

CITY OF WILDOMAR

CAPITAL IMPROVEMENT PROGRAM DESCRIPTION

Policy, Process and Procedures for the Unpaved Roadway Enhancement Program – CIP 0013

Policy:

This project is being provided as a method of slowly integrating private unpaved streets within the City into the City's street program. Utilizing limited Measure A funding, the City will annually provide minimal pavement improvements where residents have petitioned and are willing to dedicate the street right-of-way (ROW) to the City. The residents must also be willing to provide long term funding for the maintenance of the petitioned street segment. Where multiple requests exceed the available funding, petitions will be evaluated based on a series of priority measures and ranked in order of priority. The City Council will have final authority in approving the final rankings.

Project Description:

Improvements:

Improvements to the petitioned streets will be to provide an approximate 5-8 year life pavement surface. Grading will be minimized by following the existing contours and retaining existing drainage flows. Driveway culverts and minimal surfacing of the driveway approaches will be provided within the ROW. Sub-base will be re-compacted and graded to provide a solid, clean surface for the new pavement. Imported base material is not being considered for this project.

Improvement specifics include:

- Provide a minimum level of pavement for the conversion of existing dirt road(s) into City maintenance program
- Minimum pavement level defined as a two-coat chip seal on a compacted sub-base of existing in-place soil.
- Where existing soil is alluvial/high clays, use compacted cement stabilized soil as sub-base material. (Cement is introduced into existing sub-base material, mixed and then re-compacted. The cement and soil mixture becomes more stable, providing a better surface to pave and drive on.)
- Pavement width established at 26-feet wide, allowing two lanes of traffic.
- Streets placed into city's pavement management system and maintained along 5-8 year cycles.

Project Costs:

Project costs are estimated based upon the criteria above and are in 2010 dollars. Annual increases in these base costs are anticipated.

- \$19.20 per lineal foot of pavement – costs include rip, grade and re-compact existing dirt road as base, 2-layer Type II Chip Seal, signing, striping, 10% project/construction management costs and a 15% contingency.
- Substitute \$21.70 per lineal foot of pavement on poor soil roads – the \$2.50 allowance is added for the delivery, mixing and compacting of the cement stabilized soil mix.
- Revolving 5-year maintenance costs of \$0.40 per lineal foot of pavement.
- Compares to \$84.60 per foot of new asphalt paved road meeting minimum County standards for Local Road.

Establishing Priorities

Funding is limited for this program and may not meet the number of petitions submitted annually. Establishment of priorities is necessary to establish a ranking of each request. The suggested priorities list is below:

- Petition
 1. 100% participation of property owners along road segment.
 2. Less than 100% participation of property owners with participating owners carrying non-participants' maintenance cost share.
- ROW
 1. 100% existing ROW dedications previously accepted to vest title, not for maintenance
 2. 100% existing ROW dedications, either rejected or accepted to vest title only
 3. 100% participation with petitioners providing all dedication documents
 4. 100% participation with City providing dedication documents at petitioners' expense
 5. All others

- Street Connectivity
 1. Street segment connects two or more existing paved city maintained streets
 2. Street segment connects one city maintained street to other unpaved road segment(s)
 3. Cul-de-sacs with turnaround
 4. Stub street
 5. All others

- Zoning
 1. Residential – single family
 2. Multi-family/higher densities
 3. Commercial – limited number of trucks
 4. Industrial and high volume commercial not eligible

Application and Process

Application

An application for the inclusion of each roadway segment will be required to be submitted by the owners of the properties adjacent to the road segment. Submittals must be received prior to April 1st of each year for inclusion into the upcoming fiscal year's project rankings. The application will require the following information:

- Description or street name and length of road segment
- All adjacent lots property owners information and APN
- Signature of all property owners of record on application
- Signed petitions from all property owners requesting formation of maintenance district for long term maintenance
- Road segment ownership information (city-vested title, rejected offers of dedication, wholly private, combination of any/all) and whether owners will provide final dedication documents or requesting city to provide.
- Application fee equal to the cost of district formation plus \$67.00 for application processing.
- May be submitted at any time during year but considered for inclusion only during adoption of Annual Capital Improvement Program.

