

CHAPTER 9

TRANSPORTATION SERVICES DEPARTMENT

(Adopted, Ordinance No. 2023-15, March 20, 2023)

1. **ESTABLISHED.** There is hereby created and established the Transportation Services Department which shall be so organized and administered as the City Manager shall from time to time direct, and which shall consist of the Director of Transportation Services and such other officers and employees as the City Manager may from time to time authorize.
2. **DIRECTOR.** There is hereby created the office of Director of Transportation Services, the occupant whereof shall be appointed, and may be removed, by the City Manager at will.
3. **APPOINTMENT AND RULES.** The Director of Transportation Services shall be the appointing officer of the occupants of all classified positions assigned to said Department and may make reasonable rules, regulations, and directives not in conflict with law or ordinance to govern and administer the activities and carry out the duties and responsibilities thereof, subject to the direction and control of the City Manager.
4. **DUTIES AND RESPONSIBILITIES.** The Transportation Services Department shall perform such functions and duties, and with such divisions, as may be assigned from time to time by the City Manager.
5. **MASS TRANSIT FUND.** All revenue or other moneys received by the Transportation Services Department for the operation of public transportation services, whether from fares, intergovernmental agreements or otherwise, and from any source whatsoever, shall be segregated into and placed in a separate fund of the City, which fund shall be designated as the Mass Transit Fund and which shall be expended only for the purposes directly relating to public transportation, and no portion thereof shall be expended for the purpose of any other department or for any other purpose of the City, except that those costs which should be reasonable and properly charged to the public transportation may be expended from said Fund.
6. **DISCRETIONARY REPAIRS.** Within budget constraints determined by the City Council, the City Transit Services Director, or his/her designee, shall have discretionary authority to select and adopt policies and plans for the care and maintenance of City

Adopted March 2023

facilities, including but not limited to, buildings, parking lots, trees, vegetation and sidewalks. Transit Services Director is authorized to use discretion in deciding whether and when to perform certain maintenance activities, and the manner in which they shall be conducted, by balancing the competing needs of limited City resources with varying degrees of need for maintenance and shall use his/her best judgment as to which of competing maintenance needs will best serve the competing interests. (REPEALED, Ordinance 2017-08, February 6, 2017)