

From: [Mohelnitzky, Hannah](#)
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Subject: The E: November 2024
Date: Thursday, November 7, 2024 10:41:35 AM
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THE E.

A newsletter for the Engineering Division



November 2024 Issue

A message from your City Engineer, Jim Wolfe:

Later in this edition of the “E” we have more information about the current City/County Combined Giving Campaign. I just wanted to make an extra plug for the campaign, as a lot of our local nonprofit organizations do rely heavily on the generosity of our community to continue to do their excellent work. As City employees, you already do so much and provide such excellent service for the residents of Madison, and the Combined Campaign is another opportunity to make a difference in our community. As noted below, Engineering has another fun donation contest taking place this year, so please consider making a donation to that fund and/or an ongoing donation to any of the nonprofit organizations included with the campaign.

-Jim

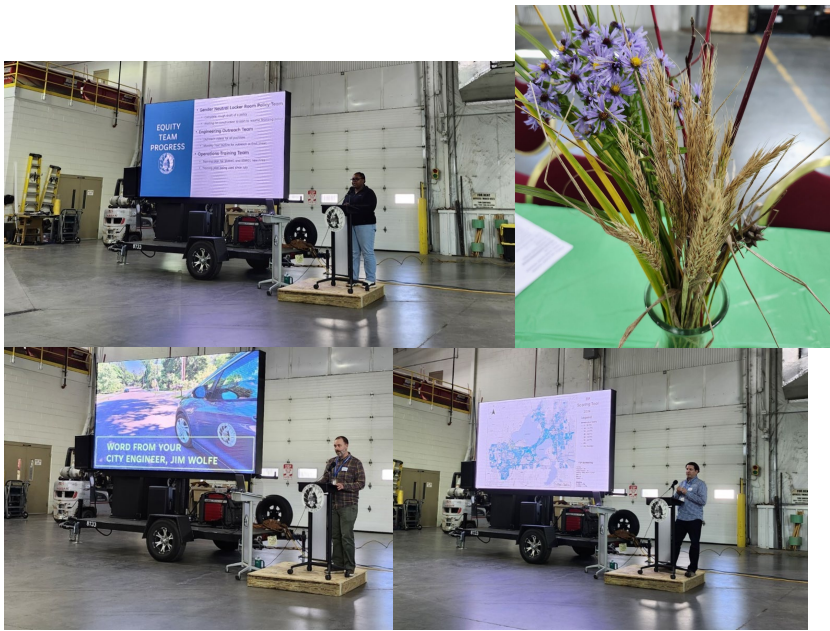
2024 All Hands Meeting Wrap Up

Thank you to everyone who attended and helped during our 2024 City of Madison Engineering Division All Hands Meeting! Please take some time to give us some feedback on what you liked and what you want to see at next year’s meeting:

<https://www.surveymonkey.com/r/52WW5CL>

If you missed the meeting, you can view the Division’s videos that were highlighted during the presentation:

- [City of Madison Engineering Division Thank You 2024](#)
- [City of Madison, Wis. Project Profile: Madison Public Market Walk and Talk](#)
- [City of Madison, Wis. Project Profile: Robin Greenway Project](#)



Equity Minute: November 2024

November is the start of Native American Heritage Month. A time to celebrate Native American culture and history.

Here are 3 facts about Native American Heritage Month:

1. This month long celebration started as end day a year. Rev. Sherman Coolidge, an Arapahoe, issued a proclamation on Sept. 28, 1915, which declared the second Saturday of each May as an American Indian Day.
2. Each year there is a different theme for the month. This year, the theme is "Weaving together our past, present, and future."
3. Madison College is hosting an art show titled "Indigenous Wisconsin: A Story of Resistance" from 11/4 – 12/6.

Pie Contest for Engineering Division Combined Campaign

The annual Combined Campaign charity drive has kicked off! And that means another contest to help raise money for a good cause and to have some fun at the expense of some of our gracious Engineering bosses!

This year's contest to raise money and awareness for the Combined Campaign is going to be a **pie in the face of the supervisors/management** contest!

