



**Executive Committee
Meeting Agenda
March 30, 2010**

Workforce Alliance Offices, 2nd Floor
Mayor Kristey Williams, Chairman

1. Welcome: Mayor Kristey Williams

2. REAP 2010 1st Quarter Treasurer's Report: Mr. Joe Yager

The Executive Committee is charged to 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. The REAP Treasurer will recommend making 1st Quarter payments in accord with REAP annual budgets.

Recommended Actions: Approve payments for the first quarter of 2010 to

- 1) *Wichita State University in the amount of \$21,509.25 for REAP staffing;*
- 2) *Wichita State University in the amount of \$18,146.75 for WRC staffing;*
- 3) *Hugo Wall School in the amount of \$7,957.91 for REAP Operating expenses; and*
- 4) *Hugo Wall School in the amount of \$3,831.20 for WRC Operating expenses.*

3. Kansas Affordable Airfares Program Fiscal Year 2010

a) Overview and Process Review: Mayor Kristey Williams

The Executive Committee is asked to review the program criteria and process to prepare for presentations.

b) RFP Addendum Presentation(s)

In accordance with the Kansas Affordable Airfares Program as adopted by REAP on March 30, 2009 and then amended on March 16, 2010, to assure that all statutory requirements are met, submittals to the Request for Proposals Addendum have been requested to present.

Recommended Action: Receive and review presentations on submittals of the Request for Proposals Addendum for the Kansas Affordable Airfares Program and provide direction.

c) Final FY10 Payment: Mr. Joe Yager

The final payment for the Kansas Affordable Airfares Program (KAAP) Fiscal Year 2010 grant will be made on April 1.

4. Kansas Affordable Airfares Program Fiscal Year 2011: Mr. Joe Yager

REAP is responsible for releasing a Request for Proposals on April 1.

Recommended Action: Review Request for Proposals and provide direction.

5. REAP Strategic Planning Process for 2010: Mr. Joe Yager

Staff has reviewed and designed a strategic planning process to coincide with the regular REAP annual retreat. The planning session is designed to engage REAP members and stakeholders in discussion on the future direction and sustainability of REAP over the next three to five years.

Recommended Action: Take appropriate action.

Executive Committee
March 30, 2010

6. Water Resources Committee Update: Ms. Angela Buzard

An update will be provided on the Water Resources Committee assessments discussions.

Recommended Action: Take appropriate action.

7. Regional Economic Development Partners Proposal: Mr. Joe Yager

A request has been made for REAP to become the convener of the Regional Economic Development Partners.

Recommended Action: Take appropriate action.

8. National Association of Workforce Boards Annual Forum Review: Mr. Joe Yager

The REAP CEO, WA staff, and WA Board members attended the National Association of Workforce Boards Annual Forum in Washington, DC on March 6-9, an update will be provided.

Recommended Action: Receive and file.

9. Other Business

10. Adjourn

Agenda Report 2 REAP Treasurer's Report

REAP Budget for 1st Quarter, 2010

REAP Operating

The Executive Committee is charged to 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.

Under the agreement with the Center for Urban Studies, Wichita State University, staff support is provided to REAP in calendar year 2010, 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) assist and advise 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 2010, 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.

In accordance with this agreement, REAP will make payments on a quarterly basis to Wichita State University for this support.

Agenda Report 2

REAP Water Resources

In addition, under another agreement with the Center, staff support is provided to the REAP Water Resources Committee in calendar year 2010, 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) providing consultation and technical assistance in addressing priorities identified in the committee work plan for 2010, specifically staffing the Water Resources Committee, Technical Subcommittee, and any short-term special purpose committees, and conducting research in support of the issues before those committees.
- c) developing and distributing a newsletter informing committee members as well as other individuals about regional water related meetings, activities, and projects while also providing e-mail notification for upcoming water related meetings, activities, and projects.
- d) identifying, monitoring and updating members on any legislative issues or initiatives regarding state water resources.
- e) developing and coordinating ongoing educational forums.
- f) identifying additional grant opportunities through the state and federal government to assist in water resource planning and development.
- g) attending and reporting on the meetings and activities of water related committees and agencies as necessary.

In accordance with this agreement, REAP will make payments on a quarterly basis to Wichita State University for this support.

