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THE E.

A newsletter for the Engineering Division



July 2024 Issue

A message from your City Engineer, Jim Wolfe:

Thank you Crews During Active Storm Month

We've had a number of active weather systems move through the Greater Madison area in the last 30 days. This included a number of storms with pretty intense rainfall, and the combined total of all of these storms has also raised the lake levels in the area well above targets. Thank you to all of the crews and staff who help assist with repeatedly clearing storm drains, grates, monitoring, and providing information during and after hours to respond to issues and minimize the impact on our residents and businesses. It's certainly helpful to have had a mostly dry week for once, but those noted lake levels remain high, so we'll continue to monitor and pay close attention to forecasts for a while. Following the drought last year, and now heavier rainfall this year, this is a good reminder that we'll need to continue to deal with the consequences of climate change and more extreme weather as part of the important work we do for the residents of Madison.

Progress Photos from Lower Badger Mill Creek





IT Reminders: Managing Preferred Pronouns in Teams

At the City, we center around our vision: inclusive, innovative, and thriving. In IT, we know that an inclusive workplace recognizes and embraces many genders. In addition to "he/him" and "she/her" pronouns, some folk use pronouns like "they/them" and more. Holding space to identify, learn, and use correct pronouns shows that you value individual identity. It also helps avoid misunderstandings. Together, these lead to greater workplace satisfaction and productivity.

This extends to how we engage in digital environments. Microsoft Teams allows you to add or change your pronouns. **Check out the [Add or Change Your Pronouns in Teams \(login required\) article in the IT Service Center for step-by-step instructions.](#)**

When you add or change your pronouns in the Teams app, the change is reflected in your Microsoft profile, which applies to the entire Office 365 suite.

We would recommend that before engaging with someone, you check their pronouns on Teams to avoid making assumptions. When we identify our pronouns on Teams, in email signatures, and in meetings, it makes our colleagues feel safe to do the same. Using preferred pronouns in conversation and writing creates a safer, more comfortable workplace for everyone.

Getting Started with OneDrive

OneDrive can be considered the cloud-equivalent of your City U:Drive, where draft or working documents can be stored and shared with collaborators across the City. Files stored here should be transitory in nature, and any final or official documentation should be stored in the appropriate location on a shared network drive, SharePoint, City website, etc.

Several OneDrive resources are available on Learn M365: [OneDrive Quick Guides](#)

Topics include

- [Sharing with OneDrive](#)
- [Managing files](#)
- [Syncing with OneDrive](#)
- [Editing files in OneDrive](#)

Additional guidance and training for document management is under development as we continue to move forward with the SharePoint Rebuild project.

New Hire Technology Resources for Supervisors

The following are commonly requested resources for onboarding new City employees.

- [Cybersecurity Awareness](#)
- Email and Office 365 apps on the web: www.office.com
- [Managing Multi-factor Authentication](#)
- [Managing Passwords & Logins](#)
- [Using the IT Service Center](#)

TE Releases 2024 Vision Zero Safe Streets and Speed Management Projects Report

The City of Madison Vision Zero Steering Team has released the [2024 Vision Zero Safe Streets and Speed Management Projects](#) occurring around Madison this year. This includes many school safety, traffic calming, rectangular rapid flashing beacons (RRFBs), traffic signal safety, and other pedestrian bicycle improvements that will benefit the public on a daily basis. Some of which have already been completed! In the end, the goal is to continue to grow with Madison and create a safe, multi-modal destination for all who live work and visit, regardless of how they choose to travel!

Equity Minute: Celebrate Disability Pride Month

Disability Pride Month is celebrated in July to commemorate the passage of the Americans with Disabilities Act (ADA). The ADA was signed into law on July 26, 1990 by President George H.W. Bush. This [landmark federal civil rights law recognizes and protects the civil rights of people with disabilities and prohibits discrimination against individuals with disabilities and ensures access to public buildings, businesses, communications, transportation, and employment.](#)

The Madison Municipal Building will be lit in the colors of the Disability Pride flag from July 24th to 30th to celebrate Disability Pride Month. The [Madison Disability Pride Festival](#), a joyful gathering of the entire disability community and their allies, will be held on Saturday, July 27th at Warner Park from Noon to 5 PM.

Interested in learning more?

[Why and How to Celebrate Disability Pride Month](#)
[Disability Pride Month and the Disability Rights Movement](#)
[ada.gov](#)

Classification, Compensation Study Underway for City Sign up for Listening Sessions

Thank you for your exceptional service to our community. To continue this high level of service, the City's Human Resources Department have partnered with Baker Tilly to conduct a Classification and Compensation Study which will include a review of our positions to ensure internal equity as well as external competitiveness within our labor market. On May 20 the City held an initial kick-off with the Compensation Study Steering Team composed of a cross-functional group of employees from all levels as well as employees representatives.

