

August 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?

Congrats abound in Finance!



Heather, Sara and Lynda (left to right) in **Revenue** earned a **Value Award** for their ability to

process a high volume of Solicitors licenses following recent hail damage. They processed 141 licenses in about two weeks while maintaining the same level of service in their duties.



Congratulations go to **Matt Gohl** for his promotion to **Special Projects Manager** in the Town Manager's office! Matt served as the Town's Budget & Finance Manager for the past five years. Along with his fine work managing the annual budget process, he developed a stellar team of analysts. While the department will miss his wise and creative approach, they look forward to his accomplishments on the Town's leadership team as they benefit the entire Town where he also resides.

The American Dream came true in Finance. From

daughter of a Cuban refugee to DU Master's degree graduate, **Alex Gonzalez** can now proudly claim Town **Rock Star**! A peer chose Alex for this highest honor because she embodies Town values in her role as Payroll Technician. Way to go, Alex, for this incredible achievement in your first year and for setting the bar for excellence!



Initiatives

Finance innovation

Aug. 20 - Members of Finance attended a webinar, *Be a Data Storyteller*, presented by experienced municipal Communications leaders. The team came away with many resources to better communicate data to residents and stakeholders. The department continues to train in new tools, increase use of visuals, improve writing, and find ways to innovate reporting, especially online.



NaviLine, the Town's financial software has a new look and functionality! The Administrative Team heard an update and will get support from Finance as it gets implemented.

Town and state wide

Accounting Division

- Posted a Request for Proposal (RFP) for banking services on the [Rocky Mountain E-Purchasing System](#)
- Participated in Internal Control examinations for Fleet and outdoor pools
- Discussed 2019 Governmental Accounting Standards Board (GASB) pronouncements for new reporting requirements
- Met with BKD, the auditing firm, for a de-brief

Budget Division

Aug. 20, Town Council

- **2020 Budget** introduced following a work session; formal adoption planned for Sept.
- **Mid-year Financial Review** presented by the Budget Team

On the horizon

Town Council

Sept. 3- 2020 Budget (First Reading-approved)

Sept. 17- Seven items Ordinances approving:

- **2020 Budget** (Second Reading)
- Mill Levy, Town of Castle Rock (First Reading)
- Mill Levy, Castle Rock Downtown Development Authority (DDA) (First Reading)

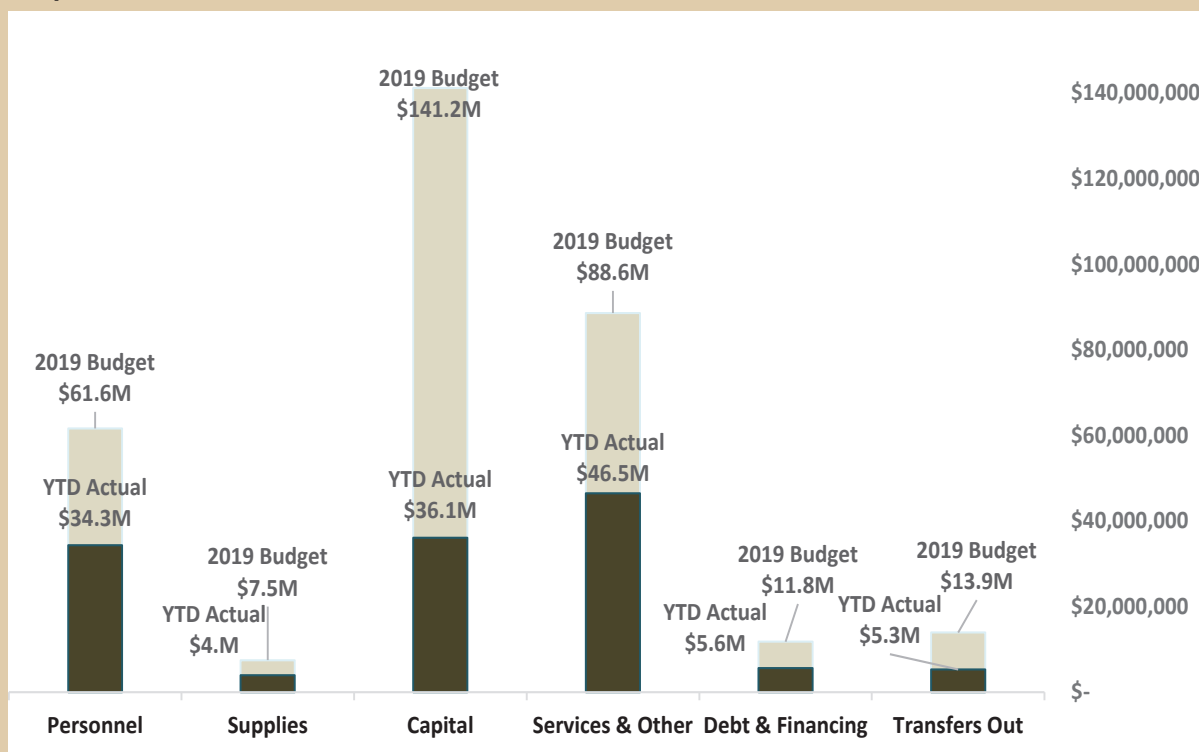
Resolutions approving:

