

## ACCOUNTING • BUDGET • REVENUE

### PAST • PRESENT • FUTURE

AUDITORS ISSUED A CLEAN OPINION ON THE 2016 FINANCIAL STATEMENTS • TOWN IS EXPERIENCING STRONG REVENUE GROWTH WHILE MAINTAINING CONSERVATIVE BUDGET MANAGEMENT • SIGNIFICANT PROGRESS HAS BEEN MADE ON THE 2018 BUDGET PROCESS

## MISSION & VISION STATEMENT

### MISSION STATEMENT

Through exceptional customer service and effective partnerships, we deliver accurate and timely financial services

### VISION STATEMENT

The Finance Department will provide financial solutions and services in support of the Town's vision and community objectives through:  
Proactive Education, Purposeful Planning,  
Excellent Communication and  
Fiscal Accountability



### Accounting

### Budget & Finance

### Revenue

**Nicole Carner**  
Assistant Finance Director

**Pete Mangers**  
Revenue Manager

**Christie Guthrie**  
Accounting Manager

**Matt Gohl**  
Budget & Finance  
Manager

**Jamie Authier**  
Sales Tax Auditor

**Kimberly Kraft**  
Accounting Supervisor

**Matthew Kipp**  
Financial Analyst

**Greg Doane**  
Sales Tax Auditor

**Katie Baker**  
Accountant

**Tom Castillo**  
Financial Analyst

**Ryan Kadlec**  
Sales Tax PIF Specialist

**Michele Rupprecht**  
Payroll Technician

**Edward McWilliams**  
Finance Project Analyst

**Kellie Helm**  
Senior Customer Service  
Representative

**Yvonne Haas**  
Accounting Technician

**Tova Unckles**  
Accounting Technician

**Christina LeBlanc**  
Accounting Technician

For More Information Please Visit:

[www.CRgov.com](http://www.CRgov.com)  
Services/Finance



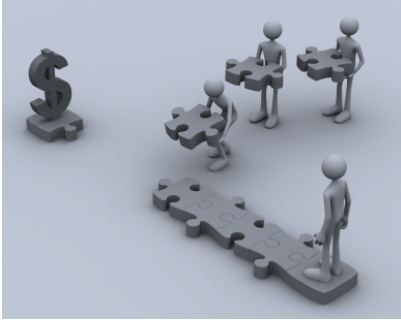
**Trish Muller**  
Finance Director

**Sara Ruby**  
Administrative Assistant

**Michael Tempel**  
Business Systems Analyst

## FINANCE

### ACCOUNTING ACTIVITIES



On June 20<sup>th</sup>, the 2016 Comprehensive Annual Financial Report was presented to Town Council. Accounting submits a copy of the audited CAFR to:

- State of Colorado per state statute requirements.
- Electronic Municipal Market Access (EMMA), a service of Municipal Securities Rulemaking Board (MSRB) per continued disclosure requirements.
- Government Finance Officers Association of the United States and Canada (GFOA) for submission for the Certificate of Achievement for Excellence in Financial Reporting Award.

The Certificate of Achievement is a prestigious national award that is the highest form of recognition in the area of governmental accounting and financial reporting. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

The Town has received this award for twenty six consecutive years.

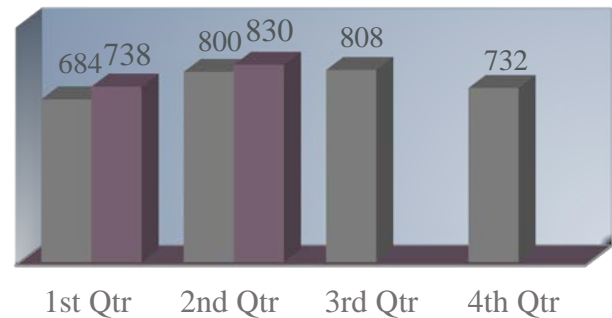
The 2016 Comprehensive Annual Report is available on the Town's website or by clicking the link below:

<http://www.crgov.com/DocumentCenter/View/17440>

### PAYROLL

#### TOTAL # OF EMPLOYEES PAID (AVG PER MONTH)

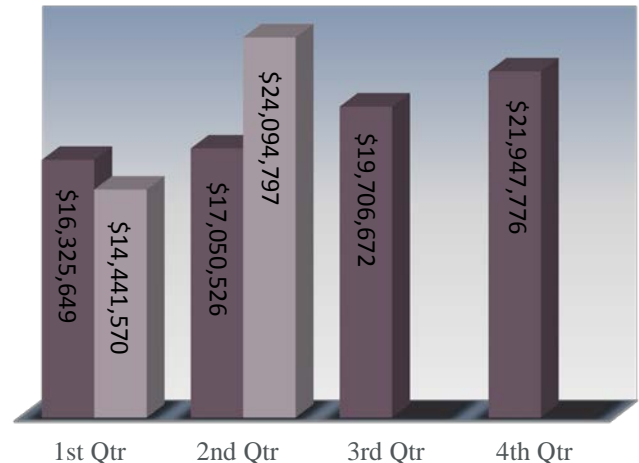
■ 2016 ■ 2017



### ACCOUNTS PAYABLE / PURCHASING

#### TOTAL ACCOUNTS PAYABLE CHECKS ISSUED (TOTAL BY QTR)

■ 2016 ■ 2017



#### TOTAL AP CHECKS CUT

<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017 (YTD)</u>
5,880	5,914	6,474	3,234