Recommended Actions: Approve payments for the first quarter of 2010 to

- 1) Wichita State University in the amount of \$21,509.25 for REAP staffing;**
- 2) Wichita State University in the amount of \$18,146.75 for WRC staffing;**
- 3) Hugo Wall School in the amount of \$7,957.91 for REAP Operating expenses;**
and
- 4) Hugo Wall School in the amount of \$3,831.20 for WRC Operating expenses.**

REAP Agenda Item 2
REAP Treasurer's Report

REAP Expenditures for 1st Quarter, 2010

Expenditures	Adopted	1st Quarter Jan-Mar	2nd Quarter Apr-Jun	3rd Quarter Jul-Sep	4th Quarter Oct-Dec	2010 Year End Totals	Percentage Expended Description
Staffing							
Executive Officer	\$71,917.00	\$17,979.25				\$17,979.25	25% Compensation and benefits
Graduate assistant	\$14,120.00	\$3,530.00				\$3,530.00	25% Compensation and benefits
<i>Staffing Subtotal</i>	<i>\$86,037.00</i>	<i>\$21,509.25</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$21,509.25</i>	<i>25%</i>
Operating							
Current office expense	\$8,610.00	\$2,152.50				\$2,152.50	25% Computing, telephone, fax, equipment, etc.
Consultation and technical assistance	\$10,000.00	\$0.00				\$0.00	0% Additional assistance through WSU
Other operating—general	\$6,000.00	\$1,336.46				\$1,336.46	22% Meeting expense, memberships, travel, etc.
Other operating—KAAP	\$2,500.00	\$0.00				\$0.00	0% Accounting, auditing, reporting, legal counsel
Legislative liaison	\$28,000.00	\$4,468.95				\$4,468.95	16% Topeka-based representation, receptions, travel
Project funds	\$10,373.00	\$0.00				\$0.00	0%
<i>Operating Subtotal</i>	<i>\$65,483.00</i>	<i>\$7,957.91</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$7,957.91</i>	<i>12%</i>
Total	\$185,410.00	\$29,467.16	\$0.00	\$0.00	\$0.00	\$29,467.16	16%

**REAP Agenda Item 2
REAP Treasurer's Report**

REAP Expenditures for 1st Quarter, 2010, by Fund

Expenditures	REAP Budget	1st Qtr REAP	KAAP Budget	1st Qtr KAAP	WA Budget	1st Qtr WA	Totals	1st Qtr Totals	
Staffing	\$ 72,037	\$ 18,009	\$ 2,000	\$ 500	\$ 12,000	\$ 3,000	\$ 86,037	\$ 21,509	25%
Operating									
Current office expense	\$ 6,610	\$ 1,653	\$ 1,000	\$ 250	\$ 1,000	\$ 250	\$ 8,610	\$ 2,153	25%
Consultation and technical assistance	\$ 9,000	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 10,000	\$ -	0%
Other operating—general	\$ 4,000	\$ 586	\$ -	\$ -	\$ 2,000	\$ 750	\$ 6,000	\$ 1,336	22%
Other operating—KAAP	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ 2,500	\$ -	0%
Legislative liaison	\$ 28,000	\$ 4,469	\$ -	\$ -	\$ -	\$ -	\$ 28,000	\$ 4,469	16%
Project funds	\$ 10,373	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,373	\$ -	0%
Total	\$ 130,020	\$ 24,717	\$ 6,500	\$ 750	\$ 15,000	\$ 4,000	\$ 151,520	\$ 29,467	19%
		19%		12%		27%			19%

REAP Expenditures to Date, 2010, by Fund

Expenditures	REAP Budget	REAP to Date	KAAP Budget	KAAP to Date	WA Budget	WA to Date	Budget Total	Total to Date	
Staffing	\$ 74,380	\$ 18,009	\$ 2,000	\$ 500	\$ 12,000	\$ 3,000	\$ 88,380	\$ 21,509	24%
Operating									
Current office expense	\$ 6,840	\$ 1,653	\$ 1,000	\$ 250	\$ 1,000	\$ 250	\$ 8,840	\$ 2,153	24%
Consultation and technical assistance	\$ 9,000	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 10,000	\$ -	0%
Other operating—general	\$ 4,110	\$ 586	\$ -	\$ -	\$ 2,000	\$ 750	\$ 6,110	\$ 1,336	22%
Other operating—KAAP	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ 2,500	\$ -	0%
Legislative liaison	\$ 25,000	\$ 4,469	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 4,469	18%
Project funds	\$ 9,540	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,540	\$ -	0%
Total	\$ 128,870	\$ 24,717	\$ 6,500	\$ 750	\$ 15,000	\$ 4,000	\$ 150,370	\$ 29,467	20%
		19%		12%		27%			20%

**REAP Agenda Item 2
 REAP Treasurer's Report**

Revenues to Date, 2010

Revenues	Projected	Received	Percentage Description
Annual membership assessments	\$105,850	\$95,379	90% Membership dues
Special assessments	\$0	\$0	n/a Special assessments
Workforce oversight agreement	\$15,000	\$0	0% CEOB oversight duties
Kansas Affordable Airfares Program	\$25,000	\$0	0% KAAP administration
Other revenues received	\$2,200	\$90	n/a Other revenues received
Carryover funds	\$3,470	\$4,299	124% Prior-year carryover
Total	\$151,520	\$99,768	66%

Notes:

Other revenues received accounts for interest through 2/28/10.

