

Mo-Kan Regional Council



Transportation Work Plan Fiscal Year 2026

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**APPROVED BY THE TRANSPORTATION ADVISORY COMMITTEE ON JUNE 11, 2025.
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INTRODUCTION

On December 19, 1991, President George H.W. Bush signed the Intermodal Surface Transportation Efficiency Act (ISTEA) into law. The Act, which was the embodiment of the nation's transportation policy, had several stated goals designed to meet the changing needs of an increasingly mobile society. Some of the goals included reducing congestion, promoting local economic development, rebuilding, and expanding transportation infrastructure, promoting safety, protecting the environment, and ensuring America's ability to compete in the global marketplace. ISTEA represented a marked shift in transportation policy in the United States, emphasizing a holistic approach to transportation planning, and remains the basis for transportation legislation today.

One of the fundamental tenets of the new law was to include laypersons in the transportation planning process; the act specified that transportation planning should involve not only transportation professionals, but also local elected officials, industry, and private citizens. To meet this requirement, the Missouri Highway and Transportation Commission (MHTC) established the "Counties and Regional Planning Commissions Committee," chaired by Commissioner Carol Williamson. The committee worked with Missouri Department of Transportation (MoDOT) personnel and various members of Missouri Regional Planning Commissions to establish guidelines for the creation of local "Transportation Advisory Committees" at the regional level, which would serve as the public's conduit for directly participating with regional transportation planning.

Mo-Kan Transportation Advisory Committee

Utilizing the guidelines set forth by the MHTC and the Missouri Association of Councils of Government, Mo-Kan Regional Council (MKRC) chairman David Laurie signed a Transportation Planning Funds Agreement, in the amount of \$5,000, on September 12, 1994. This agreement authorized MKRC to establish and administer the Mo-Kan Transportation Advisory Committee (TAC). The Mo-Kan TAC met for the first time on January 26, 1995. Today, Mo-Kan continues to receive an annual allocation from MoDOT, which is used to facilitate transportation planning activities in the four-county region.

The TAC meets on a quarterly basis to provide direction in regard to the local planning process; and in addition, it provides a forum for communication between elected officials, state transportation staff and the general public in regard to planning activities.

Mo-Kan Transportation Work Plan

Each year, Mo-Kan partners with MoDOT and the two adjacent regional planning commissions within MoDOT's Northwest District (Green Hills Regional Planning Commission and Northwest Missouri Regional Council of Governments) to discuss both short-term and long-term transportation and planning goals, objectives, and activities. These activities are included in the

annual Mo-Kan Transportation Work Plan and presented first to the Mo-Kan TAC, then to the Mo-Kan Regional Council Board of Directors and then finally to MoDOT for state approval. Each of the tasks, with its corresponding performance measures and goals, are meant to ensure that all residents of northwest Missouri have access to a safe, efficient transportation system.

The Mo-Kan Transportation Work Plan consists of four tasks, including Administration; Regional Transportation Plan (RTP); Core and Public Engagement Planning Activities; Public Education, Information and Meetings; Professional Development; and Multi-Modal Transportation. Each of the tasks is divided into the purpose, goals, work completed in the previous Fiscal Year, and work anticipated in the current Fiscal Year. A list of the staff responsible for each task is included in the work plan, as well as a breakdown of the associated staffing, indirect and direct costs.

Funding Sources

The activities identified in the Mo-Kan Transportation Work Plan are implemented using funds through an annual allocation to Mo-Kan Regional Council from the Missouri Department of Transportation. This allocation requires matching funds from Mo-Kan Regional Council in the amount of 20 percent of the total planning program. Mo-Kan provides this funding from the collection of a \$0.35 per capita local assessment from each county and community included in the Mo-Kan Regional Transportation Plan.