The [Compensation Study Frequently Asked Questions](#) webpage provides background on the purpose and process for the Classification and Compensation Study, which includes five phases:

- Project Initiation
- Position Review
- Market Assessment
- Pay Plan Development
- Project Completion

During the initiation phase, Baker Tilly will hold employee informational presentations the week of July 15, 2024. During that week, multiple in-person sessions will be set up across the City for employees to learn specifics about the process, ask questions, and find out more about their own participation. For those unable to attend the on-site meetings, a virtual session will be available and accessible for viewing on demand.

Also in the project initiation phase, Baker Tilly will be using position descriptions that were collected in December of last year to evaluate positions along with a Position Analysis Questionnaire (PAQ). A PAQ is a highly recommended voluntary form that employees (or groups of employees) will complete to provide Baker Tilly with details about the type of work performed. The form will also assist in the analysis process for comparison to the market. I want to emphasize, this process is an analysis of the position not the person performing the work. It is in an employee's best interest to complete the PAQ, as it provides Baker Tilly with direct information from those performing the work. Baker Tilly will be presenting more information about the PAQs at the on-site employee informational presentations.

At the recommendation of Baker Tilly, we are also pausing intake of new position study requests beginning June 1. If you have a current study submitted, please expect communication by mid-June related to the status and next steps for your study. If an agency has a question about any anticipated position changes, please reach out to Emaan Abdel-Halim at eabdelhalim@cityofmadison.com.

You can sign up for listening sessions if you want to learn more:



Compensation Study Listening Sessions with Baker Tilly

Join Baker Tilly and HR at an upcoming informational presentation near you!

- Learn more about the 2024 Compensation Study
- Ask questions
- Review the Position Analysis Questionnaire (PAQ)

The team at Baker Tilly will conduct on-site sessions at various City of Madison facilities from July 16th - July 18th, including the Madison Public Library, Badger Road and Sycamore Ave Facilities, Madison Municipal Building (MMB), Metro Transit, and the Police Training Center.

Register using the QR code or URL below.

Scan the QR Code to:

- Find more information about the Compensation Study
- View FAQ's
- View session times and location information
- Register for a session!



Or, visit www.cityofmadison.com/2024CompensationStudy

Media Roundup



Engineering Division AASPIRE PIO Intern Maggie Spinney meets with Wisconsin State Journal Reporter Nicole Pollack (New reporter taking over former WSJ Reporter Dean Moisman's local government beat!).



AASPIRE Interns (Engineering) Maggie Spinney and (Library) Isabel Chiriboga-Pineda visit News3Now, Channel 3 WISC-TV for a tour!

Press Releases:

- [Construction partner awarded bid for Madison's first purpose-built men's shelter](#)
- [City Staff Monitors Flooding Potential, Avoid Flash Flooding-Prone Areas](#)
- [Heavy Rains Cause Flooding Concerns](#)
- [Lane and Intersection Closures – University Ave and N Lake St](#)
- [Lane Closure – Valley View Rd](#)
- [Bikeways Projects – 2024 Construction](#)
- [Outbound Lane Closure – King Street](#)
- [UPDATED: Free Burlap Available for Homeowners for Spongy Moth Protection](#)

Blogs:

- [Learn about Dragonflies Like the Experts posted June 24, 2024](#)
- [Alli's Perspective: A Day With the Construction Inspectors posted June 24, 2024](#)
- *Maggie's Perspective Blogs coming soon!
- *Plant of the Week Blogs coming back soon!

Press Events:

Press Conference: [News Conference: Bike Week](#)

News Conference: [Madison & Dane Co. Pride Recognition and Progress Pride Flag Raising June 3, 2024](#)

Section Updates

Each month, Engineering Division City Engineer Jim Wolfe leads a section head meeting. Each month in The E, we will share main points for employees to know what was discussed on important topics that impact employees division-wide. This is to improve better internal communication between leadership and staff. This is separate from official meeting minutes.

Division Communications

Hannah Mohelnitzky, Engineering Division Public Information Officer

We've been busy bopping around with our PIO Intern Maggie! She's been shadowing Ops crews, which will have blogs going live soon, and we've started our media tour sessions kicking it off with a stop at Channel 3. I have a backlog of videos I need to edit: multiple street meets, Op 1 Recruitment Video, Robin Greenway and others. I'm working on chipping away at my list one at a time. We've had some intense public information meetings in the last month, with high attendance, happy that our reach is growing.