Workforce agreement runs on fiscal year, July 1 to June 30. \$15,000 was based on estimation for oversight agreement.

2010 REAP Available Funds

	Total Revenues	Total Expenditures	Total Encumbrances	Total Available Funds	Percentage Available
2010 to Date (2/28/10)	\$99,768.40	\$29,467.16	\$0.00	\$70,301.24	70%

REAP Banking Account Balances

	Operating	KAAP	Water Resources
2010 to Date (3/26/10)	\$41,756.15	\$3,303,302.97	\$63,806.16

** Balances include interest through 2/28/10.*

REAP Agenda Item 2

Assessments of REAP Members for Calendar-Year 2010 (as of 3/26/10)

Jurisdiction	Population	Assessment	Paid Assessment
Andover	9,837	\$1,639	\$1,639
Arkansas City	11,168	\$3,726	\$3,726
Augusta	8,683	\$1,564	\$1,564
Bel Aire	6,704	\$1,436	\$1,436
Bentley	496	\$232	\$232
Benton	809	\$253	\$253
Butler County	63,045	\$4,576	\$4,576
Cheney	1,988	\$329	\$329
Clearwater	2,337	\$352	\$352
Colwich	1,382	\$290	\$290
Conway Springs	1,206	\$278	\$278
Derby	22,058	\$4,434	\$4,434
El Dorado	12,596	\$3,819	
Garden Plain	836	\$254	\$254
Goddard	3,697	\$1,240	\$1,240
Halstead	1,886	\$323	\$323
Harvey County	33,493	\$2,337	\$2,337
Haysville	10,193	\$3,663	\$3,663
Hesston	3,701	\$1,241	\$1,241
Hutchinson	40,668	\$5,643	\$5,643
Kechi	1,703	\$311	\$311
Kingman County	7,826	\$1,696	\$1,696
Maize	2,872	\$387	\$387
McPherson County	29,196	\$2,230	\$2,230
Mount Hope	853	\$255	\$255
Mulvane	4,773	\$1,379	\$1,379
Newton	18,017	\$4,171	\$4,171
Park City	7,588	\$1,493	
Reno County	63,145	\$4,579	\$4,579
Rose Hill	3,959	\$1,257	\$1,257
Sedgwick	1,409	\$306	\$306
Sedgwick County	476,026	\$14,901	\$14,901
Sumner County	23,888	\$2,097	\$2,097
Valley Center	6,297	\$1,409	
Wellington	7,812	\$1,508	\$1,508
Wichita	361,420	\$26,492	\$26,492
Winfield	11,539	\$3,750	
Total		\$105,850	\$95,379

REAP Agenda Item 2
REAP Treasurer's Report

Water Resources Expenditures for 1st Quarter, 2010

Expenditures	Adopted	1st Quarter Jan-Mar	2nd Quarter Apr-Jun	3rd Quarter Jul-Sep	4th Quarter Oct-Dec	2010 Year End Totals	Percentage Expended Description
Staffing							
Executive Officer	\$58,464.00	\$14,616.00				\$14,616.00	25% Compensation and benefits
Graduate assistant	\$14,120.00	\$3,530.00				\$3,530.00	25% Compensation and benefits
<i>Staffing Subtotal</i>	<i>\$72,584.00</i>	<i>\$18,146.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$18,146.00</i>	<i>25%</i>
Operating							
Current office expense	\$7,260.00	\$1,815.00				\$1,815.00	25% Computing, telephone, fax, equipment, etc.
Consultation and technical assistance	\$5,000.00	\$0.00				\$0.00	0% Additional assistance through WSU or other sources
Other operating—general	\$7,000.00	\$191.20				\$191.20	3% Meeting expense, memberships, travel, etc.
Legislative liaison	\$5,000.00	\$0.00				\$0.00	n/a Topeka-based representation, receptions, travel
Project funds	\$15,000.00	\$1,825.00				\$1,825.00	12%
<i>Operating Subtotal</i>	<i>\$39,260.00</i>	<i>\$3,831.20</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$3,831.20</i>	<i>10%</i>
Total	\$111,844.00	\$21,977.20	\$0.00	\$0.00	\$0.00	\$21,977.20	20%

