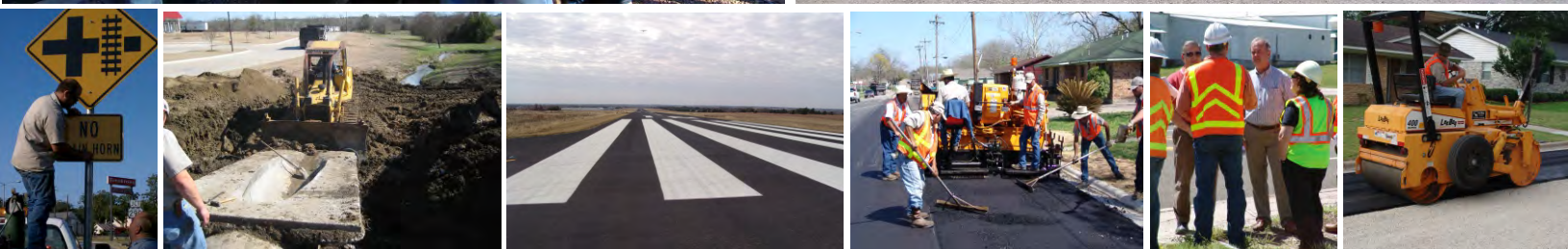


# annual report

2011



## Public Works Department



**PUBLIC WORKS DIVISION  
OF THE  
CITY OF BRENHAM  
2011 ANNUAL REPORT**

**ADMINISTRATION**

Doug Baker	Director of Public Works
Kim Hodde	Administrative Assistant
Doris Burk	Administrative Secretary
Allen Jacobs	Building Official
Paul Kendall	Building Inspector
Becky Squyres	GIS Technician

**Service Awards**



**PROJECTS**

**US 290 Pass Through:**

TxDOT awarded this project to Webber, LLC in January and construction began in April. The frontage roads west of SH36 were converted from two-way to one-way and the portion of the frontage road at the BNSF Railroad was lowered to provide more clearance for truck traffic. At the same time, work began on the two structures at FM 577 and S. Market Street. By the end of the year, these two structures had been substantially completed, the construction of the retaining walls connecting the structures was under way, the frontage roads between FM 577 and SH 36 had been reconstructed, main lane traffic had been diverted to these reconstructed frontage roads, reconstruction work was under way at the SH 36 overpass, and the frontage roads west of SH 36 were in the process of being reconstructed. The project is several months ahead of schedule, partly because of the contractor's self-imposed plan to complete the project ahead of schedule and partly because of the prolonged period without rain.

**Railroad Quiet Zone:**

During the summer, the Tuff Curb median products and the "No Train Horn" signs were purchased and installed at the various railroad crossings within the proposed railroad quiet zone. The required Notice of Establishment was sent to BNSF and to TxDOT and the quiet zone went into effect in September. In December, the Vulcan Street crossing was removed.





### Stringer Street:

The bid for the US Hwy 290 project was below the amount of money TxDOT had appropriated for the project. TxDOT diverted the leftover funds to the Stringer Street Overpass. A contract was awarded to Webber, LLC in June and work began in September.

The center of the overpass does not line up with Stringer Street, making it necessary to re-align approximately 500 feet of the pavement westward approximately 80 feet. This re-alignment requires the acquisition of 0.7343 acres of land from Germania Insurance Company. The land was appraised and the City and Germania agreed to a sales price. By the end of the year, an Earnest Money Contract was being prepared by the City Attorney.

### Westwood Lane:

In response to TxDOT's proposal to install a traffic signal at the intersection of US Hwy 290 W and Westwood Lane, the City will reconstruct approximately 500 feet of Westwood Lane. The existing 20 feet wide open ditch street will be removed and replaced with a 39 feet wide street with curb and gutter. The existing right of way is 40 feet. Sixty feet is needed for a 39 feet wide street, which makes it necessary to acquire a 20 feet strip of land from two property owners on the west side of Westwood Lane. Both properties were appraised and we were successful in negotiating sales prices with both property owners.

### Amphitheater, Sports Building, and Restrooms:

The Public Works Department supervised the construction of the Amphitheater in Hohlt Park. A dedication ceremony was held in October followed by four musical events each weekend in November.