Public Works and Private Development

Chris Petykowski, Deputy City Engineer, Public Works and Private Development

Public works engineers are continuing to work on 2024 projects. Private development Engineers and Managers continue to service contracts and issue plan sets. Plans issued this month include Atticus Way, Knutson & Olin-Turville. The Olin-Turville project had a public information meeting. Badger Rusk & West Towne Path Ph 2A designs were presented to Transportation Commission.

Facilities Management

Bryan Cooper, Deputy City Engineer, Facilities Services and Management

- 2024 GreenPower team continuing solar PV installation work at [Water Utility Paterson Operations](#). Construction activities underway for [CDA Truax Apartments Solar PV](#).
- Construction Phase > [CCB remodels \(Assessor/Clerk/Treasurer/OIM/Common Council\)](#), [Olbrich Gardens Royal Thai](#)

[Pavilion Renovations](#), [Door Creek Park Pavilion](#), [Tenney Park Beach Shelter](#), [Madison Public Market](#), [Metro – Satellite Facility](#), [State Street Campus Garage Mixed Use Development](#), [Village on Park Parking Structure](#), [Fire Station 14 Training Site Phase 1](#), [Rennebohm Park Shelter Restroom Renovation](#), [Country Grove Park Shelter](#), [West Streets Facility HVAC and Lighting Upgrade](#), [Bartillon Shelter](#)

- Bidding/Contract Phase > [WPCRC Expansion](#)
- Design Phase > [Streets – Waste Transfer – Public Drop Off Access and Flatwork Improvements](#), [Engineering Services Building Locker Room Renovation](#), and [Imagination Center at Reindahl Park](#).

Operations – Sewer and Stormwater Utilities

John Toso, General Foreperson

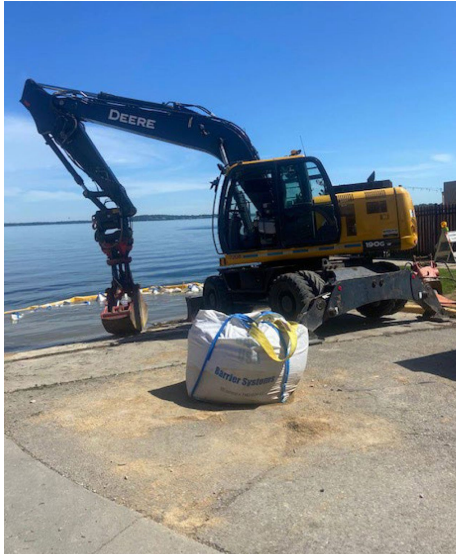
Sewer Cleaning is on schedule this month with AC's and PM's. Vactor crews continued the Ride Along program with Maggie (intern working with Hannah Mohelnitzky).

CCTV crews have been busy with CMOM inspections, new construction projects and special requests. The crews also participated in the Ride Along program with Maggie and Taylor Lemon.

Construction crews have been busy working on casting adjustments and replacements, point repairs, structure repairs and installation, and sinkhole repairs. Crews have also been out continuing storm cleanup from the recent storms (Engineering has been working with other city departments with storm damaged trees).



The Lake St. boat ramp project was also started.



MIT-E crew trainees continue to apply what they have learned in training to the field, replacing sidewalk stones, detectable warning fields and curb and gutter for the 2024 season.

Stormwater

Janet Schmidt, Principal Engineer, Section Manager

Prairie Hills Pond at Manchester and PD is scheduled for dredging this fall and will include additional catchbasins to help capture some of the excess sand and sediment before it enters the pond. The contract will be awarded soon. The Vegetation Management Plan is progressing with regular check-ins with the Board of Public Works. Next steps include working with a consultant to review additional data, science and relevant studies related to specific issues. The next Public Input Meeting for Sauk Creek Corridor was on July 9th. That meeting will go over the ecological and channel assessment and get input from the residents on the different types of mitigation for the channel erosion. An RFP was issued for the bathymetric survey of the public storm ponds to continue to monitor dredging needs for our MS4 Permit compliance. These surveys are used to determine the

effective volume of the ponds as they fill up with sediment. The project at Old Sauk Trails Business Park (Pheasant Branch Greenway Enhancement) is nearing final design. Hopefully we are able to bid this in August for a winter start on tree removals.

This project was awarded a FEMA grant for over \$6M and will provide flood mitigation measures to the business park. The storms in May and June have really put the emphasis back on flooding. Some areas received over 6" of rain in a very short timeframe. After the drought last year we are back into concerns on drainage, lake levels and water quality. Engineering staff has been quite busy responding to concerns from the recent floods and storms.