**REAP Agenda Item 2
 REAP Treasurer's Report**

Water Resources Revenues to Date, 2010

Revenues	Projected	Received	Percentage Description
Annual membership assessments	\$84,400	\$73,400	87% Membership dues
Special assessments	\$0	\$0	n/a Special assessments
Other revenues received	\$2,200	\$101	5% Other revenues received
Carryover funds	\$42,520	\$43,596	103% Prior-year carryover
Total	\$129,120	\$117,096	91%

Notes:

The other revenues denotes interest earned on the account through 2/28/10.

2010 REAP Water Resources Available Funds

	Total			Percentage Available	
	Total Revenues	Expenditures	Total Encumbrances		
2010 to Date (3/26/10)	\$117,096.33	\$21,977.20	\$0.00	\$95,119.13	81%

REAP Agenda Item 2

Assessments of Water Resources Committee for Calendar-Year 2010

(as of 3/26/10)

Jurisdiction	Population	Assessment	Paid Assessment
Andover	9,837	\$4,000	\$4,000
Arkansas City	11,168	\$4,000	\$4,000
Bel Aire	6,704	\$1,500	\$1,500
*Benton	809	\$400	\$400
Butler County	63,045	\$400	\$400
Clearwater	2,337	\$400	\$400
Derby	22,058	\$4,000	\$4,000
El Dorado	12,596	\$4,000	
Goddard	3,697	\$1,500	\$1,500
Harvey County	33,493	\$400	\$400
Hesston	3,701	\$1,500	\$1,500
Hutchinson	40,668	\$8,000	\$8,000
Kechi	1,703	\$400	\$400
Kingman County	7,826	\$400	\$400
Maize	2,872	\$1,500	\$1,500
McPherson	13,487	\$4,000	\$4,000
McPherson County	29,196	\$400	\$400
Mount Hope	853	\$400	\$400
Newton	18,017	\$4,000	\$4,000
Park City	7,588	\$1,500	
Rose Hill	3,959	\$1,500	\$1,500
Sedgwick	1,409	\$400	\$400
Sedgwick County	476,026	\$400	\$400
Sumner County	23,888	\$400	\$400
Valley Center	6,297	\$1,500	
Wellington	7,812	\$1,500	\$1,500
Wichita	361,420	\$32,000	\$32,000
Winfield	11,539	\$4,000	
Total		\$84,400	\$73,400

Agenda Report 3

Kansas Affordable Airfares Program Fiscal Year 2010

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. Under this administration, REAP is responsible for evaluating and awarding funds for the purpose of the KAAP.

Overview and Process Review

On July 13, 2009, REAP took action to award \$4,875,000 to a proposal from Sedgwick County under the Kansas Affordable Airfares Program. This action left \$125,000 uncommitted in the state appropriation for Kansas Affordable Airfares Program for fiscal year 2010. REAP recommended that the uncommitted funds not be requested from the State of Kansas at the time of initial award, but remain available for later action if additional opportunities that meet the purposes of the Kansas Affordable Airfares Program arose.

These remaining funds of \$125,000 were made available through an addendum to the original request for proposals and will require a local match of \$41,250 at the time of the award. Both the original request and addendum are attached to this report.

Since the initial award addressed the highest priority of maintaining affordable airfares to eastern U.S. destinations, highest priority for this award will be given to maintaining affordable airfares to western U.S. destinations. Priority will also be given to proposals that impact a majority of Kansans.

The addendum was released on March 16, 2010 through posting on the REAP website and provided to the necessary outlets, including: the Kansas Association of Airports, League of Kansas Municipalities, all major news papers in the State, and Department of Commerce. Proposals were accepted through 5:00 PM, March 29, 2010, and the selection of a successful proposal(s) was scheduled for March 30, 2010.

RFP Addendum Presentation(s)

In accordance with the Kansas Affordable Airfares Program as adopted by REAP on March 30, 2009 and then amended on March 16, 2010, to assure that all statutory requirements are met, submittals to the Request for Proposals Addendum have been requested to present.

Recommended Action: Receive and review presentations on submittals of the Request for Proposals Addendum for the Kansas Affordable Airfares Program and provide direction.

