

From: [Mohelnitzky, Hannah](#)
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Subject: The E: August 2023
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Attachments: [image016.png](#)
[image018.png](#)
[image020.png](#)
[image022.png](#)
[image032.png](#)
[image042.png](#)
[image008.png](#)
[image015.png](#)
[image006.png](#)

THE E.

A newsletter for the Engineering Division



August 2023 Issue

A message from City Engineer, Jim Wolfe

This has been a pretty busy month in Engineering. On top of our usual busy summer season, we've also been making a lot of preparations for next year. Near the end of July, we submitted our Operating Budget request for 2024, and a HUGE thanks to Steve Danner-Rivers and Kathy Cryan for all of their work to help prepare our request. Similar to the Capital Budget, that will now go through a review process and discussions until the Executive Budget is released in early October.

If you've been following our personnel report as part of this and other recent issues of the "E," our Division has also been busy hiring a number of talented new staff. I highly encourage all new staff, with their supervisor, to visit the Engineering location that they're not working at daily to meet colleagues. Also, we're actively planning our next annual "All Hands" Engineering meeting, tentatively scheduled for October 17. Last year we held the meeting virtually with some great videos, and we're planning to have this year's meeting in person. It has been a while since our whole Division has gotten together (pre-pandemic), and, with a number of new staff hired over the last year, I think this will be a great opportunity for us. More to come on this soon!

-Jim

Engineering Telework Policy Update

Engineering Leadership has made some updates to Engineering's Telework Policy (companion to the City-wide policy

covered under APM 2-34), and the revised policy can be found on GEAR. The main changes are summarized below, and are highlighted in the attachment. At the end of the attachment is the Appendix A, which lists the telework eligibility by position. We will also work to get this updated policy posted on [GEAR](#).

- Allowed telework hours up to a maximum of 60% for eligible employees
- Added language for Comp Group 15 employees, currently covered under a pilot telework policy through the winter of 2023/2024
- Added language regarding temporary modifications to telework agreements
- Added language on the expectations to accurately record time using Kronos

If you work in a position that is eligible for telework and you would like to update your current schedule or start a new telework schedule based on the changes to the policy, please discuss with your supervisor and complete a [Telework Agreement Form](#).

Please contact your supervisor with any questions, and, as always, thank you for all of your hard work!

Happy Wisconsin Stormwater Week! Aug. 5-13, 2023

City Engineering is a partner of Wisconsin's first Stormwater Week! We are posting local storm content and sharing about free webinars (including our own Phil Gaebler!) that people can log in and learn about stormwater.

[Learn more on ripple-effects.com.](#)

This is a statewide effort to promote how Wisconsin residents can help address stormwater issues.

The Wisconsin Stormwater Collaborative (WSC) invites all communities to get involved in the state's first Wisconsin Stormwater Week, Aug. 5-13, 2023.

WSC is a partnership of a number of municipalities, stormwater entities and non-profits focused on raising awareness about stormwater and challenges and opportunities it creates in communities

The [Governor's Office](#) also recently published the official Stormwater Week proclamation online.

Deadline Extended: Storm Drain Mural Contest Underway!

Summer at the Storm Drains 2023 is a community selfie storm drain mural contest where the community can visit different storm drain murals across Dane County, snap a selfie, email it in to be entered into a raffle for a prize. The prizes include the following: rain barrels, free consultation with a City stormwater engineer to build your own rain garden on property owner's property/or native plant selection of same value, \$1,000 worth of gift cards to local lakeside restaurants and businesses. This is a partnership between the City of Madison, Dane County and Clean Lakes Alliance. [Learn more about the contest rules on the Engineering website.](#)

How Summer at the Storm Drains 2023 Works:

- This contest will run from 8 a.m., July 24, 2023- 4 p.m., Aug. 13, 2023 (Deadline extended!)
- Visit any storm drain in Dane County, and snap a selfie at each one.
- Email each selfie to SummerStormDrains@cityofmadison.com to receive 1 entry in the raffle for prizes. Submit a new selfie for each new mural location you visit to enter the raffle multiple times. Multiple selfies at the same mural will count for one entry for that location. When you email in your selfies, include a contact name and email for prize notification.

