

# FY 2026 Transportation Planning Work Plan



Pioneer Trails Regional Planning Commission  
P.O. Box 123; 802 S. Gordon  
Concordia, MO 64020  
Phone: 660-463-7934  
Fax: 660-463-7944  
Website: [www.trailsrpc.org](http://www.trailsrpc.org)

## Missouri Department of Transportation

*Ed Hassinger, P.E., Director*

1.888.ASK MODOT (275.6636)

June 27, 2025

Mr. Christopher Hess  
Executive Director  
Pioneer Trails Regional Planning Commission  
802 S. Gordon Sreet  
Room 201  
Concordia, MO 64020

Dear Mr. Hess,

This letter is to notify you that your organization's Fiscal Year 2026 Transportation Work Program has been reviewed and approved by MoDOT. You may proceed with the work activities as outlined in the work program and request reimbursement for 80 percent of the expenses incurred between July 1, 2025 and June 30, 2026. The total amount eligible for FY 2026 reimbursement is \$84,900.43.

All requests for reimbursement of planning activity expenses submitted to MoDOT for FY 2026 should include project number SPR2627S. Any remaining reimbursement requests for activities in FY 2025 should use project number SPR2527S and be submitted by August 15, 2025. The CFDA number for our planning funds program agreement is CFDA 20.205. Your DUNS number is 015978711 and the FAIN number is 693JJ22430000Y550MO00FY026.

We look forward to working with your organization in the upcoming year. If there are any questions, please contact me at (573) 526-5616 or [Ezekiel.Hall@modot.mo.gov](mailto:Ezekiel.Hall@modot.mo.gov).

Sincerely,



Zeke Hall  
Transportation Planning Specialist



*Our mission is to provide a world-class transportation system that is safe, innovative, reliable and dedicated to a prosperous Missouri.*

[www.modot.org](http://www.modot.org)

# Table of Contents

---

INTRODUCTION .....3

TASK 1 – ADMINISTRATION .....4

TASK 2 – CORE PLANNING ACTIVITIES/PUBLIC ENGAGEMENT .....6

TASK 3 – PROFESSIONAL DEVELOPMENT .....7

TASK 4 – MULTI-MODAL ACTIVITIES .....10

FINANCIAL SUMMARY TABLE .....12

STAFF INFORMATION .....12

PTRPC BOARD MEMBERS .....13

PTRPC TRANSPORTATION ADVISORY COUNCIL (TAC) MEMBERS .....13

# Introduction

---

The Regional Planning Commission is designated as a “Transportation Planning Partner” and is charged with the responsibility of identifying local and regional transportation needs, prioritizing transportation needs, educating the public and general transportation stakeholders about the transportation planning and investment process, and coordinating transportation improvements with local, regional, and state development activities. To fulfill this responsibility and engage regional leaders, the Board of Directors approved a policy that establishes the process for appointing representation of the region’s Transportation Advisory Council (TAC). The policy was developed to provide an equitable and established process for appointing members to the council.

The TAC plays an important role in the transportation planning process. The TAC is assigned the duty of identifying and prioritizing transportation needs within the region and recommending these priorities to the Regional Planning Commission Board of Directors. The board-approved TAC recommendations are then presented to MoDOT for consideration in the development of the Statewide Transportation Improvement Program (STIP). The STIP is the tool used by MoDOT to make critical transportation investments in the State of Missouri.

The TAC consists of appointees from each county representing the following disciplines:

- Retail/Commercial/Residential Development,
- Trucking/Transportation,
- Agriculture/Agri-business,
- Economic Development/Chamber of Commerce,
- Private Citizen
- Local Government

# Task 1 – Administration

**Purpose:**

*This task covers general administration tasks related to the execution of the contract to include, but not limited to: accounting, reporting, performance evaluation and general correspondence. All reporting will follow the guidelines described in 23 CFR 420.117(b), as well as maintain the required documentation for work elements as described in 23 CFR 420.111. This is necessary for reimbursement of RPO funds from MoDOT and provides the audit detail to justify the continued funding availability.*

**End Documents:**

- Invoices
- Quarterly activity and financial reports
- FY 2026 Transportation Planning Work Plan
- FY 2025 Transportation Performance Evaluation
- Annual Performance and Expenditure Report
- Financial audit
- Provide certification or direct and/or indirect costs, as required
- To receive the top evaluation score, an RPC must expend at or in excess of 1,200 hours of staff time devoted to the Work Plan and document that time.

