

Annual Comprehensive Economic Development Strategy (CEDS) and Progress Report

Grantee: **Pioneer Trails Regional Planning Commission**

Project Number: **05-83-04992**

Period covered by the report: **July 1, 2010 – June 30, 2011**

INTRODUCTION

This report provides an overview of the progress of the Pioneer Trails Regional Planning Commission's (PTRPC) Economic Development District Program towards accomplishing the goals set out on the District's Comprehensive Economic Development Strategy (CEDS) for the period from July 1, 2010 – June 30, 2011. The PTRPC encompasses the counties of Johnson, Lafayette, Pettis, and Saline in west-central Missouri

COMPLIANCE WITH EDA REQUIREMENTS

The PTRPC staff continues to work throughout the year toward the accomplishment of the goals and objectives set out by the CEDS Committee. The District's Government Performance Review Act Report and Annual Report were updated and submitted to EDA.

Adjustments

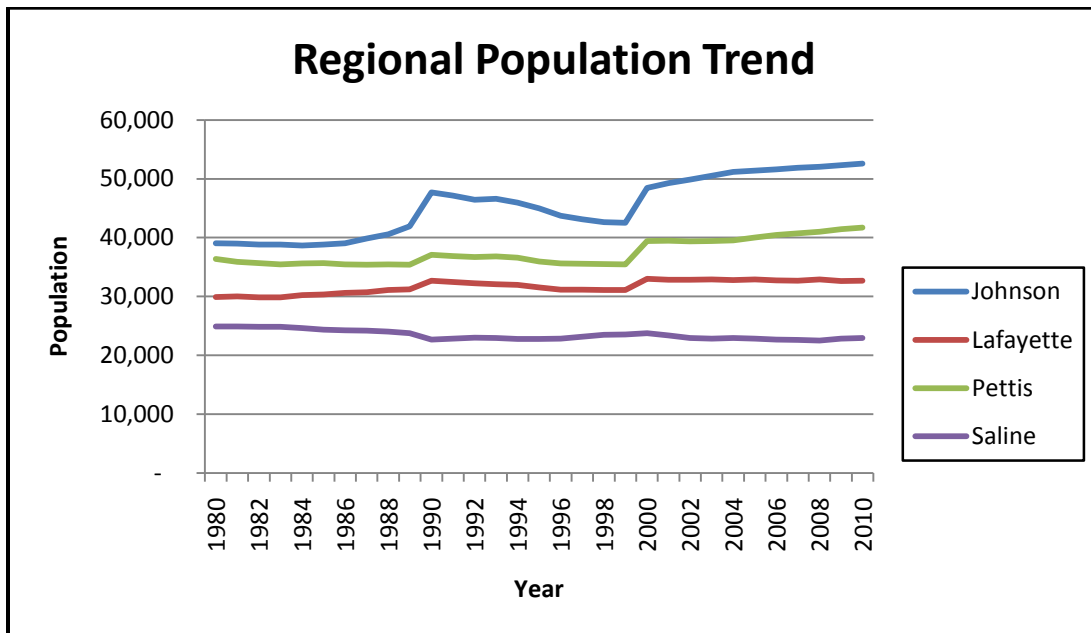
Vision Statement

The PTRPC will build upon the region's economic strengths to sustain the positive economic momentum of today and help the region withstand the inevitable economic cycles. The area is strong in several economic resources, including a skilled and educated workforce, intellectual capital available at three institutions of higher education, a variety of federal, state and local development agencies, and infrastructure. The region has a set a strategy to implement a successful economic development planning process that utilizes its economic resources, addresses its economic problems and fulfills its economic potential through the following goals:

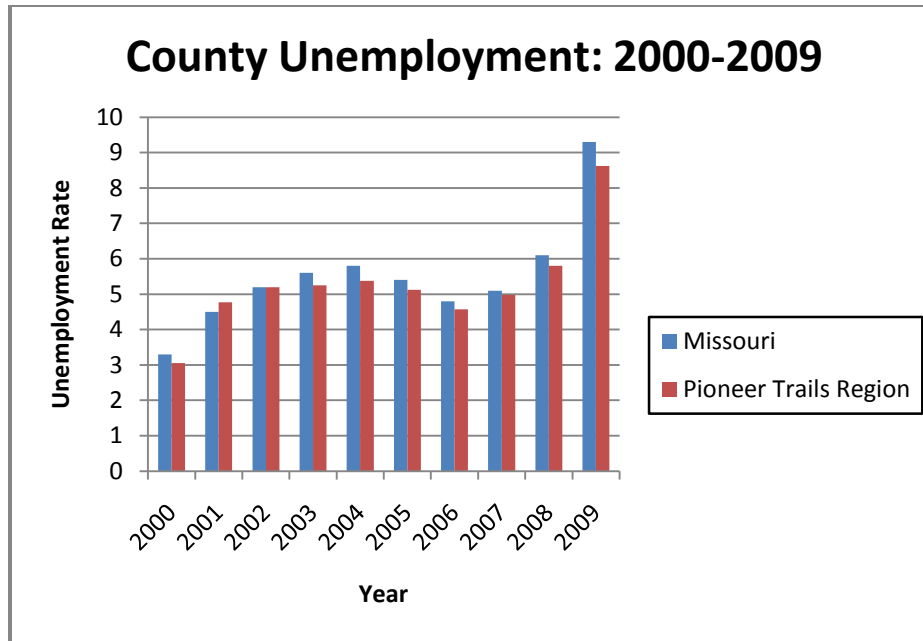
- Strengthen the existing economic base in the region
- Foster the creation and expansion of start-up and small businesses
- Provide a well trained workforce with up –to-date skills
- Insure industrial space with appropriate infrastructure
- Establish a systematic approach to support and develop new and emerging industries

Economic Conditions

Within the last thirty years, the Pioneer Trails Region, comprised of Johnson, Lafayette, Pettis and Saline counties, experienced almost a fifteen percent increase in population. Johnson County, home of the University of Central Missouri saw the greatest increase of almost thirty five percent with a 2009 estimated population of 53,657 people. Lafayette and Pettis counties saw a modest increase in population with ten to thirteen percent gains in population, respectively. Saline County was the only area in the region with population loss. From 1980 to 2010, Saline County saw a drop of nearly ten percent in people. This drop off is consistent with the issues many counties in Missouri face which is an aging population coupled with little to no in-migration which could have detrimental effects on the labor pool.



The Pioneer Trails Region has enjoyed lower than average unemployment rates than the state but follows the same trends as the economy as a whole. The State unemployment rate in Missouri at the end of 2010 was 9.2 percent compared to the Pioneer Trails regional unemployment rate of 8.9 percent in December of 2010. The region also boasts one of the lowest unemployment rates in the State in Saline County with an unemployment rate of 8.2 percent. Johnson and Pettis counties had unemployment rates of 8.4 and 8.6 respectively by the end of 2010. Lafayette County, however, had a higher than average unemployment rate in 2010 of 10.1 percent.



