

**MINUTES OF MEETING OF THE  
CAPITAL IMPROVEMENTS PROGRAM (CIP) COMMITTEE  
OF THE CITY OF LAMPASAS  
CITY HALL  
312 EAST THIRD STREET, LAMPASAS, TEXAS 76550  
Thursday, March 7, 2019 at  
12:00 pm (noon)**

The Capital Improvements Program Committee of the City of Lampasas met in regular session on the above date:

**CIP Committee Members Present:**

Chuck Williamson  
Donnell Rathman  
Gail Long  
Diana Hodges  
Neal Leavell  
Al Brittain  
Shirley Blake  
Robert McCauley

**CIP Committee Members Absent:**

None

**City Staff Present:**

Gary Cox, Assistant City Manager  
Christina Marez, City Secretary  
Monica Wright, Information Systems Director  
Rickie Roy, Public Works Director  
Carlos Garcia, Street Superintendent  
Flint Geagley, Electric Superintendent  
Van Sims, Water/Wastewater Operations Manager  
Chuck Montgomery, Police Lieutenant

The meeting was called to order at 12:03 p.m.

**I. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF MINUTES FOR THE MEETING ON FEBRUARY 6, 2019.**

Committee member Long moved to approve the minutes as presented. The motion was seconded by Committee member Williamson and with a unanimous vote, the motion carried.

**II. REVIEW AND DISCUSSION REGARDING DEPARTMENTAL PRESENTATIONS TO THE COMMITTEE.**

Carlos Garcia, Street Superintendent, reviewed the following:

- City Wide Drainage Assessment
  - Barnes to Highway 190 by the jail, concrete drainage to make water run in alley
  - Fairview drainage to improve flow
  - Cemetery, concrete the drain from Avenue C to North Avenue to keep ponding down
  - Main Street to Live Oak Street
- Reconstruction Areas
  - Council Chambers parking lot, reconstruction with paving, curb and gutter

- W. Avenue E, from Ridge Street to Porter Street to W. Avenue C, street reconstruction where waterline was installed, reconstruction with paving, curb and gutter
- E. 3<sup>rd</sup> Street, from Key Avenue to Western Street, reconstruction with paving, curb and gutter, street needs repair from water drainage
- E. 3<sup>rd</sup> Street from Hackberry to the first bridge, reconstruction with paving, curb and gutter
- Curbing, road rebuild, paving South Broad, 7<sup>th</sup> to 10<sup>th</sup> Streets
- Replace low water crossing at Hackberry with traffic rated box culverts
- Bridge widening, replacement at E. 3<sup>rd</sup> Street
- Fleet
  - Sweeper, needs replacing due to age and hours, over 25,094 hours
  - Roller, soil compactor with trailer to haul it
  - No need for the oil truck replacement right now
  - 2006 Loader, will need to be replaced in three years; the City has invested about \$25,000.00 to extend the life of it; should hold up for at least three to four years

Gary Cox, Assistant City Manager, revisited on the items that Street Superintendent Garcia spoke about. He provided more detail on the projects and explained that there are substantial costs on engineering services before moving forward on any of these projects. The W. Avenue E engineering costs was approximately \$55,000.00 just to create bid documents.

Cox explained that as to the Street Department Fleet requests, the City has been good stewards in extending the life of vehicles and equipment, when possible. The City is entertaining the options of leasing equipment instead of purchasing. The interest rates are low and ends up being cheaper than buying.

Van Sims, Water/Wastewater Operations Manager, reviewed the following list in order of priority for his department:

- Vehicles
  - Replace a 2007 Ford F150 that currently has 122,482 miles; life expectancy one to three years; estimated replacement cost \$45,000.00
  - Haul truck and trailer
    - Option 1 – New haul truck and trailer; estimated cost \$90,000.00
    - Option 2 – Retro fit flat bed with gooseneck hitch to existing F350 with new trailer; estimated cost \$40,000.00
  - Camel Sewer 2014 truck; life expectancy five to seven years; estimated replacement cost \$425,000; this vehicle is used by the Electric and Street Department; it is used daily; it would benefit the City to have a second Camel truck because of the tremendous use of it by several departments
- Water/Wastewater Treatment Plant
  - Hydro-pneumatic tank; life expectancy less than two years; replacement cost \$50,000.00
  - Epoxy coating on existing clarifiers; estimated cost \$50,000.00 each
  - Drying Beds (3); rebuild existing drying beds removed from service during plant upgrade in late 90's; estimated cost \$25,000.00 each
  - Sludge handling equipment: belt press, rotary fan, screw press; estimated replacement 2.5 million; cost include major building modifications including plumbing and electrical upgrades
  - Headworks screens with debris removal system; combo unit to replace existing 1983 Fairfield Bar screen unit and two 1997 Hycor Fine Screen; estimated cost \$350,000.00;

this unit is on a timer and every 45 minutes, it catches debris and dumps out into a dumpster

