

Report of the Executive Committee

The REAP Executive Committee met on November 28, 2011, to take action on the 2012 REAP legislative priorities and budget. The following report is provided:

REAP Staff Review

The Executive Committee held an executive session to hold the annual review of REAP Chief Executive Officer Joe Yager and REAP Executive Officer of Water Resources Dane Baxa with Dr. Nancy McCarthy Snyder and Ms. Misty Bruckner, both of Wichita State University.

REAP 2012 Legislative Priorities

The REAP Executive Committee recommends the following REAP legislative priorities for 2012:

- Maintain Kansas Affordable Airfares Program to assure more flight options, more competition for air travel, and affordable airfares for Kansas.
- Advance legislative and administrative action to secure state financial participation in:
 - the Equus Beds Aquifer Storage and Recovery (ASR) Project to preserve the aquifer for agricultural, industrial, and municipal use that is essential to the regional economy.
 - sediment and nutrient reduction programs that protect and sustain the region's public water supplies.
 - aviation research at the National Institute for Aviation Research at Wichita State University.
 - orthopedic research at the Center of Innovation for Bio Orthopedic Research (CIBOR).
- Support a reevaluation of current state water policy including Kansas Water Authority representation; revenue sources and distribution for the state water plan fund; and, the process for adopting the annual state water plan fund budget.
- Promote science-based, common sense policies that protect the safety of the region's water supply; recognizing that the region's job creation potential should not be unnecessarily jeopardized.
- Support research and development efforts regarding renewable energy sources.
- Support a stronger system of business-driven technical training and education in Kansas including enhanced funding support, better alignment and articulation of education and training programs, and transition programs to better serve adult learners.
- Support federal reauthorization of the Workforce Investment Act of 1998 to include maintaining local control through private sector and employer driven Local Workforce Investment Boards.

REAP Work Plan for 2012

At the November 7, 2011 REAP board meeting attendees reviewed the significant milestones in REAP's history, results of a survey sent to REAP members, and discussed issues and priorities for possible inclusion in a work plan for calendar year 2012. Based on discussions at the meeting, the results from the survey, and the discussions from the Legislative, Economic Development, and Water Resources Committees on their respective work plans, the following priorities were identified for 2012. Please

note that the WRC completed its own survey of members, alternates and participants that was followed by a planning retreat that helped to develop the WRC work plan.

Executive Committee

- Administer the Kansas Affordable Airfares Program and assure that all statutory requirements for programming, evaluation, accounting and auditing, financial management, and reporting are met.
- Administer the Fiscal Year 2011 HUD Sustainable Communities Regional Planning Grant program and assure that all requirements for programming, evaluation, accounting and auditing, financial management, and reporting are met.
- Serve as the treasury for REAP, collect all REAP revenues, make disbursements in accord with the budget adopted by REAP, and conduct financial management of REAP assets in accord with REAP fiscal procedures.
- Determine the organizational capacity to support the future structure and needs of REAP.
- Examine available resources for REAP and recommend sustainable funding sources to provide REAP necessary operating resources for the future.
- Carry out public relations and communication strategies about REAP activities to local governments and citizens in South Central Kansas.
- Engage Topeka-based representation.
- Assure representation by REAP in regional organizations concerned with economic development, including:
 - Greater Wichita Economic Development Coalition;
 - Mid-Continent Airport Advisory Board;
 - KansasBio;
 - Visioneering Wichita;
 - Wichita Area Metropolitan Planning Organization; and
 - Workforce Alliance of South Central Kansas.

Economic Development Committee

- Perform duties as Chief Elected Officials Board under the Workforce Investment Act of 1998.
- Review the current purpose of the REAP Economic Development Committee and develop a Committee mission/purpose statement.
- Evaluate the role of the REAP Economic Development Committee to serve as the Chief Elected Officials Board.
- Compile and evaluate the impact of local, state, and federal incentives and regulations on the region.
- Conduct education for local officials on economic and community development through promotion of existing opportunities and guidelines.
- Create an alternative energy taskforce with a clear purpose and objectives.

Legislative Committee

- Expand the composition of the Legislative Committee to include representation from various industries and groups.
- Evaluate process for determining legislative priorities to increase participation.
- Conduct an annual regional legislative policy summit that includes relevant speakers and topics.

