

City of Crooks
Crooks Housing and Redevelopment Commission
Special meeting
Meeting agenda
Date: March 22, 2022
Time: 7:00 pm/CST
Location: Crooks Community Center (701 S West Ave, Crooks, SD, 57020)

- 1) Call to order/Roll call
- 2) Pledge of Allegiance
- 3) Approve agenda
- 4) Approve meeting minutes
- 5) Bills and Communications
- 6) Financials
- 7) Open comments
- 8) New business:
 - a. Split Xcel bill
 - b. Future expenses
- 9) Old business: None.
- 10) Adjourn



Crooks Housing and Redevelopment Commission
 Regular Monthly Meeting Minutes
 February 15, 2022

At 7pm Chairman Harstad called the meeting to order at the Crooks Community Center. Answering roll call were Commissioners Carlson, Harstad, Nelson, and Moller. Langloss was absent with notice. There are 4 guests present.

Pledge of Allegiance was recited by those present.

Approve agenda: Motion by Carlson to approve the agenda, seconded by Moller. No further discussion. All aye, motion carries.

Approve meeting minutes: Motion by Moller to approve meeting minutes, seconded by Nelson. No discussion. All aye, motion carries.

Bills & Communications. Motion by Nelson to approve claims for February, seconded by Moller. No discussion. All aye, motion carries.

Crooks Housing and Redevelopment Commission			
February 2022 claims			
Vendor	Date incur.	Amount	Description
DNB National Bank	2/14/2022	\$ 13,655.17	bond payment
DGR Engineering	11/16/2021	\$ 2,566.00	engineering W 5th St. utilities
Internal Revenue Service/EFTPS	2/14/2022	\$ 95.70	payroll taxes
Mike Harstad	2/1/2022	\$ 115.43	monthly pay
Chad Moller	2/1/2022	\$ 115.43	monthly pay
Chris Langloss	2/1/2022	\$ 115.43	monthly pay
Jeff Nelson	2/1/2022	\$ 115.43	monthly pay
Robert Carlson	2/1/2022	\$ 115.43	monthly pay
		Total	
		\$ 16,894.02	

Open comments: A guest had a concern about drainage and runoff from the new homes being built into the new Heritage Pond development. This was discussed and Steve VanBuskirk was present and addressed the concern noting that they will repair any damage. Steve gave a business card to the guest.

New business: There is no new business.

Old business: 4 lots in Sunset park have now closed. There are 5 remaining lots that are reserved. The builder has stated that when this home is sold, they will close on the remaining lots. They anticipate this to happen in April, 2022.

Steve VanBuskirk reported that Heritage Pond has 7 of 12 lots have been sold under phase I. They are looking at combining the proposed Phases II and III into the next portion of construction which will extend an additional 20 lots and will include the next two cul-de-sacs. Chairman Harstad reported that the City Council has approved the next 1000lf of force main sewer so the proposed phases will have sewer underway. There was a brief discussion about expanding the pond.

Adjourn. Motion by Nelson to adjourn meeting at 7:27pm, seconded by Carlson. No discussion. All aye, motion carries.

Respectfully submitted,

Jeff Nelson
Secretary
Crooks Housing and Redevelopment Commission

Crooks Housing and Redevelopment Commission**March 2022 claims**

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Jeff Nelson	3/1/2022	\$ 115.43	monthly pay
Robert Carlson	3/1/2022	\$ 115.43	monthly pay

Total \$ 14,328.02

Crooks Housing and Redevelopment Commission

Expenditures	2022 Budget	Actual	% of Budget
Salaries & Wages	\$ 7,500.00	\$ 1,250.00	16.67%
Social Security	\$ 465.00	\$ 18.20	3.91%
Medicare Benefit	\$ 110.00	\$ 77.50	70.45%
Insurance	\$ 1,000.00	\$ -	0.00%
Services & Fees	\$ 10,000.00	\$ 2,933.35	29.33%
Publishing	\$ 250.00	\$ -	0.00%
Capital Expenditures	\$ -	\$ -	
Supplies & Materials	\$ -	\$ -	
Travel & Conference	\$ 500.00	\$ -	0.00%
Other Current Expense	\$ 1,000.00	\$ -	0.00%
Principal Debt Service	\$ 110,500.00	\$ 18,069.36	16.35%
Interest Debt Service	\$ 54,000.00	\$ 9,240.98	17.11%
	\$ 185,325.00	\$ 31,589.39	

Revenues	2022 Budget	Actual	% of Budget
Sale of Lots	\$ 185,325.00	\$ 150,871.45	81.41%
	\$ 185,325.00	\$ 150,871.45	

**CROOKS HOUSING AND REDEVELOPMENT COMMISSION
BALANCE SHEET
CHRC FUND
AS OF FEBRUARY 28, 2022**

	CHRC Fund
ASSETS:	
Current Assets:	
Cash and Cash Equivalents	395,213.00
Restricted Cash & Cash Equivalents	164,534.94
Total Current Assets	559,747.94
NET POSITION:	
Restricted Net Position	164,534.94
Unrestricted Net Position	395,213.00
Total Net Position	559,747.94