# BUDGET

JUNE 2017

## FINANCE

### FINANCIAL ANALYST ACTIVITIES

- Completed Public Works cash flow analysis updates for North Meadows Extension to complete payments
- Refined long term fund projections for the Transportation and Transportation Capital Funds
- Worked to prepare the annual CIRSA Property and Casualty renewal
- The First Quarter Financial Review to Council, was presented on June 20<sup>th</sup>
- Participated in an employee focus group to discuss communication roadblocks and solutions

### IMPORTANT UPCOMING DATES

#### July 2017

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

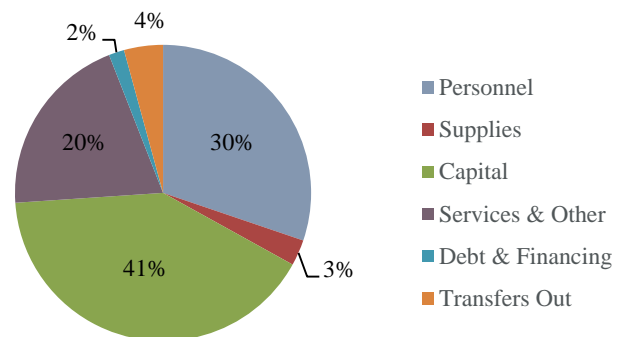
- July 6: Goal date for finalization of 2018-2020 Budget numbers
- July 7: Second review of Revenue & Expenditure detail
- July 10: Review of department budget narratives
- July 19: Preliminary presentation of draft proposed 2018 Budget document to Town Manager and Finance Director
- July 11-31: Mid-Year Financial Report development

### BUDGET DEVELOPMENTS

- Second Amendment to the 2017 Budget was presented for first reading to Council on June 6<sup>th</sup> and second reading on June 20<sup>th</sup>
- Worked to finalize numbers for the 2018 Budget, 2018-2020 Three Year Balanced Financial Plan and 2018-2022 Five Year CIP
- Worked to prepare drafts of various sections of the proposed 2018 Budget document, including department narratives and Five Year CIP sections

