



JACKSON COUNTY SECONDARY ROADS

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JACKSON COUNTY ROAD IMPROVEMENT POLICY

1. Purpose

The purpose of this policy is to establish Jackson County's procedures for improving a road's Level of Service (LOS) when such improvements are requested by the public or as determined to be needed by the County. Roads may be evaluated for paving, stabilization (mechanical or chemical stabilization including dust control) or improving the road from level B or level C to level A service.

Roads meeting the criteria set forth in this policy for **paving** will be evaluated by the County Engineer for feasible implementation in the County's Fiver Year Program (CFYP). Inclusion of a road improvement project into the CFYP is subject to Iowa Department of Transportation requirements, Board of Supervisor's approval and available funding.

Roads meeting the criteria set forth in this policy for **stabilization** shall be evaluated by the County Engineer for feasible inclusion in the County's annual maintenance budget. Inclusion of a road stabilization the County's maintenance program is subject to Iowa Department of Transportation requirements, Board of Supervisor's approval and available funding.

Roads meeting the criteria set forth in this policy for improving from level B or level C to level A shall be evaluated by the County Engineer for feasible implementation in the CFYP. Inclusion of a road improvement project into the CFYP is subject to Iowa Department of Transportation requirements, Board of Supervisor's approval and available funding.

Definitions:

- A) *Paving – Constructing a suitable base layer and then applying an impervious surface (bituminous or Portland Cement Concrete surface).*
- B) *Stabilization – Increasing base layer stability and application of a dust pallative to the surface (surface remains aggregate).*
- C) *Improving Level B/C Road – Grading suitable ditches of drainage, clearing and grubbing of trees, installation of drainage structures and placement of 1500 ton per mile of aggregate.*

2. Evaluation for Paving

In order to consider a road for paving the road shall require a minimum of 50 improvement points (excluding bonus points). When multiple road improvement requests are being evaluated, prioritization of the requests will be based on their overall score on the improvement point determination system; highest scores will receive highest prioritization over those with lower scores. All improvements are subject to available funding, and in no way will a road obtaining 50 or more improvement points guarantee its implementation into the CFYP.

The improvement points assigned for the various categories are for current federal functional classification, State AADT, closest paved parallel route, percent trucks, and bonus points. Any bonus points obtained by assessment must be accompanied by an explanation listing the percentage of cost sharing and entity being assessed (i.e., private, government, business, etc.). Bonus points obtained by

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third party contribution shall include an explanation listing the percent of cost sharing, and the third party will be subject to entering into a written agreement for cost sharing upon implementation of project into the CFYP. An explanation should also be included for truck percentages more than 9%, AADT different from the current IDOT traffic maps, and any recent functional classification changes. The county may conduct their own traffic count study at their discretion.

Improvement Point Determination

1. Federal Functional Classification of Route	Points
A. Major Collector	25
B. FM with both termini at a city, a major collector, or higher	20
C. Other FM	15
D. Local road with major business or a development	10
E. Local road continuous with no development	5
F. Local road not continuous	0

Note: Termini are project termini unless it connects to a paved route and the type of major business/development is specified.

2. Current Year AADT	Points
A. One point per 10 AADT of current traffic (per IDOT traffic flow map), up to a maximum of 50 points, i.e. 210 AADT would be 21 points. Use an average AADT over length of the project.	50
B. Seasonal Routes – average peak volume may be used.	

Note: If current AADT is not being used and/or development is being considered

3. Closest Alternative Paved Parallel Route	Points
A. 0 – 1.99 mile	0
B. 2.00 – 2.99 miles	5
C. 3.00 – 3.99 miles	10
D. 4.00 – 4.99 miles	15
E. 5 or more miles	20

Note: Average the distance on diagonal routes.

4. Percent Trucks	Points
Use 1 point for each percent of trucks up to a maximum of 15% = 15 points. Specify reason and method used to determine any percentages more than 9%.	15

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5. Bonus Points (for assessments or third-party contributions)	Points
A. Assessments – Use 1 point for each 2 percent of total project Costs paid by assessment, i.e., 50% paid by assessment would equal 25 points. Specify percent assessed. (50% min)	50 max
B. Third Party Contributions – Points will be awarded based on the percentage of total project costs paid by third party total contributions.	
i. 50% of total project costs	25
ii. 75% of total project costs	37.5
iii. 100% of total project costs	50

3. Evaluation for Stabilization

To consider a road for stabilization the road shall require a minimum of 50 improvement points. When multiple road improvement requests are being evaluated, prioritization of the requests will be based on their overall score on the improvement point determination system; highest scores will receive highest prioritization over those with lower scores. All improvements are subject to available funding, and in no way will a road obtaining 50 or more improvement points guarantee its implementation into the County's maintenance program.

