

**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 4, 2024
12:00 pm (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:

Neal Leavell
Shirley Blake
Craig Hammett
David Keele

City Staff Present:

Finley deGraffenried, City Manager
Becky Sims, City Secretary
Ryan Ward, Assistant City Manager
Robyn White, PW Secretary
Jody Cummings, Police Chief
Joe Adams, Interim Fire Chief
Tim Davis, Deputy Fire Chief
Kayleigh Stanley, Executive Secretary

CIP Committee Members Absent:

Dianna Hodges
Robert McCauley
Gail Long
Chuck Williamson

**REGULAR MEETING
1:30 p.m.**

I. Call to Order

Finley deGraffenried, City Manager called the meeting to order at 12:05pm

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

IV. Discussion and possible recommendations regarding priority scoring.

Mr. deGraffenried advised that scoring may not solely guide project. Ryan Ward, ACM advised that scoring should be used as a baseline; guidance towards starting point. Moving forward new projects will be scored as a group.

By consensus the board agrees with moving forward with priority scoring,

V. Discussion regarding Public Facilities Schedule.

As follow up to the previous meeting, Mr. deGraffenried reviewed the Public Facilities schedule to provide the committee with opportunity to add additional facilities or to ask questions regarding the existing 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)*

Mr. Leavell asked what an assessment would entail for the Senior Center. Mr. deGraffenried advised structural, foundation and MEP to determine stability and integrity of building.

The following questions will need to be asked:

- *Who uses the building?*
- *How the building is used/room to grow?*
- *Benefits of new building vs. existing building?*
- *Benefits of rehabilitating building?*
- *Land value/location-quick win for new development.*
- *Sell land, demo building and find a new location for new build.*
- *City obligation for services provided.*

VI. Review draft CIP Schedule.

Mr. Ward reviewed the CIP schedule; specific to new projects.

- *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*
- *Upper Pressure Plane Phase II-Chemical Injection Site*
- *Sludge Handling*
- *WWTP-Pre-Treatment-Lift Station -AFNA*
- *Irrigation System for Golf Course*
- *SCBA Fill Station- FD*
- *Bunker Gear*
- *Neptune Software*
- *Printronic Billing Printer*
- *Receipt Printers/Credit Card Readers*
- *Meter Reader Tablets*

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

N/A

VIII. Schedule next meeting

- *April 18, 2024 @ Noon*

IX. Business concluded at 1:05 pm and the meeting was adjourned.

PASSED AND APPROVED this _____ day of _____, 2024.

Finley deGraffenried, City Manager

ATTEST:

Becky Sims, City Secretary