

**CITY OF NEW HAVEN, CONNECTICUT  
IS SEEKING CANDIDATES FOR  
DIRECTOR OF TRANSPORTATION, TRAFFIC &  
PARKING**

**Department of Transportation, Traffic & Parking**



## Community Highlights about the City of New Haven

New Haven is the economic center of southern Connecticut, and the hub of innovation driving southern New England's economic resurgence. The City is home to Yale University, a global academic powerhouse, and to Yale-New Haven Health, a leader in patient health care. These centers of excellence are the economic base for mature companies and innovative startups in technology, precision medicine, bioscience, food, and advanced manufacturing across the region. New Haven increasingly functions as one large business incubator and accelerator for dozens of bio-tech, pharmaceutical and medical device companies. Centrally located between New York and Boston, New Haven offers high-quality transit connections to major markets with far lower costs of living and doing business.

Along with the panache of a big city, New Haven features a dense and compact urban form and high-quality offerings in arts, culture, and tourism. New Haven is known for its food scene, recreational opportunities including beach, parks, hiking and bike trails. These assets are coupled with the passion of residents and the value of place that people who live and work both Downtown and in the many neighborhoods feel about the City. In no uncertain terms, New Haven is well-positioned to retain its highly skilled workforce and attract new talent to support economic development. Working together, these economic forces sustain a growing, increasingly diverse and vibrant community. New Haven is one of the most attractive small cities in the country in which to work, live and visit. The City's diversity, various types of neighborhoods, culture, arts, lower housing cost for Connecticut and engaging citizenry makes it the place for everyone.

In 2020, the City's population was 134,023, a change of 3.3% since 2010, representing the highest population in New Haven since the mid-1970s. New Haven continues to be home to a diverse and inclusive population. The 2020 count indicates a population that is 32.6% Black or African American, 31.2% Hispanic or Latino, 29.5% White and 5% Asia. There are approximately 59,000 housing units in New Haven and, with a population density of approximately 7,000 per square mile, New Haven supports a multi-modal transportation system.

Indicators of population change citywide relate in part to a strong market for new residential developments and a high quality of life in the Downtown and throughout the neighborhoods. In the past three years (2018-2020) New Haven has granted 1,405 housing permits. In the seven years prior to 2018 (2011-2018) New Haven granted 1,290 permits. Three of the top five years for housing permit activity since 1990 have occurred in the past three years. In addition, Yale University constructed two new residential colleges, with enrollment increasing approximately 12% over the course of the decade (prior to the pandemic) and furthering academic and economic impact in New Haven.

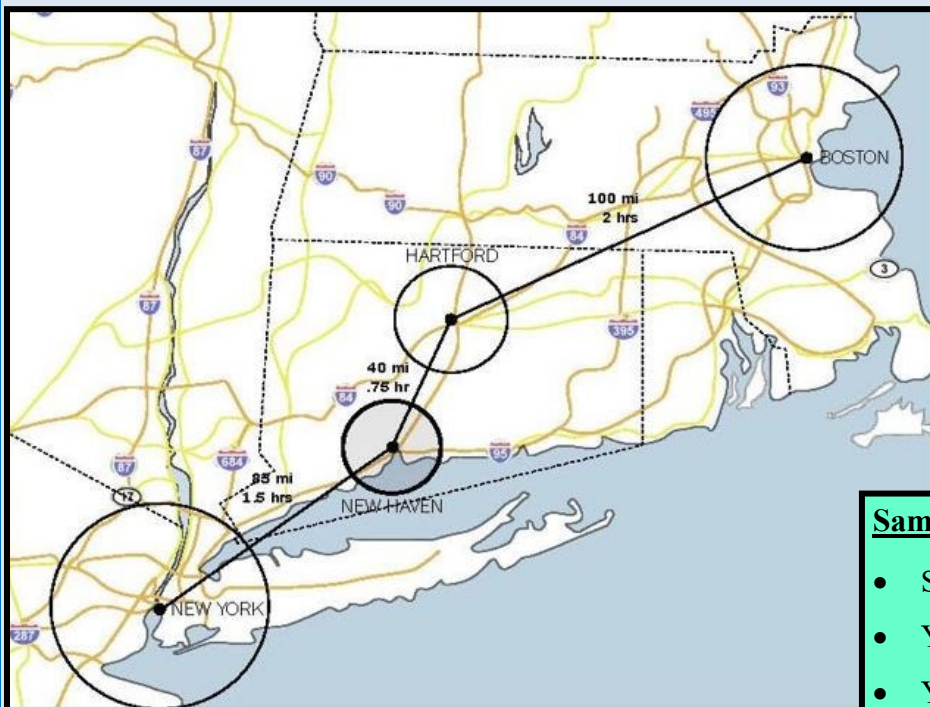
**TOGETHER**  
**NEW HAVEN**



## WHY NEW HAVEN

New Haven is both steeped in history and booming with creativity and innovation. These centers of excellence are the economic base for mature companies and innovative startups in technology, precision medicine, bioscience, food, and advanced manufacturing across the region. New Haven increasingly functions as one large business incubator and accelerator for dozens of biotech, pharmaceutical and medical device companies.

