



BAY CITY HOUSING COMMISSION

NOTICE OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

**Wednesday, August 28, 2024, at 2:00 PM
315 14th Street Bay City, MI 48708**

Meetings of the Bay City Housing Commission are held, in person, at its Central Offices. Covid protocols now only require face masks at the discretion of a meeting participant.

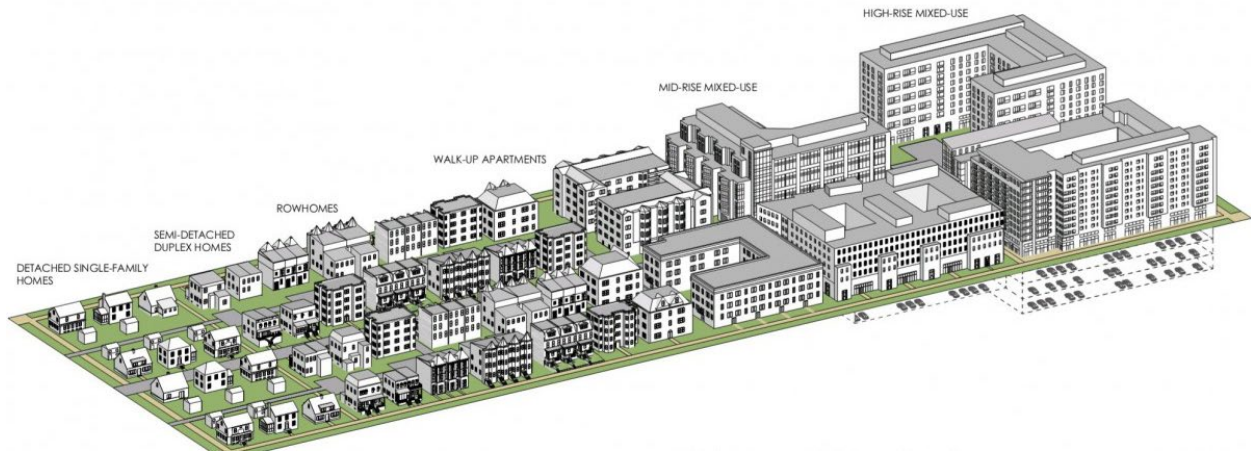
RESOLUTION 431 PUBLIC MEETING ALIGNMENT WITH THE MICHIGAN OPEN MEETINGS ACT FOR REMOTE PARTICIPATION BY A BOARD MEMBER

WHEREAS, the Bay City Housing Commission, hereinafter called the Public Housing Agency (PHA), desires to better align its public meeting practices with the February 17, 2022 rendition of the Michigan Open Meetings Act 267 of 1976 as amended allowing remote attendance and participation in meetings of its Board,

RESOLVED, that the Board of Commissioners of the Bay City Housing Commission, hereby adopts and conforms its public meeting procedures to Section 15.263 Meetings, decisions, and deliberations of public body; requirements; attending or addressing meeting of public body; COVID-19 safety measures; tape-recording, videotaping, broadcasting, and telecasting proceedings; accommodation of absent members; remote attendance; rules; exclusion from meeting; exemptions. Subsection (2) established a procedure to accommodate the absence of any member of the public body due to military duty, a medical condition, or a statewide or local state of emergency or state of disaster declared pursuant to law or charter or local ordinance by the governor or a local official, governing body, or chief administrative officer that would risk the personal health or safety of members of the public or the public body if the meeting were held in person.

(ii) For each member of the public body attending the meeting remotely, a public announcement at the outset of the meeting by that member, to be included in the meeting minutes, that the member is in fact attending the meeting remotely.

BAY CITY HOUSING COMMISSION



MEETING OF THE BOARD OF COMMISSIONERS

AGENDA AND REPORT

AUGUST 28, 2024

We will do our absolute best to assure that each night, when we go home to our families, we have left no units vacant that could have housed a family in need.



BAY CITY HOUSING COMMISSION
315 14th STREET BAY CITY, MI 48708

BCHC REGULAR BOARD MEETING AGENDA

August 28, 2024

1. Call to Order / Roll Call

- _____ Ann Grady – President (3)
- _____ Sharon Brown – Vice President (3)
- _____ Louise Ryan – Secretary (3)
- _____ Debbie Kiesel – Commissioner
- _____ James Whaley - Commissioner

2. Changes to the Agenda

3. Review and Approval of Minutes from Prior Board or Committee Meetings

- a. Board Attendance Log 1
- b. Minutes from July 24, 2024 Regular Board Meeting 1-2

4. Public Input (Each participant is allowed 5 minutes for comment)

5. Committee Reports and Presentations

6. CEO Report and Financial Statements and Cash Disbursement Review

- a. CEO Report Narrative 3-13
- b. Financial Statements as of July 31, 2024 [Central Office, Public Housing (Scattered Sites), Multifamily (Smith Manor, Maloney Manor, Pine Towers), LIHTC Partnerships (Maplewood Manor)] 14-15
- c. All Transactions Cash Disbursement Listing as of July 31, 2024 16-24

7. Action Items for Consideration and Appropriate Action

- a. Selection of Independent Auditor 7-8
- b. Bay County Land Bank Authority - LOC Handout
- c. Resolution 441: Acquisition of 506 Howard St 9-10
- d. CEO Report for August 28, 2024, with the Financial Statements as of July 31, 2024 [Central Office, Public Housing (Scattered Sites), Multifamily (Smith Manor, Maloney Manor, Pine Towers), LIHTC Partnerships (Maplewood Manor)] 11-15
- e. Previously Issued Checks and ACH Batch Transfers (List of Disbursements) as of July 31, 2024, in the amount of \$592,605.28. 16-24

8. Comments and Discussion by Board Members

9. Adjournment

Attachments

1. Board Attendance Log	1
2. Minutes from July 24, 2024 Regular Board Meeting	1-2
3. CEO Report as of August 28, 2024 w/handouts for Financial Reports	3-15
4. Lists of Previously Issued Checks/ACH Batch Transfers as of July 31, 2024	16-24

Upcoming Board Meetings/Conferences/Workshops

**Board Meeting
Wednesday, September 25, 2024 at 2:00 PM**

BAY CITY HOUSING COMMISSION
REGULAR BOARD MEETING
ATTENDANCE LOG AND MEETING MINUTES

Location: **This meeting was conducted physically at the Bay City Housing Commission's Central Office. The meeting is open to the public and this notice is provided under the Open Meetings Act, 1976 PA 267, MCL 15.261 to 15.275.**

Date of Meeting: **Wednesday, July 24, 2024**

Call to Order at: **2:00 PM**

ATTENDANCE LOG

	Present	Excused Absent
<u>Commissioners:</u>		
Ann Grady	X	
Sharon Brown	X	
Louise Ryan	X	
James Whaley	X	
Debbie Kiesel	X	
<u>Staff:</u>		
Bill Phillips	X	
John Neeb	X	
Karl Opheim	X	

MEETING MINUTES AND ACTIONS BY COMMISSION

1. Approval of the agenda as presented.

Agenda Item: 2
 Motion: Ryan
 Second: Kiesel
 Motion Approved: Unanimous

2. Approval of the Regular Meeting minutes (06/26/2024) of the Bay City Housing Commission as presented.

Agenda Item: 3b
 Motion: Ryan
 Second: Whaley
 Motion Approved: Unanimous

3. Suspend the regular rules for Public Input at 2:03 PM.

Public Input

<u>Speaker</u>	<u>Time</u>	<u>Address</u>	<u>Issue</u>
----------------	-------------	----------------	--------------

No one was present to address the Board. The Board agreed to hear late arrivals.

Return to Regular Order at 2:04 PM

Agenda Item: 4
 Motion: N/A
 Second: N/A
 Motion Approved: Unanimous

4. The Board approved the low bid from Bornor Restoration of Lansing, MI for masonry work at Pine Towers for column repairs along with exterior repairs at Maplewood Manor and Smith Manor in the amount of \$90,350.

Agenda Item: 7a
 Motion: Ryan
 Second: Brown
 Motion Approved: Unanimous

5. The Board received and supported the 07/24/2024 CEO Report as presented.

BAY CITY HOUSING COMMISSION
REGULAR BOARD MEETING
ATTENDANCE LOG AND MEETING MINUTES

Agenda Item: 7b
Motion: Ryan
Second: Whaley
Motion Approved: Unanimous

6. The Board accepted the current financial statements for the period ending 06/30/2024.

Agenda Item: 7b
Motion: Ryan
Second: Whaley
Motion Approved: Unanimous

7. Approval of all disbursements including ACH transactions and payroll in the total amount of \$501,905.38 for the period ending 06/30/2024.

Agenda Item: 7c
Motion: Ryan
Second: Brown
Motion Approved: Unanimous

8. Adjournment at 3:26 PM.

Agenda Item: 9
Motion: Kiesel
Second: Brown
Motion Approved: Unanimous

UNAPPROVED MINUTES OF THE BAY CITY HOUSING COMMISSION ARE TO BE REVIEWED AND APPROVED BY THE BOARD AT THE AUGUST 28, 2024 REGULAR MEETING.

Secretary's Certification of the Attendance Log and Meeting Minutes

I certify that the deliberations of the members of the Board of Commissioners recorded above were taken openly; that yay and nay votes on the adoption of motions were taken openly; that the meeting was held at the specified time and place convenient to the public; that notice of the meeting was properly published; and that the meeting was called and held in compliance with the provisions of the Michigan Open Meeting Act all the applicable provisions of the Act and with all of the procedural rules of the Board of Commissioners.

Attest:

Secretary:

By: John C. Neeb, III CFO

Louise Ryan

Date:

Date:

CEO REPORT TO THE BOARD OF COMMISSIONERS

August 28, 2024

1. Portfolio Performance – The total physical occupancy for the entire portfolio is **99.0%** down slightly from 99.7% last month. The senior high-rise buildings are 100% occupied. The physical and leased occupancy decreased fractionally to **102.4%** up slightly from 100.2%. We have not made a hand count of applications but believe the total number is holding at about 712.

