

### **1. Welcome, Introductions, and Announcements**

Commissioner Dave Unruh, Sedgwick County, called the meeting to order and asked for self-introductions at 11:35 a.m.

### **2. Approval of Minutes from February 13, 2014**

*Mayor Terry Somers, Mount Hope, (Commissioner Brad Dillon, Harvey County) moved to approve the minutes as presented. Motion adopted.*

### **3. Local Area IV Chief Elected Officials Business**

The Local Area IV Chief Elected Officials business for first quarter of 2014 was presented by Kelly Bergeron. The following items were reviewed and approved:

- Approval of Lease Agreement for the Wichita Workforce Center (New Leaf Plaza)
- Approval of Furniture Purchase for the Wichita Workforce Center (New Leaf Plaza)
- Approval of Lease Agreement for Copiers and Document Management Software
- Approval of Agreement for Auditing Services with WIPFLI
- Lease Extension of 1220 E. First Street (Temporary Wichita Workforce Center)
- Lease Extension of the Butler Workforce Center (El Dorado)
- Lease Extension of the Cowley Workforce Center (Winfield)
- Approval of the Allen Gibbs and Houlik L.C. Contract Extension
- Approval of Extension of WIA Youth Services Contracts
- Future CEOB Business:
  - *The Executive Committee moved to appoint Wichita City Council Member Jeff Longwell, the current chair of the CEOB, to approve CEOB business concurrently as it occurs at the LWIB meetings and report actions to the REAP Executive Committee.*
  - *The Committee moved to direct the Workforce Development Task Force to establish an appointment process for designating a Chief Elected Official each year, or as needed.*
  - *The Committee directed REAP staff to update the CEOB agreement and present it to the REAP Executive Committee and the Board of Directors for approval.*

*Council Member Jeff Longwell, Wichita (Commissioner Chip Westfall, Harvey County) moved to take the recommended actions as presented in the agenda. Motion adopted.*

### **4. REAP Financial Update: 2014 Assessments**

Lawing reviewed the financial updated included in the packet, noting that as of April 7, 2014, \$151,000 in assessments have been received. Assessments have not yet been received from the cities of Benton, El Dorado, and Halstead, or from Butler County. Staff have reached out the City of South Hutchinson who has expressed interest in joining REAP. At the request of the Committee, the South Hutchinson 2014 dues would be prorated for six months of 2014.

*The Committee received and filed the update.*

## 5. Review of Proposed 2015 REAP Funding Structure

In the 2014 REAP Work Plan, the Board of Directors created the Technical Advisory Committee (TAC), made up of the professional managers and administrators in the member communities. The TAC was charged with several duties, including reviewing and updating the current REAP funding formulas.

Hugo Wall School, Wichita State University, conducted research and benchmarked against other similar organizations and Councils of Governments. Their findings are included on the following pages. This research, along with several funding formula options, was presented to the TAC in December. After reviewing the materials, the TAC requested Hugo Wall School develop an additional formula for consideration. At the February TAC meeting the model was reviewed and approved by the Committee, and they requested it come before the REAP Executive Committee for review.

The REAP Executive Committee met on April 10, 2014, reviewed the proposed assessment model, and recommended approval to the Board of Directors. The proposed structure complies with the Board's request that the separate dues for REAP and for Water Resources be combined into a single assessment.

The current REAP assessment formulas, included in the REAP Fiscal Procedures document, which became effective on June 7, 2010, are as follows:

### Cities

- Population under 3,000: \$200 + \$.065 per capita
- Population between 3,000 and 10,000: \$1,000 + \$.065 per capita
- Population over 10,000: \$3,000 + \$.065 per capita

### Counties

- Population less than 50,000: \$1,500 + \$.025 per capita
- Population above 50,000: \$3,000 + \$.025 per capita

The proposed 2015 Assessments structure is as follows:

### Cities:

- Population under 3,000: \$200 + \$0.16 x population
- Population between 3,000 and 10,000: \$1,000 + \$0.16 x population
- Population over 10,000: \$3,000 + \$0.16 x population

### Counties:

- Population under 10,000: \$1,000 + 0.065 x population
- Population over 10,000: \$3,000 + 0.065 x population

A chart showing the proposed costs, compared to the current cost of each member community is included below.

The determination of the population would remain the same as the current fiscal procedures dictate, the official population figures used for state purposes, as recorded by the Kansas Secretary of State.

The proposed assessment model generates approximately \$182,000 in annual dues, based on the current REAP membership. This level of funding was suggested by the TAC after reviewing prior budgets and expenditures and anticipated activities for 2015. Most REAP members will see marginal increase or decreases in their dues, depending mostly on whether or not they were members of

REAP and Water, or only REAP. A few members will experience a notable change in the amount of their dues.

The REAP Fiscal Procedures document will be updated accordingly to reflect the changes to the funding structure and presented to the Board of Directors for consideration.

Following review and discussion at the May 2<sup>nd</sup> meeting, Members are asked to return to their jurisdiction and discuss the proposed change with their fellow elected officials and their Manager/Administrative staff. The proposed funding structure will be placed on the July 11, 2014 Board of Directors meeting agenda for adoption.

