

July 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

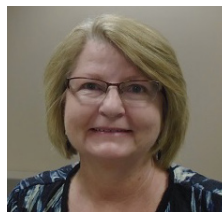
What's new?

The Second Quarter Mission & Vision Award goes to Nicole Carner!

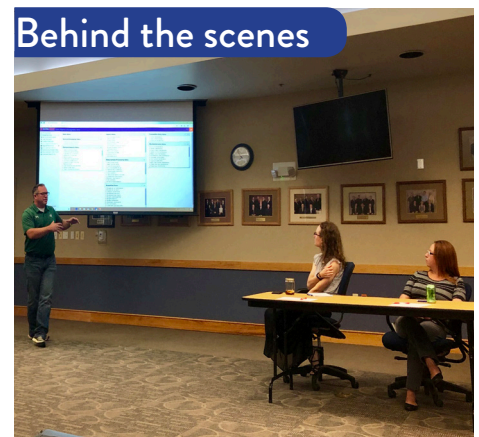
Congrats, Nicole, for getting this honor from the department for Q2! Given her scope as Assistant Director, Nicole has impact felt all the way at the citizen level. With her deep knowledge and "roll up the sleeves" approach, Nicole has proven project management skills, and she fosters cohesion across all Finance divisions. Nicole always gives the glory to her department, and now her time has come.

Welcome newest team member!

This month, Emily Anderson joined Finance as Accounting Technician/Purchasing. Emily comes from Acme brick where she held various accounting roles. She will work with the Town's Enterprise funds including Water, Golf, Development Services, and part of Parks and Recreation, and she will back up Governmental funds. The Town is in good hands with Emily and Don in Accounts Payable!



Behind the scenes



Michael Tempel, Finance Business Systems Analyst, introduces the Finance Dept. to the new interface for NaviLine, the financial software utilized across Town.

Initiatives

Safety first

Finance values the chance to work across departments, especially when it comes to safety. On July 10, Officer Lee Gizzi presented *Preparing for the Unexpected* to the Finance Team. He raised awareness of times for public employees to get on high alert and will continue to work with Finance to update emergency procedures.



Town and state wide

2020 Budget development continues toward finalization. For more information, please visit CRgov.com/2020budget.

July 2 and 16 - Council approved the **2019 Budget, Second Amendment** (First and Second Readings)



On the horizon

Aug. 15 - 2019 Budget, Second Amendment changes will get updated in the system.

Aug. 16 - Accounting Division will post a Request for Proposal (RFP) for banking services on the [Rocky Mountain E-Purchasing System](#).

