

RESOLUTION NO. 2017-3596

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, UPDATING STAFF BILLING RATES AND FINDING THIS ACTION EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

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

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

WHEREAS, on April 19, 2017, the City Council scheduled a public hearing for May 17, 2017, to consider updates to staff billing rates; and

WHEREAS, notice of the May 17, 2017 public hearing has been provided as required by Sections 6062a, 66016, and 66018 of the Government Code; and

WHEREAS, on May 17, 2017, the City Council held a public hearing as required by Sections 66016 and 66018 of the Government Code to consider updates to staff billing rates, 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 the 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.

SECTION 2. 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.

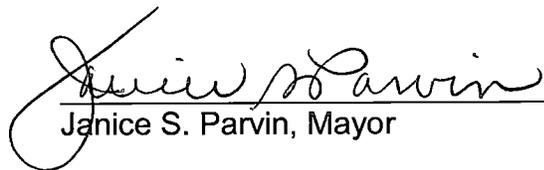
SECTION 3. EFFECTIVE DATE: This Resolution shall become effective on July 17, 2017, implementing those changes to the fees describe herein immediately upon the effective date set forth herein. This date is at least sixty (60) days at this time after adoption of the resolution as required by Section 66017 of the Government Code.

SECTION 4. ADOPTION OF SCHEDULE: The Staff Billing Rates is adopted as shown in Exhibit A of this Resolution.

SECTION 5. Resolution No. 2015-3383 is hereby rescinded upon the effective date of this resolution.

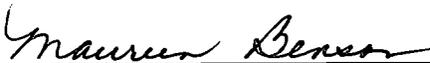
SECTION 6. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this 17th day of May, 2017.

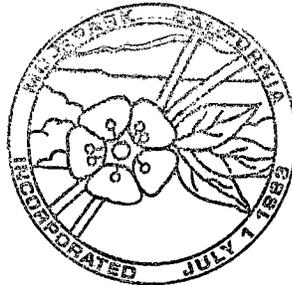


Janice S. Parvin, Mayor

ATTEST:



Maureen Benson, City Clerk



Attachment:
Exhibit A: Real Time Billing Rates

CITY of MOORPARK REAL TIME BILLING RATES
Full-Time and Regular Part-Time Employee

