

**BOARD OF COUNTY COMMISSIONERS**  
**SARPY COUNTY, NEBRASKA**

**RESOLUTION ADOPTING TRAFFIC SIGN RETROREFLECTIVITY PROGRAM**

WHEREAS, pursuant to Neb. Rev. Stat. § 23-104 (Reissue 2007), the County has the power to do all acts in relation to the concerns of the County necessary to the exercise of its corporate powers; and,

WHEREAS, pursuant to Neb. Rev. Stat. § 23-103 (Reissue 2007), the powers of the County as a body are exercised by the County Board; and,

WHEREAS, pursuant to Neb. Rev. Stat. § 39-1402 (Reissue 2008), general supervision and control of the public roads of each county is vested in the county board.

WHEREAS, sign maintenance is important to the traffic safety of county roads and a Traffic Sign Retroreflectivity Maintenance Program has been proposed, a copy of which is attached hereto.

WHEREAS, said Traffic Sign Retroreflectivity Maintenance Program is a policy for sign management and maintenance functions for county signs and approval of such program is in the best interests of the County.

NOW, THEREFORE, BE IT RESOLVED BY THE SARPY COUNTY BOARD OF COMMISSIONERS that this Board hereby approves and the Chairman is authorized to sign the Traffic Sign Retroreflectivity Maintenance Program, a copy of which is attached hereto, the same being approved by this Board.

The above Resolution was approved by a vote of the Sarpy County Board of Commissioners at a public meeting duly held in accordance with applicable law on the

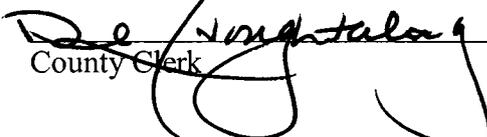
7<sup>th</sup> day of February, 2012.

Attest

SEAL



  
 Sarpy County Board Chairman

  
 County Clerk



## SARPY COUNTY

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**Dennis L. Wilson P.E.**  
Sarpy County Engineer

**PUBLIC WORKS DEPARTMENT**  
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# MEMO

TO: Sarpy County Board of Commissioners

FROM: Patrick M. Dowse, P.E.

DATE: February 2, 2012

SUBJECT: Resolution Adopting Traffic Sign Retroreflectivity Program

I recommend approval of the resolution to adopt the Traffic Sign Retroreflectivity Maintenance Program as described below:

- a) Sarpy County Public Works Department will be working to implement this program to bring all applicable regulatory and warning signs within County jurisdiction to within the current Manual on Uniform Traffic Control Devices (MUTCD) retroreflectivity requirements.
- b) Sarpy County Public Works Department will annually review the program to ensure the program adheres to the latest MUTCD requirements and to ensure the program properly meets the needs of the County.

The Sarpy County Engineers Office has reviewed the Traffic Sign Retroreflectivity Maintenance Program in question. It is our recommendation that the program be adopted as to comply with current MUTCD requirements.

If you have any questions, please give me a call at 402-537-6917.

**Sarpy County**  
**Traffic Sign Retroreflectivity Maintenance Program**

**Introduction**

“Retroreflectivity” refers to the property of a traffic sign to reflect light back to the driver. Retroreflective traffic signs are used to increase sign visibility at night. Maintaining sign retroreflectivity is important to promote nighttime traffic safety.

In accordance with the 2009 MUTCD-Section 2A.08, Sarpy County adopts the Measured Sign Retroreflectivity Procedure as the technique for maintaining sign retroreflectivity levels. Guidelines for inspection are included in this document.

The Sarpy County Highway Superintendent is responsible for and authorized to direct the County’s various sign management and maintenance functions, including the Retroreflectivity Maintenance Program and for ensuring the policy is enforced and documented.

The most current edition of the Manual on Uniform Traffic Control Devices will be followed when updating and incorporating said policy.

**Implementation Plan**

The anticipated steps in this plan for calendar year 2012 are as follows:

- Create a traffic sign inventory for the County and identify any sign problems/deficiencies that require corrective action.
- Use the MUTCD Measured Sign Retroreflectivity Procedure to evaluate the retroreflectivity of the county’s traffic signs.
- Identify signs that do not meet the MUTCD retroreflectivity requirements.
- Prioritize and schedule replacement of signs that do not meet the MUTCD retroreflectivity requirements.

