

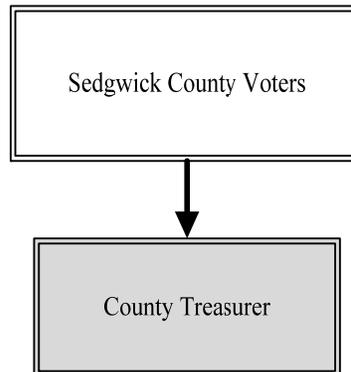
County Treasurer

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. 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 2019 work continued on the pilot project of deploying motor vehicle tax renewal kiosks to two specified locations in the County. After a competitive bid process, a vendor was identified and the Office is now working with cities who have been chosen to participate
- In October 2019, two Tag Office managers were certified by the Kansas Department of Revenue as instructors for the State's motor vehicle system. This enables them to train new employees in a more timely and cost-effective manner, alleviating scheduling problems and costly travel expenses

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 replaced all credit and debit card machines at the tag offices to increase Payment Card Industry (PCI) compliance and to remain current with industry standards for credit and debit card payment. The new credit and debit card machines will allow customers to be more involved in the payment process. Clerks no longer handle a customer's card, instead the customer inserts their card into the machine, selects which form of payment to use, and approves the amounts which are displayed on the machine. Once the transaction is complete, the customer receives a detailed receipt which lists each fee. This adds transparency for all fees collected.

Strategic Results

	2019	2020	2021
Department Metric:	Actual	Estimated	Projected
Tax dollars collected and distributed (calendar year) - Tax Office	\$630,732,313	\$631,000,000	\$631,000,000
Total vehicle tax revenue collected - Tag Office	\$65,019,661	\$66,000,000	\$66,000,000
Commercial Motor Vehicle Fees - Tag Office	\$1,449,687	\$1,500,000	\$1,500,000
Number of current tax statements mailed or electronically submitted (calendar year)	370,180	371,000	371,000
Number of vehicle transactions	632,900	635,000	635,000
Titles approved for printing	110,060	115,000	115,500
Collection of royalty fees	\$426,394	\$435,000	\$435,000
Collection of park permit fees	\$256,980	\$260,000	\$260,000

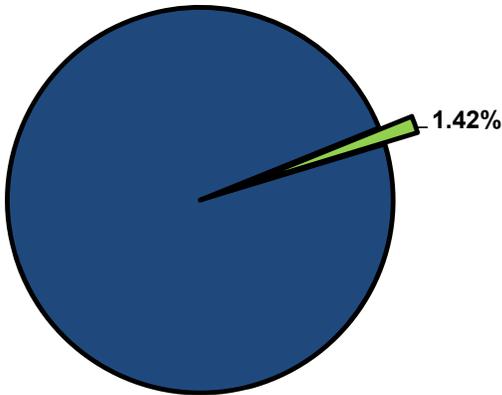


Significant Budget Adjustments

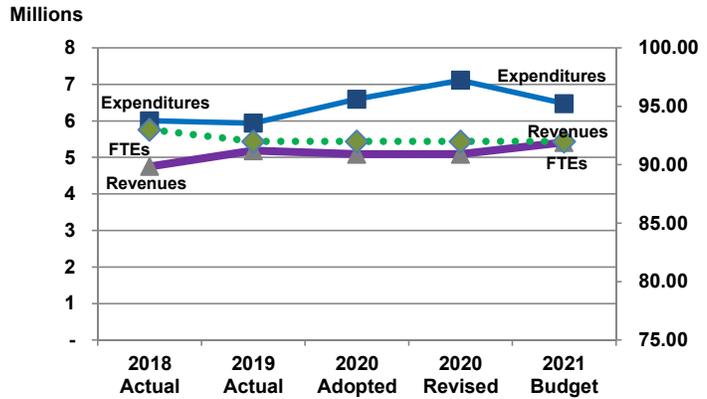
Significant adjustments to the County Treasurer's 2021 budget include a \$517,718 decrease in interfund transfers due a one-time year end transfer and a \$318,672 increase in revenues to bring in-line with actuals.

