

# **PUBLIC WORKS**

## **CITY OF BRENHAM**



**2012 ANNUAL REPORT**

# PUBLIC WORKS DIVISION

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In 2012, the Public Works Division for the City of Brenham had some major changes in the departments reporting to this division as well as some personnel changes.

Upon the retirement of Doug Baker, Dane Rau was appointed as the new Director of Public Works. The departments within the Public Works Division were split to now include Facility Maintenance, Street Department, Parks Maintenance and the Sanitation Department.

### ADMINISTRATION

**Dane Rau      Director of Public Works      10 Years**



Nancy Stafford      Administrative Assistant      4 years  
Cindy Turnbow      Administrative Secretary      10 years

On a daily basis, the Public Works Department is responsible for supporting and overseeing all of these operations. Public Works staff reviews various daily work schedules, outlines job duties, enters and reviews work orders and approves purchase request from these four departments. Each Thursday afternoon a Public Works staff meeting is held to discuss current projects and upcoming plans for the week ahead. Public Works strongly believes that each department plays a key role in making Brenham a better place to live. We value our citizens requests and strive to do the little things correctly.

## STREET DEPARTMENT

**Leslie Kelm    Street Superintendent    7 years**



**William Herrin    Crew Leader    10 years**  
**Freddie Garcia    Crew Leader    24 years**

David Bartkowiak	29 years	Brian Smith	4 years
Cody Bozarth	1-1/2 years	Leonard Smith	24 years
Andrew Felder	6 years	Dale Steinfeld	18 years
David Herzog	1 year	Eliborio Villarreal	9 years
Michael Kohring	5 years	Dustin Wendler	3 years
Willie Joe Manas	26 years		



TRAINING

*Work Zone Traffic Control*

**Bubba Herrin  
Freddie Garcia  
Cody Bozarth**

*Chemical Spill Response Training*

**Leslie Kelm**

*Texas Vegetation Management Association Training for Non Commercial Political Pesticide Applicator License – 20 hours of training on the following subjects: PPF, Spills & Safety, Test Plots Freeman Ranch, NPDES update – **Leslie Kelm***

*Public Utility Commission of Texas- working with constituencies - **Leslie Kelm***

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

During 2012, the Street Department received approximately 376 work orders with about 120 of these being utility cut patches. Approximately 30 tons of hot mix was used for utility cut repairs, potholes and general street repairs.

In preparation of the 2013 overlay contract, the Street Department accomplished 32,674 feet of reconstruction work on following streets:

- Stringer
- W. Stone
- Independence
- Pecan
- E. Main
- W. Lubbock
- Jackson St.
- N. Market
- E. Tom Green
- Burleson
- Gay Hill
- Chappell Hill
- E. Stone

Chip seal and hot mix work (31,681 feet) was conducted on the following streets in 2012:

- Martin Luther King
- W. Circle
- Geney
- Vulcan
- Burleson St.
- S. Lubbock
- Industrial Blvd.
- S. Austin
- Muse
- Lee St.

The Street Department set a goal in 2011 to complete the reconstruction process of the overlay project in-house. They were able to complete all 13 of the identified streets in 2012 in preparation of the contractor beginning work. An additional 10 streets were overlaid in-house.

Patching and pothole repair is done on a continual basis. The following is an example of the amount of materials that was used in maintaining the city streets in 2012:

<b>Material</b>	<b>Quantity Used</b>
Cold mix	203 tons
Road mix	450 tons
Limestone base	1500 tons
White rock	1400 tons
Tack oil	26,200 gallons
MC-30 primer oil	12,500 gallons

Over \$81,221 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, utility patches 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 city owned creek mowing, shredding, and spraying the downtown area as well as the City streets for unwanted vegetation. They also shred at the Brenham Municipal Airport and spray the runway and taxiway for unwanted vegetation.

In addition to the use of Altosid briquettes, approximately 130 gallons of mosquito spray was used to keep control of the mosquitos. Even with the large mosquito population in 2012, there were no reported cases of the West Nile Virus within the Brenham city limits.



## FACILITY MAINTENANCE



<b>Danny Romo</b>	<b>Senior Maintenance Electrician</b>	<b>29 years</b>
<b>Kim Mueller</b>	<b>Assistant Superintendent</b>	<b>13 years</b>
Sean Church	Maintenance Electrician	2 years
Joe Gurka	HVAC Specialist	4 years
Darrell Meyer	Aquatics/Maintenance	7 years

The Facility Maintenance Division is composed of a skilled group of technicians with a variation of knowledge in electrical, plumbing, carpentry, HVAC, and electricians. This department has the responsibility of maintaining, as well as construction duties, on all city owned facilities. The city has approximately 43 municipal structures and 3 non-city owned structures that are the responsibility of this department. The duties can range from simply hanging a picture to constructing a new office. In addition, Facility Maintenance installs and repairs city owned street lights, installs event lighting, hangs street banners and ensures that the US and Texas flags are displayed for all holidays.

