



BAY CITY HOUSING COMMISSION

## **NOTICE OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

**Wednesday, March 27, 2024, at 2:00 PM  
315 14<sup>th</sup> 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.

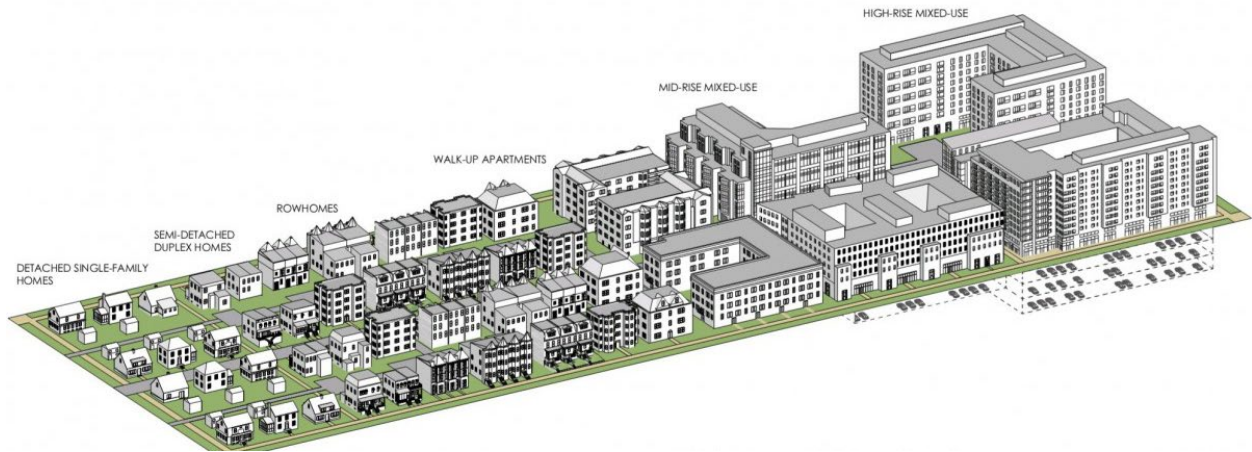
### **RESOLUTION 431 PUBLIC MEETING ALIGNMENT WITH THE MICHIGAN OPEN MEETINGS ACT FOR REMOTE PARTICIPATION BY A BOARD MEMBER**

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

MARCH 27, 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 14<sup>th</sup> STREET BAY CITY, MI 48708

## BCHC REGULAR BOARD MEETING AGENDA MARCH 27, 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 February 28, 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

- a. CEO Report Narrative 3-6
  - i. Financial Statements as of February 29, 2024 [Central Office, Public Housing (Scattered Sites), Multifamily (Smith Manor, Maloney Manor, Pine Towers), LIHTC Partnerships (Maplewood Manor)] 7-8
  - ii. All Transactions Cash Disbursement Listing as of February 29, 2024 9-16

### 7. Action Items for Consideration and Appropriate Action

- a. CEO Report for March 27, 2024, plus handouts for the Financial Statements as of February 29, 2024 [Central Office, Public Housing (Scattered Sites), Multifamily (Smith Manor, Maloney Manor, Pine Towers), LIHTC Partnerships (Maplewood Manor)] 3-8
- b. Previously Issued Checks and ACH Batch Transfers (List of Disbursements) as of February 29, 2024, in the amount of \$395,408.41 9-16

### 8. Comments and Discussion by Board Members

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**9. ADJOURNMENT**

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**Attachments**

1. Board Attendance Log	<b>1</b>
2. Minutes from February 28, 2024 Regular Board Meeting	<b>1-2</b>
3. CEO Report as of March 27, 2024 w/handouts for Financial Reports as of February 29, 2024	<b>3-8</b>
4. Lists of Previously Issued Checks/ACH Batch Transfers as of February 29, 2024	<b>9-16</b>

**Upcoming Board Meetings/Conferences/Workshops**

**Board Meeting  
Wednesday, April 24, 2024 at 2:00 PM**

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

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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, February 28, 2024**

Call to Order at: **2:03 PM**

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**ATTENDANCE LOG**

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

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**MEETING MINUTES AND ACTIONS BY COMMISSION**

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**1. Approval of the agenda as presented.**

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

**2. Approval of the Regular Meeting minutes (01/24/2024) of the Bay City Housing Commission as presented.**

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

**3. Suspend the regular rules for Public Input at 2:05 PM.**

**Public Input**

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<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 2:06 PM**

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

**4. The Board accepted and approved the FYE September 30, 2023 Financial Audit as presented by Robert Klaczkiewicz of Smith & Klaczkiewicz, PC, CPA**

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

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

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**5. The Board received and supported the 02/28/2024 CEO Report as presented.**

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

**6. The Board accepted the current financial statements for the period ending 01/31/2024.**

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

**7. Approval of all disbursements including ACH transactions and payroll in the total amount of \$816,370.54 for the period ending 01/31/2024.**

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

**8. Adjournment at 3:07 PM**

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

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UNAPPROVED MINUTES OF THE BAY CITY HOUSING COMMISSION ARE TO BE REVIEWED AND APPROVED BY THE BOARD AT THE MARCH 27, 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:



BAY CITY HOUSING COMMISSION

**CEO REPORT TO THE BOARD OF COMMISSIONERS**  
**March 27, 2024**

**1. Portfolio Performance** – When we pulled these numbers on March 15, 2024, we fell short of 100% physical occupancy by three units. The total physical occupancy for the entire portfolio was **99.6%**, up from 98.3% last month. The physical and leased occupancy stayed in range at **101.9%** up fractionally from 100.1%. Total applications have not been updated for this report, but are estimated to remain at about 639. Smith Manor has slipped below expectations with six vacancies due primarily to increased turnover from February lease terminations that continued into March. There is sometimes a time gap between when a unit is ready and the time an approved applicant can coordinate their notice and move-out from a former residence.