BAY CITY HOUSING COMMISSION
Portfolio Occupancy

8/19/24	Total Units	Vacant Not Ready	Vacant Ready	Total Vacant	Applications Approved for Move-In (Leased)	Occupied	Physical Occupancy	% Leased & Occupied ¹	Intents to Vacate	Transfers Pending	Vacant to Lease	Current Waitlist #Units ⁴	Waitlist #Units Last Quarter	Percent Change Over Prior Quarter
Smith Manor	141	0	2	2	4	139	98.6%	101.4%	-	-	2	98	122	-19.7%
Maloney Manor	113	0	2	2	3	111	98.2%	100.9%	-	-	2	73	126	-42.1%
SubTotal	254	0	4	4	7	250	98.4%	101.2%	-	-	4	171	248	-31.0%
Pine Towers	115	0	0	0	2	115	100.0%	101.7%	-	-	-	103	61	68.9%
Maplewood Manor	158	0	0	0	5	158	100.0%	103.2%	-	-	-	68	39	74.4%
SubTotal (62+)	273	0	0	0	7	273	100.0%	102.6%	-	-	-	171	100	71.0%
Total All Highrise Bldg:	527	0	4	4	14	523	99.2%	101.9%	-	-	4	342	348	-1.7%
Scattered Site (PH) Unit Mix														
1-BR	20	0	0	0	2	20	100.0%	110.0%	-	-	-	116	67	73.1%
2-BR	47	1	0	1	2	46	97.9%	102.1%	1	-	1	113	90	25.6%
3-BR	67	0	0	0	3	67	100.0%	104.5%	1	-	1	83	66	25.8%
4-BR	39	1	0	1	1	38	97.4%	100.0%	-	-	-	33	43	-23.3%
5-BR	20	1	0	1	2	19	95.0%	105.0%	1	-	1	19	25	-24.0%
Total Scattered Site (P)	193	3	0	3	10	190	98.4%	103.6%	3	0	3	364	291	25.1%
Market/Master Lsd ³	2	0	0	0	0	2	100.0%	100.0%	-	-	-	6	6	0.0%
TOTAL PORTFOLIO	722	3	4	7	24	715	99.0%	102.4%	3	-	7	712	645	10.4%

¹ Leased and Occupied units are units currently occupied plus "applications approved and scheduled for Move-in" (Leased)
² The majority of applications are listed on multiple wait lists. The wait list figures are not accurate per property.
³ Unrestricted, Non ACC and units master-leased.
⁴ Waitlist figures indicate the number of units required to fill current applications. The number of applications per household is typically much higher.

- 2. Update on Capital Fund Improvement Projects** – See the attached memo for the Capital Improvements Update.
- 3. Grants for Blight Removal: Columbus Avenue** – The cost estimates for the demolition and site remediation, prepared last year by PM Environmental and reported in the grant applications, was \$2,253,704.00. This estimate includes contingencies for change orders and cost adjustments to the initial cost estimates.
- a. The State Land Bank Authority (SLBA) grant is finalizing a 2.1-million-dollar grant to the Bay County Land Bank Authority for the demolition and site remediation of BCHC sites on Columbus Avenue. Grant Agreements are pending final review and execution.

- b. The Michigan Department of Environment, Great Lakes, and Energy (EGLE) is in its final stages of consideration of a \$770,000 grant for the demolition and abatement of BCHC property on Columbus Avenue administered by the City of Bay City.
 - c. Assuming that the total project cost estimates are in line with the actual bid prices, there will be a gap investment approximating \$153,704 that would be funded from (1) the mix of SLBA and EGLE funds (if awarded) or (2) BCHC unrestricted funds after all other cash flow requirements are settled.
 - d. Line of Credit – Under the Memorandum of Understanding with the Bay County Land Bank Authority for the administration of the SLBA grant and deconstruction contracts, the BCHC has an obligation to fund the interim construction draws while funds from the grant are being processed and remitted to the Bay County Land Bank to then be repaid to the BCHC. It is proposed that BCHC funds no more than \$1,000,000 through the LOC. This amount should cover the maximum outstanding funding gaps provided the total project costs do not increase appreciably, and the grant funding is processed expeditiously. We have drafted the LOC document and submitted it for review by the BCLBA.
- 4. 506 Howard Street Vacant Lot Acquisition** – The State Land Bank Authority (SLBA) has a vacant lot they would like to deed to us. The lot is the back portion of a vacant lot we already own next to a scattered site house and would make our property more buildable. We have no plan to develop this location but would enhance the current property value. It will cost approximately \$2,500 to acquire this lot. See the attached parcel map with 506 Howard highlighted in red and other BCHC property highlighted in green. Resolution 441 is also attached for review prior to a determination on next steps.
- 5. Development Partners** – A Request For Qualifications (RFQ) for a development partner will be posted the first week of September 2024.
- 6. Selection of Independent Auditor** – Our prior contract for an independent auditor expired with last year’s audit. An RFP was widely published, and the report of that process is attached in the memorandum from John Neeb.
- 7. FY2025 Budget Summary** – The current draft of the FY2025 budget is attached and will be reviewed at the meeting.
- 8. Financial Highlights for the Period** – The financial reports, as of July 31, 2024, are attached. Full reports will be provided each quarter.

Attachments

1. Capital Improvement Project Update Memo
2. Memo Recommending Selection of an Independent Auditor
3. Resolution 441
4. 506 Howard Street Plat Map
5. FY2025 Draft Budget
6. Financial Report Summaries for all Business Units

TO: William Phillips, Chief Executive Officer
FROM: Karl Opheim, Assistant Director
DATE: August 19, 2024
SUBJECT: 2024 Capital Improvements Update

Pine Towers Exterior Column Repairs; Smith Manor Column Repairs; Maplewood Manor Balcony Repairs. Contract signed with our contractor, Borner Restoration of Lansing. No construction schedule has been set.

Pine Towers Elevator Modernization. Documentation of purchased orders from five suppliers received, accepted and opening draw paid. The first set of engineer drawings for new cabs, control panels, hallway buttons and call signals received, reviewed and approved by our consultant and owner.

Scattered Site Electric Panel and Circuit Breaker Replacement, Round Four. ESCON Electric has replaced the first 15 electric service panels at our single bedroom duplex houses as of this date, 11 remain. We found one newer panel (installed around 1999) only 12 circuit spaces with no more available for three circuits we need, one for each bedroom so we need to install a new, larger service panel at one dwelling for \$1,247.

Used Equipment Sales. We successfully sold for parts a 1999 John Deere diesel tractor from Smith Manor used for mowing and snow removal for \$900 through GovDeals.com, a website that specializes in auctioning used equipment for state and municipal organizations. Bidders submit their price and its sold to the highest bidder. I set our reserve at \$300.

Meanwhile there must be an excess of used cargo vans on the market now. We received an offer of \$4,000 for our 2007 Ford E250 cargo van after posting the vehicle on the same government auction web site for almost a month. I accepted the offer a few days later, but the bidder never reaffirmed their acceptance. We advertise a second time for 14 days and no offers. The van has been parked at our office on Garfield Avenue for the first month, now I have it parked on Woodside Avenue across from OmniSource. Only one phone call and he has yet to submit a bid. The last Ford cargo I sold for \$4,500 last February. I plan to offer a third round and drop our minimum price to \$3,000.



BAY CITY HOUSING COMMISSION

To: Bay City Housing Commissioners
From: John Neeb *JN*
Subject: **Independent Auditor Recommendation**
Date: 8/14/2024
Copies to: William Phillips, CEO

Background

We are required to solicit new proposals for independent financial statement auditing services every three years. Our current agreement with Smith & Klaczkiewicz ended with the completion of the FYE 9/30/2023 financial statement audit. With the expiration of the prior agreement, we were obligated to seek out fresh proposals for the subsequent fiscal year-end financial statement audits.

Solicitation Process and Attempts

Starting in May of 2024, we began the process of procuring proposals for audit services for FYE 2024, 2025, and an optional additional year for 2026. All proposals were due by July 19, 2024. Three different avenues were used for soliciting proposals.

1. Direct Solicitation – We mailed our RFP directly to 10 area CPA firms representing that they perform financial statement audit services through the Michigan Association of CPAs. The list included well-known CPA firms in the area like AHP, Weinlander Fitzhugh, Yeo & Yeo, and Rehmann, along with a litany of smaller regional firms. These were mailed out the first week of June.
2. Legal Classified Advertisement – We posted a legal classified advertisement with the MLive Media Group. We ran the advertisement a total of 4 times (5/26, 6/2, 6/9, 6/30).
3. Professional Association Classified Posting – We posted a continuously run classified ad between 6/24 and 7/19 with the Public Housing Authorities Directors Association (PHADA) requesting independent audit services. PHADA has a very user friendly and easily accessed system for both advertisers and potential respondents.

These efforts represent the most exhaustive attempt to solicit proposals from an independent financial statement auditor that I have been a part of since joining the Bay City Housing Commission 14 years ago. We can rest assured that our solicitation received ample exposure to potential respondents and adequate time for them to respond.

Responses to Solicitations

At the end of the relatively exhaustive effort of soliciting proposals, we received only 2 responses. The first response was from Yeo & Yeo thanking us for reaching out but declining to offer a proposal due to existing workloads. The second proposal came from our prior auditor, Smith & Klaczkiewicz. They offered a comprehensive, complete, and competitive proposal for FYE 2024, 2025, and optional 2026.

Review

Smith & Klaczkiewicz's was evaluated using a comprehensive reconciliation between our published RFP and the submitted proposal. They received all points they were eligible for except for Section 3 ownership and evidence of appropriate licensure. The proposal included a statement certifying proper licensing but did not include copies of the actual license. I was able to go to the states website and confirm that both the firm and the lead auditor on the engagement are properly and currently licensed.



