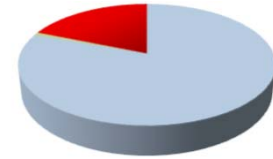


LANCASTER COUNTY
EXPENDITURES BY AGENCY WITH ENCUMBRANCES

FUND	General Fund	00011
AGENCY	Treasurer agency-level	603
UPDATED	4/6/2018	

FY19 Request

- Salary & benefit - 80%
- Capital outlay - 1%
- Operating - 19%



Budget Summary	Current Year Budget FY18	FY19 Budget Request	% Change in Budget FY18 to FY19	Amount Over/(Under) FY18
Salaries & benefits	\$2,914,990	\$2,888,673	-0.9%	
Operating & capital outlay - base	\$797,550	\$706,173	-11.5%	(\$91,377)
Total Budget	\$3,712,540	\$3,594,846	-3.2%	

Object #	Object Description	Prior Year FY17 Actuals	Prior Year FY17 Encumbrance Carryover	FY18 Current Year Budget	FY18 Current Year To-Date Actuals	FY18 Outstanding Encumbrances	Next Year FY19 Budget Request	% Change in Budget FY18 to FY19
61110	Official's Salary	90,833	0	92,496	69,159	0	94,346	2.0%
61150	Deputy's Salary	72,102	0	87,872	65,701	0	89,629	2.0%
61210	Regular Salary	1,585,792	0	1,718,106	1,148,868	0	1,746,264	1.6%
61250	Temporary Salary	21,095	0	38,000	24,098	0	20,000	-47.4%
61310	Overtime	5,103	0	2,000	6,224	0	5,000	150.0%
61510	FICA Contributions	126,584	0	148,293	93,741	0	149,576	0.9%
61520	Retirement Contributions	122,305	0	148,237	83,545	0	150,949	1.8%
61530	Group Health Insurance	529,388	0	638,036	390,875	0	593,982	-6.9%
61540	Group Dental Insurance	21,829	0	26,735	15,470	0	23,585	-11.8%
61650	Long-Term Disability	5,242	0	7,415	3,713	0	7,542	1.7%
61660	Post-Employment Health Program	22,164	0	7,800	5,354	0	7,800	0.0%
63110	Office Supplies	32,278	0	30,000	15,501	0	30,000	0.0%
63140	Printed Forms	0	0	5,000	491	0	5,000	0.0%
63345	Other Operating Supplies	644	0	1,000	157	0	1,000	0.0%
63895	Other Repair & Maint Supplies	196	0	1,000	55	0	1,000	0.0%
64145	Armored Car Service	2,165	0	5,196	3,897	0	5,196	0.0%
64175	Comput Softwr Maint/License	0	0	7,300	2,898	0	7,300	0.0%
64285	City Information Services	134,098	0	103,949	76,430	0	115,258	10.9%
64286	VOIP Information Services	12,244	0	10,220	7,766	0	10,064	-1.5%
64288	GIS Information Services	9,819	0	10,118	7,607	0	7,991	-21.0%
64290	Banking Services	5,000	0	14,000	250	0	11,500	-17.9%
64295	Other Misc Contracted Svs	16,014	0	18,500	10,295	0	15,000	-18.9%
64710	Meals	0	0	320	0	0	250	-21.9%
64715	Lodging	875	0	600	735	0	650	8.3%
64720	Fares	0	0	300	76	0	300	0.0%
64725	Mileage	2,381	0	3,000	561	0	500	-83.3%
64730	Parking & Tolls	116	0	100	79	0	100	0.0%
64735	Vehicle Rental	238	0	250	0	0	200	-20.0%
64745	Other Transport/Travel	504	0	0	0	0	0	n/a
64810	Telephone - Local	718	0	750	540	0	750	0.0%
64815	Telephone - Long Distance	4	0	100	3	0	100	0.0%
64855	Postage	147,385	0	220,000	165,561	0	125,000	-43.2%
64910	Printing	25,692	0	29,000	22,019	0	29,000	0.0%
64915	Photocopying	2,401	0	2,500	728	0	2,500	0.0%
64925	Advertising	4,877	0	1,000	318	0	1,000	0.0%
64935	Legal Publishing	0	0	6,000	698	0	6,000	0.0%
65660	Memberships & Dues	725	0	1,000	630	0	800	-20.0%
65665	Books & Subscriptions	465	0	500	815	0	800	60.0%
65670	Enrollment Fees & Tuition	400	0	1,000	175	0	2,690	169.0%
65690	Contingencies	0	0	0	70	0	0	n/a
65845	Other Misc Fees & Services	734	0	800	399	0	800	0.0%
65925	Flood Insurance	2,175	0	2,284	2,313	0	2,359	3.3%
65935	Other Insurance	13,325	0	13,991	13,327	0	13,526	-3.3%
65955	Employees' Bonds	760	0	700	320	0	700	0.0%
66225	Building R&M	1,593	0	5,000	18,277	0	5,000	0.0%
66280	Security Equipment R&M	0	22,977	3,000	250	0	3,000	0.0%
66410	Other Equipment R&M	0	0	2,000	962	0	2,000	0.0%
66520	Building Rent	262,071	0	262,072	218,392	0	267,339	2.0%
67310	Furnishing Improvements	0	0	9,500	0	16,838	9,500	0.0%
67415	Office Equipment	219	0	2,000	200	0	2,000	0.0%
67465	Furniture & Fixtures	10,133	7,172	11,500	1,823	12,702	8,000	-30.4%
67475	Computer Equipment	6,789	17,397	4,000	2,977	0	4,000	0.0%
67495	Other Misc Equipment	3,251	5,600	8,000	18,758	0	8,000	0.0%
Individual ledger		\$ 3,302,725	\$ 53,146	\$ 3,712,540	\$ 2,503,101	\$ 29,541	\$ 3,594,846	-3.2%
Total Actuals plus Encumbrances			\$ 3,355,871			\$ 2,532,642		

