



June 26, 2023

Memo

TO: Russell Weber, County Engineer, Dubuque County

FROM: Chandra Ravada, Transportation Director, ECIA

CC: Beth Bonz, City Administrator, City of Asbury
Josh Boldt, City Manager, City of Maquoketa
Adrienne Breitfelder, City Clerk, City of Dubuque
Kelly Brown, Director, Jackson County Economic Alliance
Dan Fox, Senior Planner, ECIA
Steve Lindner, City Administrator, City of DeWitt
Tim Vick, City Manager, City of Manchester

SUBJECT: Fiscal Year 2024 Rural County Transportation Program Project Ranking

PURPOSE

To provide the Dubuque County Engineer with a list of recommended Rural County Transportation Program projects for Fiscal Year 2024.

BACKGROUND

The Rural County Transportation Program (RCTP) helps small cities implement non-federal aid transportation projects. Dubuque County awards RCTP funds to cities each fiscal year through a competitive application process. The Dubuque County Board of Supervisors approved \$70,000 in local funds for the program in FY 2024. \$6,217 in RCTP funding was used to match the Safe Streets and Roads for All (SS4A) safety planning grant, leaving \$63,783 for the RCTP grant program. The maximum annual award amount provided to a city by the RCTP is \$25,000. All municipal governments established through State of Iowa statutes in Dubuque County that do not receive a sub-allocation of funds from RPA 8 are eligible to apply for the RCTP.

DISCUSSION

Regional Planning Affiliation 8 (RPA 8) administers the RCTP application process and application ranking process. The Fiscal Year 2024 RCTP application window opened on February 1, 2023 and closed March 9, 2023. RPA 8 staff conducted workshops with mayors and city clerks on project eligibility and the application process. RPA 8 staff worked with cities to collect information, complete application forms, and compile supporting documentation. RPA 8 staff submitted completed applications to the ranking committee for their review.

RPA 8 staff received applications from seven cities requesting a total of \$162,000. Table 1 provides the list of cities and project information. Staff reviewed the requests and found that all projects met the minimum eligibility requirements.

Table 1. Applications Submitted

City	Project Name	Total Cost	Funding Request
Cascade	2nd Ave NE Resurfacing & Storm Sewer	\$67,020.00	\$25,000
Centralia	2nd St, 3rd St, Jericho Rd Resurfacing	\$40,345.75	\$12,000
Dyersville	5th Ave NE Resurfacing	\$90,000.00	\$25,000
Epworth	E Main Mill and Overlay	\$46,798.74	\$25,000
Luxemburg	ADA Sidewalk Project	\$63,093.00	\$25,000
New Vienna	Washington St Resurfacing Project	\$72,284.76	\$25,000
Rickardsville	Hilltop Court Resurfacing	\$59,600.00	\$25,000

The RPA 8 Policy Board formed a ranking committee with representatives from Clinton, Delaware, Dubuque, and Jackson counties whose employers are not eligible to apply for RCTP funding. Table 2 lists the RCTP Ranking Committee members.

Table 2. Ranking Committee Members

Name	Title	Representing
Beth Bonz	Asbury City Administrator	Dubuque County
Josh Boldt	Maquoketa City Manager	Jackson County
Adrienne Breitfelder	Dubuque City Clerk	Dubuque County
Kelly Brown	Jackson County Economic Alliance Director	Jackson County
Steve Lindner	DeWitt City Administrator	Clinton County
Tim Vick	Manchester City Manager	Delaware County

The RCTP ranking committee reviewed the applications and assigned points to each project based on the scoring criteria established in the program guidelines. The committee initially recommended awarding \$12,000 to the City of Centralia, \$25,000 to the City of Cascade, and \$25,000 to the City of Dyersville. After fully funding the top three ranked projects, there was \$1,783 left over. It is recommended that the remaining \$1,783 be awarded to the City of Centralia, as their request was under the maximum award amount and adding this amount would not change their local match percentage enough to impact the application scoring. Adding the additional funds brings Centralia's recommended award to \$13,783. Table 3 provides the results of the ranking process.

Table 3. RCTP Ranking Results

City	Scores - Data Analysis			Scores - Subcommittee			Deductions	Total	Rank	Recommended RCTP Award
	Traffic	Local Match	Safety-Crash	Safety-SRTS	Community Support	Existing Conditions				
Centralia	20	20	0	0.000	13.500	16.833	-10	60.333	1	\$13,783
Cascade	0	20	0	0.000	18.333	16.167	0	54.500	2	\$25,000
Dyersville	5	20	0	0.000	12.167	14.500	0	51.667	3	\$25,000
Epworth	10	20	0	0.000	11.500	14.833	-25	31.333	4	-
Luxemburg	20	20	0	0.000	15.500	17.000	-50	22.500	5	-
New Vienna	5	20	0	0.000	15.000	16.333	-50	6.333	6	-
Rickardsville	5	20	0	0.000	8.167	13.500	-75	-28.333	7	-

CONCLUSION

RPA 8 is providing the Dubuque County Engineer with the results of the RCTP application ranking process. RPA 8 staff will send award letters and draft funding agreements to grant recipients following approval from the Dubuque County Engineer and Dubuque County Board of Supervisors. If any cities choose to decline their recommended RCTP award, the funding will be offered to the next highest ranked applicant. RPA 8 staff recommends that any RCTP funds that remain unclaimed after being offered all applicants should be added next year's RCTP funding pool. Thank you for your consideration.