



# City of Madison

City of Madison  
Madison, WI 53703  
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## Master

**File Number: 92726**

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**File Type:** Ordinance

**Status:** Council New Business

**Version:** 1

**Reference:**

**Controlling Body:** Attorney's Office

**File Created Date :** 04/14/2026

**File Name:** Public Works Director

**Final Action:**

**Title:** Amending Sections 3.08, 3.11(4)(c)2, (5) and (6), 12.1335(4), and 33.05(3) to create the Public Works Director position, to retitle the head of the Streets Division as the Streets Division Manager, and make other changes consistent with these actions.

**Notes:** 7043PublicWorksDirector

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**Effective Date:**

**Attachments:**

**Enactment Number:**

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**Entered by:** mglaeser@cityofmadison.com

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### History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	04/14/2026	Referred for Introduction				
<b>Action Text:</b>		This Ordinance was Referred for Introduction					
<b>Notes:</b>		Board of Public Works (4/22/26); Common Council (5/5/26)					

### Text of Legislative File 92726

#### Fiscal Note

[Enter Fiscal Note Here]

#### Title

Amending Sections 3.08, 3.11(4)(c)2, (5) and (6), 12.1335(4), and 33.05(3) to create the Public Works Director position, to retitle the head of the Streets Division as the Streets Division Manager, and make other changes consistent with these actions.

#### Body

**DRAFTER'S ANALYSIS:** This ordinance will recreate the position of Public Works Director, replacing the Public Works Team Leader position. This position will be appointed by the Mayor and serve at the Mayor's direction. This position will serve as head of the Public Works Department, overseeing the Engineering, Fleet Service, Parks, and Streets Divisions and the

Water Utility. The language in Sec. 3.11(5) will be updated to create a similar structure to the Department of Transportation and the Department of Planning and Community and Economic Development. This reorganization will empower the Public Works Director to better oversee and manage Department operations to serve the growing needs of the City. As part of this reorganization, the Street Superintendent position, which has historically overseen Streets Division operations, is being retitled as the Streets Division Manager to better reflect the role that this position serves. The ordinance creating the City Engineer position is also being updated to delete outdated, unnecessary and erroneous references. Some additional changes are being made to place snow emergency powers within the Public Works Director's authority, and to update the Board of Public Works executive secretary provisions to reflect current practices.

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The Common Council of the City of Madison do hereby ordain as follows:

1. Section 3.08 entitled "City Engineer" of the Madison General Ordinances is amended as follows:

**"3.08 - CITY ENGINEER.**

- (1) The City Engineer shall be appointed in accordance with Section 3.54(9), MGO.
- (2) ~~The City Engineer, and~~ shall perform all engineering services for the ~~department~~ Engineering Division and for such other departments and divisions of the City as may be required. The supervision of all construction work undertaken by the City shall be furnished by the City Engineer except as otherwise ~~ordered by the Mayor~~ authorized by the Public Works Director.
- (3) ~~All water and other public service mains shall be laid to a line and grade given or approved by the City Engineer, and laying of mains and location of valves and hydrants shall be directed or approved by the City Engineer.~~
- (4) ~~The City Engineer shall have power to engage such office and other assistance as he or she shall deem necessary, subject to the approval of the Mayor.~~
- (5) ~~No other or additional engineering service shall be employed by any City department without consent duly obtained from the Mayor.~~

2. Paragraph 2 of Subdivision (c) entitled "The Streets Division" of Subsection (4) entitled "Divisions" of Section 3.11 entitled "Department of Public Works" of the Madison General Ordinances is amended as follows:

"2. The Streets Division shall be supervised by the Streets Division Manager, which may include the Streets Superintendent. The Streets Division Manager ~~Superintendent~~ shall have the supervision of the maintenance and cleaning of streets, and removal of snow and ice therefrom, the collection of garbage, recycling, and refuse materials, leaf and brush collection, the oversight of the City's urban forestry operations, and the performance of such other duties as may be prescribed. It shall be his or her duty to keep a permanent record of all work ordered and performed and notices given by him or her on behalf of the City. The Streets Division Manager ~~Superintendent~~ shall perform such other duties as may be directed in these ordinances or may be prescribed from time to time by the Common Council."

