

**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, MARCH 21, 2024  
1:30 p.m.**

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  
Shirley Blake  
Craig Hammett  
David Keele  
Neal Leavell

**City Staff Present:**

Finley deGraffenried, City Manager  
Becky Sims, City Secretary  
Ryan Ward, Assistant City Manager  
Robyn White, PW Secretary  
Van Sims, WWW Operations Manager

**CIP Committee Members Absent:**

Dianna Hodges  
Robert McCauley  
Gail Long

**REGULAR MEETING**

**1:30 p.m.**

**I. Call to Order**

*Finley deGraffenried, City Manager called the meeting to order at 1:35 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 21, 2024.**

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

**IV. Discussion regarding Priority Scoring Sheets.**

*Ryan ward, ACM reviewed the example scoring sheets for specific projects.*

*Discussion included:*

- *Ranking priority vs. overall score*
- *How questions were selected for rating*
  - *Comprehensive Plan*
- *Subjective results vs. opinion*
  - *how weighted outcome may affect overall outcome*

## **V. Discussion and possible amendments to Priority Definitions and Funding Statements**

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

## **VI. Discussion regarding Public Works Schedule.**

*Mr. Ward reviewed the new projects identified for the Street and Electric Department*

- *White Street Construction*
- *New Campbell Park Paring Lot*
- *Live Oak Widening from North to Second Street*
- *Electric System Engineering Assessment*
- *Annual Tree Trimming*
- *Business Phase II*
- *MD Abel Project-Underground Electric*

*Van Sims, WWW Operations Manager reviewed the project identified for the Water Department*

- *Upper Pressure Plane Phase II-Chemical Injection Site Upgrades*

## **VII. Discussion regarding Public Facilities Schedule.**

*Mr. deGraffenried reviewed the current Public Facilities Schedule*

- *Civic/Community Center*
- *Historic Colored School*
- *New Hope Baptist Church*
- *Hostess House Rehabilitation (revised scope)*
  - *Life Safety*
  - *Code Improvements*
  - *Accessibility*
  - *Kitchen Improvements*
- *Calvert Building (exterior)*
- *Calvert Building (basement)*
- *City Hall Renovation*
- *Facility Security*
- *Fire Sub-Station*
- *W/WW Shop and Lab-(exterior)*
- *Senior Center (Head Start)*

*At this time, the committee did not recommend any additional facilities. This item will be placed on the next agenda for additional consideration.*

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

- *Public Facilities Schedule*
- *CIP Schedule*

**IX. Schedule next meeting**

- *April 4, 2024 @ Noon*

**X. Business concluded at 1:12 pm and the meeting was adjourned.**

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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

ATTEST:

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