## Street Overlay

The City's 2011-2012 budget includes \$1,200,000 for a street overlay project. While there is an extensive list of streets in need of an asphalt overlay, this project will focus on collector and arterial streets because of their higher traffic counts. Beginning in the fall, the Street Department inventoried each street and identified the areas that need to be repaired before the streets can be overlaid with asphalt. Each identified area will be repaired in one of three ways. An area that has an uneven riding surface but not showing any signs of base failure or surface deterioration will be leveled with hot mix. An area showing signs of surface deterioration but no signs of base failure will be chip sealed. An area showing signs of base failure will be reconstructed by stabilizing the existing base material with cement and putting a new asphalt surface over the stabilized base. We are currently taking a second look at our initial analysis of each street to make sure the right repair is made at each location. The Street Department will make the repairs. This will be done prior to letting a contract for the street overlay.

## Industrial Park

A contract for the extension of Industrial Boulevard into Southwest Industrial Park, Section 3 was awarded to Collier Construction Company. After the preliminary grading was completed and the storm sewer was installed, work was suspended so that the City could install water, sewer, and gas lines. This work has been completed and the contractor will be authorized to resume work on the street. By the end of the year, construction of the first phase of the detention pond had been substantially completed. While the contractor and the City are working on the street and the utilities, Bluebonnet Electric is in the process of constructing a new service center on a section of the Industrial Park.

As a footnote to the Southwest Industrial Park project, the subcontractor responsible for providing the dirt for the 290 Project contacted us about finding a source of dirt for the Stringer Street project. We suggested excavating the dirt from a portion of the detention pond that will be required in the future when more of the park is developed. The soil in the area of the pond was tested and TxDOT determined that it met the specifications for the 290 Project. The subcontractor agreed to excavate the pond to the line and grade set by the engineer in exchange for the dirt. Excavation and hauling began in January of 2012.

## Annexation

A 124.44 acre tract of land that includes the Southwest Industrial Park, Section 3 and some small parcels of land that surround it was annexed into the City in October.



## **PARADE/EVENT PERMITS**

The Public Works Department received and processed 13 permit/event applications during 2011 for the following events:

- 2011 Blue Bell Fun Run
- 2011 Maifest Parades (Jr. and Sr.)
- 2011 Downtown Concert Series – Hot Nights, Cool Tunes
- 2011 Juneteenth Parade
- 2011 Brenham Cub Band March-a-thon
- 2011 Washington County Fair Kickoff Parade
- 2011 Brenham High School Homecoming Parade
- 2011 Downtown Christmas Stroll
- 2011 Lighted Christmas Parade
- 2011 Jingle Bell Stroll Fun Run
- “Block Party” for Brenham Rest Home
- “Fun day” for individuals with disabilities
- St. Mary’s “Our Lady of Guadalupe” Procession

The City of Brenham Street Department provided barricades, cones, and/or personnel for the detour routes.

## **NOISE VARIANCES**

Eight (8) noise variance requests were received and processed for the following:

- Citizens for Community Progress event held on May 22, 2011
- Ebony Class of 1974 event held on June 4, 2011
- Citizens for Community Progress event held on June 26, 2011
- Downtown Concert Series – Hot Nights, Cool Tunes events held on July 2, 9, 16, 23, & 30, 2011
- Deliverers of God Ministries event held on August 6, 2011
- Candlelight vigil for wreck fatalities held on August 27, 2011
- Cry Out American event held on September 10, 2011
- Ashley Hausman & Jason Brocato Wedding held on October 8, 2011

## **BUILDING INSPECTIONS**

During 2011, two hundred seventeen (217) building permits were issued for residential construction having a total value of \$9,266,590. This included fifty-seven (57) new residential permits having a construction value of \$7,054,731. During the year 2010, there were two hundred sixteen (216) residential building permits issued having a total value of \$8,301,016.



New residential – Red Oak Drive

New residential – Walsh Lane



During 2011, one hundred thirty-eight (138) permits were issued for new commercial and remodeling having a total value of \$14,143,870. This included six (6) new commercial projects having a construction value of \$5,861,607. During the year 2010, there were one hundred thirty-six (136) commercial permits issued having a total value of \$26,768,176.