The following is a compilation of some of the responsibilities held by the Facility Maintenance Department:

### **Airport:**

- Maintain restaurant and various hanger facilities
- Maintain all runway lighting, electrical equipment, weather observation tower, and other systems in accordance with FAA Regulations.
- Repair and reinforce electronic gated entrance
- Maintain proper operation of emergency backup generator

**Animal Shelter:**

- Assist and maintaining with proper upkeep in order to comply with State regulations
- Repair kennels and rebuilt kennel gates with stainless steel doors
- Repaired exterior door steel frame
- Repair exterior kennel entrance frames

**Aquatic Center:**

- Assist and maintain the day to day operations of the facility
- Prepare leisure pool for annual KIDFISH event
- During Clean Sweep Week, usually the first week of fall, perform all tasks that are required such as pumps, pump motors, chlorine system, HVC maintenance, lighting, etc.
- Replace A/C Compressor on roof top unit
- Rebuild Leisure Pool pumps in pit
- Assist with *Movie in the Park* events at Hohlt Park

**Boys & Girls Club:**

- Routine HVAC plumbing and lighting maintenance
- Coordinate grease trap cleaning

**City Hall:**

- Remodel Public Utilities offices and receptionist area
- Routine building maintenance
- HVAC monitoring and air balancing

**Collection Station:**

- Total preventative maintenance of tub grinder
- Reroute underground electrical and install CAT-5 cable at Collection Station gate entry

**Gas Department:**

- Remodel former Water Plant office area for Gas Department
- Remove old electrical service from old generator and add additional electrical circuits for Gas Department

**Maifest and Juneteenth Festivals:**

- Install additional electrical services for food vendors, entertainment events, etc.

**Main Street:**

- Assist staff with downtown events including, Christmas Stroll, set up and take down concert stage for Hot Nights, Cool Tunes, etc.

**Nancy Carol Roberts Memorial Library:**

- Routine building maintenance
- Installed handrails and improved lighting at the main entrance

**Parks and Recreation:**

- Maintain and repair all ball field lighting (soccer, baseball, basketball)
- Remodel of “Rock Room” and improvements to the Jackson St Park kitchen

**Fireman’s Park:**

- Replace all aerial overhead electrical services providing power to existing parking lot lighting and install underground electrical service to the lights

**Henderson Park:**

- Assist with maintenance and repairs on various parks facilities
- Build covered awning at Korth and Faithauer fields
- Remove all aerial electrical service wiring feeding parking lot lighting and convert to underground service installation.
- Replace 300 feet of bad underground electrical service at Henderson Park concession stand
- Repair and extend pipe railing to install safety netting

**Linda Anderson Fields:**

- Build batting cages
- Repair and extend pipe railing to install new safety netting
- Installed safety railing behind newly installed bleachers

**Police Department:**

- Routine building maintenance
- Continual monitoring of the HVAC system

**Vehicle Maintenance:**

- Install extended shop awning to four-bay maintenance shop
- Extend concrete area to set diesel and gasoline storage tanks for Central Fleet

**Water Department/ Water Treatment Plant:**

- Build new metallic building over pump equipment

**Wastewater Plant:**

- Install electrical underground service for new security gate entrance

**Rock Room Improvements**





## **FLEET MAINTENANCE DEPARTMENT**

The City of Brenham owns a total of 364 vehicles/equipment. 149 nine of these are passenger vehicles. The Fleet Maintenance Department has the responsibility of maintaining and repairing all vehicles and equipment. In 2012, a “Central Fleet” was organized which consolidated commonly used vehicles and equipment. This system allowed the cut back on pieces of duplicate equipment owned by the different departments. Central Fleet now has the ability to rent out equipment to requesting departments on a half-day or full-day basis. We have found that we can operate less equipment through the fleet program and have better control on a smaller number of fleet within our departments. Central Fleet currently averages about \$10,000 in rentals a month. This was budgeted in department budgets and cuts back on the purchasing of equipment when it is only used by one department.