Performance Measures

The effectiveness of Mo-Kan's transportation program during Fiscal Year 2026 will continue to be measured through four annual TAC meetings. Additional meetings will be held if necessary. Quarterly TAC meetings are anticipated on the following dates:

- August 13, 2025
- November 12, 2025
- February 11, 2026
- May 13, 2026

Mo-Kan Regional Council board meetings are scheduled on the fourth Wednesday of every month or as needed. Reporting of meetings and activities will be made available to MoDOT on a quarterly basis, more often if MoDOT or Mo-Kan deems necessary. Quarterly reports, including financial statements and an invoice, will be submitted by the following dates:

- October 31, 2025
- January 31, 2026
- April 30, 2026
- July 31, 2026

A final report detailing all transportation-related work for the previous year will be due to MoDOT on July 31, 2026.

Mo-Kan Regional Transportation Network

Roadways Maintained by the Missouri Department of Transportation

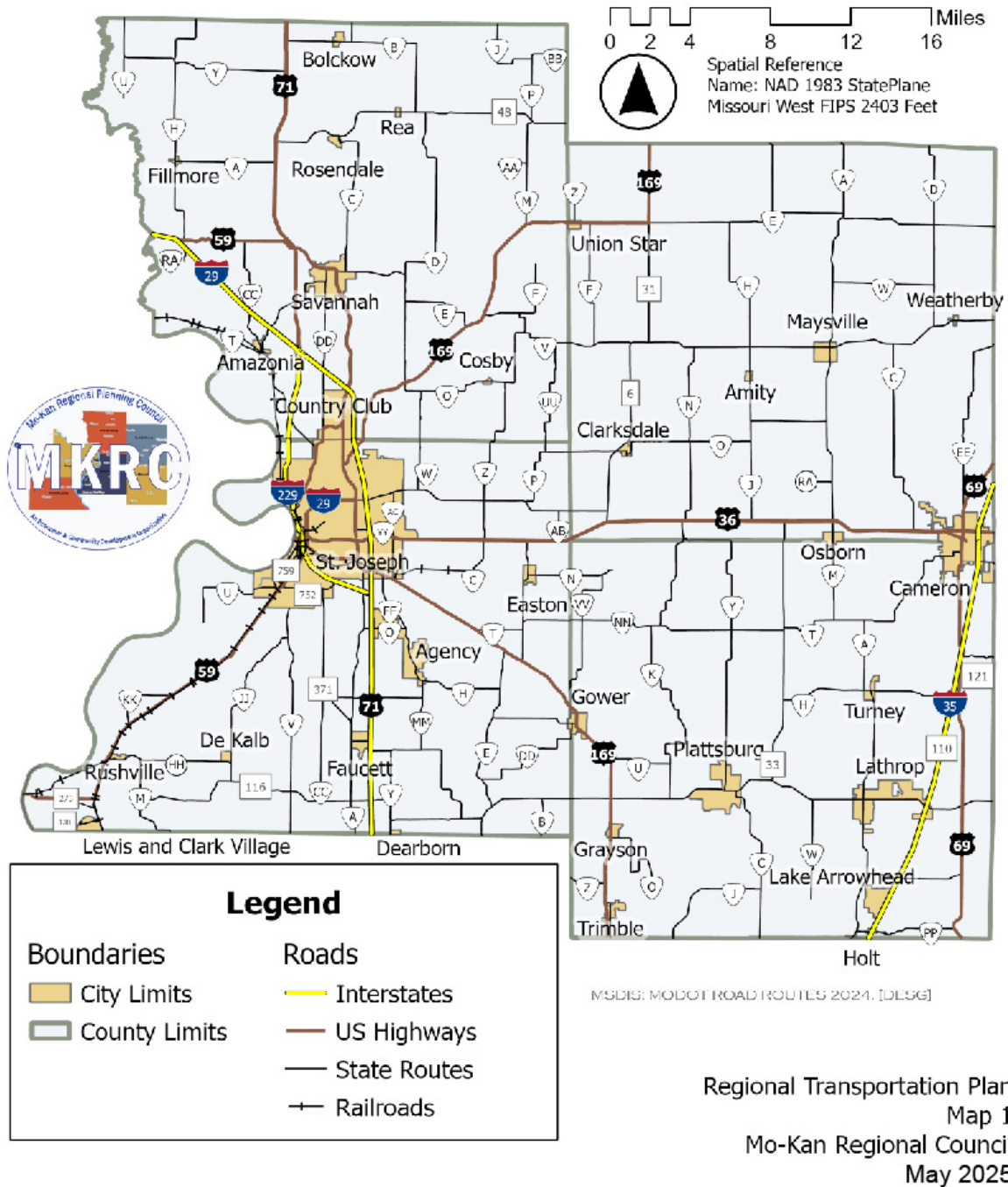


Figure 1

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
- Activity and financial reports, on agreed upon timeframe
- FY 25/26 Performance Evaluation
- FY 25/26 Transportation Planning Work Plan
- Financial audit
- Direct/Indirect Cost Documentation
- Title VI update, if required
- To receive the top evaluation score, an RPC must exceed 1,200 of staff time devoted to the Work Plan and document that time.

Prior Year Accomplishments:

- Staff completed and submitted quarterly financial reports to MoDOT within 30 days of the end of each quarter.
- Staff completed and submitted quarterly activity reports to MoDOT within 30 days of the end of the quarter.
- Staff prepared and submitted annual performance evaluation.
- Staff prepared and submitted annual work plan by due date.
- Staff provided certification of direct and/or indirect costs, as requested.
- Staff completed audit and shared audit report with the Office of Administration.
- Staff reported on transportation planning activities, needs and prioritization process, and major project investment activities to general membership and transportation stakeholders.