- Water/Wastewater Treatment Plan/Pretreatment expansion/upgrade; cost estimate dependent upon engineer's recommendation from site study and plant evaluation
- Distribution/Collection System
  - 2<sup>nd</sup> Street fire hydrant installation project; install seven fire hydrants for fire protection on East and West 2<sup>nd</sup> to minimize coverage area between North and 3<sup>rd</sup> Street; estimated cost \$35,000.00
  - Replace 25,000 feet of 18" water main from E. 580 at Key Avenue to Georgetown Tank; estimated cost \$3,750,000.00
  - AMR meter replacement program; replace 1,000 manual read meters with new auto meters; estimated cost \$272,000.00
  - Waterline improvements: Avenue A, Avenue B, Standifer, Gamel and Northington area; approximately 6,000 linear feet of waterline installation to improve water pressure, water quality and upgrade fire protection; estimated cost \$525,000.00
  - Business Park waterline extension; expanded western pressure plane/additional water storage, per TCEQ regulations; western pressure loop from Georgetown tank through Business Park to Nix tank/ new Western Pressure System
  - 18" Distribution Waterline; 2,500 feet of waterline needed in the future; current distribution line has had too many breaks; estimated cost 3.75 million; this distribution line has been used to connect to but should only be used as a distribution line only

Assistant City Manager Cox spoke on the following: unsewered areas- approximately 13 areas in town are unsewered; capacity of current Water/Wastewater Plan; study being done; and rates being increased for septic haulers to help offset expenses.

Committee member Britain left the meeting at 1:12 p.m. and Committee member Leavell left at 1:13 p.m.

Chuck Montgomery, Police Lieutenant, reviewed the following items for the Police Department:

- Fleet
  - Need a truck for Animal Shelter; estimated cost \$25,000.00; County would share ½ the cost
  - Animal Shelter building; air conditioner unit going out
  - Police Department building – air conditioner unit going out and in need of repairs and painting of the building
  - Radio system upgrade; need for better communication

Flint Geagley, Electric Superintendent, reviewed the following projects that the Department has worked on:

- Burger King
- Finney development
- Tree trimming
- Stone Valley Subdivision
- 580 West development
- 700 Block of Brown Street
- Crider Lane
- Potential development – Dark Fiber – if the fiber is done with in-house work, the Department would need two additional employees and additional equipment

Assistant City Manager Cox reviewed the following in regards to the Information Systems Department:

- City Fiber Network Expansion – installation of fiber from City Hall to all City buildings not connected via fiber in order to join the City network, which would include the Golf Course, Cemetery, Library, Parks barn, 580 barn, Hancock Pool and Hanna Pool; done in phases
- IT Data Center – improvements to the current Council Chambers building that will be used as the Information Systems Department IT Data Center
- Enterprise Electronic Timekeeping & Scheduling System – transition the existing paper-based timekeeping system to the expansion of an automated time tracking through the use of an automated electronic system
- Enterprise Content Management System – transition the existing physical paper-based records management to an electronic records management system that would be used by all departments
- Voice Over Internet Protocol Phone System – the City’s current phone system is a traditional PBX with analog and digital phones; by going with this VOIP system, it would be a significant savings to the City
- Enterprise Software – City wide enterprise software needed for Microsoft Office applications, Incode upgrades, network monitoring, Windows OS, VM Ware, agenda making/archival software, Office 365 upgrades, enterprise backup software and social media archiving software

Committee member Hodges left the meeting at 2:11 p.m.

Assistant City Manager Cox reviewed the Parks Department information due to Chris Eicher, Parks & Recreation Director, not being able to attend the meeting.

- W.M. Brook Park
  - Replace/repair Spillway gates on both dams
  - Replace rock retaining wall along south side of Sulphur Creek, approximately 36 feet
  - Replace Ruth Eakin theater seating and rehab drainage in front of theater
  - Install irrigation and upgrade lighting throughout the park
- Campbell Park
  - Not on CIP list, but needed, restrooms at Campbell Park
  - Replace fencing around Hanna Spring
  - Install observation Platform
  - Cooper Springs Nature area – awarded a Nature Park grant
- 580 Sports Complex
  - Construct two new soccer fields, four new baseball fields and additional parking
- Oak Hill Cemetery
  - Improve roadways to include curb and gutter installation
- Airport
  - Refurbishment of runway and taxiway surfacing
  - Replace and upgrade lighting along runway
  - Future plans to replace terminal

### **III. REVIEW AND DISCUSSION REGARDING ANY PROJECTS NOT DISCUSSED BY THE DEPARTMENTS THAT THE COMMITTEE WOULD LIKE TO ADD.**

There was no discussion.

**IV. REVIEW AND DISCUSSION REGARDING THE AGENDA FOR THE NEXT MEETING.**

There were no items mentioned.

**V. SCHEDULE NEXT MEETING, IF NECESSARY.**

The next meeting was scheduled for April 18, 2019 at noon.

**VI. ADJOURN.**

The meeting was adjourned at 2:30 p.m.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Gary Cox, Assistant City Manager

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ATTEST: Christina Marez, City Secretary