



## Legislation Text

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**File #:** 18-1432, **Version:** 1

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Community Development Services, Department of Transportation (Transportation), and Human Resources, recommending the Board adopt and authorize the Chair to sign Resolution **217-2018**, amending the Authorized Personnel Allocation Resolution 132-2018 to:

- 1) Add 0.2 equivalent Traffic Engineer position to Transportation; and
- 2) Provide authorization to the Director of Human Resources to make, if needed, any technical corrections to the authorized personnel allocations for Transportation.

**FUNDING:** Various Funding Streams (Road Fund, Permit Fees, Developer Fees, Traffic Impact Fees).

### **DISCUSSION / BACKGROUND**

Department of Transportation's (Transportation) Traffic Unit is currently staffed with 1.0 full-time Senior Civil Engineer, 0.8 Traffic Engineer and 1.0 Transportation Planner. Recently the Traffic Engineer position became vacant. When initiating the recruitment process it was discovered that the Traffic Engineer position was allocated at 0.8 due to the previous incumbent's reduced work schedule. Transportation believes the 0.8 allocation will make it extremely difficult to hire a replacement for this vital position.

In looking at the work load it has been determined that the Traffic Engineer position needs to be a full-time position to optimize coordination within Transportation, between Transportation and Planning and Building Department staff, and to continue Transportation's strong emphasis on staff integration and customer service.

Transportation recommends adding 0.2 equivalent Traffic Engineer position to the Department's allocations.

### **ALTERNATIVES**

The Board could decline to adopt the attached Personnel Allocation Resolutions and maintain the current personnel structure; however, this could make it difficult for Transportation to find a replacement for this vital position.

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Human Resources

### **CAO RECOMMENDATION**

It is recommended that the Board approve this item.

### **FINANCIAL IMPACT**

The fiscal result of these staffing allocation changes represents an approximate annual increase of \$10,758. There is sufficient funds budgeted for FY 2018-19 for this change.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) The Clerk of the Board will obtain the Chair's signature on one (1) original Resolution.
- 2) The Clerk of the Board will provide one (1) copy of the signed Resolution to Human Resources, and one (1) copy of the signed Resolution to Transportation, attention of Julie Millard, for further processing.

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

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