

**DEPARTMENT OF TRANSPORTATION
Traffic Engineering Division
215 Martin Luther King, Jr. Blvd., Suite 109
266-4761**

FAX: 267-1158

traffic@cityofmadison.com
www.cityofmadison.com/TrafficEngineering

Mission, Goals and Objectives

To provide and manage the environmentally sensitive, safe, efficient, affordable, reliable and convenient movement of people and goods through communications, transportation planning and the design, operation and maintenance of transportation facilities.

Yang Tao, City Traffic Engineer	266-4815
Brian J. Smith, Interim Assistant City Traffic Engineer	261-9625
Keith Pollock, Transportation Operations Analyst	266-6537
Meagan Hatfield, Administrative Assistant	267-8750
Patrick McGuigan, Program Assistant 1	267-8751
Vacant, Traffic Engineer 4	
Mark Winter, Traffic Engineer 4	266-6543
Tom Mohr, Traffic Engineer 2	267-8725
Gretchen Aviles Pineiro, Engineer 2	266-4899
Jerry Schippa, Engineer 2	267-1969
Alexandra Heinritz, Engineer 1	267-1102
Jeremy Nash, Engineer 1	266-6585
Sean Malloy, Engineer 1	266-5987
Eric Halvorson, Comp Map/GIS Coordinator	266-6527
Mike Duhr, Engineering Program Specialist 2	267-8755
Eric Poffenberger, Engineering Program Specialist 1	261-9663

Cory Stoughtenger, Engineering Program Specialist 1	266-6526
Chuck Yang, Engineering Program Specialist 1	266-4817
Scott Kerr, Civil Technician 2	266-6536
Rebecca Qureishi, Civil Technician 2	267-8849
Timothy Stella, Civil Technician 1	266-6525
Renee Callaway, Pedestrian-Bicycle Administrator	266-6225
Vacant, Pedestrian-Bicycle Safety Assistant	267-1102
John Rider, Bicycle Registration Coordinator (60%)	266-4474

Administration Contacts

Administration of Federal, State and Local Transportation aid programs	Lynch
Administration, management and budgeting of the Division and field operations	Pollock/Tao
Billing information for TE and Parking	Pollock/Vacant
Budget	Pollock/Tao
Communications, coordination of intergovernmental systems	Pollock/Tao
Highway Safety Coordinator	Winter/Tao
Highway safety grants	Tao/Winter
Intergovernmental transportation projects/programs	Lynch
Inventory coordination, department	Hatfield/Tolley
Legislation, analysis of pending legislation and coordination of department responses	Lynch
Ordinance drafting for parking/traffic regulations	Pollock/Putnam 6-6528/Winter
Transportation Policy and Planning Board: Agenda, minutes, meeting schedule	Hatfield
Transportation Policy and Planning Board: Coordination and Liaison with Transportation Agency	Lynch
Personnel records, payroll information	McGuigan/Hart 6-4767
Policy planning and objectives for Traffic Engineering	Lynch/Tao
Policy regarding traffic, parking and transit issues	Lynch
Purchase requisitions and purchase orders:	
Authorization (Traffic Engineering and Parking)	Pollock/Tolley/Tao
Processing, filing - Office	Hatfield/Pollock
Processing, filing - Shop	Edward Smith (266-9034)
Radio communications service programs	Scheib/Tao
Safety and public information program	Tao
Schedule of charges	Pollock/Tao
State Highway Safety grant projects, accounting	Pollock/Winter
Taxi oversight and inspections	Pollock/Hatfield
Telecommunications planning and operations	Scheib/Tao
Transit and Parking Commission: Agenda, minutes, meeting schedule	McGuigan/Hatfield
Work assignments and priority scheduling	Tao
Work orders for items such as pavement markings, sign installations, etc.	Pollock/Winter/Tao

Operations Contacts

Crash investigations and countermeasures	Tao/Winter
Crash investigations, pedestrian-bicycle	Vacant/Vacant
Crash reports (requests)	Winter/Stoughtenger
Authorization for installation of traffic control devices (bus stop, yield, stop and parking signs; traffic signals; etc.)	Winter/Tao
Banners (Contact City Planning)	Smith
Barricades for residential street construction (street ends)	Winter/Tao
Barricades, signs, cones for special events and street closings	Winter/Mohr
Bicycle facilities and programs, planning, design and monitoring	Tao/Vacant
Bicycle map requests (quantity)	Rider/Vacant
Bicycle registration/licensing info.	Vacant/Rider
Bicycle route inquiries	Vacant
Bikeway maintenance complaints/requests	Vacant
Bus stop location complaints	Metro 266-4904
Crash Report	Winter/Tao
Crossing Guards	Aviles-Pineiro/Madison Police Dept.
Crosswalks	Vacant/Winter