- Conduct a “Listening” Tour to identify issues of importance.
- Conduct on-going community visitations to provide updates to councils and commissions on the purpose, goals, and status of REAP.
- Identify and make REAP members aware of legislative issues of significance to South Central Kansas and promote engagement.
- Monitor progress on legislative priorities for 2012 and give guidance to legislative liaison as issues arise.
- Recommend legislative priorities to REAP for the 2013 legislative session.

Water Resources Committee

- Utilize the Water Resources Technical Sub-Committee to begin working through the "Regional Water Planning Research Guide."
- Research water, wastewater, and stormwater rate information in the region
- Provide other research as requested by WRC member communities
- Expand the composition of the Water Resources Committee membership on special assignments to include representation from various public water supplies and interest groups.
- Evaluate process for determining legislative priorities to increase participation.
- Conduct an annual Regional Water Conference that includes relevant speakers and topics.
- Assist in the REAP “Listening” Tour to identify water issues of importance.
- Conduct on-going community visitations to provide updates to councils and commissions on the purpose, goals, and status the REAP WRC.
- Identify and make WRC members aware of legislative issues affecting public water supplies in South Central Kansas and recommend legislative priorities to the REAP Legislative Committee.
- Monitor progress on water related legislative priorities for 2012 and give guidance to legislative liaison as issues arise.

REAP Budget Proposal for 2012

REAP has assigned the Executive Committee responsibility for recommending annual operating budgets to REAP.

2012 REAP Operating Budget

The 2012 operating budget proposal is based on the following:

1) that revenues available to REAP for calendar year 2012 are projected at \$147,859. The revenue projections for calendar year 2012 are based on the following assumptions: a) REAP will receive assessments of \$103,831 from the current REAP membership of twenty-eight cities and seven counties (see attached assessments); b) REAP will apply 2011 interest earnings from the Kansas Affordable Airfares Program fund of \$25,000 to administration of KAAP; c) REAP will receive funding of \$16,000 for performing oversight duties with respect to implementation of the Workforce Investment Act; d) interest earnings and other revenues projected at \$1,200; and e) 2011 carryover projected at \$1,828.

2) that REAP continues to administer the Kansas Affordable Airfares Program in calendar year 2012.

3) that the REAP Economic Development Committee continues to serve as the CEOB for implementation of the Workforce Investment Act and perform oversight duties in calendar year 2012.

4) that the Center for Urban Studies, Wichita State University, continues to provide staff support to REAP in calendar year 2012, as follows:

- a) performing a secretariat function for REAP, that is, preparing agenda and organizing regular meetings and committee meetings of REAP, scheduling invited guests, disseminating meeting agenda and materials, recording minutes of meetings, keeping official records of REAP, executing official communications, and assisting REAP governing board in identifying regional issues and conducting research on those regional issues;
- b) assisting and advising the Executive Committee and Treasurer of REAP on financial management of REAP, including budgeting, collecting revenues, investing, accounting, and reporting on REAP finances;
- c) assisting and advising the REAP Executive Committee in administering the Kansas Affordable Airfare Program, including specifically: 1) performing financial management of the program; 2) reporting on program performance; and 3) serving as liaison with state and local officials in implementation of the program;
- d) providing consultation and technical assistance in addressing priorities identified in the REAP work plan for 2012, specifically staffing the Executive Committee, the Legislative Committee, and the Economic Development Committee and conducting research in support of the issues before those committees;
- e) providing consultation and technical assistance to the Local Elected Officials Board in fulfilling its duties in implementation of Workforce Investment Act of 1998; and serving as liaison between Local Elected Officials Board and Workforce Alliance of South Central Kansas; and
- f) maintaining the REAP website.

4) that Topeka-based representation is engaged by REAP in calendar year 2012.

Note: The REAP Operating Budget is on the following page.

