



**RESOLUTION NO. 149-2013**  
**OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO**

**WHEREAS**, in accordance with Section 1302 of the County of El Dorado Personnel Rules Resolution #048-2013 applicable to represented employees, and Section 501 of the El Dorado County Salary and Benefits Resolution #323-2001 applicable to unrepresented employees, the Board of Supervisors shall by Resolution specify the number and classification of all authorized positions for each department of the County; and

**WHEREAS**, in accordance with Section 1303 of the County of El Dorado Personnel Rules Resolution #048-2013 applicable to represented employees, and Section 601 of the El Dorado County Salary and Benefits Resolution #323-2001, as amended, applicable to unrepresented employees, the Board of Supervisors shall by Resolution establish the salary for all authorized positions within the County; and

**WHEREAS**, the Board of Supervisors of the County of El Dorado authorizes the Director of Human Resources to make any technical corrections if needed.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of the County of El Dorado does hereby adopt the salary schedule and bargaining unit for the new classifications of Traffic Engineer and Transportation Planner as set forth below:

| Job Class. No. | Classification         | Bargaining Unit | Salary Range                           |
|----------------|------------------------|-----------------|--|
| 4113           | Traffic Engineer       | PL              | \$34.39 - \$41.81<br>\$5,961 - \$7,247 |
| 4114           | Transportation Planner | PL              | \$29.56 - \$35.93<br>\$5,124 - \$6,228 |

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 1 day of October, 2013, by the following vote of said Board:

Ayes: Nutting, Santiago, Mikulaco, Veerkamp, Briggs

Attest:  
James S. Mitrisin  
Clerk of the Board of Supervisors

Noes: None  
Absent: None

By:   
Deputy Clerk

  
Ron Briggs, Chair, Board of Supervisors

Ron Briggs

## **TRAFFIC ENGINEER**

### **DEFINITION & DISTINGUISHING CHARACTERISTICS**

#### **Definition:**

Under general supervision, performs complex traffic engineering and transportation planning work; provides lead direction to a project team or unit of professional and technical staff to formulate, organize, and implement various traffic engineering and transportation planning related functions.

#### **Distinguishing Characteristics:**

This is the lead level classification in the professional engineering series which provides direction as assigned. This class is distinguished from the next higher class of Senior Civil Engineer in that the latter is the first full supervisory level class in the professional engineering series. This class is distinguished from the Associate Civil Engineer class by the former requiring specialized skills and expertise relating to traffic engineering and transportation planning, including a valid California Registration as a Traffic Engineer.

### **EXAMPLES OF ESSENTIAL FUNCTIONS** (Illustrative Only)

- Performs the most difficult and complex traffic engineering and transportation planning assignments.
- Plans, assigns, provides lead direction and reviews the work of a professional and technical project team or unit performing duties in the areas of traffic engineering, travel demand modeling, transportation planning, design, construction, contract administration and land use activities.
- Forecasts the effects of road improvements, land use changes, policy changes, and/or public transport schemes.
- Collects, tabulates and analyzes traffic information; prepares standards, methods, techniques, analysis, recommendations and solutions for complex traffic operational issues and problems.
- Prepares complex transportation planning studies and documents, staff reports, presentations and other documents and reports; researches, collects, analyzes and presents planning data; collects complex data for special reports and projects; prepares maps and other graphic tools for presentation in inclusion in reports.
- Implements transportation planning documents, land use planning documents, general plans, specific plans and environmental documents.
- Reviews development projects (including proposed subdivisions, building plans and re-zoning requests) and associated technical analyses (e.g. traffic studies) and recommends conditions related to impact upon traffic conditions.
- Participates in and coordinates transportation and related planning studies; assists in the development of both short and long range transportation plans.
- Analyzes information related to transportation, such as land use policies, environmental impact of projects, or long range planning needs.
- Analyzes transportation-related consequences of federal and state legislative proposals.
- Analyzes, evaluates and documents transportation project needs and costs.
- Conducts field observation regarding traffic related requests, complaints, and concerns.
- Provides technical and professional assistance to staff and others; reviews plans, specifications, contract documents and other reports, analyses and documents to ensure compliance with applicable codes, laws, policies, procedures and guidelines for assigned engineering activities.

- Standard office procedures, practices and equipment; modern office practices, methods and equipment, including a computer and applicable software.
- Methods and techniques for record keeping and report preparation and writing; proper English, spelling and grammar; occupational hazards and standard safety practices.
- Local government organization functions and practices.

**Skill in:**

- Applying traffic engineering and transportation planning principles and techniques to the solution of highly complex problems.
- Organizing work, setting priorities, and exercising independent judgment within policy guidelines.
- Preparing clear, concise, and accurate reports, records, and correspondence.

**Ability to:**

- Analyze complex technical data and reports, evaluating alternative solutions and recommend or adopt effective courses of action.
- Communicate effectively both orally and in writing with subordinates, superiors, and the general public.
- Deal tactfully and effectively with the public, staff, other agencies, engineering firms, contractors, developers, manufacturers, and others.
- Establish and maintain effective working relationships with a variety of citizens, community groups, boards and commissions, staff and governmental organizations.