You can make a donation to the Combined Campaign, and those dollars vote for the person you want to see get a pie in the face. There will be jars set up in the break room like in years past. You can vote as much or as little as you want. The person with most dollars donated to their jar is the "winner" and gets a pie in the face. And the runner up gets to be the one to smush the pie in the winner's face! There is a contest for both Downtown and Emil St.

Downtown participants:

- Jim Wolfe
- Chris Petykowski
- Andy Zwieg
- Bryan Cooper
- Greg Fries
- Mark Moder

Emil St participants:

- Kathy Cryan
- Ryan Schmidt
- Chris Scharf
- Jay Pare
- John Toso
- Wayne Brown
- Jason Kelley
- Jack Brody

- Candice Kasprzak
- Stephen King
- Jeff Quamme

The contest runs through Dec. 3, 2024. Proceeds from the contest will be split between [United Way of Dane County](#) and [Thursday's Child](#) charities.

NEW THIS YEAR: Contributions made through [payroll deductions](#) CAN BE COUNTED in the Pie in the Face contest voting! Yes - that's right! For example, if you make a \$10 per paycheck contribution, that equals \$260 over the year (26 pay periods). Then you can vote that \$260 towards the person(s) of your choice in the contest. That's huge bang for the buck and is truly the most effective way to contribute. When you set up the contribution, just let Chase (CCB staff) or Kong (Emil St staff) know who you want your dollars counted against.

What is the Combined Campaign you ask? It is an annual drive that the City and County participate in where employees can sign up to make donations to any of hundreds of different charities. Please consider setting up an automatic contribution from your paycheck. You can choose the amount/frequency and which specific charities get your money. For example you could set it up to donate \$1 to the Dane County Humane Society every paycheck. Or you could make a single donation of \$20 to the Special Olympics. You can even select umbrella organizations in which your donations will be split up to their many member charities. It's easy to set up ([click here to set up a contribution](#)) but I will be happy to walk you through it too.

Thank you helping make the Combined Campaign a success in 2024!

After the first week, Emil Street is off to a good start, but we could use more voting from downtown!

Downtown:

1. Zwiag (\$2.00)
2. Moder (\$1.70)
3. Fries (\$1.00)
4. Cooper (\$0.01)
5. Wolfe (\$0)
6. Petykowski (\$0)

Emil St:

7. Schmidt (\$17.75)
8. Toso (\$12.14)
9. King (\$11.91)
10. Brown (\$8.56)
11. Scharf (\$7.00)
12. Pare (\$6.00)
13. Cryan (\$5.36)
14. Kelley (\$4.00)
15. Kasprzak (\$3.58)
16. Brody (\$2.00)
17. Quamme (\$1.00)

**These totals do not yet include payroll pledges.*

Don't forget that you can vote your payroll contribution dollars too! Just let Chase O'Brien or Kong know after you've submitted your payroll pledge.

[Click here to set up a contribution through payroll. It's easy and painless!](#)

Paid Leave Carryovers 2024-2025

It's that time of year again and time for a reminder about the policies on carrying over paid leave balances from one year to the next.

Floating Holiday

- Must be used in the calendar year in which they are accrued.
- No carryover from one year to the next year is allowed.

Vacation

- 2024 into 2025: Employees will be allowed to carry over 10 days. That is 80 hours for 8-hour days and 77.50 hours for 7.75-hour days. Therefore, employees need to have their vacation balances down to 10 days by 12/31/2024.

Compensatory Time

- A maximum of 80 hours compensatory time may be carried over from one year to the next. (40 hrs for non-reps)
- Comp time balances in excess of 80 (40 non-reps) will be paid out on the paycheck issued on December 20, 2024. The pay period for this check ends Saturday, December 7, 2024.

Your paid leave balances are included on your biweekly direct deposit notification or paycheck stub. You can also check your paid leave balances online by logging into your employee account at <https://ess.cityofmadison.com>.

What You Need to Do

- Make certain you have submitted your requests to use all your remaining floating holidays prior to the end of this year so you do not lose any of this time.
- **Submit any requests to use COMP TIME in 2024 no later than November 29, 2024 so we can factor these into your comp time pay out.**
- If you are not scheduling comp time off days in December, your comp time balance in excess of 80 will automatically be paid out on the paycheck issued on December 20, 2024. No action on your part is required.
- If you want to reduce your comp time balance to **fewer** than 80 hours, please submit a time off request specifying the balance you would like carried over. For example, if you want all of your comp time paid out in 2024, your request should state "Comp Time Carry Over Balance = 0".

