

CITY OF MADISON TRANSPORTATION COMMISSION

ACTION ITEM DETAIL – AUGUST 12, 2026

ACTION TITLE: Transportation Commission Handbook and Special Rules

PRESENTER: Ann Kovich

ACTION SUMMARY

Action requested is to review and approve the Transportation Commission (TC) Handbook and Special Rules.

BACKGROUND

Updates are required to the Transportation Commission Handbook as a result of the amendments to the Transportation Commission Ordinance (MGO 33.56) approved by the Common Council on March 10, 2026. Some additional minor changes are also proposed, which align the Handbook with actual practices.

There are no recommended changes to the Transportation Commission Special Rules.

DESCRIPTION

There are minor additions to Section I – Introduction related to the recent update to the TC Ordinance. There is one very minor change in Section IV – Role of the Chair and Vice Chair of the Transportation Commission, recommending that the Chair only review the draft TC minutes prior to distribution upon request of staff (which is standard practice). There are minor changes to Section V – Orientation and Training for Transportation Commissioners. Name of the Elected and Appointed Official Code of Conduct was updated to match what was approved by the Common Council (which eliminated the word “Ethical”). Additional training resources are mentioned on the City Attorney’s website and on the City of Madison Legislative Center Information Home Page.

Most significant change to the TC Handbook is an update to Section VII – Relationship of the Transportation Commission to the City of Madison Board of Public Works (BPW) and Plan Commission. Recently approved amendment to the TC ordinance added the proper procedure to follow should BPW or the Common Council disagree with the recommendation from TC. If BPW or the Common Council send the project back to TC with directions, questions, request for further review, etc., TC will review the project again and return it to BPW and the Common Council with its response. Should TC not agree with the return direction provided by BPW or the Common Council, TC could delegate to staff in order to keep the process from being stalemated. Regardless of the final outcome at BPW and/or the Common Council, TC’s recommendations, objections, and opinions would be preserved in the record and considered by BPW and by the Common Council.

EQUITY GOAL IMPACTS

TC members have made an ongoing commitment to include Racial Equity and Social Justice in their work on a consistent basis. As a result, one of the required training topics in the TC Handbook since its inception is “Racial Equity and Social Justice Initiative.”

FISCAL & PROCUREMENT DETAILS

No current additional fiscal impact is identified.