

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.

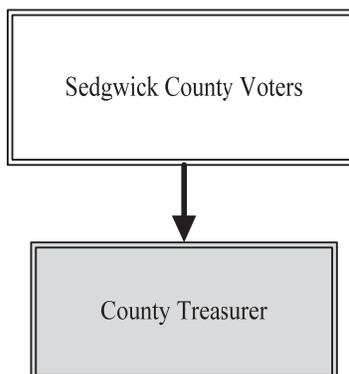
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Sedgwick County Treasurer

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Overview

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



The Treasurer also supervises four self-supporting Tag Offices, 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

- The Treasurer's Office is in the process of combining the three existing satellite tag offices into one larger facility to increase staffing efficiencies and accommodate vacations, sick leave, and increased customer volumes, particularly toward the end of the month, resulting in a more favorable customer experience with less time waiting to be assisted

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 Priorities

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

	2017	2018	2019
Division Metric:	Actual	Estimated	Projected
Tax dollars collected and distributed (calendar year) - Tax Office	\$588,601,876	\$588,601,876	\$588,601,876
Total vehicle tax revenue collected - Tag Office	\$61,671,482	\$61,671,482	\$61,671,482
Commercial Motor Vehicle Fees - Tag Office	\$2,795,554	\$2,795,554	\$2,795,554
Number of current tax statements mailed or electronically submitted (calendar year)	350,485	355,000	355,000
Number of vehicle transactions	614,294	615,000	615,000
Titles approved for printing	110,570	111,000	111,000
Collection of royalty fees	\$280,540	\$280,540	\$280,540
Collection of park permit fees	\$196,230	\$196,230	\$196,230

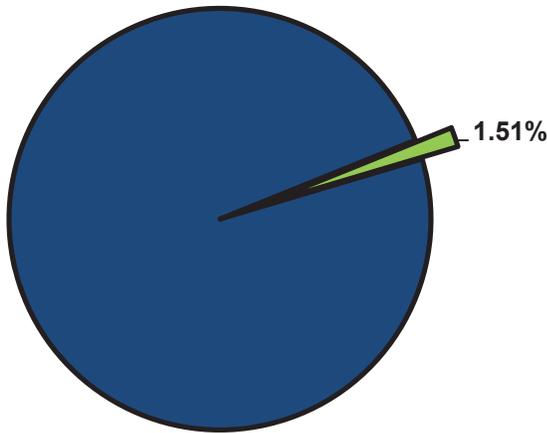


Significant Budget Adjustments

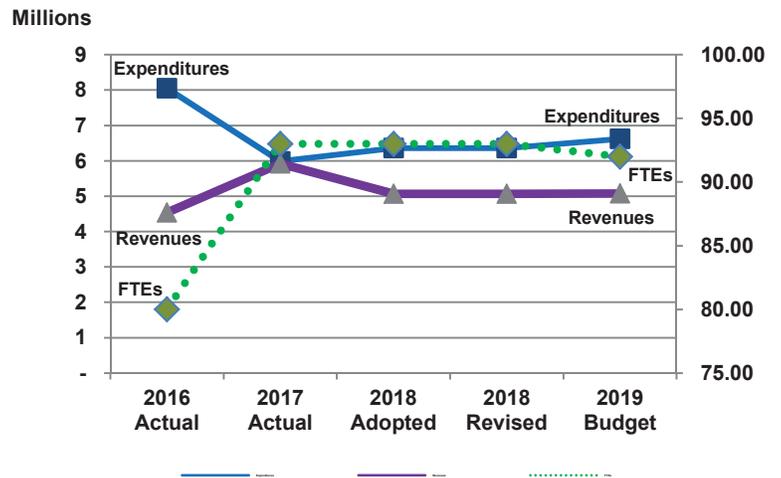
There are no significant adjustments to the County Treasurer's 2019 budget.

