

**NOTICE OF REGULAR MEETING TAX INCREMENT REINVESTMENT ZONE BOARD
MEETING AND AGENDA
THE CITY OF PRINCETON, TEXAS
May 24, 2021**

The Tax Increment Reinvestment Zone Board of the City of Princeton will meet in Regular Meeting Session on May 24, 2021 at 6:00 PM City Hall 123 W. Princeton Drive Princeton, TX. 75407 to discuss the following

Honorable Brianna Chacon,
Mayor

Honorable Steven Deffibaugh,
Mayor Pro Tempore, Place 5

David Kleiber,
Councilmember, Place 1

Mike Robertson,
Councilmember, Place 2

Bryan Washington,
Councilmember, Place 3

Keven Underwood,
Councilmember, Place 4

CALL TO ORDER

ROLL CALL

Brianna Chacon
Steve Deffibaugh
David Kleiber
Mike Robertson
Bryan Washington
Keven Underwood

CONSENT AGENDA

All consent agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

Minutes

Discussion and possible action regarding the minutes of the November 12, 2019 TIRZ Board meeting.
[TIRZ Minutes 11.12.19.doc](#)

REGULAR AGENDA

2021- Officers

TIRZ- 001 Discussion and possible action for the selection of Officers (Chairman, Vice Chairman and Secretary).

2021- IPO# 128 (Traffic Signal Design)

TIRZ- 002 Discussion and possible action regarding, IPO# 128, S. Beauchamp Blvd./Myrick Lane Intersection Traffic Signal Design.
[IPO#128_TIRZ Presentation.pdf](#)

ADJOURNMENT

CERTIFICATE

I hereby certify the above Notice of Meeting was posted at the Princeton City Hall @ _____ and copies thereof were delivered to the Mayor, Mayor Pro-Tempore and Councilmembers.

Tabatha Monk, City Secretary

STATEMENT FOR ADA COMPLIANCE

The City of Princeton acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. Thus, in order to assist individuals with disabilities who require special services (i.e., sign interpretation services, alternative audio/visual devices, and amanuenses) for participation in or access to the City of Princeton sponsored public programs, services and/or meetings, the City requests the individuals make requests for these services forty-eight (48) hours ahead of the scheduled program, service and/or meeting. To make arrangements, contact Tabatha Monk, City Secretary, or other designated official at 972-734-2416. The Tax Increment Reinvestment Zone Board reserves the right to consult in executive session with its attorney and to receive legal advice regarding any item listed on this agenda pursuant to Section 551.071(b).

Minutes

The City of Princeton

Regular Tax Increment Reinvestment Zone Board

Meeting of November 12, 2019

The TIRZ Board of the City of Princeton, Texas, met in Regular Session in the Council Chamber of City Hall on November 12, 2019 at 6:15 p.m.

The following Board Members were present: Chairman Steve Deffibaugh, Vice-Chairman David Kleiber, Secretary Nikki Krum, Mayor John-Mark Caldwell, Mayor Pro Tempore Rich Hooper and Councilmember Richard Sheehan. The following Staff Members were present: City Manager Derek Borg, Assistant City Manager Lesia Gronemeier, City Secretary Tabatha Monk and Police Captain James Waters.

Chairman **Deffibaugh** called the **TIRZ Board Meeting to order at 6:15 PM.**

Chairman **Deffibaugh** called roll, present were Councilmember **Sheehan**, Vice Chairman **Kleiber**, Secretary **Krum**, Mayor Pro Tempore **Hooper** and Mayor **Caldwell**.

Chairman **Deffibaugh** announced the Consent Agenda: All consent agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Discussion and possible action regarding the minutes of the August 26, 2019, TIRZ Board meeting. Mayor **Caldwell** **made a motion to approve the consent agenda.** Vice Chairman **Kleiber** **seconded the motion to approve.** The **motion carried unanimously.**

Chairman **Deffibaugh** then announced the first item under the Regular Agenda:

(2019-003-TR Resolution 2019-11-12-R): “Discussion and possible action regarding, Resolution 2019-11-12-R, allocation of (TIF-1) funds to design a portion of the roadway from the west end of the EDC tract to the Lowry Crossing ETJ, and related costs for survey and alignments on Myrick Lane near the Tickey Creek Bridge.” Secretary **Krum** **made a motion to approve Resolution 2019-11-12-R.** Councilmember **Sheehan** **seconded the motion to approve.** **The motion carried unanimously.**

