

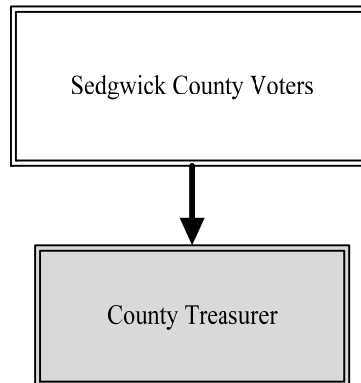
County Treasurer

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.

Brandi Baily
Sedgwick County Treasurer
 100 N. Broadway, Suite 100
 Wichita, KS 67202
 316.660.9110
brandi.baily@sedgwick.gov

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 October 2021, Brandi Baily was sworn in as the new Sedgwick County Treasurer. Brandi possesses a tremendous amount of accounting knowledge, experience, and leadership. The County Treasurer’s focus is on serving the public by fulfilling the duties she swore to uphold
- As a convenience to taxpayers, the Treasurer is stationing two tax clerks in the satellite tag offices during tax season. Rather than visiting the downtown office, taxpayers can go to either tag office to pay personal property or real estate taxes

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 Treasurer's Office, through committee and management oversight, has reviewed all job descriptions and evaluation criteria of all tag positions to better focus on accuracy in processing transactions. The training of new hires has been reorganized and is aimed at enhancing basic and advanced skills while increasing efficiencies through added on-the-job training.
- The Treasurer implemented the new Fleets/Dealers/Commercial Motor Vehicle Unit, located at the Main Douglas Tag Office. Customers can drop off renewals or registrations at the window and the work is processed in the order it is received. This decision came as a matter of office and customer service efficiency as many Fleet and Dealer transactions are time consuming, which increased wait times for regular motor vehicle transactions.
- The Office is in current negotiation with the landlord of the Kellogg Tag Office to expand the parking lot to include the lot east of the Tag Office for the convenience of both staff and citizens.

Strategic Results

	2021	2022	2023
Department Metric:	Actual	Estimated	Projected
Tax dollars collected and distributed (calendar year) - Tax Office	\$666,928,209	\$675,000,000	\$647,000,000
Total vehicle tax revenue collected - Tag Office	\$66,853,940	\$68,000,000	\$68,000,000
Commercial Motor Vehicle Fees - Tag Office	\$3,798,845	\$4,000,000	\$4,000,000
Number of current tax statements mailed or electronically submitted (calendar year)	342,557	344,000	344,000
Number of vehicle transactions	618,555	625,000	625,000
Titles approved for printing	119,510	122,000	122,000
Collection of royalty fees	\$575,335	\$580,000	\$580,000
Collection of park permit fees	\$409,775	\$420,000	\$420,000

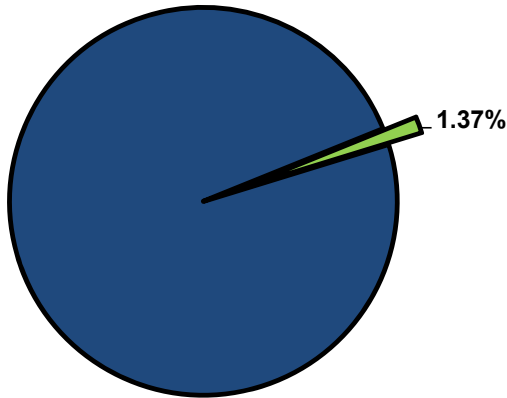


Significant Budget Adjustments

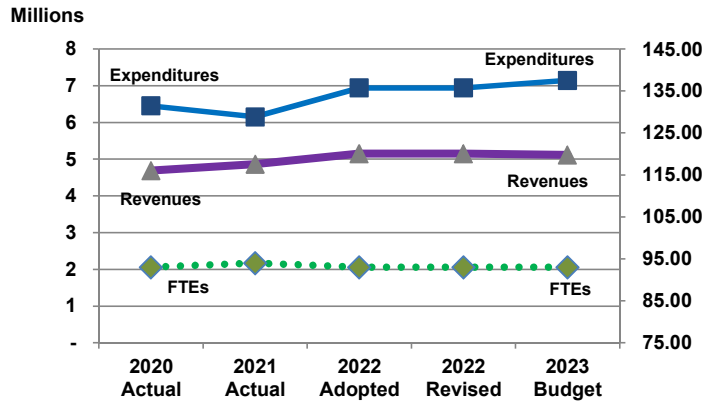
Significant adjustments to the County Treasurer's 2023 Recommended Budget include a decrease in capital improvement expenditures in 2023 (\$100,000).

