

**CITY OF PETALUMA
DEPARTMENT OF PUBLIC WORKS
PAVEMENT MAINTENANCE PROCESS**

Two divisions within Public Works Department are primarily responsible for the physical maintenance or improvement of streets.

1. **Maintenance and Operations** has a street crew that fills potholes, does minor repairs, and can perform some pavement rehabilitation (grind and pave) or overlays (seal cracks, with new asphalt placed over old). However, if the work requires changes to the cross slope of the road, complex construction methods, or extensive traffic control, it must be engineered.
2. **Capital Improvement Engineering** is responsible for overall management of the pavement. Through direction and management of staff, street improvement projects are typically designed by consultant engineers, advertised, and subsequently awarded to construction contractors, usually the lowest qualified bidder. The project often includes consultant or in-house inspectors to assure the work is done safely and according to approved plans.

Project Approval:

Proposed capital improvement projects (CIP's) go before City Council each fiscal year, for consideration and approval as part of the budget process. Projects may arise from many sources, most often through Council initiation, citizen requests, and staff recommendations.

How projects are selected:

In 2002, a Council-appointed citizens advisory committee (CAC) performed a valuable service to the community by implementing a fair method to prioritize streets in need of repair. Since that time, the Metropolitan Transportation Commission (MTC) has issued a software program called StreetSaver, which allows for more sophisticated analysis, and, when combined with the engineer's field analysis, provides more accurate assessment for prioritization and selection. This program allows for funds to be maximized for the greatest long term benefit. However, as is often the case, translation of this data to actual street work is dependent upon the availability of funding, which is inadequate to keep pace with maintenance of the City's 160 center-line miles of streets.

Street maintenance and improvement monies come into the City from a number of sources, each restricted for specific uses. A common question from residents is, "Why are you building (*a park, a roundabout, placing benches, etc.*) instead of fixing my street?" The answer is that the money received for that project cannot be used on streets. One example is East Washington Park, funded from Park Acquisition Fees and Community Facilities Fees, neither of which can be used for streets; another is the roundabout at Baywood and McDowell, which qualified for a clean air grant because the project reduces traffic congestion – not applicable to street paving.

The most common sources of funds for street repair are:

- Federal funds - allowed only for specific types of work on specific streets
- Redevelopment funds - for reconstruction only on streets within the redevelopment area (PCDC), when determined by City Council to assist in removing blight
- Gas Tax - to be used for road repair and maintenance, rehabilitation or reconstruction; the amount the City receives is based on taxes received
- Other grants
- General Fund (not currently subsidized to fund street projects).

Typically, the fiscal year begins with a determination of how much and what type of funding is available for street repair. Using the StreetSaver program, Public Works inputs the amount of money we expect to have available, along with requirements of the funding source (such as specific streets, area, or rehabilitation method). With this information, StreetSaver uses the existing street conditions and forecast budget to update the recommended long-term pavement management program, and produces a list of priority streets. Public Works then collaborates with other departments to determine what associated issues may exist for these priority streets, such as drainage problems or antiquated utility infrastructure, in which case that work must be performed before surface work can begin. Other factors might include adjacent developments, coordination with other projects to avoid undue traffic delays, weather and groundwater issues, funding deadlines, environmental issues or ADA compliance, to name a few.

One example is East Madison, which is a high volume street in obvious need of reconstruction. However, as is often the case, East Madison is also in need of improved storm drainage and sewer main replacement, requiring at least two separate funding sources and collaboration of both Public Works and Water Resources - a large and very expensive project requiring adequate funding from each department. While this street remains a high priority for the City, it is not being actively worked on, because it is not currently funded. When funding does become available, the project will be identified in our capital improvement budget, and a full-scale reconstruction project will commence.

Once a street has deteriorated beyond surface repair, and requires reconstruction, the cost of the work dramatically increases in comparison to maintenance of an intact roadway. Therefore, it is prudent for the City to invest in periodic surface treatment of already improved streets in order to retain their integrity. That is why one may observe re-paving being performed on “good” streets, while mere patching and potholing are occurring on badly deteriorated roadways, where the base is compromised and resurfacing would not hold. Those that require reconstruction do remain a high priority for the City, and staff is constantly seeking sufficient funding to perform needed work.