Equity Minute: RESJ Resources on Engineering's Intranet Site

The Racial Equity and Social Justice Initiative focuses on eliminating racial and social inequities in City government by

addressing three main areas: Equity in City policies and budgets; Equity in City operations; and Equity in the community.

Engineering's Intranet site is your launch pad to finding out more about how our work supports the City's mission. On Gear, under the Racial Equity and Social Justice tab you can find a library of videos and learning resources, plus information about joining Engineering's RESJ teams or participating in RESJ book club.

Check it out: <https://www.cityofmadison.com/employeeenet/engineering/racial-equity-and-social-justice>

Monthly GEAR Update

GEAR: GROWTH. ENGAGEMENT. ACCESSIBILITY. RESOURCES

Each month we'll highlight a section of GEAR that will hopefully raise awareness and more use for the tool. This month, we'd like to encourage you to check out the [How-To Page](#)—and consider adding your documents to it for your section. Check it out, and email in your documents to be added to the page.

If it needs to be updated, please email ENGWeb@cityofmadison.com

BOOKMARK GEAR TODAY: <https://www.cityofmadison.com/employeeenet/engineering>

Manager 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 launched a special storm drain mural contest in collaboration with Dane County and Clean Lakes Alliance for the first time, and it's going well! Please help us share the word, there's one last week and weekend before it's finished! All contest details are on the Engineering Division homepage. Wisconsin Stormwater Week also this week, complete with webinars and local digital promotion of our stormwater resources. We're also working on the in person all divisionwide meeting coming up this fall. We said goodbye to our PIO Intern Alli! She was awesome, and will be going back to study civil engineering at UW-Platteville for her sophomore year. Alli wrote Waterways 2023, and I look forward to moving that through to the approval process, she did a great job! Media requests continue to move in, stormwater related, Public Market, Imagination Center, Atwood and more. Please continue to forward those as soon as you get them if reporters reach out to you first. It's going to be a big autumn season for Engineering PR, there's so much going on. Thank you for your help in this!

Public Works and Private Development

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

Public works engineers are continuing to work on 2023 and beyond projects. Private development Engineers and Managers continue to service contracts and issue plan sets. Plans issued this month include 215 N Fair Oaks, 3841 E Washington, 1309 Williamson St, 4649 Verona Rd, 4002 Lien Rd & 3914 Monona Dr. Hawthorne Ct, Segoe/Sheboygan & Owen Traffic Calming was approved by Transportation Commission. A significant revision to ordinance 16.23 which specifies street and roadway dimensions for new developments was approved by the Common Council.

Facilities Management

Bryan Cooper, Deputy City Engineer, Facilities Services and Management

- 2023 GreenPower solar PV installation work completed at Fire Station 08! Soon to be completed at Streets West Badger and Fleet and starting soon at Police Training Center and Tenney Park Pavilion.
- Construction > [Streets West Badger Salt Barn](#), [CCB remodels \(Assessor/Clerk/Treasurer/OIM/Common Council\)](#), [Royal Thai Pavilion roof replacement/restoration](#), [Door Creek Park Pavilion](#), [Tenney Park Beach Shelter](#)

- Bidding > [Madison Public Market](#), [Village on Park Parking Structure and Site Improvements](#)
- Design > [Bartillon Shelter](#), [Streets – Waste Transfer – Public Drop Off Access and Flatwork Improvements](#), [Imagination Center at Reindahl Park](#), [State Street Campus Garage Mixed Use Development](#), [WPCRC Expansion](#), [Metro – Satellite Facility](#).

Operations – Sewer and Stormwater Utilities

Kathy Cryan, Deputy Division Manager, Operations, Admin, and Personnel

It was a busy July.

We had major changes in our office at Emil. Danielle Dixon joined our team as Human Resource Coordinator. Kong Vang was promoted to Accountant 1 Trainee. And Cindy Hemenway keeps talking about retirement. We keep ignoring her in the hope she will not actually retire.