Johnson County Employment Data: 2010

Month	Labor Force	Employed	Unemployed	Unemployment Rate
January	25,693	23,362	2,331	9.1%
February	25,943	23,584	2,359	9.1%
March	26,105	23,704	2,401	9.2%
April	26,138	24,187	1,951	7.5%
May	26,139	24,065	2,074	7.9%
June	26,254	23,949	2,305	8.8%
July	25,284	22,891	2,393	9.5%
August	24,804	22,518	2,286	9.2%
September	25,956	23,797	2,159	8.3%
October	25,753	23,588	2,165	8.4%
November	25,769	23,611	2,158	8.4%
December	25,655	23,425	2,230	8.7%

Lafayette County Employment Data: 2010

Month	Labor Force	Employed	Unemployed	Unemployment Rate
January	16,496	14,559	1,937	11.7%
February	16,476	14,472	2,004	12.2%
March	16,442	14,422	2,020	12.3%
April	16,349	14,681	1,668	10.2%
May	16,451	14,783	1,668	10.1%
June	16,622	14,906	1,716	10.3%
July	16,517	14,809	1,708	10.3%
August	16,217	14,587	1,630	10.1%
September	15,971	14,488	1,483	9.3%
October	15,976	14,563	1,413	8.8%
November	16,054	14,540	1,514	9.4%
December	16,087	14,459	1,628	10.1%

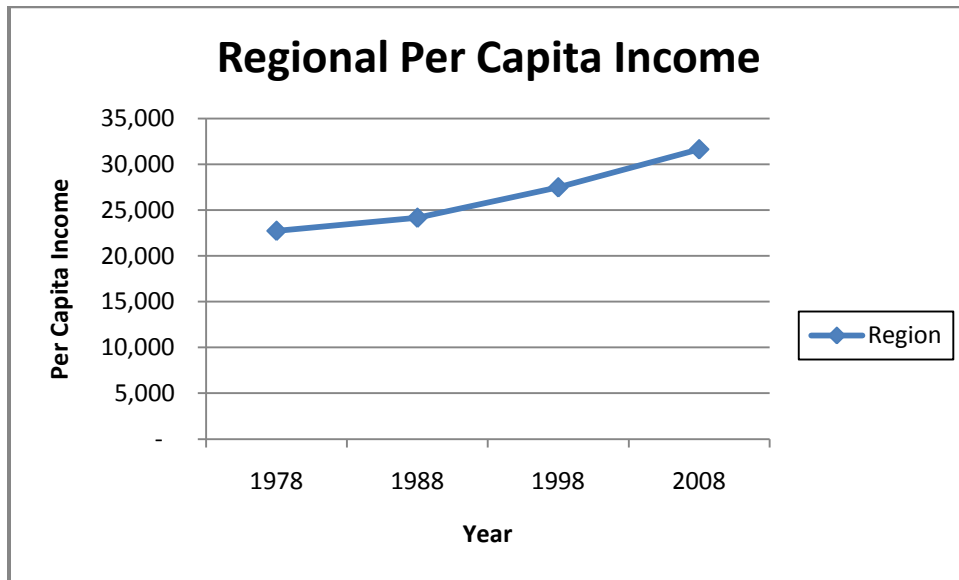
Pettis County Employment Data: 2010

Month	Labor Force	Employed	Unemployed	Unemployment Rate
January	19,149	17,321	1,828	9.5%
February	19,575	17,661	1,914	9.8%
March	19,825	17,849	1,976	10.0%
April	20,045	18,426	1,619	8.1%
May	19,923	18,346	1,577	7.9%
June	20,047	18,234	1,813	9.0%
July	19,864	17,999	1,865	9.4%
August	20,368	18,561	1,807	8.9%
September	20,378	18,735	1,643	8.1%
October	20,085	18,497	1,588	7.9%
November	20,196	18,577	1,619	8.0%
December	20,052	18,353	1,699	8.5%

Saline County Employment Data: 2010

Month	Labor Force	Employed	Unemployed	Unemployment Rate
January	11,420	10,496	924	8.1%
February	11,612	10,673	939	8.1%
March	11,700	10,729	971	8.3%
April	11,500	10,707	793	6.9%
May	11,427	10,596	831	7.3%
June	11,560	10,595	965	8.3%
July	11,599	10,583	1,016	8.8%
August	11,246	10,273	973	8.7%
September	11,421	10,544	877	7.7%
October	11,531	10,677	854	7.4%
November	11,389	10,473	916	8.0%
December	11,364	10,423	941	8.3%

Purchasing power in the region has steadily risen over time with all four counties seeing nearly forty percent increases in per capita income over the last thirty years (incomes were adjusted for inflation). As of 2008 Lafayette County led the region in per capita income at \$35,919. Johnson County had the lowest PCI in the region at \$27,394, had the biggest increase in PCI over a thirty year time frame with a forty five percent increase. The Pioneer Trails region is still classified as a distressed area as the PCI falls below eighty percent of the national average. Data limitations restrict PCI analysis from 2008 to the present.



Pioneer Trails Regional Planning Commission Committee Members
Current Board Membership: June 30, 2011

1. GOVERNMENT REPRESENTATIVES (51-65%)

Name	Government	Position
Destry Hough	Johnson County	County Commissioner
Rod Lindemann	Pettis County	Commissioner
Norvelle Brown	Saline County	Commissioner
Jeff Hancock	City of Warrensburg	City Manager **appointed position by the Mayor
Elaine Horn	City of Sedalia	Mayor of Sedalia
Tracy Brantner	Johnson County Small Cities	Johnson Co. Economic Devel. Dir.**appointed position by the Commissioners
Joe Kite	Lafayette County Small Cities	City Councilmember
Allan Rohrbach	Pettis County Small Cities	Mayor of Green Ridge
Tracy Dyer	Lafayette County	County Commissioner
Eric Rader	Saline County Caucus	City Councilmember
Gene Fangman	City of Marshall	Chamber of Commerce Board

II. Non Government Representative (35-49%)

A. Private Sector Representatives:

Name	Company/Enterprise	Position
Greg Swift	Swift Trucking	Owner
Terry Thompson	B&L Bank	Executive Vice President
Jason Kempton	Dugan's Paints	Owner
David Furnell	Furnell Investments	CEO
Joann Alpert	Missouri Bullets	Owner
Dawson Heathman	Heathman Consulting	Owner

B. Stakeholder Organization Representatives:

Name	Company/Enterprise	Position
Tammy Long	Warrensburg Area Chamber	Executive Director
Ken Yowell	Marshall Chamber	Executive Director

Calculations	#	%
Government Representatives	11	58
Private Sector Representatives	8	42
Total Membership	19	100

Strategy Committee Members Updates:

A. Private Sector Representatives (51%):

Name	Company/Enterprise	Position
Jim Marcum	Marcum Landscaping	Owner
Beverly Rollings	Rollings Architects	Owner
Rick Todd	Marshall Missouri Real Estate	Owner
Drew Lewis	Johnson County Title Co.	Owner
Tony Lerda	O & M Enterprises	Owner
Greg Swift	Swift Trucking	Owner

These individuals represent senior management and executives holding key decision-making positions with respect to their for-profit company, and with the concurrence of company ownership.