**Prior Year Accomplishments:**

- Staff Completed quarterly financial reports to MoDOT within 30-60 days of the end of each quarter
- Staff completed and submitted quarterly activity reports to MoDOT within 30-60 days of the end of each quarter
- Staff completed preparations for the annual independent financial audit
- Completion of FY2026 Transportation Planning Work Plan
- Staff completed, and submitted the annual MACOG performance evaluation
- Completion of FY2023 audit and shared report with Office of Administration

**Task Deliverables:**

Task Description	Staff Assigned	Estimated Staff Hours	Estimated Completion Date
Submit quarterly invoices/financial reports, prepare bi-weekly payroll	Executive Director, Fiscal Officer	127	June 30, 2026
Prepare and Submit annual financial audit	Executive Director, Fiscal Officer	135	December 31, 2026 (financial audit)
Submit quarterly activity reports and annual progress reports	Transportation Planner	33	June 30, 2026
Prepare and submit FY 2027 Work Plan	Transportation Planner, Fiscal Officer, Executive Director	23	May 23, 2026 (First Draft Submission)
Submit Annual MACOG performance Evaluation	Executive Director, Transportation Planner, Fiscal Officer	10	April 20, 2026

<b>TOTAL STAFF HOURS:</b>		<b>328</b>
---------------------------	--	------------

**Budgeted Funds:**

<b>Total Task Expense:</b>	<b>\$35,499.47</b>
MoDOT 80% Share:	\$28,330.92
RPC 20% Share:	\$7,082.73

## **Task 2 – Core Planning Activities/Public Engagement**

**Purpose:**

*To cover all planning and public engagement activities necessary to complete the identified activities, including regional needs identification and prioritization; updating the Regional Transportation Plan, including needs and priorities, data, multi-modal asset and prioritization information and sidewalk inventories, assessments and mapping; engaging the citizens, stakeholders, TAC and board to ensure a complete and accurate needs list; supporting statewide planning efforts and participating in MoDOT sponsored event and studies; and hold at least four TAC meetings per year. This task will also include all activities that encourage public engagement and education and enhance the general transportation for the region, including activities that provide opportunities to interface with the public, such as attending public hearings, hosting forums and workshops, TAC meetings, board meetings, newsletters, social media and other methods of communication and information sharing with the public. Planning activities may include (but are not limited to) GIS development, data generation, local development trends and assistance with local financing options for communities.*

**End Documents:**

- Updated version of the Regional Transportation Plan
- Assist with development and approval of MoDOT High Priority Unfunded Needs List
- Inventory of transportation stakeholders (all modes) with contact information
- Develop FY2026 TAC Priorities for the region submitted to MoDOT
- GIS/map development
- TAC agendas, minutes, and other documents used to conduct at least four TAC meetings throughout the FY
- Updated PTRPC website
- PTRPC Board agendas, minutes, and other documents used to conduct at least four PTRPC Board meetings throughout the FY

**Prior Year Accomplishments:**

- Convened four Transportation Advisory Committee (TAC) Meetings
- Staff reported on transportation planning activities, needs and prioritization process, and major project investment activities to general membership and transportation stakeholders
- Conducted sidewalk audit for the City of Green Ridge
- Completed one traffic radar study for the City of Waverly
- Completed two traffic radar studies for the City of Green Ridge Active Transportation Plan
- Developed Active Transportation Plan for the City of Green Ridge
- Provided traffic data to various entities for planning and grant purposes

- Updated regional maps
- Updated demographics, statistics, maps, and graphics in the Pioneer Trails Regional Transportation Plan.
- Staff, in conjunction with the TAC, updated the list of needs and priorities in the RTP
- Staff notified local community and county officials of transportation funding opportunities and provided assistance with writing grant applications
- Staff attended meetings with MoDOT District personnel to discuss developments within the region
- Staff participated in monthly MoDOT partner collaboration webinars
- Staff participated in Transportation Planners Quarterly meetings
- Staff participated in Destination Safe Committee, Executive Team, and advisory group meetings
- Staff participated in Destination Safe CSAP project check in meetings
- Participated in and provided assistance to the Spirit Trail Coalition
- Participated in Community Economic Development meetings
- Staff provided administrative support for six PTRPC Board meetings
- Staff attended public meetings on scheduled transportation improvement projects
- Staff completed updates on the PTRPC website
- Participated in MoDOT Unfunded Project Needs update for the KC Rural District
- Staff participated with USBR-51 Organizing Committee meetings
- Staff discussed various economic development projects in the region and their impact to the transportation system, as well as provided safety data and traffic information.
- Participated in KC District BRO selection and funding cycle.