Please note that it is *your* responsibility to manage your paid leave balances. We will not be calling employees to let them know what their balances are, to remind them to submit time off requests or to ask what they want for their comp time pay out. Absent information from the employee, the employee will be paid down to 80 hours comp time for the payroll period ending December 7th.

Sign Up for 38th Annual City Employees' Bowling Tournament!

Saturday, January 11, 2025 at Bowl-A-Vard lanes, [2121 E. Springs Drive](#).

There will be two shifts to choose from: **11AM** and **2:30PM**. The first 80 teams entered will bowl, 40 teams per shift.

The cost is \$10 per person, \$50 per team. *The cost includes bowling shoes, if needed.*

To enter, complete and print the attached fillable PDF entry form, and Inter-D the form with a check for \$50 to Madison Credit Union. The full \$50 payment must accompany enrollment form, or the form will not be accepted. If you prefer to pay in cash, you can do so in-person at the credit union, 949 E. Washington Ave.

If anyone has any questions or comments, please let Rebecca Laurysens know at: rlaurysens@madisoncu.com.

Forms can be found in your City email, which were sent on October 29.

PHOTOS: Autumn Ridge Path Almost Complete, Fall 2024



City of Madison Engineering Division Autumn Ridge Project Page: <https://www.cityofmadison.com/engineering/projects/autumn-ridge-path>

Hear from Project Manager Aaron Canton in the field in the Street Meets Video Series for Autumn Ridge:

<https://www.youtube.com/watch?v=XW84iCTr9jE>



Do you have project photos? Photos from you, or a team you're working with and you want them shared in The E? Email to Hannah Mohelnitzky, hmohelnitzky@cityofmadison.com.

Media Snapshot October 2024

Press Releases:

- [Road Closure for Continuation of E Wilson Street & E Doty Street Paving](#) posted October 30, 2024
- [Segment of SW Commuter Path Closed for Concrete Work](#) posted October 29, 2024
- [S Paterson Street Sanitary Sewer Replacement](#) posted October 28, 2024
- [Road Closure for Continuation of E Wilson Street Paving](#) posted October 25, 2024
- [Doty Street and Wilson Street Paving Closures – Friday \(10/18\) and Saturday \(10/19\)](#) posted October 16, 2024
- [Road Closures – Commercial Avenue and Highway 30](#) posted October 11, 2024
- [Imagination Center at Reindahl Park Project to Receive \\$4.25 Million in Flexible Facilities Program Funding](#) posted October 10, 2024
- [Street Closure - W Washington Avenue](#) posted October 10, 2024
- [Northbound Intersection Closure: Martin Luther King Jr Boulevard and Doty Street](#) posted October 2, 2024

Blogs:

- [Plant of the Week: Early Sunflower](#) posted October 4, 2024
- [Street Meets 2024 Now Available](#) posted October 2, 2024
- [Intern Maggie's Perspective: CCTV Experience](#) posted October 1, 2024

Press Conferences

- [News Conference: Affordable Housing Groundbreaking](#)
- [News Conference: State Lawmakers Advocate for Fully Funding Dane County Cities](#)

Everyday Engineering Podcast

Make sure to subscribe to Everyday Engineering on iTunes and watch for these upcoming episodes featuring your coworkers and their expertise on topics and projects:

- **LIVE: The Madison Lakes are Pretty...** with guests: Phil Gaebler, Eric Booth
- <https://media.cityofmadison.com/Mediasite/Play/99d66c914508498f933d539e0e58e1f01d>
- <https://www.youtube.com/watch?v=BG3lUbg9g5U&list=PLAJ6727xnmbF5d8lc8oSKegPFFKYsIQsX&index=73>
- **LIVE: New Signs Coming to A Neighborhood Near You: 20 is Plenty** with guest: Jeremy Nash
- <https://media.cityofmadison.com/Mediasite/Play/78245cfc8e9c46788bd282ef8d6815551d>
- <https://www.youtube.com/watch?v=M46j-6UqbHg>
- **COMING SOON: Transportation Demand Management** with guests: Liz Callin and Trent Shultz
- **COMING SOON: Just Don't Do It, Illicit Dumping and Contractor Questions** with guest: Phil Gaebler
- **COMING SOON: Life's Blueprint: Paul Lauby and the Career of a Construction Inspector** with guest: Paul Lauby
- **COMING SOON: The Grass is Greener on Stormwater Land, Mowing** with guests: John Toso, Maddie Dumas