Sanitary Sewer

Mark Moder, Principal Engineer, Section Manager

Summer is back and construction season is now in high gear. Projects yet to bid in 2024 need to be scheduled now because the window for getting work done is rapidly closing. Most likely, projects bid now will carry over into 2025. Private development work (both subdivision and infill lot redevelopment) is ongoing. Infill lot redevelopments that resulted in larger regional infrastructure sewer projects are now being designed and bid: Lake Street Garage Redevelopment (Lake St. sewer) construction has now started; Gardners Bakery Redevelopment (Commercial Ave.(Hwy 30) sewer crossing) is in design; Fordem- First Sewer Replacement for 1617 Sherman Ave., will not be built in 2024 due to Railroad Permitting; and finally 838 Williamson Street (Paterson St Sewer) is now in design and will be bid yet in August. We plan to start construction on S. Paterson St. this Fall and be done in May 2025 when the new apartment will be occupied. Lift Stations Projects: Truax Lift Station Replacement is under construction and scheduled for completion in 2024. The Badger Lift Station Replacement will be designed in 2024, construction in 2025. Sewer projects funded by Impact Fees- The Pumpkin Hollow Neighborhood Sanitary Sewer (regional sewer improvement) will serve pending development in the vicinity of Portage Rd and Hoepker Road has now been created and is now in the approval process.

Land Information/Official Map

Jeff Quamme, Section Manager

- After Assessor's CAMA crossover we are still continuing work with Engineering Tech and IT to determine workflows for addressing and street name data.
- After Assessor's CAMA crossover working with Engineering Tech and IT on Storm Water Billing workflow.
- Coordination of multiple Real Estate projects, vacations, research and relocation orders for several engineering, planning, transportation and water projects
- 911 Address Point population is ongoing. An Intern will be coming on board in July who will be dedicated to accelerating this project
- Private development with extensive land rights reviews, acquisitions and releases with Real Estate projects.
- Populating the approval text of enactments for all Official Map reservations.
- Checking and adding parcel mapping for future areas of Blooming Grove to attach in 2027
- Updating of base mapping to prioritize areas in need of adjustment spatially of areas that are not accurately mapped.

Engineering Technology

Candice Kasprzak, Engineering Technology Manager

- Revamping Address Point and storm billing workflows to work with new CAMA system
- Adding all public projects to ACC with plans and revisions accessible in the field via iPads
- Preliminary planning on workflows for private development into ACC
- ACC training ongoing and targeted to when users have project tasks to complete
- Looking into getting CityWorks time imported into Kronos
- Researching BIM for facilities into CityWorks
- Developing Stormwater work orders for summer work on ponds and greenways
- Created new Work Order in CityWorks for Operations to submit GIS utilities updates/record corrections-
- Working with Facilities on CityWorks process changes for PMs. -

Ongoing

- Setting up CAD standards, templates and efficiency improvements
- E911 Addressing Points with Dane County
- Misc CityWorks updates and maintenance
- Sanitary & Storm record updates – working on sanitary and storm backlog
- Data Governance –Working on data training. Looking at City-wide data warehouse.

Administration Staff

Johanna Johnson, Heidi Fleegel, Isaac Gabriel

Common Council and Board of Public Works deadlines for July:

- Board of Public Works resolution deadline is **Tuesday, July 16, at NOON** (7/24 BPW). The agenda deadline is moved up to accommodate staff schedules around this meeting.
- Common Council resolution deadline is Tuesday, July 30 at 8:00AM (8/6 CC)

Finance

Steve Danner-Rivers, Financial Manager

The 2025 Operating Budget officially kicked off on 6/17. Finance staff are currently busy working on building Engineering's four Operating Budgets which will be submitted to the Mayor on 7/19. The Mayor then releases her Executive Operating Budget on 10/8. The next milestone for the 2025 Capital Budget is the introduction of the Mayor's Executive Capital Budget on 9/10.

Construction Inspection

John Fahrney, Principal Engineer, Section Manager

No blurb submitted.

Coming and Going

New Hires

- Jay Sullivan
- Lucas Vogt
- Tyler Nordstrom
- Maggie Spinney
- Jose Rosas Villegas
- Lisa Stevens
- Brian Renzelmann

Promotions

- Taylor Lemon
- Jason Kelley
- Julius Smith

Departures

- Krystle Smith

GEAR: The Engineering Division Intranet Site

Don't forget to bookmark GEAR today!

<https://www.cityofmadison.com/employeeet/engineering>



Our Madison – Inclusive, Innovative & Thriving

City of Madison Engineering Division

210 Martin Luther King Jr Blvd

Madison, WI 53703

<https://www.cityofmadison.com/engineering/>



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Hannah Mohelnitzky

(she/her)

Engineering Division

Communications

608-660-3560

hmohelnitzky@cityofmadison.com