Some of the fleet items available are:

- Air compressors
- Backhoes
- Bucket trucks
- Bull dozers
- Dump trucks
- Excavators
- Skid steer loaders
- Front-end loaders
- Mowers
- Pickup trucks
- Shredders
- Tractors
- Trailers
- pumps



**Pat Draehn**  
**18 years**

**Chad Westerfeld**  
**6 years**

Vehicle and Equipment services: 300

- Vehicles and Equipment repairs: 178
- State vehicle inspections: 122

**Other Various Projects:**

- Install police unit emergency light bars, laptop computer brackets, gun racks, etc.
- Hydraulic leak repairs
- Repair vehicle electrical problems
- Welding repairs on various projects and equipment

**Major Projects and Repair Work Consists Of the Following:**

- Fabricate storm drain covers for various locations

## PARKS MAINTENANCE

<b>Casey Redman</b>	<b>Parks Superintendent</b>	<b>11 years</b>
<b>Jody Kapchinski</b>	<b>Parks Maintenance Coordinator</b>	<b>18 years</b>



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Robert Antkowiak	12 years	Tommie Nettle	2 years
Aaron Blake	Part time	Victor Ortiz	10 years
Eddie Evans, Jr.	43 years	Linda Sigman	3 years
Colby Finke	1 year	Linda Soeken	13 years
Donald Guyton	2 years	Tandy Tucker	7 years
Kyle Koehne	9 years	Dane Winkelmann	Part time
Vincent Krolczyk	5 years		

The City owns over 180 acres of park land. There are 8 parks throughout its neighborhoods offering everything from baseball, softball, basketball, soccer fields, tennis courts, hike & bike trails, nature trails, etc. Park land has always been a priority for Brenham offering first class recreational facilities and programs. In 2012, it was estimated that the Brenham Parks played host to over 46,800 visitors.

Some of the changes made to the areas parks:

- Installed new set of basketball goals at Jackson Street Park
- Installed a new air conditioning unit at Jackson Street Park and repainted the entire kitchen facility
- Repainted all shade covers at Jackson Street Park, basketball court boxes, shooting squares and bridges.
- Painted all shade covers at Linda Anderson Park
- The bottom floor of the “Girl Scout Hut” was renovated in the fall of 2012 and is available for small birthday parties in the park
- New tables were purchased for Firemans kitchen/Rock Room
- Flag poles were installed at Henderson Park near Finke/Korthauer fields
- Purchased and installed astro-turf for Boehm and Stark batting tunnels
- Installed new volleyball court at Firemans Park
- Added 10 L-screens to ballfields, each field have two screens designated to it
- Removed volleyball courts from Jackson St. Park.
- Installed a concrete retaining wall/sitting bench at Linda Anderson-Matthies field and a new fence installed on Matthies field
- Resurfaced Henderson Park parking lot
- Painted all water fountains throughout city parks



The Parks Department attracts major baseball and softball tournaments including Blue Diamond Tournaments.

Goals for the Parks Department for 2013:

- Conduct monthly walks-throughs of parks and concentrate on taking care of the little things that reflect the precise care of our parks
- Improve additional netting on cages at Hohlt Park.
- Improve bridge at Jackson St. Park.
- Add additional recycling containers throughout city park system.



## SANITATION

### COLLECTION STATION

The City of Brenham Citizen's Collection Station offers the citizens of Brenham, Washington County, businesses, and local contractors a means to dispose of unwanted items. Such items as construction debris, yard debris, tires, used electronics, and other miscellaneous items may be disposed of at the Collection Station for a nominal fee.

#### Collection Station Personnel

<b>Bobby Branham</b>	<b>Superintendent</b>	<b>21 years</b>
Dillon Miertschin	Recycling/Collection Station Attendant	1 year
Albino Cuevas	Equipment Operator/Driver	7 years
Colleen Latham	Collection Station Attendant	19 years



Dillon      Colleen      Albino      Bobby

#### Achievements

- ❖ Sold approximately \$74,798 of mulch in 2012. Mulch sales were down over 25% from 2011. Contributing factors to this was (1) the extreme drought conditions covering the state in 2011 and (2) the destructive wildfires in Texas that occurred during the 2011 fire season. Over 3,900,000 acres were destroyed resulting in an excess of mulch in that area which was given away free of charge to anyone that wanted to take advantage of it.
- ❖ 50,691 tickets were entered through the Collection Station booth
- ❖ A total of 7,305 tons of brush/yard debris was processed through the Collection Station. This was almost a 50% increase over last year.

**Diamond Z Grinder Making  
Municipal Mulch**



## TRANSFER STATION

The City of Brenham Transfer Station accepts compacted waste from city residential trucks, local refuse companies, Texas Commercial Waste, Texas Disposal Systems, and the City of Bellville on a daily basis.

### Transfer Station Personnel

**Bobby Branham    Superintendent    27 years**



Lionel Moore	Transfer Driver	27 years
Cody Neutzler	Transfer Driver	6 years
Albino Cuevas	Backup driver/Yardman	7 years

Compacted waste is weighed at the station and then emptied into large semi-trailers. By utilizing the scale it allows each trailer to reach the desired weight of 20 tons in order to reach its final destination at the Sunset Farms landfill located in Austin, Texas. The Transfer Station is regulated to dispose of 125 tons per day. On average the station handles 80-85 tons of compacted waste per day. Currently the fleet consists of (4) long-haul trucks and (5) semi walking floor trailers, which are operated by 3 full-time employees.