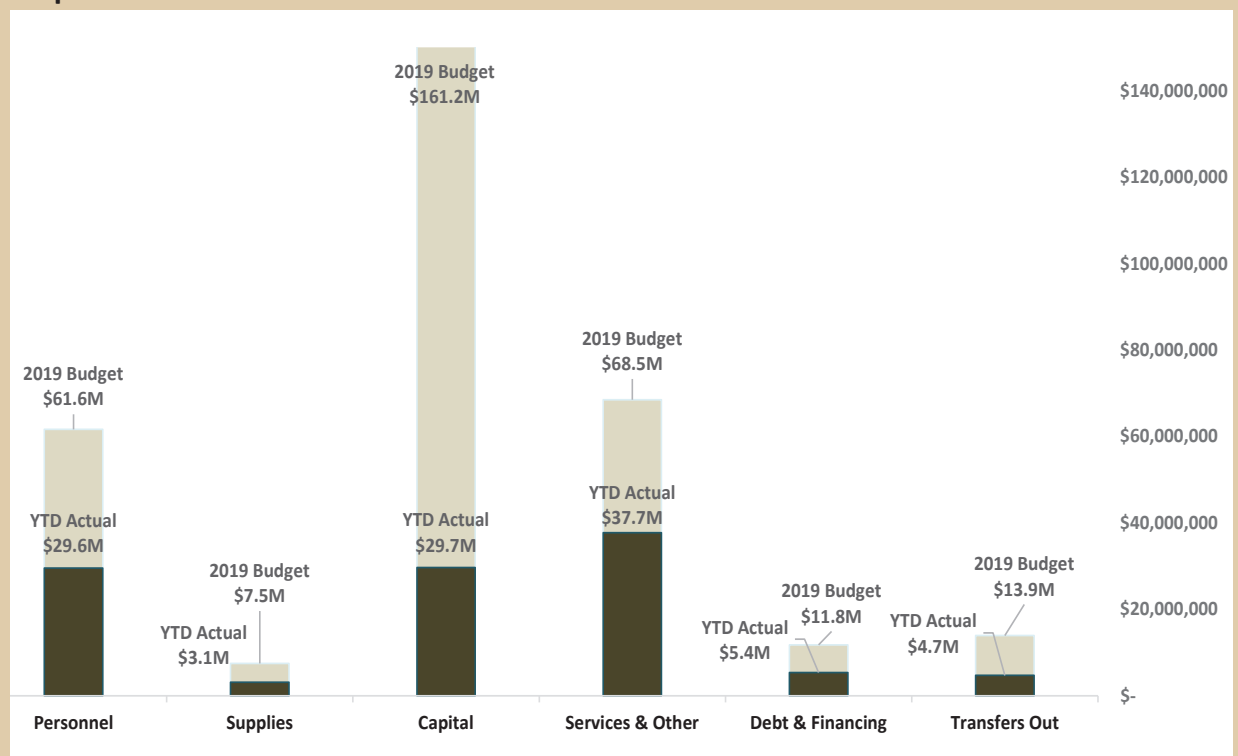
Aug. 20, Town Council

- **Budget work session** prior to Council
- **2020 Budget** on track to get introduced with formal adoption planned for Sept.
- **Mid-year Financial Review** presentation