B. Representatives of OTHER ECONOMIC INTERESTS (48%):

Name	Company/Enterprise	Position
Brenda Bryan	State Fair Community College	Bus. & Tech. Center Director
Patti Carter	Workforce Development Board	Executive Director
Tracy Brantner	Johnson County small cities	Johnson Co. Economic Dev. Dir. **appointed position by the Commissioners
Donna Brown	City of Higginsville	Executive Director of Economic Development
Kelly Dyer	University of Central Missouri	Small Business and Technology Center Director

Calculations	#	%
Government Representatives	5	46
Private Sector Representatives	6	54
Total Membership	11	100

**PTRPC Staffing
7/1/2010 to 6/30/2011**

Employee	Title	Salary (12 Months)	Grant Allotment (%)	Total (\$)
Randall B. White	Executive Director	\$ 65,915	62%	\$ 40,867
Andrew Weisberg	Planning Development Manager	\$ 36,703	78%	\$ 28,628
Nancy Heidrich	Planning Asst.	\$ 28,902	66%	\$ 19,075
Rich Buford	GIS Tech	\$ 12,765	60%	\$ 7,659
Rita Peterson/Rebekah Eilers*	Fiscal Officer	\$ 29,775	35%	\$ 10,421
Nicole Knipmeyer	Admin. Asst.	\$ 24,088	25%	\$ 6,022
Total Salary Expenses Allocated to EDA Planning Grant				\$ 112,672

*Rebekah became the new PTRPC Fiscal Officer in October of 2010.

Annual Report:

PIONEER TRAILS REGIONAL PLANNING COMMISSION

SCOPE OF WORK-EDA PLANNING PARTNERSHIP

1. STANDARD WORK PROGRAM ELEMENTS

A. Provide technical assistance to local member jurisdictions as requested, in areas related to economic development planning, business finance, project implementation, infrastructure development and project management.

Accomplishments Achieved

- PTRPC assisted the City of Gilliam (pop. 229), located in Saline County, obtain a Small Borrower Loan from the Missouri Department of Natural Resources (MoDNR). Two pumps in the city's wastewater facility became inoperable and are in need of repair. PTRPC communicated with city officials and MoDNR to file and report the proper paperwork to obtain low interest loan funding to replace the two damaged pumps.
- The Good Sheppard Senior Center in Concordia Missouri is required to upgrade its existing sprinkler system within the facility by Missouri Department of Public Safety. The senior center facing possible closure if the sprinkler system is not put in place by next year. Good Sheppard through PTRPC is seeking grant and USDA funding in the form of grant and loan funds amounting to the total project cost.
- PTRPC assisted the Workforce Development Board to conduct a skills gap analysis for green jobs in the region. The survey, done in conjunction with Workforce Development Board, Kaysinger Basin Regional Planning Commission, Green Hills Regional Planning Commission and State Fair Community College, asked businesses in various sectors what type, if any, green industry they undertake and what skills will be required of those jobs and any potential future jobs. The results of these surveys will allow institutions of higher education to gain an understanding of what the demands will be in the workforce in terms of the green industry in order for them to better prepare their students.
- The Mo Broadband Initiative is currently being undertaken by PTRPC. The multi-year project will develop a needs assessment of broadband capabilities throughout Missouri. PTRPC along with all other regional planning commissions are conducting meetings to form Regional Technical Planning Team (RTPT). These RTPT's will be essential in gaining information on broadband needs and usage throughout various sectors of the Missouri economy. This plan will be ongoing and updated every 3 years.
- PTRPC received a \$100,000 Land Use Planning Disaster Grant on behalf of Johnson County late April 2011. Grant will PTRPC to assist Johnson, Lafayette, and Saline counties in Land use planning in high hazard areas, floodplain management training, related mapping efforts and critical infrastructure identification.
- The Bright Futures Daycare Center in Higginsville Missouri is required to upgrade its existing facility by Missouri Department of Public Safety. The center facing possible closure if updated facility system are not put in place. Bright Futures through PTRPC is constructing a new facility thru a combination of grants and donations.

Quantifiable Deliverables

- Pioneer Trails assisted with the City of Gilliam obtaining \$32,000 in Small Borrower Loans from MoDNR to replace broken wastewater pumps.
- Pioneer Trails is assisting in a CDBG application for \$48,000 for a residential demolition project.
- Staff and Good Sheppard Senior Center are currently applying for over \$230,000 in USDA grant and loan funding.
- Staff surveyed 270 businesses in the region for the green jobs skills gap initiative
- Staff held one public meeting on MO Broadband.
- Staff has filed for an Environmental Review exemption with the State of Missouri prior to any Land Use Planning activities.

Difficulties Encountered

Small communities with limited resources have trouble finding matching money or in-kind resources to apply for grants, can't pay for engineering reports or inspections. Incomplete engineering reports for the sprinkler system at Good Sheppard Lutheran Senior Housing are hindering funding advancement. The Press has been reluctant so far in printing Broadband Meetings.

B. Attend any EDA sponsored conferences or training when scheduled

Accomplishments Achieved

- Staff attended Missouri Department of Economic Development workshop on strategies for successful marketing. The goals of the workshop were to assist in media training, website development and social media for small businesses. The workshop was attended by members of the regional business community and economic development officials.
- Staff attended the Missouri Governors Conference on Economic Development. This conference brought together leaders in economic development from across the state. Issues in workforce development to economic incentives along with speeches from the governor and large multinational corporations allowed conference attendees to learn of the experiences of economic development initiatives across the state.
- Staff attended the Economic Development Finance Service (EDFS) training in St. Louis, MO. This workshop involved developing and running a successful Revolving Loan Fund. Examples of successful RLF programs throughout the country were discussed and developing initiatives and measures to develop the RLF program using USDA and EDA funds were discussed.
- Staff participated in the Stronger Economies Together (SET) forum and workshops. The SET workshops bring together various economic development stakeholders for the Old Trails Region. This region spans from Independence, MO to the central Missouri, running along the Missouri River. The SET workshops involve eight modules that incorporate various aspects of strategic planning and economic development to develop an overall economic plan to make the Old Trails Region viable. The workshops are run through USDA and the University of Missouri – Extension.

Quantifiable Deliverables

- Staff attend three days of CDBG training (one in January and two in June) for a total of 43 total hours of staff training

- Staff attended 20 hours of RLF training at the EDFS conference.
- Staff participated in over 30 hours of SET training and workshops to develop the Old Trails Region.
- Staff attended close to 20 hours of training at the State Governors Conference on Economic Development.

Difficulties Encountered

Few EDA and Missouri Department of Economic Development events means that Pioneer Trails staff must travel a distance for workshops which is costly and time consuming.

