



**BERBERICH TRAHAN & CO., P.A.**  
*Certified Public Accountants*

**INFORMATION NETWORK OF  
KANSAS, INC.**  
(A COMPONENT UNIT OF THE STATE OF KANSAS)

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**FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2017 AND 2016**

INFORMATION NETWORK OF KANSAS, INC.  
(A COMPONENT UNIT OF THE STATE OF KANSAS)

FINANCIAL STATEMENTS

Years Ended December 31, 2017 and 2016

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## **INDEPENDENT AUDITOR'S REPORT**

Board of Directors  
Information Network of Kansas, Inc.:

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the business-type activities of Information Network of Kansas, Inc. (INK), a component unit of the State of Kansas, as of and for the years ended December 31, 2017 and 2016, and the related notes to the financial statements, which collectively comprise INK's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on the financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of INK, as of December 31, 2017 and 2016, and the changes in financial position and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that management's discussion and analysis on pages 3 – 7 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Berberich Trahan & Co., P.A.*

September 6, 2018  
Topeka, Kansas

## **Management's Discussion and Analysis**

As management of the Information Network of Kansas, Inc. (INK), we offer readers of INK's financial statements this narrative overview and analysis of the financial activities of INK for the years ended December 31, 2017 and 2016.

The Information Network of Kansas Inc. was created by the legislature of the State of Kansas in 1990. Its purposes and duties include providing to the citizens of Kansas electronic access to public information of agencies via a gateway service, to develop a dial-in gateway or electronic network for access to public information, to appropriately oversee and assure fulfillment of terms of the contract of any network manager, to explore and implement ways and means of expanding the amount and kind of public information available, to expand the base of users, to cooperate with the Kansas Office of Information Technology Services (OITS) in seeking to achieve the purposes of INK, and to explore and implement new technological means for improving citizen and business access to public information and for-profit information and databases.

The statute provides for a managing board of nine members, consisting of;

- The Secretary of State
- Two members who are chief executive officers of agencies of the executive branch, appointed by the Governor
- One member of the Kansas Bar Association, appointed by the Governor from a list of three members submitted by the association
- One member from the Kansas Public Libraries Association, appointed by the Governor from a list of three members submitted by the association
- The executive branch Chief Information Technology Officer
- Three members representing user associations of a statewide character, appointed by the Governor from a list of three members for each user association submitted by the INK Board of Directors

The board determines which services are to be offered to the public, the amount of the user fees, and administers the contract with the network manager. The board meets once a month. Board committees meet more often as required and all members serve without compensation. Travel expenses of board members are reimbursed. No State General Funds are appropriated to fund INK. Portal revenue is generated from user fees and interest bearing accounts.

### **Financial Support**

The INK board of directors met for the first time in November, 1990 and after performing a RFP process, selected a network manager and commenced operations on January 16, 1992. The major source of user fees is paid by vendors that supply insurance companies with Kansas driver license information and vehicle lien records. A second main source of revenue is interactive fees from groups of business users of the network. Main groups of business users include information resellers, commercial banks, lawyers, accountants, and the general public. INK also provides web application development services for professional licensing, transportation registration and licensing, and provides payment processing for state, county, and local government organizations.

## **INK Management**

INK employed a network manager in 1990. The Kansas Information Consortium LLC (KIC), a for-profit organization, was formed for the sole purpose of operating the network for the board. KIC serviced under the original contract, with extensions through December 31, 2002. A Request for Proposal for a network manager was issued by the board in 2002, consideration of vendors followed, and the board subsequently entered into a contract with KIC. Subsequent contracts were executed with KIC in 2008 and again in 2011, and most recently in 2014.

The current contract provides that all gross fees are collected by INK and, after payment of direct costs to agencies in supplying data and shared portal expenses, 85% of such gross profit is to be paid to KIC for operating expense. The network manager, KIC, submits an annual business plan to the INK board for approval, enumerating expected costs of operations and anticipated revenues.

