



**Executive Committee
Meeting Agenda
3:00 p.m., December 7, 2010**
Workforce Alliance Offices, 2nd Floor
Mayor Kristey Williams, Chair

1. Welcome: Mayor Kristey Williams

2. REAP Staff Review: Dr. Ed Flentje

The Committee is asked to review the performance of both the Chief Executive Officer and Executive Officer of Water Resources.

3. 2010 Work Plan Updates and Review: Mr. Joe Yager

The Committee is asked to review the 2010 Work Plan and an update will be provided.

4. Strategic Planning Process Review: Ms. Misty Bruckner

A review of the discussion and outcomes from the REAP retreat, REAP committee meetings, and survey results will be reviewed and discussed.

5. REAP Work Plan for 2011: Mayor Kristey Williams

The Committee is asked to review the draft 2011 Work Plans as presented for each Committee and determine a work plan for 2011 to be presented at the December 13 REAP meeting.

Recommended Action: The REAP Executive Committee recommend the proposed work plan for 2011 to REAP at its December meeting.

6. REAP Budget Proposal for 2011: Mr. Joe Yager

The REAP Executive Committee has responsibility for reviewing and recommending the REAP operating and Water Resources Committee budgets. The Chief Executive Officer has prepared a 2011 budget proposal for presentation to the Committee.

Recommended action: The REAP Executive Committee recommend adoption of the proposed REAP budgets to REAP for calendar year 2011.

7. REAP Meeting Schedule for 2011: Mr. Joe Yager

Staff has prepared a proposed meeting schedule for REAP for 2011.

Recommended Action: Recommend a meeting schedule to REAP for 2011.

8. REAP Executive Committee Membership for 2011: Mayor Kristey Williams

Discussion on the composition of the Executive Committee for 2011.

9. Other Business

10. Adjourn/set next meeting

The Executive Committee will need to meet prior to the January 10, 2011 REAP meeting.



ANDOVER, ARKANSAS CITY, AUGUSTA, BEL AIRE, BENTLEY, BENTON, BUTLER COUNTY, CHENEY, CLEARWATER, COLWICH, CONWAY SPRINGS, DERBY, EL DORADO, GARDEN PLAIN, GODDARD, HALSTEAD, HARVEY COUNTY, HAYSVILLE, HESSTON, HUTCHINSON, KECHI, KINGMAN COUNTY, MAIZE, MCPHERSON COUNTY, MOUNT HOPE, MULVANE, NEWTON, PARK CITY, RENO COUNTY, ROSE HILL, SEDGWICK, SEDGWICK COUNTY, SUMNER COUNTY, VALLEY CENTER, WELLINGTON, WICHITA, WINFIELD

REAP Executive Committee 2010 Work Plan

Adopted December 14, 2009

Executive Committee Work

- Administer the Kansas Affordable Airfares Program and assure that all statutory 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.
- Examine available resources for REAP and recommend sustainable funding sources to provide REAP necessary operating resources for 2011.
- In consultation with the REAP Water Resources Committee, assess the Committee's progress since its inception and if deemed satisfactory, recommend sustainable funding for 2011 and beyond.
- 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; and
 - Workforce Alliance of South Central Kansas.
- Oversee maintenance and upgrades of the REAP website.

Agenda Report 4

REAP Strategic Planning Process Review

Process

With changes in REAP leadership, current and anticipated requests from other organizations, and the economic environment, a strategic planning process was determined to be the best process to reinforce the value of the REAP organization, strengthen commitment to the REAP mission and set forth a framework for the direction of the REAP organization.

In coordination with the REAP strategic planning process, staff conducted individual interviews with key partners and stakeholders (GWEDC, SCKEDD, WA, WAMPO, WSU, Regional ED Partners group, etc.) to identify critical issues for the REAP organization. In addition, at the beginning of October, staff conducted strategic planning focus groups with former REAP leaders and city and county managers. The meetings and interviews were to help identify REAP's strengths, determine current and future challenges, and help define its role and purpose for the region. In addition, staff utilized the annual survey to collect data from the membership at large on current operations. REAP then held a strategic planning session on Monday, November 1, 2010 at the Sedgwick County Extension Office. This process was designed to engage REAP members and stakeholders in discussion on the future direction and sustainability of REAP over the next three to five years. All documents and materials from the retreat are available on the [REAP website](#).