Departmental Graphical Summary

County Treasurer
Percent of Total County Operating Budget



Expenditures, Program Revenue & FTEs
All Operating Funds



Budget Summary by Category

	2018 Actual	2019 Actual	2020 Adopted	2020 Revised	2021 Budget	Amount Chg '20 Rev.-'21	% Chg '20 Rev.-'21
Expenditures							
Personnel	4,542,953	4,736,311	5,254,834	5,254,834	5,188,939	(65,895)	-1.25%
Contractual Services	1,082,908	1,084,371	1,214,938	1,209,938	1,161,429	(48,509)	-4.01%
Debt Service	-	-	-	-	-	-	-
Commodities	131,278	118,190	126,263	131,263	126,213	(5,050)	-3.85%
Capital Improvements	-	-	-	-	-	-	-
Capital Equipment	-	-	-	-	-	-	-
Interfund Transfers	249,791	-	-	517,718	-	(517,718)	-100.00%
Total Expenditures	6,006,930	5,938,871	6,596,036	7,113,754	6,476,582	(637,172)	-8.96%
Revenues							
Tax Revenues	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Intergovernmental	23,975	31,325	30,457	30,457	31,955	1,498	4.92%
Charges for Services	4,737,623	5,075,228	5,058,758	5,058,758	5,295,756	236,998	4.68%
All Other Revenue	(7,076)	80,610	3,066	3,066	83,243	80,177	2615.04%
Total Revenues	4,754,522	5,187,162	5,092,281	5,092,281	5,410,953	318,672	6.26%
Full-Time Equivalentents (FTEs)							
Property Tax Funded	17.50	17.50	17.50	17.50	17.50	-	0.00%
Non-Property Tax Funded	75.50	74.50	74.50	74.50	74.50	-	0.00%
Total FTEs	93.00	92.00	92.00	92.00	92.00	-	0.00%

Budget Summary by Fund

Fund	2018 Actual	2019 Actual	2020 Adopted	2020 Revised	2021 Budget	Amount Chg '20 Rev.-'21	% Chg '20 Rev.-'21
General Fund	1,257,486	1,317,811	1,353,744	1,353,744	1,355,365	1,621	0.12%
Auto License	4,749,444	4,621,061	5,242,292	5,760,010	5,121,216	(638,793)	-11.09%
Total Expenditures	6,006,930	5,938,871	6,596,036	7,113,754	6,476,582	(637,172)	-8.96%

Significant Budget Adjustments from Prior Year Revised Budget

	Expenditures	Revenues	FTEs
Decrease in interfund transfers due to a one-time year end transfer	(517,718)		
Increase in revenues to bring in-line with actuals		318,672	
Total	(517,718)	318,672	-

Budget Summary by Program

Program	Fund	2018 Actual	2019 Actual	2020 Adopted	2020 Revised	2021 Budget	% Chg '20 Rev.-'21	2021 FTEs
Treasurer Administration	110	362,833	370,753	384,096	348,546	345,537	-0.86%	3.50
Tax Collections	110	559,433	608,903	617,882	653,432	657,105	0.56%	9.00
Treasurer Accounting	110	335,220	338,155	351,766	351,766	352,724	0.27%	5.00
Tag Administration	213	1,623,382	1,429,396	1,537,343	2,055,061	1,470,671	-28.44%	10.50
Main Tag Office	213	2,282,203	1,784,572	2,116,543	2,027,917	1,945,888	-4.04%	38.00
Brittany Tag Office	213	293,050	234	-	-	-	0.00%	-
Chadsworth Tag Office	213	353,068	1,811	-	-	-	0.00%	-
Derby Tag Office	213	197,742	781	-	-	-	0.00%	-
Kellogg Tag Office	213	-	1,404,266	1,588,405	1,677,032	1,704,657	1.65%	26.00
Total		6,006,930	5,938,871	6,596,036	7,113,754	6,476,582	-8.96%	92.00

