -	\$ -	\$ 154,194.94	\$ 154,194.94	Includes salary and benefits
Assistant Engineer	-	-	-	-	-	Includes salary and benefits
<b>Total Personnel Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 154,194.94</b>	<b>\$ 154,194.94</b>	
<b>Professional Services</b>						
Lathrop	\$ 4,269,362.54	\$ 6,760,630.67	\$ -	\$ -	\$ 11,029,993.21	Construction
Jayson Architecture	148,404.28	-	-	-	148,404.28	Construction Administration
LPA Inc	-	376,341.80	-	-	376,341.80	Construction Administration
Griffin Structures	-	-	-	381,699.72	381,699.72	Construction Management & Constructability Review
Ninyo & Moore	161,308.63	171,584.50	-	-	332,893.13	Material Testing & Inspection
Travis Howell	9,250.00	-	-	-	9,250.00	Hazardous Materials Testing
Stanley Gordon Cooper	-	6,850.00	-	-	6,850.00	Consulting Services - Schematic Plan Review - PD
West Coast Code Consultants Inc	16,243.64	21,072.94	-	-	37,316.58	Building Inspection Service
Monarch Consulting Arborist	3,850.00	-	-	-	3,850.00	Tree Protection Inspection
Miscellaneous	3,121.43	67.15	-	290.90	3,479.48	Phone Service for Project Manager & Tool Replacement
BKF Engineers	6,681.75	-	-	-	6,681.75	Preparation of Easment Documents
Landscape Architects	-	-	-	700.00	700.00	License Renewal
West Coast Arborists	7,699.00	-	-	-	7,699.00	Tree Removal Services
Silicon Valley Paving	-	-	-	31,753.48	31,753.48	Sidewalk Replacement
<b>Total Professional Services</b>	<b>\$ 4,625,921.27</b>	<b>\$ 7,336,547.06</b>	<b>\$ -</b>	<b>\$ 414,444.10</b>	<b>\$ 12,376,912.43</b>	
<b>Total FY2024-25 Expenditures</b>	<b>\$ 4,625,921.27</b>	<b>\$ 7,336,547.06</b>	<b>\$ -</b>	<b>\$ 568,639.04</b>	<b>\$ 12,531,107.37</b>	

Project Summary					
<b>Total Budget</b>	\$ 22,528,450.00	\$ 35,692,975.00	\$ 1,500,000.00	\$ 3,200,000.00	\$ 62,921,425.00
<b>Total Expenditures</b>	13,563,156.09	15,688,445.78	-	2,131,745.30	31,383,347.17
<b>Remaining Budget</b>	\$ 8,965,293.91	\$ 20,004,529.22	\$ 1,500,000.00	\$ 1,068,254.70	\$ 31,538,077.83

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O

Citizens' Bond Oversight Committee  
 Civic Center Improvements  
 Summary by Fiscal Year

Project Summary					
	Library	Police Building	FF&E	Shared	Total
<b>Total Budget</b>	\$ 22,528,450.00	\$ 35,692,975.00	\$ 1,500,000.00	\$ 3,200,000.00	\$ 62,921,425.00
<b>FY 2019-20 Expenditures</b>	22,909.30	30,634.75	-	219,253.33	272,797.38
<b>FY 2020-21 Expenditures</b>	588,562.10	769,586.20	-	215,304.30	1,573,452.60
<b>FY 2021-22 Expenditures</b>	632,944.12	995,419.76	-	156,736.30	1,785,100.18
<b>FY 2022-23 Expenditures</b>	189,698.10	138,867.87	-	349,595.33	678,161.30
<b>FY 2023-24 Expenditures</b>	7,503,121.20	6,417,390.14	-	622,217.00	14,542,728.34
<b>FY 2024-25 Expenditures</b>	4,625,921.27	7,336,547.06	-	568,639.04	12,531,107.37
<b>Remaining Budget</b>	\$ 8,965,293.91	\$ 20,004,529.22	\$ 1,500,000.00	\$ 1,068,254.70	\$ 31,538,077.83

# CITIZENS' OVERSIGHT COMMITTEE

## MEASURE O MINUTES

City of Campbell, 70 N. First St., Campbell, California



### SPECIAL MEETING OF THE CITIZENS' OVERSIGHT COMMITTEE (COC) MEASURE O GENERAL OBLIGATION BONDS

Tuesday, March 11, 2025 4:00 p.m.