Centrally located between New York and Boston, New Haven offers high-quality transit connections to major markets with far lower costs of living and doing business. The City's diversity, various types of neighborhoods, culture, arts, lower housing cost for Connecticut and engaging citizenry makes it the place for everyone. With that in mind it is important to recognize and have a passion for social equity. Approximately 30% of the households in New Haven have no access to a personal vehicle. Our residents depend on a well functioning, multi-modal transportation system. See previous page for even more details. See [www.cityofnewhaven.com](http://www.cityofnewhaven.com) for more information on city programs.



### Sample Historic & Cultural Attractions

- Site of Roger Sherman's house
- Yale Center for British Art
- Yale Repertory Theatre
- College Street Music Hall
- Gateway Community College
- Wooster St/New Haven's Little Italy
- Long Wharf Theatre
- Amistad Schooner –Long Wharf Pier
- Lighthouse Point Park & Carousel
- Judges Cave-West Rock State Park
- Albertus Magnus College
- Peabody Museum of Natural History
- Ethnic Heritage Center at SCSU
- Soldier & Sailors Monument
- Shubert Theater
- Artspace



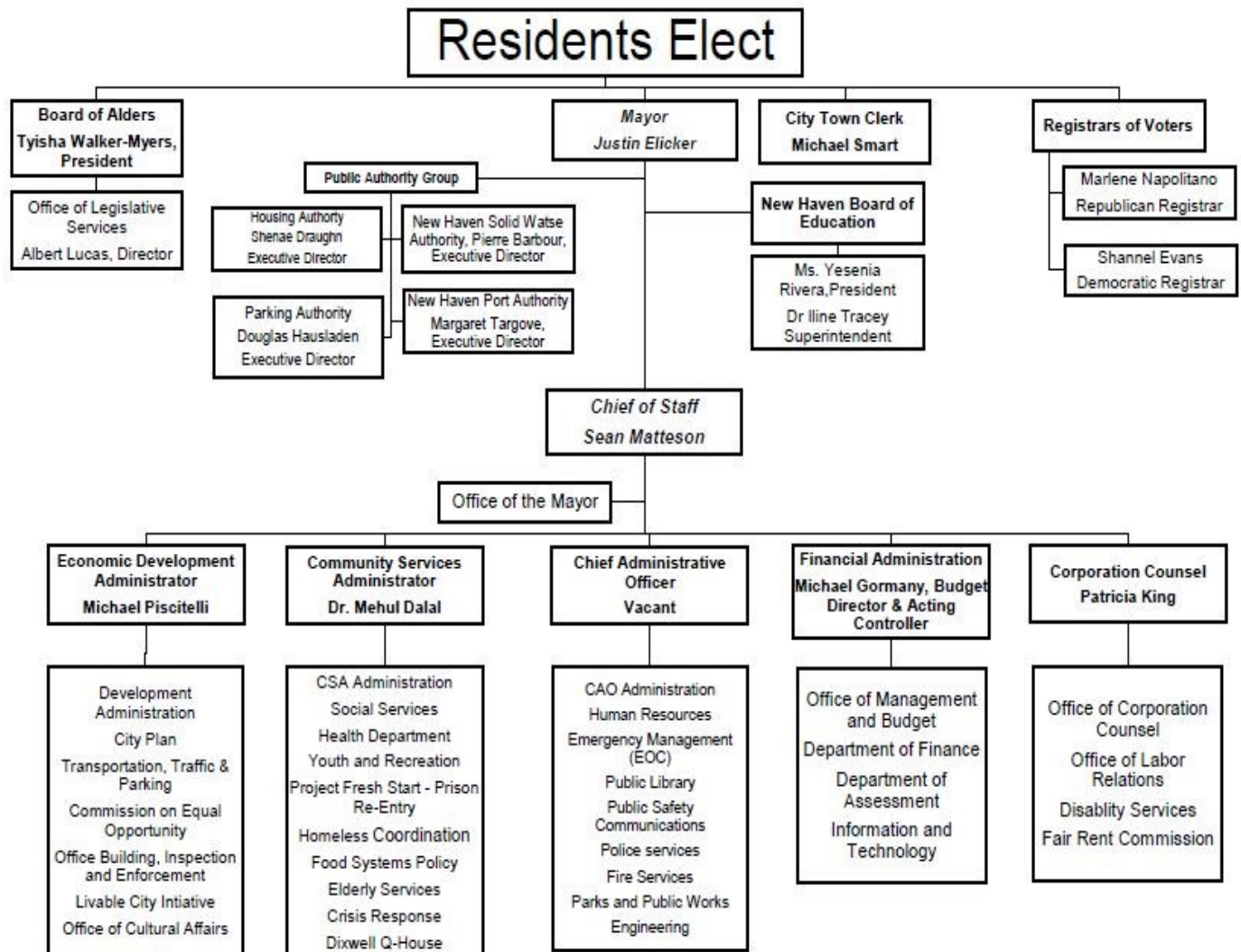
## Form of Government

In the City of New Haven, the Mayor is the chief executive, elected every two years. The legislative body is called the Board of Alders. There are 30 Alders representing 30 individual wards and are also elected every two years on the same cycle. The Board of Alders approves the City budget presented by the Mayor's office. It is a major piece of legislation that creates a plan of services in the community. The Board of Alders also approves major contracts, agreements and projects through its review of the capital budget and grant applications. The Mayor administers all the City services through five coordinators listed below that supervise the various departments listed.

## Sample of Key Efforts & Governing Values of the City of New Haven

Social justice & racial equity	Work to create a more efficient & sustainable government	Affordable housing through public/private partnerships
Move forward with resiliency for all residents	Prepare a highly productive workforce	Continue to promote bioscience and tech careers
Promote the City's global marketplace	Grow neighborhood business & entrepreneurs	Advance manufacturing & facilitate Innovation
Improve City Infrastructure with such projects as safe routes, smart streets, Downtown Crossing Project, Union Station Transit Oriented Development, renovations to Tweed Airport, etc.		

