

November 2025 Checks

23569 Square One Restoration - Structure repairs were completed for units 121, 138, 215, 236, and 306.

Gary was on medical leave, so Square One Restoration was hired to carry out the repair work.

In apartment 121, there was a leak from the shower above. The repairs included fixing the leak, dismantling the ceiling, and replacing it.

In apartment 138, the kitchen countertop was replaced because it was damaged and had burn marks. This replacement should have happened years ago, but the previous tenant wanted to move in immediately. After the tenant moved out, I decided to replace it.

Apartment 215 had a soggy bathroom floor, which was replaced.

In apartment 236, the countertop was also replaced after the long-term tenant moved out.

In apartment 306, the cabinet doors on the bathroom vanity were missing. I had new doors made for the cabinet, and they were installed.

23576 Philippi Quality Construction – Repair the locks and doors. We experienced issues with the main entrance door, which seemed to have been jammed by someone shoving a shopping cart into it. Additionally, a deadbolt in apartment 236 required repair because it was completely nonfunctional. A new lock had been ordered and installed.

23590 Johnson Controls Fire Protection – Replaced 155 pendant sprinklers in the hallways and provided (3) space heads and (1) spare head wrench to the space head box. Replaced because Sprinkler head 4 failed to meet the minimum requirements for the response time testing. The release mechanism on this sprinkler failed to activate and no pressure loss was detected because the water seal failed to release. Per NFPA 25, **all sprinklers represented by these samples shall be replaced, meaning all “pendant” style heads will need to be replaced in the building.**

23591 Auto Owners Insurance – Property Insurance. Commercial Insurance Advisor agent Brett Buboltz from Ansay & Associates. 920-370-4212

December 2025 Checks

23615 Sandberg K9 Solutions – Bed bug dog services for September & December.

JOURNAL VOUCHER REPORT
BY JV SOURCE TYPE
Manitowoc Housing Authority
JV Register Type: Standard JV

<u>Xact</u>	<u>Ref #</u>	<u>Description</u>	<u>Ref Date</u>	<u>Period</u>	<u>GL Account Number/Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Ref Total</u>	<u>Ref #</u>
6222		Record PUMs		202511	01-1-000-000-0001.000 / Pum	100.00		100.00	
		Record PUMs		202511	01-1-000-000-0051.000 / Pum Offset		100.00	0.00	
		Trans Count:				100.00	-100.00		
								2	
6223		Record Tenant Charges		202511	01-0-000-000-1122.000 / Accounts Receivable - Tenant	40,966.00		40,966.00	
		Record Tenant Charges		202511	01-1-000-000-3420.000 / Tenant Revenue - Rent		39,351.00	1,615.00	
		Garage Charges		202511	01-1-000-000-3424.000 / Nondwell Rent - Garages		420.00	1,195.00	
		Record TV Charges		202511	01-1-000-000-4230.010 / Contract Costs - DirecTV		1,140.00	55.00	
		Record Damages Late Fees		202511	01-1-000-000-3440.003 / Tenant Charges - Other		25.00	30.00	
		NSF Rent		202511	01-1-000-000-3420.000 / Tenant Revenue - Rent			30.00	
		EU Fee		202511	01-1-000-000-3422.000 / Tenant Revenue - EU		30.00	0.00	
		Tenant Stipends		202511	01-1-000-000-4430.000 / Routine			0.00	
		Transfer to Collection Loss		202511	01-1-000-000-4570.000 / Collection Losses			0.00	
		Repayment Agreement		202511	01-1-000-000-3440.003 / Tenant Charges - Other			0.00	
		Record S/D's Kept		202511	01-0-000-000-2114.000 / Tenants Security Deposits	150.00		150.00	
		Record S/D's Kept		202511	01-1-000-000-3440.003 / Tenant Charges - Other		150.00	0.00	
		S/D charges		202511	01-0-000-000-1122.000 / Accounts Receivable - Tenant			0.00	
		S/D charges		202511	01-0-000-000-2114.000 / Tenants Security Deposits			0.00	
		Misc adj		202511	01-0-000-000-1122.000 / Accounts Receivable - Tenant	152.00		152.00	
		Misc adj		202511	01-1-000-000-3440.003 / Tenant Charges - Other		152.00	0.00	
		Misc adj		202511	01-0-000-000-2114.000 / Tenants Security Deposits			0.00	
		Misc adj		202511	01-1-000-000-3440.003 / Tenant Charges - Other			0.00	
		Adj Prepaid rent		202511	01-0-000-000-2240.000 / Tenants Prepaid Rents			0.00	
		Adj Prepaid rent		202511	01-0-000-000-1122.000 / Accounts Receivable - Tenant			0.00	
		Adj S/D Interest		202511	01-1-000-000-3430.000 / Investment Revenue			0.00	
		Adj S/D Interest		202511	01-0-000-000-2114.000 / Tenants Security Deposits			0.00	
		Trans Count:				41,268.00	-41,268.00		
								22	
6224		Record Deposits to Acc xx2485		202511	01-0-000-000-1111.040 / Cash - Unrestricted	130,421.66		130,421.66	
		Record Deposits to Acc xx2485		202511	01-0-000-000-1122.000 / Accounts Receivable - Tenant		41,379.00	89,042.66	
		Record Deposits to Acc xx2485		202511	01-0-000-000-2114.000 / Tenants Security Deposits			89,042.66	
		Record Deposits to Acc xx2485		202511	01-1-000-000-3420.000 / Tenant Revenue - Rent		30.00	89,012.66	
		Record Deposits to Acc xx2485		202511	01-1-000-000-3430.000 / Investment Revenue			89,012.66	
		Record Deposits to Acc xx2485		202511	01-1-000-000-3440.000 / Laundry/Vending Income		309.37	88,703.29	
		Record Deposits to Acc xx2485		202511	01-1-000-000-3460.000 / Other Income			88,703.29	
		HVAC Reimbursement		202511	01-1-000-000-3460.000 / Other Income			88,703.29	
		Maint. Materials		202511	01-1-000-000-4420.000 / Maint Materials			88,703.29	
		HUD Subsidy 2025		202511	01-1-000-000-3691.000 / Operating Subsidy		9,013.00	79,690.29	
		Tenant Stipends		202511	01-1-000-000-4430.000 / Routine	900.00		80,590.29	
		Transfer for Ins. check		202511	01-0-000-000-1162.000 / Cash - Savings/Certificate of		80,590.29	0.00	
		CFP-24 Funds		202511	08-3-501-024-3401.010 / Revenue HUD Grants - Soft			0.00	
		CFP-24 Funds		202511	08-3-501-024-1406.000 / Operations			0.00	
		CFP-24 Funds		202511	01-1-000-000-3440.010 / CFP Operations			0.00	
		CFP-25 Funds		202511	08-3-501-025-3401.010 / Revenue HUD Grants - Soft			0.00	
		CFP-25 Funds		202511	08-3-501-025-1406.000 / Operations			0.00	
		CFP-25 Funds		202511	01-1-000-000-3440.010 / CFP Operations			0.00	