### ACTUAL EXPENDITURES BY CATEGORY

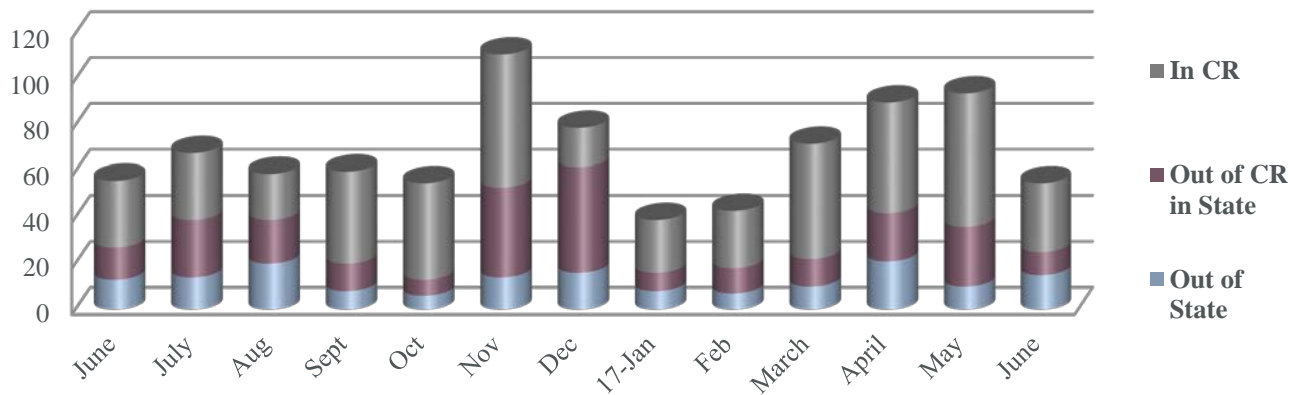
#### Preliminary Through May 2017



## FINANCE

LICENSING	NEW CASTLE ROCK BUSINESSES	
<ul style="list-style-type: none"> <li>We have issued a total of 55 new business licenses in June, including in Town businesses.</li> <li>Castle Rock currently has a total of 4,102 active businesses licensed</li> <li>1,987 or 48% of all businesses licensed are based in Castle Rock</li> <li>There have been 17 accounts closed in June</li> </ul> <div data-bbox="112 947 534 1138" style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p style="text-align: center;"><b>For more information on New Castle Rock Businesses Please visit <a href="http://www.crgov.com/411">www.crgov.com/411</a></b></p> </div>	<b>Photography By LK</b> Photography	<b>Yankee Candle</b> Candles & Accessories
	<b>Zoe's Kitchen</b> Restaurant	<b>Harmonious Clan</b> Educational Training Information & Media
	<b>SSP Elite Performance LLC</b> Consulting/Teaching/DVD Sales	<b>Edible Arrangements</b> Fresh Fruit Bouquets
	<b>Rocket Fizz Castle Rock</b> Candy Store	<b>ARC Thrift Stores</b> Donation Station
	<b>Home Away From Home Daycare</b> Child Care	<b>Brightside Dentistry</b> Dentistry
	<b>Beyond the Sky Counseling LLC</b> Counseling Services	<b>Venue at the Promenade</b> Apartment Homes/Leasing Apts.
	<b>Furry Furends Mobile Pet Grooming</b> Mobile Pet Grooming	<b>Cephanti LTD</b> Sales of Artwork & Prints
	<b>Raising Cane's</b> ( <i>opening in August</i> ) Restaurant	

### BUSINESS LICENSES ISSUED



This graph illustrates how many business licenses are issued per month, by area.



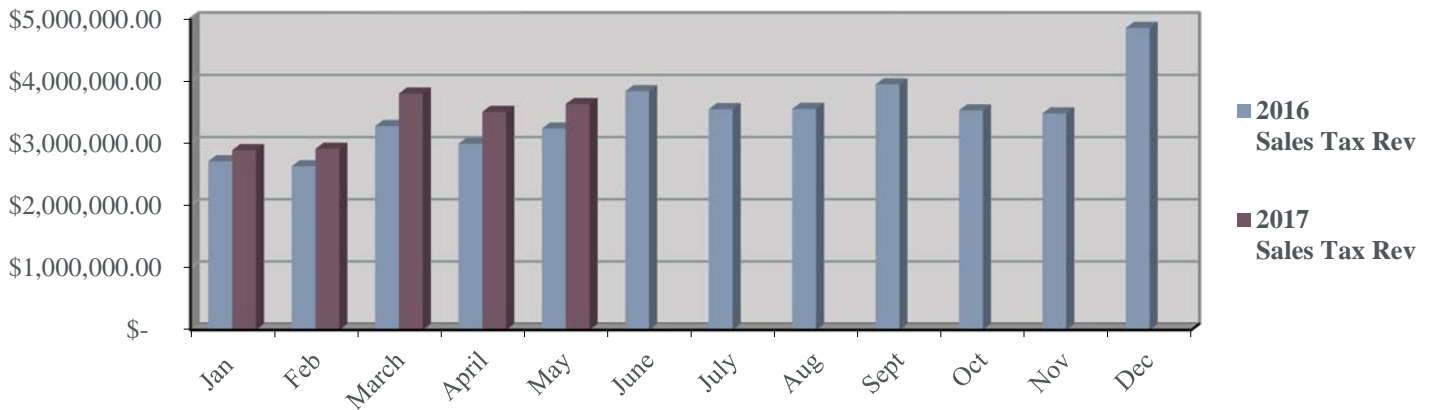
# REVENUE

JUNE 2017

## FINANCE

ENFORCEMENT	REPORTING			
<ul style="list-style-type: none"> <li>Revenue Division has collected \$31,207 from delinquent accounts for the month of May</li> <li>YTD Delinquency \$236,577</li> <li>We currently have 29 audits in process.</li> <li>\$19,841 Audit Revenue was collected in May</li> </ul>	May	Gross Sales Tax Collections	Sales Tax DDA TIF, Promenade PIF & Audit Revenue	Adjusted Collections
	2016	\$ 3,235,763	\$ 124,829	\$ 3,110,934
	2017	\$ 3,629,615	\$ 193,721	\$ 3,435,894
	Dollar +/-	\$ 393,852	\$ 68,892	\$ 324,960
	Percent Change	12.2%	55.2%	10.4%
	YTD	Gross Sales Tax Collections	Sales Tax DDA TIF, Promenade PIF & Audit Revenue	Adjusted Collections
	2016 YTD	\$ 14,840,088	\$ 735,682	\$ 14,104,406
	2017 YTD	\$ 16,920,570	\$ 1,192,756	\$ 15,727,814
	Dollar +/-	\$ 2,080,482	\$ 457,074	\$ 1,623,408
	Percent Change	14.0%	62.1%	11.5%

## SALES TAX COLLECTIONS



\* Sales Tax is reported a month in arrears, we will report last months' revenue in the current month.