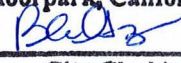


I hereby certify, under penalty of perjury, that this is a true and correct copy of the original document consisting of 6 pages which is on file in this office.

Executed on 9/3/2021
at Moorpark, California.


City Clerk's Office

RESOLUTION NO. 2021-4036

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, UPDATING STAFF BILLING RATES AND RESCINDING RESOLUTION NO. 2020-3951 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, notice of the September 1, 2021, 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 September 1, 2021, 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.

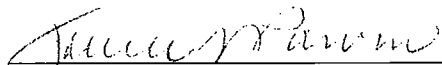
SECTION 3. RATE ADOPTION: The City Council hereby adopts the Real Time Billing Rates for each staff position identified in Exhibit A for use in calculating fees for service and cost reimbursements.

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 November 1, 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.

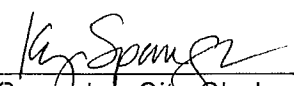
SECTION 6. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this 1st day of September 2021.



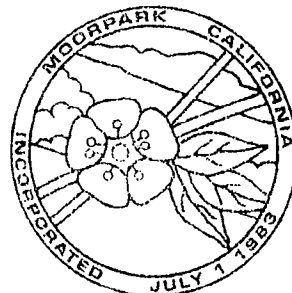
Janice S. Parvin, Mayor

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	109.51	156.50	219.10	265.58	270.00	
91	Assistant City Manager	96.81	138.35	193.69	234.78	235.00	
89	Deputy City Manager	92.14	131.68	184.35	223.45	225.00	
87	Administrative Service Director	87.69	125.32	175.45	212.67	215.00	
87	City Engineer/Public Works Director	87.69	125.32	175.45	212.67	215.00	
87	Community Development Director	87.69	125.32	175.45	212.67	215.00	
87	Finance Director	87.69	125.32	175.45	212.67	215.00	
87	Parks and Recreation Director	87.69	125.32	175.45	212.67	215.00	
87	Public Works Director	87.69	125.32	175.45	212.67	215.00	
83	Assistant to City Manager/City Clerk	79.45	113.54	158.96	192.68	195.00	
83	City Engineer	79.45	113.54	158.96	192.68	195.00	
83	Planning Director	79.45	113.54	158.96	192.68	195.00	
79	Assistant City Engineer	71.97	102.85	143.99	174.53	175.00	
79	Deputy Community Development Director	71.97	102.85	143.99	174.53	175.00	
79	Deputy Finance Director	71.97	102.85	143.99	174.53	175.00	
75	Assistant to the City Manager	65.21	93.19	130.47	158.15	160.00	
75	Budget and Finance Manager	65.21	93.19	130.47	158.15	160.00	
75	City Clerk	65.21	93.19	130.47	158.15	160.00	
75	Community Services Manager	65.21	93.19	130.47	158.15	160.00	
75	Economic Development and Planning Manager	65.21	93.19	130.47	158.15	160.00	
75	Information Systems Manager	65.21	93.19	130.47	158.15	160.00	
75	Parks and Landscape Manager	65.21	93.19	130.47	158.15	160.00	
75	Planning Manager	65.21	93.19	130.47	158.15	160.00	
75	Public Works Manager	65.21	93.19	130.47	158.15	160.00	
75	Senior Civil Engineer	65.21	93.19	130.47	158.15	160.00	
71	Administrative Services Manager	59.08	84.43	118.20	143.27	145.00	
71	Economic Development and Housing Manager	59.08	84.43	118.20	143.27	145.00	
71	Economic Development Manager	59.08	84.43	118.20	143.27	145.00	
71	Finance/Accounting Manager	59.08	84.43	118.20	143.27	145.00	
71	Human Resources Manager	59.08	84.43	118.20	143.27	145.00	
71	Program Manager	59.08	84.43	118.20	143.27	145.00	
71	Recreation Services Manager	59.08	84.43	118.20	143.27	145.00	
67	Accountant II	53.52	76.49	107.09	129.81	130.00	
67	Associate Civil Engineer	53.52	76.49	107.09	129.81	130.00	
67	Landscape/Parks Maintenance Superintendent	53.52	76.49	107.09	129.81	130.00	
67	Principal Planner	53.52	76.49	107.09	129.81	130.00	
67	Public Works Superintendent/Inspector	53.52	76.49	107.09	129.81	130.00	
67	Senior Housing Analyst	53.52	76.49	107.09	129.81	130.00	
67	Senior Human Resources Analyst	53.52	76.49	107.09	129.81	130.00	
67	Senior Information Systems Administrator	53.52	76.49	107.09	129.81	130.00	
67	Senior Management Analyst	53.52	76.49	107.09	129.81	130.00	
62	Accountant I	47.30	67.60	94.64	114.72	115.00	
62	Active Adult Center Supervisor	47.30	67.60	94.64	114.72	115.00	
62	Assistant City Clerk	47.30	67.60	94.64	114.72	115.00	
62	Assistant Engineer	47.30	67.60	94.64	114.72	115.00	
62	Human Resources Analyst	47.30	67.60	94.64	114.72	115.00	
62	Information Systems Administrator	47.30	67.60	94.64	114.72	115.00	
62	Management Analyst	47.30	67.60	94.64	114.72	115.00	
62	Parks and Facilities Supervisor	47.30	67.60	94.64	114.72	115.00	
62	Public Works Supervisor	47.30	67.60	94.64	114.72	115.00	
62	Purchasing Analyst	47.30	67.60	94.64	114.72	115.00	
62	Recreation Supervisor	47.30	67.60	94.64	114.72	115.00	

