

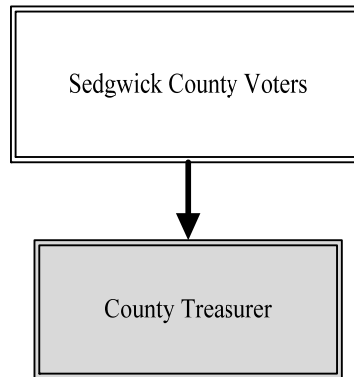
County Treasurer

Mission: To provide honest, friendly service and to be accountable to the citizens of Sedgwick County through the timely collection and distribution of public funds, thus financing public services provided by Kansas schools, cities, townships, and other public agencies in accordance with legislative mandates.

Linda L. Kizzire
Sedgwick County Treasurer
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Overview

The Sedgwick County Treasurer's primary responsibility is to collect real estate, personal property, and motor vehicle taxes; commercial vehicle fees; special assessments; and other miscellaneous taxes for Sedgwick County cities, townships, school districts, and other taxing jurisdictions. After collecting this revenue, the Treasurer apportions and distributes the revenue to local taxing authorities. The Treasurer's Office also acts as a bank, accepting deposits from revenue-generating departments and entering them into the accounting system before depositing the money into the County's bank accounts.



The Treasurer also operates two tag offices in Sedgwick County which collect motor vehicle taxes, sales taxes and license fees, park permit fees, and commercial truck registration fees on behalf of the State. The Tag Offices are totally self-supporting and do not receive General Fund dollars.

Highlights

- In August 2018, the State of Kansas implemented a Digital License Plate process which replaced the previous embossed plates. Now, the flat plates are ordered when completing title registration and are mailed directly to the customer
- In December 2019, the Treasurer consolidated the three satellite tag offices (Derby, Brittany, and Chadsworth) into a larger, 25 clerk facility located at 5620 E. Kellogg (Kellogg and Edgemoor). The larger facility increases staffing efficiencies and provides a quicker response time to customers

Strategic Goals:

- *Continue to improve customer service, utilizing technology to streamline information dissemination and payment collection*
- *Accurately account for funds collected and distributed*
- *Enhance partnerships with other County and Kansas State Departments to enhance delivery of services to citizens*



Accomplishments and Strategic Results

Accomplishments

The County Treasurer has increased title approving efficiencies by creating a dedicated Title Approving Unit. In the past, title approving tasks were spread out across the organization and assigned to supervisors and bookkeepers to do in their spare time. This proved inefficient, and staff were frequently behind deadline. By utilizing the team concept, title approving is routinely completed within five business days.

Strategic Results

	2018	2019	2020
Department Metric:	Actual	Estimated	Projected
Tax dollars collected and distributed (calendar year) - Tax Office	\$592,322,848	\$588,601,876	\$588,601,876
Total vehicle tax revenue collected - Tag Office	\$61,199,875	\$61,671,482	\$61,671,482
Commercial Motor Vehicle Fees - Tag Office	\$2,914,639	\$2,795,554	\$2,795,554
Number of current tax statements mailed or electronically submitted (calendar year)	353,808	355,000	355,000
Number of vehicle transactions	634,789	635,000	635,000
Titles approved for printing	148,006	148,500	148,500
Collection of royalty fees	\$321,010	\$325,000	\$325,000
Collection of park permit fees	\$230,220	\$232,000	\$230,000

