Sales Tax Tracking

Colorado Counties Inc.

Sales Tax - Work Session

June 6, 2016

Douglas County's initial Open Space Sales Tax went into effect on January 1, 1995 at the rate of 0.17%, with a subsequent election effective January 1, 1996 of an addition of .43% for our Justice Center/Law Enforcement and .40% Capital Roads Projects – for a Total of 1.0%

- As part of the initial sales tax that was passed, Intergovern-mental agreements (IGAs) for a shareback of the sales tax for the open space and capital roads portions were made between the existing three municipalities (Castle Rock, Larkspur and Parker).

- This created a need for the ability to track our sales tax revenue by municipalities to accommodate this.

- For the first year of our sales tax, Douglas County manually tracked the activity of the revenues received from our merchants. The "jurisdiction" code was used extensively to facilitate the sharing of revenue which was produced within the municipal boundary.

Development of Sales Tax Tracking System

Search Vendor

Vendor Number:	[ ]
Vendor Name:	[ ]
Physical Zip Code:	[ ]
Status:	-- Select one -- ▼
Filing Type:	-- Select one -- ▼
Shareback:	◯ Yes ◯ No
Delinquent:	◯ Yes ◯ No
District:	⦿ [-- Select one or more -- CD RTD] ◯ None
City:	⦿ [-- Select one or more -- Acres Green, UnIncorp Aurora, City of Castle Pines, City of] ◯ None
Retail Center:	[-- Select one or more -- Acres Green Bell Mountain Ranch]
NAICS Division:	-- Select one -- ▼
NAICS Code:	-- Select one -- ▼
Median Monthly Receipts:	Greater Than or Equal To: -- Select one -- ▼
Miscellaneous:	☐ Change In Payment Pattern ☐ No Activity in Prior 12 Months ☐ Vendor City Code not Equal State City Code ☐ No Physical Presence Vendor ☐ Zip Code not In City
Create Date:	From: [ ] (mm/dd/yyyy) To: [ ] (mm/dd/yyyy)
Closed Date:	From: [ ] (mm/dd/yyyy) To: [ ] (mm/dd/yyyy)

[Search] [Reset]

Initial Screen Search engine for Sales Tax Tracking Program

Initial Sales Tax Importing Functions

COLORADO Department of Revenue

Revenue ONLINE

Home > Revenue Ledger Account

Help   Log Off

REVENUE LEDGER ACCOUNT   -004-RLA-SLS

I WANT TO...

View My Profile
View Site Reports
View Filing Status Reports
View Opened / Closed Accounts
View Revenue Reports

PERIODS HISTORY ACTIVITY MESSAGES[0] LETTERS[0] NAME & ADDRESS

Last 3 Years All Periods

LAST 3 YEARS   Filter

Period	Return Status			Tax	Penalty	Interest	Credits	Balance	Messages
04/30/2016				0.00	0.00	0.00	,543,632.	0.00	
03/31/2016				0.00	0.00	0.00	,135,242.	0.00	
02/29/2016				0.00	0.00	0.00	,140,477.	0.00	
01/31/2016				0.00	0.00	0.00	,896,242.	0.00	

Sales Tax Import

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Transaction Period Imports for Mar, 2016.

Import	Status	Action	Upload Date	Uploaded By	Records Uploaded	Records Posted	Records In Error	Records Removed
Vendor Master	Not Uploaded				0	0	0	0
New Vendors	Not Uploaded				0	0	0	0
Receipts and Adjustments	Posted		05/09/2016	hkellogg	7159	7159	0	0
Vendor Transfers	Posted		05/09/2016	hkellogg	196	196	0	0
Delinquent Vendors	Posted		05/09/2016	hkellogg	214	193	0	21

Transaction Period Summary Report

Shareback Setup

County Detail

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Code:	47	Date Created:	06/15/2010
Name:	County	Created By:	CONVERSION
Shareback:	Yes *(Effective: 01/01/2011)*	Date Updated:	02/11/2011
		Updated By:	hkellogg

Shareback History

2 Shareback Changes found, displaying all Shareback Changes.

Shareback Active	Description	Shareback Rate	Effective Date	Effective Time	Date Changed	Time Changed	Changed By
Yes	Modified shareback rate - 2011	0.3	01/01/2011	12:00:00 AM	02/11/2011	03:05:46 PM	hkellogg
Yes	Initial 2010 shareback rate	0.4	01/01/1990	12:00:00 AM	06/15/2010	08:46:07 AM	CONVERSION

Export options: Excel | PDF

This feature allows the County to modify the Municipal Shareback percentage (currently .30, as agreed to in the implemented Intergovernmental Agreements). Delinquent revenue pre-2011, will be shared at .40).