**LANCASTER COUNTY
REVENUES BY BUSINESS UNIT**

FUND	General Fund	00011
BU	Treasurer	6030
LAST UPDATED	4/6/2018	

Object #	Object Description	Prior Year FY17 Actuals	Current Year Budget FY18	Current Year FY18 To-Date Actuals	Next Year FY19 Budget Request	% Change in Budget FY18 to FY19
55100	COMMISSIONS	0	0	0	(5,000,000)	n/a
55110	Property Tax Commission	(3,945,891)	(4,800,000)	(3,871,153)	0	-100.0%
55112	Motor Vehicle Tax Commission	(277,839)	0	(216,337)	0	n/a
55114	Wheel Tax Commissions	(185,915)	0	(137,439)	0	n/a
55120	Homestead Exempt Commission	(114,983)	0	(87,449)	0	n/a
55129	Property Tax Relief Commission	(209,593)	0	(118,853)	0	n/a
55200	FEES	0	(1,200,000)	0	(1,200,000)	0.0%
55210	Drivers License Fees	(213,889)	0	(173,909)	0	n/a
55215	MV Registration Fees	(452,017)	0	(347,637)	0	n/a
55230	Distress Warrant Fees	(1,496)	0	(954)	0	n/a
55240	Tax Sale Fees	(34,388)	0	(29,055)	0	n/a
55245	Tax Sale Certificate & Adv Fee	(5,622)	0	(4,419)	0	n/a
55265	Boat Registration Fee	(12,072)	0	(8,944)	0	n/a
55290	Chck Collection Fee	(1,965)	0	(1,275)	0	n/a
55295	Auto Title Fee	(419,009)	0	(305,058)	0	n/a
55340	Sales Tax Fees	(2,700)	0	(1,982)	0	n/a
55355	Rental Vehicle Fees	(8,238)	0	(408)	0	n/a
55380	MV Flat Fees	(29,961)	0	(22,532)	0	n/a
55455	Gm & Pk Permit Issue Fees	(409)	0	(231)	0	n/a
55495	Other Miscellaneous Fees	(762)	0	0	0	n/a
55800	OTHER SERVICE REVS/REIMB	0	(130,000)	0	(100)	-99.9%
55878	Postage Reimbursement	(138,723)	0	(116,468)	0	n/a
57100	INTEREST INCOME	0	(245,000)	0	(800,000)	226.5%
57110	CD Interest	(27,565)	0	(25,325)	0	n/a
57120	Interest on Pools	(216,545)	0	(352,981)	0	n/a
57195	Other Interest Income	(3,104)	0	(1,953)	0	n/a
58595	Other Miscellaneous Revenues	(2,979)	0	(2,715)	0	n/a
		(\$6,305,665)	(\$6,375,000)	(\$5,827,077)	(\$7,000,100)	9.8%



