

**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, APRIL 14, 2022  
12:00 p.m. (noon)**

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

**CIP Committee Members Present:**

Chuck Williamson  
Neal Leavell  
Shirley Blake  
Robert McCauley  
Herb Pearce  
Diana Hodges

**City Staff Present:**

Finley deGraffenried, City Manager  
Becky Sims, City Secretary  
Ryan Ward, Assistant City Manager  
Lupe Charping, Admin Secretary/Permit Tech  
Robyn White, PW Secretary  
Flint Geagley, Electric Superintendent  
Jody Cummings, Interim Police Chief

**CIP Committee Members Absent:**

Donnell Rathman

**REGULAR MEETING  
12:00 NOON**

I. Call to Order

*City Manager deGraffenried called the meeting to order at 12:05 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 March 17, 2022.

*Committee member Hodges moved to approve the minutes, the motion was seconded by Committee member Pearce and with a unanimous vote, the motion carried. (Rathman absent)*

IV. Review Priority Definitions and Funding Statements

*Committee reviewed and acknowledged the Priority Definitions and Funding Statements with no recommendations for changes.*

V. Review updated Draft CIP Schedule

*Committee reviewed the clean draft CIP schedule that included related citations from Comprehensive Plan. Mr. deGraffenried advised committee that not every item will align with the Comprehensive Plan like Trails, Wayfinding Signage; however, they will meet general acknowledgment such as, Water Wastewater Projects, Public Safety, and Human Resources. Electric is not mentioned in Comprehensive Plan; however, needs will be addressed. Maintenance and ongoing assessments relate to items identified in the Comprehensive Plan such as 580 Sports Park Irrigation System replacement no longer adversely affects the water pressure in the upper pressure plane. The Upper Pressure Plane Study is part of the Water Master Plan.*

041422 minutes

*Committee was provided a copy of the Chapter 6- Implementation Action Plan of the Comprehensive Plan to review and compare with the draft CIP Schedule.*

## **VI. Review Major Maintenance Schedule**

*FY 2022-2027 Major Maintenance and Project Forecast schedule is formatted to show regular maintenance items for FY 2022 and Projected 5-year forecast.*

*The majority of the items are annual routine maintenance such as:*

- *Tree Trimming*
- *Street Rehabilitation/Drainage-Culvert Rehabilitation*
- *Line Replacements/Upgrades*
- *Meter Replacements*
- *Pump Replacement*
- *Manhole Inspection and Replacement*
- *Cart Trail Paving*

*Other items are forecasted maintenance projects such as:*

- *Surplus Drainage*
- *Chip Seal*
- *Hydrant Replacement*
- *Equipment Repair/Replacement*
- *Pretreatment Assessment and Upgrades*
- *Economic Development Infrastructure Extensions*
- *Retaining Wall Repair*

*Staff will modify the format of the document to be reviewed at a future meeting.*

### **Committee Discussion**

*Committee wanted to make sure that daily maintenance of City Buildings and Vehicles is maintained.*

- *Local Businesses*
- *Local Contracts*
- *Best Deals*
- *Specific Vendors*
- *Procurement Management*

*Create budget item for Eclipse Event*

- *Public Safety Needs*
  - *Police Resources*
  - *State Resources*
- *Regulate and Enforce Use of Public Property*
- *Impact to Businesses*
- *Port-O-Potties*
- *Volunteers*
- *Resources*

*Incorporate Night Sky Initiative to Major Maintenance*

- *Replace at End of Life*

VII. Items that the Board Members may request to be placed on the next agenda

*There were no specific items requested by the committee for the next meeting.*

VIII. Schedule next meeting

*April 28, 2022*

IX. Adjourn

*Business concluded at 12:48 p.m.*

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Finley deGraffenried, City Manager

ATTEST:

\_\_\_\_\_  
Becky Sims, City Secretary