City Hall Council Chamber – 70 N. First Street

This Citizens' Oversight Committee meeting was conducted pursuant to provisions of the Brown Act.

#### CALL TO ORDER

The Citizens' Oversight Committee of the City of Campbell convened in special meeting on March 11, 2025.

#### ROLE CALL AND ESTABLISHMENT OF QUORUM

Attendee Name	Title	Status
Paul Russell	Committee Member	Present
Doris Quai Hoi	Committee Member	Present
Steven Saunders	Committee Member	Present
Anne Souza	Committee Member	Present
Al Bito	Committee Member	Present

#### PUBLIC COMMENTS

There were no public comments.

#### **1. POSITION DESIGNATIONS & ORGANIZATIONAL MATTERS**

Recommended Action: Election of Chair (conducts meetings) and Election of Vice Chair (acts in absence of Chair)

Finance Director Fuentes presented a staff report dated March 11, 2025.

Chair Bito called for nominations of Chair.

**M/S: Saunders/Bito – To nominate Anne Souza as Chair. The motion was adopted unanimously by roll call vote.**

Chair Souza called for nominations of Vice Chair.

Member Bito nominated Doris Quai Hoi as Vice Chair.

Member Quai Hoi declined the nomination.

After discussion, **M/S: Russell/Bito – To nominate Steven Saunders as Vice Chair. The motion was adopted unanimously by roll call vote:**

## 2. APPROVAL OF MINUTES

Recommended Action: Approve Special Meeting minutes of February 26, 2024

Recommended Action: Approve Special Meeting minutes of October 30, 2024

**M/S: Russell/Saunders – To approve the Special Meeting minutes of February 26, 2024 and the Special Meeting minutes of October 30, 2024. The motion was adopted unanimously by roll call vote:**

## 3. FINANCIAL UPDATE

Recommended Action: Accept presentation by staff on Audited Measure O Financial Reports and Expenditure Detail Reports

Assistant Finance Director Vong presented a staff report dated March 11, 2025. The report included information related to the library, Police department and shared cost expenditures in FY 2023-24; remaining budget; and noted that a clean audit was received.

The Committee discussed the staff report presentation and asked general questions related to grant funding sources, additional funding sources such as ARPA; and Bond interest.

After discussion, **M/S: Saunders/Bito – To accept the presentation by staff on Audited Measure O Financial Reports and Expenditure Detail Reports. The motion was adopted unanimously by roll call vote.**

## 4. ANNUAL REPORT PRESENTATION

Recommended Action: Discuss preparation of Annual Report of the Measure O Citizen's Oversight Committee.

Finance Director Fuentes presented a staff report dated March 11, 2025. He noted he will work with Chair Souza in putting together the presentation to the City Council.

The Committee was supportive of following past practice in the preparation of the Annual Report.

## 4. SCHEDULE MEETING DATE WITH CITY COUNCIL

Recommended Action: Determine date to present Annual Report of the Measure O Citizen's Oversight Committee to City Council, with potential options of:

- a. April 1, 2025
- b. April 15, 2025
- c. May 6, 2025
- d. May 20, 2025

Finance Director Fuentes presented a staff report dated March 11, 2025. He noted the need to determine a date to present the Annual Report to the City Council and provided potential meeting dates.

The board discussed the proposed dates and stated consensus for April 15, 2025.

**M/S: Russell/Saunders – To determine April 15, 2025 as the date to present the Annual Report of the Measure O Citizen’s Oversight Committee to the City Council. The motion was adopted unanimously by roll call vote.**

**5. SCHEDULE NEXT MEETING**

Recommended Action: Determine next meeting date, with potential options in February 2025 for next annual meeting.

Finance Director Fuentes presented a staff report dated March 11, 2025. He noted the Committee is required to meet at least once per year.

The Committee requested a future Doodle Poll to confirm the date of the next annual meeting.

Director Fuentes also noted that site tours of Police and Library project sites will be conducted once the projects are closer to their completion dates. (TBD) Site tours may be held on separate dates due to different project timelines.

**ADJOURN**

Chair Souza adjourned the meeting at approximately 4:30 p.m.