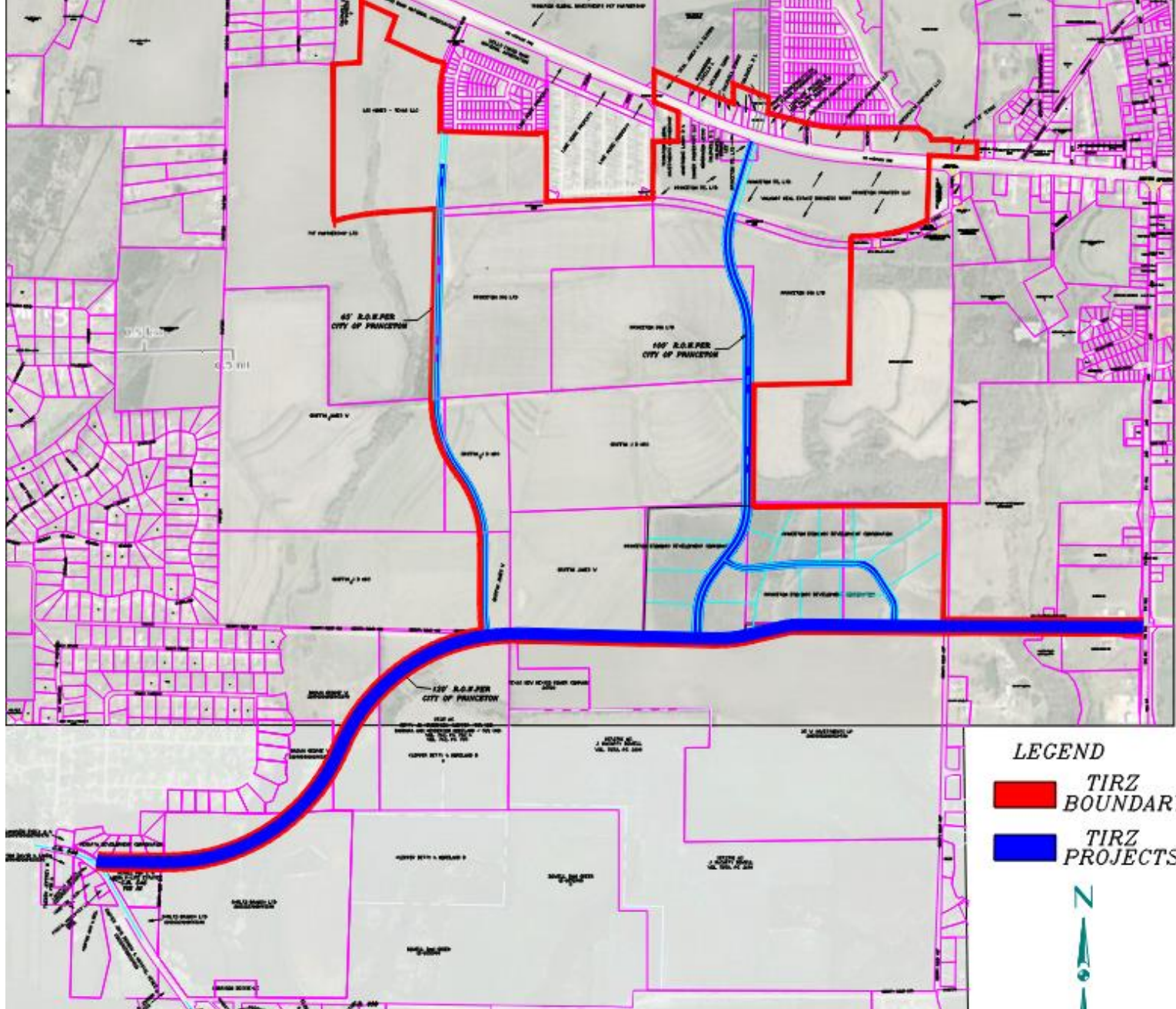
Mayor **John Mark** **made a motion to adjourn.** Vice Chairman **Kleiber** **seconded the motion.** **The motion carried unanimously.**

Chairman **Deffibaugh** adjourned the meeting at 6:21 p.m.

Steve Deffibaugh, Chairman

ATTEST:

Tabatha Monk, City Secretary



TIRZ #1 BOUNDARY

IPO #128 - PROJECT LOCATION



QUESTIONS?



INDIVIDUAL PROJECT ORDER (IPO) #128

S. Beauchamp Blvd. / Myrick Lane Intersection Traffic Signal Design

Date Prepared April 28, 2021

Describing a specific agreement between Kimley-Horn and Associates, Inc. (Consultant), and the City of Princeton in accordance with the terms of the Master Agreement for Continuing Professional Services dated August 19, 2014, which is incorporated herein by reference.

Identification of Project:

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "the Consultant") is pleased to submit this professional services agreement to the City of Princeton ("the City") for providing professional civil engineering services for the design of the traffic signal for the South Beauchamp Boulevard / Myrick Lane intersection.

The intersection is shown in the two images below.





From the information gleaned from the design of the signalization for the intersection, Kimley-Horn will develop Traffic Signal Design Standards to be placed into ordinance for intersection signalization in the future. The need for Traffic Signal Design Standards is imperative so that the intersections will be controlled with the same equipment making maintenance of the systems streamlined.

