

May 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?

Finance welcomes a new member to the team!

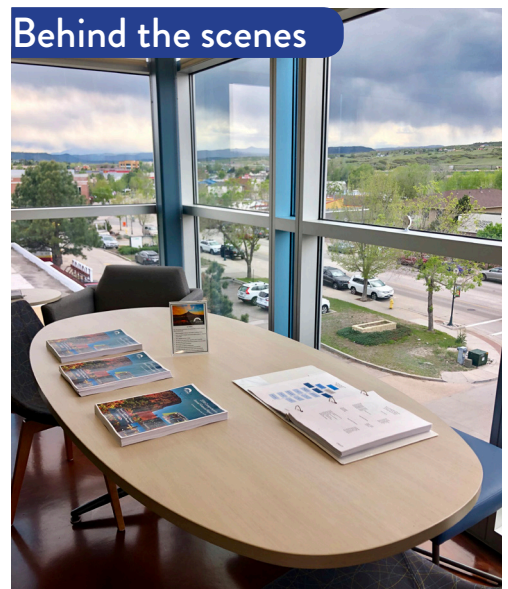


The Finance Department welcomes Melissa Everett, Payroll Technician! Melissa comes from a Douglas County School

District middle school where she has worked as a Bookkeeper for over four years. Prior to working

in the school setting, she worked for Whole Foods as a purchaser. Melissa brings a history of excellent customer service that makes her a great fit with the Finance team! With three daughters and two adorable dogs, Melissa and her husband enjoy movies, hiking and sports.

Behind the scenes



Drafts of the Comprehensive Annual Financial Report (CAFR) underway

Initiatives

2019 GFOA Conference

Members of the Leadership Team traveled to Los Angeles for the Annual Government Finance Officers Association Conference in mid-May. Public finance professionals view this event as a “must-attend” for professional development



Left to right: Matt Gohl, Budget & Finance Manager; Christie Guthrie, Accounting Manager; Trish Muller, Finance Director; Nicole Carner, Assistant Finance Director; and Pete Mangers, Revenue Manager

every year. The conference afforded them the chance to get continuing education on best practices, learn about new tools, and network with peers on a global scale. The team reports several takeaways:

- Good perspective on working with Public Safety departments and their budgets
- Economic indicators show a steady economy is likely for the next 18-24 months. The information was focused on California, but a recession is not expected in the immediate future.
- Importance of utilizing data to understand performance of the Town and planning for the future
- While there is always room for improvement, the conference affirmed that we are on the right track!

Town and state wide

- **May 7:** Staff presented the **2019 First Quarter Financial Review** to Town Council.
- The Budget Team continues to gather information for the **2019 Budget, 2nd Amendment** that will go before Town Council in July.
- **2020 Budget Development** continues. The Budget Team is working to balance the budget within projected revenues and will review line item detail for all Town funds as a way to verify budget information.