BAY CITY HOUSING COMMISSION  
**Portfolio Occupancy**

3/15/24	Total Units	Vacant			Applications Approved for Move-In (Leased)		Physical Occupancy	% Leased & Occupied <sup>1</sup>	Intents to Vacate	Transfers Pending	Vacant to Lease	Current Waitlist #Units <sup>4</sup>	Waitlist #Units Last Quarter	Percent Change Over Prior Quarter
		Not Ready	Vacant Ready	Total Vacant	(Leased)	Occupied								
Smith Manor	141	0	0	0	0	141	100.0%	100.0%	-	-	-	98	122	-19.7%
Maloney Manor	113	0	0	0	3	113	100.0%	102.7%	-	-	-	73	126	-42.1%
<b>SubTotal</b>	<b>254</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>254</b>	<b>100.0%</b>	<b>101.2%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>171</b>	<b>248</b>	<b>-31.0%</b>
Pine Towers	115	0	1	1	3	114	99.1%	101.7%	-	-	1	103	61	68.9%
Maplewood Manor	158	0	0	0	0	158	100.0%	100.0%	-	-	-	68	39	74.4%
<b>SubTotal (62+)</b>	<b>273</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>272</b>	<b>99.6%</b>	<b>100.7%</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>171</b>	<b>100</b>	<b>71.0%</b>
<b>Total All Highrise Bldg:</b>	<b>527</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>6</b>	<b>526</b>	<b>99.8%</b>	<b>100.9%</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>342</b>	<b>348</b>	<b>-1.7%</b>
<b>Scattered Site (PH) Unit Mix</b>														
1-BR	20	0	0	0	2	20	100.0%	110.0%	-	-	-	67	50	34.0%
2-BR	47	0	0	0	1	47	100.0%	102.1%	-	-	-	90	71	26.8%
3-BR	67	0	0	0	4	67	100.0%	106.0%	1	-	1	66	57	15.8%
4-BR	39	1	0	1	2	38	97.4%	102.6%	-	-	-	43	29	48.3%
5-BR	20	1	0	1	2	19	95.0%	105.0%	-	-	-	25	18	38.9%
<b>Total Scattered Site (P)</b>	<b>193</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>11</b>	<b>191</b>	<b>99.0%</b>	<b>104.7%</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>291</b>	<b>225</b>	<b>29.3%</b>
Market/Master Lsd <sup>3</sup>	2	0	0	0	0	2	100.0%	100.0%	-	-	-	6	6	0.0%
<b>TOTAL PORTFOLIO</b>	<b>722</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>17</b>	<b>719</b>	<b>99.6%</b>	<b>101.9%</b>	<b>1</b>	<b>-</b>	<b>2</b>	<b>639</b>	<b>579</b>	<b>10.4%</b>

<sup>1</sup> Leased and Occupied units are units currently occupied plus "applications approved and scheduled for Move-in" (Leased)  
<sup>2</sup> The majority of applications are listed on multiple wait lists. The wait list figures are not accurate per property.  
<sup>3</sup> Unrestricted, Non ACC and units master-leased.  
<sup>4</sup> 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 Improvement Projects** – Please refer to the attached Capital Improvement Project Update Memo.
- 3. Staffing Updates** – In February, we hired two Occupancy Specialists and a Staff Accountant. The Occupancy Specialists fill a vacant position and another position that will be vacant as of April 1<sup>st</sup> due to the retirement of a long-term employee. The Staff Accountant position is new and will begin to provide the organization with the level of accounting redundancy needed in the organization. The position will likely evolve into a management position touching all aspects of accounting, financial reporting and reporting HUD reporting.

We are currently recruiting one additional maintenance staff to fill a vacancy we have at a high-rise building. The updated Organizational Chart is attached for reference.

- 4. HOME Investment Partnership** – Last year we discussed forming a separate nonprofit to partner with the City to invest funds coming from HUD in the HOME program. The issue that paused that activity from progressing was constraints that HUD applies to qualifying Community Housing Development Organizations (CHDO).

We continue to have issues with creating a new CHDO; however, we can partner directly with the City to obtain funding for specific projects. To this end, we are working to create a 2-4 unit in-fill product to develop, own and operate. We have met with General Housing Corp to explore modular unit development that would fit the cost parameters needed.

- 5. Financial Highlights for the Period** – The current financial reports are attached. The reporting format has been condensed. Full reports will be provided each quarter.

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**Attachments**

1. Capital Improvement Project Update Memo
2. Organizational Chart – March 11, 2024
3. Financial Report Summaries for all Business Units



**TO:** William Phillips, Chief Executive Officer  
**FROM:** Karl Opheim, Assistant Director  
**DATE:** March 20, 2024  
**SUBJECT:** 2024 Capital Improvements Update

**Pine Towers Elevator Modernization.** We have sent Great Lakes Elevator, LLC our contract for review and signatures. We will likely schedule a meeting here to receive the other required contract documents (performance, labor and payment bonds; Section 3, Equal Employment Opportunity Certificate; Insurance Certificates; subcontractor list and bar graph of construction schedule). Great Lakes has scheduled their first visit to measure and make notes.

**Smith Manor Common Area Flooring Replacement.** Staff have decided it's time to replace the VCT floor covering on 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> common area corridors. We will replace it with Luxury Vinyl Flooring (LVT), the same product we installed on the ground floor three years ago. Our bid request was posted and mailed out to prospective flooring contractors on February 28<sup>th</sup> with a due date of March 27<sup>th</sup>. We will have a bid tabulation to consider. Thus far, two flooring vendors have visited Smith Manor for measurements.