**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	Associate Planner II	43.93	62.78	87.89	106.53	110.00	165.00
59	Human Resources Specialist	43.93	62.78	87.89	106.53	110.00	165.00
59	Recreation Specialist	43.93	62.78	87.89	106.53	110.00	165.00
59	Senior Account Technician II	43.93	62.78	87.89	106.53	110.00	165.00
59	Vector/Animal Control Specialist	43.93	62.78	87.89	106.53	110.00	165.00
56	Associate Planner I	40.81	58.32	81.65	98.97	100.00	150.00
53	Active Adult Center Coordinator	37.89	54.15	75.81	91.89	95.00	145.00
53	Administrative Specialist	37.89	54.15	75.81	91.89	95.00	145.00
53	Deputy City Clerk II	37.89	54.15	75.81	91.89	95.00	145.00
53	Executive Secretary	37.89	54.15	75.81	91.89	95.00	145.00
53	Human Resources Assistant	37.89	54.15	75.81	91.89	95.00	145.00
53	Recreation Coordinator III	37.89	54.15	75.81	91.89	95.00	145.00
53	Senior Account Technician I	37.89	54.15	75.81	91.89	95.00	145.00
51	Account Technician II	36.05	51.52	72.13	87.43	90.00	135.00
51	Assistant Planner	36.05	51.52	72.13	87.43	90.00	135.00
51	Code Compliance Technician II	36.05	51.52	72.13	87.43	90.00	135.00
51	Information Systems Technician II	36.05	51.52	72.13	87.43	90.00	135.00
51	Vector/Animal Control Technician II	36.05	51.52	72.13	87.43	90.00	135.00
49	Facilities Technician	34.31	49.03	68.64	83.20	85.00	130.00
49	Landscape Maintenance Inspector	34.31	49.03	68.64	83.20	85.00	130.00
48	Administrative Assistant II	33.48	47.85	66.99	81.20	85.00	130.00
48	Community Services Technician	33.48	47.85	66.99	81.20	85.00	130.00
48	Deputy City Clerk I	33.48	47.85	66.99	81.20	85.00	130.00
47	Landscape Maintenance Specialist	32.67	46.69	65.37	79.24	80.00	120.00
47	Recreation Coordinator II	32.67	46.69	65.37	79.24	80.00	120.00
47	Senior Maintenance Worker	32.67	46.69	65.37	79.24	80.00	120.00
47	Vector/Animal Control Technician I	32.67	46.69	65.37	79.24	80.00	120.00
46	Account Technician I	31.85	45.52	63.73	77.25	80.00	120.00
46	Information Systems Technician I	31.85	45.52	63.73	77.25	80.00	120.00
45	Administrative Assistant I	31.09	44.43	62.20	75.39	80.00	120.00
45	Code Compliance Technician I	31.09	44.43	62.20	75.39	80.00	120.00
45	Irrigation Specialist	31.09	44.43	62.20	75.39	80.00	120.00
45	Planning Technician	31.09	44.43	62.20	75.39	80.00	120.00
43	Maintenance Worker III	29.59	42.29	59.21	71.77	75.00	115.00
41	Crossing Guard Supervisor	28.17	40.26	56.36	68.32	70.00	105.00
41	Office Assistant III	28.17	40.26	56.36	68.32	70.00	105.00
41	Public Works Technician	28.17	40.26	56.36	68.32	70.00	105.00
41	Recreation Coordinator I	28.17	40.26	56.36	68.32	70.00	105.00
39	Maintenance Worker II	26.81	38.31	53.63	65.01	70.00	105.00
39	Recreation Program Specialist	26.81	38.31	53.63	65.01	70.00	105.00
39	Teen Coordinator	26.81	38.31	53.63	65.01	70.00	105.00
38	Account Clerk II	26.14	37.36	52.30	63.39	65.00	100.00
38	Recreation Leader IV	26.14	37.36	52.30	63.39	65.00	100.00
36	Recreation Assistant II	24.90	35.59	49.83	60.40	65.00	100.00
34	Account Clerk I	23.68	33.84	47.38	57.43	60.00	90.00
34	Laborer/Custodian IV	23.68	33.84	47.38	57.43	60.00	90.00
34	Office Assistant II	23.68	33.84	47.38	57.43	60.00	90.00
32	Recreation Assistant I	22.55	32.23	45.12	54.69	55.00	85.00
31	Maintenance Worker I	22.00	31.44	44.02	53.36	55.00	85.00
29	Office Assistant I	20.94	29.93	41.90	50.79	55.00	85.00