Don't miss an upcoming episode! <https://podcasts.apple.com/us/podcast/madisons-everyday-engineering/id1476609194>

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

With the 2024 All Hands Meeting complete, I'm now focusing on buttoning up the year's content, and other promotions. Everyone should review their project pages and let ENGweb@cityofmadison.com know if your project's status has been updated to complete. We are working on a ribbon cutting event for Autumn Ridge. Still waiting on approval of our Flooding Communications Plan from Deputies.

Public Works and Private Development

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

Public works engineers are beginning to work on 2025 projects. Private development Engineers and Managers continue to service contracts and issue plan sets. Plans issued this month include Luds Lane, 499 W Johnson, 2202 Darwin Rd. Public information meetings for both MacArthur/Sycamore & John Nolen Drive were held with the neighborhoods.

Facilities Management

Bryan Cooper, Deputy City Engineer, Facilities Services and Management

2024 GreenPower team construction activities underway for [CDA Truax Apartments Solar PV](#).

Construction Phase > [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](#), 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

Wayne Brown, Sewer Maintenance Foreperson

Factor crews are still hard at work keeping the sewers flowing. Our sanitary PMs and ACs are on track. TV crews are steadily working through the City to ensure all pipes are televised and in good working order. The addition of a structure camera, TV crews are able to televise sewer structures with minimal effort. As the weather begins to cool down, the MI-TE crew is closing out their season. Thank you MI-TE for all of the hard work this year. We look forward to many seasons to come. Construction crews continue to keep busy with repairs and special requests. "Tree" is the word for the day for the greenway crews. With no lack trees greenway crews will keep busy through the winter months. Fortunately, Ops is closer to normal staffing levels and are looking forward to catching up on odds and ends. All snow routes have been updated and equipment is ready, including some new machines, for the impending snow.

Stormwater

Janet Schmidt, Principal Engineer, Section Manager

As the year is winding down design is ramping up again with all the new project assignments. Prairie Hill Pond Dredging and Pheasant Branch Greenway Enhancement projects are both being advertised with January start dates. West Towne Pond Reconstruction project will be kicking off design soon for 2026 construction. The Capital City Bike Path storm sewer is getting replaced and will be going out for bids this spring for summer construction. The box was originally built in 1909 so I feel like the City got its money's worth! The Vegetation Management Plan will be wrapping up in the beginning of the year as well as the Sauk Creek Corridor Plan. Maddie and Emily are busy collecting native seeds for next year's planting season. They are hosting a seed collection event so hopefully they will see some nice weather to bring out the volunteers. Mineral Point Road will be kicking off with the first public meeting in early November. There is a major flood mitigation component with the project which would entail micro tunneling a 120" pipe to help relieve flooding near the intersections of Mineral Point Rd with the Beltline and Commerce Drive. That will be an even larger pipe than what was installed on University Avenue! Lots of flood mitigation projects coming up in the next couple years.

Sanitary Sewer

Mark Moder, Principal Engineer, Section Manager

The 2024 City street projects that include sewer replacement are now completed or are nearing completion. We have one more lining contract for a few backyard problem sewer mains with delaminating liners that will be bid yet in 2024, but it will not be built until 2025. The 2025 street projects are now assigned or are now under design. Highlights for private redevelopment development projects for 2025: Key apartment complex planned occupancy dates to hit in May of 2025 that we need new sewers in place for- 3401 E. Washington Ave. (Gardners Bakery redevelopment) and 838 Williamson St. The Commercial Ave. (Hwy 30) sewer crossing project which is also associated with the Gardners Bakery site redevelopment is now under construction. 838 Williamson Street- Paterson St

Sewer Replacement is now under construction. Fordem Ave.- First St. Sewer Replacement for 1617 Sherman Ave., will not be bid until we have Railroad Permitting. Lift Stations Projects: Truax Lift Station Replacement construction is ongoing with completion set yet in 2024. The Badger Lift Station Replacement is not yet designed but construction is still planned for late 2025. Mayflower L.S. will be under design in 2025 for 2026 construction.

