

March 2019 Finance Department



[Trish Muller](#), CPA
Finance Director

Mission

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

Vision

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

How does Finance support the Town's vision and priorities?

Accounting

The Accounting Team provides financial services to internal and external customers such as payroll, accounts payable and receivable, investments, and capital asset reporting. In addition, the team ensures financial transactions are recorded in accordance with the Town's Municipal Code and Governmental Accounting Standards and in compliance with governing laws and regulations.

Budget

The Budget Team supports departments Townwide with financial planning to attain strategic priorities in the short and long term. In addition to future budgeting and financial planning, the team actively monitors, analyzes and reports on Town financial activity throughout the year.

Revenue

The Revenue Team provides education and outstanding customer service to our community while licensing businesses and collecting sales tax with a "home town" feel and understanding. In addition, the team is involved in economic development, the Downtown Development Authority and the Urban Renewal Authority to align with the Town's vision.

[Contact Finance Department](#)

What's new?

Way to grow!

After completing a program of courses on topics such as *Coaching with Positive Feedback* and *Legal Issues for Public Employers*, **Katie Baker**, Accountant, completed her Supervisory Certificate with the TOCR.



Town grants enhance the Castle Rock community

On March 5, Town Council approved funding for four non-profits through the Council Community Grant Program (CCGP) administered by the Finance department. The program aims to support projects that contribute to Castle Rock's quality of life with emphasis on programs and activities for youth, seniors, environment and sustainability, and performing and visual arts. CCGP applications

get reviewed and recommended each quarter. Congratulations to each organization that received \$500 for the 1st Quarter: [Castle Rock Orchestra](#) for music for their 12th concert season, [Leadership Douglas County](#) to feed four Castle Rock children and their families for three months, and After Proms at [Castle View](#) and [Douglas County High Schools](#) for entertainment, food, gifts, and prizes for safe, alcohol-free events! For more information, please visit Finance > [Grants](#).

Featured team member

Alex Thiel Financial Analyst

His passion for all sports, especially baseball, has prepared Alex well for his job as an analyst on the Budget Team. Looking at sports stats extensively has paved the way for him to monitor actual expenditures across Town. Alex assists several departments such as Parks and Recreation, Water, DoIT, and Human Resources with the development of the annual budget in a supportive, affable manner. His low-stress approach contributes to a great culture. HR calls him a “good steward...very knowledgeable and helpful...a joy.” Where one finds sports, one also finds beer, and this Colorado native can boast that he has won awards as a home brewer! Growing up the youngest of four boys, Alex developed a competitive streak



that has propelled him to excellence. He takes his work seriously, and liaison departments have recognized him with awards in his first year with the Town! Multiple customer service jobs have shaped Alex with over six years in banking, as an Athletic Supervisor with Commerce City, as an intern with Metropolitan State University Athletics and NCAA softball regionals, and working with special needs children in Cherry Creek and Aurora Public Schools. Alex holds a BA in Sports Industry Operations with a Management minor from MSU. Alex married “the most amazing woman” last year, and they share two very cute dogs, ‘Bama and Simi.

On the horizon

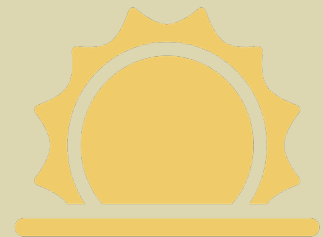
Next Month

The **Budget Team** will

- Prepare the 1st Quarter Financial Review
- Update 2019 Year-end estimates

April 22-May 3: BKD will return for the Field Audit of the Town’s 2018 financial reports.

June 1: Highway Users Tax Fund (HUTF) report due; required for municipalities to receive this revenue that goes into the Transportation Fund



Town and state wide

Trish Muller, Finance Director, led a **Study Session** for Town Council on financial condition, policy and practices on March 5.

2020 Budget Development

- Underway, including 5-year capital and balanced financial plans
- Adoption planned for September

Conservation Trust annual report submitted

- Required by CO Dept. of Local Affairs (DOLA)
- Accounts for spending of lottery funds

Partnership

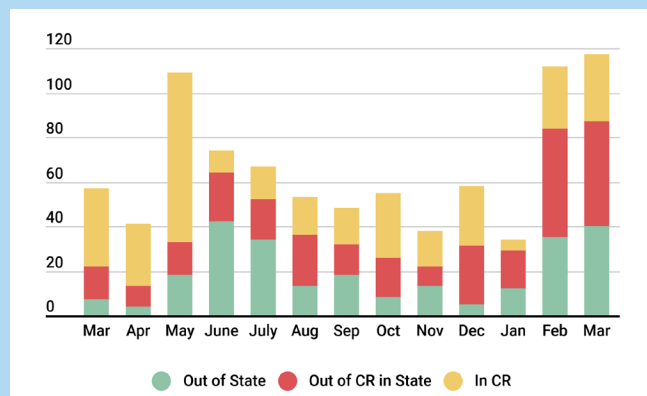
For more information on new Castle Rock businesses, please visit www.CRgov.com/411



Business licenses issued March 2019

	117 Total businesses licensed
	30 Businesses licensed in Castle Rock
	40 Businesses licensed out-of-state
	47 Businesses licensed in CO but outside of Castle Rock

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



Initiatives

Payroll practically paperless

The Payroll Techs backed by many Finance team members scanned and archived all Town payroll files - a massive accomplishment! Benefits include:

- Reduced cost for materials
- Maximized office space
- Mobile business capabilities