The retreat included **Mayor Laura McConwell** (Mission) who is a current Board Member of the Mid America Regional Council (MARC) in Kansas City who focused on the importance of jurisdictions working together across traditional boundaries. There was also a panel response that allowed participants to hear perspectives from business, workforce development, and local government. The panel included **Mr. Steve Martens** (The Martens Companies), **Mr. Keith Lawing** (Workforce Alliance of South Central Kansas), and former REAP Chair **Mr. John Waltner** (Harvey County). Participants also reviewed a report on a comparative analysis of other regional organizations and held group discussions of issues that REAP may face in the next 3-5 years. The retreat was facilitated by **Ms. Misty Bruckner** of the Hugo Wall School, Wichita State University.

Proposed Roles and Strategies

The following roles were developed through the input of the stakeholder interviews, survey results, and focus groups. The strategies beneath each role were developed by the participants of the retreat who were asked to also vote on each strategy which is reflected by the order and vote tally.

- 1) Providing a **regional voice** to support fundamental economic development.
 - a) Creating sustainable infrastructure (ie water, transport, economic development) - 30 votes
 - b) Regional branding process about what REAP is – 27 votes
 - c) System and structures in place to take REAP to the next level (processes, staff, committees, etc.) – 24 votes
 - d) Reach out to private sector stakeholders – 18 votes
 - e) Build trust by informing all partners on the value of economic development – 17 votes
 - f) Open up forum to other organizations – 7 votes
 - g) Oversight organization for economic development in REAP region...regional funding effort – 5 votes
 - h) Commitment from all policy makers – 3 votes
 - i) Connecting with partners and stakeholders, groups that focus on sustainable development – 1 vote

- 2) **Educating stakeholders** on topics of economic interest to our region.
 - a) Create a communication/education plan to connect with: own membership, legislative delegation, grassroots citizens, local chambers, media, congressional offices – 32 votes
 - b) REAP staff report to communities – 27 votes
 - c) Outreach to communities who were formerly active in REAP plus regular communication with current members – 22 votes
 - d) Clarify mission on economic development vs. economic partnerships – 21 votes
 - e) Training sessions for new elected officials – 15 votes
 - f) Development of reciprocal appreciation between all partners/communities – 5 votes
 - g) Educating stakeholders on the importance of economic development – 4 votes

- 2) **Guiding state and national policy** issues that impact economic development of our region.
 - a) Engage local leadership to represent the region in Topeka, not only a lobbyist – 43 votes
 - b) Strategies to look at more funding for our region...fair share from Topeka – 34 votes
 - c) Coordinate a common regional economic development agenda – 26 votes
 - d) Determine a proactive way to identify policy issues for specific industries – 20 votes
 - e) Utilize and leverage opportunities to share REAP issues at the federal level...ie national league of cities event – 6 votes
 - f) Ongoing strategy for engagement of state and national...more than just a policy summit – 5 votes
 - g) Send quarterly updates to legislators – 4 votes
 - h) Strategies on engaging in federal policies that affect us locally – no votes

- 3) **Supporting regional planning efforts** in issues impacting the economic environment.
 - a) Educate and engage citizens on the benefits of sustainable planning efforts – 27 votes
 - b) Engage professional staff in multiple jurisdictions in collaborative planning – 25 votes
 - c) MAPD still an appropriate structure...what is REAP's role? – 17 votes
 - d) Convening workgroups on specific planning efforts – 17 votes
 - e) Capitalize on other regional planning efforts - 15 votes
 - f) Determine how REAP can become an important player in transportation (MAPD), evaluate is
 - g) Involve REAP in WAMPO efforts - 12 votes
 - h) Developing a process to prioritize economic development wants and needs – 7 votes
 - i) Develop an understanding that regionalism perspectives differ – no votes