APPROVED:

ATTEST:

\_\_\_\_\_  
Anne Souza, Chair

\_\_\_\_\_  
Andrea Sanders, Recording Secretary

Attachment: Annual Meeting Minutes 03-11-25 (Annual Report of the Measure O Citizen’s Oversight Committee)

# CITIZENS' OVERSIGHT COMMITTEE

## MEASURE O MINUTES

City of Campbell, 70 N. First St., Campbell, California



### SPECIAL MEETING OF THE CITIZENS' OVERSIGHT COMMITTEE MEASURE O

Wednesday, October 30, 2024 – 3:30 p.m.

Campbell Police Department - City Hall - Lower Level - 70 N. First St.  
Campbell Library – 77 Harrison Ave.

This Citizens' Oversight Committee meeting was conducted pursuant to provisions of the Brown Act.

### CALL TO ORDER

The Citizens' Oversight Committee of the City of Campbell convened in special meeting on October 30, 2024 at 3:30 p.m.

### ROLE CALL AND ESTABLISHMENT OF QUORUM

Attendee Name	Title	Status
Paul Russell	Committee Member	Present
Doris Quai Hoi	Committee Member	Absent
Steven Saunders	Committee Member	Present
Terry Hines	Committee Member	Present
Anne Souza	Vice-Chair	Absent
Al Bito	Chair	Present

### STAFF MEMBERS PRESENT

Todd Capurso, Public Works Director  
Amy Olay, City Engineer  
Will Fuentes, Finance Director  
Norite Vong, Assistant Finance Director  
Francisco Castellanos, Sr. Public Works Project Manager  
Shannon Brangan, Recording Secretary

### GUESTS PRESENT

Project Team from Lathrop Construction Associates

### PUBLIC COMMENTS

There were no public comments.

### **1. IN PROGRESS CONSTRUCTION SITE VISIT – CAMPBELL POLICE DEPARTMENT (Estimated 3:30pm to 4:00pm)**

Recommended Action: Conduct an in progress construction site visit of the new Campbell Police Department Building.

Senior Public Works Project Manager, Francisco Castellanos introduced members of the project team from Lathrop Construction Associates as well as directed the tour of the Campbell Police Department and provided information related to construction progress on Police Department site.

**2. IN PROGRESS CONSTRUCTION SITE VISIT – CAMPBELL LIBRARY  
(Estimated 4:00pm to 4:30pm)**

Recommended Action: Conduct an in progress construction site visit of the remodeled Campbell Library.

Committee members asked various questions on the site visits about operational needs for each building.

No reportable actions were taken.

**ADJOURN**

Chair Bito adjourned the meeting at 4:43 p.m.

APPROVED:

ATTEST:

\_\_\_\_\_  
Al Bito, Chair

\_\_\_\_\_  
Shannon Brangan, Recording Secretary

Attachment: Site Visit Minutes 10-30-24 (Annual Report of the Measure O Citizen's Oversight Committee)



*City  
Council  
Report*

**Item:** 15  
**Category:** NEW BUSINESS  
**Meeting Date:** April 15, 2025

**TITLE:** Downtown Special Events Fee Waiver Policy

**RECOMMENDED ACTION**

Review the City of Campbell's Downtown Special Events Fee Waiver Policy and provide direction to staff.

**BACKGROUND**

In the City of Campbell (City), an event that is held on public property in the Downtown Campbell area and requires street closures, has a significant impact on public facilities, or requires a significant amount of City staff support is considered a “special event.” Any person or organization wanting to hold a special event must first obtain a Downtown Special Event Permit (Permit) from the City. The process to obtain a Permit requires the applicant to submit a Permit application 120 days in advance of the special event describing the details of the event and agreeing to “pay for all City services [for the event] as required by City Council Policy...” Once City staff receives the application, they meet with the applicant to get a full understanding of the event and what, if any, City services are needed to support the event, including street closures and security. Once staff completes its review, staff presents the applicant’s request to the City Council to determine, among other things whether the event will “contribute to the economic enhancement, cultural enhancement, and/or promotion of the City,” will not “severely disrupt normal business and residential traffic patterns,” and can be held in an area that is suitable for the event.

***Downtown Special Event Fee Waiver Policy***

In the fall of 2024, after the Campbell Chamber of Commerce and the Downtown Campbell Business Association requested fee waivers for their Permit claiming the fees were too high, the City Council directed staff to review the City’s Downtown Special Event Fee Waiver Policy (Policy) and return to the City Council with any recommended updates.