Curb marking (yellow), requests	Pollock/Winter
Data, questions regarding field data collection	Halvorson/Yang
Detours, street openings and street closing - coordination of traffic operations and liaison with contractors	Tao/Vacant/Duhr/Winter
Drafting and engineering support	Halvorson
Enforcement, coordination of traffic law enforcement requests	Winter
Handicapped parking	Putnam 6-6528
Highway Safety Coordinator	Winter
House moving permits	Tao/Vacant/Winter
Intercity transit routes, operation and complaints	Pollock
Intersection traffic control studies - (stop/yield signs)	Winter/Tao
Inventory, sign	Halvorson/Winter
Loading zones	Putnam 6-6528/Winter
Maps/drawings	Halvorson/Yang/Stoughtenger/Poffenberger
Neighborhood traffic operation studies	Mohr/Tao/Winter
Oversize load permits	Tao/Winter
Painting, corner restrictions	Winter/Tao
Parade permit: Initial contact Police Department inquiries	Winter/Mohr
Pavement arrows	Winter
Pavement markings, crosswalk painting, etc.	Winter
Pedestrian-bicycle crash investigation	Vacant/Tao
Pedestrian-bicycle safety needs and program planning	Vacant
Permits: House moving, oversize load and overwidth/overheight	Tao/Winter
Permits for State Street mall vehicle use	Reception/Pollock
Planning, traffic operations studies for neighborhoods	Winter/Tao
Railroad crossing protection	Tao/Winter/Smith
Requests for base maps, sign inventory, condition diagrams, sketches/drawings	Halvorson/Stoughtenger/Poffenberger/Yang
Safety and public information program	Vacant/Winter/Tao
Safety program, pedestrian/bicycles	Vacant
School crossing safety, crossing guards, etc.	Aviles-Pineiro/Vacant
Sight distance obstructions	Winter
Signing and marking studies in response to complaints regarding speed limits, sight distance obstructions and traffic conflicts	Winter/Vacant/Tao
Signing, overhead lane control	Winter/Tao
Signs (Street name, dead end, no parking, 2 hr. parking, etc.)	Winter
Signs, pedestrian/children/playgrounds	Vacant/Winter
Special Events	Winter/Mohr
Speed Board	Vacant/Winter
Speed zone change requests (complaints re: speeding should be referred to Police, 266-9687)	Winter/Tao
Speeding Hotline (Police)	266-4624
State Street mall vehicle use permits	Reception/Pollock
Stop/yield sign studies	Winter/Tao
Street occupancy	Kerr
Street openings/excavation (closings or occupancy) for utility work within the right-of-way (Initial contact should be made to City Engineering, 266-4751)	Vacant/Tao
Street use permits (block parties) (Initial applications from City Clerk)	Mohr/Winter
Taxicabs	Pollock
Traffic count information as recorded yearly	Receptionists
Traffic operations for Public Works contracts	Winter/Tao
Traffic regulation information	Winter
Traffic studies, general	Winter/Tao

Truck route information

Halvorson/Winter

Planning and Design Contacts

Access control information	Halvorson/Tao
Curb cuts, commercial	Halvorson
Dane County Transportation Study/City-related studies	Tao/Lynch
Driveway and parking facility permits, commercial	Poffenberger/Stoughtenger/Halvorson/Vacant
Environmental review	Winter/Vacant
Geometric Design - street improvements and intersection	Winter/Tao
Median break policy	Vacant/Tao
Neighborhood Traffic Management (NTM)	Mohr/Winter
Noise barrier/highway noise	Halvorson/Vacant/Yang
Parking lots and driveways - physical design	Poffenberger/Stoughtenger/Halvorson/Vacant
Plan Commission Review (Certified survey, conditional use, planned residential or commercial development, preliminary and final plats, rezonings, street vacations and commercial industrial site traffic planning)	Tao
Planning of intersection and major street improvements	Tao/Winter
Planning, transportation (metropolitan and neighborhood)	Tao/Lynch
Rail, passenger service (stations, stops, routes)	Metro/Tao
Railroad studies (corridor use and reuse, etc.)	Tao/Winter
Street projects, major street improvements	Winter/Tao
Traffic calming (initial contact, status on list)	Mohr/Winter
Traffic calming (project status)	Mohr/Winter
Traffic count, information about the program and flow maps	Yang/Halvorson
Transportation Demand Management (TDM) program	Lynch
Transportation Planning (intermodal area and suburban areas, coordination with other governmental units and within the City)	Lynch/Tao
Transportation System Management (TSM) programs	Lynch/Tao
Transportation-traffic/parking/transit coordination	Lynch

Signal and Street Lighting Contacts

Budget for street light, traffic signal, & special projects	Pollock/Smith
Electrical design and specification	Smith
Parking lot lighting review	City Plan & Development
Street lighting assessments	Vacant
Street lighting design and requests (major street lighting, bike path lighting, residential streets, recreational and athletic field lighting and lighting for reconstructed streets)	Smith
Street lighting intergovernmental-interagency agreements	Pollock/Smith
Street lighting, new plats (assessment information, including questions on cost and installation schedule)	Vacant
Traffic signal design and operations	Smith
Traffic signal intergovernmental-interagency agreements	Smith/Pollock
Traffic signal operation, signal timing, progression, etc.	Smith
Utility rate studies for electrical services	Smith