Divisional Graphical Summary

County Treasurer
Percent of Total County Operating Budget



Expenditures, Program Revenue & FTEs
All Operating Funds



Budget Summary by Category

	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amount Chg '18 Rev.-'19	% Chg '18 Rev.-'19
Expenditures							
Personnel	3,994,639	4,331,019	4,946,029	4,946,029	5,284,758	338,730	6.85%
Contractual Services	1,017,321	1,019,749	1,257,736	1,257,736	1,196,524	(61,212)	-4.87%
Debt Service	-	-	-	-	-	-	-
Commodities	209,581	200,095	155,250	155,250	141,267	(13,983)	-9.01%
Capital Improvements	-	-	-	-	-	-	-
Capital Equipment	-	-	-	-	-	-	-
Interfund Transfers	2,827,431	434,228	-	-	-	-	-
Total Expenditures	8,048,972	5,985,092	6,359,015	6,359,015	6,622,549	263,535	4.14%
Revenues							
Tax Revenues	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Intergovernmental	34,829	34,475	35,881	35,881	34,475	(1,406)	-3.92%
Charges for Services	4,496,691	4,768,716	5,026,826	5,026,826	5,041,721	14,894	0.30%
All Other Revenue	4,468	1,117,748	5,268	5,268	94	(5,174)	-98.22%
Total Revenues	4,535,988	5,920,939	5,067,975	5,067,975	5,076,290	8,315	0.16%
Full-Time Equivalents (FTEs)							
Property Tax Funded	17.50	17.50	17.50	17.50	17.50	-	0.00%
Non-Property Tax Funded	62.50	75.50	75.50	75.50	74.50	(1.00)	-1.32%
Total FTEs	80.00	93.00	93.00	93.00	92.00	(1.00)	-1.08%

Budget Summary by Fund

Fund	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amount Chg '18 Rev.-'19	% Chg '18 Rev.-'19
General Fund	3,512,750	1,163,609	1,291,710	1,291,710	1,386,237	94,527	7.32%
Auto License	4,536,221	4,821,483	5,067,305	5,067,305	5,236,312	169,007	3.34%
Total Expenditures	8,048,972	5,985,092	6,359,015	6,359,015	6,622,549	263,535	4.14%

Significant Budget Adjustments from Prior Year Revised Budget

	Expenditures	Revenues	FTEs
Position moved to the Treasurer's Technology Fund as part of reorganization	(65,416)		(1.00)
Total	(65,416)	-	(1.00)

Budget Summary by Program

Program	Fund	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	% Chg '18 Rev.-'19	2019 FTEs
Treasurer Administration	110	2,631,740	321,527	342,419	342,419	359,744	5.06%	3.50
Tax Collections	110	568,460	519,556	614,443	614,443	676,336	10.07%	9.00
Treasurer Accounting	110	312,550	322,526	334,847	334,847	350,156	4.57%	5.00
Tag Administration	213	1,982,445	1,930,115	1,539,531	1,513,531	1,433,534	-5.29%	9.50
Main Tag Office	213	1,379,938	1,786,044	2,105,901	2,131,901	2,078,469	-2.51%	39.00
Brittany Tag Office	213	429,278	372,848	519,958	520,458	-	-100.00%	-
Chadsworth Tag Office	213	373,494	432,208	483,714	483,214	-	-100.00%	-
Derby Tag Office	213	371,067	300,268	418,201	418,201	-	-100.00%	-
Kellogg Tag Office	213	-	-	-	-	1,724,310	0.00%	26.00
Total		8,048,972	5,985,092	6,359,015	6,359,015	6,622,549	4.14%	92.00

Personnel Summary By Fund

Position Titles	Fund	Grade	Budgeted Compensation Comparison			FTE Comparison		
			2018 Adopted	2018 Revised	2019 Budget	2018 Adopted	2018 Revised	2019 Budget
County Treasurer	110	ELECT	88,193	90,398	90,398	1.00	1.00	1.00
Chief Deputy Treasurer	110	GRADE136	41,602	42,642	42,642	0.50	0.50	0.50
DeputyTreasurer	110	GRADE131	64,810	69,056	69,056	1.00	1.00	1.00
Senior Accountant	110	GRADE129	49,574	50,813	50,813	1.00	1.00	1.00
Accountant	110	GRADE125	169,387	173,622	173,622	4.00	4.00	4.00
Administrative Technician	110	GRADE124	37,933	41,325	41,325	1.00	1.00	1.00
Administrative Specialist	110	GRADE123	76,014	77,913	77,913	2.00	2.00	2.00
DTU Specialist	110	GRADE123	40,146	41,151	41,151	1.00	1.00	1.00
Administrative Assistant	110	GRADE120	31,502	32,290	32,290	1.00	1.00	1.00
Bookkeeper	110	GRADE119	28,833	29,555	29,555	1.00	1.00	1.00
Fiscal Associate	110	GRADE118	121,227	123,713	123,713	4.00	4.00	4.00
Chief Deputy Treasurer	213	GRADE136	41,602	42,642	42,642	0.50	0.50	0.50
Operations Manager	213	GRADE135	66,453	-	-	1.00	-	-
Auto License Manager	213	GRADE131	67,641	69,332	69,332	1.00	1.00	1.00
Operations Manager	213	GRADE130	-	52,022	52,022	-	1.00	1.00
Assistant Auto License Manager	213	GRADE129	48,879	96,811	96,811	1.00	2.00	2.00
Senior Accountant	213	GRADE129	50,549	51,812	51,812	1.00	1.00	1.00
Department Application Specialist	213	GRADE124	49,346	50,579	-	1.00	1.00	-
Auto License Substation Manager	213	GRADE121	329,270	321,697	321,697	9.00	9.00	9.00
Asst. Auto License Substation Manager	213	GRADE120	101,625	102,163	102,163	3.00	3.00	3.00
Asst. Auto License Manager	213	GRADE119	28,526	-	-	1.00	-	-
Bookkeeper	213	GRADE119	138,981	142,447	142,447	4.00	4.00	4.00
Fiscal Associate	213	GRADE118	1,436,529	1,468,182	1,468,182	49.00	49.00	49.00
PT Administrative Support	213	EXCEPT	29,040	29,766	29,766	1.00	1.00	1.00
PT Fiscal Associate	213	EXCEPT	69,346	85,810	85,810	3.00	3.00	3.00
Subtotal					3,235,163			
Add:								
Budgeted Personnel Savings					-			
Compensation Adjustments					152,933			
Overtime/On Call/Holiday Pay					25,268			
Benefits					1,871,394			
Total Personnel Budget					5,284,758	93.00	93.00	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 divisions and taxing authorities to develop partnerships and improve communications.

