

**BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

**Meeting Date:** January 11, 2011

☒ **Consent**    ☐ **Regular**  
☐ **Workshop**    ☐ **Public**

**Hearing**

**Department:**

**Submitted By:** Engineering & Public Works

**Submitted For:** Traffic Division

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: a revision to PPM ETO-500, also known as the Street Lighting Policy.

**SUMMARY:** Approval of the attached revised PPM ETO-500 will more clearly define current conditions of street lighting program tasks and handling of requests. This policy has not been revised by the Board of County Commissioners since August 2004. The changes and/or additions that are recommended are shown in the attached policy.

Countywide (MRE)

**Background and Justification:** Review of the current street lighting policy finds tasks and guidelines that are in need of clarification or are no longer relevant. The Board of County Commissioners no longer has discretionary funds available for street lighting projects, and the Office of Community and Revitalization (OCR) now handles residential, and non-thoroughfare lighting requests. Street lighting funding, revenues, transfers, requests, and design criteria are more clearly addressed in the policy modifications.

**Attachments:**

1. Revised PPM-ETO-500 Street Lighting Policy

**Recommended By:**

*Dan Thorsberg*  
Division Director

12/06/10  
Date

*[Signature]*

**Approved By:**

*A. T. Wohl*  
County Engineer

12/16/10  
Date

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2011	2012	2013	2014	2015
Capital Expenditures	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Program Income (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
In-Kind Match (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>NET FISCAL IMPACT</b>	<u><del>0</del></u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b># ADDITIONAL FTE</b>					
<b>POSITIONS (Cumulative)</b>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>

Is Item Included In Current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_

Budget Account No.:

Fund \_\_\_\_\_ Dept. \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_ Program \_\_\_\_\_

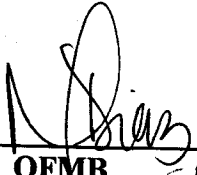
### B. Recommended Sources of Funds/Summary of Fiscal Impact:

☒ This item has no additional fiscal impact.

C. Departmental Fiscal Review: shwillhite

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Dev. and Control Comments:

 12/20/2010  
OFMB  
5/17/10 2/14/10 2/2/10

 12/21/10  
Contract Dev. and Control

### B. Legal Sufficiency:

 12/27/10  
Assistant County Attorney

### C. Other Department Review:

\_\_\_\_\_  
Department Director

(This summary is not to be used as a basis for payment.)

**PALM BEACH COUNTY  
DEPARTMENT OF ENGINEERING & PUBLIC WORKS  
TRAFFIC DIVISION**

<b>TO:</b>	Traffic Division Personnel	<b>PPM NUMBER:</b>	<b>ET0-500</b>
<b>FROM:</b>	Director - Traffic Division	<b>ISSUE DATE:</b>	01/11/2011
		<b>EFFECTIVE DATE:</b>	01/11/2011
<b>SUBJECT:</b>	<b>STREET LIGHTING POLICY</b>		
	<b>SUPERSEDES &amp; RESCINDS: PPM NO. ETO-500 DATED: 08/17/2004</b>		

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**CONTACT POSITIONS:** Special Projects Engineer

**PURPOSE:** To provide coordination with Florida Power & Light (FPL), Lake Worth Utility (LWU) District, and Florida Department of Transportation (FDOT) for design and installation of Countywide street lighting as described in the Palm Beach County Street Lighting Policy adopted by the Board of County Commissioners.

**POLICY:** See attached policy.

**PROCEDURE:** All requests for Street Lighting will come to the Special Projects Engineer. Each request will fall into one of four scenarios. The first will consist of arterial lighting systems. If a candidate request meets policy guidelines, it will be considered for inclusion in the annual programs, which is subject to the normal budget process. (As described in Item #12, of the attached policy).

The second type of request will be for those locations that do not qualify for arterial lighting, but may be eligible for isolated intersection lighting (as described in Item #1 & 2, of the attached Policy.)

The third type of request will be addressed in accordance with crime deterrent lighting described in Item #14. These requests will be directed to OCR for their consideration through the Neighborhood Street Light Program (NSLP) process.

