



**INSTRUCTIONAL MEMORANDUMS
To County Engineers**

To	County Engineers	Date	April 2002
From	Office of Local Systems	IM No.	2.31
Subject	Construction Agreements Between City and County on Secondary Road Extensions		

The purpose of this Instructional Memorandum is to describe a process for developing construction agreements between city and county on secondary road extensions.

The Iowa Code provides authority for a county to eliminate danger at railroad crossings and to construct, reconstruct, improve, repair and maintain any secondary road extension within a city. Refer to Iowa Code Section 314.5 for additional requirements.

In order that projects on secondary road extensions may proceed in an orderly manner, it is suggested that a written agreement be developed and signed by all parties. This agreement should be a part of the project file.

Please refer to the attached [sample resolution](#) for this purpose. The sample resolution may be modified in any manner and should include responsibilities as outlined in an agreement between the city and county, as provided for in Iowa Code Chapter 28E.