- Prepared TAC meeting reports.
- Staff completed MACOG Annual Performance and Expenditure Report.

Task Deliverables:

Task Description	Staff Assigned	Estimated Staff Hours	Estimated Completion Date
Submit invoices/financial reports on agreed-upon timeframe.	Deputy Director	10	October 31, 2025 January 31, 2026 April 30, 2026 July 31, 2026
Prepare and submit progress and activity reports on agreed-upon timeframe. (At least quarterly)	Executive Director, Transportation Planner	50	October 31, 2025 January 31, 2026 April 30, 2026 July 31, 2026
Prepare and submit annual performance evaluation on time.	Transportation Planner	20	April 21, 2025
Prepare and submit annual work plan on time.	Transportation Planner	20	May 18, 2026
Provide certification of direct and/or indirect costs, as required.	Deputy Director	10	Ongoing
Complete audit and share audit report with Office of Administration.	Deputy Director	10	Ongoing
Participate in MACOG's quarterly Fiscal Officer Meetings	Deputy Director	10	Ongoing
Prepare update of Title VI plan, if applicable. (Due on a three-year cycle.)	Executive Director, Deputy Director, Community Development Planner, Transportation Planner	0	June 30, 2027
		130	

Budgeted Funds:

Total Task Expense:	\$52,149.53
MoDOT 80% Share:	\$41,719.62
RPC 20% Share:	\$10,429.91

TASK 2 – CORE AND PUBLIC ENGAGEMENT PLANNING ACTIVITIES

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
- Update Regional Transportation Needs
- Inventory of transportation stakeholders (all modes) with contact information
- 2026 TAC Priorities for the region submitted to MoDOT
- GIS/maps as developed
- TAC agendas, minutes, and other documents used to conduct at least four TAC meetings throughout the FY

Prior Year Accomplishments:

- Staff attended several meetings that discussed statewide and local transportation plans or concerns, these included:
 - Quarterly TAC meetings
 - Regional Council Board of Directors meetings
 - Regional Bridge Rehabilitation (BRO) grant application meetings
 - Northwest Missouri Coalition for Roadway Safety (NWMCRS) meetings
 - NWMCRS grant application meetings
 - MACOG meetings