Kimley-Horn will create the Traffic Signal Design Standards based primarily upon the latest edition of Texas Manual on Uniform Traffic Control Devices (TMUTCD), the National Electric Code (NEC), the National Electric Safety Code (NESC), TxDOT Traffic Standards and TxDOT Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges. The document will also reference the City of Princeton specific standards and preferences as needed.

Project Understanding:

The City of Princeton has requested Kimley-Horn provide a professional services agreement for professional civil engineering services for the design of the traffic signal for the South Beauchamp Boulevard / Myrick Lane intersection.

As shown in the images above, the intersection, two of the four east/west lanes of Myrick Lane and the complete section of South Beauchamp Boulevard south of Myrick Lane have been constructed as part of the Winchester Crossing development. The design for the remaining two lanes of Myrick Lane has been completed and construction is imminent. The design for the remaining lanes of South Beauchamp Boulevard north of Myrick Lane is 90% complete and construction will begin as soon as a funding source is identified.

The traffic signal for the intersection will be designed for the ultimate section and not the interim condition

that presently exists.

The construction cost to signalize the intersection is estimated to be \$300,000.

Scope of Services:

LS = Lump Sum Fee Type

HR = Projected Hourly Fee Type

Task 1 - Traffic Signal Design

\$61,500 LS

Project Meetings:

Kimley-Horn will prepare for and attend one virtual meeting with the City to discuss traffic signal design requirements and special design or coordination needs for the intersection. At this meeting Kimley-Horn will ask the City to confirm various design criteria.

Base Map and Specifications Assembly:

Kimley-Horn will conduct a field observation visit to gather information about existing signage and traffic control devices. This, along with the topographic and ultimate roadway section will form the basis for traffic signal design. Kimley-Horn will use applicable City & TxDOT design standards and specifications.

Design:

The design will be prepared using base mapping from the topographic and boundary survey and a site visit conducted by Kimley-Horn staff. The design will be based on and include information gathered during the initial kick-off meeting. The traffic signal design will include the following plan sheets:

- Traffic Signal Notes
- Quantity Sheet
- Existing Conditions Sheets (where applicable) showing existing intersection and roadway layout, signs, pavement markings, other notable above ground features and the recorded utilities
- Traffic Signal Layout Sheets including overhead signs and pedestrian elements
- Traffic Signalization Detail Sheets with tabulation of quantities, electrical chart, timing table, detectors, and general notes
- Standard Detail Sheets as may be applicable

Traffic Signal Design Standards:

This task includes preparing a document that identifies major design elements that should be considered when designing a traffic signal in the City of Princeton. The document will be based on best practices and include specific design parameters as requested by the City.

The document will be structured as follows:

1. Design Process
2. Traffic Analysis
3. Traffic Signal Phasing
4. Traffic Signal Elements
 - a. Signal Heads,
 - b. Curb Ramps and Pedestrian Signals,
 - c. Signal Poles and Mast Arms,
 - d. Conduits and Ground Boxes,

- e. Electrical Conductors,
 - f. Luminaires,
 - g. Electrical Service,
 - h. Detections Systems,
 - i. Controller and Cabinet,
 - j. Street Name Signs, and
 - k. Communication Systems.
5. Traffic Control During Construction
 6. Traffic Signal General Notes
 7. Traffic Signal Sample Layout
 8. Traffic Signal Design Tables

Task 2 – Meetings and Project Coordination

\$5,000 HR

Kimley-Horn will prepare for and attend meetings with City staff and handle general project coordination. This effort is limited to 20 hours and time will be billed only if effort is expended. This is a projected total.

Additional Services

Services not specifically identified in the Scope of Services above shall be considered additional and shall be performed on an individual basis upon authorization by the City.

Schedule: Project to begin upon receipt of signed IPO #128. We will provide our services as expeditiously as practicable.

Terms of compensation:

Kimley-Horn will perform the tasks identified in the Scope of Services for the fee type shown as follows:

Task 1 – Traffic Signal Design	\$61,500 LS
Task 2 – Meetings and Project Coordination	\$ 5,000 HR
Lump Sum Subtotal	\$61,500 LS
Projected Hourly Subtotal	\$5,000 HR
Projected Project Total	\$66,500

Compensation for Services and Method of Payment shall be as referenced in the Master Agreement.

Invoices will be submitted with Lump Sum Tasks shown as a percentage of work completed and Hourly Tasks shown as effort expended.

Deliverables: The intersection signalization plans will not be a stand-alone set of construction plans but rather sheets to be added to the existing plan set for the South Beauchamp Boulevard project. The opinion of probable construction cost (OPCC) will be added to the current OPCC for the project and the bid tab, contracts and specifications will be updated to reflect the design.

Other Specific Terms of Individual Project Order: None.

The remainder of this page was intentionally left blank

ACCEPTED:

CITY OF PRINCETON

KIMLEY-HORN AND ASSOCIATES, INC.



BY: _____

BY: Kevin Gaskey, P.E.

TITLE: _____

TITLE: Senior Vice President

DATE: _____

DATE: April 28, 2021