Salary Range	Position	Hourly Rate ¹	Benefit Rate ²	Overhead & Indirect Costs ³	PHR ⁴	Billable Hourly Rate	Billable Overtime Hourly Rate
100	City Manager	\$ 112.81	\$ 168.20	\$ 235.48	\$ 285.43	\$ 290.00	
99	Retired Annuitant Licensed Civil Engineer	110.06	164.10	229.74	278.47	280.00	
91	Assistant City Manager	90.32	134.67	188.54	228.53	230.00	
89	Deputy City Manager	85.97	128.18	179.45	217.52	220.00	
87	Administrative Service Director	81.81	121.98	170.77	206.99	210.00	
87	City Engineer/Public Works Director	81.81	121.98	170.77	206.99	210.00	
87	Community Development Director	81.81	121.98	170.77	206.99	210.00	
87	Finance Director	81.81	121.98	170.77	206.99	210.00	
87	Parks and Recreation Director	81.81	121.98	170.77	206.99	210.00	
87	Public Works Director	81.81	121.98	170.77	206.99	210.00	
83	Assistant to City Manager/City Clerk	74.13	110.53	154.74	187.56	190.00	
83	Planning Director	74.13	110.53	154.74	187.56	190.00	
79	Assistant City Engineer	67.15	100.12	140.17	169.90	170.00	
79	Deputy Community Development Director	67.15	100.12	140.17	169.90	170.00	
79	Deputy Finance Director	67.15	100.12	140.17	169.90	170.00	
75	Budget and Finance Manager	60.84	90.71	126.99	153.93	155.00	
75	Economic Development & Planning Mgr	60.84	90.71	126.99	153.93	155.00	
75	Information Systems Manager	60.84	90.71	126.99	153.93	155.00	
75	Parks and Landscape Manager	60.84	90.71	126.99	153.93	155.00	
75	Public Works Manager	60.84	90.71	126.99	153.93	155.00	
75	Recreation/Community Services Mgr	60.84	90.71	126.99	153.93	155.00	
75	Senior Civil Engineer	60.84	90.71	126.99	153.93	155.00	
71	Administrative Services Manager	55.13	82.20	115.08	139.49	140.00	
71	Assistant to City Manager	55.13	82.20	115.08	139.49	140.00	
71	Economic Development & Housing Mgr	55.13	82.20	115.08	139.49	140.00	
71	Finance/Accounting Manager	55.13	82.20	115.08	139.49	140.00	
71	Planning Manager	55.13	82.20	115.08	139.49	140.00	
71	Program Manager	55.13	82.20	115.08	139.49	140.00	
71	Recreation Services Manager	55.13	82.20	115.08	139.49	140.00	
67	Accountant II	49.93	74.45	104.23	126.34	130.00	
67	Associate Civil Engineer	49.93	74.45	104.23	126.34	130.00	
67	City Clerk	49.93	74.45	104.23	126.34	130.00	
67	Landscape/Parks Maintenance Supt	49.93	74.45	104.23	126.34	130.00	
67	Principal Planner	49.93	74.45	104.23	126.34	130.00	
67	Public Works Superintendent/Inspector	49.93	74.45	104.23	126.34	130.00	
67	Senior Housing Analyst	49.93	74.45	104.23	126.34	130.00	
67	Sr. Human Resources Analyst	49.93	74.45	104.23	126.34	130.00	
67	Sr. Information Systems Analyst	49.93	74.45	104.23	126.34	130.00	
67	Sr. Management Analyst	49.93	74.45	104.23	126.34	130.00	
62	Accountant I	44.13	65.80	92.12	111.66	115.00	
62	Active Adult Center Supervisor	44.13	65.80	92.12	111.66	115.00	
62	Assistant City Clerk	44.13	65.80	92.12	111.66	115.00	
62	Assistant Engineer	44.13	65.80	92.12	111.66	115.00	
62	Human Resources Analyst	44.13	65.80	92.12	111.66	115.00	
62	Information Systems Administrator	44.13	65.80	92.12	111.66	115.00	
62	Management Analyst	44.13	65.80	92.12	111.66	115.00	
62	Parks and Facilities Supervisor	44.13	65.80	92.12	111.66	115.00	
62	Public Works Supervisor	44.13	65.80	92.12	111.66	115.00	
62	Recreation Supervisor	44.13	65.80	92.12	111.66	115.00	
59	Associate Planner II	\$ 40.98	\$ 61.10	\$ 85.54	\$ 103.68	\$ 105.00	\$ 160.00