The fourth type of request will be for lighting state roads. Florida Department of Transportation, and the County has entered into an agreement whereby either agency may provide design and construction, and the County will be responsible for operation and maintenance of selected lighting projects on State Roads. FPL or LWU may also provide actual maintenance responsibilities through an Agreement with the County. FDOT will then contribute a reimbursement back to the County

under the State Highway Lighting Maintenance and Compensation Agreement. This reimbursement applies to all lighting on State Road.

All State Road lighting constructed by agencies other than Florida Department of Transportation must be permitted by the Florida Department of Transportation. All lighting on County roads must be permitted through the Land Development process.

The Special Projects Engineer will then coordinate with the appropriate agencies in order to put together an annual street lighting program to be approved by the Board of County Commissioners, in accordance with proposed budget parameters.

**APPROVALS:**

Division Director

Don Insby

Date 11/29/10

Department Director

Shirley McConnell

Date 12/10/10

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## **PALM BEACH COUNTY STREET LIGHTING POLICY**

The purpose of this policy is to establish guidelines pertaining to the installation, operation, and maintenance of street lighting along Palm Beach County roadways and at intersections. The funding for the installation, operation, and maintenance of street lighting will be derived from utility franchise fee and other revenues collected by Palm Beach County. FDOT currently provides a contribution towards operation and maintenance for those lights on State road facilities.

The following guidelines shall be followed concerning the installation of street lights.

1. Street lighting will be installed at new signalized intersections when feasible.
2. Individual intersections on thoroughfare roadways will be considered for isolated street lighting when the minor street carries an average daily traffic of no less than 2000 vehicles per day or where the minor street is the entrance to a major subdivision or development or where there is an accident problem relating to nighttime accidents.
3. Isolated street lighting shall be installed at all roundabout locations on County roads in accordance with design standards. Funding will be by appropriate entity/agency.
4. Candidate roadways, sections of roadways or intersections other than signalized intersections must lie within the unincorporated area of Palm Beach County. Roadways lying within municipal boundaries would not be eligible for street lighting installation under this program, since the franchise fee is collected only in the unincorporated area. Roadways which form a border with a municipality shall also be considered, provided that an unincorporated area of the County is contiguous. Lighting the entire road corridor may involve joint responsibilities with other municipalities.
5. Roadways to be considered for street lighting must be identified on the Palm Beach County Thoroughfare Identification Map.
6. Street light poles shall be installed so that they do not have to be relocated when the roadway is constructed to its ultimate section whenever possible.
7. Candidate thoroughfare roadways must have a minimum of four "thru" lanes available for traffic. Appropriate future roadway projects may include roadway lighting.

8. The Palm Beach County Engineering and Public Works Department will act as the coordinating agency for the installation of street lighting along County roadways. The street light pole material, pole placement, spacing, and the type and intensity of the luminaries to be used shall be determined by the Palm Beach County Engineering and Public Works Department in coordination and cooperation with the local utility provider. All illumination criteria will be in accordance with FDOT and/or AASHTO guidelines and standards, and as directed by the Board of County Commissioners on specific projects. State roadways may be coordinated through the County program or by Florida Department of Transportation's Street Lighting Program. The FDOT program includes design and construction by FDOT, with operation and maintenance to be provided by the County through agreement with FDOT.
9. Projects requiring maintenance by other than utility companies may be done by in-house staff when available or may be contracted out to an independent contractor if necessary.
10. Thoroughfare lighting shall only be installed on roadways carrying substantial traffic volumes and where the fronting property is considerably developed as determined by the County Engineer.
11. Special consideration will be given to those sections of roadways experiencing a significant and correctable pattern of night time accidents.
12. It is the intent to use Florida Power & Light Company or Lake Worth Utility Company forces for street light installation and maintenance as much as possible.
13. The County Engineer may propose to the Board of County Commissioners an annual street lighting program which will be subject to the normal budget process.
14. Responsibility for arterial street lighting systems that are currently funded by private associations may be transferred to the County for maintenance. This transfer of responsibility may occur upon written request from the owner, given that appropriate criteria within the guidelines of this policy are in compliance. Only systems that are owned and maintained by Florida Power and Light or Lake Worth Utilities will be considered for transfer. Transfer of candidate systems will only occur upon acceptance by the Board of County Commissioners.
15. Requests for non-thoroughfare street lighting sections of roadways to deter crime will be forwarded to the Office of Community Redevelopment (OCR) for handling.