

OCTOBER 2021 | FINANCE DEPARTMENT



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.

Contact Finance Department

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

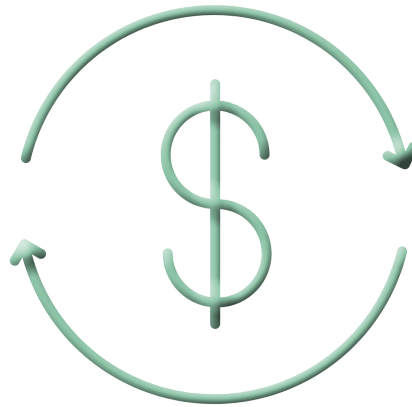
Accounting

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

Budget

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

Trish Muller, CPA
Finance Director



Town of Castle Rock
Finance Department
720-733-2227
CRgov.com/Finance

Payroll

The Payroll Team fulfills and maintains the critical role of employee compensation. Technicians responsibly process and calculate appropriate benefit and other deductions and maintain all aspects of pay. They continually learn and navigate complex federal and state payroll and tax regulations while adhering to the highest standards of confidentiality and customer service.

Revenue

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

ON THE MOVE

The Budget Division is excited to announce that **Melissa Everett** has accepted the position of **Financial Analyst**! Melissa has served the Town as a Payroll Technician since May 2019 maintaining the critical role of employee compensation. In her new position, Melissa will support departments Townwide with future budgeting and financial planning.

The Revenue Division is excited to announce the promotion of **Sabrina Smith** to the position of **Sales Tax Auditor**! Sabrina started with the Town in April 2021 as the Sales Tax/PIF Specialist where she did an excellent job of processing and ensuring compliance of sales tax and public improvement fees. In her new position, Sabrina will assist businesses with the Town's tax requirements.

TOWN COUNCIL

November 16, 2021

Presentation:

2020 Metropolitan District Summary

Update:

2021 Third Quarter Financial Review

Ordinances (First Reading):

Third Amendment to the 2021 Budget

Mill Levy - Downtown Development Authority

Mill Levy - General Improvement District

Resolutions:

2022 Proposed Budget - Downtown Development Authority

2022 Proposed Budget - Business Improvement District

2022 Proposed Budget - General Improvement District

2022 Loan Agreement - Urban Renewal Authority

NON-PROFIT FUNDING

Town Council awarded a total of \$42,500 to three deserving non-profit organizations for the 2022 Philip S. Miller Resource Grant Program (PSMRGP).

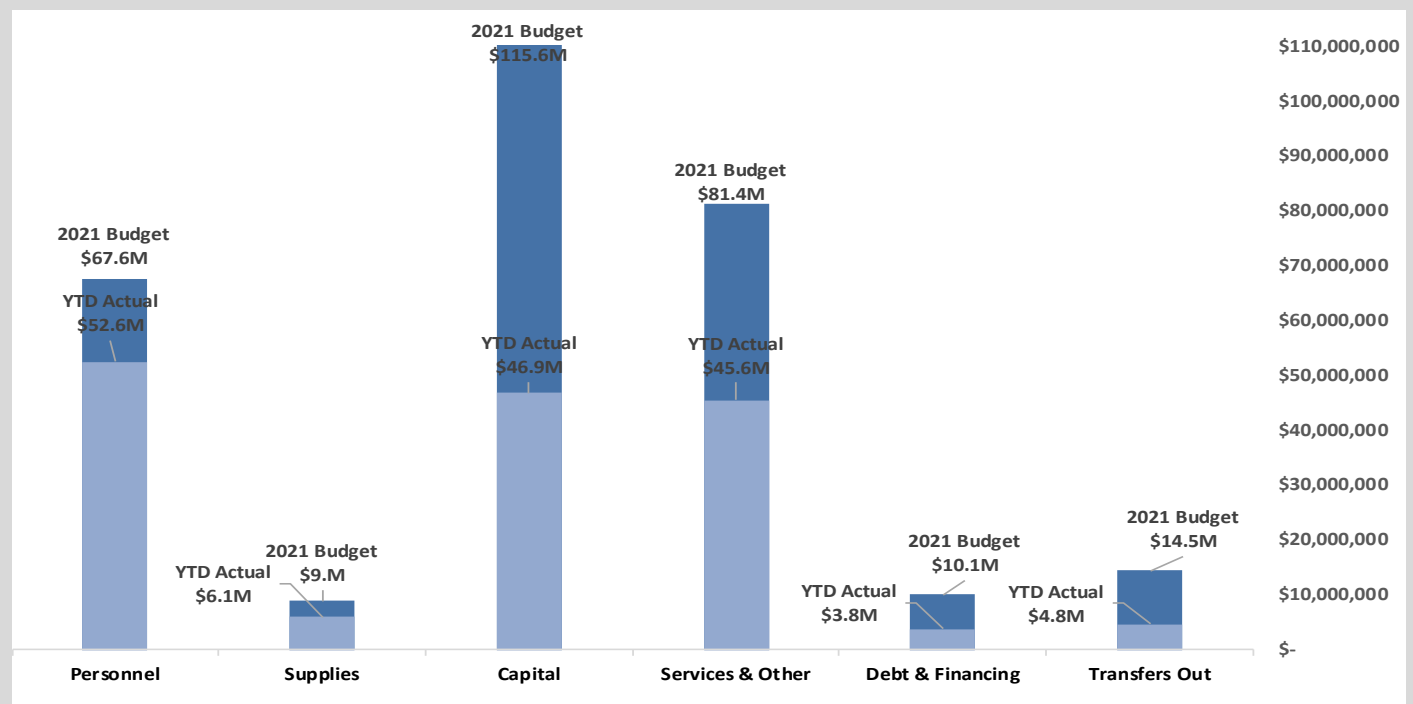
Per Town code, the Finance Department coordinates the application process for this program, funded by the Philip S. Miller Trust. The Public Safety Commission evaluates all applications and makes recommendations to Town Council who selects recipients of the grant funds. Eligible organizations have programs that support social and human services for Castle Rock residents and the community. Funding requests must include provisions for water, energy, food or shelter assistance.