C. Continue to actively participate in MACOG (Missouri Association of Councils of Governments) meetings and activities, which include coordination with other Economic Development Districts in the State of Missouri, the EDA Economic Development Representative, and the Missouri Department of Transportation.

Accomplishments Achieved

- PTRPC Staff attended Missouri Association Council of Governments (MACOG) meetings and activities. The organized meetings of Regional Planning Commission leaders allows for collaboration on upcoming projects and well as handling of administrative ideas and improvement upon services that can be provided by the Regional Planning Commission.

Quantifiable Deliverables

- PTRPC attended 12 MACOG meetings held with staff from various state regional planning commissions and government leaders from July of 2010 to June of 2011.
- Staff attended NADO Conferences with MACOG and other RPC Directors to discuss issues throughout the state.
- Staff attended MACOG Retreat in Hannibal, MO.

Difficulties Encountered

Staff was able to appear at all schedule MACOG meetings and activities and no difficulties were reported.

2. MAPPING/GPS SERVICES

A. Enhance Global Positioning System (GPS) capability by training existing staff and purchasing equipment including a Dell tower, laptop, display screen and ArcView software.

Accomplishments Achieved

- Staff generated maps for the City of Warrensburg to study the Highway 50 loop. The Planning Department for the City of Warrensburg requested a property map near the Highway 50 loop improvements around the City in order to convey information easier to other planners, economic developers, public and local officials. The city requested this parcel map in order to demonstrate what property owners would be affected by development.
- Staff developed a map demonstrating military land use for the area surrounding Whiteman Air Force Base. The map was developed for the Military Airport Zoning Board to help them understand the areas in which development can occur around the base property that would not alter or affect base operations. The zoning map is instrumental in future land development decisions and helping residents in Knob Noster which development ordinances affect them.
- Staff generated a wastewater inventory map for the City of Alma and Emma. GIS technicians went into the field in both jurisdictions with PTRPC's Trimble GPS software and obtained data location (longitude/latitude) coordinates for water and wastewater facilities. This included manholes, lamp holes, fire hydrants, water meters, water lines, and sewer lines.
- Staff generated a critical infrastructure inventory data base and map for the Regional homeland Security oversight Committee and its eight member counties. GIS technicians went into the field in both jurisdictions with PTRPC's Trimble GPS software and obtained data location (longitude/latitude) coordinates for critical infrastructure such as fire station and shelter facilities.

Quantifiable Deliverables

- Pioneer Trails GIS Division created a total of two maps of varying sizes for the City of Warrensburg. The maps were needed for analysis of affected property owners from Highway 50 loop construction.
- Staff generated a map displaying the affected areas from the proposed Whiteman AFB Military Zoning Ordinance.
- Pioneer Trails provided a total of 10 water and wastewater inventory maps displaying location data obtained through the GPS unit to the cities of Alma and Emma.

Difficulties encountered

The use of GIS capabilities is a new concept to most small communities. The technical capabilities of the program and its uses must be relayed to local governments so that they can utilize the software to the benefit of enhancing their community. There is also a lack of regional GIS data, limiting the capabilities of the PTRPC GIS Division in the information it can map. This difficulty is being addressed with the Regional Homeland Oversight Committee hiring a regional GIS firm to map several layers of the PTRPC region. GPS software also does not get sub-centimeter accuracy leading to need for survey grade equipment, which has been a requirement of certain RFP's in the region.

B. Enhance mapping department services by purchasing new equipment and training existing staff.

Accomplishments Achieved

- Purchased laminated mapping paper and wall hangers. The laminated paper allows for clearer resolution in displaying orthophoto images and data on larger maps. The wall hangers allow for easier display and analysis of larger maps.
- Staff discussed with Seiler GPS about upgrading equipment to survey grade. In order to meet requests of some communities in the region to obtain sub-centimeter accuracy, Staff has met with Seiler GPS to price a survey grade Trimble plotter that would greatly increase the accuracy of data collected.

Quantifiable Deliverables

- Staff is upgrading GPS equipment to get better accuracy in wastewater mapping projects.
- Staff purchased 1 roll of laminated mapping paper and a set of wall hangers.

Difficulties Encountered

There is a lack of training opportunities within the region for ArcView related training and the ESRI regional office is located close to two hours from the PTRPC offices. The GIS department is comprised of interns from the University of Central Missouri which makes it difficult to retain GIS staff in the RPC upon their graduation from school.

3. Transportation Planning

A. Continue planning partnership with Missouri Department of Transportation (MoDOT)

Accomplishments Achieved

- Attended MoDOT training for completing Safe Routes to School (SRTS) applications for non-infrastructure projects in order to assist local communities with grant applications.
- Participated in professional development activities necessary to support transportation planning staff activities and maintained membership in professional, state and national organizations.
- Provided administrative support for regional transportation coalitions including the PTRPC Transportation Advisory Council (TAC), the MO Highway 13 Corridor Coalition, the Highway 65 Corridor Coalition and the Pettis and Benton Counties Traffic Safety Coalition.
- Maintained active membership in the Missouri Coalition for Roadway Safety for MoDOT districts 2, 4 and 5.
- Pioneer Trails completed a Public Transit – Human Services Transportation Plan in 2008. The existence of this plan continues to allow organizations in Johnson, Lafayette, Pettis and Saline counties to apply for funding, e.g., Federal Transit Administration (FTA) 5310 and Missouri Elderly and Handicapped Transportation Assistance Program (MEHTAP).

Quantifiable Deliverables

- Assisted PTRPC communities in transportation planning including editing 2011 SRTS grant applications for Pettis County R-V and City of Kingsville and writing 2011 SRTS grant application for City of Sweet Springs.
- Participated in National Rural Transportation Peer Learning conference that was sponsored by National Association of Development Organizations (NADO).
- Participated in Road Safety Audit (RSA) training and assisted in conducting RSA in MoDOT District 4
- Participated in Underage Drinking Coalition and Enforcement training.
- Participated in Safety Ambassador training to assist local communities with safety events for youth pedestrians and bicyclists.
- Participated in the Missouri Association of Councils of Government's (MACOG) quarterly Transportation Planners' meetings.
- Provided administrative support for and hosted six Transportation Advisory Council (TAC) meetings during the year providing opportunities for appointed county members and the public to identify and discuss local and regional transportation priorities.
- Provided administrative support for eleven Missouri Highway 13 Corridor Coalition meetings.
- Completed and printed marketing brochure for MO 13 corridor for the MO Highway 13 Corridor Coalition.
- Provided administrative support for six Highway 65 Corridor Coalition meetings.
- Provided administrative support for three Pettis and Benton counties for Traffic Safety Coalition meetings.
- Attended Missouri Coalition for Roadway Safety meetings for MoDOT districts 2, 4 and 5 as well as participated in public safety events for MoDOT districts 2, 4 and 5.