REAP Revenues

Annual fees for membership in REAP are assessed each calendar year, in accord with REAP Bylaws as follows:

Cities

- *Cities with population above 10,000: \$3,000 plus \$.065 per capita.*
- *Cities with population between 3,000 and 10,000: \$1,000 plus \$.065 per capita.*
- *Cities with population under 3,000: \$200 plus \$.065 per capita.*

Counties

- *Counties with population above 50,000: \$3,000 plus \$.025 per capita*
- *Counties with population less than 50,000: \$1,500 plus \$.025 per capita*

REAP will also receive funding of \$16,000 for performing oversight duties with respect to implementation of the Workforce Investment Act and apply interest earnings of \$25,000 to administration of the Kansas Affordable Airfares Program.

Projected Revenues for 2012

Revenues	Amount	Description
Annual Membership Assessments	\$103,831	Membership dues
Special Assessments	-	Special assessments
Workforce Agreement	\$16,000	CEOB oversight duties
Kansas Affordable Airfares Program	\$25,000	KAAP administration
Other Revenues Received	\$1,200	Interest and other revenues received (estimated)
Carryover Funds	\$1,828	Prior-year carryover (estimated)
Total	\$147,859	

REAP Expenditures

Proposed REAP Operating Budget for 2012

Expenditures	Amount	Description
Staffing		
Chief Executive Officer	\$76,019	Compensation and benefits
Graduate assistant	\$16,050	Compensation and benefits
<i>Staffing Subtotal</i>	<i>\$92,069</i>	
Operating		
Current office expense	\$9,210	Computing, telephone, fax, equipment, etc.
Consultation and technical assistance	\$10,000	Addtl assistance through WSU or other sources
Other operating—general	\$4,000	Meeting expense, memberships, travel, etc.
Other operating—KAAP	\$5,000	Accounting, auditing, reporting, legal counsel
Legislative liaison	\$26,000	Topeka-based representation, receptions, travel
Project funds	\$1,580	
<i>Operating Subtotal</i>	<i>\$55,790</i>	
Total	\$147,859	

Total Proposed REAP Operating Budget for 2012

Total Revenues	Total Expenditures	Total Remaining Balance
\$147,859	\$147,859	\$0

REAP Water Resources Committee Budget

REAP has also assigned the Executive Committee responsibility for recommending an annual Water Resources budget to REAP. In performing this assignment the Executive Committee had the benefit of guidance on priorities from the REAP Water Resources Committee.

The 2012 budget proposal is based on the following:

1) that revenues available to REAP for calendar year 2012 are projected at \$212,907. The revenue projections for calendar year 2012 are based on the following assumptions: a) REAP will receive assessments of \$81,692 from the current WRC membership of twenty-one cities and six counties (see attached assessments); b) interest and other earnings projected at \$4,000; and c) 2011 carryover projected at \$127,214.

2) the Executive Officer of Water Resources will serve at 0.90 FTE for 2012.

3) that the Center for Urban Studies, Wichita State University, continues to provide staff support to the REAP Water Resources Committee in calendar year 2012, as follows:

- a) Performing a secretariat function for the committee, that is, preparing agendas and organizing committee, subcommittee, and special committee meetings, scheduling invited guests, disseminating meeting agenda materials, recording minutes of meetings, keeping official records for the committee, executing official communications, and assisting the committee in identifying regional issues and conducting research on those regional issues.
- b) Identify, monitor and update members on any legislative issues or initiatives regarding state water resources.
- c) Provide consultation and technical assistance in addressing priorities identified in the Committee Work Plan for 2012, specifically staffing the Water Resources Committee, Technical Subcommittee as needed, and any short-term special purpose committees, and conducting research in support of the issues before those committees.
- d) Continue to distribute newsletters informing committee members as well as other individuals about regional water related meetings and activities, with particular attention to policy related issues.
- e) Develop and coordinate ongoing educational forums including an annual regional water conference.
- f) Identify additional grant opportunities through the state and federal government to assist in water resource planning and development.
- g) Attend and report on the meetings and activities of water related committees and agencies as necessary.

4) that Topeka-based representation is engaged by the REAP WRC in calendar year 2012.

