

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.

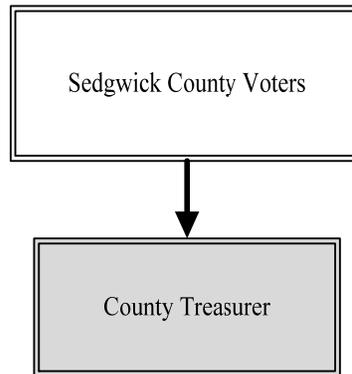
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Sedgwick County Treasurer

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Overview

The Sedgwick County Treasurer’s primary responsibility is to collect real estate, personal property and motor vehicle taxes, 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 such revenue. In addition, the Treasurer acts as a bank, accepting deposits from revenue-generating County departments and entering them into the accounting system before forwarding the money to the County’s bank accounts.



The Treasurer also supervises the Tag Offices, which collect motor vehicle taxes and license fees on behalf of the State of Kansas and distributes license tags and yearly validation stickers.

Highlights

- Trained all motor vehicle staff in the use of the new Kansas KCOVRS commercial truck registration system
- Added additional KCOVRS software and worked on updating the vehicle tax distribution system, ATCI, to account for and distribute commercial truck fees
- Completed three foreclosure sales in 2013
- Streamlined partial payment set up and monitoring of monthly tax payments from taxpayers enrolled in the Pre Pay program with automatic direct payment deduction starting in 2014

Strategic Goals:

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



Accomplishments and Priorities

Accomplishments

The Tag Offices now offer local title and registration services for commercial trucking customers who previously had to drive to Topeka or to one of the eight International Registration Permit (IRP) counties scattered around Kansas to register their trucks and trailers. The Tax Office will be offering new telephone payment options to real estate and personal property taxpayers in 2014.

Priorities

With the completion of the conversion to the Motor Vehicle Registration System (MOVRS), many functions formerly completed at the Kansas Department of Motor Vehicles has been pushed down to the County Treasurer's Office. This includes inventory, title approval, correspondence and file retention, scanning of title documents and sale of park permits, as well as collection of royalty payments in conjunction with specialty plate orders and renewals. In 2014, the Tag Offices began registration of intrastate and interstate commercial vehicles with the new Kansas Commercial Vehicle Registration System (KCOVRS). The Treasurer's Office has also assumed title issuance duties for these trucks and trailers.

In 2015, the Treasurer's Office will begin reissuance of the newly designed personalized license plate series.

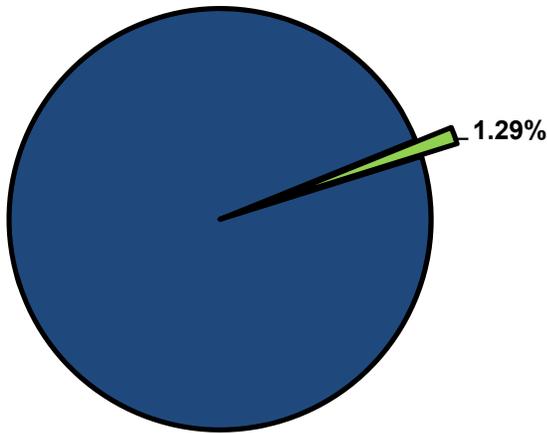


Significant Budget Adjustments

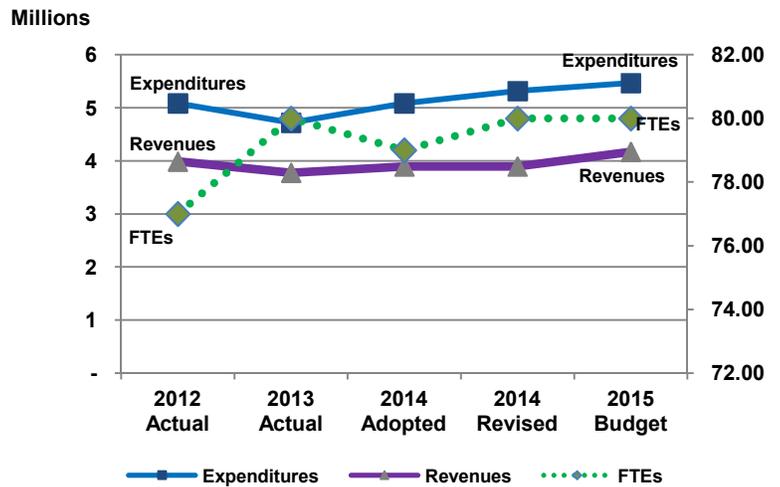
Changes to the County Treasurer's 2015 budget include the addition of \$55,000 in contractuals for increased costs for printing and mailing.