Personnel Summary By Fund

Position Titles	Fund	Grade	Budgeted Compensation Comparison			FTE Comparison		
			2020 Adopted	2020 Revised	2021 Budget	2020 Adopted	2020 Revised	2021 Budget
County Treasurer	110	ELECT	92,658	94,743	94,743	1.00	1.00	1.00
Chief Deputy Treasurer	110	GRADE136	43,709	44,692	44,692	0.50	0.50	0.50
Deputy Treasurer	110	GRADE131	52,799	56,146	56,146	1.00	1.00	1.00
Senior Accountant	110	GRADE129	52,083	53,255	53,255	1.00	1.00	1.00
Accountant	110	GRADE125	198,384	212,106	212,106	5.00	5.00	5.00
Administrative Technician	110	GRADE124	42,359	43,312	43,312	1.00	1.00	1.00
Administrative Specialist	110	GRADE123	79,862	81,657	81,657	2.00	2.00	2.00
DTU Specialist	110	GRADE123	42,180	43,129	43,129	1.00	1.00	1.00
Administrative Assistant	110	GRADE120	33,097	33,842	33,842	1.00	1.00	1.00
Fiscal Associate	110	GRADE118	125,850	127,660	127,660	4.00	4.00	4.00
Chief Deputy Treasurer	213	GRADE136	43,709	44,692	44,692	0.50	0.50	0.50
Auto License Manager	213	GRADE131	71,066	72,665	72,665	1.00	1.00	1.00
Operations Manager	213	GRADE130	53,322	54,822	54,822	1.00	1.00	1.00
Assistant Auto License Manager	213	GRADE129	99,232	101,465	101,465	2.00	2.00	2.00
Senior Accountant	213	GRADE129	53,108	54,303	54,303	1.00	1.00	1.00
Auto License Substation Manager	213	GRADE121	325,990	337,172	337,172	9.00	9.00	9.00
Asst. Auto License Substation Man.	213	GRADE120	101,827	108,668	108,668	3.00	3.00	3.00
Bookkeeper	213	GRADE119	146,426	142,235	142,235	4.00	4.00	4.00
Fiscal Associate	213	GRADE118	1,464,615	1,459,575	1,459,575	49.00	49.00	49.00
PT Administrative Support	213	EXCEPT	30,510	28,570	28,570	1.00	1.00	1.00
PT Fiscal Associate	213	EXCEPT	75,554	61,834	61,834	3.00	3.00	3.00
Subtotal					3,256,540			
Add:								
Budgeted Personnel Savings					-			
Compensation Adjustments					20,643			
Overtime/On Call/Holiday Pay					25,268			
Benefits					1,886,488			
Total Personnel Budget					5,188,939	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	2018 Actual	2019 Actual	2020 Adopted	2020 Revised	2021 Budget	Amnt. Chg. '20 - '21	% Chg. '20 - '21
Personnel	362,068	368,620	372,062	336,512	333,803	(2,709)	-0.8%
Contractual Services	764	2,132	8,000	8,000	8,000	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	4,034	4,034	3,734	(300)	-7.4%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	362,833	370,753	384,096	348,546	345,537	(3,009)	-0.9%
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	4.50	4.50	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	2018 Actual	2019 Actual	2020 Adopted	2020 Revised	2021 Budget	Amnt. Chg. '20 - '21	% Chg. '20 - '21
Personnel	439,748	508,534	474,540	510,090	513,463	3,372	0.7%
Contractual Services	39,304	38,505	60,700	60,700	60,750	50	0.1%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	80,381	61,864	82,642	82,642	82,892	250	0.3%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	559,433	608,903	617,882	653,432	657,105	3,672	0.6%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	2,656	47,206	686	686	49,175	48,489	7069.0%
Total Revenues	2,656	47,206	686	686	49,175	48,489	7069.0%
Full-Time Equivalents (FTEs)	9.00	8.00	8.00	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	2018 Actual	2019 Actual	2020 Adopted	2020 Revised	2021 Budget	Amnt. Chg. '20 - '21	% Chg. '20 - '21
Personnel	335,220	338,155	351,766	351,766	352,724	957	0.3%
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	335,220	338,155	351,766	351,766	352,724	957	0.3%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	25	-	26	26	-	(26)	-100.0%
All Other Revenue	1,401	1,178	1,458	1,458	1,226	(232)	-15.9%
Total Revenues	1,426	1,178	1,483	1,483	1,226	(257)	-17.4%
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	2018 Actual	2019 Actual	2020 Adopted	2020 Revised	2021 Budget	Amnt. Chg. '20 - '21	% Chg. '20 - '21
Personnel	623,255	697,460	769,960	769,960	756,847	(13,113)	-1.7%
Contractual Services	739,808	714,829	731,796	731,796	678,237	(53,559)	-7.3%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	10,527	17,106	35,587	35,587	35,587	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	249,791	-	-	517,718	-	(517,718)	-100.0%
Total Expenditures	1,623,382	1,429,396	1,537,343	2,055,061	1,470,671	(584,390)	-28.4%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	68	354	70	70	10	(60)	-85.2%
Total Revenues	68	354	70	70	10	(60)	-85.2%
Full-Time Equivalents (FTEs)	11.50	9.50	10.50	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	2018 Actual	2019 Actual	2020 Adopted	2020 Revised	2021 Budget	Amnt. Chg. '20 - '21	% Chg. '20 - '21	
Personnel	2,186,142	1,678,918	2,015,493	1,926,867	1,844,838	(82,029)	-4.3%	
Contractual Services	64,146	77,327	99,050	99,050	99,050	-	0.0%	
Debt Service	-	-	-	-	-	-	0.0%	
Commodities	31,915	28,328	2,000	2,000	2,000	-	0.0%	
Capital Improvements	-	-	-	-	-	-	0.0%	
Capital Equipment	-	-	-	-	-	-	0.0%	
Interfund Transfers	-	-	-	-	-	-	0.0%	
Total Expenditures	2,282,203	1,784,572	2,116,543	2,027,917	1,945,888	(82,029)	-4.0%	
Revenues								
Taxes	-	-	-	-	-	-	0.0%	
Intergovernmental	23,975	31,325	30,457	30,457	31,955	1,498	4.9%	
Charges For Service	3,038,698	3,518,467	3,231,136	3,231,136	3,682,289	451,153	14.0%	
All Other Revenue	(28,584)	22,096	852	852	32,831	31,979	3753.2%	
Total Revenues	3,034,089	3,571,888	3,262,445	3,262,445	3,747,075	484,630	14.9%	
Full-Time Equivalents (FTEs)	51.00	41.00	41.00	38.00	38.00	-	0.0%	