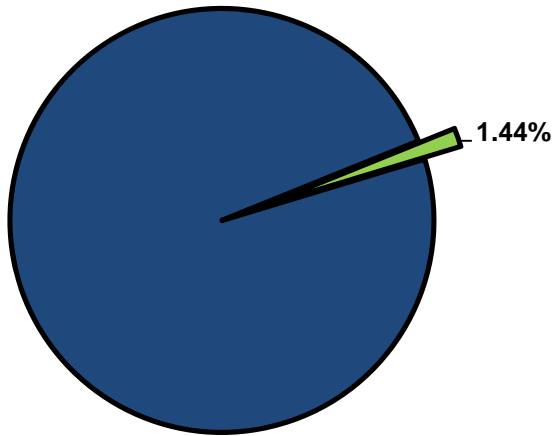


Significant Budget Adjustments

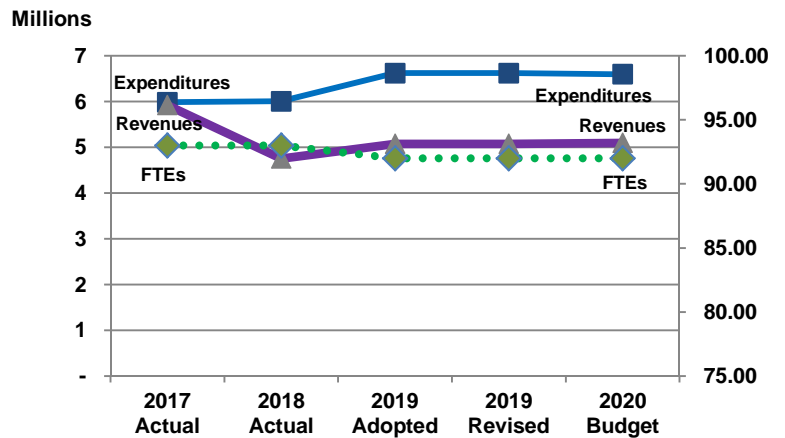
There are no significant adjustments to the County Treasurer's 2020 budget.

Departmental Graphical Summary

County Treasurer
Percent of Total County Operating Budget



Expenditures, Program Revenue & FTEs
All Operating Funds



Budget Summary by Category

	2017 Actual	2018 Actual	2019 Adopted	2019 Revised	2020 Budget	Amount Chg '19 Rev.-'20	% Chg '19 Rev.-'20
Expenditures							
Personnel	4,331,019	4,542,953	5,284,758	5,284,758	5,254,834	(29,924)	-0.57%
Contractual Services	1,019,749	1,082,908	1,196,524	1,183,501	1,214,938	31,438	2.66%
Debt Service	-	-	-	-	-	-	-
Commodities	200,095	131,278	141,267	154,290	126,263	(28,027)	-18.17%
Capital Improvements	-	-	-	-	-	-	-
Capital Equipment	-	-	-	-	-	-	-
Interfund Transfers	434,228	249,791	-	-	-	-	-
Total Expenditures	5,985,092	6,006,930	6,622,549	6,622,549	6,596,036	(26,514)	-0.40%
Revenues							
Tax Revenues	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Intergovernmental	34,475	23,975	34,475	34,475	30,457	(4,018)	-11.66%
Charges for Services	4,768,716	4,737,623	5,041,721	5,041,721	5,058,758	17,037	0.34%
All Other Revenue	1,117,748	(7,076)	94	94	3,066	2,972	3161.68%
Total Revenues	5,920,939	4,754,522	5,076,290	5,076,290	5,092,281	15,991	0.32%
Full-Time Equivalents (FTEs)							
Property Tax Funded	17.50	17.50	17.50	17.50	17.50	-	0.00%
Non-Property Tax Funded	75.50	75.50	74.50	74.50	74.50	-	0.00%
Total FTEs	93.00	93.00	92.00	92.00	92.00	-	0.00%

Budget Summary by Fund

Fund	2017 Actual	2018 Actual	2019 Adopted	2019 Revised	2020 Budget	Amount Chg '19 Rev.-'20	% Chg '19 Rev.-'20
General Fund	1,163,609	1,257,486	1,386,237	1,386,237	1,353,744	(32,493)	-2.34%
Auto License	4,821,483	4,749,444	5,236,312	5,236,312	5,242,292	5,979	0.11%
Total Expenditures	5,985,092	6,006,930	6,622,549	6,622,549	6,596,036	(26,514)	-0.40%

Significant Budget Adjustments from Prior Year Revised Budget

Expenditures Revenues FTEs

Total - - -

Budget Summary by Program

Program	Fund	2017 Actual	2018 Actual	2019 Adopted	2019 Revised	2020 Budget	% Chg '19 Rev.-'20	2020 FTEs
Treasurer Administration	110	321,527	362,833	359,744	390,164	384,096	-1.56%	4.50
Tax Collections	110	519,556	559,433	676,336	645,916	617,882	-4.34%	8.00
Treasurer Accounting	110	322,526	335,220	350,156	350,156	351,766	0.46%	5.00
Tag Administration	213	1,930,115	1,623,382	1,433,534	1,457,587	1,537,343	5.47%	10.50
Main Tag Office	213	1,786,044	2,282,203	2,078,469	2,146,985	2,116,543	-1.42%	41.00
Brittany Tag Office	213	372,848	293,050	-	3,510	-	-100.00%	-
Chadsworth Tag Office	213	432,208	353,068	-	5,248	-	-100.00%	-
Derby Tag Office	213	300,268	197,742	-	4,510	-	-100.00%	-
Kellogg Tag Office	213	-	-	1,724,310	1,618,473	1,588,405	-1.86%	23.00
Total		5,985,092	6,006,930	6,622,549	6,622,549	6,596,036	-0.40%	92.00