Process

Throughout the year, property owners that would like to have the dirt roads adjacent to their property improved can obtain an application, obtain the information requested and submit it for review by City staff. The process of

taking applications through to recommending a specific stretch of road as the preferred project is as follows:

- Application and processing fee received
- Application reviewed for completeness – accepted or returned for additional information
- Annually on April 1st, staff will evaluate all application against each other, establish a priority list and number of applications to be approved based upon street lengths and budget for the next fiscal year.
- Submit to City Council for approval of priority list and authorization to proceed with maintenance district formation for recommended applications.
- Form maintenance district(s)
- Complete design of selected street segments.
- Bid project during 3rd quarter of fiscal year.
- Construct project in 4th quarter of fiscal year (spring construction).

Cost to Property Owners

Property owners will be responsible for the cost of the formation of the maintenance district, the application processing fee and the annual assessment place upon their property tax.

- Formation costs – TBD
- Application Processing Fee - \$67.00/property
- Annual maintenance assessment of \$0.40/linear foot of property frontage along the road segment (\$0.80/ft divided by 2 sides of the street). Where no property receiving benefit is on one side of the street, assessment for that single property will increase up to \$1.60 per lineal foot of frontage.
- Assessments will increase by a cost index factor to be determined at the time of formation of the maintenance district.



UNPAVED ROADWAY ENHANCEMENT PROGRAM APPLICATION CITY OF WILDOMAR

This form enables residents of the City of Wildomar to formally request the Public Works Department to initiate the review and evaluation of the requested street segment for inclusion in the City's Unpaved Roadway Enhancement Program and requesting prioritization with other similar applications as a means of determining which street segment(s) will be improved with the limited funding available. To be considered, this three part form must be filled out in its entirety and returned to:

City of Wildomar
Attn: Emily Stadnik/Ninette Eva
Wildomar City Hall
23873 Clinton Keith Rd, Ste 201
Wildomar, CA 92595

City Use Only
Date: _____
Complete: ____ Yes ____ No
Returned: ____ Yes ____ No
Final Rank: _____ (201__)

For more information on the City's Unpaved Roadway Enhancement Program, please visit: Public Work's Web site or call (951) 677-7751

Please clearly and concisely provide the following information. All three parts must be complete for the application to be valid.

1. Street Representative Information

Name: _____

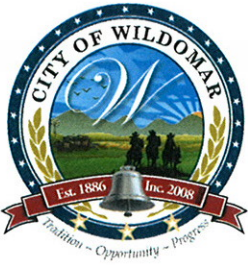
Address: _____

Telephone: _____

Date of submission: _____

2. Please provide the following information for consideration and ranking of priority:

- Description or street name of road segment
- Signature of all property owners of record on petition form
- Signed petitions from all property owners requesting formation of maintenance district for long term maintenance
- \$67.00 application processing fee



UNPAVED ROADWAY ENHANCEMENT PROGRAM PETITION FORM

CITY OF WILDOMAR

3. Resident Support

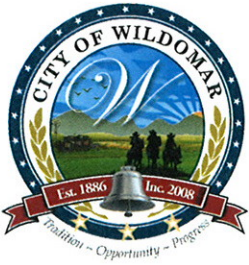
Signatures from property owners in support of the Unpaved Roadway Enhancement Program are required.

Signatories must be legal residents 18 years and older living on the requested street.

We, the undersigned residents of _____(street) between
_____(street) and _____(street), do hereby request

the City of Wildomar to pave our street. By signing below, we understand that we are dedicating the street right-of-way to the City. We understand, upon approval of this petition, the City of Wildomar will be responsible for providing the initial paving costs, and we will enter into a maintenance district to provide long term funding for maintenance of the petitioned street segment. We understand that improvements to the petitioned street under the program will be to provide an approximate 5-8 year life pavement surface. We also understand that submission of this petition does not guarantee this street segment will be paved and/or included within the program, only that this petition is a means of placing this street segment in competition with other segments similarly petitioned, for the limited funding available for this program.

	Signature	Printed Name	Address	Phone Number	Email Address
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____
7.	_____	_____	_____	_____	_____
8.	_____	_____	_____	_____	_____
9.	_____	_____	_____	_____	_____
10.	_____	_____	_____	_____	_____



UNPAVED ROADWAY ENHANCEMENT

PART 3

(NOT YET AVAILABLE)

Petition to form maintenance district and agreement to allow assessment of property for long term maintenance of street segment

(To be individually signed by all property owners)