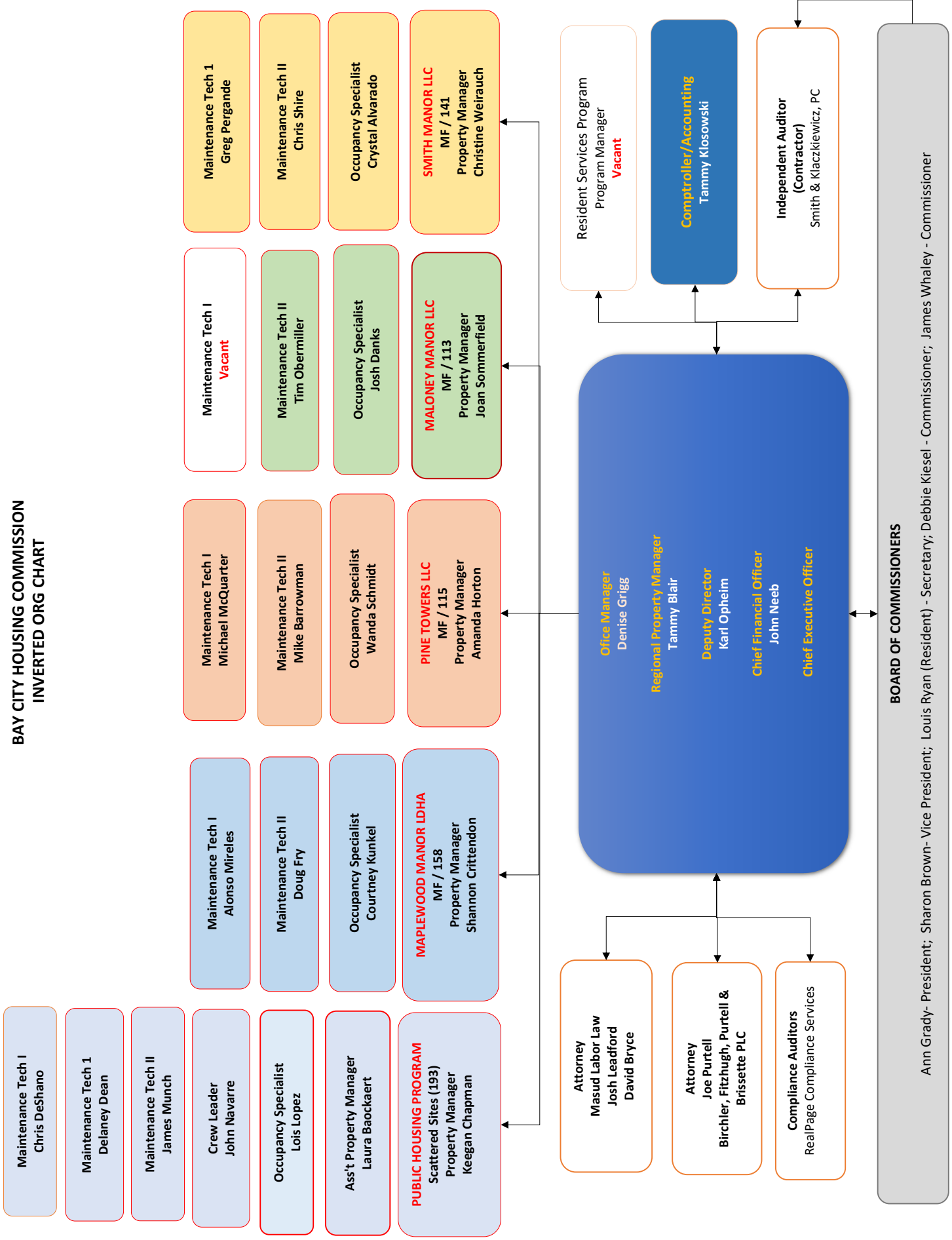
**Pine Towers Exterior Column Repairs.** We have hired local engineering firm MacMillan Associates to conduct our assessment of the columns and select bid documents for a fee of \$4,750. We will likely schedule the engineering assessment in April on a non-windy day. Our last column round of repairs was seven years ago. Our scope of work this round included crack repairs, complete recaulking, complete weatherproof resealing of the exterior columns and precast concrete panels, cost was \$106,000. I expect this round to cost under \$25,000. I created a matrix of column repairs by date and cost that will be pass out at our board meeting.

**Scattered Site Furnace Replacements.** Two more furnaces replaced, total of 11 this winter.

**Scattered Site Roof Shingle Replacements.** I'm visiting sites to finalize our dwelling shingle replacement list.

**High Rise Equipment Identification, Maintenance and Service Manual Project.** Smith Manor manual slowing moving forward.

**BAY CITY HOUSING COMMISSION  
INVERTED ORG CHART**



**BAY CITY HOUSING COMMISSION**  
**Balance Sheet**  
2/29/2024

	All Program Lines of Business	Central Office	Market	Public Housing	Multifamily Owned			Multifamily Managed
					Maloney Manor	Pine Towers	Smith Manor	
<b>Assets</b>								
Current Assets								
Cash	3,005,909	357,527	110,764	1,040,991	151,484	82,368	224,424	1,038,351
Accounts Receivable	255,100	207,578	771	24,971	7,524	5,046	6,005	3,205
Deposits & Escrows	3,858,708	125	0	55,516	891,068	1,067,023	1,086,044	758,932
Other Current Assets	4,501,425	1,620,064	2,516	2,578,698	69,449	83,873	84,638	62,187
Total Current Assets	11,621,142	2,185,294	114,050	3,700,176	1,119,525	1,238,310	1,401,111	1,862,675
Fixed Assets	14,291,929	453,529	0	1,738,304	1,150,297	895,268	1,292,433	8,762,097
Other Assets	1,356,628	1,140,071	0	216,557	0	0	0	0
<b>Total Assets</b>	<b>27,269,698</b>	<b>3,778,894</b>	<b>114,050</b>	<b>5,655,038</b>	<b>2,269,821</b>	<b>2,133,579</b>	<b>2,693,545</b>	<b>10,624,772</b>
<b>Liabilities &amp; Equity</b>								
Liabilities								
Current Liabilities	187,883	14,439	8	53,993	24,507	38,211	33,299	23,426
Other Current Liabilities	799,646	121,634	1,485	182,401	118,365	148,174	78,341	149,246
Long Term Liabilities	1,238,983	(1,434,137)	0	(494,143)	0	0	0	3,167,263
Total Liabilities	2,226,512	(1,298,064)	1,493	(257,750)	142,872	186,386	111,639	3,339,935
Equity								
Retained Earnings	24,472,482	5,021,629	95,286	5,840,412	2,090,013	1,842,247	2,427,413	7,155,481
Current Net Income	570,705	55,329	17,271	72,375	36,936	104,946	154,492	129,356
Total Equity	25,043,187	5,076,958	112,558	5,912,787	2,126,949	1,947,193	2,581,905	7,284,837
<b>Total Liabilities &amp; Equity</b>	<b>27,269,698</b>	<b>3,778,894</b>	<b>114,050</b>	<b>5,655,038</b>	<b>2,269,821</b>	<b>2,133,579</b>	<b>2,693,545</b>	<b>10,624,772</b>