Personnel Summary By Fund

Position Titles	Fund	Grade	Budgeted Compensation Comparison			FTE Comparison		
			2019 Adopted	2019 Revised	2020 Budget	2019 Adopted	2019 Revised	2020 Budget
County Treasurer	110	ELECT	90,398	92,658	92,658	1.00	1.00	1.00
Chief Deputy Treasurer	110	GRADE136	42,642	43,709	43,709	0.50	0.50	0.50
Deputy Treasurer	110	GRADE131	69,056	52,799	52,799	1.00	1.00	1.00
Senior Accountant	110	GRADE129	50,813	52,083	52,083	1.00	1.00	1.00
Accountant	110	GRADE125	173,622	168,996	168,996	4.00	4.00	4.00
Administrative Technician	110	GRADE124	41,325	42,359	42,359	1.00	1.00	1.00
Administrative Specialist	110	GRADE123	77,913	79,862	79,862	2.00	2.00	2.00
DTU Specialist	110	GRADE123	41,151	42,180	42,180	1.00	1.00	1.00
Administrative Assistant	110	GRADE120	32,290	33,097	33,097	1.00	1.00	1.00
Bookkeeper	110	GRADE119	29,555	29,388	29,388	1.00	1.00	1.00
Fiscal Associate	110	GRADE118	123,713	125,850	125,850	4.00	4.00	4.00
Chief Deputy Treasurer	213	GRADE136	42,642	43,709	43,709	0.50	0.50	0.50
Auto License Manager	213	GRADE131	69,332	71,066	71,066	1.00	1.00	1.00
Operations Manager	213	GRADE130	52,022	53,322	53,322	1.00	1.00	1.00
Assistant Auto License Manager	213	GRADE129	96,811	99,232	99,232	2.00	2.00	2.00
Senior Accountant	213	GRADE129	51,812	53,108	53,108	1.00	1.00	1.00
Auto License Substation Manager	213	GRADE121	321,697	325,990	325,990	9.00	9.00	9.00
Asst. Auto License Substation Manager	213	GRADE120	102,163	101,827	101,827	3.00	3.00	3.00
Bookkeeper	213	GRADE119	142,447	146,426	146,426	4.00	4.00	4.00
Fiscal Associate	213	GRADE118	1,468,182	1,464,615	1,464,615	49.00	49.00	49.00
PT Administrative Support	213	EXCEPT	29,766	30,510	30,510	1.00	1.00	1.00
PT Fiscal Associate	213	EXCEPT	85,810	75,554	75,554	3.00	3.00	3.00
Subtotal					3,228,339			
Add:								
Budgeted Personnel Savings					-			
Compensation Adjustments					94,209			
Overtime/On Call/Holiday Pay					25,268			
Benefits					1,907,018			
Total Personnel Budget					5,254,834	92.00	92.00	92.00

• Treasurer Administration

Treasurer’s Administration manages overall operations to ensure proper billing, collection, and distribution of tax monies. The program provides employees with the tools necessary to achieve quality public service by emphasizing employee training and development, process improvements and efficiencies, and effective resource allocation. Administration in the Treasurer’s Office works with other County departments and taxing authorities to develop partnerships and improve communications.

Fund(s): County General Fund 110

Expenditures	2017 Actual	2018 Actual	2019 Adopted	2019 Revised	2020 Budget	Amnt. Chg. '19 - '20	% Chg. '19 - '20
Personnel	320,078	362,068	347,444	377,864	372,062	(5,803)	-1.5%
Contractual Services	1,305	764	8,000	8,000	8,000	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	145	-	4,300	4,300	4,034	(266)	-6.2%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	321,527	362,833	359,744	390,164	384,096	(6,069)	-1.6%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	996	-	-	-	-	0.0%
Total Revenues	-	996	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	3.50	3.50	3.50	4.50	4.50	-	0.0%

• Tax Collections

Tax Collections receives, records, and processes real and personal property tax payments in person, by mail, and via the internet, and have assigned a staff member for the collection of prior years' taxes. Tax Collections works closely with mortgage lenders and financial institutions to ensure accurate payment and posting of taxes. Tax Collections also serves as the repository for all other County departments.