Agenda Report 3

Final FY10 Payment

In accordance with the REAP Kansas Affordable Airfares Program, REAP Fiscal Procedures, and Executive Committee action, an independent bank account was established on July 21, 2006, in the name of REAP/Kansas Affordable Airfares Program. The following information details the financial records of the program for the current fiscal year 2010 (July 1, 2009 – June 30, 2010).

Fiscal Year 2010 (July 1, 2009 – June 30, 2010)

	Amount
Actual Deposits	
FY09 Carryover	\$42,575
Program Operator Match	\$1,625,000
State Funding	\$4,875,000
2009 Interest Earned (as of 8/31/09)	\$10,528
2010 Interest Earned	\$1,093
<i>Total Program \$ Available to Date</i>	<i>\$6,553,196</i>
Program Payments	
FY08 Payment 1 – July 27, 2009	\$1,625,000
FY08 Payment 2 – October 5, 2009	\$1,625,000
FY08 Payment 3 – January 5, 2010	\$1,625,000
FY08 Payment 4 – April 1, 2010	\$1,625,000
<i>Total Program Payments to Date</i>	<i>\$6,500,000</i>
Total Remaining Funds to Date	\$53,196

Recommended Action: Take appropriate action.

REGIONAL ECONOMIC AREA PARTNERSHIP (REAP)
KANSAS AFFORDABLE AIRFARES PROGRAM
Adopted: 03/30/09

Under the authority of House Substitute for Senate Bill 475 and the omnibus appropriation bill, Senate Bill 2968, both enacted in the 2006 session of the Kansas Legislature, the Regional Economic Area Partnership (REAP) has established the Kansas Affordable Airfares Program. The program is designed to provide more air flight options, more competition for air travel, and affordable air fares for Kansas.

SELECTION PROCESS

REAP will accept proposals for fiscal year 2010 (July 1, 2009 through June 30, 2010) from local governments to accomplish the purposes of the Kansas Affordable Airfares Program in accord with the following guidelines:

- proposals should specify how the program will provide more flight options, more competition for air travel, and affordable air fares for Kansas. In this regard, an applicant should demonstrate that due diligence has been conducted with respect to a proposal for funding. Due diligence might be documented with analysis of feasibility from a professional air service consultant or a letter of intent from a commercial air carrier.
- proposals for funding during fiscal year 2010 should be submitted in writing to the Chief Executive Officer of REAP at Box 155, 1845 Fairmount, Wichita, Kansas 67260, no later than June 19, 2009.
- proposals should specify the amount of funding requested through the Kansas Affordable Airfares Program and indicate the source of the required local match of 25 percent.
- proposals should specify how the program applicant will document the effectiveness of funding received under the Kansas Affordable Airfares Program.
- proposals should also specify how expenditures and results from the Kansas Affordable Airfares Program and local matching monies will be reported.
- on the basis of the proposals received, the Executive Committee of REAP will make a recommendation to REAP on awarding of funds.

SELECTION CRITERIA

Grants under the Kansas Affordable Airfares Program will be considered and may be awarded on an annual basis in accord with purposes of the program, which are more flight options, more competition for air travel, and affordable air fares for Kansas. Selection criteria are derived from these program purposes as follows:

More air flight options:

- number of scheduled, daily nonstop flights by commercial passenger air carriers to U.S. destinations;
- number of scheduled, daily one-stop flights by commercial passenger air carriers to U.S. destinations;
- number of scheduled, daily one-stop flights by commercial passenger air carriers to international destinations;

More competition for air travel:

- number of scheduled, daily nonstop flights by commercial passenger air carriers to U.S. destinations served by two or more airlines
- number of scheduled, daily one-stop flights by commercial passenger air carriers to U.S. destinations served by two or more airlines
- number of scheduled, daily one-stop flights by commercial passenger air carriers to international destinations served by two or more airlines

Affordable air fares for Kansas:

- average airfare for scheduled, round-trip, nonstop flights by commercial passenger air carriers to U.S. destinations
- average airfare for scheduled, round-trip, one-stop flights by commercial passenger air carriers to U.S. destinations
- average airfare for scheduled, round-trip, one-stop flights by commercial passenger air carriers to international destinations

In making awards, REAP will give highest priority to maintaining affordable airfares to eastern and western U.S. destinations. Priority will also be given to proposals that impact a majority of Kansans. Selection criteria for making awards will be reviewed annually by REAP.

