

**MINUTES OF MEETING OF THE
CAPITAL IMPROVEMENTS PROGRAM (CIP) COMMITTEE
OF THE CITY OF LAMPASAS
LAMPASAS SERVICE CENTER
508 E 8TH STREET LAMPASAS, TEXAS 76550
TUESDAY, APRIL 18, 2023
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
Craig Hammett
Herb Pearce

CIP Committee Members Absent:

Gail Long
Diana Hodges
Robert McCauley

City Staff Present:

Finley deGraffenried, City Manager
Becky Sims, City Secretary
Jody Cummings, Police Chief
Ryan Ward, Assistant City Manager
Chris Eicher, Parks Director
Jeff Smith, Fire Chief
Stacey Ybarra, LEDC Director
Lupe Charping, Administrative Assistant
Robyn White, PW Secretary

**REGULAR MEETING
12:00 NOON**

I. Call to Order

Finley deGraffenried, City Manager called the meeting to order at 12:00 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 30, 2023.

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

IV. Discussion regarding Public Facilities Schedule.

Chris Eicher, Parks Director took the opportunity to discuss the Lampasas Service Center (Senior Center)

The City was notified of a substandard wall on the interior of the building. The damage was noticed when file cabinets were moved from one wall to another. After Staff review it was determined the building may have been hit on the exterior that caused the interior damage. The City contacted a structural Engineer and currently waiting on the report to validate the structural integrity of the wall and recommended repairs.

The building is owned by the City of Lampasas and has been leased by Hill Country Community Action (HCCA) for several years

- *The City is responsible for basic exterior maintenance, cooling/heating unit and landscaping*
- *HCCA is responsible for utilities and interior maintenance to include furniture, appliances and fixtures.*
- *HCCA provides the following services:*
 - *Community Outreach*
 - *Salvation Army*

- Meals on Wheels
- Head Start
- Tax Assistance

Maintenance discussion items included the following:

- Foundation Problems/Building Shifted
 - Improvements made without proper footings
- Roof Alignment
- Electrical/Mechanical Issues
- Drop Ceiling Installed

Ryan Ward, ACM reviewed the Public Facilities Schedule

- Civic/Community Center-
 - Removed as priority
 - Focus on existing facilities
- Colored School- interior updates include, ceiling, lighting, and flooring, exterior include painting and flatwork. Project Goal- 2024
- New Hope Baptist Church- structural/architectural assessment- Project Goal 2024
- Hostess House- Revised Scope- Targeted Bidding July 2023
- Calvert Building
 - Exterior lighting, landscaping & signage- Project Goal -2023
 - Basement- lighting & wall finishes- Project Goal- 2023
- City Hall Renovations- lighting, HVAC, front entry glass, wall & awning- Project Goal 2024
- Facility Security- Project Goal 2024
- Fire-Sub Station- Project Goal- 2025 (need will depend on response time- 3–5-year plan)
- WWW Shop Exterior Improvements- Project Goal 2023- Engineered Phase
- Senior Center/Head Start Facility- Assessment 2024

V. Discussion regarding Priority Definitions and Funding Statements.

The board had no recommended changes to the priority definitions or funding statements.

VI. Discussion regarding Major Maintenance Schedule.

This Item will be placed on the next agenda for review

VII. Review updated draft CIP Schedule.

Ryan Ward, ACM reviewed the new projects (highlighted in red) that had been added to the Project Schedule.

Street Projects

- W Fifth St, Key Ave. to Spring St Street rebuild- Estimated cost \$250,000.00
- Cemetery Creek Culvert Replacement, Western – Estimated cost \$350,000.00
- Cemetery Creek Drainage, Porter to North Ave.-Estimated cost \$2,000,000.00
- Second St, Main to Pecan, Street Rebuild- Estimated cost \$800,000.00

Water Project

- Utility standard Detail update- Estimated cost \$50,000.00

Wastewater Projects

- Drum Screen Actuator Upgrade- Estimated cost \$75,000.00
- Line Extension, Barnes to US-183 and Castleberry to Skipcha -Estimated cost \$250,000.00
- WWTP Engineering Study-Estimated cost \$100,000.00

Electric Project:

- *Meter Tester- Estimated cost \$25,000.00*

Apparatus/Equipment

- *25 HP Tractor-Parks Estimated cost \$25,000.00*
- *Tub Grinder-PW Estimated cost \$400,000.00*
- *Rubber Tire Roller- Estimated cost \$130,000.00*
- *Skid Steer- Estimated cost \$100,000.00*
- *Skid Steer with attachments-Estimated cost \$140,000.00*
- *Riding Lawn Mower-Estimated cost \$12,500.00*
- *D&C Truck-Estimated cost \$90,000.00*
- *D&C Truck-Estimated cost \$90,000.00*
- *Golf Utility Carts-Parks- TBD*

Planning

- *Eclipse Public Safety Plan-Estimated cost \$2,000.00*

Technology

- *Office 365 Plan 2, Archive and Search- Scope TBD*
- *Video Management Project- Scope TBD*

Mr. Ward advised projects highlighted in green had been completed and briefly called out each project.

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

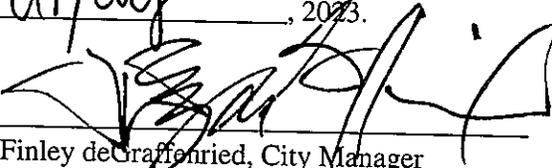
- *Major Maintenance*

IX. Schedule next meeting

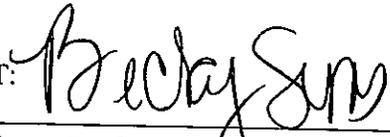
Thursday, May 4, 2023 at noon - Calvert Building

IX. Adjourn – Business concluded; the meeting was adjourned at 1:15 pm.

PASSED AND APPROVED this 4 day of May, 2023.



 Finley deGraffenried, City Manager

ATTEST: 

 Becky Sims, City Secretary