



REPORT TO VILLAGE BOARD

ITEM NAME: Finance/Treasurer Office Update – 3/22/2025 thru 4/25/2025
PREPARED BY: John Jacobs, Interim Finance Director
DATE PREPARED: 4/25/2025

Between 3/22/2025 and 4/25/2025, the following activities have been completed or are being worked on by our Finance Team:

- Amended the 2025 Village Budget – to add the new EMS Grant Fund #265 for the \$37,854.80 received in 2025. (Budget Amendment #1)
- Amended 2025 Village Budget in various funds to address the 2025 Debt Service Tax Levy shortfall error which had been made in November 2024, at the time of the presentation and adoption of the original 2024 Village Budget. (Budget Amendment #2). A recap summary of the account numbers and amounts of that Budget Amendment #2 have been enclosed for your reference.
- Several meetings with Village President Baker to discuss the 2024 year-end estimates (prior to the arrival of the auditors on April 21st), and also to discuss strategies/options for the 2025 budget, if the Village Board so desires. Preliminary discussions of the 2026 budget were also held.
- The primary focus during the last several weeks has been to get the 2024 financial records ready for the audit fieldwork with our auditor firm during the week of April 21-25. We plan to file an extension for the Annual Public Service Commission (PSC) for the Water Utility, which deadline would then be Monday, June 2nd (instead of May 1st). However, we are still possibly on track for filing the Annual Municipal Financial Report with the WDOR on May 15th.

My goals for the next 2 months will be the following:

- Wrap-up the 2024 financial audit and post any adjustments made by staff and the auditors.
- 5/12/2025 Village Board meeting: Internal Dec 2024 financial statements distributed. (This will not be the “audited” financial statements at this time; rather, this will be our preliminary internal 12/31/2024 financial statements for all funds that I would prepare for the Village Board. The final audited financial statements would be released at a later date, once the auditors have completed them for us.) It is possible that the 2024 audited financial statements could be ready as early as July 2025, or perhaps August 2025.
- 5/27/2025 Village Board meeting: First Quarter 2025 financial statements distributed.
- 6/09/2025 Village Board meeting: Apr 2025 financial statements distributed.
- 6/23/2025 Village Board meeting: May 2025 financial statements distributed.

UPCOMING DEADLINES AHEAD:

- **5/01/2025** - Debt Service Payment due from Kronenwetter
- **5/15/2025** – Annual Municipal Financial Report due to Wisconsin Department of Revenue (WDOR)
- **6/02/2025** – Annual Public Service Commission (PSC) financial report due from Water Utility

Sometime in June or July 2025, I would distribute a tentative 2026 budget timeline for all department heads and managers, committee members, and Village Board members, after having a discussion with Village President Baker. This would include a pre-determined set of budget workshop dates to allow for adequate time to review the 2026 operating and capital budgets, before the final adoption by the Village Board in November 2025. There will be more to discuss on this matter in the coming months, of course.

VILLAGE OF KRONENWETTER
Budget Amendment #2 - Account Distribution

		REVENUES	EXPENDITURES
<u>General Fund:</u>			
Original 2025 Budget:		\$ 5,929,856	\$ 5,929,856
<u>Budget Amendment #2:</u>			
100-41000-110	General Property Taxes	\$ (100,533)	
100-41000-110	General Property Taxes	\$ (145,000)	
100-41000-110	General Property Taxes	\$ (20,000)	
100-59000-451-000	Transfer to TID #1		\$ (100,533)
100-53000-999-000	Public Works-Budget Adjustment		\$ (145,000)
100-51520-999-000	Treasurer-Budget Adjustment		\$ (20,000)
2025 Amended Budget to date		<u>\$ 5,664,323</u>	<u>\$ 5,664,323</u>

<u>2025 Budget Tax Levy:</u>	
2025 Budget Tax Levy before Budget Amendment #2	\$ 2,206,116
Budget Amendment #2	<u>\$ (265,533)</u>
2025 Budget Tax Levy after Budget Amendment #2	<u>\$ 1,940,583</u>