Departmental Graphical Summary

County Treasurer
Percent of Total County Operating Budget



Expenditures, Program Revenue & FTEs
All Operating Funds



Budget Summary by Category

	2012 Actual	2013 Actual	2014 Adopted	2014 Revised	2015 Budget	Amount Chg '14 Rev.-'15	% Chg '14 Rev.-'15
Expenditures							
Personnel	3,485,292	3,697,392	3,865,936	3,896,372	4,201,176	304,804	7.82%
Contractual Services	1,311,448	950,923	1,074,134	1,068,034	1,162,257	94,223	8.82%
Debt Service	-	-	-	-	-	-	-
Commodities	65,869	70,131	144,040	175,040	102,162	(72,878)	-41.64%
Capital Improvements	-	-	-	-	-	-	-
Capital Equipment	-	-	-	-	-	-	-
Interfund Transfers	220,346	-	-	176,276	-	(176,276)	-100.00%
Total Expenditures	5,082,955	4,718,446	5,084,110	5,315,722	5,465,595	149,873	2.82%
Revenues							
Tax Revenues	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Intergovernmental	108,999	26,600	48,184	48,184	30,000	(18,184)	-37.74%
Charges for Services	3,868,196	3,751,174	3,842,424	3,842,424	4,132,471	290,047	7.55%
All Other Revenue	9,505	(2,117)	3,595	3,595	6,539	2,944	81.89%
Total Revenues	3,986,701	3,775,657	3,894,203	3,894,203	4,169,010	274,807	7.06%
Full-Time Equivalents (FTEs)							
Property Tax Funded	17.50	17.50	17.50	17.50	17.50	-	0.00%
Non-Property Tax Funded	59.50	62.50	61.50	62.50	62.50	-	0.00%
Total FTEs	77.00	80.00	79.00	80.00	80.00	-	0.00%

Budget Summary by Fund

Fund	2012 Actual	2013 Actual	2014 Adopted	2014 Revised	2015 Budget	Amount Chg '14 Rev.-'15	% Chg '14 Rev.-'15
General Fund	1,096,549	1,116,554	1,194,538	1,225,305	1,297,386	72,081	5.88%
	3,986,406	3,601,893	3,889,572	4,090,417	4,168,209	77,792	1.90%
Total Expenditures	5,082,955	4,718,446	5,084,110	5,315,722	5,465,595	149,873	2.82%

Significant Budget Adjustments from Prior Year Revised Budget

	Expenditures	Revenues	FTEs
Addition of funding for printing/mailing	55,000		
Total	55,000	-	-

Budget Summary by Program

Program	Fund	2012 Actual	2013 Actual	2014 Adopted	2014 Revised	2015 Budget	% Chg '14 Rev.-'15	2015 FTEs
Treasurer Administration	110	272,275	280,672	293,711	286,667	310,199	8.21%	3.50
Tax Collections	110	531,945	535,939	583,942	619,773	656,984	6.00%	9.00
Treasurer Accounting	110	292,329	299,943	316,885	318,865	330,203	3.56%	5.00
Tag Administration	213	1,401,371	1,167,656	1,136,012	1,351,646	1,388,240	2.71%	10.50
Main Tag Office	213	1,273,896	1,244,514	1,400,513	1,377,224	1,544,603	12.15%	32.00
Brittany Tag Office	213	438,056	386,240	432,056	434,567	400,747	-7.78%	7.00
Chadsworth Tag Office	213	466,553	418,616	470,312	473,194	436,404	-7.77%	7.00
Derby Tag Office	213	406,532	384,867	450,679	453,786	398,216	-12.25%	6.00
Total		5,082,955	4,718,446	5,084,110	5,315,722	5,465,595	2.82%	80.00