WRC Revenues

Annual fees for membership in REAP are assessed each calendar year, in accord with REAP Bylaws as follows:

Cities

- *Cities with population above 20,000: \$4,000 plus \$.075 per capita.*
- *Cities with population between 10,000 and 20,000: \$3,000 plus \$.075 per capita.*
- *Cities with population between 3,000 and 10,000: \$1,000 plus \$.075 per capita.*
- *Cities with population under 3,000: \$300 plus \$.075 per capita.*

Counties

- *Counties: \$800 flat base assessment*

Projected WRC Revenues for 2012

Revenues	Amount	Description
Annual Membership Assessments	\$81,692	Membership dues
Special Assessments	-	Special assessments
Other Revenues Received	\$4,000	Interest and other revenues received (estimated)
Carryover Funds	\$127,214	Prior-year carryover (estimated)
Total	\$212,907	

WRC Expenditures

Proposed REAP WRC Budget for 2012

Expenditures	Amount	Description
Staffing		
Executive Officer	\$55,018	Compensation and benefits
Graduate assistant	\$16,050	Compensation and benefits
<i>Staffing Subtotal</i>	<i>\$71,068</i>	
Operating		
Current office expense	\$7,110	Computing, telephone, fax, equipment, etc.
Consultation and technical assistance	\$5,000	Addtl assistance through WSU or other sources
Other operating—general	\$8,000	Meeting expense, memberships, travel, etc.
Legislative liaison	\$5,000	Topeka-based representation, receptions, travel
Project funds	\$15,000	
<i>Operating Subtotal</i>	<i>\$40,110</i>	
Total	\$111,178	

Total Proposed REAP WRC Budget for 2012

Total Revenues	Total Expenditures	Total Remaining Balance
\$212,907	\$111,178	\$101,729

Note: The annual membership assessments tables for calendar year 2012 are on pages 9-10.

REAP Meeting Schedule for 2012

The Executive Committee took action to continue regular monthly meetings in 2012 on the second Monday of the month at 8:00 a.m. and will be held to the Hughes Metropolitan Complex, 5015 E. 29th Street North, unless otherwise indicated.

Kansas Affordable Airfare Program Update

The Executive Committee is charged to administer the Kansas Affordable Airfares Program and assure that all statutory requirements for programming, evaluation, accounting and auditing, financial management, and reporting are met. Staff reported on a request from the Kansas Department of Commerce to discuss additional reporting requirements. The Committee directed the Chair and staff to meet with Commerce to discuss funding and contractual obligations related to an independent review of the financial reports and analysis of data submitted for performance reports.

HUD Sustainable Communities Grant Update and Discussion

The Executive Committee discussed the recent notification that REAP had been chosen as a recipient for the Fiscal Year 2011 HUD Sustainable Community Planning Grant. Staff provided expectations and potential needs for the organization regarding the grant, however no action was taken.

Recommended Action

That REAP take action to:

- 1) Adopt the 2012 REAP Legislative Priorities;*
- 2) Endorse the continuance of the REAP Strategic Plan and priorities as identified by the individual committees for 2012;*
- 3) Continue staffing assistance to REAP provided by the Center for Urban Studies, Wichita State University, during calendar year 2012;*
- 4) Enter into contract with Bruno & Associates for legislative liaison to REAP for 2012;*
- 5) Adopt the REAP budgets for calendar year 2012.*

Submitted by the Executive Committee:

Mayor Kristey Williams of Augusta, REAP Chair

Commissioner Dave Unruh of Sedgwick County, REAP Vice-Chair and Economic Development Committee Chair

