



GENERAL MANAGER - PUBLIC UTILITIES

BRENHAM, TEXAS

Brenham, the county seat of Washington County and the Birthplace of Texas, is proud of its heritage and traditions. The City was incorporated in 1858 and is a forward-thinking community.

Brenham is located 70 miles northwest of Houston, 80 miles southeast of Austin, and 35 miles south of College Station. We have a population of over 16,000, with a daytime population of over 42,000 - due to local workforce, tourism, and college students.

The quality of life in Brenham tops the list of why residents stay here. It is a great place to live, work, and raise a family. Our historic downtown, beautiful parks, and first-class sports facilities are just a few of the things that make it unique. The City is home to the first public school district and first county-owned junior college district in Texas.

Brenham ISD provides a strong educational foundation and works in partnership with Blinn College to prepare area youth for continued educational pursuits or workforce placement. The City partners with other governmental organizations and the business community to ensure students receive the services they need to succeed.

Brenham is one of a handful of municipalities that own and operate all utilities, including electric and gas, within the city limits. The Brenham Municipal Airport was dedicated in 1949 and now includes a 6,000-ft runway. The City has over 200 acres of parkland, including an aquatic center and sports complex. Tourism is a major industry for Brenham with over 125,000 visitors coming to the area annually.

ABOUT BRENHAM

Brenham is a full-service community located midway between Houston and Austin on US-290. The City operates under a Home Rule Charter in a Council-City Manager form of government. The Council consists of a Mayor and six council members. The Council sets the policy for the operation of the government, and the City Manager, appointed by Council, administers those policies. The City Manager is responsible for appointing and supervising department heads.



City of Brenham

THE OPPORTUNITY

An experienced professional to lead the Public Utilities Department as General Manager

The General Manager of Public Utilities is a director-level position and oversees the operations of the following:

- Departments: Electric, Gas, Water Distribution, Water Treatment, Wastewater Collection and Treatment
- Supervises personnel in assigned departments, including assigning and reviewing work, conducting performance reviews, and recommending and executing personnel actions
- Assists with Public Works, Development Services, and the Municipal Airport
- Administers total budget responsibilities, including wholesale power and gas purchases (38.5M)
- Approves purchase of materials, supplies, and equipment
- Keeps the City Manager and City Council informed on pertinent matters in the Public Utilities departments
- Coordinates with City departments and Development Services on utility and development projects



The ideal candidate should have:

- ▶ Bachelors degree in engineering, public administration, construction management, or related field, plus eight years experience - at least four of which involved supervision
- ▶ Or, an equivalent combination of education and experience that provides the required knowledge, skills, and abilities

Salary is commensurate to the level of experience and qualifications. The City offers a full benefits package.

THE CRITERIA

The City seeks an experienced candidate with a successful track record of effective leadership and management of a complex utility department.



- Serves as key point of contact for wholesale electric, gas, and water suppliers
- Analyzes and administers utility services rate schedules
- Ensures compliance of state and federal laws and regulations related to operating public utility systems
- Reviews Power Cost Recovery Factor (PCRf) and Gas Cost Adjustment (GCA) pricing adjustments to ensure proper pass-thru and recovery of fuel charges
- Manages the development of compliance plans, specifications, and standards for the electric, gas, sanitation, water, wastewater collection, water treatment, and wastewater treatment departments
- Reviews utility projects in progress, including planning and organizing improvements or changes
- Knowledge of the various software programs - SCADA, AMR/AMI, and outage management systems
- Assists in developing long-term strategic planning and budgeting
- Ability to attract, retain, promote, develop, and lead an effective workforce
- Effective leader with the ability and experience in problem solving, servant leadership, and communication - team builder that leads by daily example
- Provides exceptional customer service to resolve complex issues, difficult and sensitive citizen inquiries, and the ability to effectively communicate solutions
- Record of integrity and fairness with a strong commitment to setting high standards for himself/herself and the department