The improvement points assigned for the various categories are for functional classification, State AADT, percent trucks, truck and agriculture traffic, roadway geometry, and bonus points. Any bonus points obtained by assessment must be accompanied by an explanation listing the percentage of cost sharing and entity being assessed (i.e., private, government, business, etc.). Bonus points obtained by third party contribution shall include an explanation listing the percent of cost sharing, and the third party will be subject to entering into a written agreement for cost sharing upon implementation of the project into the annual budget.

Stabilization Point Determination

1. Functional Classification of Route	Points
• FM with both termini at a city, a major collector, or higher system	20
• Other FM	15
• Local road with terminus at higher system	10
• Local road continuous with no development	5
• Local road not continuous	0

Termini are project termini unless it connects to a paved route and the type of major business/development is specified.

2. Current Year AADT	Points
• One point per 10 AADT of current traffic (per IDOT traffic flow map), up to a maximum of 50 points, i.e., 210 AADT would be 21 points. Use an average AADT over length of the project.	50
Seasonal Routes – average peak volume may be used If current AADT is not being used and/or development is being considered.	

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3. Closest Alternative Paved Parallel Route	Points
• 0 – 1.99 mile	0
• 2.00 – 2.99 miles	5
• 3.00 – 3.99 miles	10
• 4.00 – 4.99 miles	15
• 5 or more miles	20

Note: Average the distance on diagonal routes.

4. Percent Trucks

Use 1 point for each percent of trucks or agricultural vehicles (may require County traffic study) up to a maximum of 15% = 15 points. Justification required for methods used to determine any percentages in excess of 9%.

5. Bonus Points (for assessments or third-party contributions)	Points
• Assessments – Use 1 point for each 2 percent of total project costs paid by assessment, i.e., 20% paid by assessment would equal 10 points. Specify percent assessed.	No max
• Third Party Contributions – Points will be awarded based on the percentage of total project costs paid by third party total contributions.	
iv. 0% - 24% of total project costs	0
v. 25%-49% of total project costs	25
vi. 50% and above of total project costs	50

6. Roadway Geometry

• 1 or less horizontal/vertical curve with speed reduction not below 45 mph	25
• 2-3 horizontal/vertical curves with speed reduction to 35 mph	15
• 4 or more horizontal/vertical curves with speed reduction less than 35 mph	0

4. Evaluation of Improving Roads from Level B or Level C to Level A

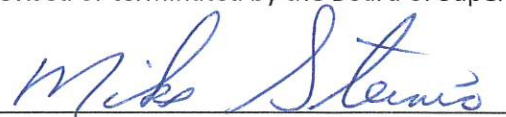
The Board may, upon receiving a petition from a landowners owning property adjacent to an applicable Level B or Level C Road or segment, in consultation with the Engineer, determine to re-establish a roadway or portion thereof as a Level A Road. Such landowner(s) shall make their petition to the Engineer upon forms or format determined by the Engineer. Upon receipt of such application, the Engineer shall prepare an estimate of the costs to upgrade the road to Level A standards (e.g.: IDOT I.M. 3.210). The Engineer shall request a public hearing and provide such cost estimate, together with a recommendation either in support of or against such application to the Board, and a copy to the applicant. Upon hearing, the Board, in its sole discretion, may determine to grant the application or deny the application based on the feasibility, economic benefits, cost sharing proposed by the landowners, and other relevant factors associated with upgrading the Level B or Level C Road. Should the Board determine to grant the application, the Board shall require as a condition of approving such upgrade from Level B or Level C to Level A Road, that the applicant(s) perform or assume the costs of performing all of the following:

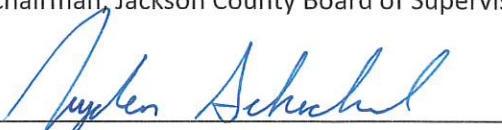
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- a. Adjacent landowners must provide a minimum of 33 feet right-of-way, or as determined by Engineer to meet current design standards, to the County on each side of the centerline of the roadway and remove any fencing remaining within the new right-of-way area. Additional right-of-way may be required to meet the referenced design standards. Acquisition of such right-of-way shall be at no cost to the County, nor shall the County bear any responsibility for expenses or damages incurred.
- b. The total cost of upgrading the road to a Level A Road, including, but not limited to granular surfacing, and culvert and/or bridge repair or replacement, as determined on a case-by-case basis by the Engineer in their estimate of costs to upgrade the road. The applicant shall provide payment of fifty percent (50%) of the total estimated cost to the County prior to the commencement of work. The remaining payment shall be made within one year of final completion after notification from the Engineer's Office of the remaining payment amount. If the application includes multiple landowners, the costs will be shared equally by the applicants. Each applicant shall enter into an agreement with the County and reimburse the County directly.
- c. Scheduling of the improvements will be at the discretion of the Engineer and the project will be required to be added to the County's Five Year Road and Bridge Construction Program. Budgeting for the project must be approved by the Board of Supervisors before beginning construction of the improvements.

5. Approval

This policy will take effect SEPTEMBER 24, 2024 and shall be in force until revised or terminated by the Board of Supervisors.


Chairman, Jackson County Board of Supervisors


Jackson County Engineer