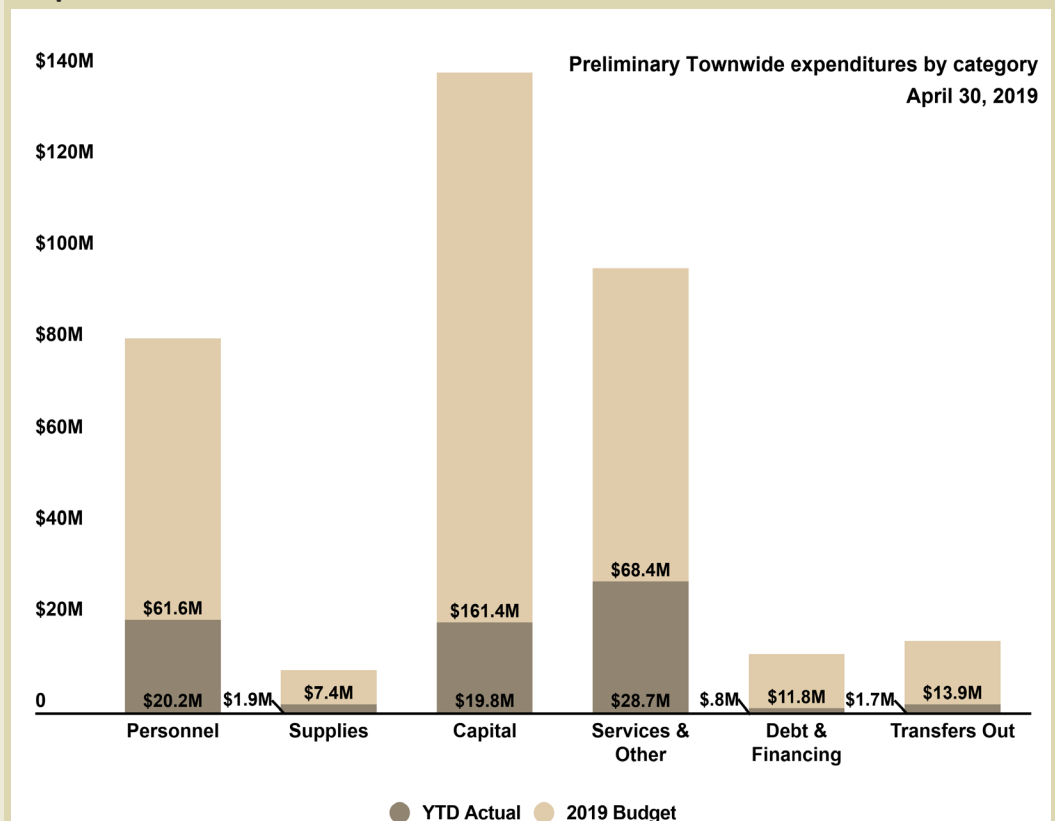
On the horizon

June 4: The Audit Committee will meet to review financials, and auditors from BKD will present results of the annual financial statement audit. The committee consists of the Town Manager, Finance staff, Council members and stakeholders.

June 11, 5:30-7 pm: Budget Open House at Town Hall in Council Chambers to inform the public of the [2020 Budget](#). For more information, please visit CRgov.com/2020Budget.

June 18: Staff will present the Comprehensive and Popular Annual Financial Reports (**CAFR** and **PAFR**) to Town Council.