Currently, the Policy states that “in order to expand access of all its residents to a wide range of cultural experiences, the City provides for a limited number and amount of Special Event Fee Waivers to local nonprofit organizations in support of their events.” The Policy goes on to provide for a waiver of 100% of all fees (administrative review fee, equipment use fee, event day staff support—Police and Public Works, new event

application fee, security/clean-up refundable deposit, and special event permit fee<sup>1</sup>) for existing non-alcoholic and non-fundraising Community Spirit Events including the Bunnies & Bonnets Parade and the Carol of Lights. For all other applicants, the Policy provides for a waiver of 25% of all fees if the applicant seeking the fee waiver meets the criteria set forth below.

***Fee Waiver Eligibility Criteria (With Emphasis Added)***

1. The City will ***not grant fee waivers to, or in aid of, any religious sect, church, creed or sectarian purpose.***
2. Only not-for-profit organizations may conduct events solely or primarily as fundraisers and be eligible for fee waivers.
3. To be eligible for a fee waiver the event must have been held the prior year. New events are required to be held at least once before they are considered for a fee waiver.
4. ***Events must generate less than \$100,000 in net revenue*** (based on financial statements from the prior year's event).
5. ***Events must be open to the public and free of charge.***
6. ***Events must provide a benefit or contribution to the City.*** The organization raising the funds must primarily serve Campbell residents or businesses or contribute the majority of the funds raised to City programs or services.

In addition, the applicant must agree to:

- a. Obtain all required permits, clearances, insurance, and event authorization in a timely manner, in cooperation with the City.
- b. Acknowledge the support of the City of Campbell where appropriate, and include in all printed information and advertising related to the event for which fees were waived the following statement:  
***"This program has been made possible, in part, through assistance from the City of Campbell"***

The Policy also indicates a preference to grant fee waivers to organizations that are:

- a. Holding an event that is of a citywide nature expected to, and/or demonstrating an ability to draw a crowd of at least 500.
- b. Planning an event that benefits or enhances the general economic condition of the City's business community; or provides cultural enrichment and/or promotion of the City.

<sup>1</sup> See "City of Campbell Downtown Event Fees" at p.47 of the City of Campbell Master Fee Schedule, effective July 1, 2024.

Lastly, the Policy provides that “**Any applications received less than 120 days in advance of the desired event date may not be considered for a waiver of fees.**”

(See Policy, included herewith as **Attachment A.**)

## DISCUSSION

In considering whether to recommend amendments to the current Policy as it relates to permit fees charged and/or waived, staff reached out to neighboring cities to understand their policies and programs.

Below is a table summarizing the types of costs included in permit fees and fee waiver programs for a number of neighboring cities, including: Cupertino, Gilroy, Los Altos, Los Gatos, Milpitas, Morgan Hill, Mountain View, Palo Alto, Santa Clara, Saratoga and Sunnyvale.

City/Town	Event Fees Include	Fee Waivers/Fee Reductions/Grants
Campbell	Special event fees are determined on a full cost-recovery basis and include administrative and staffing costs. A clean up deposit is also required.	Fee waiver policy provides for the waiver of 25% of total fees if certain criteria are met. <i>See above.</i>  100% of fees are waived for existing non-alcoholic and non-fundraising Community Spirit Events including: <ul style="list-style-type: none"> <li>• Bunnies &amp; Bonnets Parade</li> <li>• Carol of Lights</li> </ul>

Cupertino	Special event fees are determined on a full cost-recovery basis and include administrative and staffing costs.	<p>The city provides two separate processes to seek financial assistance in support of an event: a Community Grant Funding program and a Festival Fee waiver. Both require City Council approval, and an applicant can only apply through one of the processes for each event.</p> <p>Community Grant Funds may be awarded to non-profit organizations for up to an amount not to exceed \$20,000 provided that:</p> <ul style="list-style-type: none"> <li>• Costs covered by the grant include more than 75% for direct services (not administrative)</li> <li>• The event will have a positive impact on the community</li> <li>• The applicant demonstrated an effort to secure funding from other sources</li> </ul> <p>Festival Fee waivers do not provide for a maximum amount of assistance that can be requested.</p>
Gilroy	Special event fees are determined on a full cost-recovery basis and include administrative and staffing costs	The city will subsidize up to 55% of fees for an event where the benefit to public safety is of community concern, as determined by the Chief of Police.