# BAY CITY HOUSING COMMISSION

## Income Statement

2/29/2024

	All Program Lines of Business	Central Office	Market	Public Housing	Multifamily Owned			Multifamily Managed
					Maloney Manor	Pine Towers	Smith Manor	
<b>Income</b>								
Rental Income	2,036,627	0	14,925	572,452	352,030	372,224	443,810	281,186
Vacancy, Losses & Concessions	(18,563)	64	0	(2,086)	(4,963)	(4,361)	(6,807)	(410)
Net Rental Income	2,018,064	64	14,925	570,366	347,067	367,863	437,003	280,776
Service Related Income	197,926	197,926	0	0	0	0	0	0
Other Income	190,106	40,731	7,639	67,434	22,498	23,297	14,108	14,399
<b>Total Income</b>	<b>2,406,096</b>	<b>238,721</b>	<b>22,564</b>	<b>637,799</b>	<b>369,566</b>	<b>391,160</b>	<b>451,111</b>	<b>295,175</b>
<b>Expenses</b>								
Administrative Expenses	617,817	189,474	274	138,483	68,394	83,676	95,763	41,753
Utilities	238,403	2,775	0	4,285	61,354	62,966	68,629	38,395
Operating & Maintenance Expenses	468,056	14,041	1,256	143,062	86,578	95,952	88,606	38,561
Taxes & Insurance	402,036	52,998	618	136,490	49,037	67,523	69,994	25,376
Service Related Expenses	22,095	1,138	200	12,681	2,340	1,864	2,615	1,258
<b>Total Operating Expenses</b>	<b>1,748,407</b>	<b>260,426</b>	<b>2,348</b>	<b>435,001</b>	<b>267,702</b>	<b>311,981</b>	<b>325,607</b>	<b>145,343</b>
<b>Net Operating Income (Loss)</b>	<b>657,688</b>	<b>(21,705)</b>	<b>20,216</b>	<b>202,798</b>	<b>101,863</b>	<b>79,179</b>	<b>125,504</b>	<b>149,832</b>
<b>Non-Operating Expenses</b>								
<b>Non-Operating Income</b>	<b>120,000</b>	<b>120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Capital Expenditures	129,086	0	2,945	115,968	64,928	(25,766)	(28,988)	0
Debt Services	20,475	0	0	0	0	0	0	20,475
Other Non-Operating Expenses	57,421	42,966	0	14,455	0	0	0	0
<b>Total Non-Operating Expenses</b>	<b>206,983</b>	<b>42,966</b>	<b>2,945</b>	<b>130,423</b>	<b>64,928</b>	<b>(25,766)</b>	<b>(28,988)</b>	<b>20,475</b>
<b>Net Income (Loss)</b>	<b>570,705</b>	<b>55,329</b>	<b>17,271</b>	<b>72,375</b>	<b>36,936</b>	<b>104,946</b>	<b>154,492</b>	<b>129,356</b>



Payment Date	Property ID	Vendor name	Memo	Sum of Amount
2/1/2024	PT	Waste Management	Dumpster rentals	422.36
2/1/2024	PT	Pitney Bowes	Postage meter lease fee	40.79
2/1/2024	SM	Waste Management	Dumpster rentals	790.24
2/1/2024	SM	Pitney Bowes	Postage meter lease fee	40.79
2/1/2024	SM	HD Supply Facilities Maintenance	Plumbing Supplies	75.38
2/1/2024	SM	HD Supply Facilities Maintenance	Electrical Supplies	142.58
2/1/2024	SS	Pitney Bowes	Postage meter lease fee	244.78
2/1/2024	SS	Sherwin Williams Company	Paint	-
2/1/2024	SS	The Home Depot Pro (Supplyworks)	single curtain rods	256.53
2/2/2024	COCC	One America	Disability Insurance Payment	162.51
2/2/2024	COCC	American Family Life Assurance Co	Record Payment of AFLAC Invoices Paid	1,433.10
2/2/2024	COCC	MERS Defined Benefit	Defined benefit	228.85
2/2/2024	MM	Capital One Bank (USA), N.A.	Pigtail (wire replacement for light on truck) Replacement light bulb for tractor Replacement light bul	30.41
2/2/2024	MM	King Communications	After hours answering services	64.49
2/2/2024	MM	One America	Disability Insurance Payment	80.90
2/2/2024	MWM	King Communications	After hours answering services	90.91
2/2/2024	MWM	One America	Disability Insurance Payment	156.49
2/2/2024	PT	King Communications	After hours answering services	66.17
2/2/2024	PT	One America	Disability Insurance Payment	149.81
2/2/2024	SM	King Communications	After hours answering services	81.72
2/2/2024	SM	One America	Disability Insurance Payment	148.92
2/2/2024	SS	Capital One Bank (USA), N.A.	5 Amara 30in Gas Ranges	1,523.00
2/2/2024	SS	Capital One Bank (USA), N.A.	3 Bath Vanities - 1 for Bath1 at 2220 Michigan, 2 for 1110 Fraser	742.54
2/2/2024	SS	King Communications	After hours answering services	111.11
2/2/2024	SS	One America	Disability Insurance Payment	265.67
2/4/2024	COCC	Capital One Bank (USA), N.A.	Bill.com subscription	79.00
2/6/2024	COCC	Amazon	Office Supplies	15.96
2/6/2024	COCC	Capital One Bank (USA), N.A.	1099 Processing	145.42
2/6/2024	COCC	Ring Central	Digital fax lines	21.13
2/6/2024	MM	Ring Central	Digital fax lines	21.49
2/6/2024	MWM	Ring Central	Digital fax lines	22.11
2/6/2024	PT	Amazon	Weather gasket for front doors	89.90
2/6/2024	PT	Ring Central	Digital fax lines	21.51
2/6/2024	SM	Ring Central	Digital fax lines	21.89
2/6/2024	SS	Ring Central	Digital fax lines	32.56
2/7/2024	COCC	Capital One Bank (USA), N.A.	022024 Zoom Invoice	16.95
2/7/2024	MWM	Capital One Bank (USA), N.A.	1099 Processing	15.80
2/8/2024	MM	Amazon	1 Case of Isopropyl Alcohol	30.97
2/8/2024	MM	Amazon	Hydraulic power unit plastic cover for straight blade snow plow	46.99
2/8/2024	SS	Capital One Bank (USA), N.A.	Vanity for 2220 Michigan Bath2	176.39
2/9/2024	COCC	ADP, Inc.	Payroll processing fee PD 02012023	127.70
2/9/2024	SM	Capital One Bank (USA), N.A.	Postage Stamps	68.00
2/10/2024	COCC	Wex Bank	Fuel charges for BCHC vehicle fleet	21.26
2/10/2024	PT	Wex Bank	Fuel charges for BCHC vehicle fleet	48.70
2/10/2024	SS	Wex Bank	Fuel charges for BCHC vehicle fleet	261.01
2/11/2024	COCC	Capital One Bank (USA), N.A.	Posting for OS and Accountant	502.27