- 4) Being **proactive in identifying emerging issues** and encouraging dialogue.
 - a) Understand that regional planning is important and we are not doing it – 36 votes
 - b) Agenda process that encourages active participation and issue identification – 34 votes
 - c) Formalize roles of elected members/professional staff...create a balance – 34 votes
 - d) Create a strategy that determines which issues are regional vs. city to city – 20 votes
 - e) Expand communication to outreach groups – 11 votes

Expectations Moving Forward

The retreat provided good input into the process, including some roles and strategies for REAP to consider. These were then used in combination with information from the annual surveys during the November Committee meetings to develop work plans or action steps for 2011. The work of the Committees has been assembled and are available under agenda report 5. The expectation is to develop a draft product to be presented at the December 13 REAP meeting for formal adoption.

Draft of the REAP Economic Development Committee (EDC) 2011 Work Plan

The **REAP Economic Development Committee (EDC)** identifies regional economic development issues and recommends action on those issues to REAP. In addition, through an agreement entered into by counties in Local Area IV as defined by the State of Kansas, the EDC has been designated to serve as the Chief Elected Officials Board (CEOB), as defined in the Workforce Investment Act of 1998 in Local Area IV, which includes Butler, Cowley, Kingman, Harper, Sedgwick and Sumner counties. Based on the discussions at the REAP retreat, Economic Development Committee meeting, and survey results the following work plan has been developed for 2011. The work plan is based on five REAP strategies, which are followed by specific actions.

Guide state and national policy issues that impact economic development of our region.

- Perform duties as Chief Elected Officials Board under the Workforce Investment Act of 1998.
- Identify and support regional economic development projects that qualify for state funding assistance.
- Identify opportunities for the region to take advantage of its geographic location and natural resources to enhance economic development and improve the quality of life in South Central Kansas.
- Monitor the Kansas Bioscience Authority and KansasBio and explore opportunities for expanding bioscience industries in South Central Kansas.
- Monitor progress of economic development initiatives, specifically:
 - Continued funding of Kansas Affordable Airfares Program.
 - State action on technical education and workforce issues in terms of assuring local control.
 - Local and regional initiatives to encourage growth and address the demands of future industry requests and skills in emerging markets.
 - Local and regional initiatives in workforce development and technical training in manufacturing.
 - State, local and regional initiatives for development of renewable energy.
- Monitor and report on state policy changes that affect economic development or that hinder emerging industries through coordination with the regional economic development partners.
- Evaluate the appropriate opportunities to engage federal delegation.
- Monitor activities of federal, state, and local agencies affecting workforce development and keep members advised of relevant issues and partnership opportunities.

Support regional planning on issues impacting the economic environment.

- Coordinate local activities when appropriate to engage citizens on the benefits of regional sustainability.
- Develop and implement coordination among local government, state government, businesses and other economic development groups in South Central Kansas.
 - Assist and participate in coordination of local economic development partners group in South Central Kansas.
- Identify and coordinate local working groups on regional planning initiatives when appropriate.
- Review and assess other regions on methods of prioritizing economic development priorities.

Become proactive in identifying emerging issues and encouraging dialogue.

- Identify regional planning initiatives to promote through education/awareness.
- Identify ways to engage partners and others committed to economic development in the Committee.
- Conduct a "Listening" Tour to identify issues of importance.

Provide a **regional voice** to support fundamental economic development.

- Work with the Economic Development Partners to define and disseminate promotional information pertaining to the region to generate state dollars for sustainable infrastructure.
- Evaluate a process to define REAP by identifying where the organization is, where it will go, and how to get there.
- Assure that the comparative analysis of the regional economy is completed and determine a method to disseminate the results of the analysis broadly with organizations concerned with economic development in the region.
- Strengthen existing partnerships and relationships to encourage participation by other organizations.
- Consider alternative sites for REAP Committee meetings to encourage broader participation.
- Assist and participate in coordination of local economic development partners group in South Central Kansas.

Educate stakeholders on topics of economic interest to our region.

- Determine the need to sponsor a regional economic leadership summit.
- Evaluate opportunities to exchange information with the private sector.
- Include defining of economic development versus economic partnerships in the Strategic Focusing analysis.