Departmental Graphical Summary

County Treasurer
Percent of Total County Operating Budget



Expenditures, Program Revenue & FTEs
All Operating Funds



Budget Summary by Category

	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amount Chg '22 Rev.-'23	% Chg '22 Rev.-'23
Expenditures							
Personnel	4,665,807	4,817,554	5,539,016	5,539,016	5,754,589	215,573	3.89%
Contractual Services	1,154,235	1,116,237	1,275,338	1,155,338	1,263,384	108,046	9.35%
Debt Service	-	-	-	-	-	-	-
Commodities	103,825	156,925	126,213	146,213	127,626	(18,587)	-12.71%
Capital Improvements	-	-	-	100,000	-	(100,000)	-100.00%
Capital Equipment	-	-	-	-	-	-	-
Interfund Transfers	529,808	63,983	-	-	-	-	-
Total Expenditures	6,453,675	6,154,699	6,940,567	6,940,567	7,145,599	205,032	2.95%
Revenues							
Tax Revenues	(8,138)	(30,760)	-	-	(27,765)	(27,765)	-
Licenses and Permits	-	-	-	-	-	-	-
Intergovernmental	34,300	25,200	34,989	34,989	34,000	(989)	-2.83%
Charges for Services	4,649,674	4,856,673	5,097,210	5,097,210	5,095,630	(1,580)	-0.03%
All Other Revenue	14,515	12,695	18,848	18,848	15,433	(3,414)	-18.12%
Total Revenues	4,690,351	4,863,808	5,151,047	5,151,047	5,117,298	(33,749)	-0.66%
Full-Time Equivalents (FTEs)							
Property Tax Funded	18.50	18.50	17.50	17.50	17.50	-	0.00%
Non-Property Tax Funded	74.50	75.50	75.50	75.50	75.50	-	0.00%
Total FTEs	93.00	94.00	93.00	93.00	93.00	-	0.00%

Budget Summary by Fund

Fund	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amount Chg '22 Rev.-'23	% Chg '22 Rev.-'23
General Fund	1,245,691	1,265,921	1,407,150	1,407,150	1,454,711	47,562	3.38%
Auto License	5,207,984	4,888,778	5,533,417	5,533,417	5,690,888	157,471	2.85%
Total Expenditures	6,453,675	6,154,699	6,940,567	6,940,567	7,145,599	205,032	2.95%

Significant Budget Adjustments from Prior Year Revised Budget

	Expenditures	Revenues	FTEs
Decrease in capital improvement expenditures in 2023	(100,000)		
Total	(100,000)	-	-

Budget Summary by Program

Program	Fund	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	% Chg '22 Rev.-'23	22-'23' FTEs
Treasurer Administration	110	333,922	339,613	360,004	360,004	384,850	6.90%	3.50
Tax Collections	110	576,752	580,953	681,821	681,821	687,508	0.83%	9.00
Treasurer Accounting	110	335,018	345,355	365,325	365,325	382,353	4.66%	5.00
Tag Administration	213	2,054,962	1,609,325	1,635,839	1,500,839	1,611,930	7.40%	11.50
Main Tag Office	213	1,796,103	1,839,015	2,104,807	2,312,466	2,331,903	0.84%	41.00
Brittany Tag Office	213	(1,184)	-	-	-	-	0.00%	-
Chadsworth Tag Office	213	(764)	-	-	-	-	0.00%	-
Derby Tag Office	213	(706)	-	-	-	-	0.00%	-
Kellogg Tag Office	213	1,359,572	1,440,438	1,792,771	1,720,112	1,747,055	1.57%	23.00
Total		6,453,675	6,154,699	6,940,567	6,940,567	7,145,599	2.95%	93.00