City Detail

« Home | « Back | | Inactivate » | Update »

Name:	, Town of	Date Created:	06/15/2010
Code:	47	Created By:	CONVERSION
Incorporated:	Yes	Date Updated:	
Shareback:	Yes *(Effective: 01/01/1990)*	Updated By:	
Active:	Yes		

3 Zip Codes found, displaying all Zip Codes. | New Zip Code »

	Zip Code	Date Created	Created By
☐	80104	10/05/2010	hkellogg
☐	80108	10/05/2010	hkellogg
☐	80109	10/05/2010	hkellogg

Export options: Excel | PDF

The City Code shareback status detail shows effective date, and all overlapping zip codes

Shareback Setup *(continued)*

City Shareback Report

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City:	-- Select one or more -- Castle Pines, City of Castle Rock , Town of Larkspur, Town of
Transaction Period:	*From Period:* 2016 ▼ Mar ▼ *To Period:* 2016 ▼ Mar ▼
	Generate City Shareback Report Reset

The Municipal Shareback is automatically calculated for the jurisdictions selected. All business addresses are verified to be located within the Municipal boundary per the County Assessor's Taxing Authority parcel information. Only "in store" transactions are shared back with the municipalities, "out of City/Town" sales are deducted out.

Retail Centers

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70 Retail Centers found, displaying 31 to 40.
[First/Prev] 1, 2, 3, 4, 5, 6, 7 [Next/Last]

Retail Center	Shareback	Active	Date Created	Date Updated
King Sooper Center – Castle Rock	Yes	Yes	06/15/2010	05/26/2011
Kitchell Development	Yes	Yes	06/15/2010	09/29/2010
Larkspur Annexation	Yes	Yes	07/20/2012	07/20/2012
Lincoln Station Local Improvement District	No	No	06/15/2010	10/25/2010
Lioness Parkway Area	No	No	06/15/2010	03/19/2015

Douglas County also tracks retail centers for forecasting major retail centers, sales tax revenue and new retail center growth.

Shareback Reporting

Sales Tax Collections - City Shareback

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City Shareback for period Mar, 2016.	05/31/2016 09:53:10 AM

City of

159 Sharebacks found, displaying 151 to 159.
[First/Prev] 9, 10, 11, 12, 13, 14, 15, 16 [Next/Last]

Transaction Period	Vendor		Name	Filing Period	Filing Type	Receipt	Adjustment	Net	Shareback
201603	27	3	NS INC	201603	Monthly	1.00	0.00	1.00	0.30
201603	08	3	W O I	201601	Monthly	0.09	0.00	0.09	0.03
201603	08	3	CO	201602	Monthly	0.10	0.00	0.10	0.03
201603	08	3	CO	201603	Monthly	1,497.37	0.00	1,497.37	449.21
201603	27	2	W UP, LLC	201603	Monthly	1,082.00	0.00	1,082.00	324.60
201603	30	2	PROP , LLC	201603	Monthly	803.94	0.00	803.94	241.18
201603	00	0	S L LTD	201603	Monthly	24.00	0.00	24.00	7.20
201603	04	0	Y INC	201510	Monthly	93.41	0.00	93.41	28.02
201603	04	0	INC	201603	Monthly	177.00	0.00	177.00	53.10
Totals:						28,563.55	0.00	28,563.55	8,569.06

Export options: Excel

The Municipal report shown above shows the individual accounts that were paid as of the "download transaction period", which will contain many "filing periods" (actual time of sale). All municipalities that we share .30 of 1% of our Roads sales tax have signed Memorandums of Understanding with the Department of Revenue to facilitate the sharing of detailed information.

Delinquency Reporting

Delinquency Search

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Vendor Number:	
Vendor Name:	
Vendor Status:	-- Select one or more-- Closed Inactive (Open)
Delinquency Status:	☒ *Open* ☐ *Closed*
Delinquency Type:	☒ *County* ☐ *State*
Filing Periods:	*From Period:* 2015 ▾ Dec ▾ *To Period:* 2016 ▾ Jan ▾
Exclude delinquencies that have been reported to the State:	☒ *Yes*
Exclude delinquencies that have had a Delinquency Letter sent to the Vendor:	☐ *Yes*
Delinquency is In Review:	☐ *Yes*
Minimum Transaction Amount:	$250.00

Search Reset

The report screen shown above is the initial step in identifying "delinquent" accounts. Default reporting begins with the Delinquency Status as "Open", by Type as "County". This will reflect only the accounts that our system shows as missing revenue. A minimum transaction amount can be set for any amount. This allows us to focus on accounts that have impact on our revenue stream.