Draft of the REAP Legislative Committee (LC) 2011 Work Plan

The **REAP Legislative Committee (LC)** identifies legislative issues of regional concern and recommends to REAP legislative action at the state or federal level. Based on the discussions at the REAP retreat, Legislative Committee meeting, and survey results the following work plan has been developed for 2011. The work plan is based on five REAP strategies, which are followed by specific actions.

Guide state and national policy issues that impact economic development in our region.

- Monitor progress on legislative priorities for 2011 and give guidance to legislative liaison as issues arise.
- Recommend legislative priorities to REAP for the 2012 legislative session.
- Identify and make REAP members aware of legislative issues of significance to South Central Kansas and promote engagement.
- Develop and implement ongoing communication procedures between REAP and area legislators.
- Coordinate local leadership, including public and private sectors, when appropriate and on an as needed basis to engage in the state legislative process on REAP supported issues.
- Coordinate with member jurisdictions to encourage promotion of issues with Congressional delegation.
- Develop and sponsor regional legislative policy summit.
- Develop and host issue specific forums.
- Invite state and national legislators to attend REAP meetings and events.
- Invite officials from the local offices of the Governor and Congressional delegation to participate with the Committee.

Support regional planning on issues impacting the economic environment.

- Coordinate local activities when appropriate to engage citizens in the process of sustainability planning.
- Initiate activities to engage REAP in regional transportation planning.

Become proactive in identifying emerging issues and encouraging dialogue.

- Identify speakers to provide information on emerging issues.
- Expand the composition of the Legislative Committee to include representation from various industries and groups.
- Monitor and report issues of regional concern from attending conferences, organization meetings, and visiting with member communities.
- Engage the business community through increased participation and communication.

Provide a regional voice to support fundamental economic development.

- Evaluate REAP representation on WAMPO.
- Invite stakeholders from the private sector to participate with the Committee.
- Evaluate process for determining legislative priorities to increase participation.

Educate stakeholders on topics of economic interest to our region.

- Conduct an annual regional legislative policy summit that includes relevant speakers and topics.
- Develop an ongoing branding/marketing strategy.
- Develop a communication plan with media contacts to disseminate information.
- Develop a local government's guide to lobbying.

Draft of REAP Legislative Committee 2011 Legislative Priorities

Legislative Priorities

- 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.
 - 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) at Wichita State University.
 - business-driven technical education and training that supports the regional economy.
- 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.
- Support a stronger system of 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.

Draft of the REAP Water Resources Committee (WRC) 2011 Work Plan

The **Water Resources Committee** identifies and coordinates collaborative efforts on regional issues of water quality and supply in South Central Kansas. Based on the discussions at the REAP retreat, Water Resources Committee retreat, and survey results the following work plan has been developed for 2011. The work plan is based on five REAP strategies, which are followed by specific water resources strategies for implementation.

Guide state and national policy issues that impact economic development in our region.

- Identify water issues that could use Topeka-based representation and allocate funds when appropriate.
- Coordinate local leadership when appropriate and on an as needed basis to engage in the state legislation process on WRC supported issues.
- Support the League of Kansas Municipalities and their legislative priority to re-evaluate the State Water Plan Fund and Kansas Water Authority.
- Support the Kansas Water Authority to see the State Water Plan Fund is adequately funded through attending Kansas Water Authority meetings and marketing the issue to legislators.
- Monitor activities of federal, state, and local agencies affecting water supply and quality in the region and keep members advised of relevant issues and partnership opportunities.
- Keep members advised on legislation regarding water conservation as a beneficial use in state water rights policy.
- Invite state and national legislators to attend WRC meetings and events.
- Invite federal officials and legislators to REAP WRC meetings.

Support regional planning on issues impacting the economic environment.

- Review and discuss interconnection for meeting long-term water supply needs in our region.
- Discuss interconnection for redundancy in water supply for regional water providers.
- Research and disseminate information on our regional water supply and demand.
- Review and assess models of interconnection and consolidation of water supplies.
- Facilitate local jurisdiction planners on regional planning initiatives.

Become proactive in identifying emerging issues and encouraging dialogue.