Personnel Summary By Fund

Position Titles	Fund	Grade	Budgeted Compensation Comparison			FTE Comparison		
			2022	2022	2023	2022	2022	2023
			Adopted	Revised	Budget	Adopted	Revised	Budget
County Treasurer	110	ELECT	94,743	96,638	96,638	1.00	1.00	1.00
Chief Deputy Treasurer	110	GRADE136	45,586	45,586	45,586	0.50	0.50	0.50
Deputy Treasurer	110	GRADE132	58,392	62,653	62,653	1.00	1.00	1.00
Senior Accountant	110	GRADE129	54,320	54,320	54,320	1.00	1.00	1.00
Accountant	110	GRADE125	216,382	216,380	216,380	5.00	5.00	5.00
Administrative Technician	110	GRADE124	83,580	83,566	83,566	2.00	2.00	2.00
Administrative Specialist	110	GRADE123	38,422	36,026	36,026	1.00	1.00	1.00
DTU Specialist	110	GRADE123	44,002	44,002	44,002	1.00	1.00	1.00
Administrative Assist.	110	GRADE120	164,289	165,699	165,699	5.00	5.00	5.00
Chief Deputy Treasurer	213	GRADE136	45,586	45,586	45,586	0.50	0.50	0.50
Auto License Manager	213	GRADE132	74,118	74,118	74,118	1.00	1.00	1.00
Assist. Auto License Manager	213	GRADE129	103,494	103,494	103,494	2.00	2.00	2.00
Senior Accountant	213	GRADE129	55,389	55,389	55,389	1.00	1.00	1.00
Operations Manager	213	GRADE125	55,613	55,913	55,913	1.00	1.00	1.00
Treasurer Application Specialist	213	GRADE124	54,080	54,080	54,080	1.00	1.00	1.00
Administrative Specialist	213	GRADE123	152,189	152,485	152,485	4.00	4.00	4.00
Assist. Auto License Substation Sup.	213	GRADE122	-	36,733	36,733	-	1.00	1.00
Auto License Substation Manager	213	GRADE122	347,265	344,802	344,802	9.00	9.00	9.00
Assist. Auto License Substation Man.	213	GRADE121	75,440	75,421	75,421	2.00	2.00	2.00
Assist. Auto License Substation Sup.	213	GRADE121	36,753	-	-	1.00	-	-
Administrative Assist.	213	GRADE120	1,547,430	1,546,567	1,546,557	49.00	49.00	49.00
PT Administrative Support	213	EXCEPT	28,579	17,747	17,747	1.00	1.00	1.00
PT Fiscal Associate	213	EXCEPT	84,531	79,013	79,013	3.00	3.00	3.00
Subtotal					3,446,207			
Add:								
Budgeted Personnel Savings					-			
Compensation Adjustments					367,781			
Overtime/On Call/Holiday Pay					21,072			
Benefits					1,919,530			
Total Personnel Budget					5,754,589	93.00	93.00	93.00

• 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	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23
Personnel	332,248	339,020	348,270	348,270	373,116	24,847	7.1%
Contractual Services	1,674	593	8,000	8,000	8,000	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	3,734	3,734	3,734	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	333,922	339,613	360,004	360,004	384,850	24,847	6.9%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	60	-	62	62	-	(62)	-100.0%
Total Revenues	60	-	62	62	-	(62)	-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 departments.

Fund(s): County General Fund 110

Expenditures	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23
Personnel	484,819	468,266	538,179	538,179	543,866	5,687	1.1%
Contractual Services	32,079	39,583	60,750	60,750	60,750	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	59,854	73,104	82,892	82,892	82,892	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	576,752	580,953	681,821	681,821	687,508	5,687	0.8%
Revenues							
Taxes	(8,138)	(30,760)	-	-	(27,765)	(27,765)	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	6,337	6,970	6,678	6,678	7,557	879	13.2%
Total Revenues	(1,801)	(23,790)	6,678	6,678	(20,208)	(26,886)	-402.6%
Full-Time Equivalents (FTEs)	10.00	10.00	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	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23
Personnel	335,018	345,355	365,325	365,325	382,353	17,029	4.7%
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	335,018	345,355	365,325	365,325	382,353	17,029	4.7%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	45	-	48	48	-	(48)	-100.0%
All Other Revenue	1,781	(302)	1,853	1,853	(314)	(2,167)	-116.9%
Total Revenues	1,826	(302)	1,901	1,901	(314)	(2,215)	-116.5%
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	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23
Personnel	722,823	792,347	872,188	872,188	925,496	53,308	6.1%
Contractual Services	765,423	717,064	728,064	603,064	686,434	83,370	13.8%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	36,908	35,931	35,587	25,587	-	(25,587)	-100.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	529,808	63,983	-	-	-	-	0.0%
Total Expenditures	2,054,962	1,609,325	1,635,839	1,500,839	1,611,930	111,091	7.4%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	-	-	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	10.50	11.50	11.50	11.50	11.50	-	0.0%

