

RESOLUTION NO. 2020-3951

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, UPDATING STAFF BILLING RATES AND RESCINDING RESOLUTION NO. 2017-3596 FINDING THIS ACTION EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, the City of Moorpark charges deposit-based fees for the review and processing of certain permit applications under the Community Development Department , as amended from time to time; and

WHEREAS, the City also recovers its costs for staff time incurred in furtherance of public works projects listed on the City's Capital Improvements Program (CIP) and obtains reimbursements under various grant programs, among other programs where staff billing rates are used to calculate City reimbursements; and

WHEREAS, such deposit-based fees and reimbursements are in an amount based on the estimated reasonable cost of providing each service for which the fees are charged and costs recovered; and

WHEREAS, the cost of staff time has increased since these fees and reimbursement rates were last updated; and

WHEREAS, it is necessary to update the hourly rates for staff; and

WHEREAS, on September 16, 2020, the City Council scheduled a public hearing for October 21, 2020, to consider updates to staff billing rates; and

WHEREAS, notice of the October 21, 2020, public hearing has been provided as required by Sections 6062a, 66016, and 66018 of the Government Code; and

WHEREAS, the public data indicating the estimated cost required to provide the services and the revenue sources for each such service (specifically the staff billing rates to be updated by this Resolution) are available for inspection in the City Clerk's Office; and

WHEREAS, on October 21, 2020, the City Council held a public hearing as required by Sections 6062a, 66016 and 66018 of the Government Code to consider updates to staff billing rates that are charged against the fees, took and considered oral and written presentations both for and against the proposed staff billing rates, and reached a decision on this matter; and

WHEREAS, the Community Development Director has determined that the update to staff billing rates is exempt from the revisions of the California Environmental Quality Act (CEQA), in that the action of the City Council does not involve the consideration of other approval of a project.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. ENVIRONMENTAL DETERMINATION: The City Council concurs with the Community Development Director's determination that the update to staff billing rates is exempt from the provisions of the California Environmental Quality Act (CEQA), in that the action of the City Council does not involve the consideration of the approval of a project. In addition, pursuant to Public Resources Code Section 15273, CEQA does not apply to the modification of rates, fares, or other charges which are for the purpose of meeting operating expenses. The City Council also concurs that the update to staff billing rates qualifies for this statutory CEQA exemption.

SECTION 2. FINDING: The City Council finds that the Real Time Billing Rates for each staff position identified in Exhibit A represent the reasonable cost for each position's time.

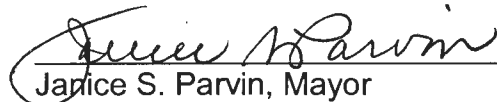
SECTION 3. RATE ADOPTION: The City Council hereby adopts the Real Time Billing Rates for each staff position identified in Exhibit A for use in calculating fees for service and cost reimbursements.

SECTION 4. COST RECOVERY: City of Moorpark staff shall bill actual time spent on all items eligible for cost recovery at a real time cost accounting rate per Exhibit A of this Resolution.

SECTION 5. EFFECTIVE DATE: This Resolution shall become effective on January 2, 2021, implementing those changes to the fees describe herein immediately upon the effective date set forth herein. This date is at least sixty (60) days at this time after adoption of the resolution as required by Section 66017 of the Government Code.

SECTION 6. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

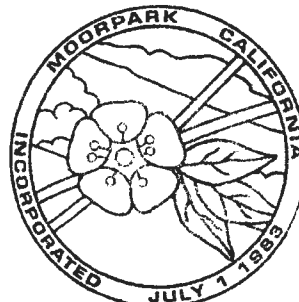
PASSED AND ADOPTED this 21st day of October, 2020.


Jarice S. Parvin, Mayor

ATTEST:


Ky Spangler, City Clerk

Exhibit A: Real Time Billing Rates



CITY of MOORPARK REAL TIME BILLING RATES
Full-Time Employee

Salary Range	Position	Hourly Rate ¹	Benefit Rate ²	Overhead & Indirect Costs ³	PHR ⁴	Billable Hourly Rate	Billable Overtime Hourly Rate
CM	City Manager	\$ 107.36	\$ 155.66	\$ 217.92	\$ 264.15	\$ 265.00	
91	Assistant City Manager	94.91	137.61	192.65	233.52	235.00	
89	Deputy City Manager	90.33	130.96	183.34	222.23	225.00	
87	Administrative Service Director	85.97	124.64	174.50	211.52	215.00	
87	City Engineer/Public Works Director	85.97	124.64	174.50	211.52	215.00	
87	Community Development Director	85.97	124.64	174.50	211.52	215.00	
87	Finance Director	85.97	124.64	174.50	211.52	215.00	
87	Parks and Recreation Director	85.97	124.64	174.50	211.52	215.00	
87	Public Works Director	85.97	124.64	174.50	211.52	215.00	
83	Assistant to City Manager/City Clerk	77.89	112.93	158.10	191.64	195.00	
83	City Engineer	77.89	112.93	158.10	191.64	195.00	
83	Planning Director	77.89	112.93	158.10	191.64	195.00	
79	Assistant City Engineer	70.56	102.30	143.22	173.60	175.00	
79	Deputy Community Development Director	70.56	102.30	143.22	173.60	175.00	
79	Deputy Finance Director	70.56	102.30	143.22	173.60	175.00	
75	Assistant to the City Manager	63.93	92.69	129.77	157.30	160.00	
75	Budget and Finance Manager	63.93	92.69	129.77	157.30	160.00	
75	City Clerk	63.93	92.69	129.77	157.30	160.00	
75	Community Services Manager	63.93	92.69	129.77	157.30	160.00	
75	Economic Development & Planning Manager	63.93	92.69	129.77	157.30	160.00	
75	Information Systems Manager	63.93	92.69	129.77	157.30	160.00	
75	Parks and Landscape Manager	63.93	92.69	129.77	157.30	160.00	
75	Planning Manager	63.93	92.69	129.77	157.30	160.00	
75	Public Works Manager	63.93	92.69	129.77	157.30	160.00	
75	Senior Civil Engineer	63.93	92.69	129.77	157.30	160.00	
71	Administrative Services Manager	57.92	83.98	117.57	142.51	145.00	
71	Economic Development and Housing Manager	57.92	83.98	117.57	142.51	145.00	
71	Finance/Accounting Manager	57.92	83.98	117.57	142.51	145.00	
71	Human Resources Manager	57.92	83.98	117.57	142.51	145.00	
71	Program Manager	57.92	83.98	117.57	142.51	145.00	
71	Recreation Services Manager	57.92	83.98	117.57	142.51	145.00	
67	Accountant II	52.47	76.07	106.50	129.09	130.00	
67	Associate Civil Engineer	52.47	76.07	106.50	129.09	130.00	
67	Landscape/Parks Maintenance Superintendent	52.47	76.07	106.50	129.09	130.00	
67	Principal Planner	52.47	76.07	106.50	129.09	130.00	
67	Public Works Superintendent/Inspector	52.47	76.07	106.50	129.09	130.00	
67	Senior Housing Analyst	52.47	76.07	106.50	129.09	130.00	
67	Senior Human Resources Analyst	52.47	76.07	106.50	129.09	130.00	
67	Senior Information Systems Analyst	52.47	76.07	106.50	129.09	130.00	
67	Senior Management Analyst	52.47	76.07	106.50	129.09	130.00	
62	Accountant I	46.37	67.23	94.12	114.08	115.00	
62	Active Adult Center Supervisor	46.37	67.23	94.12	114.08	115.00	
62	Assistant City Clerk	46.37	67.23	94.12	114.08	115.00	
62	Assistant Engineer	46.37	67.23	94.12	114.08	115.00	
62	Human Resources Analyst	46.37	67.23	94.12	114.08	115.00	
62	Information Systems Administrator	46.37	67.23	94.12	114.08	115.00	
62	Management Analyst	46.37	67.23	94.12	114.08	115.00	
62	Parks and Facilities Supervisor	46.37	67.23	94.12	114.08	115.00	
62	Public Works Supervisor	46.37	67.23	94.12	114.08	115.00	
62	Recreation Supervisor	46.37	67.23	94.12	114.08	115.00	
59	Associate Planner II	43.07	62.45	87.43	105.98	110.00	165.00
59	Human Resources Specialist	43.07	62.45	87.43	105.98	110.00	165.00
59	Recreation Specialist	43.07	62.45	87.43	105.98	110.00	165.00