		REVENUES	EXPENDITURES
<u>Debt Service Fund:</u>			
Original 2025 Budget:		\$ 1,745,996	\$ 1,745,996
<u>Budget Amendment #2:</u>			
350-41112-000	General Property Taxes	\$ 100,533	
350-41112-000	General Property Taxes	\$ 145,000	
350-41112-000	General Property Taxes	\$ 20,000	
350-41112-000	General Property Taxes	\$ 200,000	
350-41112-000	General Property Taxes	\$ 86,000	
350-49240-000	Transfer from Cap. Projects Fund	\$ 57,000	
2025 Amended Budget to date		<u>\$ 2,354,529</u>	<u>\$ 1,745,996</u>

<u>2025 Budget Tax Levy:</u>	
2025 Budget Tax Levy before Budget Amendment #2	\$ 110,636
Budget Amendment #2	<u>\$ 551,533</u>
2025 Budget Tax Levy after Budget Amendment #2	<u>\$ 662,169</u>

VILLAGE OF KRONENWETTER
Budget Amendment #2 - Account Distribution

		REVENUES	EXPENDITURES
<u>Capital Projects Fund:</u>			
Original 2025 Budget:		\$ 275,000	\$ 1,821,775
<u>Budget Amendment #2:</u>			
410-41000-000	General Property Taxes	\$ (200,000)	
410-59000-300-000	Transfer to Debt Service Fund		\$ 57,000
410-57100-000-000	Capital Road Improvements - Kronenwetter Drive estimate reduction		\$ (469,140)
410-57100-000-000	Capital Road Improvements - additional estimate reduction		\$ (111,775)
	2025 Amended Budget to date	<u>\$ 75,000</u>	<u>\$ 1,297,860</u>

<u>2025 Budget Tax Levy:</u>		
2025 Budget Tax Levy before Budget Amendment #2	\$ 200,000	
Budget Amendment #2	\$ (200,000)	
2025 Budget Tax Levy after Budget Amendment #2	<u>\$ -</u>	

		REVENUES	EXPENDITURES
<u>Internal Equipment Replacement Fund:</u>			
Original 2025 Budget:		\$ 87,000	\$ 87,000
<u>Budget Amendment #2:</u>			
750-41000-000	General Property Taxes	\$ (86,000)	
750-51000-001-000	Equipment Purchases - Dump Truck		\$ 140,000
	2025 Amended Budget to date	<u>\$ 1,000</u>	<u>\$ 227,000</u>

<u>2025 Budget Tax Levy:</u>		
2025 Budget Tax Levy before Budget Amendment #2	\$ 86,000	
Budget Amendment #2	\$ (86,000)	
2025 Budget Tax Levy after Budget Amendment #2	<u>\$ -</u>	

VILLAGE OF KRONENWETTER
Property Tax Levies for 2020-2026 Budget Years
(excluding Tax Increment Districts)
Prepared as of 4/11/2025

Fund Name	Fund #	Budget Years						2025 Proposed Amended on 4/14/2025	2026 Estimate
		2020 Adopted	2021 Adopted	2022 Adopted	2023 Adopted	2024 Adopted	2025 Original Adopted		
General	100	\$ 967,594	\$ 1,094,850	\$ 1,351,978	\$ 1,631,019	\$ 1,655,461	\$ 2,206,116	\$ 1,940,583	TBD
Debt Service	350	\$ 1,162,002	\$ 1,110,000	\$ 750,000	\$ 700,000	\$ 193,012	\$ 110,636	\$ 662,169	\$ 735,003
Capital Projects	410	\$ 125,361	\$ 100,000	\$ 200,000	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -
Equipment Replacement	750	\$ 100,000	\$ 130,000	\$ 200,000	\$ 200,000	\$ 428,500	\$ 86,000	\$ -	\$ -
TOTAL PROPERTY TAX LEVY - excluding TID's		\$ 2,354,957	\$ 2,434,850	\$ 2,501,978	\$ 2,531,019	\$ 2,476,973	\$ 2,602,752	\$ 2,602,752	TBD

Notes:

- 1) Debt Service Tax Levy for 2024 budget should have been = \$732,428. This was \$539,416 short.
2) Debt Service Tax Levy for 2025 budget should have been = \$794,578. This was \$683,942 short.