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
2/12/2024	COCC	Klender DeeSign, LLC	Repair Awning at COCC	305.00
2/13/2024	COCC	Alerus Financial	DC Payment - Admin	963.11
2/13/2024	COCC	Alerus Financial	DC Payment - Emp Withholding	1,269.59
2/13/2024	COCC	Alerus Financial	DC Payment - Loan Repay	564.79
2/13/2024	COCC	Alerus HCSP	HSCP Payment - Admin	55.77
2/13/2024	COCC	Alerus HCSP	HSCP Payment - Withholding	392.18
2/13/2024	COCC	Vantagepoint Transfer Agents-457	457 WH	1,604.95
2/13/2024	MM	Alerus Financial	DC Payment - Admin	151.81
2/13/2024	MM	Alerus Financial	DC Payment - Maint	135.33
2/13/2024	MM	Alerus HCSP	HSCP Payment - Admin	20.24
2/13/2024	MM	Alerus HCSP	HSCP Payment - Maint	18.04
2/13/2024	MWM	Alerus Financial	DC Payment - Admin	294.48
2/13/2024	MWM	Alerus Financial	DC Payment - Maint	271.77
2/13/2024	MWM	Alerus HCSP	HSCP Payment - Admin	39.26
2/13/2024	MWM	Alerus HCSP	HSCP Payment - Maint	36.23
2/13/2024	PT	Alerus Financial	DC Payment - Admin	267.85
2/13/2024	PT	Alerus Financial	DC Payment - Maint	146.70
2/13/2024	PT	Alerus HCSP	HSCP Payment - Admin	35.70
2/13/2024	PT	Alerus HCSP	HSCP Payment - Maint	19.56
2/13/2024	PT	Amazon	Weather gasket for front doors	5.99
2/13/2024	PT	Amazon	Refund of weather stripping	75.91
2/13/2024	SM	Alerus Financial	DC Payment - Admin	274.53
2/13/2024	SM	Alerus Financial	DC Payment - Maint	263.52
2/13/2024	SM	Alerus HCSP	HSCP Payment - Admin	36.59
2/13/2024	SM	Alerus HCSP	HSCP Payment - Maint	35.12
2/13/2024	SS	Alerus Financial	DC Payment - Admin	308.27
2/13/2024	SS	Alerus Financial	DC Payment - Maint	731.40
2/13/2024	SS	Alerus HCSP	HSCP Payment - Admin	41.10
2/13/2024	SS	Alerus HCSP	HSCP Payment - Maint	54.57
2/14/2024	PT	Capital One Bank (USA), N.A.	Bathroom motor fans	160.00
2/15/2024	MWM	Capital One Bank (USA), N.A.	Fire panel door for hallway, damaged due to leak	88.54
2/15/2024	PT	Capital One Bank (USA), N.A.	Pest control supplies	56.67
2/16/2024	COCC	SAMSA, Inc.	Office 365 subscriptions for 01/24	166.50
2/16/2024	COCC	Shred Experts LLC	Shredding services	30.00
2/16/2024	COCC	Jose Vasquez	Snow Removal for Vacant Lot 506 N. Dean	200.00
2/16/2024	COCC	Alliance Contracting & Design, Inc.	Snow removal of sidewalks for vacant lots	645.00
2/16/2024	COCC	Bay City Treasurer - Utility Payments	Elec/Water/Sewer/Trash from 12/22/23 to 01/22/24	424.15
2/16/2024	COCC	Bay City Treasurer - Utility Payments	Water/Sewer/Trash from 12/22/23 to 01/22/24	220.71
2/16/2024	MM	Abell Pest Control	Monthly bed bug & roach inspections - MM	462.50
2/16/2024	MM	Abell Pest Control	Bed bug treatment of unit #501, and inspection of unit #400	61.50
2/16/2024	MM	Clean Team, Inc.	Janitorial Services for January 2024 - MM	1,280.00
2/16/2024	MM	Menards	Batteries-2 8 packs	33.72
2/16/2024	MM	Menards	Power grab exp tub surround and tub sealer	102.84
2/16/2024	MM	Menards	Spray paint - Almond	23.92
2/16/2024	MM	Menards	Bolt organizer, Door hinges, Stainless steel bolts, Toggle bolts, Groove join pliers	86.74
2/16/2024	MM	Menards	Plumbing, Hardware, and Building Supplies for MM	168.38

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
2/16/2024	MM	SAMSA, Inc.	Office 365 subscriptions for 01/24	54.00
2/16/2024	MM	Valley Roofing Co. Inc.	Moved stone, caulked and patched around curbs - MIM	230.00
2/16/2024	MM	Bay Glass Company	2 pieces of glass 22 x 55 1/2 clear & 1 roll black vinyl glazing channel	504.47
2/16/2024	MM	Birchler, Fitzhugh, Purtell & Brissette Legal Fees - re: tenant		874.00
2/16/2024	MM	Enerco Corporation	Annual Boiler Testing & Service	110.00
2/16/2024	MM	Bay Area Chamber of Commerce	Chamber membership	133.76
2/16/2024	MM	Bay City Treasurer - Utility Payments Elec/Water/Sewer/Trash from 12/22/23 to 01/22/24		9,241.27
2/16/2024	MM	Williams Distributing	Delta Tub Spouts - plumbing supplies	197.09
2/16/2024	MM	Prater, Connie Lynn	Deposit Refund Bldg N/A - Unit 3306	85.00
2/16/2024	MWM	Cintas Corp #346	lobby rugs	299.86
2/16/2024	MWM	Clean Team, Inc.	January 2024 cleaning contract	1,618.00
2/16/2024	MWM	Continental Management, LLC	Management Fee - Maplewood Manor-MWM-2/20241707557334	7,439.17
2/16/2024	MWM	SAMSA, Inc.	Office 365 subscriptions for 01/24	54.00
2/16/2024	MWM	Great Lakes Elevator	Service call 01/18/24 Large car replaced door hanger rollers on 1st floor; Small car adjusted brake, te	1,780.00
2/16/2024	MWM	Hugos Key & Lock Service	3 Master Recodes	36.00
2/16/2024	MWM	Sherwin Williams Company	Double Post of Invoice	70.65
2/16/2024	MWM	Enerco Corporation	Annual Boiler Testing & Service	110.00
2/16/2024	MWM	Bay Area Chamber of Commerce	Chamber membership	133.76
2/16/2024	MWM	Bay City Treasurer - Utility Payments Elec/Water/Sewer/Trash from 12/22/23 to 01/22/24		16,218.57
2/16/2024	PT	Abell Pest Control	Aprehend treatment apt 603	300.00
2/16/2024	PT	Abell Pest Control	Aprehend quarterly	300.00
2/16/2024	PT	Abell Pest Control	Preventative treatment for bed bugs	135.00
2/16/2024	PT	Abell Pest Control	Aprehend treatment for Pine Towers Office	300.00
2/16/2024	PT	Clean Team, Inc.	Once weekly janitorial services	1,494.00
2/16/2024	PT	Menards	General maintenance supplies for city inspection repairs	27.95
2/16/2024	PT	SAMSA, Inc.	Office 365 subscriptions for 01/24	54.00
2/16/2024	PT	Universal Air, Inc.	Service call for Trane Unit	375.00
2/16/2024	PT	Hugos Key & Lock Service	Extra keys made	29.00
2/16/2024	PT	Hugos Key & Lock Service	extra drop box keys for admin. and new cylinder for lock	23.70
2/16/2024	PT	Siemens Industry, Inc.	Service call and repair - fire sprinkler system	1,197.00
2/16/2024	PT	Sherwin Williams Company	Paint supplies	33.01
2/16/2024	PT	Enerco Corporation	Annual Boiler Testing & Service	110.00
2/16/2024	PT	Bay United Motors Inc	Heater fan motor	110.90
2/16/2024	PT	Bay Area Chamber of Commerce	Chamber membership	133.76
2/16/2024	PT	Wobig Construction Co. Inc.	Labor & materials - PT 901 fire unit	31,302.40
2/16/2024	PT	Bay City Treasurer - Utility Payments Water/sewer/elec/trash from 12/08/23 to 01/08/24		10,242.33
2/16/2024	SM	Clean Team, Inc.	Cleaning of hallway for January 2024	1,457.00
2/16/2024	SM	SAMSA, Inc.	Office 365 subscriptions for 01/24	54.00
2/16/2024	SM	Universal Air, Inc.	Lochinvor water heater locked out and not firing.	1,671.00
2/16/2024	SM	Universal Air, Inc.	Contract Amount	1,290.00
2/16/2024	SM	Hugos Key & Lock Service	Keys	7.55
2/16/2024	SM	Sherwin Williams Company	White Paint for doors	252.60
2/16/2024	SM	Scott Chesney	New Countertop for 202	350.00
2/16/2024	SM	Scott Chesney	New Countertop for unit 326	350.00
2/16/2024	SM	Enerco Corporation	Annual Boiler Testing & Service	110.00
2/16/2024	SM	Rightway Remediation, LLC	Removal & Disposal of ACM Material Apt 326	900.00