**Licensed Professional Information:
Accountant - Licensed 1101028533**

Licensee Detail

License Type: Accountant - Licensed	License Number: 1101028533
Name: Robert Richard Klaczkiewicz	
License Issue Date: 06/06/2003	License Expiration Date: 07/31/2025
License Status: Active	County: Saginaw

**Licensed Professional Information:
Accountancy Firm 1102003325**

Licensee Detail

License Type: Accountancy Firm	License Number: 1102003325
Organization Name: SMITH & KLACZKIEWICZ PC	DBA
	Trade
	Name:
License Issue Date: 04/24/2008	License Expiration Date: 07/31/2025
License Status: Active	County: Saginaw

Recommendation

Smith & Klaczkiewicz’s proposal included pricing at the following levels:

	2024	2025	2026
Audit fee (including IPA in REAC)	\$ 11,000	\$ 11,100	\$ 11,200
Single audit fee	1,800	1,800	1,800
Total	<u>\$ 12,800</u>	<u>\$ 12,900</u>	<u>\$ 13,000</u>

The prior three-year pricing for the audits from Smith & Klaczkiewicz were FYE2021 - \$12,300, FYE2022 – \$12,300, FYE2023 - \$12,500

Given the extensive nature of our effort to solicit proposals, the overall quality of the proposal submitted, and reasonable and consistent pricing levels, **it is my recommendation that we accept the proposal for Independent Financial Statement Auditing Services for FYE 2024, 2025, and optional 2026 at the proposed price level.**

RESOLUTION # 441
APPROVES THE ACQUISITION OF 506 HOWARD STREET

WHEREAS, the Bay City Housing Commission, hereinafter called the Public Housing Agency (PHA), desires to acquire the vacant lot at 506 Howard St in Bay City Michigan from the State Land Bank Authority (SLBA), and

RESOLVED, that the Board of Commissioners of the Bay City Housing Commission, hereby approves the Chief Executive Officer action to complete the acquisition of 506 Howard Street in Bay City Michigan at zero price for the property. The closing may occur immediately upon receipt of an acceptable Phase I Environmental Investigation and an acceptable title insurance commitment insuring good, marketable title for the property.

The undersigned hereby certifies that he/she is the duly elected and qualified Secretary and the custodian of the books and records and seal of Bay City Housing Commission, a public body corporate and politic, duly created and formed pursuant to the laws of the state of Michigan and that the foregoing is a true record of a resolution duly adopted at a meeting of the and that said meeting was held in accordance with state law and the Bylaws of the above-named Corporation on August 28, 2024, and that said resolution is now in full force and effect without modification or rescission.

IN WITNESS WHEREOF, the PHA by its officers thereunto duly authorized has caused these presents to be signed in its name and its corporate seal to be hereunto affixed and attested this 28th day of August 2024.

Secretary

Date

Witness

Date



506 Howard St

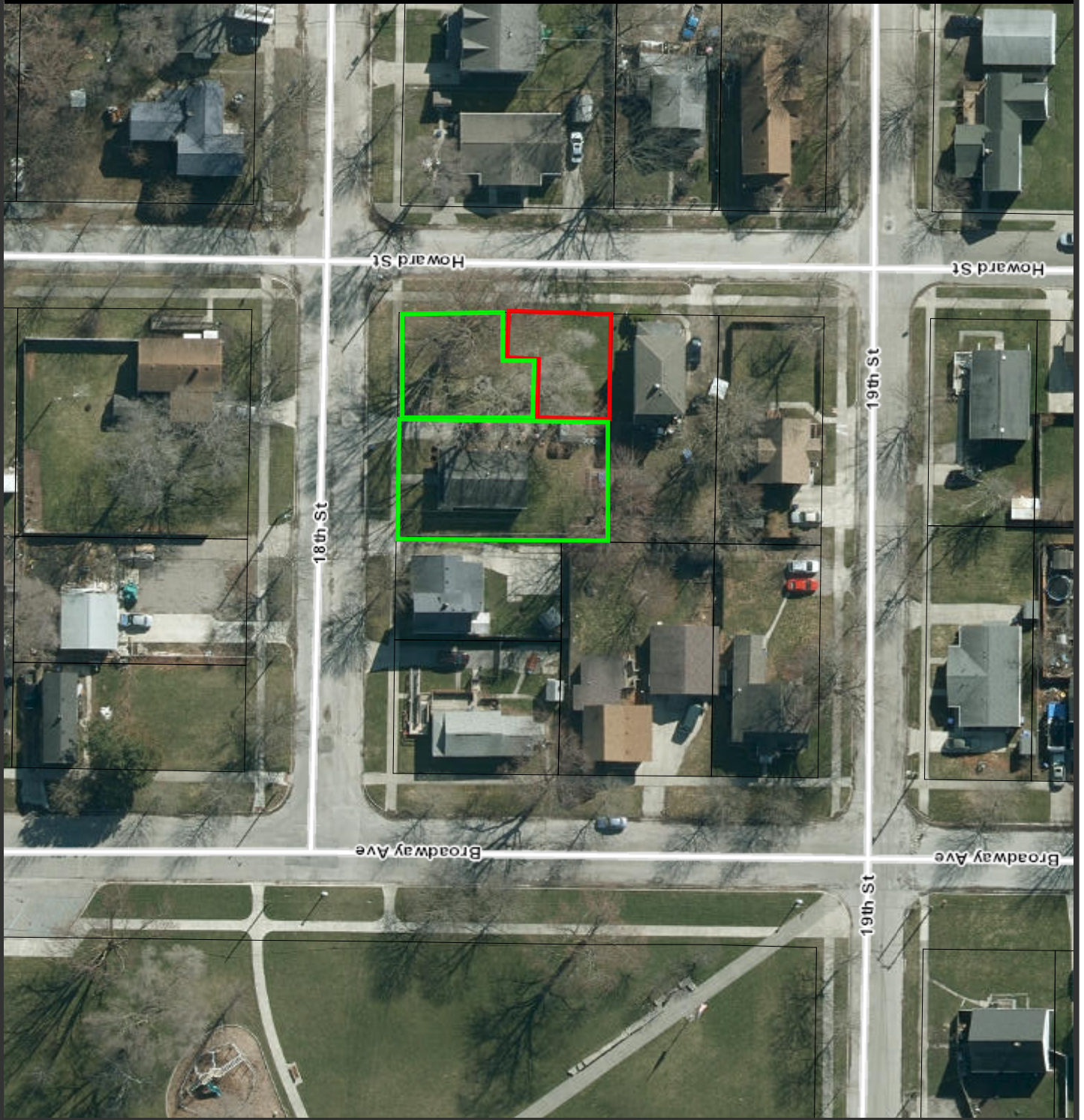


Map Publication:

08/19/2024 8:48 AM



Disclaimer: This map does not represent a survey or legal document and is provided on an "as is" basis. Bay City/County expresses no warranty for the information displayed on this map document.



**Bay City Housing Commission
Budget Summary
For Fiscal Year Ending 2025**

Scattered Sites

	2023 FYE Actual	2024 FYE Budget	2025 Annualized and Projected	2025 Final Budget
Revenue				
Total Rental Revenue	1,296,198	1,257,417	1,278,016	1,278,016
Total Other Revenue	39,056	38,779	69,907	69,907
Total Revenue	1,335,254	1,296,196	1,347,922	1,347,922
Expenses				
Total Administration Expenses	456,868	463,772	437,369	440,501
Total Utilites Expense	17,099	17,036	11,748	11,748
Total Maintenance Expense	586,423	414,437	387,090	387,090
Total General Expenses	339,315	337,761	374,385	375,766
Total Property Expenses	1,399,705	1,233,006	1,210,592	1,215,105
Total Legacy Costs and Revenues	65,088	45,622	52,371	52,371
Total Capital Spending	369,634	567,210	495,990	495,990
Total Projected Cashflow	240,095	584,778	580,949	576,436

Smith Manor

	2023 FYE Actual	2024 FYE Budget	2025 Annualized and Projected	2025 Final Budget
Revenue				
Total Rental Revenue	998,286	1,039,546	1,095,464	1,095,464
Total Other Revenue	26,240	32,456	39,559	39,559
Total Revenue	1,024,526	1,072,002	1,135,023	1,135,023
Expenses				
Total Administration Expenses	250,211	239,418	249,455	250,055
Total Utilites Expense	210,144	207,942	193,563	212,563
Total Maintenance Expense	300,901	219,679	224,256	227,652
Total General Expenses	167,056	181,833	196,074	196,074
Total Property Expenses	928,312	848,873	863,347	886,343
Total Legacy Costs and Revenues	-	-	-	-
Total Capital Spending	(278,313)	(157,104)	(71,345)	(143,563)
Total Projected Cashflow	(182,099)	66,025	200,330	105,117

**Bay City Housing Commission
Budget Summary
For Fiscal Year Ending 2025**

Maloney Manor

	2023 FYE Actual	2024 FYE Budget	2025 Annualized and Projected	2025 Final Budget
Revenue				
Total Rental Revenue	793,877	824,491	868,271	868,271
Total Other Revenue	48,709	53,413	56,101	56,101
Total Revenue	842,585	877,904	924,372	924,372
Expenses				
Total Administration Expenses	218,429	207,695	219,335	219,975
Total Utilities Expense	153,689	163,322	164,648	165,648
Total Maintenance Expense	175,127	179,968	210,104	210,104
Total General Expenses	146,913	152,064	158,724	158,724
Total Property Expenses	694,159	703,050	752,811	754,451
Total Legacy Costs and Revenues	-	-	-	-
Total Capital Spending	(185,192)	(124,772)	(196,512)	(112,448)
Total Projected Cashflow	(36,765)	50,082	(24,951)	57,473

Pine Towers

	2023 FYE Actual	2024 FYE Budget	2025 Annualized and Projected	2025 Final Budget
Revenue				
Total Rental Revenue	832,386	871,596	917,897	917,897
Total Other Revenue	55,803	53,935	72,956	72,956
Total Revenue	888,189	925,531	990,852	990,852
Expenses				
Total Administration Expenses	215,978	218,436	226,342	226,342
Total Utilities Expense	149,550	166,268	166,218	166,218
Total Maintenance Expense	270,954	213,473	203,490	203,490
Total General Expenses	187,145	185,686	164,903	164,903
Total Property Expenses	823,627	783,862	760,953	760,953
Total Legacy Costs and Revenues	-	-	-	-
Total Capital Spending	(226,608)	(127,283)	(411,897)	(126,928)
Total Projected Cashflow	(162,046)	14,385	(181,997)	102,972