Difficulties Encountered

Funding for transportation infrastructure through the Missouri Department of Transportation (MoDOT) is currently limited largely due to uncertainty about a new federal transportation bill. The current federal transportation bill -- **The Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) is in its seventh extension and is scheduled to expire September 30, 2011. With the uncertainty of future funding, MoDOT is focusing on maintaining the existing infrastructure and completing projects to which they have committed resources.**

B. Complete the Regional Transportation Plan

Accomplishments Achieved

- Continued to maintain and update the Regional Transportation Plan that was completed in 2009.
- Attended training to assist communities in identifying resources and funding for pedestrian and bicycle infrastructure.

Quantifiable Deliverables

- Continued working with local transportation stakeholders and MoDOT to prioritize transportation needs, and to identify and prioritize projects.

- Worked with local groups desiring to identify and develop safe pedestrian and bicycle routes in local communities including Citizens for Smart Growth and Safe Routes to School applicants.

Difficulties Encountered

Small communities often lack sufficient funding to provide a match for federal transportation funding options.

4. Housing and Homeownership Development

A. Obtain Training to help become a lead agency in housing grants efforts for the region.

Accomplishments Achieved

- Upon housing grant training with Meramec Regional Planning Commission last fiscal year, PTRPC staff continues to search for various housing funding training programs to attend. With a lack of current 501(c) 3 recognition by the IRS, it is difficult for PTRPC to apply for housing grant funding through several agencies. PTRPC continues to work on obtaining 501(c) 3 status with the IRS.

Quantifiable Deliverables

- PTRPC obtained 501(c)3 status in the State of Missouri

Difficulties Encountered

Lack of training opportunities in the region present a problem for Staff attending housing grant training. PTRPC still needs to have a formal meeting of its 501(c)3 organizations board. PTRPC also needs to begin to develop stronger relationships with housing agencies in the region.

B. Assist communities with grant writing services to obtain funds for demolition of dilapidated structures.

Accomplishments Achieved

- PTRPC is assisting the Village of Mount Leonard (pop. 123) apply for CDBG funds for a demolition project. The village has approximately 44 households, 11 of which are dilapidated and vacant for more than 12 months. Most homes were abandoned and the current owners live several miles away from the village. Six of the eleven dilapidated and vacant structures are proposed for demolition and grading for the project.

Quantifiable Deliverables

- Pioneer Trails assisted one community in preparing to apply for a 2011 CDBG grant application.

Difficulties Encountered

Village had difficulty leveraging money and began the process too late in the grant cycle to accomplish all the necessary tasks required for a complete CDBG application.

C. Research Resources to assist first time homebuyers in meeting down payment and closing costs.

Accomplishments Achieved

- Pioneer Trails Regional Planning Commission is in the process of applying for 501(c)3 status with the Internal Revenue service to be eligible for a number of home financing programs with the Missouri Housing Development Corporation and Federal Home Lending Bank of Des Moines. The newly formed “Pioneer Trails Community Development Corporation” will be the branch of the Regional Planning Commission that will handle both the future small business revolving loan fund and application for homeowner assistance funds.
- Pioneer Trails Regional Planning Commission continues to prepare an initial regional housing assessment report. PTRPC updated its report outlining the housing conditions in the four county region. The report outlines the age of housing stock as well as an understanding of home values and tenure. Assessing regional housing is an important step in collaborating with state and local agencies in assisting communities and homeowners.

Quantifiable Deliverables

- In order to be eligible for a number of state housing initiatives, Pioneer Trails Regional Planning Commission formed a 501(c)3 branch to be named Pioneer Trails Community Development Corporation. With a 501(c)3 status, Pioneer Trails will now be eligible for grants that assist with home ownership and upkeep. The 501(c)3 has been approved by the State of Missouri.
- In order to understand the 2010 housing stock in the region Pioneer Trails completed a housing assessment report for our four counties. The report is essential in relaying information to state agencies the needs of the region.

Difficulties Encountered

Lack of current 501(c)3 status still hinders capabilities of Pioneer Trails in the types of programs relating to housing that we can apply for. There is also a lack of understanding of how the Regional Planning Commission can assist organizations, requiring staff to actively seek and explain the role the RPC can play in assisting organizations relating to housing programs. This problem has led to the development of the Small Community Outreach Program.

5. Water/Wastewater/Sewer Improvements

A. Secure MDNR water/wastewater training to help become a lead agency in water/wastewater grants/loans for the region

Accomplishments Achieved

- PTRPC assisted the City of Gilliam (pop. 229), located in Saline County, obtain a Small Borrower Loan from the Missouri Department of Natural Resources (MoDNR). Two pumps in the city's wastewater facility became inoperable and are in need of repair. PTRPC communicated with city officials and MoDNR to file and report the proper paperwork to obtain low interest loan funding to replace the two damaged pumps.
- The City of Waverly is in the process of upgrading their wastewater facility as it currently cannot hold the amount of waste sent to it. They have completed a Preliminary Engineering Report and have asked PTRPC to assist in conducting the Environmental Assessment to obtain USDA grant and loan funds as well as possible CDBG funding for improvements to their wastewater facility.
- PTRPC completed a wastewater assessment for the small cities (pop. under 5000) to assist both those cities and villages in assessing their wastewater future investment needs and identifying to Missouri Dept of Natural Resources the current condition of these treatment facilities.

Quantifiable Deliverables

- PTRPC obtained \$32,000 in Small Borrower Loan funding from MoDNR to replace two pumps in their wastewater facility.
- PTRPC has started to develop the environmental assessment for wastewater treatment facility improvements with USDA and CDBG loans and grants.
- PRPC provided Wastewater Assessment data sheets to each of twenty-five (25) small cities in our four county region.

Difficulties Encountered

Staff needs to be more proactive in seeking Missouri Department of Natural Resources training opportunities. The City of Waverly is aware of the problem but not sure which alternative to choose to improve their facility to take to solve it.

B. Prepare grant applications on behalf of communities in need of water/sewer improvements.

Accomplishments Achieved

- Staff met with City of La Monte, Alma and Arrow Rock to discuss grant opportunities for water and wastewater improvement funding. La Monte and Alma are seeking funding to repair and/or replace sewer lines as well as improve the wastewater treatment facility. Arrow Rock is seeking water funds in order to enlarge water lines within the city.
- Pioneer Trails completed a wastewater survey in the four county region for the Missouri Department of Natural Resources 604(b) program for determining the capabilities of small communities' public sewer systems. This DNR program will help develop an inventory of wastewater needs throughout the State. The assessment includes analysis of the current public wastewater treatment systems and planned or needed facility improvements for public

wastewater treatment systems. Additionally, data will be aggregated to help develop a statewide wastewater capital improvement needs summary to improve statewide water quality and promote water and energy improvements.

Quantifiable Deliverables:

- Pioneer Trails assisted one community in the grant wastewater application process and presented at three city council meetings on water and wastewater funding.
- Twenty five communities participating in the wastewater survey have all been received and submitted for final analysis.

Difficulties encountered

Small cities continue to have trouble meeting grant matches and funding preliminary engineering studies necessary to apply for grants.

6. Entrepreneurship Development

A. Provide technical resources to communities participating in the University of Missouri’s Community and Economic and Entrepreneurial Development (EXCEED) program dedicated to the development of entrepreneurs in rural communities.