**Task Deliverables:**

<b>Task Description</b>	<b>Staff Assigned</b>	<b>Estimated Staff Hours</b>	<b>Estimated Completion Date</b>
Update Regional Transportation Plan, to include Needs and Priorities, including soliciting, fielding and following needs submitted by citizens; updated data gathered from Census, cities, counties and other sources; update assets and prioritization information and update sidewalk assessments/mapping.	Executive Director, Transportation Planner, GIS Planner	130	Ongoing, June 30, 2026
Provide regional needs identification and project prioritization, that include public input, for use in the STIP development, MoDOT Tier 1, 2, 3 High Priority Unfunded needs, and Multimodal High Priority Unfunded Needs List development, and support towards the development of the statewide planning efforts.	Executive Director, Transportation Planner	185	June 30, 2026
Continue to assess and update the inventory of transportation stakeholders (all modes) with contact information	Transportation Planner, Executive Director	75	June 30, 2026

Help administer traffic counts, sidewalk assessments, road safety assessments, and other means of transportation evaluations to the region	Transportation Planner, Executive Director	85	June 30, 2026 Ongoing
GIS activities	GIS Planner	105	Ongoing, June 30, 2026
Engage in specific MODOT transportation studies conducted by MODOT or in coordination with.	Executive Director, GIS Planner, Transportation Planner	50	Ongoing, June 30, 2026
Grant application services	Executive Director, GIS Planner, Transportation Planner	170	Ongoing, June 30, 2026
Hold at least four TAC meetings, including preparation of agendas, minutes, other documents, coordinate speakers, prioritize needs and submit annual report.	Executive Director, Transportation Planner	80	June 30, 2026
Distribute transportation information to communities and constituents	Transportation Planner, Executive Director	80	June 30, 2026
Provide administrative support for PTRPC Transportation related activities	Transportation Planner, Executive Director	487	June 30, 2026
Participate in MODOT sponsored events and processes, including Statewide Planning Partners meeting and district-level meetings and periodic MODOT leadership calls. District level meetings include district prioritization meetings, high-priorities, unfunded needs prioritization meeting and project selection meetings for TAP and BRO projects.	Executive Director, Transportation Planner	80	June 30, 2026
Assist communities with transportation funding opportunities	Transportation Planner, Executive Director	112	June 30, 2026
Update PTRPC webpage and social media accounts with information pertaining to Transportation, PTRPC Board and Services	Homeland Security Planner	48	June 30, 2026
<b>Total Staff Hours:</b>		<b>1642</b>	

**Budgeted Funds:**

<b>Total Task Expense:</b>	<b>\$</b>	<b>54,736.18</b>
MoDOT 80% Share:	\$	43,788.94
RPC 20% Share:	\$	10,947.24

## Task 3 – Professional Development

### Purpose:

*Includes activities necessary to support transportation planning staff activities. RPC will partner with MACOG on coordination of transportation planning activities, including fiscal officer’s quarterly meetings, Transportation Planners quarterly meeting, transit and bike/ped information and other transportation-related work to benefit RPCs. This category should also include any memberships to professional, state or national organizations and other staff activities to stay current on transportation issues and trends.*

### End Documents:

- Certificates of achievement
- Conference attendance
- LPA Certification for at least one staff member

### Prior Year Accomplishments:

- Staff participated in various transportation related courses and webinars
- GIS Planner attended MidAmerica GIS Consortium (MAGIC) Symposium
- GIS planner participated in various mapping and ESRI webinars and trainings
- Staff attended 2024 MO Highway Safety and Traffic Conference
- Staff participated in quarterly MACOG Transportation Planners meetings
- Staff participated in quarterly MACOG Fiscal Officers meetings
- Staff participated in in monthly MACOG Executive Directors meetings
- Staff attended MoDOT Statewide Partners and Planners meeting
- Staff completed Active Transportation Planning Training
- Staff completed MoDOT LPA Basic Training and certification
- Staff completed Road Safety Analysis course
- Staff attended Moving America Forward Summit