**Bay City Housing Commission
Budget Summary
For Fiscal Year Ending 2025**

Central Office

	2023 FYE Actual	2024 FYE Budget	2025 Annualized and Projected	2025 Final Budget
Revenue				
Total Fee Revenue	635,254	743,871	782,599	782,599
Total Other Revenue	123,559	1,560	33,451	33,451
Total Revenue	758,813	745,430	816,050	816,050
Expenses				
Total Administration Expenses	451,640	523,449	529,602	529,602
Total Utilities Expense	8,300	8,300	7,480	7,480
Total Maintenance Expense	47,243	44,692	37,172	41,472
Total General Expenses	121,068	157,759	160,446	167,963
Total Property Expenses	628,252	734,200	734,700	746,517
Total Legacy Costs and Revenues	104,135	8,212	23,003	23,003
Total Capital Spending	-	-	-	-
Total Projected Cashflow	26,426	3,018	58,347	46,531

Conventional

	2023 FYE Actual	2024 FYE Budget	2025 Annualized and Projected	2025 Final Budget
Revenue				
Total Rental Revenue	36,202	31,915	32,050	32,050
Total Other Revenue	6,632	-	9,457	457
Total Revenue	42,834	31,915	41,507	32,507
Expenses				
Total Administration Expenses	614	570	663	663
Total Utilities Expense	-	-	-	-
Total Maintenance Expense	100	100	661	661
Total General Expenses	1,049	1,049	1,300	1,300
Total Property Expenses	1,763	1,719	2,625	2,625
Total Legacy Costs and Revenues	-	-	-	-
Total Capital Spending	-	-	-	-
Total Projected Cashflow	41,071	30,196	38,882	29,882

BAY CITY HOUSING COMMISSION

Balance Sheet

7/31/2024

	All Program Lines of Business	Central Office	Market	Public Housing	Multifamily Owned			Multifamily Managed
					Maloney Manor	Pine Towers	Smith Manor	
Assets								
Current Assets								
Cash	1,637,632	278,026	124,876	244,870	157,511	0	120,519	711,830
Accounts Receivable	208,670	168,187	771	5,093	8,997	0	20,996	4,626
Deposits & Escrows	3,935,423	125	0	1,172,493	958,241	0	1,104,560	700,003
Other Current Assets	2,271,246	1,944,329	2,282	69,623	59,276	0	68,813	126,924
Total Current Assets	8,052,970	2,390,667	127,928	1,492,079	1,184,025	0	1,314,888	1,543,383
Fixed Assets	12,553,625	453,529	0	1,292,433	1,150,297	0	895,268	8,762,097
Other Assets	1,151,498	1,151,498	0	0	0	0	0	0
Total Assets	21,758,093	3,995,694	127,928	2,784,512	2,334,322	0	2,210,157	10,305,480
Liabilities & Equity								
Liabilities								
Current Liabilities	391,375	24,941	30	47,289	41,055	0	216,467	61,592
Other Current Liabilities	518,223	120,684	1,485	67,103	107,639	0	133,467	87,847
Long Term Liabilities	1,705,966	(1,434,137)	0	0	0	0	0	3,140,102
Total Liabilities	2,615,564	(1,288,511)	1,515	114,392	148,694	0	349,934	3,289,541
Equity								
Retained Earnings	18,407,400	5,021,629	95,286	2,495,338	2,144,450	0	1,862,784	6,787,913
Current Net Income	735,129	262,576	31,127	174,782	41,178	0	(2,561)	228,026
Total Equity	19,142,529	5,284,205	126,413	2,670,120	2,185,628	0	1,860,223	7,015,939
Total Liabilities & Equity	21,758,093	3,995,694	127,928	2,784,512	2,334,322	0	2,210,157	10,305,480

BAY CITY HOUSING COMMISSION

Income Statement

7/31/2024

	All Program Lines of Business	Central Office	Market	Public Housing		Multifamily Owned			Multifamily Managed
				Scattered Sites		Maloney Manor	Pine Towers	Smith Manor	Maplewood Manor (LIHTC)
Income									
Rental Income	3,371,206	0	29,850	887,976	704,590	0	744,586	1,004,204	
Vacancy, Losses & Concessions	(26,753)	0	0	(9,455)	(7,161)	0	(7,320)	(2,817)	
Net Rental Income	3,344,453	0	29,850	878,521	697,429	0	737,267	1,001,387	
Service Related Income	666,668	666,668	0	0	0	0	0	0	
Other Income	302,028	110,038	8,274	28,354	43,207	0	62,448	49,706	
Total Income	4,313,150	776,707	38,124	906,875	740,636	0	799,715	1,051,093	
Expenses									
Administrative Expenses	1,065,401	400,462	758	195,513	147,305	0	175,504	145,861	
Utilities	572,767	6,233	0	161,303	137,207	0	138,649	129,374	
Operating & Maintenance Expenses	694,931	31,016	1,811	177,121	173,583	0	174,431	136,969	
Taxes & Insurance	583,864	112,960	1,084	139,658	106,970	0	129,592	93,601	
Service Related Expenses	19,580	1,138	400	4,959	4,853	0	3,660	4,571	
Total Operating Expenses	2,936,544	551,809	4,052	678,553	569,917	0	621,837	510,376	
Net Operating Income (Loss)	1,376,606	224,898	34,072	228,322	170,719	0	177,878	540,717	
Non-Operating Expenses									
Non-Operating Income	120,000	120,000	0	0	0	0	0	0	
Capital Expenditures	392,522	0	2,945	53,540	129,540	0	180,439	26,057	
Debt Services	80,402	0	0	0	0	0	0	80,402	
Other Non-Operating Expenses	288,554	82,322	0	0	0	0	0	206,232	
Total Non-Operating Expenses	761,478	82,322	2,945	53,540	129,540	0	180,439	312,691	
Net Income (Loss)	735,129	262,576	31,127	174,782	41,178	0	(2,561)	228,026	

**Bay City Housing Commission
Cash Transactions
7/1/2024 to 7/31/2024**

Total of Checks, Payments, Credit Cards and ACH Transactions \$ 592,605.28

Payroll Transactions			
		Management Wages	36,929.76
		Administrative Wages	-
		Maintenance Wages	21,833.95
		Employer Taxes	4,309.08
		Total Transfer	63,072.79
Pay Date	7/3/2024		
		Management Wages	37,153.12
		Administrative Wages	-
		Maintenance Wages	22,943.85
		Employer Taxes	4,410.26
		Total Transfer	64,507.23
Pay Date	7/17/2024		
		Management Wages	37,089.12
		Administrative Wages	-
		Maintenance Wages	22,270.38
		Employer Taxes	4,352.17
		Total Transfer	63,711.67
Pay Date	7/31/2024		

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
7/1/2024	COCC	Capital One Bank (USA), N.A.	Occupancy Specialist Posting	473.64
7/1/2024	COCC	SAMSA, Inc.	Office 365 subscriptions for 05/24	186.61
7/1/2024	COCC	SAMSA, Inc.	Fortigate install Pine Towers/AP's install main office/annex	175.00
7/1/2024	COCC	A & B Plumbing & Heating	AC Repair - 521 Broadway	210.00
7/1/2024	COCC	Star 2 Star Communication	Office phones	158.69
7/1/2024	COCC	Apex Surveyors, LLC	Survey for 503 & 401 11th Street	1,800.00
7/1/2024	MM	Abell Pest Control	Pest Control Contract for June 2024	60.00
7/1/2024	MM	Abell Pest Control	Apprehend treatment unit #616	300.00
7/1/2024	MM	Abell Pest Control	Apprehend treatment unit # 512	300.00
7/1/2024	MM	Abell Pest Control	Apprehend treatment for unit #307	300.00
7/1/2024	MM	King Communications	After hours answering services	43.87
7/1/2024	MM	Menards	Quick Crete, Binder Chain, vise, lithium battery, sanding disc's, wall plate, angle grinder, stain, batteries, 20v battery charger, foam applicator gun.	530.48
7/1/2024	MM	SAMSA, Inc.	Office 365 subscriptions for 05/24	114.91
7/1/2024	MM	Star 2 Star Communication	Office phones	51.38
7/1/2024	MM	Hugos Key & Lock Service	Crash-bar mechanism and end cap	154.00
7/1/2024	MM	Solucient Security Systems	Monthly Service 7/01/2024-9/30/2024	236.49
7/1/2024	MM	Covenant Medical Center	M. McQuarter emergency visit to Covenant Occupational Service	159.21
7/1/2024	MM	Bay City Treasurer - Constellation Enx	Constellation Energy billing - natural gas	789.45
7/1/2024	MM	Brown Stove Works, Inc.	Stoves	1,319.50
7/1/2024	MWMM	Abell Pest Control	June monthly pest inspections	675.00
7/1/2024	MWMM	Abell Pest Control	910 bedbug treatment	300.00
7/1/2024	MWMM	Churchill Mortgage Investment LLC	Mortgage	29,189.05
7/1/2024	MWMM	King Communications	After hours answering services	61.33
7/1/2024	MWMM	SAMSA, Inc.	Office 365 subscriptions for 05/24	117.02
7/1/2024	MWMM	Unclaimed Freight Ace Hardware	Roof Ran Cap/Furnace Increaser	22.48
7/1/2024	MWMM	Star 2 Star Communication	Office phones	53.64
7/1/2024	MWMM	Solucient Security Systems	Monthly Service 7/01/2024-9/30/2024	241.65
7/1/2024	MWMM	HD Supply Facilities Maintenance	Electrical/Plumbing Supplies	315.53