Los Altos	Special event fees are determined on a full cost-recovery basis and include administrative and staffing costs.	<p>The city council may waive permit fees for indigent natural person(s) who intend to engage in “expressive activity.”</p> <p>The city council may also waive fees if:</p> <ul style="list-style-type: none"> <li>• The applicant is a non-profit or civic organization</li> <li>• The event is not political or religious</li> <li>• The event is open to the general public</li> <li>• The request is for a waiver of more than \$1,000 in fees</li> </ul>
Los Gatos	Special event fees are determined on a full cost-recovery basis and include administrative and staffing costs. A clean up deposit is also required.	<p>Permit application fees for non-commercial special events <i>shall</i> be waived upon a showing that the fee is so burdensome that it is likely to interfere with the exercise of constitutional rights of free speech or assembly.</p> <p>Events sponsored by appointed boards or commissions, or by a non-profit, that will generate substantial public benefit shall also be exempt from permit fees.</p>
Milpitas	Special event fees are determined on a full cost-recovery basis and include administrative and staffing costs.	<p>The city may provide a donation or grant a reduction and/or waiver of fees to intergovernmental agencies or non-profit organizations holding an event that provides a community benefit.</p> <p>City may also grant a fee waiver of no more than \$1,500 per fiscal year to:</p> <ul style="list-style-type: none"> <li>• Non-profit organizations</li> <li>• For non-political, non-discriminatory events that provide a community benefit</li> </ul> <p>If the event is a fund raiser, the applicant must show at least 60% of funds raised will be used for the general benefit of the community.</p>

Morgan Hill	Special event fees are determined on a full cost-recovery basis and include administrative and staffing costs.	<ul style="list-style-type: none"> <li>• Fee waiver policy allows non-profit agencies to request a one-time fee waiver.</li> <li>• No maximum fee waiver amount is indicated.</li> <li>• Event must provide a direct benefit to the community.</li> </ul>
Mountain View	Special event fees are determined on a full cost-recovery basis and include administrative and staffing costs.	Fees <i>shall</i> be waived for free speech/assembly/religious expression special events if the applicant certifies that the fees would impose a financial hardship or would interfere with the ability to conduct the event.
Palo Alto	Special event fees are determined on a full cost-recovery basis and include administrative and staffing costs.	<p>Any request for the city to “co-sponsor” events must be pre-approved by the relevant city department prior to application submission.</p> <p>Application is then submitted to a Special Events Team (comprised of Police, Fire, Planning, Transportation, Recreation, &amp; Risk Management).</p> <p>Amount of city’s co-sponsorship depends on:</p> <ul style="list-style-type: none"> <li>• Non-profit status</li> <li>• Revenue generated by event</li> <li>• Fee charged for event entry</li> </ul>

Santa Clara	Special event fees are determined on a full cost-recovery basis and include administrative and staffing costs.	<p>A Community Grant Policy provides for annual grants of up to \$10,000 for:</p> <ul style="list-style-type: none"> <li>• Non-profits organizations</li> <li>• Youth athletic groups</li> <li>• Educational groups</li> <li>• Individuals</li> </ul> <p>The event must:</p> <ul style="list-style-type: none"> <li>• Contribute positively to the recognition and image of the city</li> <li>• Provide community benefit to the residents</li> <li>• Be open to the general public</li> <li>• Align with grant focus areas</li> </ul> <p>Grant funds shall not be used for religious or political events.</p> <p>If the event is a fund-raising event, the proceeds must support programs, services, or events for residents.</p>
Saratoga	Special event fees are determined on a full cost-recovery basis and include administrative and staffing costs. A clean up deposit is also required.	<p>Fees <i>shall</i> be waived or reduced by the City Manager if the event is conducted for the primary purpose of exercising free speech and the applicant demonstrates it is unable to pay the fees and will not receive revenue from the event.</p> <p>The City Manager may also waive fees in whole or in part if good cause exists based upon:</p> <ul style="list-style-type: none"> <li>• Applicant's financial ability to pay fees</li> <li>• Likelihood that the event will present a substantial risk of exposure to liability for the city</li> </ul>

