

**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, MAY 4, 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  
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  
Stacy Ybarra, LEDC Director  
Van Sims, WWW operations  
Lupe Charping, Administrative Assistant  
Jeff Smith, Fire Chief  
Robyn White, PW Secretary

**REGULAR MEETING  
12:00 NOON**

**I. Call to Order**

*Finley deGraffenried, City Manager 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 April 18, 2023.**

*Board member Leavell moved to approve the minutes, the motion was seconded by Board member Blake and with a unanimous vote, the motion carried.*

**IV. Discuss and review Major Maintenance Schedule.**

*Ryan Ward, ACM reviewed the Major Maintenance Schedule*

**Street Department -Maintenance**

- *Rehab/rebuild approx. 4 to 6 blocks per year- estimate \$450,000.00*
- *Drainage work at 1<sup>st</sup> & Landon, Fairview*
- *Drainage improvements/study Cemetery Creek*
- *Rebuild streets and add sidewalk 5<sup>th</sup> to 9<sup>th</sup> and Ridge to Key*
- *Main culvert rehab/replacement Cemetery Creek*
- *Western culvert rehab/replacement Cemetery Creek*
- *Chestnut culvert rehab/replacement Cemetery Creek*

**Projected 2023-2028 projects**

- *Rehab/rebuild W. 4<sup>th</sup> & 5<sup>th</sup> street (CDBG grant)*
- *Paving E Third street, Hackberry to Bridge (TxDOT)*
- *Pecan, Live Oak, Sueann Water/Wastewater infrastructure improvements*
- *Drainage and Culvert Rehab*

**Water -Maintenance**

- Line upgrades and replacement-estimate \$150,000.00
- Meter replacement-estimate \$200,000.00
- Equipment repair and maintenance-estimate \$12,000.00

**Projected 2023-2028 projects**

- Hydrant Replacement-estimate \$25,000.00 (4 per year)
- 500 hr. service backhoe-estimate \$3,000.00

**Wastewater-Maintenance**

- Pump replacement program-estimate \$10,000.00
- Manhole inspection and replacement and lining-estimate \$100,000.00
- Line extensions and upgrades-estimate \$70,000.00/year

**Projected 2023-2028 projects**

- Pretreatment assessment and upgrades

**Electric-Maintenance**

- Tree trimming-estimate \$150,000.00
- Meter replacement-estimate \$50,000.00
- Annual maintenance-estimate \$75,000.00

**Projected 2023-2028 projects**

- Annual maintenance-estimate \$75,000.00/year
- Extensions/Economic development-estimate \$100,000.00/year
- B/O pole change outs-estimate \$50,000.00

**Golf-Maintenance**

- Cart Trail Paving
- General Landscape Improvements
- Repair Retaining Wall-estimate \$30,000.00

**Airport-Maintenance**

- RAMP Projects-estimate \$20,000.00

**Projected 2023-2028 projects**

- Possible concrete extension for south hanger-estimate \$23,000.00 (TxDOT grant)

**Parks-Maintenance**

- Rehab retaining wall amphitheater-estimate \$5,000.00
- Tree trimming-estimate \$25,000.00
- Assessment of trail projects WM Brook and 580 sports parks

**Projected 2023-2028 projects**

- Trail rehab and extensions

**Cemetery-Maintenance**

- Erosion Control-estimate \$3,000.00 yearly

**Projected 2023-2028 projects**

- Replace ornamental fence ridge street-estimate \$8,000.00

**V. Discuss and review Fleet Schedule.**

Mr. deGraffenried presented the Fleet Schedule. The replacement schedule is determined by departmental needs, vehicle mileage and condition. The electric department Hi-Ranger Bucket Truck will need to be replaced next year with an estimated cost of \$300,000.00. Some older vehicles may be taken out of daily fleet inventory and used as courtesy cars at airport or administrative use for other departments.

Becky Sims, City Secretary reviewed the substandard inventory presented to Council in January and she took the opportunity to explain the correlation between the CIP schedule with the citations from the Comprehensive Plan.

**VI. Discuss and review updated CIP Schedule.**

Mr. Ward opened the floor for any comments or questions related to the CIP schedule. No questions were presented from the committee.

Mr deGraffenried went around the table to seek feedback from the committee on projects identified and what areas of focus they would like Staff to work on as we move forward.

Mr Leavell

- Condition and possible assessment of Senior Center.

Mrs Hodges

- Hostess House.
- Wayfinding signs

Mr Pearce

- Hostess House
- Colored School
- New Hope Baptist Church

Mr Hammett

- Future infrastructure needs as the City continues to grow.
- Traffic Impacts/Congestion

Mr McCauley

- Senior Center

Ms Blake

- Senior Center

Mr Williamson, Spoke on the importance of the CIP Committee and the planning process.

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

- Draft Narrative

**VIII. Schedule next meeting**

Thursday, May 18, 2023 at noon - Calvert Building

**IX. Adjourn – Business concluded; the meeting was adjourned at 1:07 p.m.**

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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

ATTEST:

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