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
7/1/2024	MWM	HD Supply Facilities Maintenance	Hardware	109.60
7/1/2024	MWM	HD Supply Facilities Maintenance	Carbide Teeth Metal Cutting Blade	47.06
7/1/2024	MWM	Bay City Treasurer - Constellation Enr	Constellation Energy billing - natural gas	899.56
7/1/2024	PT	Abell Pest Control	Aprehend bedbug treatment for apt 703	300.00
7/1/2024	PT	Ackerman Brothers Inc	Railing repairs	522.00
7/1/2024	PT	King Communications	After hours answering services	44.64
7/1/2024	PT	SAMSA, Inc.	Office 365 subscriptions for 05/24	115.05
7/1/2024	PT	SAMSA, Inc.	Fortigate install Pine Towers/AP's install main office/annex	175.00
7/1/2024	PT	Unclaimed Freight Ace Hardware	Plumbing Supplies	6.29
7/1/2024	PT	Unclaimed Freight Ace Hardware	Hose Flexogen	22.99
7/1/2024	PT	Unclaimed Freight Ace Hardware	Blue Rhino/Eye Bolt	23.38
7/1/2024	PT	Star 2 Star Communication	Office phones	51.38
7/1/2024	PT	Solucient Security Systems	Monthly Service 7/01/2024-9/30/2024	236.49
7/1/2024	PT	Sherwin Williams Company	Painting supplies	149.14
7/1/2024	PT	Sherwin Williams Company	Paint for curbs to prep for NSPIRE	79.02
7/1/2024	PT	Affordable Contracting	Concrete work to repair sidewalks	7,875.00
7/1/2024	PT	Bay City Treasurer - Constellation Enr	Constellation Energy billing - natural gas	698.27
7/1/2024	PT	Brown Stove Works, Inc.	Stoves	1,965.50
7/1/2024	SM	King Communications	After hours answering services	54.74
7/1/2024	SM	Menards	A/C for Laundry room, Trash can, Roller covers, Pail liners, Mini Paint liners, cutoff wheel kit, Cordless rotary tool.	431.18
7/1/2024	SM	SAMSA, Inc.	Office 365 subscriptions for 05/24	116.24
7/1/2024	SM	Star 2 Star Communication	Office phones	53.64
7/1/2024	SM	Karens Carpetmax	Floor replacement unit 229	2,452.00
7/1/2024	SM	Solucient Security Systems	Monthly Service 7/01/2024-9/30/2024	351.69
7/1/2024	SM	Dependable Sewer Cleaners	Preventative Maintenance	685.00
7/1/2024	SM	Sherwin Williams Company	Caulk for flooring	23.92
7/1/2024	SM	Clements Electric Inc	Service Call - check fan	180.00
7/1/2024	SM	DBI	Design Services and Installation Service	840.00
7/1/2024	SM	Bay City Treasurer - Constellation Enr	Constellation Energy billing - natural gas	1,172.30
7/1/2024	SS	King Communications	After hours answering services	74.92
7/1/2024	SS	SAMSA, Inc.	Office 365 subscriptions for 05/24	155.17
7/1/2024	SS	SAMSA, Inc.	Fortigate install Pine Towers/AP's install main office/annex	175.00
7/1/2024	SS	Star 2 Star Communication	Office phones	78.19
7/1/2024	SS	Dependable Sewer Cleaners	Sewer Backup	105.00
7/1/2024	SS	Home Depot Credit Services	5 Dehumidifiers and hoses	893.85
7/1/2024	SS	Bay City Treasurer - Utility Payments	Utility Usage - Vacant - 1008 Webster 06/01/2023 - 06/08/2023	23.11
7/1/2024	SS	Bay City Treasurer - Utility Payments	Utility Usage - Vacant 406 McCormick - 06/01/2023 - 06/21/2023	75.16
7/1/2024	SS	Bay City Treasurer - Utility Payments	Utility Usage - Vacant - 618 14th St. 05/23/2023 - 06/16/2023	86.14
7/1/2024	SS	Bay City Treasurer - Utility Payments	Utility Usage - Vacant - 1021-1/2 Harrison - 05/01/2024 - 06/03/2024	145.97
7/1/2024	SS	Jack's Tree Service, Inc.	Tree and Stump Removal	1,600.00
7/1/2024	SS	Jack's Tree Service, Inc.	Tree Trimming 246 Adams	550.00
7/1/2024	SS	Bay City Treasurer - Constellation Enr	Constellation Energy billing - natural gas	18.59
7/1/2024	SS	Consumers Energy - SS Vacant	Gas Usage - Vacant - 1243 Wellington - 05/29/2024 - 06/19/2024	12.45
7/2/2024	COCC	Alerus Financial	DC Payment - Admin	1,165.49
7/2/2024	COCC	Alerus Financial	DC Payment - Loan Repay	1,373.63
7/2/2024	COCC	Alerus HCSP	HSCP Payment - Admin	678.95
7/2/2024	COCC	Alerus HCSP	HSCP Payment - Withholding	82.75
7/2/2024	COCC	Vantagepoint Transfer Agents-457	457 WH	432.75
7/2/2024	MM	Alerus Financial	DC Payment - Admin	1,739.95
7/2/2024	MM	Alerus Financial	DC Payment - Maint	265.39
7/2/2024	MM	Alerus HCSP	HSCP Payment - Admin	238.41
7/2/2024	MM	Alerus HCSP	HSCP Payment - Maint	35.38
7/2/2024	MM	Arnold Sales	Janitorial Supplies	31.79
7/2/2024	MM	Capital One Bank (USA), N.A.	Resident engagement event - MM	875.77
7/2/2024	MWM	Alerus Financial	DC Payment - Admin	224.63
7/2/2024	MWM	Alerus Financial	DC Payment - Maint	174.57
7/2/2024	MWM	Alerus HCSP	HSCP Payment - Admin	270.54
7/2/2024	MWM	Alerus HCSP	HSCP Payment - Admin	23.27

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
7/2/2024	MWM	Alerus HCSP	HSCP Payment - Maint	36.07
7/2/2024	PT	Alerus Financial	DC Payment - Admin	271.70
7/2/2024	PT	Alerus Financial	DC Payment - Maint	270.66
7/2/2024	PT	Alerus HCSP	HSCP Payment - Admin	36.22
7/2/2024	PT	Alerus HCSP	HSCP Payment - Maint	36.08
7/2/2024	SM	Alerus Financial	DC Payment - Admin	279.24
7/2/2024	SM	Alerus Financial	DC Payment - Maint	272.91
7/2/2024	SM	Alerus HCSP	HSCP Payment - Admin	37.22
7/2/2024	SM	Alerus HCSP	HSCP Payment - Maint	36.38
7/2/2024	SS	Alerus Financial	DC Payment - Admin	314.68
7/2/2024	SS	Alerus Financial	DC Payment - Maint	597.30
7/2/2024	SS	Alerus HCSP	HSCP Payment - Admin	41.95
7/2/2024	SS	Alerus HCSP	HSCP Payment - Maint	35.64
7/3/2024	COCC	Capital One Bank (USA), N.A.	Front Bumper Cover - 2012 Ford Fusion	175.00
7/3/2024	COCC	Capital One Bank (USA), N.A.	Oil change - 2012 Ford Fusion	64.21
7/3/2024	SS	Bryan Stevens	Refund of Deposit	(7.01)
7/5/2024	COCC	Ring Central	Digital fax lines	21.17
7/5/2024	MM	Ring Central	Digital fax lines	21.57
7/5/2024	MWM	Ring Central	Digital fax lines	22.18
7/5/2024	PT	Ring Central	Digital fax lines	21.57
7/5/2024	SM	Ring Central	Digital fax lines	21.97
7/5/2024	SS	Ring Central	Digital fax lines	32.66
7/8/2024	COCC	ADP, Inc.	Payroll processing fee PD 02012023	139.41
7/9/2024	COCC	Amazon	Soft Soap	5.59
7/9/2024	COCC	Amazon	Mop Bucket	30.39
7/9/2024	COCC	Capital One Bank (USA), N.A.	Bill.com subscription	79.00
7/9/2024	MM	Solucient Security Systems	Monthly Service 7/01/2024-9/30/2024	(236.49)
7/9/2024	MM	Spectrum Enterprise	Community Room Internet	119.34
7/9/2024	MWM	Solucient Security Systems	Monthly Service 7/01/2024-9/30/2024	(241.65)
7/9/2024	PT	Solucient Security Systems	Monthly Service 7/01/2024-9/30/2024	(236.49)
7/9/2024	SM	Solucient Security Systems	Monthly Service 7/01/2024-9/30/2024	(351.69)
7/10/2024	COCC	Clean Team, Inc.	Office Cleaning for SS and COCC	108.33
7/10/2024	COCC	Superior Title & Settlement Agency,	Balance owed for purchase agreement for the property at 503 11th Street and 401 11th Street	4,515.00
7/10/2024	MM	Clean Team, Inc.	Janitorial Services for June 2024 - MM	1,280.00
7/10/2024	MM	GFL Environmental	Dumpster rental	100.10
7/10/2024	MM	Waste Management	Dumpster rentals	621.40
7/10/2024	MWM	Amazon	Ipod & case	29.99
7/10/2024	MWM	Clean Team, Inc.	June Cleaning Services	1,618.00
7/10/2024	MWM	GFL Environmental	Dumpster rental	100.10
7/10/2024	MWM	Waste Management	Dumpster rentals	475.40
7/10/2024	PT	Clean Team, Inc.	1xWeekly Janitorial Services	1,494.00
7/10/2024	PT	Clean Team, Inc.	1xWeekly Janitorial Services for May 2024	1,494.00
7/10/2024	PT	GFL Environmental	Dumpster rental	100.10
7/10/2024	PT	Waste Management	Dumpster rentals	544.01
7/10/2024	SM	Clean Team, Inc.	Cleaning of building for June 2024	1,457.00
7/10/2024	SM	GFL Environmental	Dumpster rental	100.10
7/10/2024	SM	Waste Management	Dumpster rentals	889.03
7/10/2024	SS	Clean Team, Inc.	Office Cleaning for SS and COCC	216.67
7/10/2024	SS	GFL Environmental	Dumpster rental	100.10
7/10/2024	SS	GFL Environmental	Dumpster rental, invoice dated 06/30/24 - 608 W Fisher St	546.00
7/10/2024	COCC	SAMSA, Inc.	Office 365 subscriptions for 05/24	166.50
7/11/2024	COCC	Birchler, Fitzhugh, Purtell & Brissette	Legal Fees RE: Acquisition	458.25
7/11/2024	COCC	Birchler, Fitzhugh, Purtell & Brissette	Legal Fees RE: Contract Term	126.75
7/11/2024	COCC	Apex Surveyors, LLC	Survey for 206 N Jefferson Street	420.00
7/11/2024	COCC	T's Lawnware & Snow Removal	Lawn Cutting 6/27/24	165.00
7/11/2024	MM	SAMSA, Inc.	Office 365 subscriptions for 05/24	54.00
7/11/2024	MM	Shred Experts LLC	Shredding services	45.00
7/11/2024	MM	Thumb Print	Permission to enter slip (5000 set)	139.01