LANCASTER COUNTY TREASURER
ANDY STEBBING

Candace Meredith
Chief Deputy

555 South 10th Street, Suite 102
Lincoln, NE 68508

Phone (402) 441-7425
Fax (402) 441-8841
lancaster.ne.gov/treasurer

March 30, 2018

Lancaster County Board of Commissioners
County City Building
555 South 10th St, Room 110
Lincoln, NE 68508

Re: Budget Fiscal Year 2018-2019

Dear Chairman Todd Wiltgen and Board of Commissioners;

Over the last budget year, we wrapped up the new plate year with a record number of specialty plates and the office had an unexpected rush in property tax payments in December that allowed for early investment potential. We are excited to announce that the online and POS credit card participation has increased substantially due to the new low service fees and increased marketing. The increase in credit card usage has improved efficiencies and lowered banking errors with less labor spent handling cash and checks.

Personnel

The Treasurer's Office is presently functioning with 40 FTE's and one on call part time employee. Over the last fiscal year, we had two retirements and two out of office county promotions. We also reallocated one position from a Systems Programmer (C21) to a Technology Support Technician (C15). These factors have our FY 18-19 budget for salaries at .9% less than last year's budget. The Accountant FTE is vacant at this time as we are analyzing the reallocation of this position to successfully recruit based on the needs of the treasurer's office and the county.

Memberships, Schools, Conferences, Travel and Subsistence

Memberships, schools, training, conferences offer networking beyond Lincoln and are essential to the professional development of our staff and office. During FY18-19, I have budgeted for the MV Coordinators and the Account Clerk III to participate in a SECC hosted 96-hour webinar sessions that focuses on many areas of leadership.

Request for Capital Outlay

In a continued effort to deal with the bottleneck at the front entrance of the 46th and R St Lobby, we are working with Property Management to add another exterior door for the Driver's License Services. With a new door, we will need to relocate the customer service and driver's license collection windows to a different location in the lobby. With a new exterior door, we will add outdoor signs to identify the services that correspond with entrances. We are requesting the installation of a dock lift at the warehouse entrance. The dock lift will assist those who have vehicles that need to currently hand load or take stairs with heavy shredding and recycling.

Revenues

We are seeing small increases in our investment income as financial institutions are offering better interest rates with collateralized funds. The average money market rate is .90% and certificate of deposit rate is 1.25%. Considering a slight increase in tax roll as well as the interest income growth, our projected revenue for fiscal year 18-19 is at \$7,000,000, which is a 9.8% increase in revenues from last year.

Summary

Our budget, in the area of operating cost and capital outlay is 97% from last fiscal year due to less capital improvements requests and postage expense will dramatically decrease now that the plate year is complete. In the area of salary and benefits, we are at 99% from last fiscal year due to retirements, county promotions and reallocation of one FTE.

Thank you!