- Balanced Financial Plan (BFP)
- Capital Improvement Plan (CIP)
- Proposed 2020 Budget for the Castle Rock Down Development Authority (DDA)
- Proposed 2020 Budget for the General Improvement District (GID)



Expenditures

Preliminary Townwide expenditures by category July 31, 2019



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



Business licenses issued August 2019



113

Total businesses licensed



41

Businesses licensed in Castle Rock



40

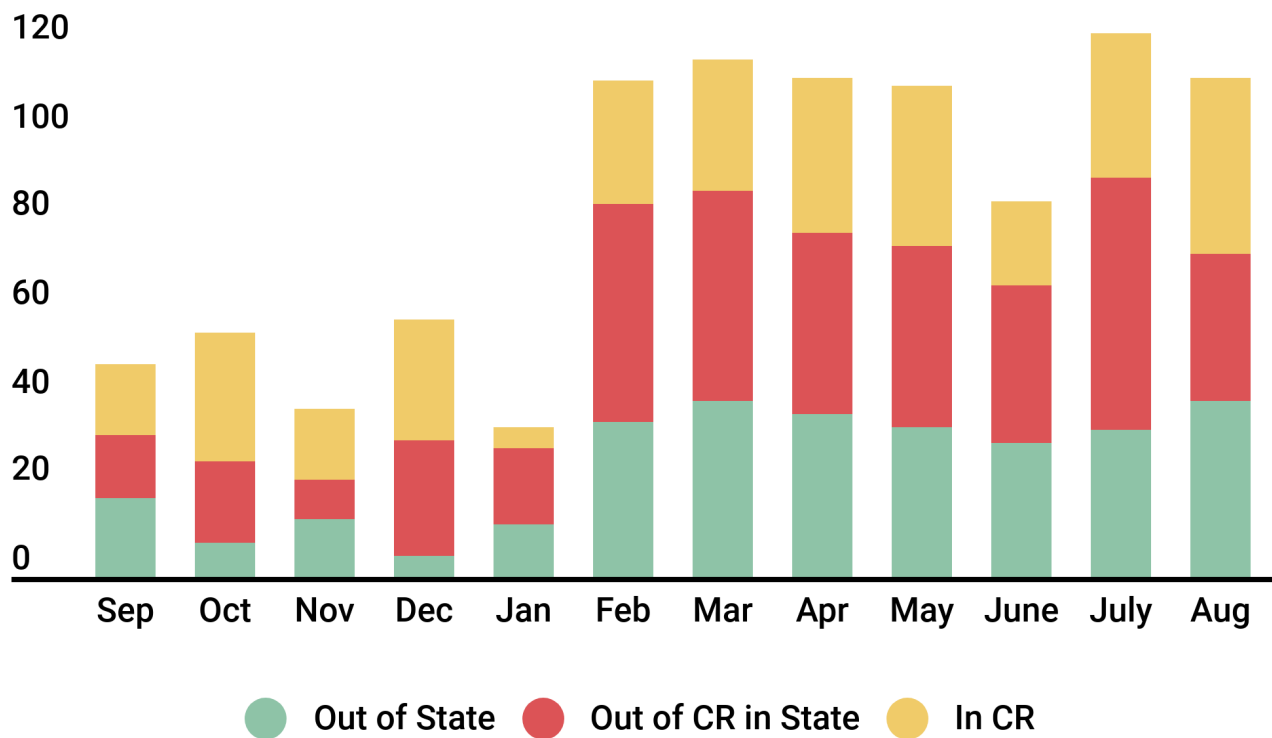
Businesses licensed out-of-state



32

Businesses licensed in CO but outside of Castle Rock

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

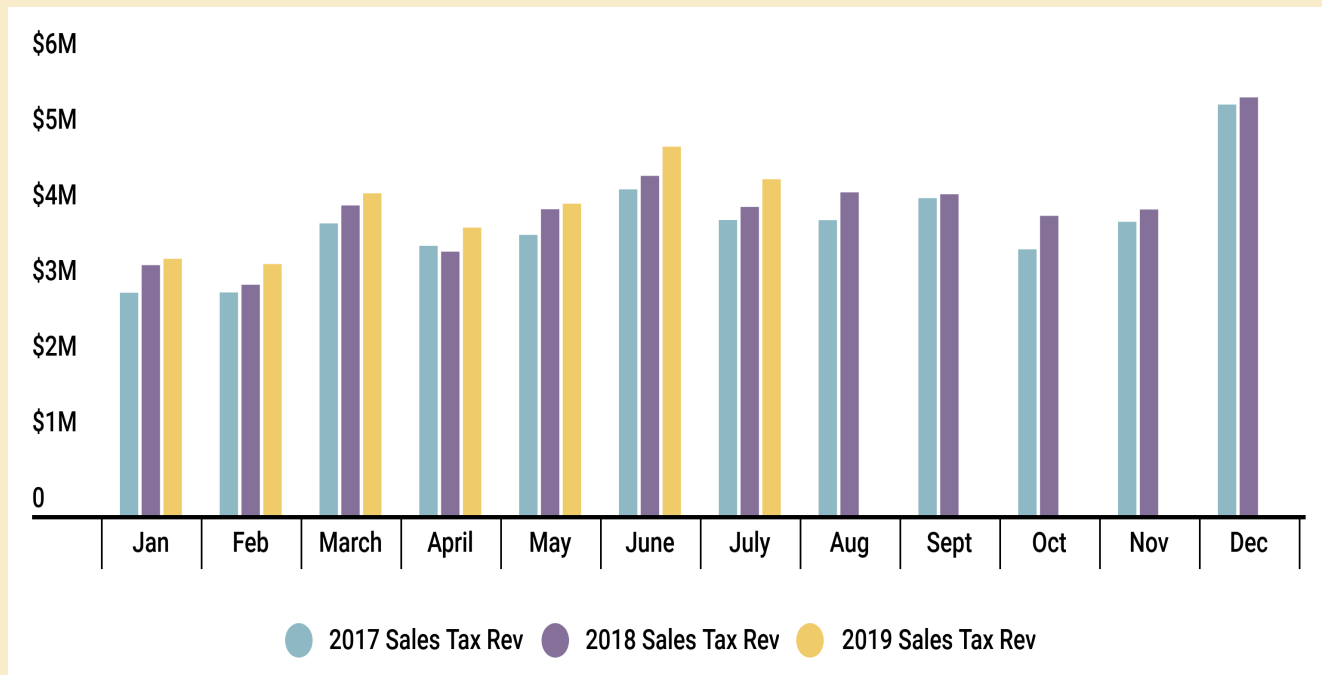


Businesses licensed in Castle Rock, August 2019

7 For All Mankind Apparel and accessories	Hair Of The Dogg LLC Dog grooming	Rockhopper, LLC -Bounce houses and party equipment
AT&T Mobility -Cell phone plans, devices, and business solutions	Here I Am Home furnishings	Sensitive Soul Fine Arts LLC Artwork and photography
Brave with Grace Hair accessories	Highness Auto Hail Repair Hail damage repair	Sign Candy Decorative signs for home décor
Castle Rock Pride Nonprofit organization	Hungry Wok Chinese fast food	Smart Choice Tire Service Inc -Mobile tire service
C'est Si Bon LLC Kitchen gifts, home décor	Kasey Orr Pop Art Pop art	Spruce Mountain Steel LLC Home décor
Chalk with Alma Home furnishings	Kelly's Country Kettle Corn Mobile food truck	Tailored Living of South Denver -Cabinet and closet design and installation
Colorado Sports Academy Nonprofit helping veterans transition with pro athletes	Local Biz Adz LLC Advertisements in local business magazine	Thai Style Pillows