- MoDOT Annual Statewide Planning Partners' meeting
- St. Joseph Bicycle and Pedestrian Committee
- Numerous informal discussions with elected officials, MoDOT staff and the public. Staff provided grant advisory assistance to communities. Specifically, Mo-Kan provided grant advisory assistance for the following transportation-related projects:
 - The Community Development Planner is helping administer the City of Stewartville's LWCF project.
 - The Community Development Planner is helping administer the City of Cameron's CDBG funded street project.
 - The Transportation Planner is helping administer the City of Stewartville's CDBG funded street project.
 - The Transportation Planner is helping administer the City of Wathena's CDBG funded sidewalk and retaining wall project.
 - The Transportation is helping administer the Safe Streets and Roads for All program for the six-county service region.
 - Staff assisted in planning and preparing the application for the County of Doniphan's ADA improvements project, which was to be funded through Kansas CDBG. Although the initial application was denied due to errors in the proposed funding, staff is currently reapplying through the rolling application cycle.
 - Staff currently have several streets, sidewalks, culverts, ADA improvements, and bridge projects to assist with planning and completing the applications for as part of the FY25 and FY26 competitive rounds of CDBG funding that are currently open.
- Transportation Planner assisted with scoring BRO Projects.
- Transportation Planner generated maps and compiled data for the Unfunded Needs/Prioritization process.

- Staff members are actively pursuing funding for several projects aligned with the City of Gower's Vision Zero Plan, in accordance with the Implementation Plan under the Safe Streets and Roads for All (SS4A) program.
- The Transportation Planner is doing an update of our Regional Transportation Plan. It will go before the TAC and MKRC Board at their respective June meetings for approval.
- Staff participated in Regional Council Board of Directors meetings.
- Staff distributed information to transportation stakeholders on funding opportunities.
- Staff participated in meetings on scheduled transportation improvement projects.

Task Deliverables:

Task Description	Staff Assigned	Estimated Staff Hours	Estimated Completion Date
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	100	June 30, 2026
Provide regional needs identification and project prioritization, that include public input, for use in the STIP development	Transportation Planner	50	June 30, 2025 Ongoing
Provide identification and prioritization of Tier 1, 2, and 3 High Priority, Unfunded Needs for use in statewide planning	Transportation Planner	50	June 30, 2025 Ongoing
Provide support towards the development of statewide planning efforts.	Transportation Planner	50	June 30, 2025 Ongoing
Hold at least four TAC meetings, including preparation of agendas, minutes, other documents, coordinate speakers, prioritize needs and submit annual report.	Transportation Planner	50	August 10, 2024 November 9, 2024 February 8, 2025 May 10, 2025
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; updated list of transportation stakeholders; update of multi-modal asset and prioritization information and update sidewalk assessments/mapping.	Transportation Planner	50	June 30, 2025 Ongoing

Conduct traffic counting and modeling services	Transportation Planner	40	As needed
Perform GIS activities.	Transportation Planner	50	Ongoing
Provide grant application writing and innovative financing services.	Executive Director, Community Development Planner, Transportation Planner	125	Ongoing
Conduct roadway safety assessments.	Transportation Planner	50	As needed
Participate in the Coalition for Roadway Safety activities.	Transportation Planner	50	Ongoing
Create a Regional Safety Action Plan.	Transportation Planner	50	Ongoing
Coordinate traffic incident management (TIM) workshop/s	Transportation Planner	35	Ongoing
Attend Mo-Kan monthly board meetings	Executive Director, Community Development Planner, Transportation Planner	100	Monthly
Assist communities with transportation funding opportunities	Executive Director, Community Development Planner, Transportation Planner	80	Ongoing
Continue the availability of ESRI data dashboard	Transportation Planner	10	Ongoing
Participate in trail planning activities	Transportation Planner	50	Ongoing
		990	

Budgeted Funds:

Total Task Expense:	\$37,134.00
MoDOT 80% Share:	\$29,707.20
RPC 20% Share:	\$7,426.80