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		Delta Dental		202511	01-1-000-000-4182.000 / Employee Benefits - Admin			0.00	
		NSF		202511	01-0-000-000-1122.000 / Accounts Receivable - Tenant			0.00	
		Trans Count:	<u>20</u>			131,321.66	-131,321.66		
6225		Record Payroll Taxes		202511	01-0-000-000-2117.010 / Federal Income Tax W/H	1,011.29		1,011.29	
		Record Payroll Taxes		202511	01-0-000-000-2117.020 / Social Security Tax W/H	2,044.10		3,055.39	
		Record Payroll Taxes		202511	01-0-000-000-2117.021 / Medicare W/H	478.05		3,533.44	
		Record Payroll Taxes		202511	01-0-000-000-2117.030 / State Income Tax W/H	663.10		4,196.54	
		Record Payroll Taxes		202511	01-0-000-000-1111.040 / Cash - Unrestricted		4,196.54	0.00	
		Record Payroll Taxes		202511	01-1-000-000-4182.000 / Employee Benefits - Admin			0.00	
		Trans Count:	<u>6</u>			4,196.54	-4,196.54		
6226		Record WRS		202511	01-0-000-000-2117.070 / Retirement W/H	767.37		767.37	
		Record WRS		202511	01-1-000-000-4182.000 / Employee Benefits - Admin	767.37		1,534.74	
		Record WRS		202511	01-1-000-000-4433.000 / Employee Benefits - Maint	0.06		1,534.80	
		Record WRS		202511	01-0-000-000-1111.040 / Cash - Unrestricted		1,534.80	0.00	
		Trans Count:	<u>4</u>			1,534.80	-1,534.80		
6227		Record Delta Dental Premiums		202511	01-1-000-000-4182.000 / Employee Benefits - Admin	5.72		5.72	
		Record Delta Dental Premiums		202511	01-1-000-000-4433.000 / Employee Benefits - Maint	11.42		17.14	
		Record Delta Dental Premiums		202511	01-0-000-000-1111.040 / Cash - Unrestricted		17.14	0.00	
		Trans Count:	<u>3</u>			17.14	-17.14		
6228		Record Group Ins		202511	01-1-000-000-4182.000 / Employee Benefits - Admin	2,339.48		2,339.48	
		Record Group Ins		202511	01-1-000-000-4433.000 / Employee Benefits - Maint	2,339.48		4,678.96	
		Record Group Ins		202511	01-0-000-000-2117.040 / Health Insurance W/H	353.52		5,032.48	
		Record Group Ins		202511	01-0-000-000-1111.040 / Cash - Unrestricted		5,032.48	0.00	
		Trans Count:	<u>4</u>			5,032.48	-5,032.48		
6229		Record ADP Payroll Fees		202511	01-0-000-000-1111.040 / Cash - Unrestricted		203.54	-203.54	
		Record ADP Payroll Fees		202511	01-1-000-000-4160.000 / Office Expense	203.54		0.00	
		Trans Count:	<u>2</u>			203.54	-203.54		
6230		Record Verizon EFT		202511	01-0-000-000-1111.040 / Cash - Unrestricted		39.83	-39.83	
		Record Verizon EFT		202511	01-1-000-000-4191.000 / Telephone	39.83		0.00	
		Trans Count:	<u>2</u>			39.83	-39.83		
6231		Record Bank Fee		202511	01-0-000-000-1111.040 / Cash - Unrestricted		60.60	-60.60	
		Record Bank Fee		202511	01-1-000-000-4160.000 / Office Expense	60.60		0.00	
		Trans Count:	<u>2</u>			60.60	-60.60		
6232		Record Interest on Money Market 3651		202511	01-0-000-000-1162.000 / Cash - Savings/Certificate of	304.69		304.69	
		Record Interest on Money Market 3651		202511	01-1-000-000-3430.000 / Investment Revenue		304.69	0.00	
		Trans Count:	<u>2</u>			304.69	-304.69		
6233		Write Off One Month Prepaid Exp		202511	01-0-000-000-1210.000 / Prepaid Expenses		571.67	-571.67	
		Write Off One Month Prepaid Exp		202511	01-1-000-000-4160.000 / Office Expense	571.67		0.00	

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		Trans Count:	<u>2</u>			571.67	-571.67		
6234		Write Off 1 Month Prepaid Ins		202511	01-0-000-000-1211.000 / Prepaid Insurance		4,474.10	-4,474.10	
		Write Off 1 Month Prepaid Ins		202511	01-1-000-000-4510.010 / Insurance - Property	4,085.84		-388.26	
		Write Off 1 Month Prepaid Ins		202511	01-1-000-000-4510.020 / Insurance - Work Comp	192.88		-195.38	
		Write Off 1 Month Prepaid Ins		202511	01-1-000-000-4510.030 / Insurance - Liability	195.38		0.00	
		Trans Count:	<u>4</u>			4,474.10	-4,474.10		
6235		Record Depreciation Expense		202511	01-1-000-000-4800.000 / Depreciation Expense	13,267.61		13,267.61	
		Record Depreciation Expense		202511	01-0-000-000-1400.150 / Accumulated Depreciation		13,267.61	0.00	
		Record Depreciation Expense		202511	08-1-000-000-4801.000 / Depreciation Expense	1,181.77		1,181.77	
		Record Depreciation Expense		202511	08-0-000-000-1400.150 / Accumulated Depreciation		1,181.77	0.00	
		Trans Count:	<u>4</u>			14,449.38	-14,449.38		
6236		Adjust Net Position		202511	01-0-000-000-2802.508 / Invested in Capital Assets		4,711.19	-4,711.19	
		Adjust Net Position		202511	01-0-000-000-2806.512 / Unrestricted	4,711.19		0.00	
		Trans Count:	<u>2</u>			4,711.19	-4,711.19		
6237		PILOT for 01-0-000-000- for 202511		202511	01-1-000-000-4520.000 / Payment in Lieu of Taxes	3,598.46		3,598.46	
		PILOT for 01-0-000-000- for 202511		202511	01-0-000-000-2137.000 / Payment in Lieu of Taxes		3,598.46	0.00	
		Trans Count:	<u>2</u>			3,598.46	-3,598.46		