**ENVIRONMENTAL CONDITIONS/PHYSICAL DEMANDS**

*The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

**Environment:**

Work is primarily performed indoors in an office setting with occasional work outdoors in all weather conditions; frequent repetitive/fatiguing duties, occasional long or irregular hours, infrequent work above and below ground level, exposure to fumes, dust, airborne hazardous substances, and hazardous substances, and microwave radiation.

**Physical:**

Primary functions require sufficient physical ability to work in an indoor setting; vision in the normal visual range with or without correction sufficient to read computer screens and printed documents and to operate equipment; hear in the normal audio range with or without correction. **Frequent** sitting, use of both legs, use of all fingers on both hands, wrist and arm motion and fine coordination; lifting, carrying, pushing and pulling objects weighing up to 15 lbs. **Occasional** walking, grasping and holding. **Infrequent** climbing, reaching and bending; lifting, carrying, pushing and pulling up to 40 lbs.

**HISTORY**

Created: OCT 2013 –BOS Reso # xxx-2013

## **TRANSPORTATION PLANNER**

### **DEFINITION & DISTINGUISHING CHARACTERISTICS:**

#### **Definition:**

Under general supervision, performs a variety of difficult to complex traffic engineering and transportation planning work; provides project coordination, direction, and review for other staff. Works closely with the Traffic Engineer and/or others to formulate, organize, and implement various traffic engineering and transportation planning related functions.

#### **Distinguishing Characteristics:**

This is the advanced journey level class responsible for the development of assigned transportation planning programs and projects. This class is distinguished from the next higher class of Traffic Engineer in that the latter has overall administrative responsibility for the Traffic Engineering unit and requires a valid California Registration as a Traffic Engineer.

### **EXAMPLES OF ESSENTIAL FUNCTIONS (ILLUSTRATIVE ONLY)**

- Performs all technical aspects of travel demand modeling, performing operation analysis studies, and providing support for transportation planning studies at the regional, system, corridor and project levels.
- Forecast the effects of road improvements, land use changes, policy changes and/or public transport schemes.
- Collects, tabulates and analyzes traffic information; implements standards, methods, techniques, analysis, recommendations and solutions for complex traffic operational issues and problems.
- Assists in the preparation of transportation planning studies and documents, staff reports, presentations and other documents and reports; researches, collects, analyzes and presents planning data; collects complex data for special reports and projects; prepares maps and other graphic tools for presentation in inclusion in reports.
- Implements transportation planning documents, land use planning documents, general plans, specific plans and environmental documents.
- Reviews development projects (including proposed subdivisions, building plans and re-zoning requests) and associated technical analyses (e.g. traffic studies) and recommends conditions related to impact upon traffic conditions.
- Participates in and coordinates transportation and related planning studies; assists in the development of both short and long range transportation plans.
- Analyzes information related to transportation, such as land use policies, environmental impact of projects, or long range planning needs.
- Analyzes transportation-related consequences of federal and state legislative proposals.
- Analyzes, evaluates and documents transportation project needs and costs.
- Conducts field observation regarding traffic related requests, complaints, and concerns.
- Provides technical and professional assistance to staff and others; reviews plans, specifications, contract documents and other reports, analyses and documents to ensure compliance with applicable codes, laws, policies, procedures and guidelines for assigned engineering activities.
- Represents the County in a variety of meetings with property owners, engineers, contractors, developers, attorneys, the public and others.

- Organizing work, setting priorities, and exercising independent judgment within policy guidelines.
- Preparing clear, concise, and accurate reports, records, and correspondence.

**Ability to:**

- Analyze complex technical data and reports, evaluate alternative solutions and recommending or adopting effective courses of action.
- Communicate effectively both orally and in writing with subordinates, superiors, and the general public.
- Deal tactfully and effectively with the public, staff, other agencies, engineering firms, contractors, developers, manufacturers, and others.
- Establish and maintain effective working relationships with a variety of citizens, community groups, boards and commissions, staff and governmental organizations.

**ENVIROMENTAL CODITIONS/PHYSICAL DEMANDS**

*The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

**Environment:**

Work is primarily performed indoors in an office setting with occasional work outdoors in all weather conditions; frequent repetitive/fatiguing duties, occasional long or irregular hours, infrequent work above and below ground level, exposure to fumes, dust, airborne hazardous substances, and hazardous substance, and microwave radiation.

**Physical:**

Primary functions require sufficient physical ability to work in an indoor setting; vision in the normal visual range with or without correction sufficient to read computer screens and printed documents and to operate equipment; hear in the normal audio range with or without correction. **Frequent** sitting, use of both legs, use of all fingers on both hands, wrist and arm motion and fine coordination; lifting, carrying, pushing and pulling objects weighing up to 15 lbs. **Occasional** walking, grasping and holding. **Infrequent** climbing, reaching and bending; lifting, carrying, pushing and pulling up to 40 lbs.

**HISTORY**

Created: OCT 2013 – BOS Reso # xxx-2013