The INK board hired a full-time executive director in 2002. In 2014, INK hired a project manager to assist in coordinating the effort to build an online destination for Kansas business owners to file and required documentation across state agencies. At the end of Q1 2016, the executive director position became vacant, with the principal duties assumed by the project manager. INK leased office space from the Kansas Association of Counties through the end of Q1 2017 at which time the records and business address of INK were moved to an office in Memorial Hall provided by the Secretary of State. The Department of Administration Service Center in conjunction with the Human Resource Department performs the project manager's payroll administration. INK provides funds to the Service Center for all salary and benefits on a quarterly basis.

## **Overview of the Financial Statements**

This discussion and analysis are intended to serve as an introduction to INK's basic financial statements. INK engages in business-type activities and is reported as a component unit of the State of Kansas. As such, INK prepares these basic financial statements, notes to the financial statements and required supplementary information which includes this management's discussion and analysis.

The Balance Sheets provide information on the nature and amount of INK's economic resources. The Statements of Revenues, Expenses, and Changes in Net Position present information showing how INK's net position changed during the most recent fiscal year. The Statements of Cash Flows reconcile the change in cash with the activities of INK for the twelve months ended December 31, 2017.

## Financial Highlights

- The assets of INK exceeded its liabilities at the close of the most recent fiscal year by \$4,127,958 which may be used to meet INK's ongoing obligations to participating state and local entities, program development, security, and disaster recovery contingencies.
- INK's total net position increased by \$32,925 and \$684,029 for the years ended December 31, 2017 and 2016, respectively. The relatively small increase in net position in 2017 was primarily due to significantly larger grant expenditures, while top line revenue remained flat. The 2016 increase was primarily attributable to expanding services at the local and county levels of state government, along with expanded adoption of existing state services, and limited grant expenditures.

## Financial Analysis

Net position may serve over time as a useful indicator of an organization's financial position. In the case of INK, assets exceeded liabilities by \$4,127,958 at the close of the most recent fiscal year.

### Information Network of Kansas, Inc.'s Net Position

	2017	2016	2015
Current assets	\$ 9,615,115	\$ 8,265,158	\$ 7,477,730
Capital assets, less accumulated depreciation	4,209	4,892	5,575
Total assets	<u>\$ 9,619,324</u>	<u>\$ 8,270,050</u>	<u>\$ 7,483,305</u>
Current liabilities	<u>\$ 5,491,366</u>	<u>\$ 4,175,017</u>	<u>\$ 4,072,301</u>
Total liabilities	<u>5,491,366</u>	<u>4,175,017</u>	<u>4,072,301</u>
Net position:			
Net investment in capital assets	4,209	4,892	5,575
Unrestricted	<u>4,123,749</u>	<u>4,090,141</u>	<u>3,405,429</u>
Total net position	<u>4,127,958</u>	<u>4,095,033</u>	<u>3,411,004</u>
Total liabilities and net position	<u>\$ 9,619,324</u>	<u>\$ 8,270,050</u>	<u>\$ 7,483,305</u>

The balance of *unrestricted net position* (\$4,123,749 and \$4,090,141) as of December 31, 2017 and 2016, respectively, may be used to meet INK's ongoing grant obligations, disaster recovery contingencies, and to support existing and new program initiatives.

At December 31, 2017 and 2016, INK is able to report positive balances in both categories of net position.

The small increase in *total net position* for 2017 is largely attributable to stable ongoing revenue generated from both newly deployed and existing applications provided on behalf of county and state entities, significantly lower operating expenses, but significantly increased grant funding for state entities. The increase in 2016 was attributable to increases in ongoing revenue from the sources described above, with limited grant expenditures.

### Information Network of Kansas, Inc.'s Changes in Net Position

	Year Ended December 31, 2017	Year Ended December 31, 2016	Year Ended December 31, 2015
Operating revenues	\$ 1,065,987	\$ 1,070,837	\$ 952,966
Operating expenses	1,061,832	391,817	511,420
Operating income	4,155	679,020	441,546
Nonoperating revenues:			
Interest income	28,770	5,009	2,228
Change in net position	32,925	684,029	443,774
Net position, beginning of year	4,095,033	3,411,004	2,967,230
Net position, end of year	\$ 4,127,958	\$ 4,095,033	\$ 3,411,004

While 2017 network operating revenue remained relatively flat, operating expenses increased significantly, primarily as a result of grant awards as other operating expenses decreased from 2016.