Council Member Jeff Longwell of Wichita, Legislative Committee Chair

Mayor Dion Avello of Derby, Water Resources Committee Chair

Mayor Terry Somers of Mount Hope, Treasurer and at-large representative

Commissioner Chip Westfall of Harvey County, at-large representative

Commissioner Brad Dillon of Reno County, at-large representative

REAP 2012 Assessments

Committee Member	2011 Certified Population	2011 Assessment	2012 Assessment	Percent Change
Andover	11,791	\$3,688	\$3,766	2.13%
Augusta	9,274	\$1,568	\$1,603	2.22%
Bel Aire	6,769	\$1,447	\$1,440	-0.48%
Bentley	530	\$234	\$234	0.19%
Benton	880	\$253	\$257	1.66%
Butler County	65,880	\$4,602	\$4,647	0.98%
Cheney	2,094	\$335	\$336	0.33%
Clearwater	2,481	\$358	\$361	0.91%
Colwich	1,327	\$293	\$286	-2.30%
Conway Springs	1,272	\$277	\$283	2.05%
Derby	22,158	\$4,490	\$4,440	-1.11%
El Dorado	13,021	\$3,822	\$3,846	0.64%
Garden Plain	849	\$256	\$255	-0.32%
Goddard	4,344	\$1,263	\$1,282	1.53%
Halstead	2,085	\$325	\$336	3.24%
Harvey County	34,684	\$2,356	\$2,367	0.47%
Haysville	10,826	\$3,682	\$3,704	0.59%
Hesston	3,709	\$1,249	\$1,241	-0.63%
Hutchinson	42,080	\$5,652	\$5,735	1.47%
Kechi	1,909	\$317	\$324	2.24%
Kingman County	7,858	\$1,689	\$1,696	0.44%
Maize	3,420	\$1,217	\$1,222	0.44%
McPherson County	29,180	\$2,222	\$2,230	0.34%
Mount Hope	813	\$257	\$253	-1.62%
Mulvane	6,111	\$1,384	\$1,397	0.95%
Newton	19,132	\$4,198	\$4,244	1.09%
Park City	7,297	\$1,522	\$1,474	-3.13%
Reno County	64,511	\$4,584	\$4,613	0.63%
Rose Hill	3,931	\$1,266	\$1,256	-0.83%
Sedgwick	1,695	\$310	\$310	0.06%
Sedgwick County	498,365	\$15,272	\$15,459	1.23%
Sumner County	24,132	\$2,087	\$2,103	0.78%
Valley Center	6,822	\$1,431	\$1,443	0.87%
Wellington	8,172	\$1,499	\$1,531	2.15%
Wichita	382,368	\$27,192	\$27,854	2.43%
Total		\$102,597	\$103,831	1.20%

Water Resources 2012 Assessments

Committee Member	2011 Certified Population	2011 Assessment	2012 Assessment	Percent Change
Andover	11,791	\$3,794	\$3,884	2.38%
Augusta	9,274	\$1,656	\$1,696	2.39%
Bel Aire	6,769	\$1,515	\$1,508	-0.48%
Benton	880	\$361	\$366	1.39%
Butler Co.	65,880	\$800	\$800	0.00%
Clearwater	2,481	\$483	\$486	0.64%
Derby	22,158	\$5,719	\$5,662	-1.00%
El Dorado	13,021	\$3,948	\$3,977	0.72%
Goddard	4,344	\$1,304	\$1,326	1.67%
Harvey Co.	34,684	\$800	\$800	0.00%
Hesston	3,709	\$1,287	\$1,278	-0.69%
Hutchinson	42,080	\$7,060	\$7,156	1.36%
Kechi	1,909	\$435	\$443	1.88%
Kingman Co.	7,858	\$800	\$800	0.00%
Maize	3,420	\$1,251	\$1,257	0.44%
McPherson	13,155	\$3,999	\$3,987	-0.31%
McPherson Co.	29,180	\$800	\$800	0.00%
Mt. Hope	813	\$365	\$361	-1.10%
Newton	19,132	\$4,383	\$4,435	1.18%
Park City	7,297	\$1,602	\$1,547	-3.42%
Rose Hill	3,931	\$1,307	\$1,295	-0.93%
Sedgwick	1,695	\$427	\$427	0.03%
Sedgwick Co.	498,365	\$800	\$800	0.00%
Sumner Co.	24,132	\$800	\$800	0.00%
Valley Center	6,822	\$1,498	\$1,512	0.91%
Wellington	8,172	\$1,576	\$1,613	2.34%
Wichita	382,368	\$31,914	\$32,678	2.39%
Total		\$80,684	\$81,692	1.25%

REAP

Cities

Over 10k= \$3000 + \$.065/pc

3-10k= \$1000+ \$.065/pc

Under 3k= \$200+ \$.065/pc

Counties

Over 50k= \$3000 + \$.025/pc

Under 50k= \$1500+ \$.025/pc

Water Resources

Cities

Over 20k=\$4000 + \$0.075/pc

10-20k= \$3000 + \$0.075/pc

3-10k= \$1000+ \$0.075/pc

Under 3k= \$300+ \$0.075/pc

Counties

\$800/each