



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 06/18/2024

ITEM NO: 14

DATE: June 12, 2024
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Approve an Amendment to the Town Employees Association (TEA) Salary Schedule to Establish a New Classification Title and Salary Range for Senior Transportation Planner

RECOMMENDATION:

Approve an amendment (Attachment 1) to the Town Employees Association (TEA) Salary Schedule to establish a new classification title and salary range for Senior Transportation Planner.

BACKGROUND:

The Town of Los Gatos Personnel Rules and Regulations (Section 4.4) and the Municipal Code (Section 2.30.925) require that amendments and revisions to the salary schedule/classification plan are effective upon approval by Town Council. Changes must be presented to Council for approval as part of the formal budget adoption, through the labor negotiations process, or as needed.

DISCUSSION:

The Town seeks to establish the new classification of Senior Transportation Planner to better meet the immediate and long-term transportation program needs of the Parks and Public Works Department. Based on the need for transportation planning, interagency coordination, project management, and community engagement, among other skills, the Department has determined that a Senior Transportation Planning position would be the most appropriate classification for the type of work needed.

PREPARED BY: Vilcia Rodriguez, Human Resources Analyst
Katy Nomura, Assistant Town Manager

Reviewed by: Town Manager, Town Attorney, and Finance Director

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SUBJECT: Add Senior Transportation Planner Classification to TEA Salary Schedule

DATE: June 11, 2024

DISCUSSION (continued):

The proposed classification will be fiscally aligned with the existing Senior Planner salary range of \$58.96 to \$75.83 per hour. Staff has met the Town's obligation to meet and confer with TEA to add this classification to the salary schedule in alignment with the Senior Planner classification.

CONCLUSION:

Staff recommends the approval of an amendment to the TEA salary schedule to establish a new classification title and salary range for Senior Transportation Planner.

FISCAL IMPACT:

This agenda item would modify the TEA salary schedule by adding a Senior Transportation Planner classification. As a new classification, this modification would not impact any existing employees. If approved, should a Department wish to use this classification, the cost would need to be absorbed into the Department's existing budget or a budget adjustment would need to be requested at that time.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachment:

1. Amended TEA Salary Schedule