

City of Crooks  
Crooks Housing and Redevelopment Commission  
Regular monthly meeting  
Meeting agenda  
Date: April 19, 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: None.
- 9) Old business: None.
- 10) Adjourn



Crooks Housing and Redevelopment Commission  
 Regular Monthly Meeting Minutes  
 March 22, 2022

At 7pm Chairman Harstad called the meeting to order at the Crooks Community Center. Answering roll call were Commissioners Carlson, Harstad, Nelson, Langloss and Moller. There was 1 guests present.

Pledge of Allegiance was recited by those present.

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

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

**Bills & Communications.** Motion by Nelson to approve claims for March, seconded by Carlson. No discussion. All aye, motion carries.

**Approved claims.**

Crooks Housing and Redevelopment Commission			
March 2022 claims			
Vendor	Date incur.	Amount	Description
DNB National Bank	3/14/2022	\$ 13,655.17	bond payment
Internal Revenue Service/EFTPS	3/22/2022	\$ 95.70	payroll taxes
Mike Harstad	3/1/2022	\$ 115.43	monthly pay
Chad Moller	3/1/2022	\$ 115.43	monthly pay
Chris Langloss	3/1/2022	\$ 115.43	monthly pay
Jeff Nelson	3/1/2022	\$ 115.43	monthly pay
Robert Carlson	3/1/2022	\$ 115.43	monthly pay
		<b>Total</b>	
		<b>\$ 14,328.02</b>	

**Financials:** Commission reviewed and briefly discussed financials.

**Open comments:** There were no open comments.

**New business:** a. Split Xcel bill: There is an Xcel energy bill for changing the installed wood light poles to the light poles to match the other development. The bill amount is \$4,652.23 for the labor to change the poles. Xcel will provide the poles at no cost. It was agreed to split the bill with VanBuskirk Properties. The cost to CHRC will be \$2,326.12. A motion was made by Nelson to approve the agreed split amount, it was seconded by Moller. All aye, motion carries.

**Old business:** There is no old business.

**Adjourn.** Motion by Nelson to adjourn meeting at 7:12pm, seconded by Moller. No discussion. All aye, motion carries.

Respectfully submitted,

Jeff Nelson  
 Secretary  
 Crooks Housing and Redevelopment Commission

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

Vendor	Date incur.	Amount	Description
DNB National Bank	4/14/2022	\$ 13,655.17	bond payment
Internal Revenue Service/EFTPS	4/15/2022	\$ 95.70	payroll taxes
Mike Harstad	4/1/2022	\$ 115.43	monthly pay
Chad Moller	4/1/2022	\$ 115.43	monthly pay
Chris Langloss	4/1/2022	\$ 115.43	monthly pay
Jeff Nelson	4/1/2022	\$ 115.43	monthly pay
Robert Carlson	4/1/2022	\$ 115.43	monthly pay

**Total \$ 14,328.02**

**Crooks Housing and Redevelopment Commission**

<b>Expenditures</b>	<b>2022 Budget</b>	<b>Actual</b>	<b>% of Budget</b>
Salaries & Wages	\$ 7,500.00	\$ 1,875.00	25.00%
Social Security	\$ 465.00	\$ 56.95	12.25%
Medicare Benefit	\$ 110.00	\$ 86.60	78.73%
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	\$ 27,153.48	24.57%
Interest Debt Service	\$ 54,000.00	\$ 13,812.03	25.58%
	<b>\$ 185,325.00</b>	<b>\$ 45,917.41</b>	

<b>Revenues</b>	<b>2022 Budget</b>	<b>Actual</b>	<b>% of Budget</b>
Sale of Lots	\$ 185,325.00	\$ 166,371.45	89.77%
Interest	\$ -	\$ 4.06	#DIV/0!
	<b>\$ 185,325.00</b>	<b>\$ 166,375.51</b>	

**CROOKS HOUSING AND REDEVELOPMENT COMMISSION  
BALANCE SHEET  
CHRC FUND  
AS OF MARCH 31, 2022**

	<b>CHRC Fund</b>
<b>ASSETS:</b>	
Current Assets:	
Cash and Cash Equivalents	396,384.98
Restricted Cash & Cash Equivalents	164,536.34
Total Current Assets	560,921.32
<b>NET POSITION:</b>	
Restricted Net Position	164,536.34
Unrestricted Net Position	396,384.98
Total Net Position	560,921.32

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

	<b>CHRC Fund</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>	
Cash Payments to Commissioners for Services	(577.15)
Cash Payments to Suppliers of Goods and Services	-
Other Operating Cash Payments/Receipts	(95.70)
Net Cash Provided (Used) by Operating Activities	(672.85)
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>	
Proceeds from Capital Debt	-
Capital Contributions	-
Purchase of Capital Assets	-
Capital Asset Improvements	-
Principal Paid on Capital Debt	(9,084.12)
Interest Paid on Capital Debt	(4,571.05)
Net Cash Provided (Used) by capital and related financing Activities	(13,655.17)
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>	
Purchase of Investment Securities	-
Proceeds from Sales and Maturities of Investments	-
Proceeds from Sale of Capital Assets	15,500.00
Cash Received for Interest	1.40
Net Cash Provided (Used) by Investing Activities	15,501.40
Net Increase (Decrease) in Cash and Cash Equivalents	1,173.38
Balances - Beginning	559,747.94
Balances- Ending	560,921.32