Sunnyvale	Special event fees are determined on a full cost-recovery basis and include administrative and staffing costs.	<p>A Community Events &amp; Neighborhood Grant program awards up to \$48,000 each year in grant monies.</p> <p>A maximum of up to \$24,000 per grant can be awarded to cover up to 40% of total event expenses:</p> <ul style="list-style-type: none"> <li>• For non-profit or not-for-profit events</li> <li>• Events open to the general public</li> <li>• Non-religious events</li> <li>• Events that serve the community</li> </ul>
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### ***Analysis of Fee Waiver***

Each of the listed cities have a full cost recovery program in place for special event permits and/or requests for approval of a special event. However, when it comes to a waiver or reduction of fees associated with these permits and approvals, each agency has specific criteria an applicant must meet to qualify for a fee waiver, co-sponsorship by the city, or a city grant to assist with the cost of their event. The criteria commonly looked at includes whether the applicant is a non-profit organization or an organization that is holding a not-for-profit event, whether the event will provide a cultural or economic benefit to the community, whether the event is open to the general public and free of charge, that the event is not political or religious in nature, and whether the event is for first amendment free speech purposes. In addition, the financial assistance cities provide to help cover special event costs can range from a complete waiver of fees (a 100% subsidy) to the city covering a percentage of fees based on the applicant's financial position. The City of Campbell's Policy falls somewhere in the middle of the pack requiring a fee waiver applicant to meet certain criteria (listed above), requiring the event to have taken place the previous year, requiring documentation that the event previously generated less than \$100,000 in net profits, and providing for a 25% waiver of fees; unless, the event is an existing non-alcoholic and non-fundraising Community Spirit Event which receives a waiver of 100% of fees, including the Bunnies & Bonnets Parade and the Carole of Lights.

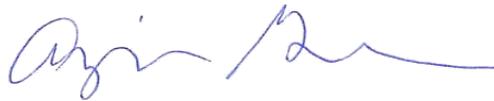
The cost to the City for fee waivers in 2023 was a combined \$70,000 for the two Chamber events (Boogie and Oktoberfest), and \$10,100 for the DCBA event (Car show). These costs were based on an approved not to exceed cost for the applicant instead of the 25% fee waiver authorized by policy. In 2024, the Council approved fee waivers that were consistent with the existing fee waiver policy resulting in costs to the City of \$16,250 for one Chamber event (Boogie) while the other Chamber event (Oktoberfest) did not qualify for fee waiver due to the net revenue by the Chamber exceeding \$100,000 for the prior years event. In 2024, the DCBA received a fee waiver

in the amount \$2,974 also consistent with the fee waiver policy. Separate from the fee waiver, but also in 2024, the City Council authorized an additional \$15,000 to help support the DCBA for the community events (Carol of Lights and Bunnies and Bonnets) that were already receiving a 100% fee waiver according to the policy.

### **FISCAL IMPACT**

There is no fiscal impact related to the City Council reviewing the Policy and providing direction to staff.

Prepared by:



Angelique Gaeta, Assistant City Manager

Approved by:



Brian Loventhal, City Manager

### **Attachment:**

- a. Downtown Special Event Fee Waiver Policy\_2025



# Downtown Special Event Fee Waiver Policy



FOR THE  
CITY OF CAMPBELL  
70 N FIRST STREET  
CAMPBELL, CA 95008

TELEPHONE: (408) 866-2192  
FAX: (408) 379-2572  
WEB SITE: [www.cityofcampbell.com](http://www.cityofcampbell.com)

Office Hours  
8:00 a.m. – 5:00 p.m. Monday - Friday

Revisions Adopted 3/1/11

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## I. CITY OF CAMPBELL FEE WAIVER PROGRAM

The City Council recognizes the importance of providing monetary and other City support for community festivals, parades and celebrations that are held for the general economic benefit of the City's business community, cultural enrichment and/or promotion of the City of Campbell. In order to expand the access of all its residents to a wide range of cultural experiences, the City of Campbell provides a limited number/amount of Special Event Fee Waivers to local nonprofit organizations in support of their events.

### PURPOSE

Fee waivers to eligible organizations may be considered upon filing a letter of fee waiver request with a special event/facility use application with the City by the established deadlines. Approval of fee waiver requests is made by the City Council. Costs for all events, other than those fees waived by the City Council, shall be borne by the sponsoring community organization and are due and payable in accordance with the applicable special event or facility use policy.