**CROOKS HOUSING AND REDEVELOPMENT COMMISSION
STATEMENT OF CASH FLOWS
FOR THE MONTH OF FEBRUARY 2022**

	CHRC Fund
CASH FLOWS FROM OPERATING ACTIVITIES:	
Cash Payments to Commissioners for Services	(577.15)
Cash Payments to Suppliers of Goods and Services	-
Other Operating Cash Payments/Receipts	(2,661.70)
Net Cash Provided (Used) by Operating Activities	(3,238.85)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:	
Proceeds from Capital Debt	-
Capital Contributions	-
Purchase of Capital Assets	-
Capital Asset Improvements	-
Principal Paid on Capital Debt	(9,051.12)
Interest Paid on Capital Debt	(4,604.05)
Net Cash Provided (Used) by capital and related financing Activities	(13,655.17)
CASH FLOWS FROM INVESTING ACTIVITIES:	
Purchase of Investment Securities	-
Proceeds from Sales and Maturities of Investments	-
Proceeds from Sale of Capital Assets	15,500.00
Cash Received for Interest	1.26
Net Cash Provided (Used) by Investing Activities	15,501.26
Net Increase (Decrease) in Cash and Cash Equivalents	(1,392.76)
Balances - Beginning	561,140.70
Balances- Ending	559,747.94

Account No. XX-0013932774-X
Job No. 12950587
Job Address 11th St
Crooks, SD 57020



Northern States Power Company - Minnesota
500 WEST RUSSELL STREET
SIOUX FALLS, SD 57104

Dear MVB Properties, Inc.

Thank you for choosing Xcel Energy to be your energy provider. We appreciate your business, and our goal is to deliver you reliable service at an affordable price.

This letter contains important information about your requested service. Please read all details below as well as any accompanying information and respond accordingly to ensure your project is completed accurately and timely.

This letter relates to your request for:

- * Extension of Gas and/or Electric Facilities

Your portion of the cost of this project is \$4,652.23. A hard copy invoice will be sent to you via U.S. Mail Postal Service in the coming days. Please see the attached payment options document for more instructions. Upon receipt of payment and other required documentation as noted below, your project will be scheduled and you will be notified of the scheduled date. If paying by check, please note the account number identified at the top of this letter on your check to ensure accurate and timely payment processing.

Below is a list of additional documentation that you will need to review, sign, and return to the Xcel Energy Designer by email or U.S. Postal Service to their address listed at the bottom of the letter. Please retain a copy of all documentation for your records.

➤ **Documents to be returned to Xcel Energy:**

- * Statement of Work Request 17-7012

➤ **Additional enclosures:**

- * Customer Payment Options

If you have any questions about the enclosures or about your specific job, please contact the design representative below and reference your account number and/or job number above.

We look forward to being your energy provider.

Sincerely,
Derreck Martin
DESIGNER
500 WEST RUSSELL STREET
SIOUX FALLS, SD 57104
Xcel Energy
Derreck.T.Martin@xcelenergy.com
605-339-8325

Updated 01/27/2022



MAILING ADDRESS	ACCOUNT NUMBER	DUE DATE
MVB PROPERTIES INC SDNCF 2571 S WESTLAKE DR SUITE 100 SIOUX FALLS SD 57106-8547	51-0013932774-6	Pay Now
	STATEMENT NUMBER	STATEMENT DATE
	769558368	02/28/2022
		AMOUNT DUE
		\$4,652.23



QUESTIONS ABOUT YOUR BILL?

See our website: xcelenergy.com
 Email us at: Customerservice@xcelenergy.com
 Please Call: 1-800-481-4700
 Hearing Impaired: 1-800-895-4949
 Fax: 1-800-311-0050
 Or write us at: XCEL ENERGY
 PO BOX 8
 EAU CLAIRE WI 54702-0008

SUMMARY OF CURRENT CHARGES (detailed charges begin on page 2)

Non-Recurring Charges / Credits	\$4,652.23
Current Charges	\$4,652.23

ACCOUNT BALANCE (*Balance de su cuenta*)

Previous Balance	\$0.00
No Payments Received	\$0.00
Balance Forward	\$0.00
Current Charges	\$4,652.23
Amount Due (<i>Cantidad a pagar</i>)	\$4,652.23

005646 1/1

RETURN BOTTOM PORTION WITH YOUR PAYMENT • PLEASE DO NOT USE STAPLES, TAPE OR PAPER CLIPS



ACCOUNT NUMBER	DUE DATE	AMOUNT DUE	AMOUNT ENCLOSED
51-0013932774-6	Pay Now	\$4,652.23	4,652.23

AB 01 005646 81121 B 25 A



MVB PROPERTIES INC SDNCF
 2571 S WESTLAKE DR SUITE 100
 SIOUX FALLS SD 57106-8547



XCEL ENERGY
 P.O. BOX 9477
 MPLS MN 55484-9477