Daniel James Fine Art Oil paintings	Mann Art/Smooshed Apple/Pop Art Candies Art prints, apple butter, lollipops	The Curbside Phoenix LLC Refinished furniture and home décor
Elena Spraguer Photography LLC - Portrait photography	Modify Contemporary Floral Designs -Florist	The Musician's Den Musical instruments and supplies
Fabric of Time -Handmade, refurbished and upcycled textiles	Moosh Moosh -Dessert restaurant in Ecclesia Market	The Studio, Hair by Jess Hair salon
Fladebo Pure Barre LLC Fitness classes and apparel	Mountain Cat Candle Co. LLC -Soy candles and wax melts	Vibes Pet Grooming Pet supplies/grooming
Good Deeds Vending LLC Healthy vending machine food	My Café Brunch. All day. Every day.	Visionworks Optometry services
Green Rock Capital Financial services	Action Firearms Colorado Firearms, ammunition, camping	Zenda's Design LLC Online sales of clothing
Griffith Enterprises LLC Pickled products	Nu Shoe Repair Shoe repair	



Revenue



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

Communicating results

July	Gross Sales Tax Collections	Town Audit Revenue and Amounts Collected on Behalf of Others	Net Collections
2018 YTD	\$ 4,080,653	\$ 190,188	\$ 3,890,465
2019 YTD	\$ 4,440,175	\$ 216,017	\$ 4,224,158
Dollar +/-	\$ 359,522	\$ 25,828	\$ 333,694
Percent Change	8.8%	13.6%	8.6%

YTD	Gross Sales Tax Collections	Town Audit Revenue and Amounts Collected on Behalf of Others	Net Collections
2018 YTD	\$ 26,556,500	\$ 1,135,235	\$ 25,421,265
2019 YTD	\$ 28,518,877	\$ 1,900,309	\$ 26,618,568
Dollar +/-	\$ 1,962,377	\$ 765,074	\$ 1,197,303
Percent Change	7.4%	67.4%	4.7%

Supporting fiscal accountability



\$73,596

Collected in July from delinquent accounts for the month of June



\$319,228

Year-to-date delinquent account collections



51

Audits in process



\$30,488

Audit revenue collected for the month of July