Payment Date	Property ID	Vendor name	Memo	Sum of Amount
2/16/2024	SM	Bay Area Chamber of Commerce	Chamber membership	133.76
2/16/2024	SM	Bay City Treasurer - Utility Payments	Elec/Water/Sewer/Trash from 12/22/23 to 01/22/24	12,060.35
2/16/2024	SM	Lakeshore Living, LLC	Refelt pool table	485.00
2/16/2024	SS	Menards	Plumbing Supplies	62.76
2/16/2024	SS	Menards	Gutter Screws, Address Numbers, Silicon	50.95
2/16/2024	SS	SAMSA, Inc.	Office 365 subscriptions for 01/24	87.00
2/16/2024	SS	PDQ Supply Company	Appliance Parts - oven door gaskets	78.22
2/16/2024	SS	Shred Experts LLC	Shredding services	30.00
2/16/2024	SS	Sequin Lumber Company	Nova Ply for Countertop Repairs	65.90
2/16/2024	SS	Larson Salvage Company	Countertop Supplies	119.00
2/16/2024	SS	Modernistic	Duct Work Cleaning - 2224 Michigan	495.00
2/16/2024	SS	Nielson Construction LLC	Gutter Removal and Replacement	550.00
2/16/2024	SS	Bay Area Chamber of Commerce	Chamber membership	133.76
2/16/2024	SS	Bay City Treasurer - Utility Payments	Elec/Water/Sewer/Trash from 12/22/23 to 01/22/24	302.49
2/16/2024	SS	Bay City Treasurer - Utility Payments	Utility Deposit - 2224 Michigan - Johnna Gallaty - MI 01/31/2024	300.00
2/16/2024	SS	Bay City Treasurer - Utility Payments	Utility Deposit - 1271 Harrison - Courtney Gerard - MI 02/02/2024	300.00
2/16/2024	SS	Bay City Treasurer - Utility Payments	Utility Deposit - Ashlee McBride - 1021 Harrison - 02/12/2024	300.00
2/16/2024	SS	Bay City Treasurer - Utility Payments	Utility Usage - Vacant Unit - 1016 Jennison - 01/03/2024 - 01/19/2024	67.74
2/16/2024	SS	Bay City Treasurer - Utility Payments	Utility Usage - Vacant - 1021 Harrison - 01/12/2024 - 02/01/2024	64.36
2/16/2024	SS	Bay City Treasurer - Utility Payments	Utility Usage - 1410 Bradfield - Vacant - 01/04/2024 - 01/16/2024	73.21
2/16/2024	SS	Bay City Treasurer - Utility Payments	Utility Usage - Vacant - 1271 Harrison - 01/01/2024 - 02/01/2024	109.59
2/16/2024	SS	Bay City Treasurer - Utility Payments	Utility Usage - Vacant - 2224 Michigan - 01/19/2024 - 02/01/2024	43.10
2/16/2024	SS	Consumers Energy - SS Vacant	Gas Usage - Tenant Charge - M. Antes - 01/09/2024-02/06/2024	72.06
2/16/2024	SS	Consumers Energy - SS Vacant	Gas Usage - Vacant - 1410 Bradfield - 01/06/2024 - 01/15/2024	15.38
2/16/2024	SS	Consumers Energy - SS Vacant	Gas Usage - Vacant - 2224 Michigan - 01/06/2024 - 02/04/2024	101.42
2/16/2024	SS	Smith Mechanical HVAC LLC	Hot Water Heater installation at 1309 S. Grant	507.00
2/16/2024	BCHC	Housing Authority Risk Retention	Grr Reimbursable Deductible Invoice	221.40
2/20/2024	COCC	Blue Cross & Blue Shield Of MI	Health insurance premiums	8,304.88
2/20/2024	MM	Blue Cross & Blue Shield Of MI	Health insurance premiums	1,824.17
2/20/2024	MWM	Blue Cross & Blue Shield Of MI	Health insurance premiums	4,099.21
2/20/2024	PT	Blue Cross & Blue Shield Of MI	Health insurance premiums	3,680.23
2/20/2024	SM	Blue Cross & Blue Shield Of MI	Health insurance premiums	5,120.79
2/20/2024	SS	Blue Cross & Blue Shield Of MI	Health insurance premiums	10,579.75
2/21/2024	PT	Capital One Bank (USA), N.A.	Supplies for Pine Towers Meet and Greet-Informational meeting for residents	34.51
2/21/2024	SM	Capital One Bank (USA), N.A.	Move in Gifts	222.50
2/22/2024	COCC	Verizon Wireless	Cell phones	195.62
2/22/2024	MM	Verizon Wireless	Cell phones	292.72
2/22/2024	MWM	Verizon Wireless	Cell phones	204.36
2/22/2024	PT	Capital One Bank (USA), N.A.	Front door seal replacement	37.09
2/22/2024	PT	Verizon Wireless	Cell phones	303.86
2/22/2024	SM	Verizon Wireless	Cell phones	296.12
2/22/2024	SS	Verizon Wireless	Cell phones	487.88
2/23/2024	COCC	ADP, Inc.	Payroll processing fee PD 02012023	127.70
2/23/2024	MM	Capital One Bank (USA), N.A.	Candy for candy dish in MIM office for visitors	27.45
2/23/2024	MWM	White, Carolyn L	Deposit Refund Bldg 1 - Unit 8609	(2.50)
2/23/2024	PT	Capital One Bank (USA), N.A.	Welcome baskets for move-ins	75.00

