



VILLAGE BOARD MEETING**From:**

Alissa Van Eperen, Finance Director/Treasurer

VILLAGE OF HARRISON**Meeting Date:**

September 30, 2025

Title:

Finance Director/Treasurer

- Budget Reports through August 31, 2025
- August 2025 Investment Report

Recommended Action:

None.

Issue:

None.

Background and Additional Information:

- Significant time was spent on the 2026 Proposed Budget, making it more presentable and cohesive. It was distributed to staff and the board on September 22 ahead of the first workshop.
- Vendors have until October 1 to respond to unclaimed property letters before funds are turned over to the State of Wisconsin in October. So far, Finance has received 10 of 44 responses, with 1 undeliverable.
- Staff previewed and began testing the new credit card system. The final setup is targeted for completion by the end of September, with a go-live planned for mid-to-late October.
- The Administrative Assistant position was accepted by Grace Schmall, who starts on September 29, 2025.
- Donna and I attended the virtual MTAW conference (Sept 18–19), covering tax rolls, budgeting, and year-end audits.
- I also attended the WGFOA conference (Sept 25–26) in Manitowoc, which focused on levy limits, utility rate cases, referendums, CIPs, and health insurance.
- Staff met with CLA, our audit partner, to review the year and start discussions ahead of our 2025 year-end. For the September budget statements, all the applicable special revenues will be shown from the tax roll as we are fine-tuning a spreadsheet to use moving forward to more accurately depict the collections as they are received at each settlement period.

Budget Impacts:

None.

Attachments:

- August 2025 Budget Reports
- August 2025 Investment Report