Expenditures

Preliminary Townwide expenditures by category June 30, 2019



Business licenses issued July 2019

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



123

Total businesses licensed



33

Businesses licensed in Castle Rock



33

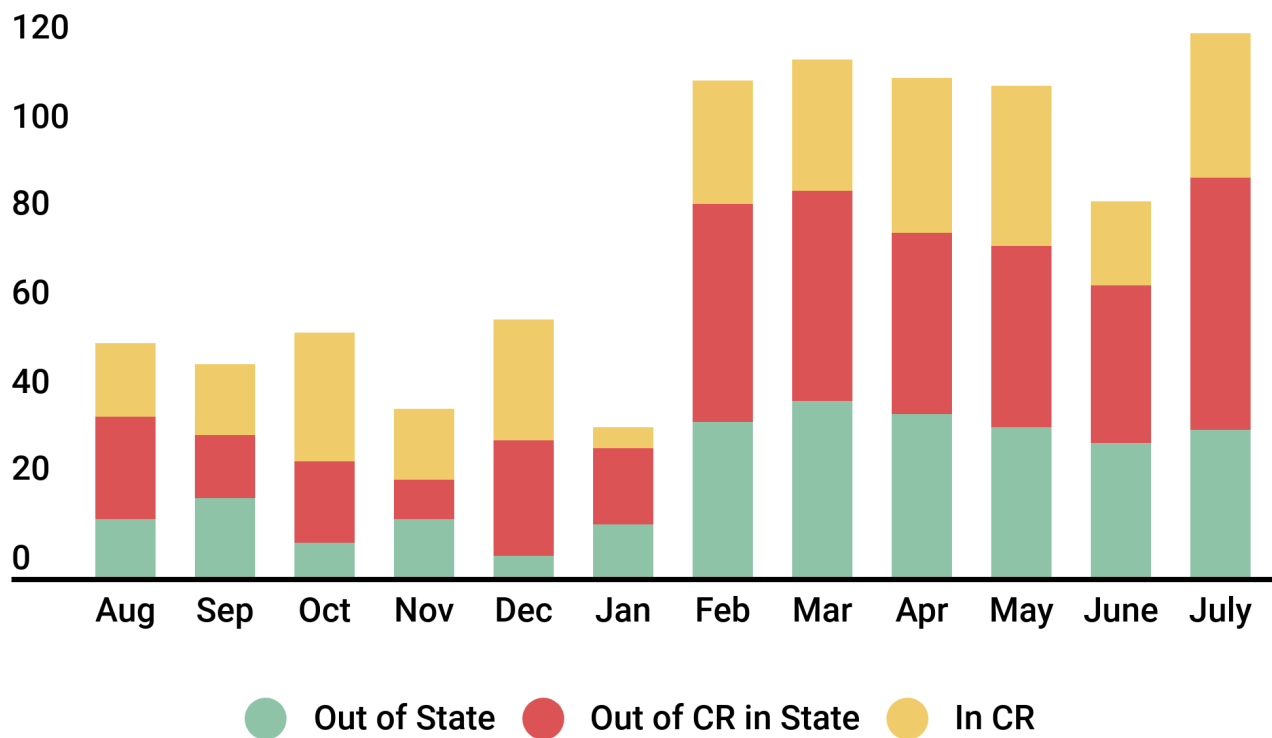
Businesses licensed out-of-state



57

Businesses licensed in CO but outside of Castle Rock

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

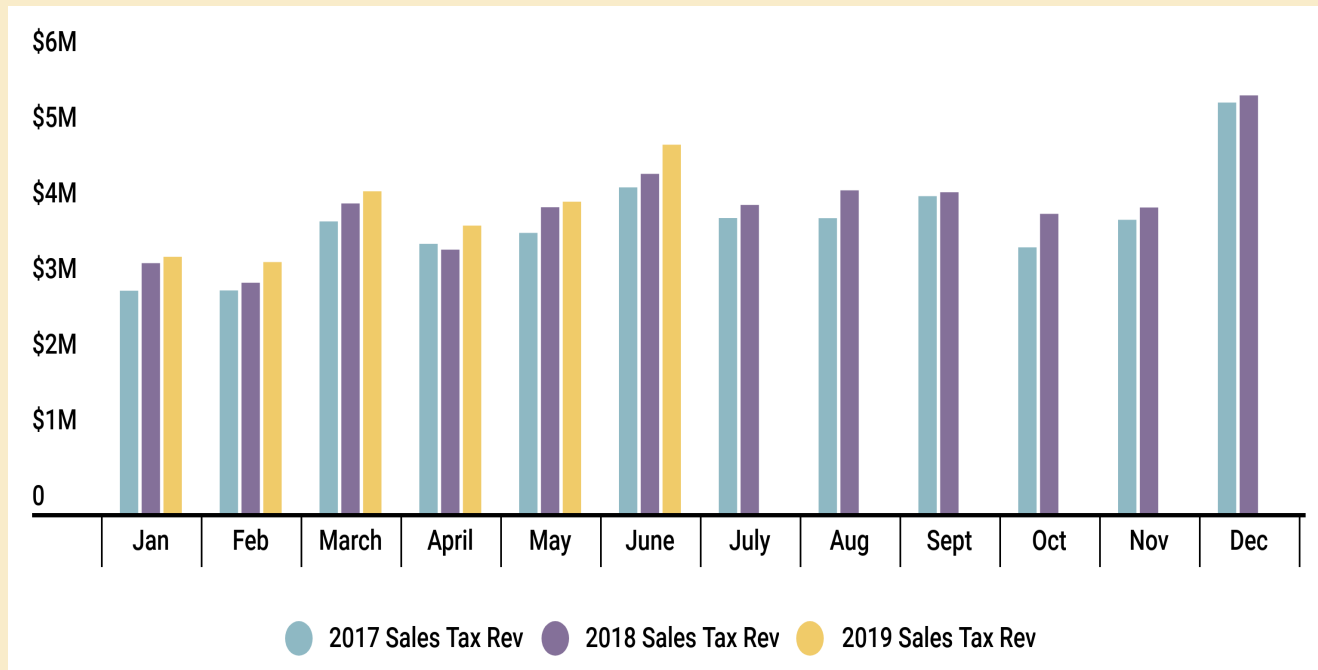


Businesses licensed in Castle Rock, July 2019 - Check them out!