Notes:

1. Top step in salary range per Resolution No. 2021-4023
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)
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
12	Preschool Director	\$ 24.84	\$ 27.41	\$ 38.37	\$ 40.00	\$ 60.00
11	Preschool Teacher	22.63	24.97	34.96	35.00	55.00
10	Camp Director	20.97	23.14	32.40	35.00	55.00
10	Senior Nutrition Coordinator	20.97	23.14	32.40	35.00	55.00
10	Solid Waste and Recycling Assistant	20.97	23.14	32.40	35.00	55.00
8	Assistant Camp Director	19.32	21.32	29.85	30.00	45.00
7	Park & Facilities Attendant III	18.76	20.70	28.98	30.00	45.00
7	Intern	18.76	20.70	28.98	30.00	45.00
6	Records Clerk	18.21	20.10	28.14	30.00	45.00
5	Recreation Leader II	17.66	19.49	27.29	30.00	45.00
4	Park & Facilities Attendant II	17.11	18.88	26.43	30.00	45.00
4	Camp Counselor II	17.11	18.88	26.43	30.00	45.00
4	Clerical Aide/Crossing Guard	17.11	18.88	26.43	30.00	45.00
4	Preschool Aide	17.11	18.88	26.43	30.00	45.00
3	Crossing guard	16.56	18.28	25.59	30.00	45.00
3	Clerical Aide II	16.56	18.28	25.59	30.00	45.00
2	Recreation Leader I	16.01	17.67	24.74	25.00	40.00
2	Park & Facilities Attendant I	16.01	17.67	24.74	25.00	40.00
1	Camp Counselor I	15.45	17.05	23.87	25.00	40.00
1	Clerical Aide I	15.45	17.05	23.87	25.00	40.00

Notes:

1. Top step in salary range per Resolution No. 2020-3981

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)

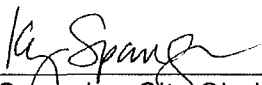
4. Minimum wage is expected to increase as of January 1, 2022

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. 2021-4036 was adopted by the City Council of the City of Moorpark at a regular meeting held on the 1st day of September, 2021, and that the same was adopted by the following vote:

AYES: Councilmembers Castro, Enegren, Groff, Pollock, and Mayor Parvin
NOES: None
ABSENT: None
ABSTAIN: None

WITNESS my hand and the official seal of said City this 1st day of September, 2021.



Ky Spangler, City Clerk
(seal)