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<u>Xact</u>	<u>Ref #</u>	<u>Description</u>	<u>Ref Date</u>	<u>Period</u>	<u>GL Account Number/Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Ref Total</u>	<u>Ref #</u>
6219	1	Cks 23555-23595		202511	01-0-000-000-1111.040 / Cash - Unrestricted		115,056.54	-115,056.54	1
	23555	Allbridge	11/14/2025	202511	01-1-000-000-4230.010 / Contract Costs - DirecTV	1,687.21		1,687.21	23555
	23556	Bank First		202511	01-1-000-000-4140.000 / Staff Training		2.50	-2.50	23556
		Bank First	11/14/2025	202511	01-1-000-000-4160.000 / Office Expense	392.86		390.36	
		Bank First	11/14/2025	202511	01-1-000-000-4190.000 / Other Admin and Sundry	180.41		570.77	
		Bank First	11/14/2025	202511	01-1-000-000-4420.000 / Maint Materials	1,074.02		1,644.79	
		Bank First	11/14/2025	202511	01-1-000-000-4420.000 / Maint Materials	443.85		2,088.64	
	23557	HD Supply	11/14/2025	202511	01-1-000-000-4420.000 / Maint Materials	1,586.43		1,586.43	23557
	23558	Kepro Lockbox	11/14/2025	202511	01-1-000-000-4182.000 / Employee Benefits - Admin	3.33		3.33	23558
	23559	Comcast Business	11/14/2025	202511	01-1-000-000-4191.000 / Telephone	578.29		578.29	23559
	23560	Wisconsin Public Service	11/14/2025	202511	01-1-000-000-4330.000 / Gas	960.17		960.17	23560
	23561	Manitowoc Public Utilities	11/14/2025	202511	01-1-000-000-4310.000 / Water	65.00		65.00	23561
		Manitowoc Public Utilities	11/14/2025	202511	01-1-000-000-4320.000 / Electricity	2,053.89		2,118.89	
		Manitowoc Public Utilities	11/14/2025	202511	01-1-000-000-4360.000 / Sewer	482.43		2,601.32	
		Manitowoc Public Utilities	11/14/2025	202511	01-1-000-000-4390.000 / Other Utilities Expense	254.83		2,856.15	
	23562	Collins & Associates	11/14/2025	202511	01-1-000-000-4171.000 / Audit Fees	9,000.00		9,000.00	23562
	23563	Securian Financial Group	11/14/2025	202511	01-1-000-000-4182.000 / Employee Benefits - Admin	35.50		35.50	23563
		Securian Financial Group	11/14/2025	202511	01-1-000-000-4433.000 / Employee Benefits - Maint	4.06		39.56	
	23564	Niemann Ace Hardware	11/14/2025	202511	01-1-000-000-4420.000 / Maint Materials	108.58		108.58	23564
	23565	Luisier Plumbing	11/14/2025	202511	01-1-000-000-4430.070 / Plumbing	197.33		197.33	23565
	23566	Hawkins Ash CPAs	11/14/2025	202511	01-1-000-000-4170.000 / Accounting Fees	830.00		830.00	23566
	23567	Donald Newby	11/14/2025	202511	01-1-000-000-3420.000 / Tenant Revenue - Rent	30.00		30.00	23567
	23568	Bonnie Schultz	11/14/2025	202511	01-1-000-000-4160.000 / Office Expense	439.00		439.00	23568
		Bonnie Schultz	11/14/2025	202511	01-1-000-000-4160.000 / Office Expense	370.00		809.00	
		Bonnie Schultz	11/14/2025	202511	01-1-000-000-4230.000 / Contract Costs and Other	50.00		859.00	
	23569	Square One Restoration	11/14/2025	202511	01-1-000-000-4430.050 / Unit Turnaround	5,009.47		5,009.47	23569
	23570	CyberTechs	11/12/2025	202511	01-1-000-000-4190.000 / Other Admin and Sundry	556.00		556.00	23570
	23571	SafeRent Solutions	11/12/2025	202511	01-1-000-000-4190.000 / Other Admin and Sundry	27.10		27.10	23571
	23572	Gary Grapentine	11/12/2025	202511	01-1-000-000-4150.000 / Travel	55.30		55.30	23572
	23573	Serena Lewis	11/12/2025	202511	01-1-000-000-4150.000 / Travel	64.54		64.54	23573
	23574	Rolling Meadows Lawn Care	11/12/2025	202511	01-1-000-000-4430.040 / Landscape & Grounds	2,350.00		2,350.00	23574
	23575	Vestis	11/12/2025	202511	01-1-000-000-4430.000 / Routine	143.11		143.11	23575
		Vestis	11/12/2025	202511	01-1-000-000-4420.000 / Maint Materials	85.51		228.62	
	23576	Philippi Quality Construction	11/12/2025	202511	01-1-000-000-4430.000 / Routine	650.00		650.00	23576
	23577	Comcast	11/28/2025	202511	01-1-000-000-4191.000 / Telephone	168.78		168.78	23577
	23578	Piggly Wiggly	11/28/2025	202511	01-1-000-000-4160.000 / Office Expense	234.00		234.00	23578
	23579	O&W Communications	11/28/2025	202511	01-1-000-000-4191.000 / Telephone	120.00		120.00	23579
	23580	Martin-Riley Architects	11/28/2025	202511	01-0-000-000-1400.075 / Building Improvements	11,316.46		11,316.46	23580
	23581	Void		202511	01-0-000-000-1111.040 / Cash - Unrestricted			0.00	23581
	23582	Niemann Ace Hardware	11/28/2025	202511	01-1-000-000-4420.000 / Maint Materials	91.55		91.55	23582
	23583	Management Computer Services	11/28/2025	202511	01-1-000-000-4160.000 / Office Expense	75.00		75.00	23583
	23584	Bonnie Schultz	11/28/2025	202511	01-1-000-000-4230.000 / Contract Costs and Other	62.50		62.50	23584
	23585	Luisier Plumbing	11/28/2025	202511	01-1-000-000-4430.070 / Plumbing	1,203.49		1,203.49	23585
	23586	Gordon Flesch Company	11/28/2025	202511	01-1-000-000-4160.000 / Office Expense	57.54		57.54	23586
	23587	Bender Larson Chidley Kopes &	11/28/2025	202511	01-1-000-000-4130.000 / Legal Expense	362.25		362.25	23587

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		Associates							
	23588	The Executive Concierge	11/28/2025	202511	01-1-000-000-4160.000 / Office Expense	100.00		100.00	23588
	23589	AT&T	11/28/2025	202511	01-1-000-000-4191.000 / Telephone	138.68		138.68	23589
	23590	Johnson Controls Fire Protection	11/28/2025	202511	01-0-000-000-1400.075 / Building Improvements	6,662.34		6,662.34	23590
	23591	Auto-Owners Insurance	11/28/2025	202511	01-0-000-000-1211.000 / Prepaid Insurance	60,266.49		60,266.49	23591
	23592	Ansay & Associates	11/28/2025	202511	01-0-000-000-1211.000 / Prepaid Insurance	2,345.00		2,345.00	23592
	23593	Square One Restoration	11/28/2025	202511	01-1-000-000-4430.050 / Unit Turnaround	1,961.15		1,961.15	23593
	23594	Aurora Medical Group	11/28/2025	202511	01-1-000-000-4190.000 / Other Admin and Sundry	42.00		42.00	23594
	23595	Karen Stebane Smith	11/28/2025	202511	01-1-000-000-4150.000 / Travel	33.60		33.60	23595
		Karen Stebane Smith	11/28/2025	202511	01-1-000-000-4190.000 / Other Admin and Sundry	49.99		83.59	
		Trans Count:				115,059.04	-115,059.04		
6220		Payroll 11/12/2025							
	1	Serena Lewis	01/06/2026	202511	01-1-000-000-4110.000 / Cash - Unrestricted		7,140.42	-7,140.42	
		Serena Lewis		202511	01-1-000-000-4110.000 / Administration Salaries	3,224.02		3,224.02	1
		Serena Lewis		202511	01-0-000-000-2117.010 / Federal Income Tax W/H		241.09	2,982.93	
		Serena Lewis		202511	01-0-000-000-2117.020 / Social Security Tax W/H		194.41	2,788.52	
		Serena Lewis		202511	01-0-000-000-2117.021 / Medicare W/H		45.46	2,743.06	
		Serena Lewis		202511	01-0-000-000-2117.030 / State Income Tax W/H		142.49	2,600.57	
		Serena Lewis		202511	01-0-000-000-2117.040 / Health Insurance W/H		88.38	2,512.19	
		Serena Lewis		202511	01-0-000-000-2117.070 / Retirement W/H		224.06	2,288.13	
		Serena Lewis		202511	01-1-000-000-4182.000 / Employee Benefits - Admin			2,288.13	
		Serena Lewis		202511	01-0-000-000-2117.050 / Life Insurance W/H			2,288.13	
		Serena Lewis	01/06/2026	202511	01-1-000-000-4182.000 / Employee Benefits - Admin	239.88		2,528.01	
		Serena Lewis		202511	01-0-000-000-2117.020 / Social Security Tax W/H		194.41	2,333.60	
		Serena Lewis		202511	01-0-000-000-2117.021 / Medicare W/H		45.47	2,288.13	
	2	Karen Stebane-Smith	01/06/2026	202511	01-1-000-000-4110.000 / Administration Salaries	2,082.88		2,082.88	2
		Karen Stebane-Smith		202511	01-0-000-000-2117.010 / Federal Income Tax W/H		153.85	1,929.03	
		Karen Stebane-Smith		202511	01-0-000-000-2117.020 / Social Security Tax W/H		128.97	1,800.06	
		Karen Stebane-Smith		202511	01-0-000-000-2117.021 / Medicare W/H		30.17	1,769.89	
		Karen Stebane-Smith		202511	01-0-000-000-2117.030 / State Income Tax W/H		85.05	1,684.84	
		Karen Stebane-Smith		202511	01-0-000-000-2117.070 / Retirement W/H		144.76	1,540.08	
		Karen Stebane-Smith		202511	01-1-000-000-4182.000 / Employee Benefits - Admin		2.64	1,537.44	
		Karen Stebane-Smith		202511	01-0-000-000-2117.050 / Life Insurance W/H			1,537.44	
		Karen Stebane-Smith	01/06/2026	202511	01-1-000-000-4182.000 / Employee Benefits - Admin	159.13		1,696.57	
		Karen Stebane-Smith		202511	01-0-000-000-2117.020 / Social Security Tax W/H		128.97	1,567.60	
		Karen Stebane-Smith		202511	01-0-000-000-2117.021 / Medicare W/H		30.16	1,537.44	
	3	Todd Michaels	01/06/2026	202511	01-1-000-000-4410.000 / Maintenance Labor	1,460.75		1,460.75	3
		Todd Michaels		202511	01-0-000-000-2117.010 / Federal Income Tax W/H			1,460.75	
		Todd Michaels		202511	01-0-000-000-2117.020 / Social Security Tax W/H		90.57	1,370.18	
		Todd Michaels		202511	01-0-000-000-2117.021 / Medicare W/H		21.18	1,349.00	
		Todd Michaels		202511	01-0-000-000-2117.030 / State Income Tax W/H		51.30	1,297.70	
		Todd Michaels	01/06/2026	202511	01-1-000-000-4433.000 / Employee Benefits - Maint	111.75		1,409.45	
		Todd Michaels		202511	01-0-000-000-2117.020 / Social Security Tax W/H		90.57	1,318.88	
		Todd Michaels		202511	01-0-000-000-2117.021 / Medicare W/H		21.18	1,297.70	
		Gary Grapentine	01/06/2026	202511	01-1-000-000-4410.000 / Maintenance Labor	3,004.56		4,302.26	
		Gary Grapentine		202511	01-0-000-000-2117.010 / Federal Income Tax W/H		271.92	4,030.34	