New headquarters for Bluebonnet Electric



Valmont Light Pole Plant Expansion



Completion of New Retail



Major Remodel – Los Cabos Mexican Grill



New St. Joseph's Medical Clinic

One thousand seven hundred seventy-six (1776) inspections were performed by the Building Inspectors in 2011 compared to one thousand nine hundred fifty-six (1,956) in 2010. Residential projects require an average of ten (10) inspections per project for new construction. The number of required inspections for a Commercial project varies and is dependent on the size of the project as well as the phasing of the construction but can vary from as few as ten (10) inspections to as many as eighty (80) inspections per project.



New residential – Summer Court



New Residential– Rosedale Drive



Multi-Story (permit not required)

## **BOARD OF ADJUSTMENTS AND APPEALS**

The Board of Adjustments and Appeals held five (5) meetings during the year 2011. Ten (10) variances were presented to the Board of Adjustments and Appeals; whereas, eight (8) were approved, and two (2) were tabled.

3/28/11	313 Liberty Street 1710 Hwy 290 W. (Hyundai)	Side yard/carport variance Sign variance
5/9/11	901 W. Stone Street 303 College Avenue	Rear yard variance West side yard & buffer yard variance
8/8/11	408 E. Main Street 505 Crockett Street	Parking variance (tabled) Side yard variance
10/10/11	606 W. Val Verde Street 900 Hwy 290 West	Side yard variance Front yard variance
12/12/11	1402 Key Street 605 Medical Court	Rear yard variance Sign variance (tabled)

## **PLANNING AND ZONING COMMISSION**

The Planning and Zoning Commission held eight (8) meetings during the year 2011. The P & Z Commission approved four (4) subdivision plats/amended plats. There were two (2) new residential subdivision plats approved in 2011, consisting of a total of forty-six (46) single family residential lots. There were also seven (7) minor plats approved during the year 2011. Workshop discussions were held in reference to the allowed uses in the R-3 Manufactured Home Residential District, and also in reference to allowable locations for cell towers, radio towers or broadcasting towers.

2/7/11	Consideration of approval of a Final Plat of the Woodbridge Subdivision, Section II. This being for forty-two (42) single family residential lots.  Workshop discussion in reference to the allowed uses in the R-3 Manufactured Home Residential District.
3/7/11	Consideration of approval of a Final Plat of West Oaks Addition, Section I
7/18/11	Public Hearing and consideration of approval of the request for a Change of Zoning at 507 West Alamo Street (legal description being Lot 2 of the Schuerenberg Addition). The property owner is submitting this request in an effort to use this property for the allowable B-1 District uses.

Public Hearing and consideration of approval of the request for a Change of Zoning at 505 West Alamo Street (legal description being Lot 1 of the Schuereberg Addition). The property owner is submitting this request in an effort to use this property for the allowable B-1 District uses; particularly for small business offices.

8/15/11 Consideration of approval of a Preliminary Plat of the Scenic Estates Subdivision, Section III, Block XVI, Lot 167, Lot 169 & Reserve A.

Discuss Zoning Ordinance proposed change for designated zoning district classification for sexually oriented businesses in the Industrial District.

9/19/11 Public Hearing and consideration of approval for a Preliminary Replat of Scenic Estates Subdivision, Section III, Block XVI, Lot 167, Lot 169 & Reserve A.

Discussion and consideration of approval of proposed changes of the City of Brenham Zoning Ordinance for Manufactured Home Residential requirements.

Consideration of Plat approval to subdivide Lot 1, Block 3 of the Hillcrest Addition.

10/3/11 Consideration of approval of Preliminary Plat of the Kenjura Subdivision, Section I, Block I, of the A. Harrington Survey A-55, Washington County, Texas

Public Hearing and consideration of approval of the request for a Change of Zoning at the 1600 Block of Longhofer Street (vacant lot); (legal description being Altman's Subdivision, Lot 4, Acres 0.254). Applicant is submitting this request in an effort to construct a professional office on this property.

Public Hearing and consideration of approval of the request for a Specific Use Permit at 1404 North Park Street, (O'Malley Development Subdivision, Section 1, Lot 1-B). The property owner is requesting a Specific Use Permit in an effort to have a full-service car wash and car detail business and also a lube center (automotive quick-lube).

Public Hearing and Consideration of approval of an amendment of the written text of the City of Brenham Zoning Ordinance (Appendix A of the City of Brenham Code of Ordinances). This amendment consists of a revision to the permitted uses in the I-Industrial District and consists of the insert of verbiage for a Specific Use, this being for Sexually Oriented Business, and this being allowed in accordance to the Specific Use Permit Approval Process and also in accordance with the City of Brenham Code of Ordinances for Occupational Licenses and Business Regulations.