3. Subsection (5) entitled "Composition of the Department" of Section 3.11 entitled "Department of Public Works" of the Madison General Ordinances is amended as follows:

“(5)Composition of the Department. The Department of Public Works shall consist of the Engineering Division, the Fleet Service Division, the Streets Division, the Parks Division and the Water Utility, under the direction of the City Engineer, the Fleet Service Superintendent, the Streets Division Manager Superintendent, the Parks Superintendent, and the Water Utility General Manager respectively, ~~which department heads shall perform their duties under the direction of the Mayor, and as otherwise provided by these Ordinances.~~”

4. Subsection (6) entitled “Public Works Team Leader” of Section 3.11 entitled “Department of Public Works” of the Madison General Ordinances is amended as follows:

“(6)Public Works Director ~~Team Leader~~. ~~A Public Works Team Leader~~ The Public Works Director shall be appointed by the Mayor and perform their duties under the direction of the Mayor. The ~~Public Works Team Leader~~ Director shall perform administrative oversight of the Department of Public Works and its divisions, and promote a positive departmental working environment through meetings, written communication, one-on-one contacts, and public contacts and relationships.”

5. Subsection (4) entitled “Snow Emergency Parking” of Section 12.1335 entitled “Alternate-Side Parking and Snow Emergency Parking” of the Madison General Ordinances is amended as follows:

“(4)Snow Emergency Parking. ~~The Public Works Director-Street Superintendent~~, or designee, may declare a snow emergency whenever it becomes necessary to clear the streets of snow and ice to effectuate the movement of vehicles. Factors which constitute a snow emergency include, but are not limited to, the accumulation of snow or ice on any street or area which hinders the safe movement of traffic or impedes the ability of emergency vehicles and public transportation vehicles to travel safely and expeditiously over such streets or areas.

- (a) Media Declaration. ~~The Public Works Director-Street Superintendent~~, or designee, shall declare the beginning of a snow emergency and the application of emergency snow parking regulations by appropriate public media.
- (b) Duration. A snow emergency declared under this subsection shall remain in effect for 48 hours unless specifically extended by the Public Works Director, ~~Street Superintendent~~ or designee, through a second media declaration under Subsection (4)(a). or unless cancelled under Subsection (5)(d).
- (c) Parking Restrictions During Snow Emergency. Upon the declaration of a snow emergency under this subsection, the alternate-side parking restrictions under Subsection (1) shall apply to the entire City, including the area within the City defined in Subsection (2) as a Snow Emergency Zone and no person shall park, stop or leave standing any vehicle in violation of Subsection (1) for the duration of the snow emergency, unless otherwise excepted in Subsection (5). The declaration of a snow emergency is not limited to the dates of November 15 to March 15 as listed in Subsection (1).
- (d) Any person violating Subs. (1) or (4)(c) of this ordinance is subject to towing and fees for towing pursuant to Sec. 12.1331, MGO.
- (e) Cancellation of Snow Emergency. The Mayor, or designee, after consultation with the Public Works Director, ~~Street Superintendent~~, or designee, may suspend the provisions of this subsection, whereupon Subsections (1), (2), (3), and (5)

shall be in effect in their entirety.”

6. Subsection (3) entitled “Executive Secretary of the Board of Public Works” of Section 33.05 entitled “Board of Public Works” of the Madison General Ordinances is amended as follows:

“(3) Executive Secretary to the Board of Public Works. The ~~Director of Public Works-City Engineer~~ shall serve as the executive secretary of the Board of Public Works by virtue of her/his office but shall not vote. All matters to be considered by the Board of Public Works shall be submitted to the ~~Director of Public Works-City Engineer~~ who shall summarize these proposals, provide additional information as ~~she~~ they may deem to be appropriate, append ~~her/his~~ their recommendations, and submit them to the Board for consideration. Agendas for meetings of the Board, together with summaries and background information and the recommendations of the ~~Director of Public Works-City Engineer~~ shall be delivered to members of the Board at least twenty-four (24) hours before the date of the meeting.”

7. All other sections throughout the ordinances including, but not limited to Secs. 1.08(4), 3.11(5), 4.097(4) and (8), 10.101(6), 10.105(7), 10.15(2), 10.185, and 10.23(3), MGO, are amended to replace references to the “Street Superintendent” or “Streets Superintendent” with the “Streets Division Manager”, and the City Attorney is directed to make such changes.