Respectfully Submitted,

Andy Stebbing
Lancaster County Treasurer



LANCASTER COUNTY
PERSONNEL SUMMARY FORM
2018-19 BUDGET

BUSINESS UNIT #: 6030

BUSINESS UNIT NAME COUNTY TREASURER

555 S 10TH ST

CLASS	CLASS TITLE	NUMBER OF POSITIONS		PAY RANGE	SALARY AMOUNTS	
		FY17-18 BUDGETED	FY18-19 REQUESTED		FY17-18 BUDGET	FY18-19 REQUEST
8955	County Treasurer	1	1	MSS-\$94,346	92,496	94,346
7171	Chief Deputy Treasurer	1	1	MSS-\$89,629	87,872	89,629
2845	Accountant	1	1	C21-\$65,836-\$84,331	68,663	68,205
2930	Real Estate Manager	1	1	C18-\$59,205-\$75,838	62,771	66,656
5362	Technology Support Technician	1	1	C15-\$53,248-68,205	64,230	53,248
2833	Account Clerk III	1	1	C06-\$38,731-\$49,612	48,402	49,612
2832	Account Clerk II	2	1	A18-\$36,031-\$46,157	90,284	46,157
2912	Motor Vehicle Clerk	2	3	A18-\$36,031-\$46,157	85,906	127,812
4704	Casual Worker-Oncall			A05	2,000	1,500
TOTALS		10	10		602,624	597,165

LANCASTER COUNTY
PERSONNEL SUMMARY FORM
2018-19 BUDGET

BUSINESS UNIT #: 6030

BUSINESS UNIT NAME COUNTY TREASURER
 625 N 46TH ST

CLASS	CLASS TITLE	NUMBER OF POSITIONS		PAY RANGE	SALARY AMOUNTS	
		FY17-18 BUDGETED	FY18-19 REQUESTED		FY17-18 BUDGET	FY18-19 REQUEST
2920	MV Manager	1	1	C18-\$59,205-\$75,838	72,307	75,839
2915	MV Coordinator	4	4	C06-\$38731-\$49,612	193,608	198,448
2912	MV Clerk	21	21	A18-\$36,031-\$46157	845,933	882,679
2912	MV Clerk Oncall			A18-\$17.32	36,000	18,500
TOTALS		26	26		1,147,848	1,175,466

LANCASTER COUNTY
PERSONNEL SUMMARY FORM
2018-19 BUDGET

BUSINESS UNIT #: 6030

BUSINESS UNIT NAME COUNTY TREASURER
500 WEST O ST

CLASS	CLASS TITLE	NUMBER OF POSITIONS		PAY RANGE	SALARY AMOUNTS	
		FY17-18 BUDGETED	FY18-19 REQUESTED		FY17-18 BUDGET	FY18-19 REQUEST
2915	MV Coordinator	1	1	C06-\$38731-\$49,612	48,402	49,612
2912	MV Clerk	3	3	A18-\$36,031-\$46157	135,426	126,478
TOTALS		4	4		183,828	176,090

**Lancaster County
Employee Information
2018-19 Budget**

Department Name COUNTY TREASURER

Identify the number of employees as of the beginning of the fiscal year and use what was used for budget purposes.	FY17-18 Budget	FY18-19 Request
Number of Full Time Equivalents (FTE's)	40.00	40.00
Breakdown of FTE's:		
Full Time	40.00	40.00
Part Time		
Temporary		
On Call less than 25 hours a week	3.00	1.00
Positions not filled	2.00	1.00
Breakdown of Employees:		
Number within pay steps of pay plan (merit plus COLA)	18.00	21.00
Number at final step or no pay plan (COLA only)	22.00	19.00
Health Insurance Breakdown by Number of Employees:		
Single	11.00	13.00
2/4 Party	12.00	11.00
Family	17.00	14.00
Carried by other insurance		2.00
Retirements:		
Number of Employees		
Cost of Payouts (Include Vacation and PEHP)		