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
2/23/2024	SM	Jacobs, Monnielynn	Deposit Refund Bldg N/A - Unit 2530	(141.00)
2/26/2024	PT	Capital One Bank (USA), N.A.	Roll of stamps	68.00
2/27/2024	COCC	Wex Bank	Fuel charges for BCHC vehicle fleet	35.46
2/27/2024	MM	Wex Bank	Fuel charges for BCHC vehicle fleet	57.29
2/27/2024	MWM	Amazon	pull cord stations	262.38
2/27/2024	MWM	Amazon	hose splitter; trash chute struts; cast iron domes	387.45
2/27/2024	MWM	Wex Bank	Fuel charges for BCHC vehicle fleet	78.62
2/27/2024	PT	Wex Bank	Fuel charges for BCHC vehicle fleet	29.36
2/27/2024	SS	Wex Bank	Fuel charges for BCHC vehicle fleet	354.23
2/28/2024	COCC	Alerus Financial	DC Payment - Admin	963.11
2/28/2024	COCC	Alerus Financial	DC Payment - Emp Withholding	1,307.27
2/28/2024	COCC	Alerus Financial	DC Payment - Loan Repay	564.79
2/28/2024	COCC	Alerus HCSP	HSCP Payment - Admin	55.77
2/28/2024	COCC	Alerus HCSP	HSCP Payment - Withholding	406.33
2/28/2024	COCC	Standard Insurance Company	Life insurance	332.68
2/28/2024	COCC	Vantagepoint Transfer Agents-457	457 WH	1,604.95
2/28/2024	COCC	Alerus HCSP - Retirees	HSCP deposit for eligible retirees	4,023.64
2/28/2024	MM	Alerus Financial	DC Payment - Admin	151.81
2/28/2024	MM	Alerus Financial	DC Payment - Maint	297.48
2/28/2024	MM	Alerus HCSP	HSCP Payment - Admin	20.24
2/28/2024	MM	Alerus HCSP	HSCP Payment - Maint	39.65
2/28/2024	MM	Capital One Bank (USA), N.A.	2/21/24 to 12/31/24 MiDeal membership	36.00
2/28/2024	MM	Standard Insurance Company	Life insurance	63.05
2/28/2024	MWM	Alerus Financial	DC Payment - Admin	371.28
2/28/2024	MWM	Alerus Financial	DC Payment - Maint	279.45
2/28/2024	MWM	Alerus HCSP	HSCP Payment - Admin	49.50
2/28/2024	MWM	Alerus HCSP	HSCP Payment - Maint	37.26
2/28/2024	MWM	Capital One Bank (USA), N.A.	2/21/24 to 12/31/24 MiDeal membership	36.00
2/28/2024	MWM	Standard Insurance Company	Life insurance	108.51
2/28/2024	PT	Alerus Financial	DC Payment - Admin	267.85
2/28/2024	PT	Alerus Financial	DC Payment - Maint	150.81
2/28/2024	PT	Alerus HCSP	HSCP Payment - Admin	35.70
2/28/2024	PT	Alerus HCSP	HSCP Payment - Maint	20.11
2/28/2024	PT	Capital One Bank (USA), N.A.	2/21/24 to 12/31/24 MiDeal membership	36.00
2/28/2024	PT	Standard Insurance Company	Life insurance	93.22
2/28/2024	SM	Alerus Financial	DC Payment - Admin	274.53
2/28/2024	SM	Alerus Financial	DC Payment - Maint	263.52
2/28/2024	SM	Alerus HCSP	HSCP Payment - Admin	36.59
2/28/2024	SM	Alerus HCSP	HSCP Payment - Maint	35.12
2/28/2024	SM	Capital One Bank (USA), N.A.	2/21/24 to 12/31/24 MiDeal membership	36.00
2/28/2024	SM	Standard Insurance Company	Life insurance	103.11
2/28/2024	SS	Alerus Financial	DC Payment - Admin	308.27
2/28/2024	SS	Alerus Financial	DC Payment - Maint	593.70
2/28/2024	SS	Alerus HCSP	HSCP Payment - Admin	41.10
2/28/2024	SS	Alerus HCSP	HSCP Payment - Maint	35.29
2/28/2024	SS	Capital One Bank (USA), N.A.	2/21/24 to 12/31/24 MiDeal membership	36.00

