

City of Crooks  
Crooks Housing and Redevelopment Commission  
Regular meeting  
Meeting agenda  
Date: November 15, 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. Outstanding water/sewer hook-up fee
- 9) Old business: None.
- 10) Adjourn



Crooks Housing and Redevelopment Commission  
 Regular Monthly Meeting Minutes  
 September 20, 2022

At 7:02pm Chairman Harstad called the meeting to order at the Crooks Community Center. Answering roll call were Commissioners Harstad, Carlson, and Moller. Absent were Commissioners Nelson (w/ notice) and Langloss (w/ notice). Guests present were Brian Jackson (VBC Companies) and Crooks City Administrator/Finance Officer Schantz.

**Approve agenda:** Motion by Moller to approve the agenda, seconded by Carlson. 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 Moller to approve claims for September, seconded by Carlson. No discussion. All aye, motion carries.

<b>Crooks Housing and Redevelopment Commission</b>			
<b>September 2022 claims</b>			
Vendor	Date incur.	Amount	Description
Internal Revenue Service	9/1/2022	\$ 95.70	payroll tax deposit
Mike Harstad	8/1/2022	\$ 115.43	monthly pay September
Chad Moller	8/1/2022	\$ 115.43	monthly pay September
Chris Langloss	8/1/2022	\$ 115.43	monthly pay September
Jeff Nelson	8/1/2022	\$ 115.43	monthly pay September
Robert Carlson	8/1/2022	\$ 115.43	monthly pay September
		<b>Total</b>	
		<b>\$ 672.85</b>	

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

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

**New business:** There was no new business.

**Old business:**

- a. Update Heritage Pond Development. Brian Jackson provided an update on the Heritage Pond Development, with current phases underway and those planned for future. Commission and Jackson discussed the development.

**Adjourn.** Motion by Carlson to adjourn meeting at 7:36pm, seconded by Moller. No discussion. All aye, motion carries.

Respectfully submitted,

Tobias Schantz  
 Crooks City Administrator/Finance Officer  
 City of Crooks, SD

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

Vendor	Date incur.	Amount	Description
Internal Revenue Service	11/15/2022	\$ 287.10	payroll tax deposit
SDPAA	10/25/2022	\$ 423.85	annual insurance premium
Chad Moller	11/1/2022	\$ 115.43	monthly pay November
Chad Moller	10/1/2022	\$ 115.43	monthly pay October
Chad Moller	8/1/2022	\$ 115.43	monthly pay August
Chris Langloss	11/1/2022	\$ 115.43	monthly pay November
Chris Langloss	10/1/2022	\$ 115.43	monthly pay October
Chris Langloss	8/1/2022	\$ 115.43	monthly pay August
Jeff Nelson	11/1/2022	\$ 115.43	monthly pay November
Jeff Nelson	10/1/2022	\$ 115.43	monthly pay October
Jeff Nelson	8/1/2022	\$ 115.43	monthly pay August
Mike Harstad	11/1/2022	\$ 115.43	monthly pay November
Mike Harstad	10/1/2022	\$ 115.43	monthly pay October
Mike Harstad	8/1/2022	\$ 115.43	monthly pay August
Robert Carlson	11/1/2022	\$ 115.43	monthly pay November
Robert Carlson	10/1/2022	\$ 115.43	monthly pay October
Robert Carlson	8/1/2022	\$ 115.43	monthly pay August
<b>Total</b>		<b>\$ 2,442.40</b>	

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

	<b>CHRC Fund</b>
<b>ASSETS:</b>	
Current Assets:	
Cash and Cash Equivalents	570,034.27
Restricted Cash & Cash Equivalents	164,544.59
Total Current Assets	734,578.86
<b>NET POSITION:</b>	
Restricted Net Position	164,544.59
Unrestricted Net Position	570,034.27
Total Net Position	734,578.86

**CROOKS HOUSING AND REDEVELOPMENT COMMISSION  
STATEMENT OF CASH FLOWS  
FOR THE MONTH OF SEPTEMBER 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	(9,284.65)
Interest Paid on Capital Debt	(4,370.52)
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	-
Cash Received for Interest	1.35
Net Cash Provided (Used) by Investing Activities	1.35
Net Increase (Decrease) in Cash and Cash Equivalents	(14,326.67)
Balances - Beginning	748,905.53
Balances- Ending	734,578.86

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

	<u>CHRC Fund</u>
<b>ASSETS:</b>	
Current Assets:	
Cash and Cash Equivalents	555,955.25
Restricted Cash & Cash Equivalents	164,545.99
Total Current Assets	<u>720,501.24</u>
<b>NET POSITION:</b>	
Restricted Net Position	164,545.99
Unrestricted Net Position	555,955.25
Total Net Position	<u>720,501.24</u>

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

	<b>CHRC Fund</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>	
Cash Payments to Commissioners for Services	-
Cash Payments to Suppliers of Goods and Services	(423.85)
Other Operating Cash Payments/Receipts	-
Net Cash Provided (Used) by Operating Activities	(423.85)
<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	(9,318.50)
Interest Paid on Capital Debt	(4,336.67)
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	-
Cash Received for Interest	1.40
Net Cash Provided (Used) by Investing Activities	1.40
Net Increase (Decrease) in Cash and Cash Equivalents	(14,077.62)
Balances - Beginning	734,578.86
Balances- Ending	720,501.24