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

Prior Year Accomplishments:

- Attendance at monthly MACOG Directors' meetings/trainings (partial MoDOT funding)
- Attendance at Roadway Safety Conference
- Attendance at NADO Transportation Conference
- Staff attended quarterly MACOG Transportation Planners' and Fiscal meetings/trainings.
- Staff attended CDBG training for administration and grant writing.
- Staff attended GIS data training
- Staff attended the Missouri Highway Safety and Traffic Conference
- Staff attended Missouri Active Transportation Summit
- Staff attended the American Planning Association's 2025 National Planning Conference
- Membership sustained in NADO, MACOG, APA, Missouri Bicycle and Pedestrian Federation, and Missouri Economic Development Council (MEDC)
- Purchased ESRI ARC Pro and training for planners

Task Deliverables:

Task Description	Staff Assigned	Estimated Staff Hours	Estimated Completion Date
Attend MACOG meetings and MACOG annual professional development conference	Executive Director	70	June 30, 2025
Participate in quarterly transportation planners' workgroup.	Transportation Planner	15	June 30, 2025
Sustain memberships in MACOG, NADO and APA	Executive Director, Community Development Planner, Transportation Planner		Ongoing
Participate in GIS user's groups, trainings, and conferences	Transportation Planner	25	Ongoing
Attend MoDOT training workshops	Executive Director, Community Development Planner, Transportation Planner	50	Ongoing
Attend CDBG training workshops to help communities with bridge, street, and drainage projects.	Executive Director, Community Development Planner, Transportation Planner	50	Spring/Summer 2025
Attend statewide Missouri Highway Safety and Traffic Conference	Transportation Planner	20	Fall 2025
Attend professional development conferences (NADO Rural Transportation Conference, NADO Annual Training, etc.)	Executive Director, Transportation Planner	80	Fall 2025, Spring 2026
Total Staff Hours:		310	

Budgeted Funds:

Total Task Expense:	\$11,837.00
MoDOT 80% Share:	\$9,469.60
RPC 20% Share:	\$2,367.40

Task 4 – Multi-Modal Activities for 2025-26

Purpose:

This task encompasses planning and public engagement activities through the formation of a Multi-Modal Subcommittee to provide input and guidance to the RPC's established Transportation Advisory Committee and expand TAC to include a Multi-Modal Subcommittee position. The subcommittee would be made up of subject-matter experts who have an understanding of multi-modal transportation needs in the region.

End Documents:

- Documentation of an established TAC subcommittee, focused on multi-modal transportation, and related documents such as membership list, updates to the TAC bylaws to reflect standing committee and new position, meeting schedule, etc.
- Provide subcommittee agendas, minutes, sign-in sheets and other meeting hand-outs, documenting that at least two subcommittee meetings were held, and that subcommittee recommendations were shared with the TAC for consideration.
- Any multi-modal GIS/maps as developed
- Any multi-modal assessments, inventories and plans that may have been developed.
- Certificates from any completed training courses.

Task Deliverables:

Task Description	Staff Assigned	Estimated Staff Hours	Estimated Completion Date
Maintain and coordinate a Multi-Modal Subcommittee to advise the RPC’s Transportation Advisory Committee. Continue to enhance process that includes public engagement for selecting multi-modal representation. Maintain at least one seat on the TAC for a Multi-Modal Subcommittee Liaison, who will ensure communication between the two groups.	Executive Director, Deputy Director, Transportation Planner	100	August 2025
Coordinate at least two subcommittee meetings. Incorporate presentations from MODOT multi-modal divisions into the subcommittee and TAC meetings to increase understanding of various modes. Document meetings through agendas, minutes, sign-in sheets.		30	Fall 2025 Spring 2026
Maintain/update an inventory of multi-modal transportation stakeholders with contact information.		25	Ongoing
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.		30	Ongoing
Work with subcommittee, multi-modal stakeholders and TAC to update and prioritize regional multi-modal needs list and develop Multi-		30	Ongoing