Expenditures



Business licenses issued May 2019

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



111

Total businesses licensed



36

Businesses licensed in Castle Rock



34

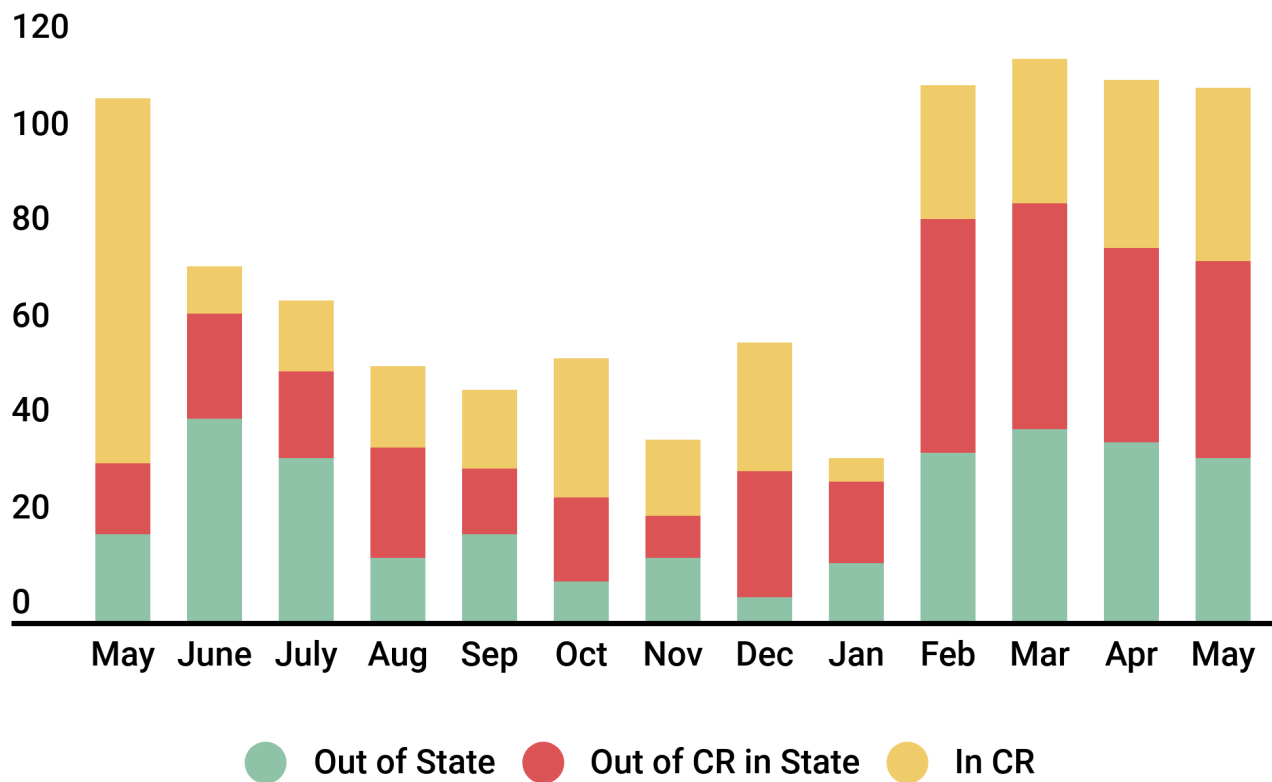
Businesses licensed out-of-state



41

Businesses licensed in CO but outside of Castle Rock

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



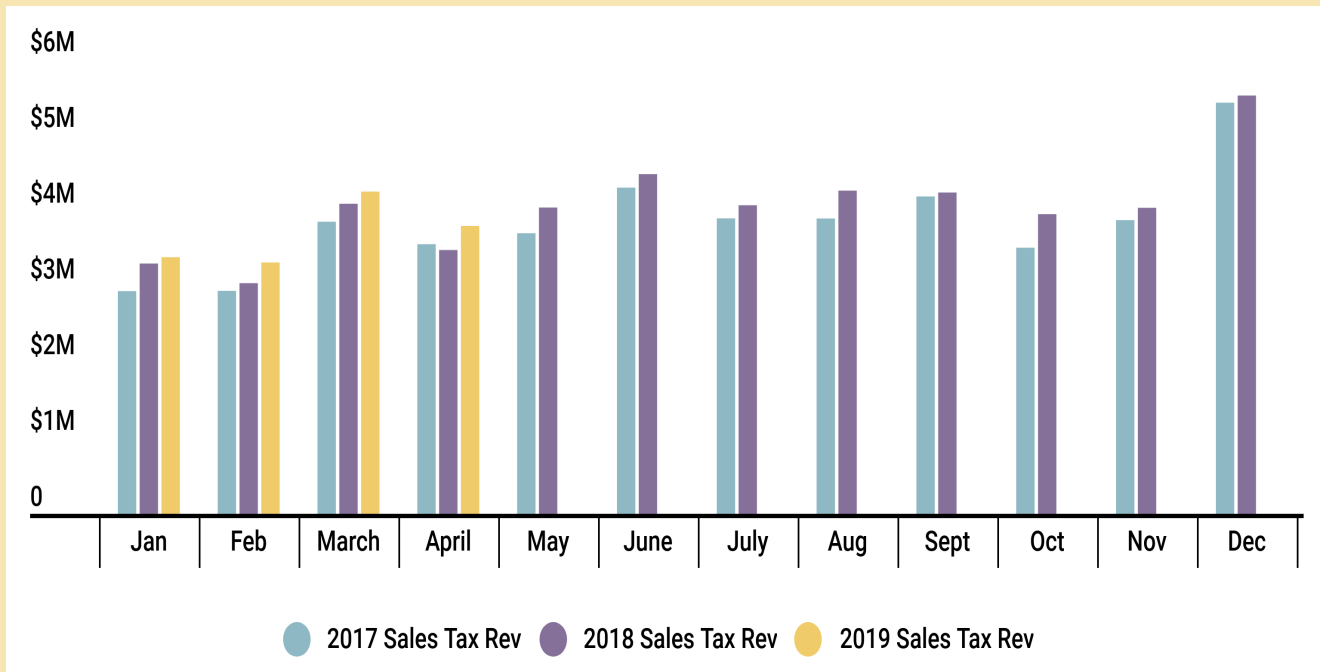
Businesses licensed in Castle Rock, May 2019