TelDig, the software we use to receive and process locate tickets from Diggers Hotline, was unexpectedly taken out of service in late June. A big thanks to John Toso, Tom Archambault, Val Grieshammer, and Josh Sherrod for all their extra work to continue getting this critical work done despite significant challenges. Thankfully, we had already selected a new vendor and just needed to accelerate the contract process. And thankfully we had Candice who was able to get us through the internal processes to finalize an agreement with the vendor in just one month.

We also experienced the worst air quality Madison I can recall. In response we're working on developing an Air Quality Job Action Sheet (JAS) to guide us when there are future AQ alerts. The Ops Workplace Improvement Team will be meeting to discuss and provide input.

And finally – it rained! Crews are now working on clean up from the recent storms. A lot of debris has to be removed from larger grates in the system so they can handle next storm event. Our hot box was down for a month and is now back in service so crews are working full speed on catching up on asphalt patching for our utility cuts. Sewer cleaning is on track and we're keeping our heads above water with repairs and CCTV inspection.

MI-TE Program participants are currently working on asphalt patching crews to learn how we restore utility cuts and preserve the life of our pavement. Exposure to career opportunities in Public Works and creating pathways to permanent employment with the City is one of the primary goals of the program. And it looks like the program is off to a good start in meeting this goal. Recently, we had our first MI-TE Program graduate as Nelson Rodriquez was hired into a permanent position with the Streets Division. Congratulations, Nelson! And looking forward to more MI-TE grads joining our Public Works teams!

Stormwater

Janet Schmidt, Principal Engineer, Section Manager

Robin Greenway and Wexford pond dredge have both been bid and awaiting contract award. Those will kick off late summer and fall, respectively. We recently had some heavy rains that have tested out our storm system. Glad to see it rain but we don't need it all at one time... on a Friday night nonetheless! We are working with USGS on a pilot program for flood alert texts and we received 14 in one evening from all over town. The system seems to be working and if it is a successful pilot we may try to implement citywide. If we can get that system running it could be a handy tool for staff and emergency management, especially when it comes to street closures. Private project work is still going strong with many projects still gearing up this year. We already had several public meetings and a few more on the calendar for this summer that will keep projects moving forward, including several watershed studies. Fall and winter bring one of our biggest greenway reconstructs – Mendota Grassman Greenway from Old Middleton Rd to the Lake. It's taken a long time to get the project designed and permitted but looking forward to getting it started. We are also working on revised ordinance language for CH 37, which is our stormwater and erosion control regs. We are hoping to get some language in our ordinances related to encroachments into greenways and stormwater properties. These changes will be very helpful for managing and tracking these issues that always take so much staff time. If we get support by policy makers those changes will be proposed in 2024 and we anticipate at a minimum several months of reviews and approvals.

Sanitary Sewer

Mark Moder, Principal Engineer, Section Manager

The City street projects for 2023 have now been designed and are now under construction or will be under

construction soon. Design staff are working on plan revisions to projects as utility conflicts with the proposed storm and sanitary improvements are discovered. There is only one stand-alone sanitary sewer project remaining for 2023: Parkside Drive sewer. After we receive soil borings, we will plan to bid.

Lift Station Projects: Harper Lift Station (replacement) is just about done. It is anticipated that the Thurber Lift Station will begin construction in August. The third lift station replacement project, Truax Lift Station, is under contract but will not begin until 2024. All three of these projects are being built by the same contractor. Private development work (lot redevelopment and plat work) continues to be steady with sewer design staff continuing to stay on schedule for sewer extension permitting. We are seeing new apartment developments requiring sewer upgrades to larger diameter sewers. Some of these apartment developments will result in City bid sewer projects - Lake Street Garage Redevelopment, Gardner's Bakery Redevelopment. Finally, we have advertised and interviewed for a new utility design engineer for the sewer section to fill the position vacated by Matt Allie. We hope to make the selection and have the new employee working soon.

