

City of Crooks
Crooks Housing and Redevelopment Commission
Regular meeting
Meeting agenda
Date: August 16, 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. Drainage issues along W 4th St.
- 9) Old business:
 - a. Update Heritage Pond Development
- 10) Adjourn



Crooks Housing and Redevelopment Commission
Meeting Minutes
June 28, 2022

At 7pm Chairman Harstad called the meeting to order at the Crooks city offices. Answering roll call were Commissioners Harstad, Nelson, Carlson, Langloss, and Moller. 1 guest was present.

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

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

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

Crooks Housing and Redevelopment Commission			
June 2022 claims			
Vendor	Date incur.	Amount	Description
DNB National Bank	6/14/2022	\$ 13,655.17	bond payment
DNB National Bank	7/14/2022	\$ 13,655.17	bond payment
DNB National Bank	8/14/2022	\$ 13,655.17	bond payment
DNB National Bank	9/14/2022	\$ 13,655.17	bond payment
DNB National Bank	10/14/2022	\$ 13,655.17	bond payment
DNB National Bank	11/14/2022	\$ 13,655.17	bond payment
DNB National Bank	12/14/2022	\$ 13,655.17	bond payment
Internal Revenue Service/EFTPS	6/20/2022	\$ 95.70	payroll taxes
Mike Harstad	6/1/2022	\$ 115.43	monthly pay
Chad Moller	6/1/2022	\$ 115.43	monthly pay
Chris Langloss	6/1/2022	\$ 115.43	monthly pay
Jeff Nelson	6/1/2022	\$ 115.43	monthly pay
Robert Carlson	6/1/2022	\$ 115.43	monthly pay
		Total	
		\$ 96,259.04	

Financials: Commission reviewed and briefly discussed financials.

Open comments: There were no open comments.

New business:

a. Discussion on information regarding spending CHRC Funds: Attn. Meierhenry responded back informing the CHRC that funds can be spent with proper notification to the bond holder. CHRC will sent letter to Bond Holder concerning the spending of CHRC funds.

Old business:

Update on Sunset Development:

Drainage Issues: 1 site has been noted to be slightly high on grading and there are fences within the drainage easement. Also 1 area that was previously repaired was not done properly. These items will be corrected.

5th St. utility moving issue: The utility trench is settling, one area has bad settlement and two areas have slight settlement. The utility will be notified.

Midco: Midco was notified after last meeting of the decision regarding the utility move. No additional information has been received back at this time.

Update on Heritage Pond Development:

Cleanup from neighbors on north: Much work has been done concerning this issue. We will see if this stays clean.

Taking of dirt work from neighbors on south: VanBuskirk has work to yet complete on getting the two lots cleaned up.

Harstad reported on progress within the development.

Adjourn. Motion by Carlson to adjourn meeting at 7:17pm, seconded by Nelson. No discussion. All aye, motion carries.

Respectfully submitted,

Jeff Nelson
Secretary
Crooks Housing and Redevelopment Commission

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

Vendor	Date incur.	Amount	Description
Getty Abstract	7/26/2022	\$ 704.38	closing costs 2nd phase of Heritage Pond
Internal Revenue Service	8/15/2022	\$ 95.70	payroll tax deposit
Mike Harstad	7/1/2022	\$ 115.43	monthly pay July
Chad Moller	7/1/2022	\$ 115.43	monthly pay July
Chris Langloss	7/1/2022	\$ 115.43	monthly pay July
Jeff Nelson	7/1/2022	\$ 115.43	monthly pay July
Robert Carlson	7/1/2022	\$ 115.43	monthly pay July

Total \$ 1,377.23

Crooks Housing and Redevelopment Commission
For the month ended in July 31, 2022

Expenditures	2022 Budget	Actual	% of Budget
Salaries & Wages	\$ 7,500.00	\$ 3,750.00	50.00%
Social Security	\$ 465.00	\$ 232.50	50.00%
Medicare Benefit	\$ 110.00	\$ 54.60	49.64%
Insurance	\$ 1,000.00	\$ -	0.00%
Services & Fees	\$ 10,000.00	\$ 704.38	7.04%
Publishing	\$ 250.00	\$ -	0.00%
Capital Expenditures	\$ -	\$ -	
Supplies & Materials	\$ -	\$ -	
Travel & Conference	\$ 500.00	\$ -	0.00%
Other Current Expense	\$ 1,000.00	\$ 3,637.73	363.77%
Principal Debt Service	\$ 110,500.00	\$ 59,176.57	53.55%
Interest Debt Service	\$ 54,000.00	\$ 36,409.62	67.43%
	\$ 185,325.00	\$ 103,965.40	

Revenues	2022 Budget	Actual	% of Budget
Sale of Lots	\$ 185,325.00	\$ 466,820.20	251.89%
Interest	\$ -	\$ 9.56	#DIV/0!
Other Misc. Revenue	\$ -	\$ 1,985.61	#DIV/0!
	\$ 185,325.00	\$ 468,815.37	

**CROOKS HOUSING AND REDEVELOPMENT COMMISSION
BALANCE SHEET
CHRC FUND
AS OF JUNE 30, 2022**

	CHRC Fund
ASSETS:	
Current Assets:	
Cash and Cash Equivalents	654,152.01
Restricted Cash & Cash Equivalents	164,540.44
Total Current Assets	818,692.45
NET POSITION:	
Restricted Net Position	164,540.44
Unrestricted Net Position	654,152.01
Total Net Position	818,692.45

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

	CHRC Fund
CASH FLOWS FROM OPERATING ACTIVITIES:	
Cash Payments to Commissioners for Services	-
Cash Payments to Suppliers of Goods and Services	-
Other Operating Cash Payments/Receipts	-
Net Cash Provided (Used) by Operating Activities	-
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	(9,183.84)
Interest Paid on Capital Debt	(4,471.33)
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	1.35
Net Cash Provided (Used) by Investing Activities	15,501.35
Net Increase (Decrease) in Cash and Cash Equivalents	1,846.18
Balances - Beginning	816,846.27
Balances- Ending	818,692.45

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

	CHRC Fund
ASSETS:	
Current Assets:	
Cash and Cash Equivalents	639,119.61
Restricted Cash & Cash Equivalents	164,541.84
Total Current Assets	803,661.45
NET POSITION:	
Restricted Net Position	164,541.84
Unrestricted Net Position	639,119.61
Total Net Position	803,661.45

**CROOKS HOUSING AND REDEVELOPMENT COMMISSION
STATEMENT OF CASH FLOWS
FOR THE MONTH OF JULY 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	(800.08)
Net Cash Provided (Used) by Operating Activities	(1,377.23)
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	(9,217.32)
Interest Paid on Capital Debt	(4,437.85)
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	-
Cash Received for Interest	1.40
Net Cash Provided (Used) by Investing Activities	1.40
Net Increase (Decrease) in Cash and Cash Equivalents	(15,031.00)
Balances - Beginning	818,692.45
Balances- Ending	803,661.45