Fund(s): County General Fund 110

Expenditures	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amnt. Chg. '18 - '19	% Chg. '18 - '19
Personnel	308,093	320,078	330,119	330,119	347,444	17,326	5.2%
Contractual Services	5,505	1,305	8,000	8,000	8,000	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	142	145	4,300	4,300	4,300	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	2,318,000	-	-	-	-	-	0.0%
Total Expenditures	2,631,740	321,527	342,419	342,419	359,744	17,326	5.1%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	520	520	-	(520)	-100.0%
Total Revenues	-	-	520	520	-	(520)	-100.0%
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 divisions.

Fund(s): County General Fund 110

Expenditures	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amnt. Chg. '18 - '19	% Chg. '18 - '19
Personnel	451,432	456,310	471,101	471,101	532,994	61,893	13.1%
Contractual Services	30,722	42,980	60,700	60,700	60,700	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	86,306	20,266	82,642	82,642	82,642	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	568,460	519,556	614,443	614,443	676,336	61,893	10.1%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	98,836	-	-	-	-	0.0%
Total Revenues	-	98,836	-	-	-	-	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 divisions.

Fund(s): County General Fund 110

Expenditures	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amnt. Chg. '18 - '19	% Chg. '18 - '19
Personnel	312,550	322,526	334,847	334,847	350,156	15,309	4.6%
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	312,550	322,526	334,847	334,847	350,156	15,309	4.6%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	56	60	56	56	63	7	11.7%
All Other Revenue	94	1,000,560	94	94	94	0	0.2%
Total Revenues	150	1,000,620	150	150	157	7	4.5%
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 two 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	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amnt. Chg. '18 - '19	% Chg. '18 - '19
Personnel	708,007	684,453	745,409	719,409	684,977	(34,432)	-4.8%
Contractual Services	666,172	663,417	776,122	776,122	730,557	(45,565)	-5.9%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	98,834	148,016	18,000	18,000	18,000	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	509,431	434,228	-	-	-	-	0.0%
Total Expenditures	1,982,445	1,930,115	1,539,531	1,513,531	1,433,534	(79,997)	-5.3%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	2,200	-	2,199	2,199	-	(2,199)	-100.0%
All Other Revenue	1,944	5,279	2,443	2,443	-	(2,443)	-100.0%
Total Revenues	4,144	5,279	4,642	4,642	-	(4,642)	-100.0%
Full-Time Equivalents (FTEs)	11.50	11.50	11.50	11.50	9.50	(2.00)	-17.4%

• 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	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amnt. Chg. '18 - '19	% Chg. '18 - '19
Personnel	1,300,881	1,697,424	1,980,897	2,006,897	1,983,094	(23,803)	-1.2%
Contractual Services	61,010	62,085	86,022	86,022	70,375	(15,647)	-18.2%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	18,046	26,534	38,983	38,983	25,000	(13,983)	-35.9%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	1,379,938	1,786,044	2,105,901	2,131,901	2,078,469	(53,433)	-2.5%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	34,829	34,475	35,881	35,881	34,475	(1,406)	-3.9%
Charges For Service	2,749,289	2,969,388	3,062,954	3,062,954	3,129,505	66,551	2.2%
All Other Revenue	(14,017)	(22,120)	2,211	2,211	-	(2,211)	-100.0%
Total Revenues	2,770,101	2,981,743	3,101,046	3,101,046	3,163,980	62,934	2.0%
Full-Time Equivalents (FTEs)	30.00	42.00	42.00	51.00	39.00	(12.00)	-23.5%

