



VILLAGE BOARD MEETING

VILLAGE OF HARRISON**From:**

Alissa Van Eperen, Finance Director/Treasurer

Meeting Date:

December 16, 2025

Title:

Finance Director/Treasurer

- Budget Reports through October 31, 2025
 - October and November 2025 Investment Report
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Recommended Action:

None.

Issue:

None.

Background and Additional Information:

- Staff successfully transitioned to the new credit card provider, Deluxe by Certified Payments, on November 3. The system provides improved credit card rates, a customer-facing self-service terminal, and upcoming integration with the Ascent tax site to streamline payments. Following the 2026 tax season, staff will evaluate options for adding custom web pages to enhance online services for residents.
 - Log-in credentials were distributed to employees who participated in the GovAI training.
 - Staff finalized the tax collection settlement template and completed all entries for the August settlement in collaboration with CLA, our audit partner. These updates will be reflected in the November budget reports.
 - The tax roll was completed in collaboration with the Clerk and submitted one week earlier than last year. Tax bills were mailed by Calumet County on Wednesday, December 10.
 - A tax collection refresher was held with Nicolet National Bank and internal staff on Tuesday, December 9.
 - Work is underway on a half-sheet guide to help residents read and better understand their tax bills. Several examples shared through the MTAW listserv show that other communities are working on similar resources.
 - Staff is now gearing up for tax collection and preparing for year-end.
 - Finance is also helping with the transition at Utilities to help ensure continued segregation of duties.
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Budget Impacts:

None.

Attachments:

- October 2025 Budget Reports
- October 2025 Investment Report
- November 2025 Investment Report