

Section 3.14 Department of Transportation.

- (1) Purpose. There is hereby created a Department of Transportation for the purpose of managing, operating, controlling, and maintaining the city's transportation system, consisting of the following elements:
 - (a) bicycles;
 - (b) bus, freight, and automobile traffic;
 - (c) parking;
 - (d) pedestrians;
 - (e) rail;
 - (f) street, curb and right-of-way use;
 - (g) transit; and
 - (h) and any additional transportation elements as identified by the Common Council by resolution.

- (2) Composition of the Department. The Department Of Transportation shall consist of the Traffic Engineering Division, the Parking Division, and the Transit Division.

- (3) Divisions.
 - (a) Traffic Engineering Division.
 - (i) Duties. The Traffic Engineering Division shall be responsible for managing, operating, controlling, and maintaining the city's traffic system, consisting of the transportation elements listed in sub. (1)(a), (b), (d), (e), and (f) above.

 - (ii) Management. The Traffic Engineering Division shall be managed by the City Traffic Engineer & Parking Manager, who shall also:
 1. Serve as the City Highway Safety Coordinator;
 2. Work with the City Transit Manager to ensure the duties outlined in sub. (4) below are fulfilled;
 3. Along with the City Transit Manager, serve as executive secretary of the Transportation Policy and Planning Board and Transportation Commission.
 4. Perform any other duties assigned by the Common Council or the Mayor; and
 5. Report directly to the Mayor for day-to-day administrative purposes.

 - (b) Parking Division.

- (i) Duties. The Parking Division shall be responsible for managing, operating, controlling, and maintaining the City's on- and off-street parking system, consisting of the transportation element listed in sub. (c) above.
 - (ii) Management. The Parking Division shall be managed and supervised by the City Traffic Engineer & Parking Manager.
- (c) Transit Division.
 - (i) Duties. The Transit Division shall be responsible for managing, operating, controlling and maintaining the City's transit system, which consists of the transportation element listed in sub. (g) above.
 - (ii) Management. The Transit Division shall be managed by the City Transit Manager, who shall also:
 1. Work with the City Traffic Engineer & Parking Manager to ensure the duties outlined in sub. (4) below are fulfilled;
 2. Along with the City Traffic Engineer & Parking Manager, serve as executive secretary of the Transportation Policy and Planning Board and Transportation Commission.
 3. Perform any other duties assigned by the Common Council or the Mayor; and
 4. Report directly to the Mayor for day-to-day administrative purposes.
- (4) Duties. In addition to the duties performed by each Division, the Department of Transportation shall:
 - (a) Provide the necessary administrative and staff support services to the Transportation Policy and Planning Board and the Transportation Commission;
 - (b) Coordinate the implementation of the transportation policies and plans developed and recommended by the Transportation Policy and Planning Board and adopted by the Common Council;
 - (c) Work to eliminate the disparities that people of color and low income experience with respect to the City's transportation policies, programs, services, and destinations;
 - (d) Ensure that each element of the City's transportation system functions as an integrated part of the overall transportation system;

- (e) Provide quarterly operational reports to the Transportation Commission regarding the operation, management, control, and maintenance of each element of the City's transportation system;
 - (f) Provide annual operational reports to the Transportation Policy and Planning Board regarding the operation, management, control, and maintenance of each element of the City's transportation system;
 - (g) Work with the City Engineer and Director of Public Works in the planning of highway programs or projects;
 - (h) Work with the Director of Planning, Community, and Economic Development to ensure that the transportation system supports and compliments the city's land use decisions;
 - (i) Work with Federal, State and County governments to coordinate transportation projects or programs and pursue financial aids, grants, and other assistance that would benefit such projects or programs;
 - (j) Work with surrounding local governments to ensure that the City's transportation system allows for the safe and efficient movement of people and goods through the greater Madison region; and
 - (k) Conduct studies as necessary to evaluate present and future transportation needs and make recommendations to the Transportation Policy and Planning Board regarding policies, plans, or projects necessary to ensure the City's transportation system is and will remain able to safely, effectively and efficiently move people and goods throughout Madison and the surrounding region.
- (5) Director of Transportation. The City may, at any time, hire a Director of Transportation to ensure that the duties in sub. (4) above are fulfilled, in which case the Traffic Engineer & Parking Manager and the Transit Manager shall continue to manage and supervise their respective divisions, but shall report to the director for day-to-day administrative purposes instead of the mayor.