Agency fee receipts increased in 2016 and INK net operating network revenue in 2016 increased from the 2015 level after a previous year decrease (2014-2015) largely due to a reduction in the WebTags ACH fee charged to end users, a reduction in the share of DMV fees distributed to the Department of Revenue coupled with a lower number of transactions, and an increase in merchant fees. The decrease in operating expenses in 2016 is primarily due to a reduction in staffing costs with the departure of the INK executive director in Q1, along with reductions in some professional contract expenses. The increase in operating network revenue in 2016 is largely attributable to expanding services at the local and county levels of state government, along with expanded adoption of existing state services.

### Conclusion

Kansas consistently ranks very high among states in the nation in the successful transition to e-government. In 2014, the state of Kansas earned an award as a top ten-finalist position from the Center of Digital Government for the annual Best of the Web competition for the state's internet home page.



The INK board, in cooperation with state agencies and others, is focused on creating a system of business and government as paperless as possible, and to make it ever easier for Kansans to use state of the art technology to pay their taxes, obtain permits and licenses, and readily access other data to make their lives better. During 2016 special focus was placed on improving the systems that support Amber Alerts as well as crash logs for the Kansas Highway Patrol. In 2017, significant focus was placed on updating and enhancing existing backend systems that support the solutions provided by INK. Financial and other information is readily available on our website [www.Kansas.gov](http://www.Kansas.gov) or in our office. INK board meetings are open to the public and visitors are welcome. Public notice of the meetings is provided in accordance with state law.

### **Requests for Information**

This financial report is designed to provide a general overview of INK's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the INK Board Chairman.

Eric Rucker  
Chair, Information Network of Kansas Board of Directors  
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INFORMATION NETWORK OF KANSAS, INC.  
(A COMPONENT UNIT OF THE STATE OF KANSAS)

BALANCE SHEETS

December 31, 2017 and 2016

	2017	2016
<u>ASSETS</u>		
Current assets:		
Cash and cash equivalents	\$ 6,309,697	\$ 5,423,500
Accounts receivable	3,278,512	2,806,165
Prepaid expenses	26,906	35,493
	9,615,115	8,265,158
Capital assets:		
Equipment	18,621	18,621
Less accumulated depreciation	14,412	13,729
	4,209	4,892
Total assets	\$ 9,619,324	\$ 8,270,050
<u>LIABILITIES AND NET POSITION</u>		
Current liabilities:		
Accounts payable and accrued expenses	\$ 5,491,366	\$ 4,175,017
Net position:		
Net investment in capital assets	4,209	4,892
Unrestricted	4,123,749	4,090,141
	4,127,958	4,095,033
Total liabilities and net position	\$ 9,619,324	\$ 8,270,050

See accompanying notes to the basic financial statements.

INFORMATION NETWORK OF KANSAS, INC.  
(A COMPONENT UNIT OF THE STATE OF KANSAS)

STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

Years Ended December 31, 2017 and 2016

	2017	2016
Operating revenues:		
Agency fee receipts	\$ 601,896,806	\$ 574,720,591
Contract penalty income	-	60,000
Less payments to data providing entities	594,753,394	567,933,610
Less network manager share of network revenue	6,077,425	5,776,144
Total operating revenues	1,065,987	1,070,837
Operating expenses:		
Program development	873,646	30,926
Reimbursed salaries and benefits	112,148	196,549
Telephone	762	2,466
Printing and advertising	-	2,305
Travel	2,176	2,655
Contract office services and space	1,506	5,841
Professional and consulting contracts	59,149	141,939
Program maintenance contract	-	3,854
Hospitality and meetings	1,615	1,879
Office supplies and other	10,147	2,720
Depreciation	683	683
Total operating expenses	1,061,832	391,817
Operating income	4,155	679,020
Nonoperating revenue:		
Interest income	28,770	5,009
Change in net position	32,925	684,029
Net position, beginning of year	4,095,033	3,411,004
Net position, end of year	\$ 4,127,958	\$ 4,095,033

See accompanying notes to the basic financial statements.