11/7/11 Public Hearing and consideration of approval of a Preliminary Replat of Scenic Estates Subdivision, Section III, Block XVI, Lot 167, Lot 169 and Reserve A.

Consideration of approval of a Final Plat of the Kenjura Subdivision, Section I, Block I, of the A. Harrington Survey A-55, Washington County, Texas. This being for four (4) single family residential lots.

Public Hearing and consideration of approval of the proposed changes of the City of Brenham Zoning Ordinance for Manufactured Home Residential requirements.

Public Hearing and consideration of approval of a proposed amendment to Appendix A of the City of Brenham Code of Ordinances; this being the City of Brenham Zoning Ordinance pertaining to allowable locations for cell towers, radio towers or broadcasting towers.

12/5/11 Public Hearing and consideration of approval of a request for a Change of Zoning for Lot 1 and Lot 2 of the Trinity Care Center Subdivision and also Tract 120 of the Arrabella Harrington Survey. Properties are located at the 400 Block of East Sayles Street and the 400 Block of East Blue Bell Road. Properties are presently zoned as the R-2, Mixed Residential District. A request to rezone these properties to the B-1, Local Business/Residential Mixed Use District is to be discussed for consideration.

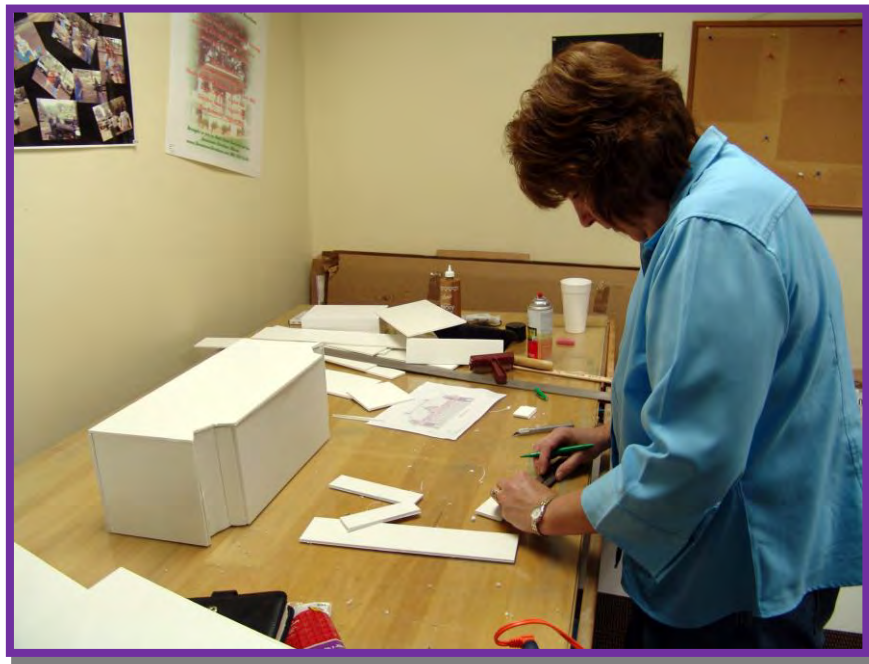
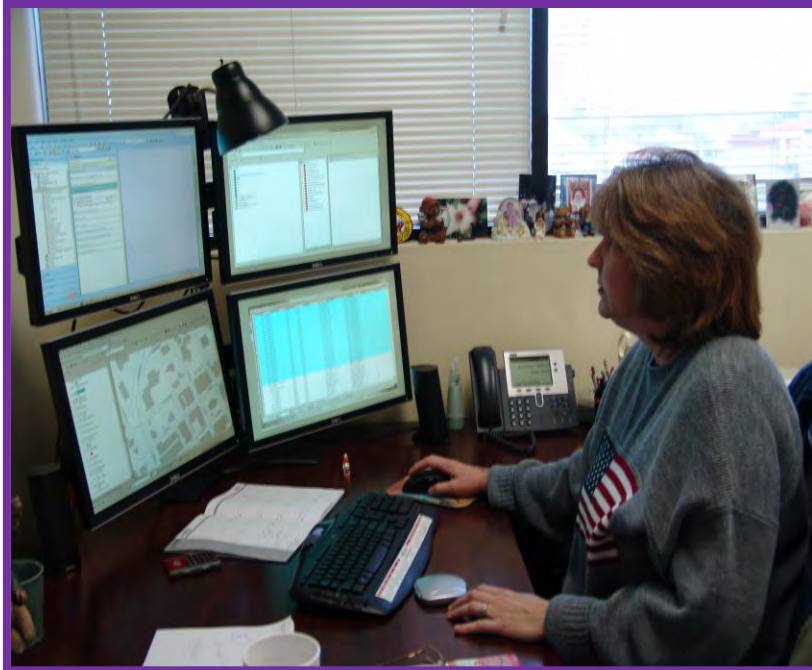
### **BUILDING STANDARDS COMMISSION**