(Released: April 1, 2009)

**REGIONAL ECONOMIC AREA PARTNERSHIP (REAP)
KANSAS AFFORDABLE AIRFARES PROGRAM
ADDENDUM
Released 03/16/10**

UNCOMMITTED FUNDS

On July 13, 2009, REAP took action to award \$4,875,000 to a proposal from Sedgwick County under the Kansas Affordable Airfares Program. This action left \$125,000 uncommitted in the state appropriation for Kansas Affordable Airfares Program for fiscal year 2010 (July 1, 2009 through June 30, 2010). REAP recommended that the uncommitted funds not be requested from the State of Kansas at the time of initial award, but remain available for later action if additional opportunities that meet the purposes of the Kansas Affordable Airfares Program arose.

These remaining funds of \$125,000 will be made available through a second release of a Request for Proposals (RFP) and will require a local match of \$41,250 at the time of the award. This addendum will serve as the second RFP and the process for accessing these funds is detailed below and will maintain the Selection Criteria as defined in the [original RFP](#).

Since the initial award addressed the highest priority of maintaining affordable airfares to eastern U.S. destinations, highest priority for this award will be given to maintaining affordable airfares to western U.S. destinations. Priority will also be given to proposals that impact a majority of Kansans.

SELECTION PROCESS

REAP will accept proposals for the remaining funds of \$125,000 for fiscal year 2010 (July 1, 2009 through June 30, 2010) from local governments to accomplish the purposes of the Kansas Affordable Airfares Program in accord with the following guidelines:

- proposals should specify how the program will provide more flight options, more competition for air travel, and affordable air fares for Kansas. In this regard, an applicant should demonstrate that due diligence has been conducted with respect to a proposal for funding. Due diligence might be documented with analysis of feasibility from a professional air service consultant or a letter of intent from a commercial air carrier.
- proposals for funding during fiscal year 2010 should be submitted in writing to the Chief Executive Officer of REAP at Box 155, 1845 Fairmount, Wichita, Kansas 67260, no later than **5:00 PM on March 29, 2010**.
- proposals should specify the amount of funding requested through the Kansas Affordable Airfares Program and indicate the source of the required local match of 25 percent.
- proposals should specify how the program applicant will document the effectiveness of funding received under the Kansas Affordable Airfares Program.
- proposals should also specify how expenditures and results from the Kansas Affordable Airfares Program and local matching monies will be reported.
- on the basis of the proposals received, REAP will take action on awarding of funds.

Agenda Report 4 Kansas Affordable Airfares Program Fiscal Year 2011

REAP Kansas Affordable Airfares Program Request for Proposals

On June 12, 2006 REAP assumed the authority for administering the Kansas Affordable Airfares Program and formally established the Kansas Affordable Airfares Program. The program is designed to provide more air flight options, more competition for air travel, and affordable air fares for Kansas.

In 2006, REAP awarded the initial \$5 million grant to Sedgwick County, the only entity requesting funding for FY 2007.

In the 2007 legislative session, Governor Sebelius recommended and the Kansas Legislature appropriated \$5 million for continued funding of KAAP, through House Bill 2368. Based on a review of the proposals for funding in FY 2008, REAP awarded the \$5 million grant to Sedgwick County to provide a one year revenue guarantee for AirTran to maintain affordable airfares to eastern destinations, continuing an effective program initiated in 2002, and developing affordable airfares to western U.S. destinations by providing a one year revenue guarantee for Frontier. The total funding of the program was \$7 million, with the \$5 million in State funding, the required \$1.7 million by a local match, and an additional \$300,000 of local funds.

In the 2008 legislative session, Governor Sebelius recommended and the Kansas Legislature appropriated \$5 million for continued funding of KAAP, through Senate Bill 534. Based on a review of the proposals for funding in FY 2009, REAP awarded the \$5 million grant to Sedgwick County to continue the revenue guarantees for AirTran to maintain affordable airfares to eastern destinations, and Frontier to maintain affordable airfares to western U.S. destinations. The total funding of the program was \$7 million, with the \$5 million in State funding, the required \$1.7 million by a local match, and an additional \$300,000 of local funds.

In the 2009 legislative session, Governor Sebelius has again recommended appropriation of \$5 million for continued funding of KAAP, through Senate Sub. for House Bill 2373. Based on a review of the proposals for funding in FY 2010, REAP awarded \$4,875,000 grant to Sedgwick County to continue the revenue guarantees for AirTran to maintain affordable airfares to eastern destinations. The total funding of the program was \$6,500,000 million, with the \$4,875,000 in State funding and the required \$1,625,000 by a local match, and an additional \$300,000 of local funds.

In addition, REAP released an addendum to the original RFP on March 16, 2010 for the \$125,000 uncommitted funds for fiscal year 2010.

