



May 20, 2024

Memo

TO: Todd Kinney, County Engineer, Jackson County

FROM: Dan Fox, Senior Planner, ECIA and RPA 8

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
Steve Lindner, City Administrator, City of DeWitt
Tim Vick, City Manager, City of Manchester

SUBJECT: Fiscal Year 2025 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 2025.

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 2025. 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 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 2025 RCTP application window opened on January 12, 2024, and closed March 14, 2024. 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 four cities requesting a total of \$95,203. 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	RCTP Request	Local	Total
Bellevue	Resurfacing, ADA crossings, storm sewer inlet replacement	25,000.00	71,926.50	96,926.50
La Motte	Pine St and Union St Storm Sewer and Manhole Replacement	21,679.00	5,419.80	27,099.00
Miles	Street Patch and Seal Coat	23,524.48	5,881.12	29,405.60
Preston	Amos Street Reconstruction	25,000.00	537,450.00	562,452.85
	Total	95,203.48	620,677.42	715,883.95

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. 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				
Preston	5	20	0	2.167	14.333	14.833	-25	31.333	1	\$25,000
La Motte	5	5	0	0.833	3.167	5.000	-10	9.000	2	\$21,679
Bellevue	0	20	0	2.167	17.500	17.500	-50	7.167	3	\$23,321
Miles	20	5	0	0.833	15.833	15.500	-50	7.167	4	-

The scoring of the applications submitted by the cities of Bellevue and Miles resulted in a tie. In the event of a tie, RCTP funding history is used as the tiebreaker. The first tiebreaker is the length of time since the city's last RCTP award. Both cities had received RCTP funding in FY 2023, so this did not resolve the tie. The second tie breaker is total historical funding, where the higher ranking is awarded to the city that has received less total funding throughout the history of the RCTP program. The City of Bellevue has received a total of \$62,714 in RCTP grant funding while the City of Miles has received a total of \$74,482. Based on the second tie breaker, the third-place ranking was awarded to Bellevue as it had received less total funding over the history of the RCTP program dating back to FY 2019.

Based on the ranking results, the committee recommends awarding \$25,000 to the City of Preston, \$21,679 to the City of La Motte, and \$23,321 to the City of Bellevue.

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 city chooses 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 to all applicants should be added next year's RCTP funding pool. Thank you for your consideration.