Land Information/Official Map

Jeff Quamme, Section Manager

- Continuing work with Engineering Tech and IT to determine workflows for addressing and street name data.
- Coordination of multiple Real Estate projects, vacations, research and relocation orders for several engineering, planning, transportation and water projects
- 911 Address Point population has been prioritized. Address verification as time permits.
- Private development with extensive land rights reviews, acquisitions and releases with Real Estate projects.
- Review of Building Setbacks in Ordinances.
- Checking and adding parcel mapping for future areas of Blooming Grove to attach in 2027 as time permits.
- Updating of base mapping to prioritize areas in need of adjustment spatially of areas that are not accurately mapped as time permits.

Engineering Technology

Candice Kasprzak, Engineering Technology Manager

- Finalizing Address Point and storm billing workflows to work with new CAMA system
- Looking at first project to do project finalization in ACC for public works projects
- Using "Issues" function of ACC to complete punch lists on projects
- Beginning private development workflows in ACC – working on templates and forms first
- Updating snow routes with BRT changes
- Helping supervisors with getting their employee check-ins complete
- Working with ITPipes to get manhole inspections in
- ACC training ongoing and targeted to when users have project tasks to complete
- Researching BIM for facilities into CityWorks
- Working with Facilities on CityWorks process changes for PMs. Switching from WO to inspections
- Working with other Public Works agencies to get CW and GIS updated
- Working on Power BI dashboards for ACC and for parcel information (replace GEO)
- 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 Fleege, Isaac Gabriel

Common Council dates and Board of Public Works dates for November and December CC meeting:

- Board of Public Works resolutions deadline is Wednesday, November 13 by NOON (BPW meeting on 11/20) **note items going to this meeting will not go to the 11/26 CC meeting they will go to the 12/10 meeting for adoption
- Common Council resolutions deadline is Tuesday, November 19, by 8 AM (CC meeting on 11/26)
- Common Council resolutions deadline is Tuesday, December 3, by 8 AM (CC meeting on 12/10)
- Board of Public Works resolutions deadline is Wednesday, December 11, by NOON (BPW meeting on 12/18)

Finance

Steve Danner-Rivers, Financial Manager

As difficult as it is to believe, the end of the year is rapidly approaching. Some things to keep in mind during these final months of 2024:

- Please continue to close out Work Orders in Cityworks as quickly as possible after the work is complete
- Any billings to utilities like MGE or anything done without a formal agreement needs to be billed out now. Please forward the necessary info as soon as you have it pulled together.
- Please limit purchases to what is needed for 2024, i.e. don't stock up, so that we are not paying for 2025 materials with 2024 budget.
- All grants need to be billed out or accrued (if unable to be billed out now) in order to have the revenue and expenditures both within 2024
- Please review all consultant agreements and anything else under a POS contract to make sure any contract extensions are in place prior to the contract expiring (if the project is delayed or if the work will not be complete prior to the contract expiration)

date)

Construction Inspection

John Fahrney, Principal Engineer, Section Manager

Construction projects are winding up for the year. Notable project still under way: Doty/Wilson and Stevens St. Surveyors are working on preliminary surveys for 2025. Inspectors continue to implement and fine tune ACC.

Coming and Going

New Hires

- Seth Bauer
- Alia Butor
- Chad Wolfe

Promotions

- Todd Chojnowski
- Brian Renzelmann

Departures

- June Schenck-Olin
- Ray Schnurbusch

Upcoming Postings

- Custodial Worker 1
- Green Power Trainee LTE

Posted

- Green Power Trainee

GEAR: The Engineering Division Intranet Site

Don't forget to bookmark GEAR today!

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



Our Madison – Inclusive, Innovative & Thriving

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