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		Gary Grapentine		202511	01-0-000-000-2117.020 / Social Security Tax W/H		180.48	3,849.86	
		Gary Grapentine		202511	01-0-000-000-2117.021 / Medicare W/H		42.21	3,807.65	
		Gary Grapentine		202511	01-0-000-000-2117.030 / State Income Tax W/H		130.25	3,677.40	
		Gary Grapentine		202511	01-0-000-000-2117.040 / Health Insurance W/H		88.38	3,589.02	
		Gary Grapentine		202511	01-0-000-000-2117.070 / Retirement W/H		268.90	3,320.12	
		Gary Grapentine		202511	01-1-000-000-4433.000 / Employee Benefits - Maint		5.27	3,314.85	
		Gary Grapentine	01/06/2026	202511	01-1-000-000-4433.000 / Employee Benefits - Maint	222.69		3,537.54	
		Gary Grapentine		202511	01-0-000-000-2117.020 / Social Security Tax W/H		180.48	3,357.06	
		Gary Grapentine		202511	01-0-000-000-2117.021 / Medicare W/H		42.21	3,314.85	
		Trans Count:				10,505.66	-10,505.66		
		43							
6221		Payroll 11/26/2025		202511	01-0-000-000-1111.040 / Cash - Unrestricted		5,300.66	-5,300.66	
	1	Serena Lewis	01/06/2026	202511	01-1-000-000-4110.000 / Administration Salaries	2,322.26		2,322.26	1
		Serena Lewis		202511	01-0-000-000-2117.010 / Federal Income Tax W/H		93.37	2,228.89	
		Serena Lewis		202511	01-0-000-000-2117.020 / Social Security Tax W/H		138.50	2,090.39	
		Serena Lewis		202511	01-0-000-000-2117.021 / Medicare W/H		32.39	2,058.00	
		Serena Lewis		202511	01-0-000-000-2117.030 / State Income Tax W/H		90.21	1,967.79	
		Serena Lewis		202511	01-0-000-000-2117.040 / Health Insurance W/H		88.38	1,879.41	
		Serena Lewis		202511	01-0-000-000-2117.070 / Retirement W/H		161.39	1,718.02	
		Serena Lewis		202511	01-1-000-000-4182.000 / Employee Benefits - Admin			1,718.02	
		Serena Lewis		202511	01-0-000-000-2117.050 / Life Insurance W/H			1,718.02	
		Serena Lewis	01/06/2026	202511	01-1-000-000-4182.000 / Employee Benefits - Admin	170.89		1,888.91	
		Serena Lewis		202511	01-0-000-000-2117.020 / Social Security Tax W/H		138.50	1,750.41	
		Serena Lewis		202511	01-0-000-000-2117.021 / Medicare W/H		32.39	1,718.02	
	2	Karen Stebane-Smith	01/06/2026	202511	01-1-000-000-4110.000 / Administration Salaries	1,358.40		1,358.40	2
		Karen Stebane-Smith		202511	01-0-000-000-2117.010 / Federal Income Tax W/H		72.96	1,285.44	
		Karen Stebane-Smith		202511	01-0-000-000-2117.020 / Social Security Tax W/H		84.06	1,201.38	
		Karen Stebane-Smith		202511	01-0-000-000-2117.021 / Medicare W/H		19.65	1,181.73	
		Karen Stebane-Smith		202511	01-0-000-000-2117.030 / State Income Tax W/H		45.04	1,136.69	
		Karen Stebane-Smith		202511	01-0-000-000-2117.070 / Retirement W/H		94.40	1,042.29	
		Karen Stebane-Smith		202511	01-1-000-000-4182.000 / Employee Benefits - Admin		2.64	1,039.65	
		Karen Stebane-Smith		202511	01-0-000-000-2117.050 / Life Insurance W/H			1,039.65	
		Karen Stebane-Smith	01/06/2026	202511	01-1-000-000-4182.000 / Employee Benefits - Admin	103.72		1,143.37	
		Karen Stebane-Smith		202511	01-0-000-000-2117.020 / Social Security Tax W/H		84.06	1,059.31	
		Karen Stebane-Smith		202511	01-0-000-000-2117.021 / Medicare W/H		19.66	1,039.65	
	3	Todd Michaels	01/06/2026	202511	01-1-000-000-4410.000 / Maintenance Labor	1,003.25		1,003.25	3
		Todd Michaels		202511	01-0-000-000-2117.010 / Federal Income Tax W/H			1,003.25	
		Todd Michaels		202511	01-0-000-000-2117.020 / Social Security Tax W/H		62.20	941.05	
		Todd Michaels		202511	01-0-000-000-2117.021 / Medicare W/H		14.55	926.50	
		Todd Michaels		202511	01-0-000-000-2117.030 / State Income Tax W/H		24.41	902.09	
		Todd Michaels	01/06/2026	202511	01-1-000-000-4433.000 / Employee Benefits - Maint	76.75		978.84	
		Todd Michaels		202511	01-0-000-000-2117.020 / Social Security Tax W/H		62.20	916.64	
		Todd Michaels		202511	01-0-000-000-2117.021 / Medicare W/H		14.55	902.09	
		Gary Grapentine	01/06/2026	202511	01-1-000-000-4410.000 / Maintenance Labor	2,397.87		3,299.96	
		Gary Grapentine		202511	01-0-000-000-2117.010 / Federal Income Tax W/H		178.10	3,121.86	
		Gary Grapentine		202511	01-0-000-000-2117.020 / Social Security Tax W/H		142.86	2,979.00	