CITY of MOORPARK REAL TIME BILLING RATES
Full-Time and Regular Part-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	Human Resources Specialist	40.98	61.10	85.54	103.68	105.00	160.00
59	Recreation Specialist	40.98	61.10	85.54	103.68	105.00	160.00
59	Vector/Animal Control Specialist	40.98	61.10	85.54	103.68	105.00	160.00
56	Associate Planner I	38.07	56.76	79.46	96.32	100.00	150.00
53	Administrative Specialist	35.35	52.71	73.79	89.44	90.00	135.00
53	Deputy City Clerk II	35.35	52.71	73.79	89.44	90.00	135.00
53	Executive Secretary	35.35	52.71	73.79	89.44	90.00	135.00
53	Human Resources Assistant	35.35	52.71	73.79	89.44	90.00	135.00
53	Recreation Coordinator III	35.35	52.71	73.79	89.44	90.00	135.00
53	Sr. Account Technician	35.35	52.71	73.79	89.44	90.00	135.00
51	Account Technician II	33.63	50.14	70.20	85.09	90.00	135.00
51	Active Adult Center Coordinator	33.63	50.14	70.20	85.09	90.00	135.00
51	Assistant Planner	33.63	50.14	70.20	85.09	90.00	135.00
51	Code Compliance Technician II	33.63	50.14	70.20	85.09	90.00	135.00
51	Information Systems Technician II	33.63	50.14	70.20	85.09	90.00	135.00
51	Vector/Animal Control Technician II	33.63	50.14	70.20	85.09	90.00	135.00
49	Facilities Technician	32.02	47.74	66.84	81.02	85.00	130.00
48	Administrative Assistant II	31.24	46.58	65.21	79.04	80.00	120.00
48	Community Services Technician	31.24	46.58	65.21	79.04	80.00	120.00
48	Deputy City Clerk I	31.24	46.58	65.21	79.04	80.00	120.00
47	Maintenance Specialist	30.48	45.45	63.63	77.13	80.00	120.00
47	Recreation Coordinator II	30.48	45.45	63.63	77.13	80.00	120.00
47	Senior Maintenance Worker	30.48	45.45	63.63	77.13	80.00	120.00
47	Vector/Animal Control Technician I	30.48	45.45	63.63	77.13	80.00	120.00
46	Account Technician I	29.72	44.31	62.03	75.19	80.00	120.00
46	Information Systems Technician I	29.72	44.31	62.03	75.19	80.00	120.00
45	Administrative Assistant I	29.01	43.25	60.55	73.39	75.00	115.00
45	Code Compliance Technician I	29.01	43.25	60.55	73.39	75.00	105.00
45	Community Development Technician	29.01	43.25	60.55	73.39	75.00	115.00
45	Irrigation Specialist	29.01	43.25	60.55	73.39	75.00	115.00
45	Planning Technician	29.01	43.25	60.55	73.39	75.00	115.00
43	Maintenance Worker III	27.61	41.17	57.64	69.87	70.00	105.00
41	Crossing Guard Supervisor	26.28	39.18	54.85	66.48	70.00	105.00
41	Office Assistant III	26.28	39.18	54.85	66.48	70.00	105.00
41	Public Works Technician	26.28	39.18	54.85	66.48	70.00	105.00
41	Recreation Coordinator I	26.28	39.18	54.85	66.48	70.00	105.00
39	Maintenance Worker II	25.01	37.29	52.21	63.28	65.00	100.00
39	Teen Coordinator	25.01	37.29	52.21	63.28	65.00	100.00
38	Account Clerk II	24.39	36.37	50.92	61.72	65.00	100.00
34	Account Clerk I	22.10	32.95	46.13	55.92	60.00	90.00
34	Laborer/Custodian IV	22.10	32.95	46.13	55.92	60.00	90.00
34	Recreation Leader IV	22.10	32.95	46.13	55.92	60.00	90.00
34	Office Assistant II	22.10	32.95	46.13	55.92	60.00	90.00
32	Recreation Assistant	21.04	31.37	43.92	53.24	55.00	85.00
31	Maintenance Worker I	20.53	30.61	42.85	51.94	55.00	85.00
29	Office Assistant I	19.54	29.13	40.78	49.43	50.00	75.00

Notes:

1. Top step in salary range
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)

**CITY of MOORPARK REAL TIME BILLING RATES
Temporary Part-Time Employee**

Salary Range	Position	Hourly Rate ¹	Benefit Rate ²	Overhead & Indirect Costs ³	Billable Hourly Rate	Billable Overtime Hourly Rate
32	Recreation Leader III	\$ 21.04	\$ 22.78	\$ 31.89	\$ 35.00	\$ 55.00
32	Sr. Nutrition Coordinator	21.04	22.78	31.89	35.00	55.00
32	Solid Waste and Recycling Assistant	21.04	22.78	31.89	35.00	55.00
30	Intern	20.02	21.67	30.34	35.00	55.00
28	Laborer/Custodian III	19.07	20.65	28.91	30.00	45.00
22	Recreation Leader II	16.44	17.80	24.92	25.00	40.00
20	Records Clerk	15.64	16.93	23.70	25.00	40.00
18	Laborer/Custodian II	14.89	16.12	22.57	25.00	40.00
18	Clerical Aide/Crossing Guard	14.89	16.12	22.57	25.00	40.00
18	Crossing Guard	14.89	16.12	22.57	25.00	40.00
14	Box Office Cashier	13.50	14.62	20.47	25.00	40.00
14	Clerical Aide II	13.50	14.62	20.47	25.00	40.00
14	Recreation Leader I	13.50	14.62	20.47	25.00	40.00
10	Laborer/Custodian I	12.23	13.24	18.54	20.00	30.00
6	Clerical Aide I	11.09	12.01	16.81	20.00	30.00
6	Recreation Aide	11.09	12.01	16.81	20.00	30.00

Notes:

1. Top step in salary range

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 services provided by other departments)

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

I, Maureen Benson, City Clerk of the City of Moorpark, California, do hereby certify under penalty of perjury that the foregoing Resolution No. 2017-3596 was adopted by the City Council of the City of Moorpark at a regular meeting held on the 17th day of May, 2017, and that the same was adopted by the following vote:

AYES: Councilmembers Mikos, Pollock, Simons, Van Dam, and Mayor Parvin
NOES: None
ABSENT: None
ABSTAIN: None

WITNESS my hand and the official seal of said City this 31st day of May, 2017.



Maureen Benson, City Clerk
(seal)