LANCASTER COUNTY
REQUEST FOR CONTRACTUAL SERVICES & LEASES
2018-19 BUDGET

BUSINESS UNIT #: 6030

BUSINESS UNIT NAME: LANCASTER COUNTY TREASURER

DESCRIPTION	FUTURE IMPACT	BUDGET AMOUNT		
		OBJECT CODE		AMOUNT
		DESCRIPTION	#	
ARMORED CAR SERVICES	ON-GOING ANNUAL COST	Armored Car Service	64145	5,196
US BANK	ON-GOING ANNUAL COST	Banking Services	64290	10,000
CHARGEBACKS-ECHECK/HOMEBILL PAY	ON-GOING ANNUAL COST	Banking Services	64295	1,500
BUILDING RENT-MAIN	ON-GOING ANNUAL COST	Building Rent	66520	44,123
BUILDING RENT-R ST	ON-GOING ANNUAL COST	Building Rent	66520	123,677
BUILDING RENT-WEST O	ON-GOING ANNUAL COST	Building Rent	66520	99,539
CITY INFORMATION SERVICES	ON-GOING ANNUAL COST	City Information Services	64285	115,258
TRACKER SOFTWARE	ON-GOING ANNUAL COST	Computer Software/License	64175	2,600
GLOBAL SOFTWARE	ON-GOING ANNUAL COST	Computer Software/License	64175	554
OFFICE 365 E3 GOVERNMENT CLOUD	ON-GOING ANNUAL COST	Computer Software/License	64175	500
FLOOD INSURANCE	ON-GOING ANNUAL COST	Flood Insurance	65925	2,359
GIS	ON-GOING ANNUAL COST	GIS Information Services	64288	7,991
OFFICE PAL TONER/CARTRIDGE-STATE P	ON-GOING ANNUAL COST	Office Supplies	63110	7,000
OFFICE DEPOT-SUPPLIES THREE LOCATI	ON-GOING ANNUAL COST	Office Supplies	63110	17,000
CRIME INSURANCE	ON-GOING ANNUAL COST	Other Insurance	65935	13,526
STATE LEASE-ADDL MV PRINTERS	ON GOING ANNUAL COST	Other Misc Contract	64295	5,124
NECO ALARM INSP/MONITORING	ON-GOING ANNUAL COST	Other Misc Contract	64295	1,050
DATASHIELD CORPORATION	ON-GOING ANNUAL COST	Other Misc Contract	64295	500
TAX SALE ROOM RENTAL/EQUIPMENT	ON-GOING ANNUAL COST	Other Misc Contract	64295	3,300
MIDWEST PHOTOCOPYING	ON-GOING ANNUAL COST	Photocopying	64915	2,500
PEREGRINE-POSTAGE	ON-GOING ANNUAL COST	Postage	64855	42,000
STATE OF NEBRASKA-FORM PRINT	ON-GOING ANNUAL COST	Printed Forms	63140	5,000
PEREGRINE-TAX STATEMENTS	ON-GOING ANNUAL COST	Printing	64910	15,000
NEBRASKA PRINTING CENTER-ENVELOPE	ON-GOING ANNUAL COST	Printing	64910	7,000
FIRESPRING-LETTERHEAD/BUS CARDS/O	ON-GOING ANNUAL COST	Printing	64910	2,500
TELEPHONE-LOCAL	ON-GOING ANNUAL COST	Telephone-Local	64810	750
TELEPHONE-LONG DISTANCE	ON-GOING ANNUAL COST	Telephone-Long Dis	64815	100
VOIP	ON-GOING ANNUAL COST	VOIP Information Services	64286	10,064
	TOTAL			545,711