• Brittany Tag Office

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

Fund(s): Auto License 213								
Expenditures	2018 Actual	2019 Actual	2020 Adopted	2020 Revised	2021 Budget	Amnt. Chg. '20 - '21	% Chg. '20 - '21	
Personnel	226,953	826	-	-	-	-	0.0%	
Contractual Services	63,197	(591)	-	-	-	-	0.0%	
Debt Service	-	-	-	-	-	-	0.0%	
Commodities	2,900	-	-	-	-	-	0.0%	
Capital Improvements	-	-	-	-	-	-	0.0%	
Capital Equipment	-	-	-	-	-	-	0.0%	
Interfund Transfers	-	-	-	-	-	-	0.0%	
Total Expenditures	293,050	234	-	-	-	-	0.0%	
Revenues								
Taxes	-	-	-	-	-	-	0.0%	
Intergovernmental	-	-	-	-	-	-	0.0%	
Charges For Service	611,810	-	-	-	-	-	0.0%	
All Other Revenue	670	-	-	-	-	-	0.0%	
Total Revenues	612,480	-	-	-	-	-	0.0%	
Full-Time Equivalents (FTEs)	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 were moved to the Kellogg Tag Office at 5620 East Kellogg (northeast corner of Kellogg and Edgemoor).

Fund(s): Auto License 213							
Expenditures	2018 Actual	2019 Actual	2020 Adopted	2020 Revised	2021 Budget	Amnt. Chg. '20 - '21	% Chg. '20 - '21
Personnel	256,191	2,626	-	-	-	-	0.0%
Contractual Services	95,209	(815)	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	1,669	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	353,068	1,811	-	-	-	-	0.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	519,229	-	-	-	-	-	0.0%
All Other Revenue	7,574	-	-	-	-	-	0.0%
Total Revenues	526,803	-	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	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 were moved to the Kellogg Tag Office at 5620 East Kellogg (northeast corner of Kellogg and Edgemoor).

Fund(s): Auto License 213							
Expenditures	2018 Actual	2019 Actual	2020 Adopted	2020 Revised	2021 Budget	Amnt. Chg. '20 - '21	% Chg. '20 - '21
Personnel	113,376	1,613	-	-	-	-	0.0%
Contractual Services	80,480	(832)	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	3,886	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	197,742	781	-	-	-	-	0.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	567,862	1,203	-	-	-	-	0.0%
All Other Revenue	8,143	-	-	-	-	-	0.0%
Total Revenues	576,005	1,203	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	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	2018 Actual	2019 Actual	2020 Adopted	2020 Revised	2021 Budget	Amnt. Chg. '20 - '21	% Chg. '20 - '21
Personnel	-	1,139,559	1,271,013	1,359,640	1,387,265	27,626	2.0%
Contractual Services	-	253,814	315,392	310,392	315,392	5,000	1.6%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	10,892	2,000	7,000	2,000	(5,000)	-71.4%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	-	1,404,266	1,588,405	1,677,032	1,704,657	27,626	1.6%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	1,555,557	1,827,597	1,827,597	1,613,467	(214,130)	-11.7%
All Other Revenue	-	9,776	-	-	-	-	0.0%
Total Revenues	-	1,565,334	1,827,597	1,827,597	1,613,467	(214,130)	-11.7%
Full-Time Equivalents (FTEs)	-	24.00	23.00	26.00	26.00	-	0.0%