The Building Standards Commission was not required to take any action pertaining to substandard properties. However, there were eight (8) building demolition permits issued, whereas, several property owners voluntarily removed the substandard structures.

## **MAPPING**

The mapping department incorporates graphical features with tabular data represented in map form. Some of the achievement highlights of 2011 were:

- Inventoried all of the street/traffic signs throughout the City that need to be cleaned, repaired or replaced
- Inventoried all of the streets throughout the City that need to be repaired or replaced
- Inventoried all of the areas throughout the City that need to be sprayed for overgrowth and areas that have trees with overhang that need to be trimmed
- Created individual maps of marked roads with 100 foot increments showing areas identified as needing repair or replacement (Austin Street, Burleson Street, Chappell Hill Street, Gay Hill Street, Independence Street, S. Jackson Street, S. Lubbock Street, W. Lubbock Street, E. Main Street, N. Market Street, Pecan Street, E. Stone Street, W. Stone Street, Stringer Street, and E. Tom Green Street)
- Mapped Sexually Oriented Business areas in connection with Ordinance updates
- Worked with the Brazos Valley Council of Governments (BVCOG) regarding a new software to locate and correct inconsistent addressing. Corrected approximately twenty (20) addresses in the City.
- Updated the Zoning Maps, Ward Maps, and City Limit Maps after annexation
- Updated and maintained Utilities Maps
- Mapped all mobile home parks in the City to update the Ordinance
- Provided graphic support for various city departments and events by printing and plotting flyers, posters, and banners including:
  - Cartoon maps for Parks to display on their website
  - Community Fitness
  - Movies in the Park
  - Baseball and Softball events
  - Volleyball
  - Jingle Bell Stroll
  - Posters for Story Night at the Library
  - Posters for CPAAA Fundraisers





## AIRPORT

Kim Hodde

The city-owned T-hangars that were completed in late 2007 were at full occupancy during 2011 and remain that way today generating about \$30,000.00 in revenue for the Airport Budget.



A ground space lease agreement was executed with Grant Meschewitz for construction of a 70x70 hangar on the north end of the runway on the far eastern side of the box hangars. This additional lease will generate \$792.00 in revenue per year.



The existing taxi lane did not extend far enough to the east to provide access to this new hangar so the Street Department extended the taxi-lane approximately an additional 90 feet (90x40) to provide access to Mr. Meschewitz's hangar. The labor was done in house and the materials will be reimbursed at 50% under our Routine Airport Maintenance Program (RAMP) Grant with TxDOT.

A new ground space lease agreement was executed with John Startz, who purchased a box hangar from Dr. Mukund Gundanna.



With the extreme drought, the pond behind the terminal completely dried up so the Street Department cleaned out the pond and did some reshaping. As you can see, with the recent rains, we have a little water back in the pond!



Southern Flyer Diner received the *Best of the Best Award* and was named as the number one fly-in restaurant for 2010 by the *\$100 Hamburger*. They have received this top award for the last several years as well as being named in the “Top Ten” list for a couple years prior to being named as number one.



Jack and Janet Hess are excellent fixed base operators. They are dedicated to aviation and are attentive to the issues associated with running a successful airport. The service and hospitality offered by Jack and Janet Hess and their staff at the Brenham Municipal Airport remains exemplary.