Modal High Priority, Unfunded Needs (HPUN) list to be approved by RPC board and submitted to MODOT.			
Attend meetings, trainings, and conferences to expand knowledge of modes.		20	June 2025
Participate in MODOT multi-modal meetings as requested.		25	June 2026
Total Staff Hours:		260	

Budgeted Funds:

Total Task Expense:	\$10,005.00
MoDOT 80% Share:	\$8,004.00
RPC 20% Share:	\$2,001.00

FINANCIAL SUMMARY

FY 2026 Transportation Budget Overview				
Task	Name	Mo-Kan Share	MoDOT Share	Task Total
1	Administration	\$10,429.91	\$41,719.62	\$52,149.53
2	Core Activities and Public Engagement	\$7,426.80	\$29,707.20	\$37,134.00
3	Professional Development	\$2,367.40	\$9,469.60	\$11,837.00
4	Multi-Modal Activities	\$2,367.40	\$8,004.00	\$10,005.00
	Total	\$22,25.11	\$88,900.42	\$111,125.53

Total Project Expenses: \$111,125.53

80% MoDOT Allocation: \$88,900.43

20% Local Allocation: \$22,225.10

FY2026 Transportation Budget	Administration Task 1		Core and Public Engagement Task 2		Professional Development Task 3		Multi-Modal Activities Task 4		Total	
	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount
Executive Director	30	\$1,900.00	150	\$9,502.00	40	\$2,534.00	40	\$2,534.00	260	\$16,470.00
Deputy Director	40	\$2,250.00	40	\$2,250.00	30	\$1,688.00	20	\$1,125.00	130	\$7,313.00
Comm./Trans. Planner	60	\$1,904.00	800	\$25,382.00	240	\$7,615.00	200	\$6,346.00	1,300	\$41,247.00
Admin Asst	0	\$0	0	\$0	0	\$0			0	\$0
Interns	0	\$0	0	\$0	0	\$0			0	\$0
Staffing Total	130	\$6,054	990	\$37,134.00	310	\$11,837.00	260	\$10,005.00	1,690	\$65,030.00

Direct Expenses		Amount		Amount		Amount		Amount		Amount
Mileage		\$8,000.00		\$0		\$0		\$0		\$8,000.00
Lodging		\$6,000.00		\$0		\$0		\$0		\$6,000.00
Meals		\$1,000.00		\$0		\$0		\$0		\$1,000.00
Conf. Fees & Dues		\$5,000.00		\$0		\$0		\$0		\$5,000.00
Equip. & Supplies		\$13,000.00		\$0		\$0		\$0		\$13,000.00
Other - Rent (5% x S/F)		\$2,993.53		\$0		\$0		\$0		\$2,993.53
Direct Total		\$35,993.53		\$0		\$0		\$0		\$35,993.53
Indirect Total		\$10,102.00		\$0		\$0		\$0		\$10,102.00
Grand Total	130	\$52,149.53	990	\$37,134.00	310	\$11,837.00	260	\$10,005.00	1,690	\$111,125.53

STAFF INFORMATION

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Kathy Hahn
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Mo-Kan TAC Membership as of May 2025

Name	Representing	Title
Brad Jarvis	Andrew County	Presiding Commissioner
Brooke Bell	Andrew County	Savannah City Administrator
Sarah Miller	Andrew County	County Clerk
Scott Burnham	Buchanan County	County Commissioner
Johnnie Hoggatt	Buchanan County	Citizen Member
VACANT	Buchanan County	
Tad Wilson	Clinton County	Cameron Public Works Director
Mike O'Donnell	Clinton County	Cameron Planning and Zoning
Richard Riddell	Clinton County	County Commissioner
Terry Workman	DeKalb County	Union Star Fire Protection District
Missy Meek	DeKalb County	County Clerk
Chet Owen	DeKalb County	County Commissioner