Land Information/Official Map

Jeff Quamme, Section Manager

- Acquisition activities lands for excess cut disposal site on the east side
- Bram Street vacation related research with Dane County for eventual resolution for County storm water project
- Coordination of Real Estate projects for several engineering projects
- Official Map modernization two initial tasks identified and moving forward
- Ongoing review and modification of addressing data to be used by Dane County 911.
- Land title review, research and coordination for John Nolen Drive Project.
- Private development in the City of Madison. Many projects requiring extensive land right reviews, acquisitions and releases.
- Continued maintenance of files and processing for storm water billing.
- Madison Public Market related projects.

Engineering Technology

Candice Kasprzak, Engineering Technology Manager

- Continue developing workflow with Dane County and the Land Information section on getting address points QC'd/sent out to E911
- Working with other Public Works agencies for new Digger's Hotline Software
- Finalizing data conversion from Pipelogix to ITPipes
- Finalizing Sewer AI (software that codes our CCTV)
- Migrating facility's work order system (FAMIS) to CityWorks
- Starting new Facilities Management projects in Autodesk Construction Cloud
- Start work with Construction Inspection to configure Autodesk Construction Cloud 2023
- Sanitary & Storm record updates – working on sanitary and storm backlog
- Ongoing - Setting up CAD standards, templates and efficiency improvements.

Administration Staff

Johanna Johnson and Heidi Fleegel

Common Council resolution due date is END OF DAY on August 29 (9/5 CC)

Board of Public Works resolution due date is noon on August 16 (8/23 BPW)

Finance

Steve Danner-Rivers, Financial Manager

The Finance section submitted the Operating Budget for 2024 on July 21, and it is being reviewed by the Finance Department. The next phase of the budget process is the Mayoral Briefing on August 17. The conversion to Kronos for downtown payroll timekeeping is now complete with all staff division wide using Kronos.

Construction Inspection

John Fahrney, Principal Engineer, Section Manager

There are permits, private development projects, PW and WISDOT projects in progress. Surveyors are working on preliminary surveys for 2024.

Media Roundup

News Releases:

[Full Closure on Atwood Avenue to Take Place July 31](#) *posted July 24, 2023*

[Smile! Summer at the Storm Drains 2023 Kicks Off](#) *posted July 19, 2023*

[City Asks For Volunteers to Help with Spongy Moth Outbreak](#) *posted July 3, 2023*

Blog:

[Plant of the Week: Swamp Rose Mallow](#) *posted July 28, 2023*

[Plant of the Week: Cardinal Flower](#) *posted July 21, 2023*

Podcast: Everyday Engineering

- [Beautiful, Budding Bee Knowledge with City Pollinator Experts](#)
- [Public Art through Percent for Art, City of Madison Sets an Art Standard and Commitment](#)
- [One Foot In the Door, A Career with #TeamCity](#)
- [Do you Dig It? Check out the Conservation Trainee Program!](#)

Listen and subscribe: <https://podcasts.apple.com/us/podcast/madisons-everyday-engineering/id1476609194>

Coming and Going

New Hires

- Chris Horst, Construction Inspector 1 – Construction Inspection
- Ed Lamphier, HVAC/R Technician - Facilities

Promotions

- Kong Vang, Accountant 1 Trainee - Operations

Departures

- Nelson Rodriguez, MI-TE Trainee - Operations

Interview/Offer Process

- Engineer 2 or 3 – Sewer & Stormwater

Posted

- Construction Inspector (Hrly) – Construction Inspection

Upcoming Postings

- CCTV Technician – Operations
- Engineering Assistant 1 or 2 Hrly - Construction Inspection
- Custodial Worker 1 - Facilities
- GreenPower Trainee Hrly - Facilities
- GreenPower Trainee LTE - Facilities
- Leadworker 2 Trainee - Operations
- Program Assistant 1 – Main Office Admin
- Street & Sewer Machine Operator 2 - Operations

Our Madison – Inclusive, Innovative & Thriving

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