- Conduct Technical Subcommittee meetings at various member jurisdiction communities.
- Solicit REAP WRC members for agenda item ideas before WRC meetings.
- Facilitate speakers and WRC members to discuss and report on issues at meetings.
- Respond to research requests on regional or state water issues.
- Monitor and report issues of regional concern from attending conferences, organization meetings, and visiting with member communities.

Provide a **regional voice** to support fundamental economic development.

- Define and disseminate the mission of the Water Resources Committee to regional and state organizations through attending and presenting at special meetings.
- Invite stakeholders from the private sector to be sponsors or present information at WRC meetings.
- Invite presenters from outside organizations to present information on requested topics at WRC meetings.

Educate stakeholders on topics of economic interest to our region.

- Provide an open forum to discuss regional water issues at regular meetings of the WRC, meetings of the Technical Subcommittee, and establishing special committees as needed.
- Conduct an annual regional water conference that includes relevant speakers and topics.
- Develop a communication plan with media contacts to attend WRC meetings and to disseminate information to WRC communities.
- Assemble and disseminate informational resources related to water quality and supply issues including:
 - Annual regional survey of water and wastewater rate information.
 - Financial review of water service territory agreements.
 - Information on the *Friends of the KAW* lawsuit with the Environmental Protection Agency.
 - Information on water re-use and conservation initiatives.
 - Research regional expenditures on water and waste water.
- Develop a local government's guide to water related agency tasks and responsibilities in Kansas.
- Send out meeting reviews following all WRC meetings.
- Disseminate "WaterWise" bi-monthly newsletter and include regional, state, and national municipal water related articles.
- Develop schedule for WRC membership outreach to non-active members.
- Invite all regional and state organizations to WRC Annual Conference.
- Include all regional and state organizations and partners on "WaterWise" distribution lists.

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2011 REAP Operating Budget

REAP has assigned the Executive Committee responsibility for recommending an annual operating budget to REAP. In performing this assignment the Executive Committee has the benefit of guidance on priorities from the November 1 REAP retreat, committee recommendations and a budget proposal from the Executive Officer.

The 2011 operating budget proposal is based on the following:

1) that revenues available to REAP for calendar year 2011 are projected at \$157,851. The revenue projections for calendar year 2011 are based on the following assumptions: a) REAP will receive assessments of \$106,311 from the current REAP membership of twenty-nine cities and seven counties (see attached assessments); b) REAP will apply 2010 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 projected at \$2,200; and e) 2010 carryover projected at \$8,340.

2) that REAP continues to administer the Kansas Affordable Airfares Program in calendar year 2011.

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 2011.

4) that the Center for Urban Studies, Wichita State University, continues to provide staff support to REAP in calendar year 2011, 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;

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- d) providing consultation and technical assistance in addressing priorities identified in the REAP work plan for 2011, 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 2011.

Note: The Operating Budget is on the following pages.

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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.

Historical Revenue Projections, 2008 through 2010

	2008 Actual	2009 Actual	2010 Projected	2011 Proposed
Annual Membership Assessments	\$100,627	\$105,850	\$102,100	\$106,311
Special Assessments	-	-	-	-
Workforce Oversight Agreement	\$22,190	\$17,000	\$16,000	\$16,000
Kansas Affordable Airfares Program	\$25,000	-	\$25,000	\$25,000
Other Revenues Received (interest, etc.)	\$5,160	\$2,214	\$523	\$2,200
Carryover Funds	\$5,574	\$19,898	\$1,033	\$8,340
Total Revenues Available	\$158,551	\$144,962	\$144,656	\$157,851

Projected Revenues for 2011

Revenues	Amount	Description
Annual Membership Assessments	\$106,311	Membership dues
Special Assessments	-	Special assessments
Workforce Agreement	\$16,000	CEOB oversight duties
Kansas Affordable Airfares Program	\$25,000	KAAP administration
Other Revenues Received	\$2,200	Interest and other revenues received (estimated)
Carryover Funds	\$8,340	Prior-year carryover (estimated)
Total	\$157,851	

Note: Table of annual membership assessments for calendar year 2011 is on the following page.