INFORMATION NETWORK OF KANSAS, INC.  
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STATEMENTS OF CASH FLOWS

Years Ended December 31, 2017 and 2016

	2017	2016
Cash flows from operating activities:		
Receipts of agency fees from customers	\$ 601,424,459	\$ 574,719,559
Receipts of contract penalties	-	60,000
Payments to data providing entities for share of agency fees	(594,778,597)	(567,901,864)
Payments to network manager for share of network revenue	(5,262,233)	(5,717,136)
Payments for supplies, grants and other services	(414,054)	(150,094)
Payments to contracted employees for reimbursed salaries and benefits	(112,148)	(196,549)
Net cash provided by operating activities	857,427	813,916
Cash flows from investing activities:		
Interest received	28,770	5,009
Net increase in cash and cash equivalents	886,197	818,925
Cash and cash equivalents, beginning of year	5,423,500	4,604,575
Cash and cash equivalents, end of year	\$ 6,309,697	\$ 5,423,500
Reconciliation of operating income to net cash provided by operating activities:		
Operating income	\$ 4,155	\$ 679,020
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation	683	683
Changes in operating assets and liabilities:		
Accounts receivable	(472,347)	(1,032)
Prepaid expenses	8,587	32,529
Accounts payable and accrued expenses	1,316,349	102,716
Net cash provided by operating activities	\$ 857,427	\$ 813,916

See accompanying notes to the basic financial statements.

INFORMATION NETWORK OF KANSAS, INC.  
(A COMPONENT UNIT OF THE STATE OF KANSAS)

NOTES TO BASIC FINANCIAL STATEMENTS

December 31, 2017 and 2016

1 - Organization and Summary of Significant Accounting Policies

Reporting Entity

The Information Network of Kansas, Inc. (INK) was created in 1990 by the State of Kansas legislature to provide electronic access for members of the public to public information of agencies by means of a centralized electronic information system, to develop and expand the system and to provide oversight of the network manager. INK is governed by a ten-member Board of Directors with membership on the board established by statute. INK is a component unit of the State of Kansas.

Basis of Presentation

INK is accounted for as an enterprise fund. Enterprise funds are used to account for activities that are financed and operated in a manner similar to private business enterprises, where the intent is that the costs of providing goods and services to the general public on a continuing basis are to be financed through user charges or where the periodic determination of net income is considered appropriate.

Basis of Accounting

The financial statements of INK have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

“Basis of accounting” refers to when revenues, expenses and the related assets and liabilities are recognized in the accounts and reported in the financial statements. “Measurement focus” refers to what is being measured. The financial statements are prepared on the accrual basis of accounting and on an economic resources measurement focus in accordance with accounting principles generally accepted in the United States of America. Under the accrual basis of accounting, revenues are recognized when earned, and expenses are recognized when the liability is incurred. With the economic resources measurement focus, all assets and all liabilities are included on the balance sheet. The statement of revenues, expenses and changes in net position presents increases (revenues) and decreases (expenses) in net position. The statement of cash flows provides information about how INK meets the cash flow needs of its activities.

INFORMATION NETWORK OF KANSAS, INC.  
(A COMPONENT UNIT OF THE STATE OF KANSAS)

NOTES TO BASIC FINANCIAL STATEMENTS  
(Continued)

1 - Organization and Summary of Significant Accounting Policies (Continued)

Basis of Accounting (Continued)

INK distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses result from providing services in connection with INK's principal ongoing operations. Operating revenues include revenue from providing network services, net of transaction fees due to data-providing entities when services are provided. Revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Cash Equivalents

For purposes of the statement of cash flows, INK considers all highly liquid investments with an original maturity of less than three months to be cash equivalents.