Congratulations to the Crisis Center, Help & Hope Center and Harry C. Miller American Legion Post 1187. Thank you for your contributions to the Town of Castle Rock!

Information and applications are available at CRgov.com/grant.

Expenditures

Preliminary Townwide expenditures by category September 2021 *



*Latest full month numbers available



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

Business licenses issued October 2021



84

Total businesses licensed in June



37

Businesses licensed in Castle Rock



27

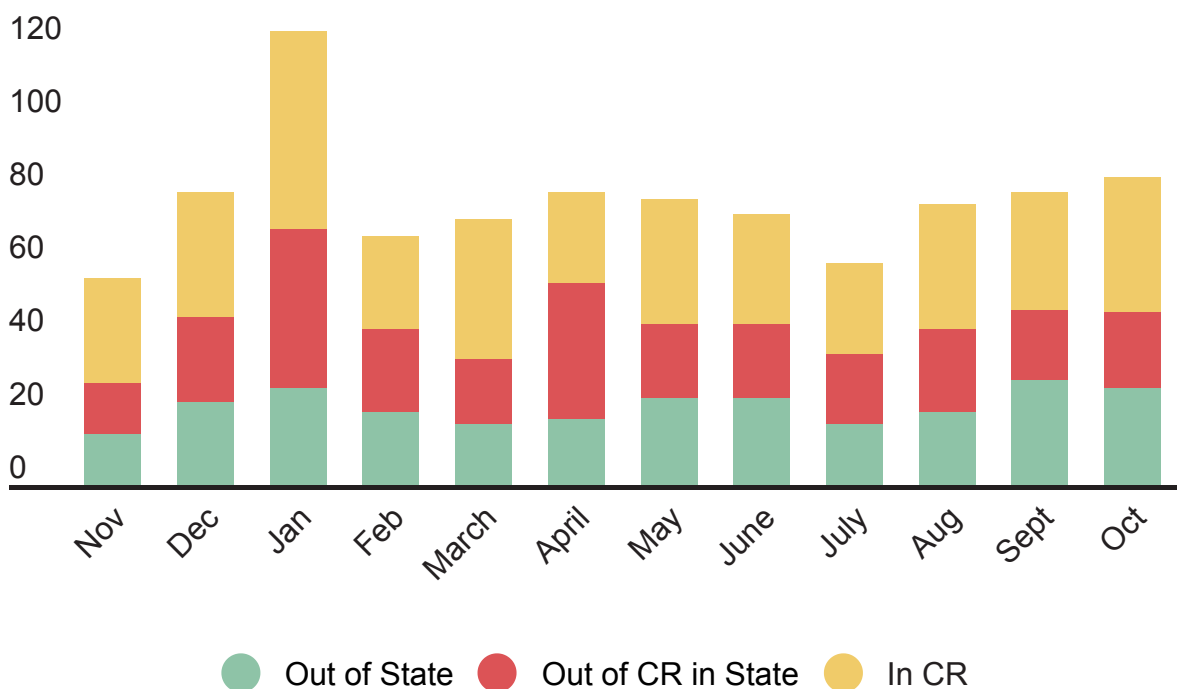
Businesses licensed out-of-state



20

**Businesses licensed in CO
but outside of Castle Rock**

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

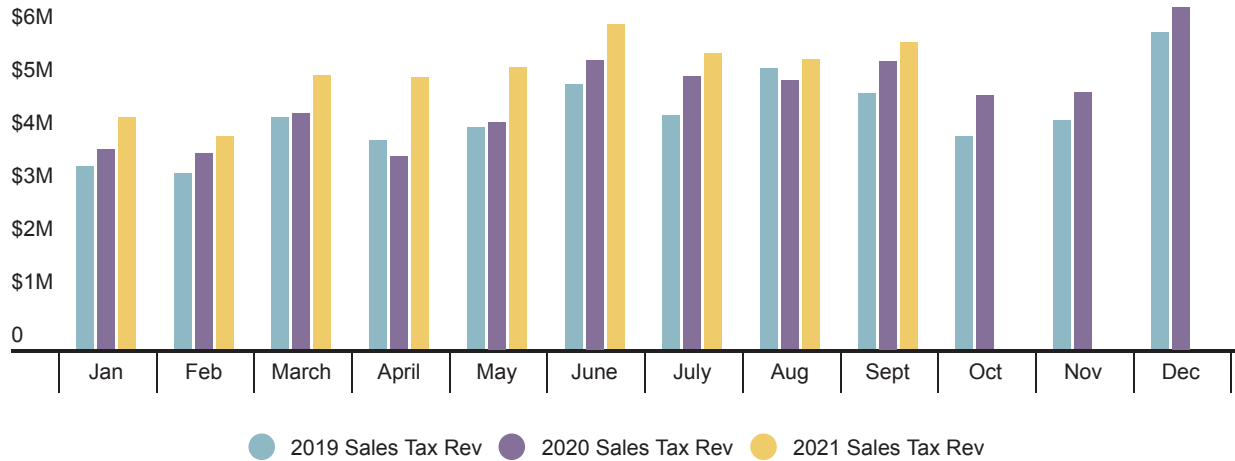


Businesses licensed in Castle Rock, October 2021 - Check them out!

<u>A Higher Standard Home Health Services, PLLC</u> Home health nursing	CW Publishing Books, speaking, consulting	Meester Over Arms, LTD Firearms
Acro & Calex, LLC Rental agreement	<u>Dickeys Barbecue Pit</u> New Owner Barbecue food	Mile Creative, LLC Creative services
<u>Balanced BODYWORX, LLC</u> Massage, bodywork	Dulces Cuh Mexican Candy Mexican candy store	<u>Miss Ms Tea Parlour 3 LLC</u> New Owner Tea parties, gifts
<u>Behavioral Connections of Colorado</u> In home therapy	<u>Earle at Law</u> Legal services	Mobile Tax Tax preparation
BennettFamCo Original fine art	Erin Quinn Home Rental Short term rental	<u>Mountain City Supply Factory Outlet Store</u> Firearms, ammunition
Board Riders Retail Inc. Apparel	<u>Fidelis Wealth Advisors</u> Financial planning	Stepping Stones Health coaching
<u>BPG Inspections</u> Home inspections	FlyJoy.net Travel	The Kids Landing Indoor children's play center
Carlisle Concepts Graphic design	<u>Inconceivable Toys & Games</u> Toys, games	The Raw Creative Women's clothing, accessories, home decor