LANCASTER COUNTY

BUSINESS UNIT #: 6030

**REQUEST FOR MEMBERSHIPS, SUBSCRIPTIONS, SCHOOLS, CONFERENCES
TRAVEL AND SUBSISTENCE
2018-19 BUDGET**

BUSINESS UNIT NAME COUNTY TREASURER

NAME AND POSITION	EXPLANATION AND JUSTIFICATION	BUDGET AMOUNT		
		DESCRIPTION	#	AMOUNT
NADA	PUBLICATION FOR TITLE BOOKS AND REGISTRATIONS	Books & Subscriptions	65665	800
CANDACE MEREDITH,CHIEF DEPUTY	NACCTFO CONFERENCE-	Enrollment Fees	65670	150
CANDACE MEREDITH,CHIEF DEPUTY	SOUTHEAST DISTRICT NACO	Enrollment Fees	65670	50
CANDACE MEREDITH,CHIEF DEPUTY	NACTO-WORKSHOP	Enrollment Fees	65670	150
5 COORDINATORS/1 ACCT 111	SECC ED2GO LEADERSHIP SUITE	Enrollment Fees	65670	2,000
DON ARP, MV MANAGER	SOUTHEAST DISTRICT NACO	Enrollment Fees	65670	50
CANDACE MEREDITH,CHIEF DEPUTY	NACO CONFERENCE	Enrollment Fees	65670	140
CANDACE MEREDITH, CHIEF DEPUTY	GIOA	Enrollment Fees	65670	150
CANDACE MEREDITH,CHIEF DEPUTY	NACCTFO CONFERENCE	Fares	64720	300
CANDACE MEREDITH,CHIEF DEPUTY	NACCTFO CONFERENCE	Lodging	64715	500
CANDACE MEREDITH,CHIEF DEPUTY	NACTO-WORKSHOP	Lodging	64715	150
CANDACE MEREDITH,CHIEF DEPUTY	NACCTFO CONFERENCE	Meals	64710	200
CANDACE MEREDITH,CHIEF DEPUTY	NACTO-WORKSHOP	Meals	64710	50
ANDY STEBBING, TREASURER	LINCOLN CHAMBER OF COMMERCE	Memberships&Dues	65660	200
ANDY STEBBING, TREASURER	NEBRASKA ASSOC OF COUNTY TREASURERS	Memberships&Dues	65660	75
ANDY STEBBING, TREASURER	AGA	Memberships&Dues	65660	100
CANDACE MEREDITH,CHIEF DEPUTY	AGA	Memberships&Dues	65660	100
CANDACE MEREDITH,CHIEF DEPUTY	NACCTFO	Memberships&Dues	65660	280
MILEAGE FOR CONFERENCES	MILEAGE FOR TRAVEL TO CONFERENCES	Mileage	64725	500
CANDACE MEREDITH,CHIEF DEPUTY	NACCTFO CONFERENCE	Vehicle Rental	64735	200
				7,645

LANCASTER COUNTY
REQUEST FOR CAPITAL OUTLAY
2018-19 BUDGET

BUSINESS UNIT #: 6030

BUSINESS UNIT NAME _____ **COUNTY TREASURER** _____

OBJECT	ITEM DESCRIPTION	# <small>REQUESTS</small>	<small>NEW = N</small> REP = R	UNIT COST	TOTAL COST	AMOUNT REQUESTED	JUSTIFICATION
67310	Furnishings Improvements		REP = R			5,000	Replace worn breakroom counter tops sink and disposal at both 46th and West O
67495	Other Misc Equipment		NEW=N			5,000	Dock Lift for Warehouse
67310	Furnishings Improvements		REP=R			10,000	Relocate customer service and DL service desk to reduce bottleneck and open space for DL external door
67495	Other Misc Equipment		REP=R			5,000	External and Internal Signs for 625 N 46th St
67495	Other Misc Equipment		NEW=N			2,500	Heating/Cooling for the Warehouse
67475	Computer Equipment		REP=R			4,000	Replacement Computers at 46th and R ST
TOTAL CAPITAL OUTLAY						31,500	

Microcomputer Estimate

03/21/2018

County Treasurer	
Control #	169524

Funding Source	
Acronym:	CCD
Special Funding Source:	County Microcomputer Fund

Hardware	PART #	Purchase Price	Qty	Disposal Fee	Total
* HP ProDesk 600 G3 Desktop Mini, i5-7500T 2.7GHz, 16 GB, 256GB SSD, W10P64, Wirless Kyb/Mouse STD Stock	Y3A52AV	\$721.41	4	\$2.00	\$2,893.64
* HP E223 21.5-inch Widescreen LED backlit LCD Monitor	1FH45AA#ABA	\$130.00	2	\$3.00	\$266.00
Shipping and Handling	S&H	\$0.00	1		\$0.00
Total Hardware Cost		\$851.41			\$3,159.64