Check them out!

Actions Firearms Colorado Firearms, ammunition, camping gear	Giggle Belly Urban Farms Nutritious fruits and vegetables grown with organic methods	Priority Productions LLC Audio-video lighting equipment sales
Americans for Prosperity Nonprofit concerned citizens group	Hair by Noelle LLC -Hair services and styling products	Ram Sang Sushi at Kings Soopers
Balancing Seeds Massage therapy	The Hangry Bear Café Food and catering	Rick's Wood Repair Wood repair
Brush Rose -Painting class and events at host's location	Heart Sleeve Online T-shirts and home décor	Riverwalk Castle Rock LLC, North location Mixed use development
Coast2Coast Mobile food truck	JDM World -YouTube reviews of home theater gear	Shannon Shuck Photography Photography and photos
Colorado Institute of Musical Instrument Technology School of instrument repair and repair facility	KAL Design Studio, LLC Fused glass art	Sudden Fiction Books LLC Books and gifts
Connectivity Source (Sprint store, two locations added online retail) Wireless phones and accessories	Karen's Cut and Color Haircuts, perms, color and products	Synergy LLC Wood letters and signs
Court's Laundry Service Laundry service	Madhouse Munchies Mobile food truck	Twin Pillarz Tactical -Law enforcement items and firearms
CRCO -Castle Rock tickets, hats, shirts, stickers and goods	Marie Proctor -Bookkeeping services, property management	Westward Carpentry Carpentry
Danny's Landscaping LLC Lawn care and landscaping	Premier Member's Credit Union -Financial services	Xperience Promotions Marketing services and promotional products
Dexa Stats Sports statistical analysis (Baseball)		



Revenue



Sales Tax is reported a month in arrears. Revenue Division will report last month's revenue in the current month.



Communicating results

April	Gross Sales Tax Collections	Town Audit Revenue and Amounts Collected on Behalf of Others	Net Collections
2018 YTD	\$ 3,487,035	\$ 115,326	\$ 3,371,709
2019 YTD	\$ 3,799,862	\$ 263,938	\$ 3,535,924
Dollar +/-	\$ 312,827	\$ 148,612	\$ 164,215
Percent Change	9.0%	128.9%	4.9%

YTD	Gross Sales Tax Collections	Town Audit Revenue and Amounts Collected on Behalf of Others	Net Collections
2018 YTD	\$ 13,939,214	\$ 470,360	\$ 13,468,854
2019 YTD	\$ 14,909,962	\$ 1,081,861	\$ 13,828,101
Dollar +/-	\$ 970,748	\$ 611,501	\$ 359,247
Percent Change	7.0%	130.0%	2.7%

Supporting fiscal accountability



\$74,212

Collected in April from delinquent accounts for the month of March



\$191,236

Year-to-date delinquent account collections



59

Audits in process



\$53,640

Audit revenue collected for the month of March

Town of Castle Rock
Finance Department
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