

Kansas Association of Counties  
Special Governing Board Minutes on KAC Budget  
September 28, 2018  
via conference call

Attendance

Board Members Present: Nick **Baldetti**, Reno County Public Health Director; John **Bartolac**, Johnson County Director of Records and Tax Administration; Jeff **Blosser**, Morris County Engineer; Craig **Cox**, Riley County Assistant Counselor; Max **Dibble**, Phillips County Commissioner; Susan **Hubbell**, Kingman County Register of Deeds; Patti **Israel**, Ford County Appraiser; Dave **Johnston**, Sedgwick County EMS Operations Manager; Richard **Malm**, NACo Representative, Jefferson County Commissioner; Hannah **Stambaugh**, Saline County Emergency Management Director;

Absent

First Roll Call: Ed **Eilert**, Chairman, Board of Johnson County Commissioners; Lynn **Peterson**, Dickinson County Commissioner; Lon **Pishny**, Finney County Commissioner; Rob **Roberts**, Miami County Commissioner; Clair **Schrock**, Thomas County Noxious Weed Director; Gary **Scoby**, Nemaha County Commissioner; Barbara **Wasinger**, Ellis County Commissioner; Chip **Westfall**, Harvey County Commissioner.

Lynn Peterson and Gary Scoby joined the conference call after the first roll call.

Second Roll Call at the end of the meeting: Dave Johnston and Patti Israel were absent.

Others Present: Randall Allen, KAC Executive Director; Dennis Kriesel, Operations and Finance Director; Dorrie Sullivan, Education & Communications Director, Betty Oliva, Office Manager.

Proceedings

President Max Dibble called the meeting of the KAC Governing Board to order at 9:00 a.m.

Randall Allen presented the preliminary 2019 Budget for review, noting action on the budget is required by the By Laws to pass the budget at the October 15, 2018, KAC Board Meeting held at the Conference.

A summary of the projected revenues includes:

1. There is no change in the 2019 aggregate dues assessed to counties (\$450,325) from the amount assessed for 2018. If the methodology used to allocate dues remains the same as in prior years (population, assessed valuation), there will be changes in most counties' dues, but no change in the total. There is also no change in the membership dues of affiliate and associate members.
2. The exclusive referral agreements with KCAMP and KWORCC reflect a \$10,000 and \$5,000 increase, respectively, from the amounts budgeted in 2018.
3. The budget anticipates an eight-month period (January — August, 2019) of sublease rental from the Health Care Stabilization Fund (HCSF).
4. The annual subscription fee to the webinar program (10 webinars in 2019) will increase from \$50 to \$100 per county.

5. Sponsorship revenue from the Certificate of Public Management (CPM — KU) is removed.
6. The annual subscription to the Local Road Engineer Program will increase by \$10, from \$420 to \$430.

A summary of the projected expenses and program changes include:

1. Salaries and wages reflect the status quo. No changes are recognized in terms of specific salaries or wages. This is based on current staff being Randall Allen, Dennis Kriesel, Dorrie Sullivan, Jay Hall, Betty Oliva, Dana Wethington including 600 hours for a legal intern. The board will have to adjust budgets as personnel changes occur.

2. Employee Benefit costs:

- 15% increase in group employee health insurance premiums

- 5% increase in dental premiums

- 5% increase in vision premiums

Insurance premium pricing hasn't been received as of to date for the 2019 year and we should have by early November. Will have to keep this in mind when approving the budget.

3. Insurance: 7% increase in property/casualty type insurance premiums, including professional liability insurance.

4. Program changes:

- Regional suppers not anticipated (food & travel costs).
- New Commissioners Orientation workshop to be held in January, 2019. Contract already in place. (50 Commissioners)
- Staffing support to KALHD removed – reduced down now.
- Support to update KCCA pictorial directory removed; KCCA will need to contract directly for this service. Involves a lot of work in producing. Recommend if continued to contract with outside source.
- Compensation survey discontinued – is not self-sustaining. Currently have approx. 40 subscribers.
- Half-day in-person education classes discontinued; mid-term "refresher" class removed; mini-leadership event removed.
- Local Government Day event removed. Not in 2019 budget, there are other ways to engage our members. Have split costs with the League in the past, it is expensive.
- Travel expenses cut, including Legislative Director's travel to the NACo Annual Conference; Board President's travel to the NACo Annual Conference; and Executive Director's travel to the NCCAE (peers) Annual Conference. Effects staff and Board for 2019.
- Membership dues for Executive Director to peer group (NCCAE) removed. (\$1,000)
- Employer-provided cellular phones for lobbyists removed. No employer provided cell phone for anyone in 2019.
- Website hosting added (anticipating a new KAC website). Maintenance cost for the website is in this budget.
- Adobe software licensing removed – not needed anymore.
- Reduced computer replacement fund (cut by \$1,000, from \$3,000 to \$2,000)

Randall opened the meeting for questions and addition discussion:

President Dibble asked if we have been in contact with the League for Local Government Day for not participating in this event? Dorrie has had conversations with the League and they are aware we may not be participating, we will need to let them know as soon as possible. Randall added that if KAC doesn't participate, it would change the food costs but not the other costs.

President Dibble question line 7500 for Food in reference to the New Commissioners Orientation and if this a 2-day orientation for them. Dorrie answered that it with them arriving the evening before. It begins with breakfast and runs to noon, but doesn't include lunch. Randall explained we charge \$280 for this workshop to offset expenses incurred such as food, travel, AV and room costs. Revenue reflects \$14,000 with expenses of \$6,500.00 to give some leeway.

President Dibble asked what the current expenses are for the website. Dennis reported this year's cost being over \$3,000 for maintenance and has negotiated with Civic Plus in the past, to try and give them "in-kind" contributions to offsite some of the costs as much as possible. The new website maintenance agreement is \$1,000 with this year's development costs being \$5,000. The new website costs will be incurred in 2018.

John Bartolac asked for the current cell phone costs of the 3 employees and if it would be considered to provide an allowance for only part of the cost per employee, so that employees would still have use of a cell phone and not eliminate the service. Randall explained that it has been provided for legislative staff in the past but not all staff. There's a fairness issue. John asked if it would be possible to look at providing an allowance for all staff. Dennis provided the 2018 cost for the cellular plan being \$2,256.00 which does not include the cell phone cost.

John asked about the travel costs that are cut and if there are estimated costs for they were in 2018. Dennis provided the budgeted numbers for 2018 by trip, with the President going to the NACo Conference estimated at \$1,970.00, staff attending the NACo Conference was about the same at \$1,969.00, and NCCAE at \$1,970.00.

John asked President Dibble the value of attending the NACo Conference. President Dibble commented he learned a lot, gained a lot of ideas and made new contacts.

Randall added over the years the cost for professional development has been cut out of the budget when it's a good practice to provide staff with professional development.

Susan Hubble asked when was the last time KAC had an increase in dues. Randall said that was last year and staff can provide the last 5 years of what the dues increases have been, and will email it to everyone.

Additional comments and discussion continued with the 2019 budget, expense cuts and growing revenue in future years.

President Dibble thanked Randall and staff for all their work on the budget, and for everyone to keep thinking of any new possible revenue ideas.

President Dibble called on Randall to complete the second roll call.

The meeting was adjourned at 10:00AM.