Personnel Summary By Fund

Position Titles	Fund	Grade	Budgeted Compensation Comparison			FTE Comparison		
			2014 Adopted	2014 Revised	2015 Budget	2014 Adopted	2014 Revised	2015 Budget
County Treasurer	110	ELECT	78,480	82,500	82,500	1.00	1.00	1.00
Chief Deputy Treasurer	110	GRADE132	35,713	37,247	37,247	0.50	0.50	0.50
Departmental Controller	110	GRADE129	48,352	52,447	52,447	1.00	1.00	1.00
Senior Accountant	110	GRADE129	53,053	54,780	54,780	1.00	1.00	1.00
Accountant	110	GRADE125	153,787	159,800	159,800	4.00	4.00	4.00
Administrative Technician	110	GRADE124	51,804	53,483	53,483	1.00	1.00	1.00
Administrative Specialist	110	GRADE123	82,250	87,342	87,342	2.00	2.00	2.00
DTU Specialist	110	GRADE123	36,259	36,709	36,709	1.00	1.00	1.00
Administrative Assistant	110	GRADE120	43,796	43,599	43,599	1.00	1.00	1.00
Bookkeeper	110	GRADE119	26,963	28,123	28,123	1.00	1.00	1.00
Fiscal Associate	110	GRADE118	127,654	130,573	130,573	4.00	4.00	4.00
Chief Deputy Treasurer	213	GRADE132	35,713	37,247	37,247	0.50	0.50	0.50
Auto License Manager	213	GRADE131	69,336	71,598	71,598	1.00	1.00	1.00
Senior Accountant	213	GRADE129	38,716	53,703	53,703	1.00	1.00	1.00
Senior Administrative Officer	213	GRADE127	48,302	52,393	52,393	1.00	1.00	1.00
Department Application Specialist	213	GRADE124	42,940	44,784	44,784	1.00	1.00	1.00
Operations Administrator	213	GRADE124	-	61,364	61,364	-	1.00	1.00
Auto License Substation Supervisor	213	GRADE122	32,760	33,836	33,836	1.00	1.00	1.00
Auto License Substation Manager	213	GRADE121	241,101	251,768	251,768	7.00	7.00	7.00
Assist. Auto License Substation Mgr.	213	GRADE120	93,207	95,508	95,508	3.00	3.00	3.00
Bookkeeper	213	GRADE119	160,570	166,935	166,935	5.00	5.00	5.00
Fiscal Associate	213	GRADE118	1,043,350	1,085,430	1,085,430	39.00	39.00	39.00
KZ6 Administrative Support B216	213	EXCEPT	13,925	14,273	14,273	0.50	0.50	0.50
PT Adminsitrative Support	213	EXCEPT	16,425	27,410	27,410	1.00	1.00	1.00
PT Fiscal Associate	213	EXCEPT	11,850	13,137	13,137	0.50	0.50	0.50
Subtotal					2,775,989			
Add:								
Budgeted Personnel Savings					-			
Compensation Adjustments					85,645			
Overtime/On Call/Holiday Pay					24,296			
Benefits					1,315,246			
Total Personnel Budget					4,201,176	79.00	80.00	80.00