Accomplishments Achieved

- PTRPC Staff routinely attends the Stronger Economies Together (SET) workshops hosted by USDA and the University of Missouri Extension. The SET workshops bring together various stakeholders in the region to develop a strategic plan for economic growth in the region. This group mirrors the planning undertaken by the CEDS Committee and is imperative in developing the economy along the “Old Trails Region”

Quantifiable Deliverables

- PTRPC Staff participated in 5 SET modules that covered essential material in economic development and strategizing for growth in the region.

Difficulties Encountered

PTRPC needs to work closer with the University of Missouri Extension program in creating workshops for regional economic developers. This could be done in conjunction with the other higher learning institutions in the region, the University of Central Missouri and State Fair Community College.

B. Support regional entrepreneurship programs and events including the Maastricht Institute at Missouri Valley College in Marshall, MO

Accomplishments Achieved

- Staff attended workshop at the Institute highlighting domestic and international entrepreneurship philosophies. The workshop allowed business leaders to understand key issues such as entrepreneurial business environments in the U.S. and the world and domestic and international entrepreneurship philosophies.

Quantifiable Deliverables

- Staff participated in 15 hours of workshop training and networking with community leaders and attendees of the Maastricht Institute.

Difficulties Encountered

There are no difficulties to report on this work item.

7. Business Financing

A. Market EDA, USDA, and CDBG loan funds to area banks and development organizations

Accomplishments Achieved

- In conjunction with regional economic developers, PTRPC staff updated a financing sources resource guide that provides local government, business owners and lenders with a listing of local, state and national financing sources. This matrix is designed to be a simplified resource list for local economic developers and small business owners. Resources include small business funding and information to local, state and federal grant opportunities.
- PTRPC continues to communicate with communities through the Small Community Outreach Program (SCOPE) to reconnect with communities within the region. The SCOPE program allows local governments to understand what the regional planning commission does and the services available to a community. The program is essential in ensuring that jurisdictions are aware of resources available to them for projects and for PTRPC to gain and understanding of regional needs.

Quantifiable Deliverables

- Economic Development Matrix generated to provide a quick reference guide for the public, government officials and business owners
- Staff Attended 15 city council meetings to implement the SCOPE program to reconnect with small communities and have them understand what PTRPC can do to meet their needs

Difficulties Encountered

There is a general lack of knowledge in the region of PTRPC's ability to assist in obtaining federal funding.

B. Seek training on EDA, USDA and CDBG Loan funds to become a lead agency in the region.

Accomplishments Achieved

- Staff met with USDA representatives on grants relating to engineering studies and small business development. The purpose of the meetings was to gain an understanding of how communities can use USDA funds to pay for engineering reports for street and drainage repairs which is necessary prior to CDBG funding. The second purpose was to gain an understanding of programs USDA has in place to support small businesses in rural areas.
- Staff attended the EDFs training in St. Louis to help gain an understanding of the revolving loan process. This conference allowed PTRPC to gain an understanding of how RLF programs operate throughout the country. This conference was imperative in developing the RLF at PTRPC

Quantifiable Deliverables

- Staff met with USDA representatives once for a total of 4 hours of experience with USDA loan programs.
- Staff obtained over 16 hours in RLF training at the EDFs Conference

Difficulties Encountered

Staff needs to be more proactive in meeting with EDA and USDA representatives to gain an understanding of the loan programs available. Staff also needs to seek out more training opportunities in the region.

C. Continue to provide financing for new or expanding businesses.

Accomplishments Achieved

- Pioneer Trails Regional Planning Commission Board approved the action for applying for a Revolving Loan Fund with the U.S. Economic Development Administration (EDA). Board approval means PTRPC can apply and obtain a revolving loan with EDA to facilitate small business development in the region. As of this point PTRPC Staff has developed an RLF plan draft that will be reviewed by the board for final approval before submission.

Quantifiable Deliverables

- With support from the Board, PTRPC Staff generated the Revolving Loan Fund application with EDA.

Difficulties Encountered

A number of small businesses contact PTRPC and there is nothing we can do at the moment for financing. Lack of understanding of what the RPC can do for people. Application for funds and formation of loan review boards is taking considerable time to develop.

8. Economic Development Public Infrastructure

A. Provide technical assistance on a project to project basis to secure funding for the development of public infrastructure to support new business development or expansion of existing businesses.

Accomplishments Achieved

- Shamrock Business Park, a 150 acre business park located in Warrensburg, MO, is working with Pioneer Trails Regional Planning Commission on accessing funding for infrastructure in the park. The infrastructure is an integral part in completing the office park along the 50 corridor.
- PTRPC is assisting Johnson County in the Johnson County Innovation District Project. This project will help develop a comprehensive plan for growth in the district that will develop the infrastructure and land along Highway 50 in Warrensburg.

Quantifiable Deliverables

- Pioneer Trails is still coordinating with EDA to discuss planning grants to develop infrastructure for the Shamrock, Business Park
- PTRPC attended a Johnson County Innovation District meeting to understand current and future project needs.

Difficulties Encountered

Coordination between the County and PTRPC on this initiative has diminished over the course of the project creating longer time frames for project completion and the addition of more funding for park infrastructure.

9. Communications

A. Improve the District Website and public information distribution

Accomplishments Achieved

- PTRPC Staff attended Adobe Connect and Dreamweaver Training in Chicago to continue to stay current on software trends and applications. Adobe Dreamweaver gives PTRPC the ability to establish new websites for local communities and organizations, add content and images, building navigation, site management and transferring files.
- Transportation, Solid Waste, RHSOC quarterly newsletters provided to Pioneer Trails mailing list and regional stakeholders. The newsletters provide the public, city and private members and public officials to stay current on government initiatives, Pioneer Trails events and grant deadlines. The newsletters play an integral role in relaying regional information.
- PTRPC Annual Meeting was held in November. The annual meeting brings together regional stakeholders to celebrate the years accomplishments and provide an overview of the regional planning commission and all the services it offers
- PTRPC continued to attend city council meetings through the Small Community Outreach Program (SCOPE). Through SCOPE, PTRPC is able to gain an understanding of each community in the region through personal meetings at city council meetings. This program has been successful in helping jurisdictions understand funding opportunities for various improvement projects

Quantifiable Deliverables

- Staff attended over 24 hours of training for Adobe Connect and Adobe Dreamweaver Training
- Staff Attended 15 city council meetings to implement the SCOPE program to reconnect with small communities and have them understand what PTRPC can do to meet their needs
- The PTRPC Annual meeting had over 90 attendees from various organizations and communities throughout the region.

Difficulties Encountered

Communities in the region have been hesitant to allow PTRPC to develop basic websites for them. The websites are essential in other communication initiatives due to the fact that small communities sometimes lack email addresses and are not open every day. Providing a resource for people to come into contact with community leaders will greatly enhance communications in the region. With increased training and continued outreach, communities will be encouraged to utilize PTRPC for most of their communications needs.