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		Gary Grapentine		202511	01-0-000-000-2117.021 / Medicare W/H		33.41	2,945.59	
		Gary Grapentine		202511	01-0-000-000-2117.030 / State Income Tax W/H		94.35	2,851.24	
		Gary Grapentine		202511	01-0-000-000-2117.040 / Health Insurance W/H		88.38	2,762.86	
		Gary Grapentine		202511	01-0-000-000-2117.070 / Retirement W/H		214.60	2,548.26	
		Gary Grapentine		202511	01-1-000-000-4433.000 / Employee Benefits - Maint		5.27	2,542.99	
		Gary Grapentine	01/06/2026	202511	01-1-000-000-4433.000 / Employee Benefits - Maint	176.27		2,719.26	
		Gary Grapentine		202511	01-0-000-000-2117.020 / Social Security Tax W/H		142.86	2,576.40	
		Gary Grapentine		202511	01-0-000-000-2117.021 / Medicare W/H		33.41	2,542.99	
		Trans Count:				7,609.41	-7,609.41		
		Transaction Count:				345,058.19	-345,058.19		

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6241		Record PUMs		202512	01-1-000-000-0001.000 / Pum	100.00		100.00	
		Record PUMs		202512	01-1-000-000-0051.000 / Pum Offset		100.00	0.00	
		Trans Count:				100.00	-100.00		
								2	
6242		Record Tenant Charges		202512	01-0-000-000-1122.000 / Accounts Receivable - Tenant	41,550.00		41,550.00	
		Record Tenant Charges		202512	01-1-000-000-3420.000 / Tenant Revenue - Rent		39,915.00	1,635.00	
		Garage Charges		202512	01-1-000-000-3424.000 / Nondwell Rent - Garages		420.00	1,215.00	
		Record TV Charges		202512	01-1-000-000-4230.010 / Contract Costs - DirecTV		1,135.00	80.00	
		Record Damages Late Fees		202512	01-1-000-000-3440.003 / Tenant Charges - Other		50.00	30.00	
		NSF Rent		202512	01-1-000-000-3420.000 / Tenant Revenue - Rent			30.00	
		EU Fee		202512	01-1-000-000-3422.000 / Tenant Revenue - EU		30.00	0.00	
		Tenant Stipends		202512	01-1-000-000-4430.000 / Routine			0.00	
		Transfer to Collection Loss		202512	01-1-000-000-4570.000 / Collection Losses			0.00	
		Repayment Agreement		202512	01-1-000-000-3440.003 / Tenant Charges - Other			0.00	
		Record S/D's Kept		202512	01-0-000-000-2114.000 / Tenants Security Deposits	400.00		400.00	
		Record S/D's Kept		202512	01-1-000-000-3440.003 / Tenant Charges - Other		400.00	0.00	
		S/D charges		202512	01-0-000-000-1122.000 / Accounts Receivable - Tenant			0.00	
		S/D charges		202512	01-0-000-000-2114.000 / Tenants Security Deposits			0.00	
		Misc adj		202512	01-0-000-000-1122.000 / Accounts Receivable - Tenant	290.00		290.00	
		Misc adj		202512	01-1-000-000-3440.003 / Tenant Charges - Other		290.00	0.00	
		Misc adj		202512	01-0-000-000-2114.000 / Tenants Security Deposits			0.00	
		Misc adj		202512	01-1-000-000-3440.003 / Tenant Charges - Other			0.00	
		Adj Prepaid rent		202512	01-0-000-000-2240.000 / Tenants Prepaid Rents			0.00	
		Adj Prepaid rent		202512	01-0-000-000-1122.000 / Accounts Receivable - Tenant			0.00	
		Adj S/D Interest		202512	01-1-000-000-3430.000 / Investment Revenue			0.00	
		Adj S/D Interest		202512	01-0-000-000-2114.000 / Tenants Security Deposits			0.00	
		Trans Count:				42,240.00	-42,240.00		
								22	
6243		Record Deposits to Acc xx2485		202512	01-0-000-000-1111.040 / Cash - Unrestricted	54,070.63		54,070.63	
		Record Deposits to Acc xx2485		202512	01-0-000-000-1122.000 / Accounts Receivable - Tenant		41,171.00	12,899.63	
		Record Deposits to Acc xx2485		202512	01-0-000-000-2114.000 / Tenants Security Deposits		426.00	12,473.63	
		Record Deposits to Acc xx2485		202512	01-1-000-000-3420.000 / Tenant Revenue - Rent			12,473.63	
		Record Deposits to Acc xx2485		202512	01-1-000-000-3430.000 / Investment Revenue			12,473.63	
		Record Deposits to Acc xx2485		202512	01-1-000-000-3440.000 / Laundry/Vending Income		1,033.63	11,440.00	
		Record Deposits to Acc xx2485		202512	01-1-000-000-3460.000 / Other Income			11,440.00	
		HVAC Reimbursement		202512	01-1-000-000-3460.000 / Other Income			11,440.00	
		Maint. Materials		202512	01-1-000-000-4420.000 / Maint Materials			11,440.00	
		HUD Subsidy 2025		202512	01-1-000-000-3691.000 / Operating Subsidy			11,440.00	
		Tenant Stipends		202512	01-1-000-000-4430.000 / Routine	1,000.00		12,440.00	
		Transfer for architect fees		202512	01-0-000-000-1162.000 / Cash - Savings/Certificate of		12,440.00	0.00	
		CFP-24 Funds		202512	08-3-501-024-3401.010 / Revenue HUD Grants - Soft			0.00	
		CFP-24 Funds		202512	08-3-501-024-1406.000 / Operations			0.00	
		CFP-24 Funds		202512	01-1-000-000-3440.010 / CFP Operations			0.00	
		CFP-25 Funds		202512	08-3-501-025-3401.010 / Revenue HUD Grants - Soft			0.00	
		CFP-25 Funds		202512	08-3-501-025-1406.000 / Operations			0.00	
		CFP-25 Funds		202512	01-1-000-000-3440.010 / CFP Operations			0.00	