• Treasurer Administration

Treasurer’s Administration manages overall operations to ensure proper billing, collection and distribution of tax monies. The Department 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	2012 Actual	2013 Actual	2014 Adopted	2014 Revised	2015 Budget	Amnt. Chg. '14 - '15	% Chg. '14 - '15
Personnel	258,599	268,681	278,941	279,897	298,019	18,122	6.5%
Contractual Services	8,576	11,183	8,460	5,460	8,880	3,420	62.6%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	5,101	808	6,310	1,310	3,300	1,990	151.9%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	272,275	280,672	293,711	286,667	310,199	23,532	8.2%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	39	355	-	-	385	385	0.0%
Total Revenues	39	355	-	-	385	385	0.0%
Full-Time Equivalents (FTEs)	3.50	3.50	3.50	3.50	3.50	-	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	2012 Actual	2013 Actual	2014 Adopted	2014 Revised	2015 Budget	Amnt. Chg. '14 - '15	% Chg. '14 - '15
Personnel	430,342	442,861	474,429	477,360	493,022	15,661	3.3%
Contractual Services	84,444	71,126	74,783	60,683	128,100	67,417	111.1%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	17,159	21,952	34,730	81,730	35,862	(45,868)	-56.1%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	531,945	535,939	583,942	619,773	656,984	37,210	6.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	174	-	-	177	177	0.0%
Total Revenues	-	174	-	-	177	177	0.0%
Full-Time Equivalents (FTEs)	9.00	9.00	9.00	9.00	9.00	-	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	2012 Actual	2013 Actual	2014 Adopted	2014 Revised	2015 Budget	Amnt. Chg. '14 - '15	% Chg. '14 - '15
Personnel	292,329	299,943	316,885	318,865	330,203	11,338	3.6%
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	292,329	299,943	316,885	318,865	330,203	11,338	3.6%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	25	-	26	26	28	2	7.7%
All Other Revenue	231	198	244	244	210	(34)	-13.8%
Total Revenues	256	198	270	270	238	(32)	-11.7%
Full-Time Equivalents (FTEs)	5.00	5.00	5.00	5.00	5.00	-	0.0%

• Tag Administration

Tag Administration Services directs operations at the four Tag Office locations. Additionally, Tag Administration accounts for monies received from all tag office locations and the distribution of 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	2012 Actual	2013 Actual	2014 Adopted	2014 Revised	2015 Budget	Amnt. Chg. '14 - '15	% Chg. '14 - '15
Personnel	578,423	592,312	568,021	571,379	680,687	109,308	19.1%
Contractual Services	591,289	561,836	540,491	576,491	692,753	116,262	20.2%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	11,313	13,508	27,500	27,500	14,800	(12,700)	-46.2%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	220,346	-	-	176,276	-	(176,276)	-100.0%
Total Expenditures	1,401,371	1,167,656	1,136,012	1,351,646	1,388,240	36,594	2.7%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	83,099	-	21,185	21,185	-	(21,185)	-100.0%
Charges For Service	7,300	6,600	7,447	7,447	-	(7,447)	-100.0%
All Other Revenue	4,491	3,201	1,955	1,955	3,355	1,400	71.6%
Total Revenues	94,890	9,801	30,587	30,587	3,355	(27,232)	-89.0%
Full-Time Equivalents (FTEs)	9.50	10.50	9.50	10.50	10.50	-	0.0%

• Main Tag Office

The Main Tag Office provides vehicle tag renewal and title services. Vehicle inspections are available at this location Monday through Friday from 8:30 a.m. to 3:30 p.m. This Office also provides services for fleets and dealers, and distributes personalized/specialty tags. The Murdock Tag Office is located at 200 West Murdock, at the intersection of Murdock and Water in downtown Wichita.

Fund(s): Auto License 213

Expenditures	2012 Actual	2013 Actual	2014 Adopted	2014 Revised	2015 Budget	Amnt. Chg. '14 - '15	% Chg. '14 - '15
Personnel	1,071,299	1,166,918	1,271,013	1,283,724	1,455,079	171,355	13.3%
Contractual Services	173,688	49,213	84,500	59,500	47,524	(11,976)	-20.1%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	28,909	28,382	45,000	34,000	42,000	8,000	23.5%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	1,273,896	1,244,514	1,400,513	1,377,224	1,544,603	167,379	12.2%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	25,900	26,600	26,999	26,999	30,000	3,001	11.1%
Charges For Service	2,094,194	2,152,107	2,086,493	2,086,493	2,440,853	354,360	17.0%
All Other Revenue	15,495	3,480	1,396	1,396	2,392	996	71.3%
Total Revenues	2,135,589	2,182,187	2,114,888	2,114,888	2,473,245	358,357	16.9%
Full-Time Equivalents (FTEs)	29.00	31.00	31.00	32.00	32.00	-	0.0%