**Proposed REAP 2015 Assessments**  
 Model with County At Similar Proportion of Current REAP Assessment (approximately .40 of City Rate)

<b>Jurisdiction</b>	<b>2012 Certified Population</b>	<b>2014 Combined Water and REAP Assessments</b>	<b>2015 Assessment to 180k</b>
<b>Under 3k</b>			<b>\$200+(0.16*population)</b>
Bentley*	534	\$235	\$ 285
Mount Hope	816	\$614	\$ 331
Garden Plain*	853	\$ 255	\$ 336
Benton	879	\$ 623	\$ 341
Conway Springs	1,252	\$675	\$ 400
Kechi	1,919	\$769	\$ 507
Halstead*	2,095	\$336	\$ 535
Cheney*	2,106	\$337	\$ 537
Clearwater	2,496	\$849	\$ 599
<b>3k-10k</b>			<b>\$1000+(0.16*population)</b>
Maize*	3,437	\$1,223	\$ 1,550
Hesston	3,725	\$2,522	\$ 1,596
Rose Hill	3,928	\$2,550	\$ 1,628
Goddard	4,367	\$2,611	\$ 1,699
Mulvane*	6,127	\$1,398	\$ 1,980
Bel Aire	6,806	\$2,953	\$ 2,089
Valley Center	6,861	\$ 2,961	\$ 2,098
Park City	7,336	\$3,027	\$ 2,174
Wellington	8,057	\$ 3,128	\$ 2,289
Augusta	9,265	\$ 3,297	\$ 2,482
<b>Over 10k</b>			<b>\$3000+(0.16*population)</b>
Andover	11,779	\$7,649	\$ 4,885
El Dorado*	13,008	\$3,846	\$ 5,081
Newton	19,230	\$8,692	\$ 6,077
Derby*	22,279	\$4,448	\$ 6,565
Hutchinson	42,142	\$12,900	\$ 9,743

Wichita	384,445	\$60,822	\$	64,511
<b>Counties</b>				
<b>Under 10k</b>				<b>\$1000+(0.065*population)</b>
Kingman County	7,853	\$2,496	\$	1,510
<b>Over 10k</b>				<b>\$3000+(0.065*population)</b>
McPherson County	29,241	\$3,031	\$	4,901
Sedgwick County	501,076	\$16,327	\$	35,570
Reno County	64,607	\$4,615	\$	7,199
Butler County	65,817	\$5,445	\$	7,278
Harvey County	34,846	\$ 3,171	\$	5,265
<b>Total</b>		<b>\$163,805</b>		<b>\$182,042</b>

*\*Not members of Water Resources*

Hugo Wall School conducted benchmarking and research on other councils of governments which were included in the packet.

The Committee reviewed and discussed the proposed structure and recommended it be forward to the Board of Directors for discussion and preliminary approval at the May 2, 2014 meeting. The Committee also requested staff create an additional category of membership for affiliate members, with several rates, including one for individuals, one for organizations and one for businesses.

*The Committee moved to approve the proposed 2015 funding structure and recommend preliminary adoption by the Board of Directors at the May 2, 2014 meeting with final adoption at the July 11, 2014 meeting. Additionally, the Committee directed staff to create the affiliate membership dues structure to be presented to the Board at the July 11, 2014 meeting. Motion adopted.*

#### **6. REAP Leadership: 2014 Nominating Committee and Succession Time Table**

The current REAP bylaws, adopted in 2008, state that preceding the May meeting each year, the Chair shall appoint a nominating committee who shall present nominations at the June meeting for the positions of Chair and Vice Chair. There is a clause in the bylaws stating the term of the officers is one year, or until such officer's successor is elected.

After discussion, the Committee determined that given the current review of the REAP financial assessments, bylaws and organizational structure, the election of officers should be delayed until these tasks are completed. The current Officers, Commissioner Dave Unruh, Chair, Commissioner Brad Dillon, Vice Chair, and Mayor Terry Somers, Treasurer, are willing to continue as the Officers until the organizational restructure is completed.

*The Committee moved to recommend to the Board of Directors that the elections be delayed until the organizational restructure is completed. Motion adopted.*

## 7. Other Business

Lawing reported that the Prosperity Plan is progressing, and a draft of the plan should be presented to the Board of Directors at the July meeting. Commissioner Westfall noted that the Legislative Update Calls have been helpful but not well attended. The Committee will revisit this idea after the Legislative Session adjourns.

## 6. Adjourn

The meeting adjourned at 12:45 p.m.

### Attendance

#### Committee Members

Commissioner Dave Unruh, Sedgwick County, Chair  
Commissioner Brad Dillon, Reno County, Vice Chair  
Jeff Longwell, City of Wichita, CEOB  
Mayor Terry Somers, City of Mount Hope, Treasurer  
Commissioner Chip Westfall, Harvey County,  
Legislative Chair

#### Guests

Misty Bruckner, WSU

#### Staff

Keith Lawing  
Kelly Bergeron