TAX LEVY DISTRIBUTION - 2025 Budget:

	General Fund	Debt Service Fund	Capital Projects	Internal Equipment Replacement Fund	TOTAL
2025 Original Adopted Budget	\$ 2,206,116	\$ 110,636	\$ 200,000	\$ 86,000	\$ 2,602,752
Proposed Budget Adjustments:					
Move Tax Levy - TID #1 Transfer	\$ (100,533)	\$ 100,533	\$ -	\$ -	\$ -
Move Tax Levy - Public Works savings	\$ (145,000)	\$ 145,000	\$ -	\$ -	\$ -
Move Tax Levy - Treasurer savings	\$ (20,000)	\$ 20,000	\$ -	\$ -	\$ -
Move Tax Levy - from Capital Projects Fund	\$ -	\$ 200,000	\$ (200,000)	\$ -	\$ -
Move Tax Levy - from Equip. Replace. Fund	\$ -	\$ 86,000	\$ -	\$ (86,000)	\$ -
2025 Proposed Amended Budget - as of 4/14/25	\$ 1,940,583	\$ 662,169	\$ -	\$ -	\$ 2,602,752

VILLAGE OF KRONENWETTER

General Fund

	<u>Tax Levy</u>	<u>All Other Revenues</u>	<u>TOTAL</u>
"Unassigned" Fund Balance, 12/31/2023 (audited)	\$ -	\$ -	\$ 182,212
2024 revenues - per budget	\$ 1,655,461	\$ 3,747,130	\$ 5,402,591
2024 expenditures - 9/30/2024 estimates	\$ (1,655,461)	\$ (3,349,526)	\$ (5,004,987)
Estimated 2024 Advance to TID #1 (for 2024 shortfall)	\$ -	\$ (115,146)	\$ (115,146)
Fund Balance, 12/31/2024 (prelim/pre-audited)	\$ -	\$ 282,458	\$ 464,670
2025 revenues - original budget	\$ 2,206,116	\$ 3,723,740	\$ 5,929,856
2025 expenditures - original budget	\$ (2,206,116)	\$ (3,723,740)	\$ (5,929,856)
Estimated 2025 Advance to TID #1 (for 2025 shortfall)	\$ -	\$ (100,533)	\$ (100,533)
Fund Balance, 12/31/2025 (estimate)	<u>\$ -</u>	<u>\$ 181,925</u>	<u>\$ 364,137</u>



	<u>REVENUES</u>	<u>EXPENDITURES</u>
2025 Original Budget:	\$ 5,929,856	\$ 5,929,856
Proposed Budget Amendments to Tax Levy:		
Remove Transfer to TID #1	\$ (100,533)	\$ (100,533)
Reduce Public Works Budget for 2025 cost savings- salt, etc.	\$ (145,000)	\$ (145,000)
Reduce Treasurer Budget for 2025 cost savings - parttime/no benefits	\$ (20,000)	\$ (20,000)
2025 Proposed Amended General Fund Budget - as of 4/14/2025	<u>\$ 5,664,323</u>	<u>\$ 5,664,323</u>

VILLAGE OF KRONENWETTER

Debt Service Fund

	2024B G.O. Notes Premium "restricted"	Restricted for Debt Service	TOTAL
Fund Balance, 12/31/2023 (audited)	\$ -	\$ 595,895	\$ 595,895
2024 revenues - estimate	\$ 73,679	\$ 222,309	\$ 295,988
2024 expenditures - estimate	\$ -	\$ (751,894)	\$ (751,894)
Fund Balance, 12/31/2024 (prelim/pre-audited)	\$ 73,679	\$ 66,310	\$ 139,989
2025 revenues - original budget (tax levy)	\$ -	\$ 110,636	\$ 110,636
2025 revenues - original budget (special assessments & int. income)	\$ -	\$ 15,324	\$ 15,324
2025 revenues - proposed amendments:			
Move Tax Levy from General Fund - Transfer to TID #1	\$ -	\$ 100,533	\$ 100,533
Move Tax Levy from General Fund - Public Works	\$ -	\$ 145,000	\$ 145,000
Move Tax Levy from General Fund - Treasurer	\$ -	\$ 20,000	\$ 20,000
Move Tax Levy from Capital Projects Fund	\$ -	\$ 200,000	\$ 200,000
Move Tax Levy from Internal Equip. Replacement Fund	\$ -	\$ 86,000	\$ 86,000
Transfer from Capital Projects Fund/2024B G.O. Notes unused debt proceeds - 2024B Interest Costs paid in 2025	\$ -	\$ 57,000	\$ 57,000
2025 expenditures - estimate	\$ -	\$ (794,578)	\$ (794,578)
Fund Balance, 12/31/2025 (estimate)	\$ 73,679	\$ 6,225	\$ 79,904
2026 revenues - estimate (tax levy)	\$ -	\$ 735,003	\$ 735,003
2026 expenditures - estimate	\$ (63,000)	\$ (735,003)	\$ (798,003)
Fund Balance, 12/31/2026 (estimate)	\$ 10,679	\$ 6,225	\$ 16,904