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
7/11/2024	MM	Affordable Contracting	Remove stone crete & repour concrete driveway	3,230.00
7/11/2024	MM	Jack's Tree Service, Inc.	Tree removal	700.00
7/11/2024	MM	T's Lawn care & Snow Removal	Lawn Cutting 6/27/24	100.00
7/11/2024	MM	T's Lawn care & Snow Removal	Lawn Cutting 6/27/24 - Vacant Lots	425.00
7/11/2024	MWM	Abell Pest Control	June bait stations	100.00
7/11/2024	MWM	Abell Pest Control	June general pest contract	60.00
7/11/2024	MWM	Continental Management, LLC	Management Fee - Maplewood Manor-MWM-7/20241720599170	7,439.17
7/11/2024	MWM	Menards	Grass Seed/Mulch/Concrete Repair/Cement Patch	225.49
7/11/2024	MWM	SAMSA, Inc.	Office 365 subscriptions for 05/24	54.00
7/11/2024	MWM	Staples	Office Supplies - Thermal Laminator	94.63
7/11/2024	MWM	Universal Air, Inc.	Preventative Maintenance	850.00
7/11/2024	MWM	Shred Experts LLC	Shredding services	45.00
7/11/2024	MWM	Thumb Print	Permission to enter slip (5000 set)	139.01
7/11/2024	MWM	New Image Lawn Care & Landscaping mulch		2,600.00
7/11/2024	MWM	T's Lawn care & Snow Removal	Lawn Cutting 6/27/24	100.00
7/11/2024	PT	SAMSA, Inc.	Office 365 subscriptions for 05/24	54.00
7/11/2024	PT	Staples	Office Supplies - Thermal Laminator	126.71
7/11/2024	PT	Unclaimed Freight Ace Hardware	Shelf Brackets	27.88
7/11/2024	PT	Bay Glass Company	Screen/Frame Repair	344.82
7/11/2024	PT	Thumb Print	Permission to enter slip (5000 set)	139.02
7/11/2024	PT	Grainger	Door sweeps for apt doors to prevent gap	97.41
7/11/2024	SM	Menards	Mop w/scrub brush, repl head, Bucket,Brushes, Sanding sponge, paint scent, 16" spade bit	69.15
7/11/2024	SM	SAMSA, Inc.	Office 365 subscriptions for 05/24	54.00
7/11/2024	SM	Staples	Office Supplies	59.92
7/11/2024	SM	Hugos Key & Lock Service	Padlock and keys for bike rack enclosure.	65.10
7/11/2024	SM	Shred Experts LLC	Shredding services	45.00
7/11/2024	SM	Thumb Print	Permission to enter slip (5000 set)	139.01
7/11/2024	SM	T's Lawn care & Snow Removal	Lawn Cutting 6/27/24	75.00
7/11/2024	SM	Munch's Supply	Hallway Air Filter Material	93.84
7/11/2024	SS	Amazon	Self inking office date stamp	33.90
7/11/2024	SS	SAMSA, Inc.	Office 365 subscriptions for 05/24	87.00
7/11/2024	SS	Staples	Office Supplies - Thermal Laminator	106.67
7/11/2024	SS	Unclaimed Freight Ace Hardware	HP Ultra Oil/Trimmer Line	61.12
7/11/2024	SS	Unclaimed Freight Ace Hardware	Filter	3.14
7/11/2024	SS	Unclaimed Freight Ace Hardware	Tube spout/diverter	17.99
7/11/2024	SS	PDQ Supply Company	Plumbing Supplies	187.74
7/11/2024	SS	Karens Carpetmax	Floor replacement 1010 Smith St	8,189.00
7/11/2024	SS	Bay Glass Company	Floor replacement 1243 Wellington St	5,999.00
7/11/2024	SS	Dependable Sewer Cleaners	Clear Plexi-Glass	291.87
7/11/2024	SS	Birchler, Fitzhugh, Purtell & Brissette, Legal Fees RE: Tenant	Sewage Clog 306 37th St	120.00
7/11/2024	SS	Carahsoft Technology Corporation	The Work Number usage fees	58.50
7/11/2024	SS	Consumers Energy - Routine	06/06/2024-07/05/2024	1,009.04
7/11/2024	SS	Bay City Treasurer - Utility Payments	1243 Wellington St - Utility 05/28/2024-06/15/2024	25.67
7/11/2024	SS	Jack's Tree Service, Inc.	Tree Trimming	70.93
7/11/2024	SS	Jack's Tree Service, Inc.	Tree removal	1,200.00
7/11/2024	SS	Bay City Treasurer - Misc Other Paym	Tenant Charge - Nuisance Trash Collection - 1108 Third St. - 05/15/2024	4,900.00
7/11/2024	SS	Midland Fence Company, Inc.	Chain Link Fence - 403 N. Madison - Northside Frontyard	200.00
7/11/2024	BCHC	Birchler, Fitzhugh, Purtell & Brissette	Legal Fees RE: Tenant	1,150.00
7/11/2024	BCHC	Smith Mechanical HVAC LLC	112 Spruce St -- Replace Thermostat/Dual Run Capacitor	58.50
7/12/2024	MM	Capital One Bank (USA), N.A.	iphone case	341.00
7/12/2024	MWM	Capital One Bank (USA), N.A.	Marketing materials	15.95
7/12/2024	PT	Capital One Bank (USA), N.A.	Marketing materials	623.14
7/12/2024	PT	Capital One Bank (USA), N.A.	Marketing materials	623.14
7/12/2024	SM	Consumers Energy - Routine	06/06/2024-07/03/2024	253.76
7/12/2024	SS	Capital One Bank (USA), N.A.	Marketing materials	623.14
7/12/2024	SS	Capital One Bank (USA), N.A.	Marketing Supplies	623.12
7/12/2024	SS	Capital One Bank (USA), N.A.	Marketing Supplies	251.95

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
7/14/2024	SS	Amazon	OtterBox iPhone Case (3)/Screen Protector (2)	71.61
7/16/2024	MM	Amazon	Phone cases for new work phones for PM and Tech II, Screen protectors for new phones, and hdmi splitter for camera monitor.	71.47
7/16/2024	MWM	Amazon	furnace filters	61.39
7/16/2024	MWM	Amazon	trash chute handles	380.16
7/16/2024	MWM	Amazon	breakers	63.87
7/16/2024	MWM	Amazon	hinge repair kit; fly traps	275.38
7/16/2024	MWM	Amazon	phone cases	49.94
7/16/2024	MWM	Amazon	elevator signs; breakers	263.89
7/16/2024	PT	Amazon	iPhone cases for new phones (Amanda, Mike M), key lock box for vestibule	67.74
7/16/2024	SM	Amazon	2 - Otter boxes for iphone's, 2 Stylus pens & Screen protectors.	120.01
7/17/2024	COCC	Alerus Financial	DC Payment - Admin	1,165.49
7/17/2024	COCC	Alerus Financial	DC Payment - Emp Withholding	1,406.98
7/17/2024	COCC	Alerus Financial	DC Payment - Loan Repay	678.95
7/17/2024	COCC	Alerus HCSP	HSCP Payment - Admin	82.76
7/17/2024	COCC	Alerus HCSP	HSCP Payment - Withholding	442.90
7/17/2024	COCC	Capital One Bank (USA), N.A.	Monthly Zoom Subscription	16.95
7/17/2024	COCC	Vantagepoint-Transfer Agents-457	457 WH	1,739.95
7/17/2024	MM	Alerus Financial	DC Payment - Admin	258.49
7/17/2024	MM	Alerus Financial	DC Payment - Maint	138.12
7/17/2024	MM	Alerus HCSP	HSCP Payment - Admin	34.46
7/17/2024	MM	Alerus HCSP	HSCP Payment - Maint	18.40
7/17/2024	MM	Pitney Bowes	Postage meter lease fee	40.79
7/17/2024	MWM	Alerus Financial	DC Payment - Admin	174.57
7/17/2024	MWM	Alerus Financial	DC Payment - Maint	169.56
7/17/2024	MWM	Alerus HCSP	HSCP Payment - Admin	23.27
7/17/2024	MWM	Alerus HCSP	HSCP Payment - Maint	22.61
7/17/2024	MWM	Pitney Bowes	Postage meter lease fee	40.79
7/17/2024	PT	Alerus Financial	DC Payment - Admin	411.56
7/17/2024	PT	Alerus Financial	DC Payment - Maint	412.53
7/17/2024	PT	Alerus HCSP	HSCP Payment - Admin	54.87
7/17/2024	PT	Alerus HCSP	HSCP Payment - Maint	54.99
7/17/2024	PT	Pitney Bowes	Postage meter lease fee	40.79
7/17/2024	SM	Alerus Financial	DC Payment - Admin	279.24
7/17/2024	SM	Alerus Financial	DC Payment - Maint	147.96
7/17/2024	SM	Alerus HCSP	HSCP Payment - Admin	37.22
7/17/2024	SM	Alerus HCSP	HSCP Payment - Maint	19.72
7/17/2024	SM	Capital One Bank (USA), N.A.	Flowers to fill in the community garden	4.08
7/17/2024	SM	Pitney Bowes	Postage meter lease fee	40.79
7/17/2024	SS	Alerus Financial	DC Payment - Admin	314.68
7/17/2024	SS	Alerus Financial	DC Payment - Maint	748.74
7/17/2024	SS	Alerus HCSP	HSCP Payment - Admin	41.95
7/17/2024	SS	Alerus HCSP	HSCP Payment - Maint	52.65
7/17/2024	SS	Amazon	Magnetic Wireless Apple Mag-Safe Charger/Legal Paper	38.67
7/17/2024	SS	Pitney Bowes	Postage meter lease fee	244.78
7/19/2024	MM	Capital One Bank (USA), N.A.	Otterbox phone case for maintenance new iphone.	68.85
7/20/2024	COCC	Star 2 Star Communication	Office phones	158.83
7/20/2024	MM	Star 2 Star Communication	Office phones	51.47
7/20/2024	MWM	Star 2 Star Communication	Office phones	53.71
7/20/2024	PT	Star 2 Star Communication	Office phones	51.45
7/20/2024	SM	Star 2 Star Communication	Office phones	53.69
7/20/2024	SS	Star 2 Star Communication	Office phones	78.33
7/22/2024	COCC	Verizon Wireless	Cell phones	97.81
7/22/2024	COCC	Wex Bank	Fuel charges for BCHC vehicle fleet	45.83
7/22/2024	COCC	Lavidania Salazar	Resident stipend for lawn care at 2115 Second 05/26/24 to 07/04/24	150.00
7/22/2024	COCC	Pomp's Tire - Bay City	Rear Brakes - Ford Fusion	315.97
7/22/2024	COCC	Spectrum Enterprise	Telephone	159.97
7/22/2024	COCC	Bay City Treasurer - PILOT	109 N Jefferson St - Property Tax	98.83
7/22/2024	COCC	Bay City Treasurer - Utility Payments	Water/sewer/elec/trash from 05/22/2024-06/22/2024	465.01