CITY of MOORPARK REAL TIME BILLING RATES
Full-Time Employee

Salary Range	Position	Hourly Rate ¹	Benefit Rate ²	Overhead & Indirect Costs ³	PHR ⁴	Billable Hourly Rate	Billable Overtime Hourly Rate
59	Vector/Animal Control Specialist	\$ 43.07	\$ 62.45	\$ 87.43	\$ 105.98	\$ 110.00	\$ 165.00
56	Associate Planner I	40.01	58.01	81.21	98.44	100.00	150.00
53	Active Adult Center Coordinator	37.15	53.86	75.40	91.39	95.00	145.00
53	Administrative Specialist	37.15	53.86	75.40	91.39	95.00	145.00
53	Deputy City Clerk II	37.15	53.86	75.40	91.39	95.00	135.00
53	Executive Secretary	37.15	53.86	75.40	91.39	95.00	145.00
53	Human Resources Assistant	37.15	53.86	75.40	91.39	95.00	145.00
53	Recreation Coordinator III	37.15	53.86	75.40	91.39	95.00	145.00
53	Senior Account Technician	37.15	53.86	75.40	91.39	95.00	145.00
51	Account Technician II	35.34	51.24	71.74	86.96	90.00	135.00
51	Assistant Planner	35.34	51.24	71.74	86.96	90.00	135.00
51	Code Compliance Technician II	35.34	51.24	71.74	86.96	90.00	135.00
51	Information Systems Technician II	35.34	51.24	71.74	86.96	90.00	145.00
51	Vector/Animal Control Technician II	35.34	51.24	71.74	86.96	90.00	135.00
49	Facilities Technician	33.64	48.77	68.28	82.76	85.00	130.00
49	Landscape Maintenance Inspector	33.64	48.77	68.28	82.76	85.00	130.00
48	Administrative Assistant II	32.82	47.58	66.61	80.74	85.00	130.00
48	Community Services Technician	32.82	47.58	66.61	80.74	85.00	130.00
48	Deputy City Clerk I	32.82	47.58	66.61	80.74	85.00	130.00
47	Landscape Maintenance Specialist	32.03	46.44	65.02	78.81	80.00	120.00
47	Recreation Coordinator II	32.03	46.44	65.02	78.81	80.00	120.00
47	Senior Maintenance Worker	32.03	46.44	65.02	78.81	80.00	120.00
47	Vector/Animal Control Technician I	32.03	46.44	65.02	78.81	80.00	120.00
46	Account Technician I	31.23	45.28	63.39	76.84	80.00	120.00
46	Information Systems Technician I	31.23	45.28	63.39	76.84	80.00	120.00
45	Administrative Assistant I	30.48	44.19	61.87	74.99	75.00	115.00
45	Code Compliance Technician I	30.48	44.19	61.87	74.99	75.00	115.00
45	Irrigation Specialist	30.48	44.19	61.87	74.99	75.00	115.00
45	Planning Technician	30.48	44.19	61.87	74.99	75.00	115.00
43	Maintenance Worker III	29.01	42.06	58.88	71.37	75.00	115.00
41	Crossing Guard Supervisor	27.62	40.04	56.06	67.95	70.00	105.00
41	Office Assistant III	27.62	40.04	56.06	67.95	70.00	105.00
41	Public Works Technician	27.62	40.04	56.06	67.95	70.00	105.00
41	Recreation Coordinator I	27.62	40.04	56.06	67.95	70.00	105.00
39	Maintenance Worker II	26.28	38.10	53.34	64.65	65.00	100.00
39	Teen Coordinator	26.28	38.10	53.34	64.65	65.00	100.00
38	Account Clerk II	25.63	37.16	52.02	63.05	65.00	100.00
38	Recreation Leader IV	25.63	37.16	52.02	63.05	65.00	100.00
36	Recreation Assistant II	24.41	35.39	49.55	60.06	65.00	100.00
34	Account Clerk I	23.22	33.67	47.14	57.14	60.00	90.00
34	Laborer/Custodian IV	23.22	33.67	47.14	57.14	60.00	90.00
34	Office Assistant II	23.22	33.67	47.14	57.14	60.00	90.00
32	Recreation Assistant I	22.11	32.06	44.88	54.40	55.00	85.00
31	Maintenance Worker I	21.57	31.27	43.78	53.07	55.00	85.00
29	Office Assistant I	20.53	29.77	41.68	50.52	55.00	85.00

Notes:


1. Top step in salary range per Resolution No. 2020-3873.
2. Hourly rate plus (average percentage of benefit costs).
3. Benefit rate plus indirect cost rate of 25 % (average cost of Department's indirect costs) and general overhead rate of 15 % (average cost of
4. Productive hourly rate annual cost divided by 1.716 hours (average hours worked in a year)

STATE OF CALIFORNIA)
COUNTY OF VENTURA) ss.
CITY OF MOORPARK)

I, Ky Spangler, City Clerk of the City of Moorpark, California, do hereby certify under penalty of perjury that the foregoing Resolution No. 2020-3951 was adopted by the City Council of the City of Moorpark at a regular meeting held on the 21st day of October, 2020, and that the same was adopted by the following vote:

- AYES: Councilmembers Enegren, Mikos, Pollock, Simons, and Mayor Parvin
- NOES: None
- ABSENT: None
- ABSTAIN: None

WITNESS my hand and the official seal of said City this 21st day of October, 2020.



Ky Spangler, City Clerk
(seal)