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		Delta Dental		202512	01-1-000-000-4182.000 / Employee Benefits - Admin			0.00	
		NSF		202512	01-0-000-000-1122.000 / Accounts Receivable - Tenant			0.00	
		Trans Count:				55,070.63	-55,070.63		
6244		Record Payroll Taxes		202512	01-0-000-000-2117.010 / Federal Income Tax W/H	853.74		853.74	
		Record Payroll Taxes		202512	01-0-000-000-2117.020 / Social Security Tax W/H	1,754.84		2,608.58	
		Record Payroll Taxes		202512	01-0-000-000-2117.021 / Medicare W/H	410.41		3,018.99	
		Record Payroll Taxes		202512	01-0-000-000-2117.030 / State Income Tax W/H	543.33		3,562.32	
		Record Payroll Taxes		202512	01-0-000-000-1111.040 / Cash - Unrestricted		3,562.32	0.00	
		Record Payroll Taxes		202512	01-1-000-000-4182.000 / Employee Benefits - Admin			0.00	
		Trans Count:				3,562.32	-3,562.32		
6245		Record WRS		202512	01-0-000-000-2117.070 / Retirement W/H	1,108.11		1,108.11	
		Record WRS		202512	01-1-000-000-4182.000 / Employee Benefits - Admin	624.61		1,732.72	
		Record WRS		202512	01-1-000-000-4433.000 / Employee Benefits - Maint	375.52		2,108.24	
		Record WRS		202512	01-0-000-000-1111.040 / Cash - Unrestricted		2,108.24	0.00	
		Trans Count:				2,108.24	-2,108.24		
6246		Record Delta Dental Premiums		202512	01-1-000-000-4182.000 / Employee Benefits - Admin	5.72		5.72	
		Record Delta Dental Premiums		202512	01-1-000-000-4433.000 / Employee Benefits - Maint	11.42		17.14	
		Record Delta Dental Premiums		202512	01-0-000-000-1111.040 / Cash - Unrestricted		17.14	0.00	
		Trans Count:				17.14	-17.14		
6247		Record Group Ins		202512	01-1-000-000-4182.000 / Employee Benefits - Admin	2,416.16		2,416.16	
		Record Group Ins		202512	01-1-000-000-4433.000 / Employee Benefits - Maint	2,416.16		4,832.32	
		Record Group Ins		202512	01-0-000-000-2117.040 / Health Insurance W/H	353.52		5,185.84	
		Record Group Ins		202512	01-0-000-000-1111.040 / Cash - Unrestricted		5,185.84	0.00	
		Trans Count:				5,185.84	-5,185.84		
6248		Record ADP Payroll Fees		202512	01-0-000-000-1111.040 / Cash - Unrestricted		203.54	-203.54	
		Record ADP Payroll Fees		202512	01-1-000-000-4160.000 / Office Expense	203.54		0.00	
		Trans Count:				203.54	-203.54		
6249		Record Verizon EFT		202512	01-0-000-000-1111.040 / Cash - Unrestricted		39.63	-39.63	
		Record Verizon EFT		202512	01-1-000-000-4191.000 / Telephone	39.63		0.00	
		Trans Count:				39.63	-39.63		
6250		Record Comcast EFT		202512	01-0-000-000-1111.040 / Cash - Unrestricted		175.59	-175.59	
		Record Comcast EFT		202512	01-1-000-000-4191.000 / Telephone	175.59		0.00	
		Trans Count:				175.59	-175.59		
6251		Record LocalIQ EFT		202512	01-0-000-000-1111.040 / Cash - Unrestricted		85.80	-85.80	
		Record LocalIQ EFT		202512	01-1-000-000-4160.000 / Office Expense	85.80		0.00	
		Trans Count:				85.80	-85.80		
6252		Record NSF		202512	01-0-000-000-1111.040 / Cash - Unrestricted		428.00	-428.00	
		Record NSF		202512	01-1-000-000-3420.000 / Tenant Revenue - Rent	428.00		0.00	
		Trans Count:				428.00	-428.00		
6253		Record Bank Fee		202512	01-0-000-000-1111.040 / Cash - Unrestricted		40.00	-40.00	

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		Record Bank Fee		202512	01-1-000-000-4160.000 / Office Expense	40.00		0.00	
		Trans Count:				40.00	-40.00		
6254		Record Interest on Money Market 3651		202512	01-0-000-000-1162.000 / Cash - Savings/Certificate of	265.37		265.37	
		Record Interest on Money Market 3651		202512	01-1-000-000-3430.000 / Investment Revenue		265.37	0.00	
		Trans Count:				265.37	-265.37		
6255		Write Off One Month Prepaid Exp		202512	01-0-000-000-1210.000 / Prepaid Expenses		571.67	-571.67	
		Write Off One Month Prepaid Exp		202512	01-1-000-000-4160.000 / Office Expense	571.67		0.00	
		Trans Count:				571.67	-571.67		
6256		Write Off 1 Month Prepaid Ins		202512	01-0-000-000-1211.000 / Prepaid Insurance		5,217.63	-5,217.63	
		Write Off 1 Month Prepaid Ins		202512	01-1-000-000-4510.010 / Insurance - Property	4,743.75		-473.88	
		Write Off 1 Month Prepaid Ins		202512	01-1-000-000-4510.020 / Insurance - Work Comp	278.46		-195.42	
		Write Off 1 Month Prepaid Ins		202512	01-1-000-000-4510.030 / Insurance - Liability	195.42		0.00	
		Trans Count:				5,217.63	-5,217.63		
6257		Record Depreciation Expense		202512	01-1-000-000-4800.000 / Depreciation Expense	13,267.61		13,267.61	
		Record Depreciation Expense		202512	01-0-000-000-1400.150 / Accumulated Depreciation		13,267.61	0.00	
		Record Depreciation Expense		202512	08-1-000-000-4801.000 / Depreciation Expense	1,181.77		1,181.77	
		Record Depreciation Expense		202512	08-0-000-000-1400.150 / Accumulated Depreciation		1,181.77	0.00	
		Trans Count:				14,449.38	-14,449.38		
6258		Adjust Net Position		202512	01-0-000-000-2802.508 / Invested in Capital Assets	13,267.61		13,267.61	
		Adjust Net Position		202512	01-0-000-000-2806.512 / Unrestricted		13,267.61	0.00	
		Trans Count:				13,267.61	-13,267.61		
6259		PILOT for 01-0-000-000- for 202512		202512	01-1-000-000-4520.000 / Payment in Lieu of Taxes	3,504.54		3,504.54	
		PILOT for 01-0-000-000- for 202512		202512	01-0-000-000-2137.000 / Payment in Lieu of Taxes		3,504.54	0.00	
		Trans Count:				3,504.54	-3,504.54		

JOURNAL VOUCHER REPORT
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Manitowoc Housing Authority
JV Register Type: Cash Disbursements