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
2/28/2024	SS	Standard Insurance Company	Life insurance	227.78
2/28/2024	SS	Alerus HCSP - Retirees	HCSP deposit for eligible retirees	1,476.36
2/29/2024	COCC	Arnold Sales	Janitorial Supplies	86.82
2/29/2024	COCC	Bay City Housing Commission Petty C	Petty cash	60.00
2/29/2024	COCC	Capital One Bank (USA), N.A.	Maintenance and accounting position posting	459.52
2/29/2024	COCC	One America	Disability Insurance Payment	162.51
2/29/2024	COCC	SAMSA, Inc.	Facilities Management, 365 Backup, Hosted Server for 12/23	180.47
2/29/2024	COCC	UWUA Local 542	Union Dues	396.00
2/29/2024	COCC	Birchler, Fitzhugh, Purtell & Brissette Legal	Fees General	1,053.00
2/29/2024	COCC	Alliance Contracting & Design, Inc.	Snow removal of sidewalks for vacant lots	645.00
2/29/2024	MM	Abell Pest Control	Bed bug treatment for units #512, #400, #301, and #307, and Pest control contract charges for Febru	1,027.50
2/29/2024	MM	Arnold Sales	Janitorial Supplies	680.01
2/29/2024	MM	Arnold Sales	Ice Melt	464.50
2/29/2024	MM	One America	Disability Insurance Payment	118.59
2/29/2024	MM	SAMSA, Inc.	Facilities Management, 365 Backup, Hosted Server for 12/23	111.13
2/29/2024	MM	US Bank Equipment Finance	Copier Usage & Rental	138.00
2/29/2024	MM	Wade Promotions, LLC.	Bay Metro Transit bus ad	65.00
2/29/2024	MM	Bay City Housing Commission	Management Fee - Maloney Manor-MM-1/20241708443148	5,724.12
2/29/2024	MM	Birchler, Fitzhugh, Purtell & Brissette Legal	Fees - re: tenant	1,185.75
2/29/2024	MM	Birchler, Fitzhugh, Purtell & Brissette Legal	Fees - Rooftop Lease	263.25
2/29/2024	MM	Batteries Plus	Replacement batteries for fire panel - MM	207.66
2/29/2024	MM	Scott Chesney	Built new formica covered kitchen countertops	295.00
2/29/2024	MM	Bay City Treasurer - Constellation Enr	Constellation Energy billing - natural gas	1,274.13
2/29/2024	MWMM	Abell Pest Control	February unit pest inspections	675.00
2/29/2024	MWMM	Abell Pest Control	513 BB treatment	135.00
2/29/2024	MWMM	Abell Pest Control	February bait stations	100.00
2/29/2024	MWMM	Abell Pest Control	February general pest contract	60.00
2/29/2024	MWMM	Bay City Housing Commission Petty C	Petty cash	30.00
2/29/2024	MWMM	Capital One Bank (USA), N.A.	Meet & Greet refreshments	18.30
2/29/2024	MWMM	One America	Disability Insurance Payment	200.62
2/29/2024	MWMM	SAMSA, Inc.	Facilities Management, 365 Backup, Hosted Server for 12/23	113.17
2/29/2024	MWMM	Unclaimed Freight Ace Hardware	Snowblower parts	263.23
2/29/2024	MWMM	US Bank Equipment Finance	Copier Usage & Rental	138.00
2/29/2024	MWMM	Wade Promotions, LLC.	Bay Metro Transit bus ad	65.00
2/29/2024	MWMM	Joint, Clutch & Gear Service Inc	oil	38.16
2/29/2024	MWMM	Gill-Roy's Hardware	Nuts and bolts	9.48
2/29/2024	MWMM	Covenant Medical Center	Employment physical, C. Kunkel	152.00
2/29/2024	MWMM	Bay City Treasurer - Constellation Enr	Constellation Energy billing - natural gas	1,607.95
2/29/2024	PT	Bay City Housing Commission Petty C	Petty cash	28.56
2/29/2024	PT	Capital One Bank (USA), N.A.	A/C covers	149.99
2/29/2024	PT	One America	Disability Insurance Payment	149.81
2/29/2024	PT	SAMSA, Inc.	Facilities Management, 365 Backup, Hosted Server for 12/23	111.26
2/29/2024	PT	US Bank Equipment Finance	Copier Usage & Rental	138.00
2/29/2024	PT	Wade Promotions, LLC.	Bay Metro Transit bus ad	65.00
2/29/2024	PT	Bay City Housing Commission	Management Fee - Pine Towers-PT-1/20241708443092	6,795.44
2/29/2024	PT	Birchler, Fitzhugh, Purtell & Brissette Legal	Fees - re: tenant	136.50

Payment Date	Property ID	Vendor name	Memo	Sum of Amount
2/29/2024	PT	Bay City Treasurer - Constellation Enr	Constellation Energy billing - natural gas	1,020.76
2/29/2024	PT	National Elevator Consultants, Inc.	Elevator Consulting Services	1,800.00
2/29/2024	PT	Bellor, Cindy C	Deposit Refund Bldg N/A - Unit 6513	306.00
2/29/2024	PT	Trane U.S. Inc.	Repairs to HVAC system for first floor	585.80
2/29/2024	SM	Abell Pest Control	February monthly BB & Roach inspection program	587.50
2/29/2024	SM	Abell Pest Control	Pest Control Contract for Mar 2024	60.00
2/29/2024	SM	Arnold Sales	Janitorial Supplies	280.62
2/29/2024	SM	Arnold Sales	Repair floor scrubber	299.40
2/29/2024	SM	Menards	Paint supplies, general maintenance supplies, janitorial supplies	164.96
2/29/2024	SM	One America	Disability Insurance Payment	148.92
2/29/2024	SM	SAMSA, Inc.	Facilities Management, 365 Backup, Hosted Server for 12/23	112.41
2/29/2024	SM	US Bank Equipment Finance	Copier Usage & Rental	138.00
2/29/2024	SM	A & B Plumbing & Heating	Repair 4" Cracked pipe on toilet	310.00
2/29/2024	SM	Wade Promotions, LLC.	Bay Metro Transit bus ad	65.00
2/29/2024	SM	Bay City Housing Commission	Management Fee - Smith Manor-SM-1/20241708443115	7,855.04
2/29/2024	SM	Rightway Remediation, LLC	Removal & Disposal of Suspect ACM Materials in 202	900.00
2/29/2024	SM	Bay City Treasurer - Constellation Enr	Constellation Energy billing - natural gas	1,844.65
2/29/2024	SS	Arnold Sales	Janitorial Supplies	158.57
2/29/2024	SS	Bay City Housing Commission Petty C	Petty cash	80.00
2/29/2024	SS	One America	Disability Insurance Payment	265.67
2/29/2024	SS	SAMSA, Inc.	Facilities Management, 365 Backup, Hosted Server for 12/23	150.06
2/29/2024	SS	US Bank Equipment Finance	Copier Usage & Rental	138.00
2/29/2024	SS	Wade Promotions, LLC.	Bay Metro Transit bus ad	65.00
2/29/2024	SS	Bay City Housing Commission	Bookkeeping Fee - Scattered Site-SS-1/20241708442166	1,425.00
2/29/2024	SS	Bay City Housing Commission	Management Fee - Scattered Sites-SS-1/20241708442730	10,712.20
2/29/2024	SS	Birchler, Fitzhugh, Purtell & Brissette	Legal Fees - re: tenant	117.00
2/29/2024	SS	Carahsoft Technology Corporation	The Work Number usage fees	1,130.92
2/29/2024	SS	Bay City Treasurer - Negative Rents	Negative rent payment	5,026.80
2/29/2024	SS	Bay City Treasurer - Utility Payments	Utility Deposit - Noelle Archer - 402 Broadway - MI 02/22/2024	300.00
2/29/2024	SS	Bay City Treasurer - Utility Payments	Utility Usage - Tenant Charge - D. Summers - 1110 Fraser	22.24
2/29/2024	SS	O'Donnell's Earthworks LLC	Remove Fallen Tree in back yard of 1275 Harrison	900.00
2/29/2024	SS	Bay City Treasurer - Constellation Enr	Constellation Energy billing - natural gas	113.22
2/29/2024	SS	Consumers Energy - SS Vacant	Gas Usage - Vacant - 1271 Harrison - 01/27/2024 - 02/11/2024	29.60
2/29/2024	SS	Consumers Energy - SS Vacant	Gas Usage - Vacant - 2224 Michigan - 02/05/2024 - 02/15/2024	30.78
2/29/2024	SS	Bay City Treasurer - Misc Other Paym	Tenant Charge - Nuisance Trash Collection - 1110 Fraser - Devin Summers	200.00
(blank)	(blank)	(blank)	(blank)	
<b>Grand Total</b>				<b>276,434.11</b>