## STREET DEPARTMENT

Leslie Kelm                      Street Superintendent  
William Herrin                Crew Leader  
Freddie Garcia                Crew Leader  
Shane Winkler                Crew Leader  
David Bartkowiak  
Cody Bozarth  
Andrew Felder  
Jason Janes  
Michael Kohring  
Willie Joe Manas  
Brian Smith  
Leonard Smith  
Dale Steinfeld  
Eliborio Villarreal  
Dustin Wendler  
T.C. Gooden, part time



SERVICE AWARDS  
Andrew Felder - 5 years

## TRAINING

### *EEOC – Documentation Class*

Leslie Kelm  
Shane Winkler  
William (Bubba) Herrin  
Freddie Garcia

### *Leadership Training Class – Stress*

Leslie Kelm  
William (Bubba) Herrin

### *CDL Class – Reasonable Suspicion Testing – Drug & Alcohol*

Leslie Kelm  
Shane Winkler  
William (Bubba) Herrin  
Freddie Garcia

### *CPR Training*

Leslie Kelm  
John Simank

### *Work Zone Traffic Control*

Leslie Kelm  
William (Bubba) Herrin  
Freddie Garcia



Shane Winkler  
David Bartkowiak  
Andrew Felder  
Jason Janes  
Michael Kohring  
Joseph Norsworthy  
Willie Joe Manas  
John Simack  
Brian Smith  
Leonard Smith  
Dale Steinfeld  
Eliborio Villarreal  
Dustin Wendler

*Chemical Spill Response Training – 8 hours*

Leslie Kelm  
Shane Winkler

*Texas Vegetation Management Association Training for Non Commercial Political Pesticide Applicator License – 20 hours of training on the following subjects: weed identification, using IVM to meet Environmental Issues in right of way, applications, calibration, drift management, product labels for new herbicides, right of way management on demand, communications with customers, and “Are you ready for NPDES permits?”*

Leslie Kelm  
Shane Winkler

*Safety training* was attended monthly by various members of the department.

During 2011, the Street Department received approximately 300 work orders with about 161 of these being utility cut patches. Approximately 989 tons of hot mix was used for utility cut repairs and another 518 tons of hot mix was used for potholes and general street repairs.

Street reconstruction work (4,825 feet) was done on the following streets:

- Hillside Drive
- JoAnn Street
- Robinhood
- Clearspring Drive
- Oakridge Street



Chip seal work (6,656 feet) was done on the following streets:

- Hillside Drive
- JoAnn Street
- Robinhood
- Clearspring Drive
- Oakridge Street
- Tom Green Street



Approximately \$74,297.50 was spent on 1,130 tons of hot mix overlay for the following streets:

- Niebuhr Street
- W. Tom Green Street



The Street Department set a goal to complete the Street Overlay Project in house in addition to the regular street maintenance and was able to complete 1/3 of the identified streets in 2010. In 2011, only two streets were overlaid due to reconstruction of streets in the Hillside Addition (Hillside Drive, JoAnn Street, Robinhood, Oakridge and both sections of Clearspring Drive).

Patching and pothole repair is done on a continual basis. 510 tons of cold mix was used for miscellaneous patch repairs.

600 tons of road mix, 500 tons of fly ash, 3,375 tons of limestone base, 200 tons of Grade 4 white rock, 6,450 gallons of tack oil, and 5,000 gallons of MC-30 primer oil were used for street repairs for 2011.

Approximately \$98,452.25 was spent on concrete work within the City of Brenham. This work includes flat work, valley gutter, curb & gutter, sidewalk, inlet boxes, and driveway repairs that were necessary due to street repairs or various other reasons.

The street sweeper is used on a continual basis. Without any call-in interruptions, it takes the sweeper approximately 1 month to sweep the entire City of Brenham. However, there are always call-ins requesting the street sweeper for a variety of reasons.

The Vegetation Management personnel are responsible for the creek mowing, shredding, and spraying the downtown area and all of the City streets for unwanted vegetation. They also shred at the Brenham Municipal Airport and spray the runway and taxiway for unwanted vegetation. Last year, approximately 25 gallons of Round-up was used for city-wide vegetation management and an additional 3 gallons was used at the Airport.

In addition to the use of Altosid briquettes, approximately 60 gallons of mosquito spray was used to keep control of the mosquitos.

Tuff Curb medians were installed and “No train horn” signs were put up at each of the following railroad crossings:

- Burleson Street
- Blue Bell Road
- Peabody Street
- First Street
- Second Street
- Third Street
- Fifth Street
- Jackson Street
- Industrial Boulevard
- Salem Road
- Kuehn Lane
- College Avenue







Miscellaneous projects such as the building pad for the Amphitheater at Hohlt Park were also completed by the Street Department.