

Kansas Administrative Regulations

Department of Administration

Article 19.—Housing, Food Service and Other Employee Maintenance

1-19-9. Rate schedule.

Agencies shall immediately on the effective date of these regulations and annually thereafter, by June 1, adopt an accounting procedure and prepare a rate schedule for housing, food service, and other employee maintenance to be provided to employees for the following fiscal year and shall submit such schedule to the director of accounts and reports on forms provided for such purpose for approval. The approved rate schedule when submitted to the secretary of administration and approved by the governor shall become effective, provided that the secretary of administration may adopt interim rates pending approval of the governor which shall be in effect until adopted or amended by the governor.

The criteria used to develop the rate schedule are as follows:

(a) Food service rates will be based on costs of direct raw food cost, additional direct labor cost incurred to serve employee's meals, and a surcharge for indirect cost of ten percent (10%) of the direct costs.

(b) Housing rates shall be determined by the fair rental value as recommended by the agency and determined by the director of accounts and reports or by a qualified appraiser employed by the agency to determine the prevailing fair market rental value of the housing in the immediate locality. The determinations of the fair rental value of housing shall include but not be limited to recognized cost factors for operating costs, annualized maintenance, repairs and replacement, amortized replacement cost of the fixed asset, and a management fee.

(c) Other maintenance charges shall be based on agency costs.

(Authorized by K.S.A. 75-2961a, 75-3706; effective, E-74-46, Aug. 28, 1974; effective May 1, 1975; amended May 1, 1979.)