In the 2010 legislative session, Governor Mark Parkinson has recommended appropriation of \$5 million for continued funding of KAAP.

Agenda Report 4

REAP has taken the responsibility for administering the Kansas Affordable Airfares Program as a serious matter, dedicating staff time and efforts into maintaining the transparency and integrity of the program. REAP will continue to monitor and assess the progress of the program to maintain that it meets the statutory requirements.

In order to continue this program REAP must again release an RFP for Proposals that establishes a process for fiscal year (FY) 2011 (July 1, 2010 through June 30, 2011). Staff has prepared the following timeline, as well as the attached RFP.

The following timeline is provided for FY 2011 Proposals:

April 1	Release RFP
April 12	REAP Meeting
May 10	REAP Meeting
June 7	REAP Meeting
June 18	Deadline for submittals (56 business days)
July 5	REAP Executive Committee Review
July 12	REAP Meeting/Selection of FY 2009 program recipient
July 13	Funding Request

The program document serves as the Request for Proposals and has been updated by staff as directed by REAP. It is attached to this report for review and approval.

Recommended Action: Review Request for Proposals and provide direction.

REGIONAL ECONOMIC AREA PARTNERSHIP (REAP) KANSAS AFFORDABLE AIRFARES PROGRAM

Adopted: 03/30/10

Under the authority of House Substitute for Senate Bill 475 and the omnibus appropriation bill, Senate Bill 2968, both enacted in the 2006 session of the Kansas Legislature, the Regional Economic Area Partnership (REAP) has established the Kansas Affordable Airfares Program. The program is designed to provide more air flight options, more competition for air travel, and affordable air fares for Kansas.

SELECTION PROCESS

REAP will accept proposals for fiscal year **2011 (July 1, 2010 through June 30, 2011)** from local governments to accomplish the purposes of the Kansas Affordable Airfares Program in accord with the following guidelines:

- proposals should specify how the program will provide more flight options, more competition for air travel, and affordable air fares for Kansas. In this regard, an applicant should demonstrate that due diligence has been conducted with respect to a proposal for funding. Due diligence might be documented with analysis of feasibility from a professional air service consultant or a letter of intent from a commercial air carrier.
- proposals for funding during fiscal year 2010 should be submitted in writing to the Chief Executive Officer of REAP at Box 155, 1845 Fairmount, Wichita, Kansas 67260, no later than **June 18, 2010**.
- proposals should specify the amount of funding requested through the Kansas Affordable Airfares Program and indicate the source of the required local match of 25 percent.
- proposals should specify how the program applicant will document the effectiveness of funding received under the Kansas Affordable Airfares Program.
- proposals should also specify how expenditures and results from the Kansas Affordable Airfares Program and local matching monies will be reported.
- on the basis of the proposals received, the Executive Committee of REAP will make a recommendation to REAP on awarding of funds.

SELECTION CRITERIA

Grants under the Kansas Affordable Airfares Program will be considered and may be awarded on an annual basis in accord with purposes of the program, which are more flight options, more competition for air travel, and affordable air fares for Kansas. Selection criteria are derived from these program purposes as follows:

More air flight options:

- number of scheduled, daily nonstop flights by commercial passenger air carriers to U.S. destinations;
- number of scheduled, daily one-stop flights by commercial passenger air carriers to U.S. destinations;
- number of scheduled, daily one-stop flights by commercial passenger air carriers to international destinations;

More competition for air travel:

- number of scheduled, daily nonstop flights by commercial passenger air carriers to U.S. destinations served by two or more airlines
- number of scheduled, daily one-stop flights by commercial passenger air carriers to U.S. destinations served by two or more airlines
- number of scheduled, daily one-stop flights by commercial passenger air carriers to international destinations served by two or more airlines

Affordable air fares for Kansas:

- average airfare for scheduled, round-trip, nonstop flights by commercial passenger air carriers to U.S. destinations
- average airfare for scheduled, round-trip, one-stop flights by commercial passenger air carriers to U.S. destinations
- average airfare for scheduled, round-trip, one-stop flights by commercial passenger air carriers to international destinations

In making awards, REAP will give highest priority to maintaining affordable airfares to eastern and western U.S. destinations. Priority will also be given to proposals that impact a majority of Kansans. Selection criteria for making awards will be reviewed annually by REAP.

REAP Strategic Planning Session

PURPOSE

REAP will hold a strategic planning session designed to engage REAP members and stakeholders in discussion on the future direction and sustainability of REAP over the next three to five years. With changes in REAP leadership, current and anticipated requests from other organizations, and the economic environment, a strategic planning process will 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.