## City of New Haven Organizational Structure



## **FUNCTIONS OF TRANSPORTATION, TRAFFIC & PARKING DEPARTMENT**

### **TRAFFIC SIGNAL**

There are five employees (1 supervisor and 4 technicians) that are dedicated to maintenance, repair and installation of new Traffic Signals. Large projects involve outside contractors. They have over 300 Traffic Signals that are connected by fiber optics to the central office (smart traffic signals). There are also over 250 incident cameras in the city that are used by Traffic Division and Police as well as other departments. This division also maintains and replaces lights and poles for the over 11,000 City light fixtures.

### **TRAFFIC MAINTENANCE (SIGNS AND LINES)**

Four employees (1 supervisor and 3 technicians) maintain, repair and install various street signs (stop, yield, curve, turning lanes, street signs, etc.) and traffic controls. Pavement markings including an extensive network of over 40 miles of bike lanes is done by outside contractors and by this division as time allows. The division is also responsible for installation and maintenance of the public bus shelters and bus system signs but not the operation of the bus system itself.

### **TRAFFIC ENGINEERING**

There are three Traffic Project Engineers (with over 30 years of collective experience) who are responsible both for guidance on the work plans of the Traffic Signal, Parking Meter and Traffic Maintenance division as well as plans and project of the City State and private developers. They are responsible for many aspects of transportation safety; project review, project initiation and project management. For example, this division reviews traffic engineering studies to ensure compliance with city regulations and if the effect of the new development will require adjustments to the traffic control system. They maintain and review crash records for potential system improvements. On a daily basis this division is responsible for implementation of the “safe routes for all” policies of the department.

### **PARKING METERS**

Four employees (1 supervisor and 3 technicians) maintain, repair and install new parking meters. The City has over 2700 on street spaces which include parking meters and parking kiosks.

### **SAFETY GUARDS**

The department has one supervisor to manager approximately 60 part-time safety guards that handle school crossing guard duties and also manage various municipal events to assist with traffic and parking and pedestrian crossing during various events or possibly during various construction projects.

### **PARKING ENFORCEMENT**

The City has 21 parking enforcement officers (combination of full and part-time) who write citations for expired parking meters, improper parking, illegal parking, parking without a permit. Enforcement activities are supported by supervisors and an administrative team that handles residential parking permits, “meter bags”, construction permits and adjudication of contested parking tickets.