### PROCESS

Only existing events are eligible to apply for a fee waiver (events must be held at least once before being considered for a fee waiver). Incomplete applications will not be considered and approval will be determined solely on the information provided on the application. Applicant organizations must meet the eligibility criteria stated in this policy.

All new applications requesting a fee waiver must be completed and submitted to the City no later than January 31 for events occurring during the following fiscal year (July 1<sup>st</sup> through June 30<sup>th</sup>) so that they can be included in the City's annual budget preparation. All applications not filed by the due date will be addressed on a case-by-case basis. Any applications received less than 120 days in advance of the desired event date may not be considered for a waiver of fees.

The level of fee waivers will be established by the City Council bi-annually. The Council will establish one level of fee waivers for community spirit events (non-fundraising) and a separate level for fundraising events.

### **Fee Waiver Level**

Existing Community Spirit Events including the Bunnies and Bonnets Parade and Carol of Lights, which are non-alcoholic and non-fundraising events: 100% of fees waived & 100% of staff costs waived

Previously Approved Fundraising Events: 25% of fees waived & 25% of staff costs waived.

## **APPLICATION REQUIREMENTS**

Each applicant will be required to submit:

- 1) A completed Special Event Application along with all required attachments.
- 2) A letter addressed to the City Council requesting a fee waiver. The letter must indicate the event's dates and times, the local office/headquarters of the organization, its purpose/mission, the purpose of the event and how the organization benefits the Campbell community.
- 3) An itemized financial statement showing direct costs for event expenses and revenue for which the fee waiver is requested, and a profit or loss sheet for the previous operating year, comparing the projected budget with the actual budget showing the net profit or loss. The budget must be detailed and include income from all sources; and all event expenditures listed by category including City services, permit fees, booth rentals, sound and production, facility rental, food and beverage, concessions, staff, etc. Net profit/loss will be determined on a cash basis not including in-kind and volunteer resource totals. The budget will be used to determine the extent to which an organization has obtained diversified funding, in-kind contributions and volunteer resources to leverage the City's fee waiver. In order to be granted a fee waiver, an organization must have a proposed budget on file, which projects a break-even or profitable event, when calculated using the fee waiver requested.

For an application to be accepted it must be complete and include all the above attachments. Incomplete applications will be returned to the Organizer. The Organizer will then have **five (5)** working days to resubmit all required application materials.

## **FEE WAIVER REVIEW**

Once applications are accepted, City staff will review them for completeness. All **new** fee waiver applications must be approved by the City Council. City Staff will inform the Organizer of the date and time at which the Council will review the application. The Organizer should be present at this meeting to respond to questions.

## **ELIGIBILITY CRITERIA**

1. The City will not grant fee waivers to, or in aid of, any religious sect, church, creed or sectarian purpose.
2. Only not for profit organizations may conduct events solely or primarily as fund-raisers and be eligible for fee waivers.
3. To be eligible for a fee waiver the event must have been held the prior year. New events are required to be held at least once before they will be considered for a fee waiver.
4. Events must generate less than \$100,000 in net revenue (based on financial statements from the prior year's event) to be considered for a fee waiver.
5. Events must be open to the public and free of charge.

6. Organizations holding fundraising events must provide a benefit or contribution to Campbell. The organization raising the funds must primarily serve Campbell residents or businesses or contribute the majority of the funds raised to City of Campbell programs or services (based on financial statements from the prior year's event).
7. Subject to the above stipulations, in order to be eligible for a City fee waiver, the sponsoring organization must meet the following prerequisites:
  - a. Must submit a letter of fee waiver request by the deadline.
  - b. Must submit the event application and all required attachments by the deadline.
  - c. Must submit proof of non-profit status.
  - d. Must have been in active service to the public for at least one year prior to the date of application.
  - e. Must provide services to the citizens of Campbell.
  - f. Must have no outstanding debts payable to the City of Campbell.
  - g. Must demonstrate the ability to produce a well-planned, safe event.

