



June 15, 2023

Memo

TO: Todd Kinney, County Engineer, Jackson 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 Jackson 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. Jackson County awards RCTP funds to cities each fiscal year through a competitive application process. The Jackson County Board of Supervisors approved \$70,000 in local funds for the program in FY 2024. \$4,471 of RCTP funding was used to match the Safe Streets and Roads for all (SS4A) safety planning grant, leaving \$65,529 for the RCTP grant program. The maximum annual award amount provided to a city by the RCTP \$25,000. All municipal governments established through State of Iowa statutes in Jackson 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 \$145,410. 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
Andrew	23-24 FY Road Work	\$64,220.25	\$25,000
Baldwin	Baldwin Radar Speed Signs	\$15,512.00	\$12,410
Bellevue	FYE 2024 Improvement Project	\$144,012.30	\$25,000
Miles	Miles Street Project	\$48,057.20	\$25,000
Monmouth	East Line Bridge Project	\$700,000.00	\$25,000
Preston	Mitchell St Project	\$46,568.00	\$25,000
Springbrook	South 1st Catch Basin Re	\$10,000.00	\$8,000

The RPA 8 Policy Board formed a subcommittee 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 recommends awarding \$25,000 to the City of Monmouth, \$12,410 to the City of Baldwin, \$25,000 to the City of Andrew and \$3,119 to the City of Springbrook. 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				
Monmouth	0	20	0	0.000	8.333	20.000	0	48.333	1	\$25,000
Baldwin	20	0	5	0.000	14.667	13.333	-10	43.000	2	\$12,410
Andrew	10	20	0	0.000	3.333	12.833	-10	36.167	3	\$25,000
Springbrook ¹	10	5	0	0.000	3.333	14.500	-10	22.833	4	\$3,119
Preston ¹	20	20	0	0.833	17.333	14.667	-50	22.833	5	-
Miles	20	20	0	0.000	9.167	16.000	-75	-9.833	6	-
Bellevue	5	20	0	4.000	20.000	16.000	-75	-10.000	7	-

¹ Preston and Springbrook's applications received identical scores. RCTP funding history was used as the tiebreaker. Springbrook was given the higher ranking as it had been longer since the city had received RCTP funds. Springbrook's last RCTP award came in FY 2020 while Preston's last award came in 2022.

CONCLUSION

RPA 8 is providing the Jackson 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 Jackson County Engineer and Jackson 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.