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Sec. 3.51

OFFICIALS, BOARDS,
EMPLOYEES, ETC.

3.51 DEPARTMENT OF TRANSPORTATION. (Cr. by Ord. 2842, 9-12-68)

(1) There is hereby created a Department of Transportation for the purpose of planning, developing, coordinating, operating and regulating the various elements of transportation and transportation facilities in such a way as to provide for the safe, efficient and economical movement of people and goods in the City of Madison.

(2) RESPONSIBILITIES

The general responsibilities of the Department shall be those of mass transportation, traffic engineering and parking, with these three divisions to be developed and coordinated in such manner as to be of maximum benefit and economy to the people of the City of Madison.

(3) DIRECTOR OF TRANSPORTATION

The Department of Transportation shall be managed and directed by a Director of Transportation who shall be appointed by the Mayor, subject to approval of the Common Council. He shall hold this office under Civil Service. He is authorized, and it is his responsibility to perform all duties as may be delegated to him by ordinance or resolution of the Common Council, and he shall carry out all directives as may be issued by the Common Council or assigned to him by the Mayor.

He shall be charged with the responsibility of preparing and presenting the annual budgets of the Department. He shall have authority to establish policies, technical standards, methods and procedures for the department, and is further authorized and directed to do any and all of the following:

(a) To supervise the preparation of studies and the collection of data needed to measure existing, and estimate future, transportation and parking characteristics and needs in Madison and the metropolitan area.

(b) To give assistance to the Director of Public Works in the planning of various highway programs or projects including applications for financial aids,

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grants or other assistance from Federal, State or County governmental bodies.

(c) To serve as liaison between the United States Department of Transportation and the State of Wisconsin Department of Transportation and the City of Madison in order to coordinate, as related to ground, water, and intralocal air transportation, the various air, water, and ground transportation and safety programs and ensure eligibility for financial aids, grants, and other assistance that such programs provide; to coordinate all transportation and parking planning and traffic parking and transit operations of the City of Madison with that of the State of Wisconsin Department of Transportation, Dane County, the University of Wisconsin and surrounding governmental units and, on request, consult with and advise officials of these surrounding governmental units on traffic, transit, parking or other transportation problems and furnish, at cost, to them such standard traffic control devices or assistance as it is reasonable and practical.

(d) To approve and establish experimental traffic regulations or test new or experimental traffic control devices for a period of 90 days except that such experiments may be continued for an additional 90-day period unless the Common Council, by resolution, determines otherwise.

(e) To supervise engineering analyses of traffic accident causes in cooperation with a designated officer of the Police Department and to jointly make such changes or take such actions as are necessary to reduce or eliminate such accidents; consult with the Chief of Police on enforcement procedures or policies which would make most effective the various traffic regulations and to meet with the Chief and Traffic Court Judge at regular intervals to review traffic and enforcement problems and procedures.

(f) To review and recommend the geometric design or redesign of all streets, highways, alleys, courts, intersections, parking lots, parking ramps and other

similar type traffic and parking facilities and determine on a transportation and traffic basis the need for construction, reconstruction or improvement of these facilities and forward a list of recommended priorities to the Director of the Department of Public Works.

(g) To prepare and submit to the Mayor and Common Council an annual report of the operations and progress of the Department of Transportation and make recommendations for the establishment of ordinances or resolutions which would be needed for the further improvement of traffic conditions.

(h) To make or supervise the making of studies and the collection of data concerning the use of mass transit systems in other municipalities as it is deemed necessary or helpful in improving the local transit system; to supervise the preparation of studies and to maintain records relating to the present and future mass transit needs of Madison and the metropolitan area; to determine and make recommendations for fares, routes, hours of service, frequency, stops and stop facilities, special service, contracts for service, equipment and equipment maintenance, supervision and promotional programs for mass transit.

(i) To coordinate and further develop a mass transit system and program according to the recommendations and directions of the appropriate boards, commissions and Common Council.

(j) As determined by the Common Council and under the policy direction of the Madison Bus Utility Commission, to manage, operate and maintain any mass transit system and facilities of the City of Madison and, where applicable, the metropolitan area.

(k) To determine and make recommendations for public transportation routes and terminals and to establish bus stops for inter-city buses; for regulations to prevent obstructive train switching movements and crossing blockades, and for crossing protection for pedestrians and vehicles, crossing maintenance and related items; for the types of taxicab service and their

operation, including their number and fares and to establish taxi-stands; for truck routes, hours of delivery and types of delivery vehicles and to establish truck loading zones and review and approve the issuance of permits for oversize vehicles, for the need for sidewalks and pedestrian grade separations and to establish pedestrian crossing locations, markings, protection and special routing as needed.

(l) To make studies relating to the staggering of work hours in the City and the surrounding metropolitan area, to meet with and confer with officials of any business or company located in the metropolitan area and to make recommendations as to work hours of the said establishments.

(m) To establish detours (jointly with the City Engineer), confer with the Chief of Police on parades (as provided elsewhere in the Madison General Ordinances), approve street or sidewalk displays (jointly with the Building Division), approve commercial driveways and curb cuts, median breaks, passenger loading zones, no parking zones (up to 100 ft.), safety zones and other areas of no parking in the event of such contingencies as fire, flood and other emergencies; to review for recommendation requests for street closing or vacations, zoning or rezoning proposals, lot divisions, conditional use applications, new plats or replats and all traffic and parking plans of public agencies or departments; to direct the design, fabrication, installation, operation and maintenance of traffic control devices such as traffic signals and signal systems, street lights, police and fire alarm signal systems, traffic signs, street markings, air-raid sirens, flood or playground lighting fixtures and traffic channeling devices.

(n) To install or order the installation of stop signs, yield signs, reduced speed signs and street lights, and to control access to any public street, highway or traffic facility according to specific standards or ordinances adopted by the Common Council.

(o) Review all advertising signs in respect of such signs interfering with official traffic control devices, being an actual traffic hazard or being a contributory factor in actual traffic accidents and make appropriate recommendations to the Building Department to correct the conditions.

(p) Under the policy direction of the Madison Parking Utility Commission to manage, operate and maintain all parking ramps and parking lots and to install, operate and maintain all parking meters and provide for the collection of all parking fees therefrom.

(4) RETENTION OF PRESENT BOARDS

The creation of the Department of Transportation shall not affect the functions of the various boards and commissions as presently constituted under existing statutes or ordinances. The Director of the Department of Transportation or his designee shall be an ex-officio member, without vote, of the Parking Utility Commission, Traffic Commission, Bus Utility Commission, Airport Commission and the Madison Safety Council. He may be a member of such other boards, committees and commissions as may be determined by the Mayor or the Common Council.

The Division of Traffic Engineering and Parking of the Department of Public Works shall be transferred to the newly created Department of Transportation and all personnel and authorities, duties, responsibilities and functions exercised by this division shall also be transferred simultaneously. (Cr. by Ord. 2842, 9-12-68)