<u>3 Pillars Law PLLC</u> Veteran-owned law firm	<u>Hail Solutions LLC</u> Hail damage repair on autos
Always from the Heart Retail sale of toothbrushes and toothpaste	High Country Arboriculture LLC Tree care, pruning and removal
<u>Anthology Brew Company</u> Home brew beer	<u>Liberty Millennium LLC</u> Retail sale of doors and windows
<u>Between the Lines Counseling</u> Counseling and psycho therapy	M & M Western Grill LLP Mobile food vendor at Home Depot
<u>Black Diamond Eye Care</u> Optometry and accessories	<u>Mountain Khakis</u> Outdoor lifestyle apparel
<u>Buka Yoga LLC</u> Yoga studio	<u>Serenity Salon Aubrey</u> Hair salon
Castle Rock Firearms Transfers Firearms transfers	<u>Serenity Salon Kiley</u> Hair salon
Celina and Andy Baldwin Short term vacation rental property	<u>Slantbrush Studio</u> Retail art and furniture
<u>Colorado Auto Tint LLC</u> Automotive window tint	<u>Solution Bench LLC</u> Software and software related professional services
<u>Colorado Cowhide Benches</u> Benches and ottomans crafted with cowhide	<u>Springs at Castle Rock</u> Multi-family apartment community
<u>Colorado Gourmet Treats</u> Candy, nuts and other gourmet treats sold online	<u>The Rockin Roller Hair Studio</u> Hair salon
<u>Craft Coworking</u> Co-working offices for short and long term rental	Tombstone Diesel Automotive repair
<u>Crowfoot Valley Coffee</u> (new location at ACC) Locally owned coffee roaster, retailer and wholesaler	<u>Whitemore & Wendy Baby</u> Handmade and local baby items
<u>Davey Jones Fireworks</u> (four locations) Fireworks stand	<u>Wood Shark Trading Co LLC</u> Wood carvings, stones and rocks, jewelry, clothing, and tapestries



Revenue



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



Communicating results

June	Gross Sales Tax Collections	Town Audit Revenue and Amounts Collected on Behalf of Others	Net Collections
2018 YTD	\$ 4,493,116	\$ 269,068	\$ 4,224,048
2019 YTD	\$ 4,869,360	\$ 336,331	\$ 4,533,029
Dollar +/-	\$ 376,244	\$ 67,263	\$ 308,981
Percent Change	8.4%	25.0%	7.3%

YTD	Gross Sales Tax Collections	Town Audit Revenue and Amounts Collected on Behalf of Others	Net Collections
2018 YTD	\$ 22,475,847	\$ 945,047	\$ 21,530,800
2019 YTD	\$ 23,984,313	\$ 1,684,294	\$ 22,300,019
Dollar +/-	\$ 1,508,466	\$ 739,247	\$ 769,219
Percent Change	6.7%	78.2%	3.6%

Supporting fiscal accountability



\$23,485

Collected in June from delinquent accounts for the month of May



\$245,632

Year-to-date delinquent account collections



54

Audits in process



\$110,662

Audit revenue collected for the month of June

Featured team member

Greg Doane, Sales Tax Auditor



Some people have the good fortune to work with *that* person, the ultra-valued employee who performs so well that he/she gets called out of retirement to return to work. For Finance, Greg fills that mold and calls it an “easy” decision

because he likes the work environment in the sales tax group and his colleagues. “People here put a lot of pride into representing the Town well, and it really shows.” Greg’s appreciation for the Town of Castle Rock governs his work helping businesses accurately pay taxes. He assists them with compliance with the Town’s tax requirements, a critical function that supports services highly valued by residents. For five years total, he has met the challenges of sales tax audits with consummate professionalism, genuine curiosity, a hard-work ethic, a self-deprecating sense of humor, a steady diet of Cheetos and Diet Cokes, and decades of experience. On occasion, he fills in at the front desk with a smile as genuine as his concern for others. Greg retired from the State of Colorado after 25 years of auditing insurance companies and banks, and he graduated from Iowa State University with a Bachelor of Science in Business Administration. A resident of Colorado for 35 years, 29 of them spent with his beautiful wife, Greg skis, hikes, mountain bikes, fishes, and plays golf with zeal and passion for life.

Town of Castle Rock
Finance Department
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[CRgov.com/finance](https://www.castlerockcolorado.gov/finance)