In 2012, the City of Brenham made a change in landfill destinations. Where loads previously were taken to the Brazos Valley Solid Waste Management Authority landfill in College Station, the waste is now taken to the Sunset Farms Landfill located in Austin. This was done because of a reduction in rates that was offered by Republic Waste who owns the Sunset landfill. Disposal will contract at the Sunset Landfill through 2015.

There were 924 loads of solid waste trucked to Austin in 2012, resulting in 18,841 tons of waste.

Also, in 2012:

- ❖ The Rate Tariff Schedules were amended to increase rates an additional \$3.00/ton and
- ❖ The city hosted the 2012 Annual Spring Cleanup for City and County residents. The following was generated during the cleanup:

Material	City			County		
	570 Customers			795 Customers		
	Quantity	Revenue	Expense	Quantity	Revenue	Expense
Scrap Metal	11.14 tons	\$2,562.20		25.25 tons	\$5,830.50	
Solid Waste Disposal	135.21 tons		\$5,340.80	202.08 tons		\$7,982.16

Total Revenues Received \$8,392.70

Total Expenses Incurred \$13,322.96



Sunset Farms Landfill



## RESIDENTIAL COLLECTION

The City of Brenham residential collection operation consists of (3) International/McNeilus refuse trucks in which two are operated daily and one is used as a backup to collect household garbage from city residents. Household garbage is collected twice per week with Monday / Thursday and Tuesday / Friday collection.

### *Residential Collection Personnel*

<b>Bobby Branham</b>	<b>Superintendent</b>	<b>27 years</b>
Keenan Hale	Driver	.5 year
Jeff Nowak	Residential Driver	6 years



Jeff Bobby Keenan

During 2012 over 4,500 tons of household garbage was collected from city residents. On average, City of Brenham residents dispose of 4.25 lbs. of trash per household/day.

Residential Collection also has the task of distributing rolls of trash bags to all residential customers, free of charge. This is done twice a year, in January and also in July. On average, 10,000 rolls of bags are distributed to residents each year.

Each Wednesday the city offers a yard debris pickup. This service is provided to those residents who are unable to transport their yard debris to the Collection Station. Each week, an average of 45-60 residents take advantage of this service.

## RECYCLING CENTER

Recycling, when done correctly, conserves natural resources and lowers the impact of producing goods and services using new material. Since 1999, the City of Brenham has remained committed to providing the citizens of Brenham and Washington County an alternate method of reducing recyclable materials from the waste stream. Since record keeping began in 2003, the center has diverted more than 16,600 tons of recyclable materials from entering our landfills.

The recycling symbol, three arrows moving in a triangle, is internationally recognized. Each arrow represents a different part of the recycling process. Starts with collection, then re-manufacture, then finally to resale.

### Recycling Center Personnel

<b>Bobby Branham</b>	<b>Superintendent</b>	<b>27 years</b>
Larry Moreno	Recycling Center Attendant	17 years
Kevin Gaffey	Recycling Maintenance Worker	1 year



Larry      Bobby      Kevin

Cardboard, aluminum cans, paper products, plastics, glass, ink jet cartridges, motor oil, oil filters, and batteries are all items that are recycled through the center. After collection and separation of materials, these items are processed for shipment and sent to regional recycling plants which reimburse the City of Brenham for the products. Each product has a certain value with cardboard and plastics topping the list.

- ❖ Two new recycling trailers were purchased for use by the Brenham Independent School District



Texas Recycles Day was held November 15, 2012 at the Recycling Center. As a show of the city's appreciation of the residents participation, the center passed out 500 – 18-gallon recycling bins and provided sausage wraps and soft drinks.

During 2012 the Recycling Center collected & shipped out:

Aluminum Cans	35 tons
Cardboard	698 tons
Mixed Paper	366 tons
Plastics	119 tons
Scrap Metal	142 tons
Glass	168 tons



### Acceptable Items

Glass Bottles and Jars	All clear, brown and green glass bottles & jars.
Plastic Bottles	All #1 (clear) and #2 plastics; all #3 thru #7 plastic containers.
Metal Cans	Steel or tin cans; clean foil products; empty aerosol cans; air dried empty paint cans; small tin & metal items.
Newspaper	Newspapers including inserts inside the paper.
Mixed Paper	All other paper products including paperback books, catalogs with glossy covers, telephone books, etc.
Batteries	Lead-acid batteries (auto, boat, tractor, motorcycle, etc) All Dry Cell batteries (AA, AAA, C, D).
Aluminum	Aluminum soda or beverage cans.
Cardboard	Corrugated cardboard; food boxes kraft paper bags, etc.
Motor Oil & Filters	Used motor oil & filters.
Cell Phones	Used cell phones.
Cooking Oil	Used liquified cooking oil. (Canola, vegetable, corn, peanut, olive.)