<u>Xact</u>	<u>Ref #</u>	<u>Description</u>	<u>Ref Date</u>	<u>Period</u>	<u>GL Account Number/Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Ref Total</u>	<u>Ref #</u>
6238	1	Cks 23596-23627		202512	01-0-000-000-1111.040 / Cash - Unrestricted		22,299.29	-22,299.29	1
	23596	Bender Larson Chidley Koppes & Associates	12/11/2025	202512	01-1-000-000-4130.000 / Legal Expense	287.25		287.25	23596
	23597	Kepro Lockbox	12/11/2025	202512	01-1-000-000-4182.000 / Employee Benefits - Admin	3.33		3.33	23597
	23598	CyberTechs	12/11/2025	202512	01-1-000-000-4160.000 / Office Expense	179.20		179.20	23598
	23599	Void		202512	01-0-000-000-1111.040 / Cash - Unrestricted			0.00	23599
	23600	Hawkins Ash CPAs	12/11/2025	202512	01-1-000-000-4170.000 / Accounting Fees	610.00		610.00	23600
	23601	Manitowoc Public Utilities	12/15/2025	202512	01-1-000-000-4310.000 / Water	260.79		260.79	23601
		Manitowoc Public Utilities	12/15/2025	202512	01-1-000-000-4320.000 / Electricity	1,676.65		1,937.44	
		Manitowoc Public Utilities	12/15/2025	202512	01-1-000-000-4360.000 / Sewer	495.23		2,432.67	
		Manitowoc Public Utilities	12/15/2025	202512	01-1-000-000-4390.000 / Other Utilities Expense	65.00		2,497.67	
	23602	GFL Environmental	12/15/2025	202512	01-1-000-000-4431.000 / Garbage & Trash Removal	472.13		472.13	23602
	23603	Niemann Ace Hardware	12/15/2025	202512	01-1-000-000-4420.000 / Maint Materials	40.98		40.98	23603
	23604	A&E Lawn Snow & Tree	12/15/2025	202512	01-1-000-000-4430.040 / Landscape & Grounds	600.00		600.00	23604
	23605	Lang's Appliance Service	12/15/2025	202512	01-1-000-000-4430.100 / Other Contract Costs	259.95		259.95	23605
	23606	Allbridge	12/15/2025	202512	01-1-000-000-4230.010 / Contract Costs - DirecTV	1,687.21		1,687.21	23606
	23607	Manitowoc Heating & Refrigeration Service	12/15/2025	202512	01-1-000-000-4430.010 / Heating & Cooling	480.00		480.00	23607
	23608	SafeRent Solutions	12/15/2025	202512	01-1-000-000-4190.000 / Other Admin and Sundry	54.63		54.63	23608
	23609	Comcast Business	12/15/2025	202512	01-1-000-000-4191.000 / Telephone	302.35		302.35	23609
	23610	Management Computer Services	12/15/2025	202512	01-0-000-000-1210.000 / Prepaid Expenses	3,141.00		3,141.00	23610
	23611	Bonnie Schultz	12/15/2025	202512	01-1-000-000-4230.000 / Contract Costs and Other	75.00		75.00	23611
	23612	Martin-Riley Architects	12/15/2025	202512	01-1-000-000-4190.000 / Other Admin and Sundry	497.60		497.60	23612
	23613	Vestis	12/15/2025	202512	01-1-000-000-4430.000 / Routine	104.21		104.21	23613
		Vestis	12/15/2025	202512	01-1-000-000-4420.000 / Maint Materials	73.00		177.21	
	23614	Bank First	12/15/2025	202512	01-1-000-000-4160.000 / Office Expense	458.76		458.76	23614
		Bank First	12/15/2025	202512	01-1-000-000-4190.000 / Other Admin and Sundry	19.13		477.89	
		Bank First	12/15/2025	202512	01-1-000-000-4420.000 / Maint Materials	116.98		594.87	
		Bank First	12/15/2025	202512	01-1-000-000-4420.000 / Maint Materials	662.45		1,257.32	
		Bank First	12/15/2025	202512	01-1-000-000-4420.000 / Maint Materials	816.97		2,074.29	
	23615	Sandberg K9 Solutions	12/31/2025	202512	01-1-000-000-4430.080 / Extermination	4,000.00		4,000.00	23615
	23616	AT&T	12/31/2025	202512	01-1-000-000-4191.000 / Telephone	138.68		138.68	23616
	23617	Void		202512	01-0-000-000-1111.040 / Cash - Unrestricted			0.00	23617
	23618	Manitowoc Heating & Refrigeration Service	12/31/2025	202512	01-1-000-000-4430.010 / Heating & Cooling	393.00		393.00	23618
	23619	Rolling Meadows Lawn Care	12/31/2025	202512	01-1-000-000-4430.040 / Landscape & Grounds	370.00		370.00	23619
	23620	Wisconsin Public Service	12/31/2025	202512	01-1-000-000-4330.000 / Gas	2,393.98		2,393.98	23620
	23621	Void		202512	01-0-000-000-1111.040 / Cash - Unrestricted			0.00	23621
	23622	Securian Financial Group	12/31/2025	202512	01-1-000-000-4182.000 / Employee Benefits - Admin	35.50		35.50	23622
		Securian Financial Group	12/31/2025	202512	01-1-000-000-4433.000 / Employee Benefits - Maint	4.06		39.56	
	23623	Manitowoc Heating & Refrigeration Service	12/31/2025	202512	01-1-000-000-4430.010 / Heating & Cooling	282.00		282.00	23623
	23624	The Executive Concierge	12/31/2025	202512	01-1-000-000-4160.000 / Office Expense	100.00		100.00	23624
	23625	Gordon Flesch Company	12/31/2025	202512	01-1-000-000-4160.000 / Office Expense	73.52		73.52	23625
	23626	Bonnie Schultz	12/31/2025	202512	01-1-000-000-4230.000 / Contract Costs and Other	68.75		68.75	23626

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	23627	GCO Pest Solutions	12/31/2025	202512	01-1-000-000-4430.080 / Extermination	1,000.00		1,000.00	23627
	Trans Count:		42			22,299.29	-22,299.29		
6239		Payroll 12/10/2025		202512	01-0-000-000-1111.040 / Cash - Unrestricted		5,470.97	-5,470.97	
1		Serena Lewis	01/28/2026	202512	01-1-000-000-4110.000 / Administration Salaries	2,322.26		2,322.26	1
		Serena Lewis		202512	01-0-000-000-2117.010 / Federal Income Tax W/H		93.37	2,228.89	
		Serena Lewis		202512	01-0-000-000-2117.020 / Social Security Tax W/H		138.50	2,090.39	
		Serena Lewis		202512	01-0-000-000-2117.021 / Medicare W/H		32.40	2,057.99	
		Serena Lewis		202512	01-0-000-000-2117.030 / State Income Tax W/H		90.21	1,967.78	
		Serena Lewis		202512	01-0-000-000-2117.040 / Health Insurance W/H		88.38	1,879.40	
		Serena Lewis		202512	01-0-000-000-2117.070 / Retirement W/H		161.39	1,718.01	
		Serena Lewis		202512	01-1-000-000-4182.000 / Employee Benefits - Admin			1,718.01	
		Serena Lewis		202512	01-0-000-000-2117.050 / Life Insurance W/H			1,718.01	
		Serena Lewis	01/28/2026	202512	01-1-000-000-4182.000 / Employee Benefits - Admin	170.89		1,888.90	
		Serena Lewis		202512	01-0-000-000-2117.020 / Social Security Tax W/H		138.50	1,750.40	
		Serena Lewis		202512	01-0-000-000-2117.021 / Medicare W/H		32.39	1,718.01	
2		Karen Stebane-Smith	01/28/2026	202512	01-1-000-000-4110.000 / Administration Salaries	1,358.40		1,358.40	2
		Karen Stebane-Smith		202512	01-0-000-000-2117.010 / Federal Income Tax W/H		72.96	1,285.44	
		Karen Stebane-Smith		202512	01-0-000-000-2117.020 / Social Security Tax W/H		84.06	1,201.38	
		Karen Stebane-Smith		202512	01-0-000-000-2117.021 / Medicare W/H		19.66	1,181.72	
		Karen Stebane-Smith		202512	01-0-000-000-2117.030 / State Income Tax W/H		45.04	1,136.68	
		Karen Stebane-Smith		202512	01-0-000-000-2117.070 / Retirement W/H		94.40	1,042.28	
		Karen Stebane-Smith		202512	01-1-000-000-4182.000 / Employee Benefits - Admin		2.64	1,039.64	
		Karen Stebane-Smith		202512	01-0-000-000-2117.050 / Life Insurance W/H			1,039.64	
		Karen Stebane-Smith	01/28/2026	202512	01-1-000-000-4182.000 / Employee Benefits - Admin	103.72		1,143.36	
		Karen Stebane-Smith		202512	01-0-000-000-2117.020 / Social Security Tax W/H		84.06	1,059.30	
		Karen Stebane-Smith		202512	01-0-000-000-2117.021 / Medicare W/H		19.66	1,039.64	
3		Todd Michaels	01/28/2026	202512	01-1-000-000-4410.000 / Maintenance Labor	764.75		764.75	3
		Todd Michaels		202512	01-0-000-000-2117.010 / Federal Income Tax W/H			764.75	
		Todd Michaels		202512	01-0-000-000-2117.020 / Social Security Tax W/H		47.42	717.33	
		Todd Michaels		202512	01-0-000-000-2117.021 / Medicare W/H		11.09	706.24	
		Todd Michaels		202512	01-0-000-000-2117.030 / State Income Tax W/H		14.19	692.05	
		Todd Michaels	01/28/2026	202512	01-1-000-000-4433.000 / Employee Benefits - Maint	58.50		750.55	
		Todd Michaels		202512	01-0-000-000-2117.020 / Social Security Tax W/H		47.41	703.14	
		Todd Michaels		202512	01-0-000-000-2117.021 / Medicare W/H		11.09	692.05	
		Gary Grapentine	01/28/2026	202512	01-1-000-000-4410.000 / Maintenance Labor	3,011.78		3,703.83	
		Gary Grapentine		202512	01-0-000-000-2117.010 / Federal Income Tax W/H		273.40	3,430.43	
		Gary Grapentine		202512	01-0-000-000-2117.020 / Social Security Tax W/H		180.93	3,249.50	
		Gary Grapentine		202512	01-0-000-000-2117.021 / Medicare W/H		42.31	3,207.19	
		Gary Grapentine		202512	01-0-000-000-2117.030 / State Income Tax W/H		130.68	3,076.51	
		Gary Grapentine		202512	01-0-000-000-2117.040 / Health Insurance W/H		88.38	2,988.13	
		Gary Grapentine		202512	01-0-000-000-2117.070 / Retirement W/H		269.54	2,718.59	
		Gary Grapentine		202512	01-1-000-000-4433.000 / Employee Benefits - Maint		5.27	2,713.32	
		Gary Grapentine	01/28/2026	202512	01-1-000-000-4433.000 / Employee Benefits - Maint	223.23		2,936.55	
		Gary Grapentine		202512	01-0-000-000-2117.020 / Social Security Tax W/H		180.92	2,755.63	
		Gary Grapentine		202512	01-0-000-000-2117.021 / Medicare W/H		42.31	2,713.32	