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Assessments of REAP Members for Calendar-Year 2011

Jurisdiction	Population*	Assessment
Andover	10,578	\$3,688
Arkansas City	10,977	\$3,714
Augusta	8,743	\$1,568
Bel Aire	6,873	\$1,447
Bentley	526	\$234
Benton	808	\$253
Butler County	64,084	\$4,602
Cheney	2,084	\$335
Clearwater	2,437	\$358
Colwich	1,429	\$293
Conway Springs	1,186	\$277
Derby	22,923	\$4,490
El Dorado	12,643	\$3,822
Garden Plain	868	\$256
Goddard	4,048	\$1,263
Halstead	1,917	\$325
Harvey County	34,247	\$2,356
Haysville	10,496	\$3,682
Hesston	3,829	\$1,249
Hutchinson	40,795	\$5,652
Kechi	1,796	\$317
Kingman County	7,571	\$1,689
Maize	3,346	\$1,217
McPherson County	28,866	\$2,222
Mount Hope	872	\$257
Mulvane	5,913	\$1,384
Newton	18,437	\$4,198
Park City	8,029	\$1,522
Reno County	63,357	\$4,584
Rose Hill	4,091	\$1,266
Sedgwick	1,694	\$310
Sedgwick County	490,864	\$15,272
Sumner County	23,488	\$2,087
Valley Center	6,638	\$1,431
Wellington	7,677	\$1,499
Wichita	372,186	\$27,192
Total		\$106,311

* Population is based on the 2010 State certification.

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REAP Expenditures

Proposed REAP Operating Budget for 2011

Expenditures	Amount	Description
Staffing		
Chief Executive Officer	\$71,917	Compensation and benefits
Graduate assistant	\$14,120	Compensation and benefits
<i>Staffing Subtotal</i>	<i>\$86,037</i>	
Operating		
Current office expense	\$8,610	Computing, telephone, fax, equipment, etc.
Consultation and technical assistance	\$10,000	Addtl assistance through WSU or other sources
Other operating—general	\$6,000	Meeting expense, memberships, travel, etc.
Other operating—KAAP	\$2,500	Accounting, auditing, reporting, legal counsel
Legislative liaison	\$28,000	Topeka-based representation, receptions, travel
Project funds	\$16,704	
<i>Operating Subtotal</i>	<i>\$56,483</i>	
Total	\$157,851	

Proposed REAP Operating Budget for 2011, by Fund

Expenditures	REAP	KAAP	WA	Totals
Staffing	\$69,037	\$4,000	\$13,000	\$86,037
Operating				
Current office expense	\$6,610	\$1,000	\$1,000	\$8,610
Consultation and technical assistance	\$9,000	\$1,000	-	\$10,000
Other operating—general	\$4,000	-	\$2,000	\$6,000
Other operating—KAAP	-	\$2,500	-	\$2,500
Legislative liaison	\$28,000	-	-	\$28,000
Project funds	\$15,204	\$1,500	-	\$16,704
Total	\$131,851	\$10,000	\$16,000	\$157,851
<i>2010 Adopted Budget Totals</i>	<i>\$130,020</i>	<i>\$6,500</i>	<i>\$15,000</i>	<i>\$151,520</i>
<i>Difference 10-11 (\$)</i>	<i>\$1,831</i>	<i>\$3,500</i>	<i>\$1,000</i>	<i>\$6,331</i>
<i>Difference 10-11 (%)</i>	<i>+1.4%</i>	<i>+15.4%</i>	<i>+6.7%</i>	<i>+4.2%</i>

Total Proposed REAP Operating Budget for 2011

Total Revenues	Total Expenditures	Total Remaining Balance
\$157,851	\$157,851	\$0

Recommended action: That the REAP Executive Committee recommend adoption of the proposed REAP operations budget to REAP for calendar year 2011.

Note: The 2010 Proposed Water Resources Committee Budget is on the following page.

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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 has the benefit of guidance on priorities from the REAP Water Resources Committee and a budget proposal from the Chief Executive Officer.

The 2011 budget proposal is based on the following:

1) that revenues available to REAP for calendar year 2011 are projected at \$126,630. The revenue projections for calendar year 2011 are based on the following assumptions: a) REAP will receive assessments of \$82,850 from the current WRC membership of twenty-one cities and six counties (see attached assessments); b) interest earnings projected at \$3,000; and c) 2010 carryover projected at \$37,780.