### Task Deliverables:

Task Description	Staff Assigned	Estimated Staff Hours	Estimated Completion Date
Attend NADO Annual Conference	Executive Director, Transportation Planner	24	June 30, 2026
Participate in GIS seminars and conferences	GIS Planner	24	June 30, 2026
Attend NADO National Transportation Conference	Transportation Planner, Executive Director	30	June 30, 2026
Attend Traffic Safety and Blueprint Conference	Transportation Planner, Executive Director	24	June 30, 2026
Attend various professional development opportunities related to transportation and transportation safety. To include the	Transportation Planner, Executive Director	39	June 30, 2026

completion of LPA certification for at least one staff member.			
RPC will partner with MACOG on coordination of transportation planning activities, including fiscal officer’s quarterly meetings, Transportation Planners’ quarterly meeting, transit and bike/pedestrian information and other transportation-related work to benefit RPCs. (\$600)	Executive Director, Fiscal Officer, Transportation Planner	54	June 30, 2026
<b>Total Staff Hours:</b>		<b>195</b>	

**Budgeted Funds:**

<b>Total Task Expense:</b>	<b>\$</b>	<b>7,225.70</b>
MoDOT 80% Share:	\$	5,780.56
RPC 20% Share:	\$	1,445.14

## Task 4 – Multi-Modal Activities

**Purpose:**

*This task encompasses planning and public engagement activities to expand the TAC’s membership and size to incorporate multi-modal committee positions, reflective of the region. New positions would be filled by multi-modal representatives/subject-matter experts who have an understanding of multi-modal transportation needs in the region.*

**End Documents:**

- Documentation that the TAC has been expanded to include additional positions focused on multi-modal transportation in the region, and related documents such as updated membership list, updated TAC bylaws to reflect new positions, etc.
- Agendas, minutes, sign-in sheets and other meeting hand-outs, documenting the inclusion of new members, increase emphasis and discussion of multi-modal needs, etc.
- Any multi-modal GIS/maps as developed
- Any multi-modal assessments, inventories and plans that may have been developed.
- Certificates from any completed trainings.

**Prior Year Accomplishments:**

- Staff participated in monthly KC Freight Plan development and update meetings
- Staff participated in Connected Freight KC 2050 bi-weekly meetings
- Staff attended regional planning meeting for the 2050 Connected KC Freight Plan study
- Staff attended the KC2050 Connected Freight Scenario Workshop
- Amended TAC bylaws, and incorporated Multi-Modal stakeholders into TAC
- Incorporated multimodal task 4 into FY2025 Transportation Work Plan

- Staff sent CDM Smith GIS data pertaining to land use around identified multi-modal freight locations
- Drafted multi-modal facilities map for the PTRPC region

**Task Deliverables:**

<b>Task Description</b>	<b>Staff Assigned</b>	<b>Estimated Staff Hours</b>	<b>Estimated Completion Date</b>
Maintain and coordinate the RPC's expanded Transportation Advisory Committee to include multi-modal positions reflective of the region. Continue to enhance the process that includes public engagement for selecting multi-modal representation on the TAC.	Executive Director, Transportation Planner	35	June 30, 2026
Incorporate presentations from MODOT multi-modal divisions into TAC meetings to increase TAC/staff capacity and understanding of various modes. Document meetings through agendas, minutes, sign-in sheets.	Transportation Planner	15	June 30, 2026
Maintain/update an inventory of multi modal transportation stakeholders with contact information.	Transportation Planner	15	June 30, 2026
Create/update sections of the Regional Transportation Plan to reflect multi-modal inventory, needs, service providers, stakeholders, High-Priority, Unfunded Multi-modal needs, and incorporate maps/GIS as needed.	Transportation Planner, Executive Director, GIS Planner	20	June 30, 2026
Work with TAC to update and prioritize regional multi-modal needs list and develop Multi-Modal High Priority, Unfunded Needs (HPUN) list to be approved by RPC board and submitted to MODOT.	Executive Director, Transportation Planner	45	June 30, 2026
Attend meetings, trainings and conferences to expand knowledge of modes.	Executive Director, Transportation Planner	20	June 30, 2026
Participate in MODOT multi-modal meetings as requested.	Executive Director, Transportation Planner	10	June 30, 2026
<b>Total Staff Hours:</b>		<b>160</b>	

**Budgeted Funds:**

<b>Total Task Expense:</b>	<b>\$ 8,750.00</b>
MoDOT 80% Share:	\$ 7,000.00
RPC 20% Share:	\$ 1,750.00

**Financial Summary Table**

<b>Task</b>	<b>Description</b>	<b>Salary Expense</b>	<b>Direct Expenses</b>	<b>Total Expenses</b>	<b>Staff Hours</b>
Task 1	Administration/Direct Expenses	\$ 12,317.92	\$ 23,095.73	\$ 35,413.65	328
Task 2	Core Planning Activities/Public Engagement	\$ 54,736.18		\$ 54,736.18	1,642
Task 3	MACOG/Professional Development	\$ 7,225.70		\$ 7,225.70	195
Task 4	Multi-Modal Activities for 2025-26	\$ 8,750.00		\$ 8,750.00	160
	<b>Grand Total</b>	<b>\$ 83,029.80</b>		<b>\$ 106,125.53</b>	<b>2325</b>