• Brittany Tag Office

The Brittany Tag Office provides vehicle tag renewal and title services. Vehicle inspections are available at this location on Tuesdays from 8:30 a.m. to 1:00 p.m. The Brittany Tag Office is located on the east side of the Brittany Shopping Center, at 2120 N. Woodlawn, near the intersection of Woodlawn and 21st Street North in Wichita.

Fund(s): Auto License 213

Expenditures	2012 Actual	2013 Actual	2014 Adopted	2014 Revised	2015 Budget	Amnt. Chg. '14 - '15	% Chg. '14 - '15
Personnel	289,750	313,594	308,356	310,867	320,347	9,480	3.0%
Contractual Services	145,648	70,160	111,700	111,700	78,200	(33,500)	-30.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	2,657	2,485	12,000	12,000	2,200	(9,800)	-81.7%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	438,056	386,240	432,056	434,567	400,747	(33,820)	-7.8%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	580,195	507,129	557,247	557,247	554,219	(3,028)	-0.5%
All Other Revenue	(356)	3,429	-	-	-	-	0.0%
Total Revenues	579,840	510,558	557,247	557,247	554,219	(3,028)	-0.5%
Full-Time Equivalents (FTEs)	7.00	7.00	7.00	7.00	7.00	-	0.0%

• Chadsworth Tag Office

The Chadsworth Tag Office provides vehicle tag renewal and title services. Vehicle inspections are available at this location on Thursdays from 8:30 a.m. to 1:00 p.m. The Chadsworth Tag Office is located at 2330 North Maize Road, near the intersection of 21st Street North and Maize Road in Wichita.

Fund(s): Auto License 213

Expenditures	2012 Actual	2013 Actual	2014 Adopted	2014 Revised	2015 Budget	Amnt. Chg. '14 - '15	% Chg. '14 - '15
Personnel	288,727	317,934	321,112	323,994	327,604	3,609	1.1%
Contractual Services	177,284	99,023	137,200	137,200	106,300	(30,900)	-22.5%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	541	1,659	12,000	12,000	2,500	(9,500)	-79.2%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	466,553	418,616	470,312	473,194	436,404	(36,791)	-7.8%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	631,533	558,044	706,599	706,599	585,453	(121,146)	-17.1%
All Other Revenue	(4,566)	(3,787)	-	-	21	21	0.0%
Total Revenues	626,967	554,257	706,599	706,599	585,474	(121,125)	-17.1%
Full-Time Equivalents (FTEs)	7.00	7.00	7.00	7.00	7.00	-	0.0%

• Derby Tag Office

The Derby Tag Office provides vehicle tag renewal and title services. Vehicle inspections are available at this location on Tuesdays from 8:30 a.m. to 1:00 p.m. The Derby Tag Office is located at 212 Greenway in Derby Towne Center, near the intersection of K-15 and 71st street South in Derby.

Fund(s): Auto License 213

Expenditures	2012 Actual	2013 Actual	2014 Adopted	2014 Revised	2015 Budget	Amnt. Chg. '14 - '15	% Chg. '14 - '15
Personnel	275,824	295,150	327,179	330,286	296,216	(34,070)	-10.3%
Contractual Services	130,519	88,382	117,000	117,000	100,500	(16,500)	-14.1%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	189	1,336	6,500	6,500	1,500	(5,000)	-76.9%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	406,532	384,867	450,679	453,786	398,216	(55,570)	-12.2%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	554,949	527,294	484,612	484,612	551,918	67,306	13.9%
All Other Revenue	(5,829)	(9,168)	-	-	(1)	(1)	0.0%
Total Revenues	549,120	518,127	484,612	484,612	551,917	67,305	13.9%
Full-Time Equivalents (FTEs)	7.00	7.00	7.00	6.00	6.00	-	0.0%