Fund(s): County General Fund 110

Expenditures	2017 Actual	2018 Actual	2019 Adopted	2019 Revised	2020 Budget	Amnt. Chg. '19 - '20	% Chg. '19 - '20
Personnel	456,310	439,748	532,994	502,574	474,540	(28,034)	-5.6%
Contractual Services	42,980	39,304	60,700	60,700	60,700	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	20,266	80,381	82,642	82,642	82,642	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	519,556	559,433	676,336	645,916	617,882	(28,034)	-4.3%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	98,836	2,656	-	-	686	686	0.0%
Total Revenues	98,836	2,656	-	-	686	686	0.0%
Full-Time Equivalents (FTEs)	9.00	9.00	9.00	8.00	8.00	-	0.0%

• Treasurer Accounting

Treasurer Accounting accurately accounts for all monies received from taxpayers and properly distributes these funds to cities, townships, school districts, and other tax units. The Treasurer Accounting fund center also accepts deposits on behalf of other Sedgwick County departments.

Fund(s): County General Fund 110

Expenditures	2017 Actual	2018 Actual	2019 Adopted	2019 Revised	2020 Budget	Amnt. Chg. '19 - '20	% Chg. '19 - '20
Personnel	322,526	335,220	350,156	350,156	351,766	1,610	0.5%
Contractual Services	-	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	322,526	335,220	350,156	350,156	351,766	1,610	0.5%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	60	25	63	63	26	(37)	-59.2%
All Other Revenue	1,000,560	1,401	94	94	1,458	1,364	1450.7%
Total Revenues	1,000,620	1,426	157	157	1,483	1,327	847.0%
Full-Time Equivalents (FTEs)	5.00	5.00	5.00	5.00	5.00	-	0.0%

• Tag Administration

Tag Administration Services manages the operations of the two Tag Office facilities. Tag Administration accounts for monies received from title and registration transactions and distributes these funds to the proper authorities. Tag Administration also provides support to all auto license personnel with regard to tax collection and refunds. Other responsibilities include computer support and management of inventory and supply logistics.

Fund(s): Auto License 213

Expenditures	2017 Actual	2018 Actual	2019 Adopted	2019 Revised	2020 Budget	Amnt. Chg. '19 - '20	% Chg. '19 - '20
Personnel	684,453	623,255	684,977	720,256	769,960	49,704	6.9%
Contractual Services	663,417	739,808	730,557	709,832	731,796	21,964	3.1%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	148,016	10,527	18,000	27,499	35,587	8,088	29.4%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	434,228	249,791	-	-	-	-	0.0%
Total Expenditures	1,930,115	1,623,382	1,433,534	1,457,587	1,537,343	79,756	5.5%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	5,279	68	-	-	70	70	0.0%
Total Revenues	5,279	68	-	-	70	70	0.0%
Full-Time Equivalents (FTEs)	11.50	11.50	9.50	10.50	10.50	-	0.0%

• Main Tag Office

The Main Tag Office provides vehicle tag renewal and title services. Kansas Highway Patrol vehicle inspections are available at this location Monday through Friday from 7:30 a.m. to 3:15 p.m. This Office also provides services for fleets and dealers, and distributes personalized/specialty tags. This Office is located at 2525 West Douglas, at the intersection of Douglas and Meridian in downtown Wichita.

Fund(s): Auto License 213

Expenditures	2017 Actual	2018 Actual	2019 Adopted	2019 Revised	2020 Budget	Amnt. Chg. '19 - '20	% Chg. '19 - '20
Personnel	1,697,424	2,186,142	1,983,094	2,048,586	2,015,493	(33,093)	-1.6%
Contractual Services	62,085	64,146	70,375	70,375	99,050	28,675	40.7%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	26,534	31,915	25,000	28,023	2,000	(26,023)	-92.9%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	1,786,044	2,282,203	2,078,469	2,146,985	2,116,543	(30,441)	-1.4%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	34,475	23,975	34,475	34,475	30,457	(4,018)	-11.7%
Charges For Service	2,969,388	3,038,698	3,129,505	3,129,505	3,231,136	101,631	3.2%
All Other Revenue	(22,120)	(28,584)	-	-	852	852	0.0%
Total Revenues	2,981,743	3,034,089	3,163,980	3,163,980	3,262,445	98,465	3.1%
Full-Time Equivalents (FTEs)	42.00	51.00	39.00	41.00	41.00	-	0.0%

• Brittany Tag Office

The Brittany Tag Office, located at 2120 North Woodlawn, closed in December 2018. Staff and operations have been moved to the Kellogg Office at 5620 East Kellogg (northeast corner of Kellogg and Edgemoor).