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	Trans Count:		43			8,013.53	-8,013.53		
6240		Payroll 12/24/2025		202512	01-0-000-000-1111.040 / Cash - Unrestricted		5,161.77	-5,161.77	
	1	Serena Lewis	01/29/2026	202512	01-1-000-000-4110.000 / Administration Salaries	2,322.26		2,322.26	1
		Serena Lewis		202512	01-0-000-000-2117.010 / Federal Income Tax W/H		93.37	2,228.89	
		Serena Lewis		202512	01-0-000-000-2117.020 / Social Security Tax W/H		138.50	2,090.39	
		Serena Lewis		202512	01-0-000-000-2117.021 / Medicare W/H		32.39	2,058.00	
		Serena Lewis		202512	01-0-000-000-2117.030 / State Income Tax W/H		90.21	1,967.79	
		Serena Lewis		202512	01-0-000-000-2117.040 / Health Insurance W/H		88.38	1,879.41	
		Serena Lewis		202512	01-0-000-000-2117.070 / Retirement W/H		161.39	1,718.02	
		Serena Lewis		202512	01-1-000-000-4182.000 / Employee Benefits - Admin			1,718.02	
		Serena Lewis		202512	01-0-000-000-2117.050 / Life Insurance W/H			1,718.02	
		Serena Lewis	01/29/2026	202512	01-1-000-000-4182.000 / Employee Benefits - Admin	170.89		1,888.91	
		Serena Lewis		202512	01-0-000-000-2117.020 / Social Security Tax W/H		138.50	1,750.41	
		Serena Lewis		202512	01-0-000-000-2117.021 / Medicare W/H		32.39	1,718.02	
	2	Karen Stebane-Smith	01/29/2026	202512	01-1-000-000-4110.000 / Administration Salaries	1,358.40		1,358.40	2
		Karen Stebane-Smith		202512	01-0-000-000-2117.010 / Federal Income Tax W/H		72.96	1,285.44	
		Karen Stebane-Smith		202512	01-0-000-000-2117.020 / Social Security Tax W/H		84.06	1,201.38	
		Karen Stebane-Smith		202512	01-0-000-000-2117.021 / Medicare W/H		19.66	1,181.72	
		Karen Stebane-Smith		202512	01-0-000-000-2117.030 / State Income Tax W/H		45.04	1,136.68	
		Karen Stebane-Smith		202512	01-0-000-000-2117.070 / Retirement W/H		94.40	1,042.28	
		Karen Stebane-Smith		202512	01-1-000-000-4182.000 / Employee Benefits - Admin		2.64	1,039.64	
		Karen Stebane-Smith		202512	01-0-000-000-2117.050 / Life Insurance W/H			1,039.64	
		Karen Stebane-Smith	01/29/2026	202512	01-1-000-000-4182.000 / Employee Benefits - Admin	103.72		1,143.36	
		Karen Stebane-Smith		202512	01-0-000-000-2117.020 / Social Security Tax W/H		84.06	1,059.30	
		Karen Stebane-Smith		202512	01-0-000-000-2117.021 / Medicare W/H		19.66	1,039.64	
	3	Todd Michaels	01/29/2026	202512	01-1-000-000-4410.000 / Maintenance Labor	497.25		497.25	3
		Todd Michaels		202512	01-0-000-000-2117.010 / Federal Income Tax W/H			497.25	
		Todd Michaels		202512	01-0-000-000-2117.020 / Social Security Tax W/H		30.83	466.42	
		Todd Michaels		202512	01-0-000-000-2117.021 / Medicare W/H		7.21	459.21	
		Todd Michaels		202512	01-0-000-000-2117.030 / State Income Tax W/H		4.72	454.49	
		Todd Michaels	01/29/2026	202512	01-1-000-000-4433.000 / Employee Benefits - Maint	38.04		492.53	
		Todd Michaels		202512	01-0-000-000-2117.020 / Social Security Tax W/H		30.83	461.70	
		Todd Michaels		202512	01-0-000-000-2117.021 / Medicare W/H		7.21	454.49	
		Gary Grapentine	01/29/2026	202512	01-1-000-000-4410.000 / Maintenance Labor	2,886.11		3,340.60	
		Gary Grapentine		202512	01-0-000-000-2117.010 / Federal Income Tax W/H		247.68	3,092.92	
		Gary Grapentine		202512	01-0-000-000-2117.020 / Social Security Tax W/H		173.13	2,919.79	
		Gary Grapentine		202512	01-0-000-000-2117.021 / Medicare W/H		40.49	2,879.30	
		Gary Grapentine		202512	01-0-000-000-2117.030 / State Income Tax W/H		123.24	2,756.06	
		Gary Grapentine		202512	01-0-000-000-2117.040 / Health Insurance W/H		88.38	2,667.68	
		Gary Grapentine		202512	01-0-000-000-2117.070 / Retirement W/H		258.30	2,409.38	
		Gary Grapentine		202512	01-1-000-000-4433.000 / Employee Benefits - Maint		5.27	2,404.11	
		Gary Grapentine	01/29/2026	202512	01-1-000-000-4433.000 / Employee Benefits - Maint	213.62		2,617.73	
		Gary Grapentine		202512	01-0-000-000-2117.020 / Social Security Tax W/H		173.13	2,444.60	
		Gary Grapentine		202512	01-0-000-000-2117.021 / Medicare W/H		40.49	2,404.11	
	Trans Count:		43			7,590.29	-7,590.29		

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Transaction Count:						184,436.04	-184,436.04		

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Manitowoc Housing Authority
Budget Progress Report - %Bdgt Low Rent
December 31, 2025

	Current Month	Year to Date	Annual Budget	% Budget Used
OPERATING INCOME				
Rental Income	39,937.00	238,203.00	447,650.00	53.21%
Nonrental Income	2,039.00	48,069.80	231,253.00	20.79%
TOTAL OPERATING INCOME	41,976.00	286,272.80	678,903.00	42.17%
OPERATING EXPENSES				
Administration	14,827.93	112,353.21	198,327.00	56.65%
Tenant Services	695.96	4,510.15	15,000.00	30.07%
Utilities	4,891.65	21,650.32	48,750.00	44.41%
Maintenance and Operations	21,161.57	114,454.29	164,155.00	69.72%
Protective Services	0.00	0.00	0.00	0.00%
General Expense	8,722.17	49,243.72	86,090.00	57.20%
Extraordinary Maintenance	0.00	0.00	0.00	0.00%
Casualty Losses	0.00	0.00	0.00	0.00%
TOTAL OPERATING EXPENSES	50,299.28	302,211.69	512,322.00	58.99%
Prior Year Adjustments	0.00	0.00	0.00	0.00%
Net Income (Loss)	-8,323.28	-15,938.89	166,581.00	-9.57%

*(See Accountants Compilation Report)