STATE ADMINISTRATIVE COMMITTEE (SAC) MINUTES  
June 25, 2019  
Teleconference

AGENCIES:  Natural Resources Conservation Service (NRCS) – Chair  
            Farm Service Agency (FSA)  
            Rural Development (RD)  
            Client Experience Center (CEC)

ATTENDEES:  Gaye Benfer, NRCS  Loren Graff, NRCS  
            Lance Thompson, FSA  Kris Becker, CEC  
            Karissa Stiers, RD  Gail Painter, CEC  
            Tracey Weston, FPAC

The meeting started at 10:00 a.m.

The minutes of the previous meeting have been posted.

GENERAL ITEMS:

CEC inquired about possible space at the Garden City office for an employee.

Discussion was held on the Accessibility Reviews needing completion for this fiscal year. The responsibility for these are somewhat in transition with the leasing administration team. Kansas will plan to coordinate the process. FSA will send out the information for the reviews.

Next SAC Teleconference is scheduled for August 27, 2019 at 10:00 a.m.

LEASING TEAM UPDATES:
Non-Lease updates:
- Sumner County, Wellington site inspection due to water damage
- Labette County, Altamont fiber upgrade on hold
- Riley County Security updates
- Quarterly State calls with Rob Haughton
- New Space Requirements Form

Short list of items that need completed on newer, accepted leases.
- **Pottawatomie** County, Westmoreland
- **Dickinson** County, Abilene
- **Gray** County, Cimarron
- **Nemaha** County, Seneca
- **Republic** County, Belleville
- **Morris** County, Council Grove - Broker
New Ownership
- **Grant** County, Ulysses – Property sold – Lease Admin. Team working on ownership transfer.

Updates in process: Conditional Acceptance of space.
- **Miami** County, Paola
- **Jefferson** County, Oskaloosa - Broker
- **Hodgeman** County, Jetmore

Submitted for Scoring and funding approvals
- **Sedgwick** County, Wichita – Broker; Submitted May 9
- **Kiowa** County, Greensburg – Submitted June 19
- **Meade** County, Meade – In process

Request for Lease Proposal has been issued and working on negotiations
- **Norton** County, Norton
- **Stanton** County, Johnson City
- **Brown** County, Hiawatha
- **Franklin** County, Ottawa

Have GSA delegation. Waiting for Broker Assignment
- **Gove** County, Gove (FSA only)

Have GSA delegation. Need to review file, update records and submit to Broker
- **Lane** County, Dighton
- **Sheridan** County, Hoxie
- **Elk** County, Howard (NRCS only)

Submission of Request for GSA Delegation Amendment or new delegation. All projects listed below will be worked on with a broker
- **Atchison** County, Effingham - Broker
- **Barber** County, Medicine Lodge
- **Scott** County, Scott City – combining NRCS and FSA leases into one.
- **Ness** County, Ness City
- **Finney** County, Garden City
- **Doniphan** County, Troy
- **Saline** County, Salina
- **Phillips** County, Phillipsburg
- **Graham** County, Hill City
- **McPherson** County, McPherson
- **Rice** County, Lyons
- **Sherman** County, Goodland
- **Lyon** County, Emporia
- **Wabaunsee** County, Alma
- **Wichita** County, Leoti
- **Anderson** County, Garnett
- **Ottawa** County, Minneapolis
- **Wilson** County, Fredonia
• Morton County, Elkhart
• Neosho County, Erie
• Neosho County, Chanute (NRCS only)
• Ellis County, Hays (NRCS Area Office) – Worked by Aaron Ramsey, RPLO
• Reno County, Hutchinson (NRCS Area Office)
• Riley County – FSA State Office, Manhattan

GSA Leases where Agency requirements are being developed
• Shawnee County, Topeka – RMA Regional Office – Requirements submitted 2/25/2019
• Riley County – Service Center, Manhattan (FSA, NRCS, NASS, WS?)
  o 5/10/19 - Requirements submitted 5/10/19
  o 6/18/19 - Initial call with GSA to verify each agency’s requirements
• Saline County – NRCS State Office, Salina

GAYE L. BENFER
SAC Chairperson