



DEPARTMENT OF PUBLIC WORKS
Engineering Division
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To: HR/IT Committee
From: Danielle Block, Director of Public Works
Date: June 29, 2023
Re: Traffic Engineer Position

The Department of Public Works Traffic Section has identified a need within our organization structure. Currently the Traffic Section engineering staff includes the City Traffic Engineer, Traffic Engineer, and Traffic Engineering Specialist.

The Traffic Engineering Specialist position was created in 2021 to assist with a variety of technical duties and to support the Traffic Engineers. The duties of this position have proven to be more advanced and requires additional educational background. Further, there are cross-training and succession planning benefits to employing an additional engineer within the Traffic Section.

Table of Organization:

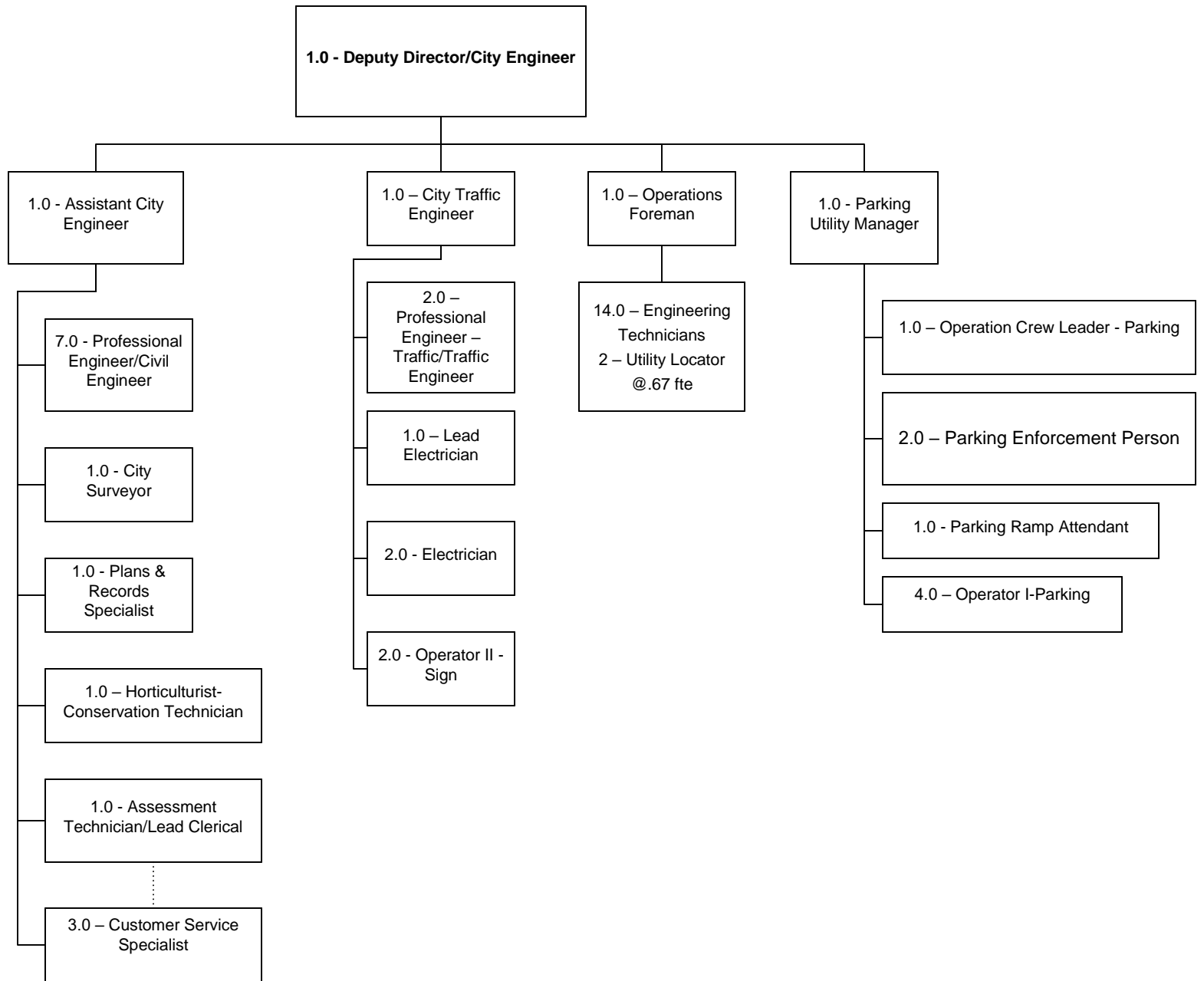
The proposed change includes an update of the title Traffic Engineer to **City Traffic Engineer**. This change would be consistent with how Engineer Lom's title has been presented over the years.

It also includes the elimination of the Traffic Engineering Specialist position and replacing it with a **Professional Engineer – Traffic / Traffic Engineer**. This position is a Grade 9 or 11, depending on whether the engineer is a licensed Professional Engineer within the State of Wisconsin. Licensure is not required but likely preferred. With this change there would now be two traffic *engineering* positions, both positions would report to the City Traffic Engineer.

Fiscal Impact:

The previous Traffic Engineering Specialist position was Grade 7. There is overlap in the pay range from this Grade to a Grade 9 and 11. To recruit and fill this position in 2023, any budgetary impact would be offset by vacant salary dollars that exist within the Traffic Engineering budget. This position adjustment would be included in the 2024 budget proposal.

Based upon the above, I am respectfully requesting that the Committee and Council approve the changes to the Department of Public Works Traffic Division Table of Organization.



DRAFT 7/24/23