Annual Progress Report:

PIONEER TRAILS REGIONAL PLANNING COMMISSION

EVALUATION

Pioneer Trails Regional Planning Commission has continued to make progress in establishing programs that promote healthy, vibrant and sustainable economies in the communities it serves. The major goals set forth from the last fiscal year to the present set forth to implement or build the foundation for new programs and initiatives. Much like the previous year, the actions taken by PTRPC were continually reviewed by monthly CEDS meetings. In order to ensure of actions taken with CEDS goals, CEDS Committee members routinely met to review action matrices that laid out the projects undertaken by the Economic Development District.

Since the CEDS was approved in 2007, numerous accomplishments have been achieved at Pioneer Trails, more specifically during this previous fiscal year. The GIS department continues to grow as more communities are beginning to understand the value of digital inventory assessments of their infrastructure. Several communities have discussed mapping of wastewater facilities utilizing GPS and GIS technologies with PTRPC and a couple have been completed. Increased work with the mapping department creates increased needs of PTRPC as the scope of projects become bigger. Larger projects for the bigger communities in the region will ultimately require more technological advanced equipment to get below sub-inch accuracy levels to provide them what they need to report.

Pioneer Trails Regional Planning Commission is also beginning to take the lead in regards to planning for Johnson County, MO. PTRPC is currently in the process of becoming the planning office of Johnson County Military Zoning Board which oversees the zoning around Whiteman Air Force Base and affects residents of the unincorporated area around the base and the City of Knob Noster. Through a CDBG disaster grant that PTRPC applied for and received, Pioneer Trails can begin to undertake projects that have been lacking in financing in the past.

Pioneer Trails is starting to open new opportunities for the regional planning commission by undertaking more grants in the region. PTRPC staff completed its first CDBG Environmental Review and is applying for a CDBG Grant this fiscal year. Applications for grants and loans have also been submitted with USDA and MoDNR. Staff has assisted a few communities and school districts in the region as well apply for transportation infrastructure funding.

When evaluating the past fiscal year using performance measures already established, PTRPC was fairly successful. Success throughout the course of the 2011 fiscal year was measured by analyzing changes in the economic environment of the region. Changes in the economic environment include job creation, regional investment, and housing development. Current projects undertaken by PTRPC such as grant and loan funding will lead to better economic conditions for communities in the region as well as job creation when projects begin. Planning projects throughout the region will create more economic opportunities throughout the region as well. Continued training and software upgrades will allow PTRPC to continue to accomplish its vision of building upon the regions strengths to create a sustainable and vibrant economy. The same analysis of economic changes in the region will be applied to PTRPC's scope of work in the 2012 fiscal year and will be reviewed by the CEDS Committee on a monthly basis.

Economic Development Goals and Objectives (CEDS – July 2011)

- Goal 1:** Provide strategic planning to identify renewable energy economic development opportunities.
- Goal 2:** Provide GIS-based identification and mapping services and other data systems for community economic development, environment and infrastructure.
- Objective A:** The focus would highlight infrastructure needs, bio-agricultural opportunities, industrial, retail, commercial development, citizenry notification during crises, solid waste initiatives, transportation enhancements, and tourism
- Goal 3:** Support the implementation of a regional entrepreneurship.
- Objective A:** This would include supporting regional tourism efforts.
- Goal 4:** Enhance regional capacity through an integrated transportation system, telecommunications and other infrastructure.
- Goal 5:** Work with education and regional workforce development programs to strengthen the access to training in the region.
- Goal 6:** Continue to facilitate regional and local economic development planning with City and County governments stressing the importance of comprehensive planning at the local level.
- Objective A:** Smart growth planning.
- Goal 7:** Develop and implement business retention and expansion programs.
- Objective A:** Monitor existing industrial and retail businesses. Maintain database of salient successful business factors

Goal 1: Provide strategic planning to Identify renewable energy economic development opportunities.

GOAL	ACTION ITEM	EXPECTED DELIVERABLES	TIME-FRAME	AGENCIES/ ORGANIZATIONS INVOLVED	POTENTIAL FUNDING SOURCES
1	Coordinate with regional and educational institutions to develop green program initiatives	Local educational institutions will offer coursework and training in real world experience in green energy production.	Long Term	PTRPC; SFCC; EDA; USDA; ProEnergy; Allied Waste	EDA; DOE; USDA
	Increase understanding of future regional needs for green job growth.	Green Jobs Survey in Conjunction with WDB, KBRPC and Green Hills RPC as well as SFCC to generate green jobs skills gap report.	Short Term	PTRPC, SFCC, UCM, WDB, Pettis County	MO DED
	Assess the resources and incentives for green initiatives to new and expanding businesses	Green businesses and companies looking to convert to green practices will have a one stop resource to figure out programs and funding sources to reduce their environmental impact.	Ongoing	PTRPC, SFCC, UCM, WDB, Pettis County	EDA

Goal 2: Provide GIS-based identification and mapping services and other data systems for community economic, environment and infrastructure

GOAL	ACTION ITEM	EXPECTED DELIVERABLES	TIME-FRAME	AGENCIES/ ORGANIZATIONS INVOLVED	POTENTIAL FUNDING SOURCES
2	Encourage communities to develop inventory maps of water sewer and utility facilities.	Completed maps of Alma, MO. Working on Emma, MO and Sedalia, MO.	Long Term	PTRPC	City Funds
	Acquire the necessary software to store large amounts of GIS data	Pioneer Trails will house a second server that will adequately upgrade the current storage capacity. COMPLETE	Short Term	PTRPC	PTRPC
	Promote enhanced communication capabilities throughout the region through website development for every jurisdiction in the region	Website Development	Long Term	PTRPC; Website Consultant	PTRPC
	Collaborate in the region to provide proper training for online mapping and data resources	Workshops and trainings for computer programs that utilize mapping software and economic development databases	Ongoing	PTRPC; Regional Jurisdictions	PTRPC

Goal 3: Support the implementation of a regional entrepreneurship

GOAL	ACTION ITEM	EXPECTED DELIVERABLES	TIME-FRAME	AGENCIES/ ORGANIZATIONS INVOLVED	POTENTIAL FUNDING SOURCES
3	Encourage proper planning and development of downtown areas in the region.	Communities will develop downtown associations and develop downtown plans that will be a part of their comprehensive plan or will be a separate plan entirely.	Long Term	PTRPC	MO DED; EDA
	Promote entrepreneurship initiatives in the region	Develop incubators and hold workshops in the region for entrepreneurs to find resources and assistance in business development.	Ongoing	PTRPC; UCM	EDA; USDA
	Develop an information and resource center for small business start-ups to assist in understanding market and business analysis	Acquire software such as NBIA programs that will help entrepreneurs to develop business plans and conduct market research	Short Term	PTRPC; NBIA	EDA
	Organize and Establish a Revolving Loan Fund	NADO Conference/EDA Conference	Short Term	PTRPC; EDA	EDA
	Coordination and involvement with Regional Tourism Organizations	Involvement in SET	Ongoing	SET; USDA; MU; PTRPC	USDA
	Increase Involvement with the Maastricht Institute		Ongoing	PTRPC; MVC	EDA

