

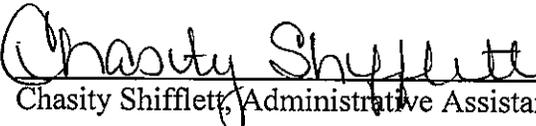
**NOTICE OF MEETING OF THE
CAPITAL IMPROVEMENTS PROGRAM (CIP) COMMITTEE
OF THE CITY OF LAMPASAS
JACK CALVERT MUNICIPAL BUILDING
302 EAST THIRD STREET
Thursday, March 11, 2021 at
12:00 pm (noon)**

Notice is hereby given that a meeting of the CIP Committee will be held on Thursday, March 11, 2021 at 12:00 P.M. (noon) at the Jack Calvert Municipal Building located at 302 East Third Street, Lampasas, Texas 76550.

AGENDA

- I. Call to Order
- II. Open forum for citizen comments and questions (limited to five (5) minutes per person)
- III. Discussion and possible action concerning approval of the minutes dated June 25, 2020
- IV. Review and update on status of Capital Projects
- V. Discussion regarding current CIP impacts related to winter storm event
- VI. Items that the Board Members may request to be placed on the next agenda
- VII. Schedule next meeting
- VIII. Adjourn

I, Chasity Shifflett, Administrative Assistant of the City of Lampasas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 8th day of March 2021 at 8:31 am.


Chasity Shifflett, Administrative Assistant

MINUTES OF MEETING OF THE
CAPITAL IMPROVEMENTS PROGRAM (CIP) COMMITTEE
OF THE CITY OF LAMPASAS
JACK CALVERT MUNICIPAL BUILDING
302 EAST THIRD STREET, LAMPASAS, TEXAS 76550
THURSDAY, JUNE 25, 2020 at
12:00 p.m. (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
Shirley Blake
Gail Long
Dianna Hodges
Neal Leavell

CIP Committee Members Absent:

Robert McCauley

City Staff Present:

Finley deGraffenried, City Manager
Rickie Roy, Assistant City Manager
Sammy Bailey, Chief of Police
Jody Cummings, Assistant Chief of Police
Charlie Boswell, Lieutenant/Investigator
Jeff Smith, Fire Chief
Ronnie Withers, Fire Marshal
Frank Ellett, Building Official
Vicki Tower, Parks Secretary
Chasity Shifflett, Administrative Secretary

I. Call to Order

City Manager deGraffenried called the meeting to order at 12:04 p.m.

II. Open forum for citizen comments and questions (limited to five (5) minutes per person)

There were no citizen comments.

III. Discussion and possible action concerning approval of the minutes dated June 11, 2020

Board member Leavell moved to approve the minutes. The motion was seconded by Board member Williamson and with a unanimous vote, the motion carried. (McCauley absent)

IV. Review and discussion regarding the priorities of the CIP Committee to be considered by Council

City Manager deGraffenried, reviewed with the Board the priorities of the CIP Committee to be considered by Council. deGraffenried noted that due to COVID-19, there was a gap of approximately 90 days between meetings between March 5, 2020 to June 11, 2020.

Topics of discussion included:

- Coverage in Previous Agendas
 - Orientation and procedural direction of the CIP Committee
 - Review of Capital Projects from 2013 to current
 - The impact of the issuance of Certificates of Obligation
 - Planning and engineering projects that will affect future CIP schedules
 - Hostess House
 - Basement of the Calvert Building
 - Final review and report approval
 - Inclusion of Technology & Planning Projects in the 2021-2025 Plan
 - Additional preventative maintenance items on the major maintenance schedule

V. Discussion and possible action regarding the 2021-2026 CIP projects to present to City Council

City Manager deGraffenried discussed with the Board the 2021-2026 CIP projects to present to City Council.

Topics of discussion included:

- Areas of Emphasis – areas the Board felt was important
 - Public Safety Communications
 - Water System Looping
 - Hostess House upgrades
 - Possible covered pavilion at Campbell Park – Vision Lampasas wants to help with this
 - Equipment and Public Safety apparatus
 - Security System for critical infrastructure, public facilities and recreation sites
 - Retaining wall at Sulphur Creek
 - Street signage
 - Business Park
- Public Facilities
 - Investment in Hostess House and Colored School with HOT funds if possible
 - Additional work to the Calvert Building basement and exterior
 - Planning for facilities to meet the needs of future growth including a Fire Department Sub-Station
 - Upgrades for existing facilities – IT Office, Police Department, Hanna Springs, and the Electric/Street Department Shop.
- CIP FY 2021-FY 2025 Projects

- Street Improvements – East Third Street, Key to Western, and 6th to 10th Street between Broad and Walnut. Fog Seal Sueann Addition and Hoffpauir Addition.
 - Business Park Phase One road, drainage, water, sewer and electric extensions
 - 4 water looping Projects
 - Sewer Plant upgrades to headworks and Pre-Treatment Facility
 - Upgrades and expansion of Park facilities including practice field, development at 580; trail enhancement and extensions; covered pavilion at Campbell Park, retaining wall rehab at Sulphur Creek
 - Public Safety Communications
 - Investment in Planning and Engineering for Interceptor Capacity Study; Water Modeling; Parks Master Plan; Zoning Regulations; and Airport Terminal Area Plan
 - Support of enhanced internet speeds, service and options
- Fleet Forecast and Major Maintenance

In addition to an aggressive Capital Improvement Program, the City has also benefitted over the past several years from an aggressive major maintenance program. Maintenance items that have a direct impact on reliability and extension of assets have included tree trimming, pole inspections, radio read metering and paving. City Council, through the CIP Committee and the budget process, have continued to support a robust infrastructure maintenance program. Staff reports that the City continues to get “caught up” and a reduction in major maintenance expense items may be realized over the next several years. Additionally, the reliability of services has been greatly enhanced as a result of on-going maintenance.

The City’s outlook for fleet replacement indicates impacts due to the age and serviceable life of our fleet, equipment and apparatus. Over the next five years, the City is forecast to replace eight Police cars, two fire apparatus; three pick-ups; the Vac-Truck and Sweeper.

- Statement and Summary

By approval of the CIP Funding Statement, the Committee acknowledges that City Council is ultimately responsible for the funding of specific projects. Additionally, the Committee approved a Priority Statement that prioritizes needs based on Regulatory Compliance, Public Safety and Accessibility, and Cultural and Recreational Enhancements. Projects have also been segregated from fleet replacement and maintenance which are made part of the report in a separate schedule.

It was the consensus of the Board to present the CIP FY 2021-2025 Projects to City Council in a joint meeting on July 13, 2020.

No action was taken.

- VI. Items the Board Members may request to be placed on the next agenda

There were no items requested to be placed on the next agenda.

- VII. Schedule next meeting

The next meeting was scheduled for July 13, 2020 at 5:30 p.m. at the Jack Calvert Municipal Building. This will be a joint meeting with City Council.

VIII. Adjourn

The meeting was adjourned at 12:57 p.m.

PASSED AND APPROVED this _____ day of _____, 2020.

Finley deGraffenried, City Manager

ATTEST:

Chasity Shifflett, Administrative Assistant