Fund(s): Auto License 213

Expenditures	2017 Actual	2018 Actual	2019 Adopted	2019 Revised	2020 Budget	Amnt. Chg. '19 - '20	% Chg. '19 - '20
Personnel	307,724	226,953	-	826	-	(826)	-100.0%
Contractual Services	62,834	63,197	-	2,684	-	(2,684)	-100.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	2,290	2,900	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	372,848	293,050	-	3,510	-	(3,510)	-100.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	642,165	611,810	-	-	-	-	0.0%
All Other Revenue	3,698	670	-	-	-	-	0.0%
Total Revenues	645,863	612,480	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	8.00	5.00	-	-	-	-	0.0%

• Chadsworth Tag Office

The Chadsworth Tag Office, located at located at 2330 North Maize Road, closed in December 2018. Staff and operations have been moved to the Kellogg Office at 5620 East Kellogg (northeast corner of Kellogg and Edgemoor).

Fund(s): Auto License 213

Expenditures	2017 Actual	2018 Actual	2019 Adopted	2019 Revised	2020 Budget	Amnt. Chg. '19 - '20	% Chg. '19 - '20
Personnel	330,638	256,191	-	2,626	-	(2,626)	-100.0%
Contractual Services	100,186	95,209	-	2,343	-	(2,343)	-100.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	1,385	1,669	-	280	-	(280)	-100.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	432,208	353,068	-	5,248	-	(5,248)	-100.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	563,984	519,229	-	-	-	-	0.0%
All Other Revenue	2,398	7,574	-	-	-	-	0.0%
Total Revenues	566,382	526,803	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	7.00	6.00	-	-	-	-	0.0%

• Derby Tag Office

The Derby Tag Office, located at 212 Greenway in Derby Towne Center, closed in December 2018. Staff and operations have been moved to the Kellogg Office at 5620 East Kellogg (northeast corner of Kellogg and Edgemoor).

Fund(s): Auto License 213

Expenditures	2017 Actual	2018 Actual	2019 Adopted	2019 Revised	2020 Budget	Amnt. Chg. '19 - '20	% Chg. '19 - '20
Personnel	211,867	113,376	-	1,613	-	(1,613)	-100.0%
Contractual Services	86,942	80,480	-	2,675	-	(2,675)	-100.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	1,459	3,886	-	222	-	(222)	-100.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	300,268	197,742	-	4,510	-	(4,510)	-100.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	593,119	567,862	-	-	-	-	0.0%
All Other Revenue	29,098	8,143	-	-	-	-	0.0%
Total Revenues	622,217	576,005	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	7.00	2.00	-	-	-	-	0.0%

• Kellogg Tag Office

The Kellogg Tag Office opened in December of 2018. This new facility is a consolidation of the staff and operations of the three satellite offices: Brittany, Chadsworth, and Derby. This office is located at 5620 East Kellogg (northeast corner of Kellogg and Edgemoor) in east Wichita. The office provides vehicle tag renewal and title services and is open from 8:00 a.m. to 5:00 p.m. Monday through Friday.

Fund(s): Auto License 213

Expenditures	2017 Actual	2018 Actual	2019 Adopted	2019 Revised	2020 Budget	Amnt. Chg. '19 - '20	% Chg. '19 - '20
Personnel	-	-	1,386,093	1,280,256	1,271,013	(9,243)	-0.7%
Contractual Services	-	-	326,892	326,892	315,392	(11,500)	-3.5%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	11,325	11,325	2,000	(9,325)	-82.3%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	-	-	1,724,310	1,618,473	1,588,405	(30,068)	-1.9%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	1,912,153	1,912,153	1,827,597	(84,556)	-4.4%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	-	-	1,912,153	1,912,153	1,827,597	(84,556)	-4.4%
Full-Time Equivalents (FTEs)	-	-	26.00	23.00	23.00	-	0.0%