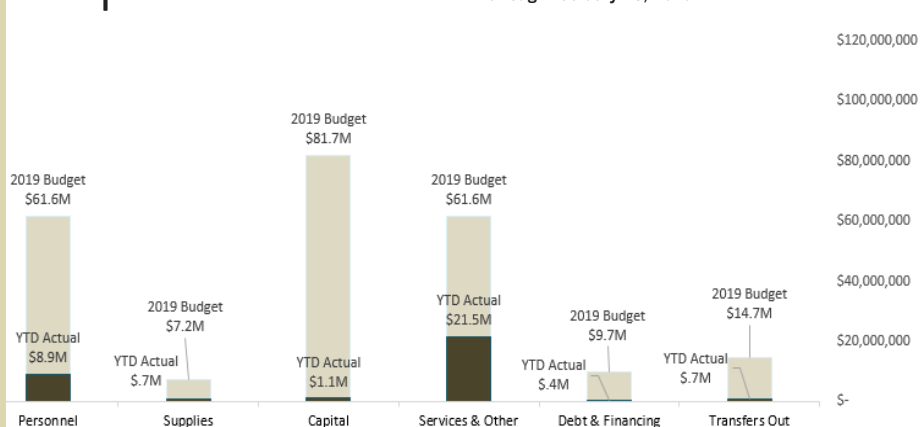
Way to Go Green!!



Finance delivers exceptional customer service at Town Hall, the "Division of First Impressions"

Expenditures

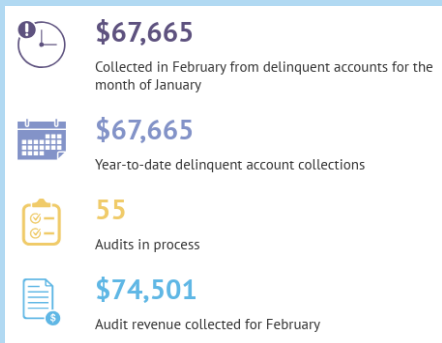
Preliminary Townwide expenditures by category through February 28, 2019



New businesses

Adam Thornton Photography and Design - Photography service	Heart Felt - Baby mobiles and nursery décor
AFC Urgent Care - Urgent care and walk in	JLH Inspections - Home and commercial inspections
Bee Jeweled - Handmade jewelry	Mama Tried - Clothing, jewelry and shoes
Black Hills Energy - natural gas and electric utilities	Marler Chiropractic - Chiropractic Office
Busy B - Wood signs and planter boxes	Originals by V - Canvas art and home décor
Castle Rock Microwave LLC - Wireless networking	PB&T Bank - Loan production office
Chick-fil-A - Fast food	Phillip Hecht - Handmade jewelry
Colorado Auto Tint - Window film and clear shield installation	Prepped for Success LLC - Educational consulting
Criffin Designs - Jewelry and furniture from salvaged aircraft	Riverwalk Castle Rock LLC - Mixed use development
Duty to Act - Merchandise, t-shirts, hats and gear	Safe Splash Swim School Castle Rock - Swim school and retail sale of swim gear
Eagle Tail Home Health - Home health services	Starbucks Coffee #54441 - Coffee shop
Front Range Family Eye Care - Optometry	Talk Out Loud - Digital marketing
Gatherings LLC - Antiques, home décor and gifts	The Garage Condos at Hangman's Gulch LTD - Commercial condos
Glacier Homemade Ice Cream & Gelato of Castle Rock - Ice cream shoppe	The Villaggio - Childcare center
Grit and Grace - Home décor, jewelry, accessories, antiques	Valor Embroidery - Custom embroidery

Supporting fiscal accountability



Communicating results

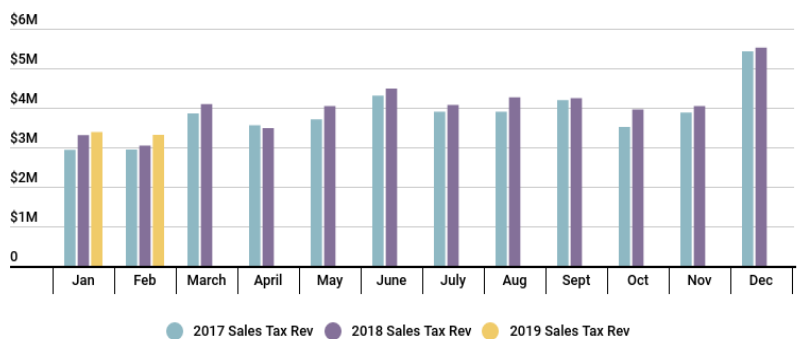
February	Gross Sales Tax Collections	Town Audit Revenue and Amounts Collected on Behalf of Others	Net Collections
2018	\$ 3,044,088	\$ 86,987	\$ 2,957,901
2019	\$ 3,317,424	\$ 208,315	\$ 3,109,109
Dollar +/-	\$ 272,536	\$ 121,328	\$ 151,208
Percent Change	9.0%	139.5%	5.1%

YTD	Gross Sales Tax Collections	Town Audit Revenue and Amounts Collected on Behalf of Others	Net Collections
2017 YTD	\$ 6,348,854	\$ 188,576	\$ 6,160,278
2018 YTD	\$ 6,743,238	\$ 391,516	\$ 6,351,722
Dollar +/-	\$ 394,384	\$ 202,940	\$ 191,444
Percent Change	6.2%	107.6%	3.1%

Revenue

Sales Tax is reported a month in arrears.

Revenue Division will report last month's revenue in the current month.



Town of Castle Rock
Finance Department
720.733.2227
CRgov.com/finance