Based on experience gained as this program is implemented, the County may review and modify its approach to this work as needed in order to:

- Comply with the traffic sign retroreflectivity requirements per the MUTCD; and
- Provide for the safety of sign inspection/maintenance personnel, motorists, and other road users.

Any significant changes made to the policy, plan, method(s) or procedures(s) will be documented.

## **Traffic Sign Inventory**

Daytime inspections will be conducted by the Sarpy County Public Works Department to identify and document all traffic signs under the County's jurisdiction. At a minimum, the documentation from these inspections will include the sign type, location, and condition. The inspections will also identify:

- Any damaged, deteriorated, or obscured signs, or other sign problems, that require immediate corrective action in the interest of traffic safety.
- Any signs or sign installations that do not meet the standards and requirements set forth in the MUTCD.

The County will take appropriate and reasonable steps to correct any sign problems/deficiencies identified.

The data collected during the inspections will be used to create an inventory of the County's traffic signs. At the County's discretion, the sign inspection sheets may be organized in a notebook, filing system; or, data from the inspection sheets may be transferred to a separate spreadsheet or computer database. The County will evaluate the available options and methods for long-term maintenance and updating of its sign inventory.

## **Additional Responsibilities for Traffic Sign Management and Maintenance**

Retroreflectivity is just one of several factors associated with proper functioning of traffic signs. The County continues to be responsible for the overall management and regular maintenance of signs under its jurisdiction, in the interest of public safety.

All ground mounted sign supports shall be breakaway, yielding, or shielded with a longitudinal barrier or crash cushion.

The following text is included in the MUTCD Section 2A.22-Maintenance:

“Maintenance activities should consider proper position, cleanliness, legibility, and daytime and nighttime visibility (see section 2A.08). Damaged or deteriorated signs, gates or object markers should be replaced.

To assure adequate maintenance, a schedule for inspecting (both day and night), cleaning and replacing signs, gates, and object markers should be established. Employees of highway, law enforcement, and other public agencies whose duties require that they travel on the roadways should be encouraged to report any damaged, deteriorated, or obscured signs, gates, or object markers at the first opportunity.

Steps should be taken to see that weeds, trees, shrubbery, and construction, maintenance, and utility materials and equipment do not obscure the face of any sign or object marker.

A regular schedule of replacement of lighting elements for illuminated signs should be maintained.

## Documentation and Recordkeeping

The County will establish a recordkeeping system to organize the documentation relating to its traffic sign management and maintenance functions, including:

- Creating and maintaining the sign inventory.
- Conducting routine, periodic condition inspections of signs.
- Conducting retroreflectivity inspections of signs.
- Maintenance-related activities/corrective actions/emergency measures, including those done in response to notification or discovery of knocked down, missing, damaged, deteriorated, or obscured signs.

Documentation from each inspection cycle and maintenance-related activity will be kept on file for a period of at least three years.

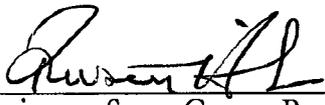
## Annual Program Review and Renewal

Traffic sign retroreflectivity degrades over time. Therefore, maintaining retroreflectivity is an ongoing responsibility. The County will review and renew this Retroreflectivity Maintenance Program at least once per year. The usual process will be to conduct the review by October 1<sup>st</sup> for the next calendar year. Any needed changes will be made to the Retroreflectivity Maintenance Program and the updated version for the next year will be adopted under the authority of the County Board no later than December 15<sup>th</sup>. If no amendments to the Retroreflectivity Maintenance Program are adopted, the most recent policy approved by the County Board shall be the policy of the County.

The County is responsible for identifying any applicable future updates or revisions to the MUTCD standards or Federal regulations relating to traffic control devices, and updating this Retroreflectivity Maintenance Program (including any appendices/attachments) as needed to assure compliance.

Over time, the County may consider using other sign retroreflectivity assessment or management methods. Future renewals or revisions of this Retroreflectivity Maintenance Program will describe the method(s), procedure(s), and the timeframe or frequency with which they will be used. The County may also consider expanding this Retroreflectivity Maintenance Program to more fully describe its other traffic sign maintenance and management functions.

This Retroreflectivity Maintenance Program is hereby adopted this 7<sup>th</sup> day of February, 2012.

  
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Chairman, Sarpy County Board of Commissioners