The sponsoring organization must also agree to do the following:

- a. Obtain all required permits, clearances, insurance and event authorization in a timely manner, in cooperation with the City.
- b. Acknowledge the support of the City of Campbell where appropriate, and to include on all printed information and advertising related to the event for which fees were waived the following:  
*“This program has been made possible, in part, thorough assistance from the City of Campbell”*

Preference will be given to organizations that are:

- a. Holding an event that is of a citywide nature expected, or demonstrating an ability, to draw a crowd of at least 500.
- b. Planning an event that benefits or enhances the general economic condition of the City's business community; provides cultural enrichment and/or promotion of the City of Campbell.

\*\*\*\*\*



*City  
Council  
Report*

**Item:** 16  
**Category:** COUNCIL COMMITTEE REPORTS  
**Meeting Date:** April 15, 2025

**TITLE:** Council Committee Reports

**RECOMMENDED ACTION**

That the City Council report on activities from their committee assignments.

**DISCUSSION**

This is the section of the City Council Agenda that allows the City Councilmembers to report on items of interest and the work of City Council Subcommittees.

**MAYOR LOPEZ**

Campbell Ministerial Interfaith Group  
 City Attorney Performance/Compensation Subcommittee  
 City Clerk Performance/Compensation Subcommittee  
 City Manager Performance/Compensation Subcommittee  
 Finance Subcommittee  
 West Valley Mayors and Managers

Bay Area Quality Management District Board of Directors\*\*  
 Cities Association of Santa Clara County - City Selection Committee  
 League of Cities Peninsula Division Executive Committee\*\*  
 Silicon Valley Clean Energy Audit Committee\*\*  
 Valley Transportation Authority Board of Directors\*\*

Silicon Valley Clean Energy JPA Board of Directors (Alt.)  
 West Valley Sanitation District (Alt.)

**VICE MAYOR FURTADO**

Advisory Commissioner Appointment Interview Subcommittee  
 City Attorney Performance/Compensation Subcommittee  
 City Clerk Performance/Compensation Subcommittee  
 City Manager Performance/Compensation Subcommittee

Association of Bay Area Governments (ABAG)  
 Santa Clara County Emergency Operational Council (EOAC)\*\*  
 West Valley Sanitation District  
 West Valley Solid Waste Authority JPA

West Valley Stormwater Authority

Friends of the Heritage Theater Liaison (Alt.)  
 Silicon Valley Animal Control Authority Board (SVACA) (Alt.)  
 Valley Transportation Authority Policy Advisory Committee (Alt.)  
 West Valley Mayors and Managers (Alt.)

**COUNCILMEMBER BYBEE**

Education Subcommittee  
 Legislative Subcommittee

Cities Association of Santa Clara County:

Board Representative  
 Legislative Action Committee  
 Santa Clara County Library District JPA Board of Directors  
 Silicon Valley Animal Control Authority Board (SVACA)

Campbell Historical Museum & Ainsley House Foundation Liaison (Alt.)  
 West Valley Sanitation District (Alt.)

**COUNCILMEMBER HINES**

DCBA Liaison  
 Economic Development Subcommittee  
 Finance Subcommittee

Santa Clara Valley Water District County Water Commission

Cities Association of Santa Clara County:

Board Representative (Alt.)  
 Legislative Action Committee and City Selection Committee (Alt.)  
 Santa Clara County Housing and Community Development Advisory Committee (Alt.)  
 West Valley Clean Water JPA (Alt.)  
 West Valley Solid Waste Authority JPA (Alt.)

**COUNCILMEMBER SCOZZOLA**

Advisory Commissioner Appointment Interview Committee  
 Campbell Historical Museum & Ainsley House Foundation Liaison  
 Economic Development Subcommittee  
 Education Subcommittee  
 Friends of the Heritage Theater Liaison  
 Legislative Subcommittee

Cities Association of Santa Clara County Executive Board\*\*  
 Santa Clara County Housing and Community Development Advisory Committee  
 Santa Clara Valley Water District: County Water Commission (Alt.)  
 Silicon Valley Clean Energy JPA Board of Directors

Silicon Valley Clean Energy JPA Board of Directors: Executive Committee\*\*  
Silicon Valley Clean Energy Finance and Administration Committee\*\*  
Silicon Valley Clean Energy Legislative Committee\*\*  
Valley Transportation Authority Policy Advisory Committee

DCBA Liaison (Alt.)  
Santa Clara County Library District JPA Board of Directors (Alt.)  
Association of Bay Area Governments (Alt.)

**\*\*appointed by other agencies**

Prepared by:



Kristen Epolite, Deputy City Clerk