• Main Tag Office

The Main Tag Office provides vehicle tag renewal and title services. Kansas Highway Patrol (KHP) 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	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23
Personnel	1,725,036	1,730,300	2,012,957	2,095,616	2,221,903	126,287	6.0%
Contractual Services	69,204	76,537	89,850	94,850	85,000	(9,850)	-10.4%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	1,863	32,178	2,000	22,000	25,000	3,000	13.6%
Capital Improvements	-	-	-	100,000	-	(100,000)	-100.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	1,796,103	1,839,015	2,104,807	2,312,466	2,331,903	19,437	0.8%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	34,300	25,200	34,989	34,989	34,000	(989)	-2.8%
Charges For Service	3,216,580	3,284,981	3,507,241	3,507,241	3,432,728	(74,513)	-2.1%
All Other Revenue	(92,636)	(103,873)	5,199	5,199	4,113	(1,086)	-20.9%
Total Revenues	3,158,244	3,206,308	3,547,430	3,547,430	3,470,842	(76,588)	-2.2%
Full-Time Equivalents (FTEs)	38.00	39.00	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 were moved to the Kellogg Tag Office at 5620 East Kellogg (northeast corner of Kellogg and Edgemoor).

Fund(s): Auto License 213							
Expenditures	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23
Personnel	-	-	-	-	-	-	0.0%
Contractual Services	(1,184)	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	(1,184)	-	-	-	-	-	0.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	3,209	-	3,338	3,338	-	(3,338)	-100.0%
Total Revenues	3,209	-	3,338	3,338	-	(3,338)	-100.0%
Full-Time Equivalents (FTEs)	-	-	-	-	-	-	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	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23	
Personnel	-	-	-	-	-	-	0.0%	
Contractual Services	(484)	-	-	-	-	-	0.0%	
Debt Service	-	-	-	-	-	-	0.0%	
Commodities	(280)	-	-	-	-	-	0.0%	
Capital Improvements	-	-	-	-	-	-	0.0%	
Capital Equipment	-	-	-	-	-	-	0.0%	
Interfund Transfers	-	-	-	-	-	-	0.0%	
Total Expenditures	(764)	-	-	-	-	-	0.0%	
Revenues								
Taxes	-	-	-	-	-	-	0.0%	
Intergovernmental	-	-	-	-	-	-	0.0%	
Charges For Service	-	-	-	-	-	-	0.0%	
All Other Revenue	-	-	-	-	-	-	0.0%	
Total Revenues	-	-	-	-	-	-	0.0%	
Full-Time Equivalents (FTEs)	-	-	-	-	-	-	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	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23	
Personnel	-	-	-	-	-	-	0.0%	
Contractual Services	(484)	-	-	-	-	-	0.0%	
Debt Service	-	-	-	-	-	-	0.0%	
Commodities	(222)	-	-	-	-	-	0.0%	
Capital Improvements	-	-	-	-	-	-	0.0%	
Capital Equipment	-	-	-	-	-	-	0.0%	
Interfund Transfers	-	-	-	-	-	-	0.0%	
Total Expenditures	(706)	-	-	-	-	-	0.0%	
Revenues								
Taxes	-	-	-	-	-	-	0.0%	
Intergovernmental	-	-	-	-	-	-	0.0%	
Charges For Service	-	-	-	-	-	-	0.0%	
All Other Revenue	-	-	-	-	-	-	0.0%	
Total Revenues	-	-	-	-	-	-	0.0%	
Full-Time Equivalents (FTEs)	-	-	-	-	-	-	0.0%	

• Kellogg Tag Office

The Kellogg Tag Office opened in December of 2018. This 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	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23
Personnel	1,065,864	1,142,267	1,402,097	1,319,438	1,307,855	(11,583)	-0.9%
Contractual Services	288,008	282,461	388,674	388,674	423,200	34,526	8.9%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	5,700	15,711	2,000	12,000	16,000	4,000	33.3%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	1,359,572	1,440,438	1,792,771	1,720,112	1,747,055	26,943	1.6%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	1,433,049	1,571,692	1,589,920	1,589,920	1,662,902	72,981	4.6%
All Other Revenue	95,765	109,900	1,717	1,717	4,077	2,360	137.5%
Total Revenues	1,528,813	1,681,592	1,591,637	1,591,637	1,666,979	75,341	4.7%
Full-Time Equivalent (FTEs)	26.00	25.00	25.00	23.00	23.00	-	0.0%