<u>CAVA</u> Fast casual restaurant	Jenny Burgdorf Events Event management	<u>TLC Staffing Agency, LLC</u> Staffing agency
<u>Checkup Property Inspections, LLC</u> Home inspections	Kelly's Country Kettle Corn Kettle corn	Willow Avenue Apparel
COI Enterprises, LTD Computer & marketing sales and services	Local Market Grocery retail	<u>Wingstop #2039</u> Restaurant
<u>Colorado Cork & Keg</u> Liquor, food	Mason Steele Short term rental	<u>Your Numbers Nerd, LLC</u> Bookkeeping services



REVENUE



As sales tax returns are due 20 days after the end of the month, this report shows the prior month's revenue.

Communicating results

Sales tax collections for September were up 6.9 percent from the previous year's month, or up \$375,609 compared to September 2020. Year-to-date (YTD) collections are up 14.9 percent compared to the same time frame in 2020. Staff will continue to monitor this very important revenue stream for the Town and inform as needed.



September	Gross Sales Tax Collections	Town Audit Revenue and Amounts Collected on Behalf of Others	Net Collections
2020	\$5,435,934	\$298,551	\$5,137,383
2021	\$5,811,543	\$303,812	\$5,507,731
Dollar +/-	\$375,609	\$5,261	\$370,348
Percent Change	6.9%	1.8%	7.2%

YTD	Gross Sales Tax Collections	Town Audit Revenue and Amounts Collected on Behalf of Others	Net Collections
2020 YTD	\$40,877,298	\$3,853,216	\$37,024,082
2021 YTD	\$46,965,789	\$2,943,996	\$44,021,793
Dollar +/-	\$6,088,491	\$(909,220)	\$6,997,711
Percent Change	14.9%	-23.6%	18.9%

Supporting fiscal accountability



\$40,700.49

Collected from delinquent accounts in October for the month of September.



\$309,504

Year-to-date delinquent account collections



68

Audits in process



\$62,619

Audit revenue collected for the month of September