Software	PART #	Purchase Cost	Qty		Total
Office 365 E3 Government Cloud (O365 G3) per user annual charge January 1	AAA-10842	\$128.64	4		\$514.56
* Microsoft Windows Server 2016 User License CAL - Select Level D	R18-05173	\$25.00	4		\$100.00
Shipping and Handling	S&H	\$0.00	1		\$0.00
Total Software Cost:		\$153.64			\$614.56

Total Hardware/Software Cost	\$3,774.20
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Estimated Installation Costs:	\$0.00
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Total System Cost:	\$3,774.20
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Division	Mandated by ...	Service	Basis of Estimate	Total Estimated	Salaries & Benefits	Operating Costs	Contracted Services	Capital Outlay	Total w/ Additional Staffing and	Total Estimated Revenue	Non-Mandated	Unfunded Mandates
RE Tax	23-1601, Chapter 77	Real Estate, Personal Property, Centrally Assessed, Special Assessment, Tax Certificates, Distress Warrants, Inheritance Tax, Advertisement of Delinquent tax, Tax Sale, Foreclosures, Treasurer's Deeds, Tax Roll Additions and Subtractions, Prepare Resolutions	We currently have 4 staff members that process 225,000 transactions into the tax system and 800 inheritance taxes annually. County Treasurer is responsible for resolutions on tax certificates, distress warrants and county sales. The staff prepare treasurer's deeds and monitor foreclosures, prepare tax roll and send out tax statements to all parcel owners and to those who owe personal property tax. We audit all tax roll additions and subtractions and send corrected statements and refunds, hardship letters are submitted to political subdivisions as required by statute. Our staff also receive all cash receipts from the county agencies for posting in the JDE system. Experience is key to specific areas such as additions and subtractions to tax roll, tax sales, treasurer's deed, foreclosures and distress warrants. The process of tax collection and balancing requires employees to be able to work in a fast paced environment, comfortable with handling significant amount of currency and the ability to balance receipts to funds. Our staff performs these services with our tax system, JDE, office package, and banking portals	\$587,423	\$402,085	\$54,765	\$130,573	\$0	\$587,423	\$5,000,000	Game and Parks Permits	The changes in legislation have required us to make programming changes in our tax system, TIF statements and PACE loan requirements. The cost to program the tax system has increased our IS bill over the last couple of years as they have many resource hours reserved to assisting us with the legislative changes; Property Tax Credits carry a 1% or zero commission which have reduced our commissions of a 2% commission for cities/villages, fire districts, SID and RTSD. The VTR enhancement starting July 2016, reduces property tax from MV collection by 1%
Admin	23-1601, Chapter 77	County Fund Balance, Investment of funds, Collateral, Reconciliation of all investment and checking accounts, Allocation of funds to political subdivision, Semi Annual Reporting, Bankruptcy, NSF collection, Tax Roll Audit, Internal and external Audit, County ACH entry, Administer POS Credit Card for County, Administer Checking accounts for County, Liaison Budget and Fiscal, Monitor State Legislation and City Ordinance, legal publishing, Carline, MV Prorate, Inlieu tax, Property Tax Credits, Homestead Tax, Fines and Licenses, LES, Game and Parks	As the central location for all County Funds, the County Treasurer requires highly skilled employees in the area of banking, audit, government accounting, bookkeeping and public service. We have four staff members that currently assist with the majority of these responsibilities. The allocation of funds takes an experienced eye in real estate tax to understand the details of the fund distribution along with knowledge in statute as our job responsibilities often shift with legislative change. We are in constant communication with all agencies in regards to their banking and accounting needs. We have made a very strong effort to simplify many of the day to day accounting needs of the departments to ensure less clerical errors by offering ACH deposit and POS Credit Card services instead of receiving Cash and Checks. We work closely with all the state and the political subdivision and their auditors. In order to provide these services efficiently, excel add in global, JDE, tracker for investments, Quickbooks, Banking and POS portals, tax system and MV and DL state system	\$537,122	\$420,672	\$21,225	\$95,225		\$537,122	\$800,100		
MV Tax	23-1601, Chapter 60	Motor Vehicle Title and Registration and Driver's License Collection	The Treasurer's Office, Motor Vehicles Division provides a wide and varied list of title, registration, taxes and fee collection services for state licensing requirements as mandated by Nebraska Statute. Operating from three (3) facilities—downtown, West O and N.46 th Street—we processed 315,351 motor vehicle registrations, 100,534 motor vehicle titles, noted or released 10,989 vehicle liens, issued some 78,201 drivers licenses and answered 50,091 phone calls in 2016.	\$0					\$0	\$1,200,000	Game and Parks Permits	Title fees have not been changed since the 1980's. Current legislation is considering raising out of state titles to \$25.00 with county share increasing by \$7.00. We also are mandated to give free space to the State of Driver's License services at two of our three locations. Sales tax county share is limited to \$75.00 a month and is our most time consuming process

