

**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 8, 2025  
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:**

Janet Crozier  
Craig Hammett  
Robert McCauley  
Dianna Hodges  
Shirley Blake  
Neal Leavell

**City Staff Present:**

Erin Corbell, City Manager  
Kayleigh Stanley, Executive Secretary  
Wayne Sanders, Electric Superintendent  
Becky Sims, City Secretary  
Van Sims, Water/ Wastewater Ops Manager  
John McElroy, Public Works Director  
Robyn White, Public Works Secretary

**CIP Committee Members Absent:**

Gail Long  
Davis Keele

**REGULAR MEETING**

**I. Call to Order**

*Erin Corbell, City Manager, called the meeting to order at 12:01 P.M.*

**II. Open forum for citizen comments and questions (limited to five (5) minutes per person) N/A**

**III. Discussion and possible action concerning approval of the minutes dated April 24, 2025**

*Board member Hodges moved to approve the minutes dated April 24, 2025. The motion was seconded by Board member Blake, and with a unanimous vote, the motion carried.*

**IV. Discussion and presentation of justification forms presented by departments for consideration.**

*CM Corbell advised that Public Works will be presenting their capital projects for this fiscal year.*

*Van Sims, Water/Wastewater Operations Manager presented the following priorities for this next fiscal year.*

***Fleet:***

- *Replace 2007 CAT 416 Backhoe*
- *2000 Freightliner Dump truck (Current won't pass DOT inspection)*

***Plant:***

*This year the primary focus will be on the sludge handling facilities. The city received a 1-million-dollar grant for this project but will have to pay an additional 2.5 million dollars for completion. The city is needing a Belt Press replacement and will most likely be replacing with a screw press. This is the newest version and will be the most beneficial due to lack of maintenance. This project will be a one-year construction process.*

***Other Priorities***

- *WWTP study*
- *Clarifier Rehabilitation*
- *Drum Screen Actuator upgrade*

- *Headworks Rehabilitation*

***Distribution:***

- *Finish out water meter replacements, currently 2,000 meters shy of completion*
- *Chemical Injection Site Upgrades – a two-year phased project, currently looking at land acquisition*

***Wayne Sanders, Electric Superintendent presented the following priorities for this next fiscal year.***

- *Extend parking for his fleet, 3 bays for covered parking.*
- *Steam Cleaner Car Wash Bay*
- *New bucket truck*
- *New Truck – upgrading to a quad cab with a utility bed*

*He also inquired about running fiber internet out to their substation.*

***John McElroy, Public Works Director presented the following priorities for the street department for this next fiscal year.***

- *West Fifth Street, from Key Avenue to Spring Street Rebuild.*
- *New Campbell Park Parking Lot*
- *Cooper Spring Parking Improvements*
- *New Backhoe*
- *New Water Tank*
- *Consideration of a forklift- shared expense/use among other departments.*
- *Replacement 2009 Chevy 1 Ton Diesel*

***Board member Crozier inquired about adding a parking lot or road to the Community Garden/Pavilion area to assist with maintenance and delivery of supplies.***

**V. Discussion regarding grant opportunities.**

***City Manager, Erin Corbell, provided a few different grant opportunities that the city regularly uses and a few additional opportunities:***

- *CDBG, which has a maximum budget of \$750,000.*
- *Aviation Grant Funding*
- *MS Grant*
- *Historic Projects Grant*
- *FEMA*
- *Water Development Board*

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

- *Justification forms from Golf Course, Parks, Police Department and Fire Department*

**VII. Schedule next meeting**

*May 22, 2025 at 12:00PM*

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

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Erin Corbell, City Manager

ATTEST:

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