### **TRANSPORTATION PLANNING**

The Director, Deputy Director and Traffic Project Engineers will be the most involved in these efforts. Projects include working with the City’s Engineering Department, Public Works, City Plan and Economic Development on municipal projects as well as the State of CT DOT on various state projects. One of the large current initiatives is the Downtown Crossing, which is the City’s long-term removal of the former Route 34 expressway. On a regular basis, the department will be involved with a road reconstruction project, bridge rehabilitation or similar large-scale construction activity which requires both coordination and system management. The department also works with the State on passenger rail services along the Northeast Corridor.

They are actively involved in a new transit oriented development at Union Station which is a major hub for Metro North, Amtrak and CT Rail service. They also work with the regional council of governments and metropolitan planning organization on major transportation funding and projects. They also work with New Haven Port Authority, Tweed-New Haven Regional Airport Authority and the New Haven Parking Authority (that manages the parking garages in the City).



## Summary of Job Description

This is a highly responsible administrative, management and professional position reporting to the Economic Development Administrator (EDA) and appointed by Mayor and EDA. The position is responsible for all aspects of traffic safety and control as well as management of all on-street parking in the City. These responsibilities include traffic planning and analysis; installation and maintenance of traffic control devices, sign, signals, streetlights and markings; parking planning and meter distribution, operation and parking enforcement; public transportation and active transportation planning. The Director serves as the City's Traffic Engineer and serves on the New Haven Parking Authority's Board of Directors and serves as staff support to the New Haven Traffic Authority (which is also the New Haven Police Commission staffed by the Chief of Police) and works with the New Haven Transit District (paratransit service) Oversees these additional functions:

- \* Traffic planning and analysis and review of private development applications related to all aspects of transportation planning
- \* Smart City, Street Smarts (safety campaign) and Safe Routes for All Programs
- \* Revenue collection of parking meters
- \* Public transportation planning with Greater New Haven Transit District (paratransit), CT Transit (public bus), Connecticut DOT, Northeast Corridor passenger rail system (Metro-North, Amtrak and CT Rail), Tweek-New Haven Regional Airport, New Haven Port Authority, South Central Regional Council of Governments
- \* Working with organizations that promote more bicycle routes, multi-modal transportation, and neighborhood groups looking for improvements to traffic safety, attend public forum and meetings about transportation and traffic issues
- \* Assist with grant applications for transportation and traffic projects
- \* Assist with traffic signal and design
- \* Implementation of parking system software

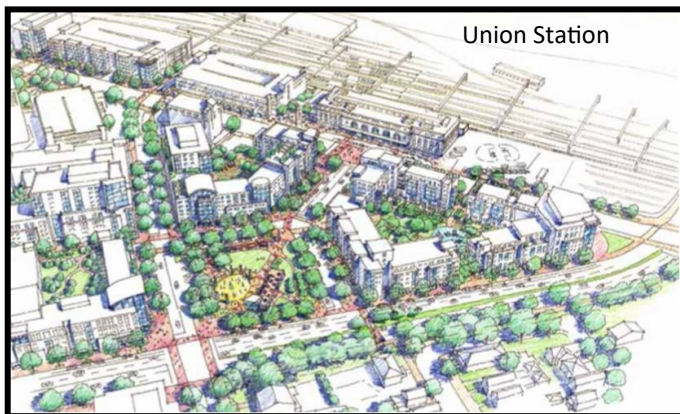
## Mission of Department/Director

To deliver a safe, efficient and sustainable transportation system which support the City's quality of life and economic standing. As the City continues to grow as a regional center of global significance, the depth of the transit and non-motorized systems become even more vital to the overall environmental performance and economic growth. The Department therefore stives to develop an integrated transportation system which connects housing to jobs and people to their community— a system that is built for all users and made safe for all ages. The Department is working to grow into a leaner and more responsible multimodal transportation agency by working in partnership with Economic Development Administration, Public Safety, Chief Administrative Officer, City Engineer and regional and State agencies.