PROCESS

Key Partner Interviews

Staff will convene 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 and help develop potential scenarios.

Focus Groups

The developed scenarios will be taken to an initial focus group of previous REAP leaders to identify critical issues for the REAP organization.

The scenarios and input from the initial focus group will then be taken to the REAP Executive Committee who will serve as the final focus group.

The results of the focus groups will be reported to the full REAP membership prior to the strategic planning session.

Planning Session

REAP will conduct a three hour planning session in conjunction with its normal annual retreat on November 1, 2010, to address the following topics.

Define where and what REAP is today (historical reference and current structure);

- 1) Evaluate current status of the REAP organization
- 2) Identify regional current and future issues impacting REAP
- 3) Determine what REAP can or will look like five years from now
- 4) Determine a work plan.

Ms. Misty Bruckner, WSU, will be our lead facilitator. Bruckner has extensive experience in facilitating organizational strategic planning.

TIME LINE

The following is an anticipated time line for completing the strategic planning process:

- April-May – Interviews with partners/stakeholders to develop scenarios
- May – Staff develops scenarios
- Early June – Convene first focus group of past leaders
- Mid June – Staff incorporates input from leaders group
- Late June – Executive Committee meets for quarterly meeting at which time utilize as final focus group
- July-August – Staff develops specific alternatives for REAP
- September – REAP utilizes Committees to develop survey based on alternatives
- October – Survey of membership to gather information for Planning Session
- November 1 – REAP Retreat utilized as Strategic Planning Session
- December 13 – Presentation at REAP Meeting of proposed Strategic Plan, including work plans

DRAFT AGENDA

Mission Review: Guide state and national actions that affect economic development in the region and adopt joint actions among member governments that enhance the regional economy.

1. Assessing the Current Environment (SWOT) – small group work
2. Goal Setting – small group work
 - a. Operations/Structure
 - b. Financial
 - c. Partnerships
 - d. Issues
 - e. Other
3. Strategy Development or Assignments

Agenda Report 8

National Association of Workforce Boards Annual Forum Review

The National Association of Workforce Boards (NAWB) 2010 annual conference was held March 6-9 in Washington DC. Those who attended from Local Area IV were current WA Board Chairman Mayor Mark Conway of Rose Hill; WA Finance Chairman Rod Blackburn; PACES Coordinator Anne Corrison; WA staff Keith Lawing, Chad Pettera, and Linda Sorrell; WIRED Director Debra Franklin; and REAP CEO Joe Yager.

Over 2,000 were in attendance representing workforce boards from all around the Nation, the largest attendance ever. The Conference proved to be very informative as usual, but it was also reaffirming in that the Workforce Alliance of South Central Kansas can be proud for what has been accomplished in implementing the Workforce Investment Act.

While in Washington, Mayor Conway, Mr. Blackburn, Mr. Lawing and Mr. Yager met with members of the Kansas Congressional Delegation. Along with staff and Board members of the Kansas City Workforce Board, meetings were held with Senator Sam Brownback, Congressman Todd Tiahrt and staff from the Office of Senator Pat Roberts.

The following are a few observations from the forum:

- There was a general theme that it is a vital time for the workforce industry with the influx of stimulus funding and an administration focused on recovering the struggling economy.
- The nation is looking at record unemployment and workforce organizations must raise the bar on service delivery and innovation.
- Issues discussed at the forum included extreme entrepreneurship, directing job creation, workforce investment board and post-secondary education and synergies of economic development and workforce development.
- This issue of synergy between economic development and workforce development was a reoccurring theme throughout several presentations, including the utilization of regionalism to seize opportunities and to redefine the meaning of workforce development to include economic development, education, and job training.
- WIA Re-authorization is not believed to be considered, however, there is investment in regionally based initiatives that will coordinate with economic development.
- The new administration is encouraging departments to cooperate, such as the USDA, USDOL and USDOC Economic Development Administration.
- There is bi-partisan support on the initiatives, but there is no agreement on the source of funding. There are considerations of offset funding for continuation of some programs, such as Summer Youth.
- Paul Harrington, Associate Director for the Center for Labor Market Studies and Associate Professor of Law, Policy and Society at Northeastern University, provided an overview of the economy and workforce, focusing on general trends that led to the current state of the economy and the methods for reinvestment that will lead to recovery through a commitment at the local level.
- The keynote address was Dr. Jane Oates, Assistant Secretary for Employment and Training, U.S. Department of Labor, who provided the Department of Labor, Employment and Training Administration's vision.