<b>Direct Expense Summary</b>	
Printing	\$ 900.00
Copies	\$ 900.00
Postage	\$ 50.00
Telecommunications	\$ 2,500.00
Mileage	\$ 3,000.00
Lodging	\$ 1,000.00
Meals	\$ 2,400.00
Conferences & Memberships	\$ 3,750.00
Equipment & Supplies	\$ 500.00
Software	\$ 1,100.00
Insurance Expense	\$ 2,000.00
Audit Expense	\$ 1,880.00
Rent Expense	\$ 2,931.00
Miscellaneous Expense	\$ 184.73
<b>Total Direct Expenses</b>	<b>\$ 23,095.73</b>

### Staff Information

**Executive Director** – Christopher Hess  
**Associate/Transportation Planner** – Eldon Preston  
**Fiscal Officer** – Susan Flandermeyer  
**GIS Planner** – Nathan Cooley  
**Homeland Security Planner** – Debbie Brackman  
**Community Development Planner** – Janet Luetjen

### PTRPC Board Members April 2025

Name	County	Position
Tracy Brantner	Johnson	City/Village Caucus
JD Kehrman	Saline	City of Marshall Representative
Marsha Corbin	Lafayette	Stakeholder
Brad MacLaughlin	Lafayette	Lafayette County Commissioner
Troy Matthews	Johnson	Johnson County Commissioner
<i>Ineligible</i>	Pettis	City of Sedalia Representative
Becky Plattner	Saline	City/Village Caucus
Stephanie Gooden	Saline	Saline County Commissioner
Israel Baeza	Pettis	Pettis County Commissioner
Jim Marcum	Pettis	Private Sector
Allan Rohrbach	Pettis	City/Village Caucus
Beth Hansen	Lafayette	City of Lexington
Greg Swift	Saline	Private Sector
Tracy Dyer	Lafayette	Private Sector
Kristen Dorman	Johnson	City of Warrensburg Representative
Ron Kumm	Lafayette	City of Higginsville Representative (Ex Officio)
Shawna Davis	Lafayette	City of Odessa Representative (Ex Officio)
Kit Lindsay	Johnson	Stakeholder
<i>Vacant</i>	Johnson	Private Sector
<i>Vacant</i>	Lafayette	City Village Caucus
<i>Vacant</i>	Saline	Stakeholder

**PTRPC Transportation Advisory Council (TAC) Members  
May 2025**

Name	County	Affiliation
Jimmy Tye	Johnson	County Highway Department
James Bell	Johnson	Johnson County Central Dispatch
Phil Adlich	Johnson	City of Warrensburg
Paul Engelmann	Johnson	University of Central Missouri
Rusty Sproat	Johnson	County Commission
Tom Charette	Johnson	City of Knob Noster Mayor
John Marr	Johnson	County Highway Department
Richard Strobel	Johnson	Private Citizen
Craig Williams	Lafayette	Lafayette County Assessor
Randy Florence	Lafayette	Mayor, City of Wellington
Kris White	Lafayette	Fire Chief, Mayview Fire Protection District
Harold Hoflander	Lafayette	County Commission
Michael Brown	Lafayette	Mayor of Concordia
Monica Ritter	Lafayette	County Commission
Adam Couch	Lafayette	Private Citizen
Gary Bauer	Lafayette	Private Citizen
Clark Fobian	Pettis	Private Citizen
Israel Baeza	Pettis	County Commission
James Hill	Pettis	Superintendent, Pettis County Road and Bridge
Jim Marcum	Pettis	County Commission
Ron Toellner	Pettis	Private Citizen
Bill Taylor	Pettis	County Commission
David Brown	Pettis	Private Citizen
Mark Edwards	Pettis	County Commission
Paul Porter	Saline	Private Citizen
Bryan Berlin	Saline	Private Citizen
Jim Wiseman	Saline	Private Citizen
Jack Harvey	Saline	Private Citizen
Stephanie Gooden	Saline	County Commission
Greg Swift	Saline	Swift Carriers, Inc.
Keith Windmeyer	Saline	Private Citizen
Cindy Schroeder	Saline	Private Citizen