Goal 4: Enhance regional capacity through an integrated transportation system, telecommunications and other infrastructure

GOAL	ACTION ITEM	EXPECTED DELIVERABLES	TIME-FRAME	AGENCIES/ ORGANIZATIONS INVOLVED	POTENTIAL FUNDING SOURCES
4	Assist in regional corridor studies	Finished and/or updated corridor studies for major routes in the region.	Ongoing	PTRPC	MoDOT
	Support and promote transportation meetings on new initiatives and objectives	Attendance at Transportation Advisory Committee meetings to prioritize transportation projects in the region. Attendance at workshops and conferences on transportation planning.	Ongoing	PTRPC; Boonslick RPC; DNR	MoDOT
	Assist communities in bicycle and pedestrian infrastructure		Ongoing	PTRPC	MoDOT
	MO Broadband	MO Broadband Planning	Long Term	PTRPC	OA
	JOCO Innovation District	Planning Study	Short Term	PTRPC; JOCO Econ. Dev.; EDA	PTRPC; EDA
	Good Sheppard Senior Housing	USDA Grant/Loan for sprinkler system	Short Term	PTRPC; USDA	USDA

Goal 5: Work with educational and regional workforce development programs to strengthen the access to training in the region

GOAL	ACTION ITEM	EXPECTED DELIVERABLES	TIME-FRAME	AGENCIES/ ORGANIZATIONS INVOLVED	POTENTIAL FUNDING SOURCES
5	Establish new job training programs and promote existing training programs throughout the region.	Regional educational institutions offer increased job training in high growth sectors such as nursing and green jobs. Partnership with the Workforce Development Board to promote job skills training.	Long Term	PTRPC; SFCC	EDA; MoDED

Goal 6: Continue to facilitate regional and local economic development planning with City and County governments stressing the importance of comprehensive planning at the local level

GOAL	ACTION ITEM	EXPECTED DELIVERABLES	TIME-FRAME	AGENCIES/ ORGANIZATIONS INVOLVED	POTENTIAL FUNDING SOURCES
6	Continue to meet with other regional government organizations	Attendance at monthly MACOG meetings	Ongoing	PTRPC; MACOG	EDA
	Develop and update an annual economic status report of the region.	Complete and/or update the Pioneer Trails Regional Planning Commission Regional Economic Status Report that will provide an overview of the region's economic conditions of the calendar year	Ongoing	PTRPC	EDA
	Develop and update annual housing needs assessment report of the region	Complete and/or update the Pioneer Trails Regional Planning Commission Regional Housing Needs Assessment Status Report	Ongoing	PTRPC	EDA
	Grant Assistance	CDBG and USDA Grants	Ongoing	PTRPC	USDA, DED
	Wastewater Assistance	604(b) Survey Completion; Gilliam Street and Drainage Repair and Package Wastewater Treatment Plant	Short Term	PTRPC	USDA, MODNR
	CDBG Land Use Planning Grant	Land Use Plans; Wastewater initiatives	Long Term	PTRPC	MODED

Goal 7: Monitor existing industrial and retail businesses. Maintain database of salient successful business factors

GOAL	ACTION ITEM	EXPECTED DELIVERABLES	TIME-FRAME	AGENCIES/ ORGANIZATIONS INVOLVED	POTENTIAL FUNDING SOURCES
7	Develop a resource of funding assistance available for regional businesses	Business Owners will	Short Term	PTRPC; EDA	EDA
	Develop a database of current businesses in the region and acquire an understanding of successful business practices	Business Owners will have a workbook of available funding sources available to them in the region.	Ongoing	PTRPC; EDA	EDA

Acronyms

CDBG	-	Community Development Block Grant
EDA	-	Economic Development Administration
IRS	-	Internal Revenue Service
MACOG	-	Missouri Association of Council of Governments
MoDED	-	Missouri Department of Economic Development
MoDNR	-	Missouri Department of Natural Resources
MoDOT	-	Missouri Department of Transportation
MoSOS	-	Missouri Secretary of State
NBIA	-	National Business Incubation Association
PTRPC	-	Pioneer Trails Regional Planning Commission
SFCC	-	State Fair Community College
UCM	-	University of Central Missouri
USDA	-	United States Department of Agriculture
WDB	-	Workforce Development Board

REVISED – ATTACHMENT A – FY 2012 SCOPE OF WORK

Grantee: Pioneer Trails Regional Planning Commission

Period covered by the report: July 1, 2011 – June 30, 2012

The Recipient will perform the following activities:

1. STANDARD WORK PROGRAM ELEMENTS

- a) Provide technical assistance to local member jurisdictions as requested, in areas related to economic development planning, business finance, project implementation, infrastructure development, and project management.
- b) Attend any EDA sponsored conferences or training when scheduled.
- c) Continue to actively participate in MACOG (Missouri Association of Council of Governments) meetings and activities, which include coordination with other Economic Development Districts in the State of Missouri, the EDA Economic Development Representative, and the Missouri Department of Transportation.

2. MAPPING/GPS SERVICES

- a) Enhance GPS capability by training existing staff and purchasing equipment such as a Dell Tower, Laptop, Display screen and ArcView Software.
- b) Enhance mapping department services by purchasing new multi-station plotter and training existing staff.

3. TRANSPORTATION PLANNING

- a) Collaborate with MoDOT to develop the format for a Regional Transit Mobility Plan.
- b) Complete the Regional Transportation Plan.

4. HOUSING AND HOMEOWNERSHIP DEVELOPMENT

- a) Obtain training to help become a lead agency in housing grant efforts for the region.
- b) Assist communities with grant writing services to obtain funds for demolition of dilapidated structures.
- c) Research resources to assist first time homebuyers in meeting down payment and closing costs.

5. WATER/WASTEWATER/SEWER IMPROVEMENTS

- a) Secure MDNR water/wastewater training to help become a lead agency in water/wastewater grants/loans for the region.
- b) Prepare grant applications on behalf of communities in need of water/sewer improvements.

6. ENTREPRENEURSHIP DEVELOPMENT

- a) Provide technical resources to communities participating in the University of Missouri's exceed program dedicated to the development of entrepreneurs in rural communities.
- b) Support regional entrepreneurship programs and events, including the Maastricht Institute at Missouri Valley College.

7. BUSINESS FINANCING

- a) Market EDA, USDA and CDBG loan funds to area banks and development organizations.
- b) Seek training on EDA, USDA and CDBG Loan funds to become a lead agency in the region.
- c) Continue to provide financing for new or expanding businesses.

8. ECONOMIC DEVELOPMENT PUBLIC INFRASTRUCTURE

- a) Provide technical assistance on a project to project basis to secure funding for the development of public infrastructure to support new business development or expansion of existing businesses

9. COMMUNICATIONS

- a) Improve the District website and public information distribution