• Brittany Tag Office

The Brittany Tag Office is scheduled to permanently close during the 4th quarter of 2018. Staff and operations will be relocated to the Kellogg Office at 5620 East Kellogg (northeast corner of Kellogg and Edgemoor) upon opening. The Brittany Tag Office provides vehicle tag renewal and title services. This Office is located on the east side of the Brittany Shopping Center, at 2120 North Woodlawn, near the intersection of Woodlawn and 21st Street North in east Wichita.

Fund(s): Auto License 213

Expenditures	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amnt. Chg. '18 - '19	% Chg. '18 - '19
Personnel	355,567	307,724	432,783	432,783	-	(432,783)	-100.0%
Contractual Services	71,514	62,834	84,150	84,150	-	(84,150)	-100.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	2,198	2,290	3,025	3,525	-	(3,525)	-100.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	429,278	372,848	519,958	520,458	-	(520,458)	-100.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	602,857	642,165	675,824	675,824	-	(675,824)	-100.0%
All Other Revenue	21,808	3,698	-	-	-	-	0.0%
Total Revenues	624,665	645,863	675,824	675,824	-	(675,824)	-100.0%
Full-Time Equivalents (FTEs)	7.00	8.00	8.00	5.00	-	(5.00)	-100.0%

• Chadsworth Tag Office

The Chadsworth Tag Office is scheduled to permanently close during the 4th quarter of 2018. Staff and operations will be relocated to the Kellogg Office at 5620 East Kellogg (northeast corner of Kellogg and Edgemoor) upon opening. The Chadsworth Tag Office provides vehicle tag renewal and title services. This Office is located at 2330 North Maize Road, near the intersection of 21st Street North and Maize Road in west Wichita.

Fund(s): Auto License 213

Expenditures	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amnt. Chg. '18 - '19	% Chg. '18 - '19
Personnel	273,332	330,638	347,572	347,572	-	(347,572)	-100.0%
Contractual Services	97,936	100,186	132,642	132,642	-	(132,642)	-100.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	2,225	1,385	3,500	3,000	-	(3,000)	-100.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	373,494	432,208	483,714	483,214	-	(483,214)	-100.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	569,323	563,984	642,118	642,118	-	(642,118)	-100.0%
All Other Revenue	455	2,398	-	-	-	-	0.0%
Total Revenues	569,778	566,382	642,118	642,118	-	(642,118)	-100.0%
Full-Time Equivalents (FTEs)	7.00	7.00	7.00	6.00	-	(6.00)	-100.0%

• Derby Tag Office

The Derby Tag Office is scheduled to permanently close during the 4th quarter of 2018. Staff and operations will be relocated to the Kellogg Office at 5620 East Kellogg (northeast corner of Kellogg and Edgemoor) upon opening. The Derby Tag Office provides vehicle tag renewal and title services. This Office is located at 212 Greenway in Derby Towne Center, near the intersection of K-15 and 71st Street South in Derby, Kansas.

Fund(s): Auto License 213

Expenditures	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amnt. Chg. '18 - '19	% Chg. '18 - '19
Personnel	284,775	211,867	303,301	303,301	-	(303,301)	-100.0%
Contractual Services	84,462	86,942	110,100	110,100	-	(110,100)	-100.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	1,829	1,459	4,800	4,800	-	(4,800)	-100.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	371,067	300,268	418,201	418,201	-	(418,201)	-100.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	572,966	593,119	643,675	643,675	-	(643,675)	-100.0%
All Other Revenue	(5,815)	29,098	-	-	-	-	0.0%
Total Revenues	567,151	622,217	643,675	643,675	-	(643,675)	-100.0%
Full-Time Equivalents (FTEs)	7.00	7.00	7.00	2.00	-	(2.00)	-100.0%

• Kellogg Tag Office

The Kellogg Tag Office is scheduled to open 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.

Fund(s): Auto License 213

Expenditures	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amnt. Chg. '18 - '19	% Chg. '18 - '19
Personnel	-	-	-	-	1,386,093	1,386,093	0.0%
Contractual Services	-	-	-	-	326,892	326,892	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	-	-	11,325	11,325	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	-	-	-	-	1,724,310	1,724,310	0.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	1,912,153	1,912,153	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	-	-	-	-	1,912,153	1,912,153	0.0%
Full-Time Equivalents (FTEs)	-	-	-	-	26.00	26.00	0.0%