VILLAGE OF KRONENWETTER

Capital Projects Fund

	<u>2024B G.O. Note Proceeds</u>	<u>Restricted for Capital Projects</u>	<u>TOTAL</u>
Fund Balance, 12/31/2023 (audited)	\$ -	\$ 524,673	\$ 524,673
2024 revenues - estimate	\$ 1,460,000	\$ 219,278	\$ 1,679,278
2024 expenditures - estimate	<u>\$ -</u>	<u>\$ (270,698)</u>	<u>\$ (270,698)</u>
Fund Balance, 12/31/2024 (prelim/pre-audited)	\$ 1,460,000	\$ 473,253	\$ 1,933,253
2025 revenues - original budget (tax levy)	\$ -	\$ 200,000	\$ 200,000
2025 revenues - original budget (int. income)	\$ -	\$ 75,000	\$ 75,000
2025 revenues - proposed budget amendment:			
Move Tax Levy to General Fund	\$ -	\$ (200,000)	\$ (200,000)
2025 expenditures - original budget	\$ (1,460,000)	\$ (236,775)	\$ (1,696,775)
2025 expenditures - proposed budget amendment: Reduce budget to actual Kronenwetter Dr. est.: Project costs reduced from \$1,460,000 down to \$990,860; Savings = \$469,140			
	\$ 469,140	\$ -	\$ 469,140
2025 expenditures - proposed budget amendment to Transfer to Debt Service Fund (for 2024B interest costs)			
	\$ (57,000)	\$ -	\$ (57,000)
2025 expenditures - proposed budget amendment: reduce Capital Road Improvement Projects to zero; however, leaving \$125,000 in 2025 Budget for All Other Capital Projects as needed			
	<u>\$ -</u>	<u>\$ 111,775</u>	<u>\$ 111,775</u>
Fund Balance, 12/31/2025 (estimate)	\$ 412,140	\$ 423,253	\$ 835,393
2026 revenues - estimate (tax levy)	\$ -	\$ -	\$ -
2026 expenditures - estimate (Transfer to Internal Equipment Replacement Fund for Box/Plow for Dump Truck)	\$ -	\$ (160,000)	\$ (160,000)
2026 expenditures - estimate (TBD)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Fund Balance, 12/31/2026 (estimate)	<u>\$ 412,140</u>	<u>\$ 263,253</u>	<u>\$ 675,393</u>

VILLAGE OF KRONENWETTER

Internal Equipment Replacement Fund

	<u>Restricted for Internal Equip. Replacement</u>	<u>TOTAL</u>
Fund Balance, 12/31/2023 (audited)	\$ 295,100	\$ 295,100
2024 revenues - estimate	\$ 439,981	\$ 439,981
2024 expenditures - estimate	<u>\$ (457,492)</u>	<u>\$ (457,492)</u>
Fund Balance, 12/31/2024 (prelim/pre-audited)	\$ 277,589	\$ 277,589
2025 revenues - original budget (tax levy)	\$ 86,000	\$ 86,000
2025 revenues - original budget (int. income)	\$ 1,000	\$ 1,000
2025 revenues - proposed amendments:		
Move Tax Levy to General Fund	\$ (86,000)	\$ (86,000)
2025 expenditures - original budget	\$ (87,000)	\$ (87,000)
2025 expenditures - proposed amendment (Dump Truck)	<u>\$ (140,000)</u>	<u>\$ (140,000)</u>
Fund Balance, 12/31/2025 (estimate)	\$ 51,589	\$ 51,589
2026 revenues - estimate (tax levy)	\$ -	\$ -
2026 revenues - estimate (Transfer from Capital Projects Fund)	\$ 160,000	\$ 160,000
2026 expenditures - Box/Plow for Dump Truck	\$ (160,000)	\$ (160,000)
2026 expenditures - estimate (TBD)	<u>\$ -</u>	<u>\$ -</u>
Fund Balance, 12/31/2026 (estimate)	<u>\$ 51,589</u>	<u>\$ 51,589</u>