2) the Executive Officer of Water Resources will serve at 0.90 FTE for 2011.

3) that the Center for Urban Studies, Wichita State University, continues to provide staff support to the REAP Water Resources Committee in calendar year 2011, 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 2011, 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 the WaterWise newsletter 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.

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- 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 for the following water related committees and agencies as necessary:
 - Kansas Water Authority
 - Groundwater Management District #2
 - Lower Arkansas and Walnut Basin Advisory Committees
 - Kansas Dept of Health and Environment (regional meetings)
 - Kansas Water Office (regional meetings)
 - Environmental Protection Agency (regional meetings)
 - KDA Division of Water Resources (regional meetings)
 - Chamber Environmental Resources Committee
 - Kansas Rural Water Association
 - Watershed Restoration and Protection Strategies (regional meetings)
 - Various agency related conferences in the region and state

4) that Topeka-based representation is engaged by the REAP WRC in calendar year 2011.

Note: The WRC Budget is on the following pages.

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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*

Assessments of WRC Members for Calendar-Year 2011

Jurisdiction	Population*	Assessment
Andover	10,581	\$3,794
Arkansas City	10,977	\$3,823
Bel Aire	6,873	\$1,515
Benton	808	\$361
Butler Co.	64,084	\$800
Clearwater	2,437	\$483
Derby	22,923	\$5,719
El Dorado	12,643	\$3,948
Goddard	4,048	\$1,304
Harvey Co.	34,247	\$800
Hesston	3,829	\$1,287
Hutchinson	40,795	\$7,060
Kechi	1,796	\$435
Kingman Co.	7,571	\$800
Maize	3,346	\$1,251
McPherson	13,323	\$3,999
McPherson Co.	28,866	\$800
Mt. Hope	872	\$365
Newton	18,437	\$4,383
Park City	8,029	\$1,602
Rose Hill	4,091	\$1,307
Sedgwick	1,694	\$427
Sedgwick Co.	490,864	\$800
Sumner Co.	23,488	\$800
Valley Center	6,638	\$1,498
Wellington	7,677	\$1,576
Wichita	372,186	\$31,914
Total		\$82,850

* Population is based on the 2010 State certification.

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Projected WRC Revenues for 2011

Revenues	Amount	Description
Annual Membership Assessments	\$82,850	Membership dues
Special Assessments	-	Special assessments
Other Revenues Received	\$3,000	Interest and other revenues received (estimated)
Carryover Funds	\$37,780	Prior-year carryover (estimated)
Total	\$126,630	

WRC Expenditures

Proposed REAP WRC Budget for 2011

Expenditures	Amount	Description
Staffing		
Executive Officer	\$48,384	Compensation and benefits
Graduate assistant	\$15,951	Compensation and benefits
<i>Staffing Subtotal</i>	<i>\$64,335</i>	
Operating		
Current office expense	\$6,430	Computing, telephone, fax, equipment, etc.
Consultation and technical assistance	\$5,000	Addtl assistance through WSU or other sources
Other operating—general	\$7,000	Meeting expense, memberships, travel, etc.
Legislative liaison	\$5,000	Topeka-based representation, receptions, travel
Project funds	\$15,000	
<i>Operating Subtotal</i>	<i>\$38,430</i>	
Total	\$102,765	

Total Proposed REAP WRC Budget for 2011

Total Revenues	Total Expenditures	Total Remaining Balance
\$126,630	\$102,765	\$23,865

Recommended action: That the REAP Executive Committee recommend adoption of the proposed REAP Water Resources Committee budget to REAP for calendar year 2011.

Agenda Report 7 REAP Meeting Schedule for 2011

Regular monthly meetings in 2011 will be conducted 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.

January 10
February 14
March 14
April 11
May 9*
June 6
July 11
August (no meeting)
September 12
October 3 (LKM Annual Conference Oct 8-11 / Columbus Day Oct 10)
November 7
December 12*

* Metroplex may be unavailable on these dates