Division	Mandated by ...	Service	Basis of Estimate	Total Estimated	Salaries & Benefits	Operating Costs	Contracted Services	Capital Outlay	Total w/ Additional Staffing and	Total Estimated Revenue	Non-Mandated	Unfunded Mandates
			Our 625 N. 46 th facility as our main motor vehicles office is staffed by twenty (20) Motor Vehicle Clerks and four (4) Motor Vehicle Coordinators (supervisors) who perform a variety of functions to support the offices responsibility. In addition to staffing the twelve (12) motor vehicle service windows, our clerks also staff two (2) driver's license windows to issue and collect fees for drivers licenses and ID's processed by the driver's license examiners; the Dealer Desk that supports and coordinates the flow of dealers sales or purchases from dealers to their customers in a timely manner. This location processes 80.0% of the workload derived by titles, registrations, liens, phone calls and other office activity.	\$2,058,398	\$ 1,800,864.00	38924	189610	29000	\$2,058,398			
			Our 500 West O facility provides enhanced motor vehicle services of titles, registration and working with area dealers, and is the primary Driver's License Testing facility of Lancaster County. Staffed by one (1) Motor Vehicle Coordinator and three (3) Motor Vehicles Clerks who collect fees and process temporary driver's license issued by the State Examiners on site; process registration renewals, titles and assist in processing additional work relayed to them from 46 th and R. West O processed 17% of the division workload.	\$411,903	\$265,051	\$14,048	\$130,304	\$2,500	\$411,903			
			Our downtown office is staffed by three (3) Motor Vehicle Clerks who processes vehicle registration renewal, in state titles, property taxes, and also cross train in accounting processes of the office. Working less than 3% of the motor vehicle services, this clerk provides a reasonable and convenient service to our customers working in the downtown campus area, while enhancing our cross training program for all employees emphasized in the office.	\$0					\$0			
				\$3,594,846	\$2,888,672	\$128,962	\$545,712	\$31,500	\$3,594,846	\$7,000,100		

**LANCASTER COUNTY
FUTURE PROJECTS AND UPGRADES
FISCAL YEAR 2018-19**

DEPARTMENT: _____ LANCASTER COUNTY TREASURER

ESTIMATED FISCAL YEAR	ESTIMATED AMOUNT	DESCRIPTION OF PROJECT OR UPGRADE
FY 19-20	10,000	OVERHAUL REAL ESTATE AND TAX SALE CERTIFICATE ISSUANCE/REDEMPTION IN TAX SYSTEM FOR USER FRIENDLY APPLICATION AND UNIFIED CERTIFICATE
FY19-20 OR BEYOND	5,000	RECONCILIATION APPLICATION THAT IS COMPATIBLE WITH CURRENT BANKING PORTALS AND ACCOUNTING SYSTEM
TOTAL TO CONSIDER	15,000	