## **Characteristics of the Ideal Candidate:**

- ⇒ Visionary leader who treats employees and public with respect.
- ⇒ Promotes transportation sustainability systems.
- ⇒ Understands the new technologies used for traffic signals, video cameras, fiber optics, etc.
- ⇒ Promotes smart street and safe route programs.
- ⇒ Management experience in a union environment and understand collective bargaining rules.
- ⇒ Understand and promote multi-modal transportation systems that integrate with the Greater New Haven Transit District and Union Station Metro North and Amtrak service.
- ⇒ Ability find, prepare and implement grants.
- ⇒ Ability to listen and learn from the knowledgeable staff.
- ⇒ Vision to take the department to the next level by seeing the big picture but also overseeing the details.
- ⇒ Ability to provide the right resources to the staff to accomplish their goals in an efficient and customer friendly manner.
- ⇒ Ability to hold staff accountable once goals and objectives are set.
- ⇒ Excellent management and communication skills.
- ⇒ Collaborative skills to work with wide range of regional, local and state agencies.
- ⇒ Ability to explain traffic engineering and planning to the public.
- ⇒ Excellent budgeting skills.
- ⇒ Ability to deal with customer comments in a fair, professional and courteous manner.
- ⇒ Serve as a supportive and collaborative partner with city department on any projects that relates to transportation planning, traffic management and implementation of appropriate projects.
- ⇒ Ability to promote safe routes to schools as well as in various neighborhoods connecting people, housing and jobs.
- ⇒ Understand the requests by support groups asking for more bike lanes and pedestrian traffic and balance that with the safety of all users and the existing budgets or grants to make these projects possible.
- ⇒ Knowledge of transit systems and how they connect with the transportation system of roads, bike lanes and pedestrian sidewalks and crossing lanes.
- ⇒ Ability to speak at public forums of those asking for changes to the transportation and traffic systems.



## **Qualifications:**

The qualifications required would generally be met with graduation from an accredited college or university with a minimum of a bachelor in the field of civil/traffic/transportation engineering, or transportation planning or urban planning or public administration with a preference for a graduate degree in a similar field; with at least 5-10 years of high level experience in government administration or managerial experience. services, budget and municipal management. Professional Engineer (P.E.) License preferred but not required. Residency in the City of New Haven is required within six months of appointment.

## **Initiatives & Opportunities**

- ◆ Continue the various phases of the Downtown Crossing Project which connects the medical facilities and nearby neighborhoods and Union Station with the Downtown area. There are two major projects now in construction including Phase 3, the reconstruction of South Frontage Road, and 101 College Street, and a new med/lab building.
- ◆ Full implementation of parking system software—UP safety.
- ◆ Participate in discussions and public input for finalization of Safe Routes for All, a citywide active transportation and safety plan.
- ◆ Implementation of new street sweeping signs (letting the public know when they cannot park on their neighborhood streets so the Public Works street sweepers can clean the streets).
- ◆ Determine the needs for new parking regulations or meters along Long Warf and in other growing areas of the city.
- ◆ Assist all city agencies with the Transit Oriented Development around Union Station.
- ◆ Serve as part of the team to improve Tweed -New Haven Regional Airport.
- ◆ Assist with new systems and efficiencies for the parking enforcement and parking collection functions.
- ◆ Oversee review of development by the private sector or public sector related to transportation and traffic planning issues.
- ◆ Develop an asset management system to track all street lights, traffic signals, traffic signs, street signs, parking meters, parking permits, etc.
- ◆ Implementation of the MOVE New Haven plan, which includes the introduction of hybrid bus rapid transit service and neighborhood “mini-hubs” by CT Transit, made possible by conversion of certain streets to two-way traffic operations.
- ◆ Work with regional, state, federal and neighborhood groups and agencies to promote transportation planning, smart streets and safe routes.
- ◆ Assist with design of new traffic signals, and improvements to traffic at intersections that may require new traffic signs and markings, traffic calming measures, etc.

## **Compensation and Application Process**

Beginning salary DOQ’s supplemented by an excellent benefit package.

- ⇒ Benefits provided in accordance to Executive Management Plan—includes 4 options of Health Insurance Plans for employee & family with a PPO at 25% to a High Deduction Plan at 10% for premium share—Defined Contribution Retirement Plan (401a) with the City Contribution of 7.5%. Deferred Comp. Plan available for additional employee contributions
- ⇒ Vacation Days—20; Sick Days—15 with accrual up to 150 days; Personal Days—2; Holidays—12
- ⇒ Appointed by the Mayor for a 4 year contract (Salary Range \$63,800-\$111,426).

*New Haven is an AA/EOE employer –Residency required within 6 months of hire date*

If you are interested in this position, please email your cover letter and resume to Ms. Randi Frank, if you have any questions, please contact Ms. Frank.

Position available immediately and will remain open until filled. The City is anxious to fill the position as soon as possible, so a quick response is strongly recommended. Ms. Frank will screen resumes as they arrive. Well qualified applicants will immediately be asked to complete a comprehensive supplemental questionnaire. Therefore, early applicants will have more time to complete the questionnaire.

More information is available on websites: <https://www.newhavenct.gov/default.htm>  
<https://www.newhavenct.gov/gov/depts/traffic/default.htm>

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