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
7/22/2024	COCC	Consumers Energy - Routine	05/18/2024 - 06/18/2024	16.00
7/22/2024	COCC	Consumers Energy - Routine	06/19/2024 - 07/18/2024	16.00
7/22/2024	COCC	Consumers Energy - Routine	Late Payment Fee	0.32
7/22/2024	COCC	THR Concrete Grinding	Concrete grinding w/vacuum systems	760.00
7/22/2024	MM	Abell Pest Control	Monthly Bed Bug & Roach Inspections	462.50
7/22/2024	MM	Abell Pest Control	Aprehend Treatment #513	300.00
7/22/2024	MM	GFL Environmental	Dumpster rental	100.10
7/22/2024	MM	RealPage, Inc.	Vendor Payment Fees	17.85
7/22/2024	MM	Verizon Wireless	Cell phones	146.36
7/22/2024	MM	Wade Promotions, LLC.	Bay Metro Transit bus ad	65.00
7/22/2024	MM	Bay City Housing Commission	Management Fee - Maloney Manor-MM-6/20241720805703	5,774.19
7/22/2024	MM	Wex Bank	Fuel charges for BCHC vehicle fleet	92.37
7/22/2024	MM	Spectrum Enterprise	Telephone & Internet	199.96
7/22/2024	MM	Bay City Treasurer - Utility Payments	Water/sewer/elec/trash from 05/22/2024-06/22/2024	10,697.55
7/22/2024	MM	Consumers Energy - Routine	06/07/2024-07/05/2024	293.36
7/22/2024	MM	THR Concrete Grinding	Concrete grinding w/vacuum systems	1,760.00
7/22/2024	MWMM	Cintas Corp #346	lobby rugs	149.93
7/22/2024	MWMM	GFL Environmental	Dumpster rental	100.10
7/22/2024	MWMM	RealPage, Inc.	Vendor Payment Fees	17.85
7/22/2024	MWMM	Verizon Wireless	Cell phones	102.18
7/22/2024	MWMM	Wade Promotions, LLC.	Bay Metro Transit bus ad	65.00
7/22/2024	MWMM	Wex Bank	Fuel charges for BCHC vehicle fleet	85.19
7/22/2024	MWMM	Spectrum Enterprise	Community Room Internet	151.29
7/22/2024	MWMM	Spectrum Enterprise	Internet & Phone	249.96
7/22/2024	MWMM	Bay City Treasurer - Utility Payments	Water/sewer/elec/trash from 05/22/2024-06/22/2024	15,501.91
7/22/2024	MWMM	Consumers Energy - Routine	06/19/2024-07/18/2024	488.46
7/22/2024	MWMM	THR Concrete Grinding	Concrete grinding w/vacuum systems	1,840.00
7/22/2024	PT	Abell Pest Control	Monthly bedbug inspection	462.00
7/22/2024	PT	Abell Pest Control	General pest control inspections	60.00
7/22/2024	PT	GFL Environmental	Dumpster rental	100.10
7/22/2024	PT	RealPage, Inc.	Vendor Payment Fees	17.85
7/22/2024	PT	Verizon Wireless	Cell phones	165.66
7/22/2024	PT	Wade Promotions, LLC.	Bay Metro Transit bus ad	65.00
7/22/2024	PT	Bay City Housing Commission	Management Fee - Pine Towers-PT-6/20241720805636	6,731.38
7/22/2024	PT	Home Depot Credit Services	General maintenance supplies	100.21
7/22/2024	PT	Wex Bank	Fuel charges for BCHC vehicle fleet	56.79
7/22/2024	PT	Spectrum Enterprise	Telephone & Internet	219.96
7/22/2024	PT	Bay City Treasurer - Utility Payments	Water/sewer/elec/trash from 05/08/2024-06/08/2024	11,892.07
7/22/2024	PT	Johnson Controls	Fire Alarm System Maintenance 6/20/2024	1,900.70
7/22/2024	SM	Abell Pest Control	Pest Control Contract for July 2024	587.50
7/22/2024	SM	Arnold Sales	Janitorial Supplies	60.00
7/22/2024	SM	GFL Environmental	Dumpster rental	243.86
7/22/2024	SM	RealPage, Inc.	Vendor Payment Fees	100.10
7/22/2024	SM	Verizon Wireless	Cell phones	17.85
7/22/2024	SM	Wade Promotions, LLC.	Bay Metro Transit bus ad	65.00
7/22/2024	SM	Bay City Housing Commission	Management Fee - Smith Manor-SM-6/20241720805697	8,188.15
7/22/2024	SM	Advanced Business Communications	Security Camera Repairs	482.49
7/22/2024	SM	Spectrum Enterprise	Telephone & Internet	199.96
7/22/2024	SM	Bay City Treasurer - Utility Payments	Water/sewer/elec/trash from 05/22/2024-06/22/2024	12,814.49
7/22/2024	SM	Consumers Energy - Routine	06/06/2024-07/05/2024	665.35
7/22/2024	SM	The Home Depot Pro (Supplyworks)	Paint Supplies	51.17
7/22/2024	SM	THR Concrete Grinding	Concrete grinding w/vacuum systems	1,520.00
7/22/2024	SS	Abell Pest Control	June 2024 Monthly Pest Control Spray	356.26
7/22/2024	SS	GFL Environmental	Dumpster rental	100.10
7/22/2024	SS	RealPage, Inc.	Vendor Payment Fees	17.85
7/22/2024	SS	Verizon Wireless	Cell phones	693.85
7/22/2024	SS	Bay Glass Company	Tenant Charge - Broken Bay Window Replacement Glass - Deshanda Berry	75.36

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
7/22/2024	SS	Waide Promotions, LLC.	Bay Metro Transit bus ad	65.00
7/22/2024	SS	Bay City Housing Commission	Bookkeeping Fee - Scattered Site-SS-6/20241720806893	1,440.00
7/22/2024	SS	Bay City Housing Commission	Management Fee - Scattered Sites-SS-6/20241720807211	10,824.96
7/22/2024	SS	Home Depot Credit Services	Dehumidifiers and hoses	893.85
7/22/2024	SS	Wex Bank	Fuel charges for BCHC vehicle fleet	369.43
7/22/2024	SS	Larson Salvage Company	Counterop Supplies - 608 W. Fisher	100.11
7/22/2024	SS	Bay City Treasurer - Utility Payments	Water/sewer/elec/trash from 05/22/2024-06/22/2024	269.85
7/22/2024	SS	Bay City Treasurer - Negative Rents	Negative rent payment	4,478.34
7/22/2024	SS	Bay City Treasurer - Misc Other Paym 618 14th Street		5.00
7/22/2024	SS	Bay City Treasurer - Misc Other Paym 1006 Webster St		5.00
7/22/2024	SS	Bay City Treasurer - Misc Other Paym Brush & Nuisance Fee Lien to 2024 Summer Taxes		35.00
7/22/2024	SS	Bay City Treasurer - Misc Other Paym 406 McCormick St		5.00
7/22/2024	SS	Midland Fence Company, Inc.	Chain Link Fence to divide 1021/1021.5 Harrison Backyard	1,250.00
7/22/2024	SS	THR Concrete Grinding	Concrete grinding w/vacuum systems	1,300.00
7/22/2024	SS	Peek A Boo Window Cleaning	Power Wash Houses - 300 21st; 302 21st; 205 21st; 203-201 21st; 113-115 Marsac	1,425.00
7/23/2024	COCC	Beglick Nursery & Garden Center	Container plants	375.00
7/23/2024	COCC	Blue Cross & Blue Shield Of MI	Health insurance premiums	15,858.50
7/23/2024	COCC	SAMSA, Inc.	Office 365 subscriptions for 08/24	186.61
7/23/2024	COCC	Staples	Office Supplies	76.54
7/23/2024	COCC	Staples	Book Case	100.02
7/23/2024	COCC	UWUA Local 542	Union Dues	396.00
7/23/2024	COCC	Jose Vasquez	Lawn Care for Vacant Lot 506 N. Dean	225.00
7/23/2024	COCC	Jack's Tree Service, Inc.	Tree Trimming-308 Polk St	550.00
7/23/2024	COCC	Jack's Tree Service, Inc.	Tree Trimming-308 37th St	1,500.00
7/23/2024	COCC	Jack's Tree Service, Inc.	Tree Trimming-406 10th St	650.00
7/23/2024	COCC	MLive Media Group	Public notice for auditing rfp	98.01
7/23/2024	MM	Abell Pest Control	Pest Control Contract for July 2024	60.00
7/23/2024	MM	Abell Pest Control	Apprehend treatment for bed bugs for unit #300 - MM	300.00
7/23/2024	MM	Blue Cross & Blue Shield Of MI	Health insurance premiums	3,572.78
7/23/2024	MM	SAMSA, Inc.	Office 365 subscriptions for 08/24	114.91
7/23/2024	MM	US Bank Equipment Finance	Copier usage & rental	193.81
7/23/2024	MM	Hugos Key & Lock Service	Mailbox lock cylinder change - MM	115.00
7/23/2024	MM	Standard Electric Company	Plumbing/Electrical Supplies	102.71
7/23/2024	MM	Standard Electric Company	PVC for plumbing	28.80
7/23/2024	MM	Standard Electric Company	Masonry anchor	10.39
7/23/2024	MM	Sherwin Williams Company	5 Gallon PM 200 EG Extra/Heavy Shield Deep Base	811.37
7/23/2024	MM	MLive Media Group	Public notice for auditing rfp	98.01
7/23/2024	MM	Williams Distributing	(4) Ultra Flush 1.6PF Tank	739.20
7/23/2024	MM	Equiparts	Compression Union	206.68
7/23/2024	MM	Equiparts	Tub Spouts	166.82
7/23/2024	MWMM	Abell Pest Control	415 bed bug treatment	300.00
7/23/2024	MWMM	Abell Pest Control	July bait stations	100.00
7/23/2024	MWMM	Abell Pest Control	July general pest contract	60.00
7/23/2024	MWMM	Abell Pest Control	606 bed bug treatment	300.00
7/23/2024	MWMM	Blue Cross & Blue Shield Of MI	Health insurance premiums	2,959.86
7/23/2024	MWMM	SAMSA, Inc.	Office 365 subscriptions for 08/24	117.02
7/23/2024	MWMM	US Bank Equipment Finance	Copier usage & rental	169.59
7/23/2024	MWMM	Standard Electric Company	Digital Circ Breaker Finder GFCI Tester/Electrical Tape/GFC Switch	207.41
7/23/2024	MWMM	Sherwin Williams Company	HVY Shield Deep Base	284.96
7/23/2024	MWMM	Sherwin Williams Company	5 Gallon PM 200 EG Extra/Heavy Shield Deep Base	311.18
7/23/2024	PT	Ackerman Brothers Inc	Garage repairs and dumpster	98.00
7/23/2024	PT	Blue Cross & Blue Shield Of MI	Health insurance premiums	3,601.06
7/23/2024	PT	SAMSA, Inc.	Office 365 subscriptions for 08/24	115.05
7/23/2024	PT	Unclaimed Freight Ace Hardware	Toilet Seat	26.99
7/23/2024	PT	Unclaimed Freight Ace Hardware	EGO string trimmer	249.00
7/23/2024	PT	Unclaimed Freight Ace Hardware	Wall plate bank	2.86
7/23/2024	PT	Unclaimed Freight Ace Hardware	Caulk Gun/Caulk	57.55
7/23/2024	PT	Unclaimed Freight Ace Hardware	Sand Sponge/Joist Compound/Roller	32.36