Accounts Receivable

Accounts receivable represent amounts to be collected from network users under the terms of a contract with INK's network manager. INK considers the amounts to be fully collectible and, accordingly, no allowance for doubtful accounts is necessary.

Capital Assets

Capital assets, which include equipment, are recorded at historical cost. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized. Depreciation is computed on the straight-line basis using estimated useful lives of three to seven years.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from estimates.

INFORMATION NETWORK OF KANSAS, INC.  
(A COMPONENT UNIT OF THE STATE OF KANSAS)

NOTES TO BASIC FINANCIAL STATEMENTS  
(Continued)

2 - Cash

Kansas statutes provide for all moneys received by INK to be deposited in the State Treasury or maintained in interest bearing accounts in Kansas banks or Kansas savings and loan associations until expended or otherwise disposed of pursuant to statute.

Custodial credit risk is the risk that, in the event of a bank failure, INK's deposits may not be returned. Kansas statutes require that deposits be collateralized and that collateral pledged must have a fair market value equal to 100% of the deposits and investments, less insured amounts, and must be assigned for the benefit of INK. At year-end, the carrying amounts of INK's deposits were \$ 6,309,697 and the bank balances totaled \$ 6,431,457. Of the bank balances \$ 750,000 were secured by federal deposit insurance, and \$ 5,306,156 were collateralized by pledge securities. An amount of \$ 375,301 was unsecured at year-end.

3 - Network Manager Agreement

INK has contracted with Kansas Information Consortium, LLC (KIC) to serve as INK's network manager to develop, operate, maintain and expand the network for electronic access to public information. The terms of the contract, which expires on December 31, 2021, provide that KIC, on behalf of INK, will negotiate and obtain contracts with state agencies for electronic access and subscribers for services. The terms of the contract provide for KIC to receive 85 percent of the gross network revenue net of the data-providing entities' share of network revenues.

In addition, the terms of the contract provide that, upon termination of the contract, all network and manager records, work papers and operations documentation shall become the property of INK and that application software, documentation and source codes and related updates and revisions are considered during the life of the contract, and perpetually thereafter, to be licensed for use to the State of Kansas through INK or any successor to be used in operation and expansion of the network or any successor network.

INFORMATION NETWORK OF KANSAS, INC.  
(A COMPONENT UNIT OF THE STATE OF KANSAS)

NOTES TO BASIC FINANCIAL STATEMENTS  
(Continued)

4 - Operating Lease

On August 22, 2012, INK signed a one-year lease from July 1, 2012 through June 30, 2013 for office space and office administrative services from the Kansas Association of Counties at a rate of \$ 346 per month. Beginning on July 1, 2013, the lease became a month-to-month lease. Rent paid was \$ 1,506 and \$ 5,841 for the years ended December 31, 2017 and 2016. These rent costs include the leasing of the office space, one parking space, storage space and access to GO Fiber for the entire year. This lease was renewed through March 31, 2017, at which point, the lease was allowed to expire.

5 - Related Parties

The Kansas Department of Administration's Office of Information Technology Services processes INK's payroll. INK provides reimbursements to the Office of Information Technology Services for salaries and benefits, including contributions to the Kansas Public Employees Retirement System, on a quarterly basis. Salaries and benefits reimbursed were \$ 112,148 and \$ 196,549 for the years ended December 31, 2017 and 2016, respectively.

Also, certain members of INK's Board of Directors, as provided for by statute, are employed as management with agencies for which INK has service contracts. These contracts are administered by KIC.

6 - Subsequent Events

Subsequent events have been evaluated for INK through the date of the independent auditor's report, which is the date the financial statements were available to be issued.

7 - Risk Management

INK is exposed to various risks of loss related to torts; that is, damage to and destruction of assets; business interruptions; errors and omissions; employee injuries and illnesses; natural disasters and employee health, dental and accident benefits. Commercial insurance coverage, which, except for employee health benefits, is purchased by KIC under which INK is listed as an additional insured. INK has not had any reductions in insurance coverage or amounts of settlements exceeding insurance coverage in any of the three preceding years.