PUBLIC UTILITIES ADMINISTRATION



9
FULL-TIME
STAFF

\$1M
ANNUAL
BUDGET

8K+
UTILITY
CUSTOMERS
SERVED BY
OVER 19K
METERS

- Responsible for the infrastructure and operations of the City's electric, gas, water, and wastewater systems
- Interacts with multiple federal and state agencies: EPA, NERC, TCEQ, RRC, and ERCOT
- Oversees: pre-treatment, backflow prevention, FOG programs, SCADA, utility customer service and safety programs, utility line locating, AMI, OMS, GIS/Mapping, capital, financial, and strategic planning, and regulatory compliance
- Dispatches service calls, including those for the Streets, Parks, and Maintenance departments
- Service Commercial Sanitation customers by enrolling new customers, processing requests for pickups, coordinating dumpster changeouts, and resolving issues

ELECTRIC



11
FULL-TIME
STAFF

\$2.4M
ANNUAL
BUDGET

290K MWH
ANNUAL
DEMAND

CHALLENGES AND OPPORTUNITIES

- Provide safe, dependable, uninterrupted service
- Receives wholesale power from Lower Colorado River Authority (LCRA)
- Operate and maintain over 121 miles of overhead and underground lines
- The Electric department has been proactive in system upgrades - latest copper conductor upgrade, which addresses only about 50% of the copper conductor remaining in service
- Continue major feeder upgrade program and pole change-out program
- Large number of retirement age workforce - 162 combined years of staff experience among 11 employees
- Recruitment and retention of employees
- Implement new technology - fault locating devices and smart technology

WATER TREATMENT

7.5
FULL-TIME
STAFF

\$1.7M
ANNUAL
BUDGET

1B
WATER
PURCHASED
ANNUALLY
(GAL)



- Provide safe drinking water to the City
- Water from Lake Somerville is under contract with Brazos River Authority (BRA)
- Produce 750,000,000 - 1,000,000,000 gallons of potable water per year
- Raw water is treated primarily with chlorine dioxide and then conventionally by use of clarification and dual-media filtration
- Total storage capacity is 4M gallons-three elevated towers and ground facilities
- Four storage towers provide water pressures that range between 60-80 psi, with plenty of supply for emergencies

WASTEWATER TREATMENT

The Wastewater Plant was upgraded in 2002 and has an annual average flow of 1.9 million gallons per day (MGD)



4.5
FULL-TIME
STAFF

\$1.4M
ANNUAL
BUDGET

3.55MGD
PLANT
CAPACITY

	Influent mg/l	Effluent mg/l	Permit mg/l (Daily Avg.)
Carbonaceous oxygen demand	279.41 avg	4.1 avg	7
Total suspended solids	172.17 avg	3.1 avg	15
Ammonia nitrogen	45.5 avg	0.1 avg	2



WATER DISTRIBUTION

4.8
FULL-TIME
STAFF

\$778K
ANNUAL
BUDGET

165
MILES OF
WATER MAINS

- Maintenance, replacement, and extension of water distribution lines
- Install new water taps and repair water leaks
- Monitor contractors installation of new and replacement water mains
- Repair fire hydrants
- Perform annual fire hydrant audits



City of Brenham

WASTEWATER COLLECTION

3.2
FULL-TIME
STAFF

\$395K
ANNUAL
BUDGET

145
MILES OF
SEWER MAINS

- Maintenance, replacement, and extension of sewer collection lines
- Ensures system sustainability of sewer mains and over 2,100 manholes
- Install new sewer taps and repair sewer lines



GAS

5

FULL-TIME
STAFF

\$923,000

ANNUAL
BUDGET

440K

MCF
PURCHASED
ANNUALLY

System Details

- Provides reliable gas service to over 4,500 customers
- Maintains over 125 miles of gas mains
- Over the past five years, 1.62 miles of steel main has been removed/replaced and 9.29 miles of new polyethylene mains installed
- 452 distribution valves and five border stations
- 50 new polyethylene valves added to upgrade the system
- TMLIP 2019 Performance Rating - 100%





HOW TO APPLY

This position will remain open until filled. The first review of applications and resumes will be October 14, 2019. Selected applicants will undergo a drug screen, extensive background check, including a criminal history, and a panel interview.

Resumes may be submitted to Susan Nienstedt, HR Director at HR@cityofbrenham.org

Online applications may be completed at jobs.cityofbrenham.org

City of Brenham ★ 200 W. Vulcan St. ★ Brenham, Texas 77834
979-337-7200

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