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
7/23/2024	PT	Unclaimed Freight Ace Hardware	Concrete sealer	17.98
7/23/2024	PT	US Bank Equipment Finance	Copier usage & rental	169.59
7/23/2024	PT	Hugos Key & Lock Service	Lock for file room	45.00
7/23/2024	PT	Standard Electric Company	Plumbing Supplies	162.24
7/23/2024	PT	New Finish, LLC.	Refinish tub & surround	820.00
7/23/2024	PT	New Finish, LLC.	Install Custom Inlay	595.00
7/23/2024	PT	M & R Garage Doors and Openers	Repairs to garage door	204.00
7/23/2024	PT	M & R Garage Doors and Openers	Garage door bottom section 16x21; cable repair; cable release	945.00
7/23/2024	PT	MLive Media Group	Public notice for auditing rfp	98.02
7/23/2024	PT	TOWMARK, Inc (Munch's Supply) LLC	Rooftop filters-HVAC	464.32
7/23/2024	PT	Equiparts	Kitchen Faucets	183.51
7/23/2024	PT	Equiparts	Utility sink	363.79
7/23/2024	PT	Equiparts	SVC faucet/mount kit	172.63
7/23/2024	PT	Equiparts	Water Filter/Swivel Connector	161.19
7/23/2024	SM	Abell Pest Control	Monthly BB and Roach Inspection Program	587.50
7/23/2024	SM	Abell Pest Control	Pest Control Contract for Aug 2024	60.00
7/23/2024	SM	Abell Pest Control	Aprehend Treatment for BB unit 208	300.00
7/23/2024	SM	Abell Pest Control	Aprehend BB Treatment for unit 203	300.00
7/23/2024	SM	Blue Cross & Blue Shield Of MI	Health insurance premiums	4,508.96
7/23/2024	SM	Menards	metal thresholds, Paint, Paint door seal, PVC Cutter,Spray paint, floor filler	116.57
7/23/2024	SM	SAUSA, Inc.	Office 365 subscriptions for 08/24	116.24
7/23/2024	SM	US Bank Equipment Finance	Copier usage & rental	193.81
7/23/2024	SM	Birchler, Fitzhugh, Purtell & Brissette	Legal Fees - re: tenant	999.10
7/23/2024	SM	MLive Media Group	Public notice for auditing rfp	98.02
7/23/2024	SM	Equiparts	Toilet/Tank/Bowl	525.00
7/23/2024	SM	Equiparts	Toilet tank & bowl	525.00
7/23/2024	SS	Blue Cross & Blue Shield Of MI	Health insurance premiums	11,089.05
7/23/2024	SS	SAUSA, Inc.	Office 365 subscriptions for 08/24	155.17
7/23/2024	SS	Staples	Office Supplies	87.78
7/23/2024	SS	US Bank Equipment Finance	Copier usage & rental	484.54
7/23/2024	SS	Standard Electric Company	Receptacle Plates	8.80
7/23/2024	SS	Standard Electric Company	Electrical/Plumbing Supplies	587.18
7/23/2024	SS	Standard Electric Company	Digital Circ Breaker Finder GFCI Tester/Electrical Tape/GFC Switch	105.58
7/23/2024	SS	Dependable Sewer Cleaners	1209 N Trumbull St - Toilet backing up into tub	100.00
7/23/2024	SS	Dependable Sewer Cleaners	Backed up toilet 613 Alp	115.00
7/23/2024	SS	Dependable Sewer Cleaners	Water Heater 921 S Jefferson St	140.00
7/23/2024	SS	Sequin Lumber Company	HC Birch Slab Doors/Nova Plywood	585.86
7/23/2024	SS	Sherwin Williams Company	PM 200 EG Extra	782.75
7/23/2024	SS	Sherwin Williams Company	4x1/2" Strip Mini/Frame 9" HD Pro	75.96
7/23/2024	SS	Carahsoft Technology Corporation	The Work Number usage fees	790.29
7/23/2024	SS	Nielson Construction LLC	Roof Replacement 1015 N Farragut	6,715.00
7/23/2024	SS	Nielson Construction LLC	Replace 10 singled roofs at scatter site homes	60,175.00
7/23/2024	SS	Jack's Tree Service, Inc.	Tree Trimming-906 Polk St	700.00
7/23/2024	SS	Jack's Tree Service, Inc.	Tree Trimming-1108 Taylor St	1,100.00
7/23/2024	SS	Jack's Tree Service, Inc.	Tree Trimming-1109 Taylor St	450.00
7/23/2024	SS	MLive Media Group	Public notice for auditing rfp	98.02
7/24/2024	SM	Capital One Bank (USA), N.A.	3 tanks of gas for the residents outdoor grill.	63.57
7/26/2024	COCC	ADP, Inc.	Payroll processing fee PD 07172024	139.41
7/26/2024	COCC	Bay City Treasurer - Utility Payments	Water/sewer/trash from 05/22/24 to 06/22/24	220.71
7/30/2024	COCC	Alerus Financial	DC Payment - Admin	1,165.49
7/30/2024	COCC	Alerus Financial	DC Payment - Emp Withholding	1,388.53
7/30/2024	COCC	Alerus Financial	DC Payment - Loan Repay	678.95
7/30/2024	COCC	Alerus HCSP	HSCP Payment - Admin	82.76
7/30/2024	COCC	Alerus HCSP	HSCP Payment - Withholding	439.72
7/30/2024	COCC	One America	Disability Insurance Payment	201.51
7/30/2024	COCC	Standard Insurance Company	Life insurance	332.68
7/30/2024	COCC	Vantagepoint Transfer Agents-457	457 WH	1,739.95
7/30/2024	MM	Alerus Financial	DC Payment - Admin	257.35

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
7/30/2024	MM	Alerus Financial	DC Payment - Maint	116.19
7/30/2024	MM	Alerus HCSP	HSCP Payment - Admin	34.30
7/30/2024	MM	Alerus HCSP	HSCP Payment - Maint	15.49
7/30/2024	MM	One America	Disability Insurance Payment	108.48
7/30/2024	MM	Standard Insurance Company	Life insurance	63.05
7/30/2024	MWM	Alerus Financial	DC Payment - Admin	206.97
7/30/2024	MWM	Alerus Financial	DC Payment - Maint	301.14
7/30/2024	MWM	Alerus HCSP	HSCP Payment - Admin	27.59
7/30/2024	MWM	Alerus HCSP	HSCP Payment - Maint	40.15
7/30/2024	MWM	One America	Disability Insurance Payment	120.52
7/30/2024	MWM	Standard Insurance Company	Life insurance	75.52
7/30/2024	PT	Alerus Financial	DC Payment - Admin	271.70
7/30/2024	PT	Alerus Financial	DC Payment - Maint	408.78
7/30/2024	PT	Alerus HCSP	HSCP Payment - Admin	36.22
7/30/2024	PT	Alerus HCSP	HSCP Payment - Maint	54.49
7/30/2024	PT	Amazon	Filing cabinet for admin office	197.99
7/30/2024	PT	One America	Disability Insurance Payment	149.81
7/30/2024	PT	Standard Insurance Company	Life insurance	93.22
7/30/2024	SM	Alerus Financial	DC Payment - Admin	279.24
7/30/2024	SM	Alerus Financial	DC Payment - Maint	274.14
7/30/2024	SM	Alerus HCSP	HSCP Payment - Admin	37.22
7/30/2024	SM	Alerus HCSP	HSCP Payment - Maint	36.54
7/30/2024	SM	One America	Disability Insurance Payment	148.92
7/30/2024	SM	Standard Insurance Company	Life insurance	103.11
7/30/2024	SS	Alerus Financial	DC Payment - Admin	314.68
7/30/2024	SS	Alerus Financial	DC Payment - Maint	569.91
7/30/2024	SS	Alerus HCSP	HSCP Payment - Admin	41.94
7/30/2024	SS	Alerus HCSP	HSCP Payment - Maint	33.02
7/30/2024	SS	One America	Disability Insurance Payment	265.67
7/30/2024	SS	Standard Insurance Company	Life insurance	227.78
7/31/2024	MWM	Amazon	phone case; calendar; 1st Aid stock	81.78
7/31/2024	SS	Amazon	Water Heater Parts/Otter Box Case	266.32
(blank)	(blank)	(blank)	(blank)	
Grand Total				401,313.59