

City of Crooks  
Crooks Housing and Redevelopment Commission  
Regular meeting  
Agenda

Date: January 17, 2023

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. FY2023 Budget
- 9) Old business: None.
- 10) Adjourn



Crooks Housing and Redevelopment Commission

Regular Monthly Meeting Minutes

December 20, 2022

At 7pm Chairman Harstad called the meeting to order at the Crooks city office. Answering roll call were Commissioners Harstad, Moller and Carlson. Absent with notice were Langloss and Nelson. No other guest 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 the meeting minutes, seconded by Carlson. No further discussion. All aye, motion carries.

**Bills & Communication:** Motion by Carlson to approve the claims for December, seconded by Moller. No further discussion. All aye, motion carries.

Crooks Housing and Redevelopment Commission			
December 2022 claims			
Vendor	Date incur.	Amount	Description
Internal Revenue Service	12/20/2022	\$ 95.70	payroll tax deposit
DNB National Bank	12/14/2022	\$ 13,655.17	bond payment
DNB National Bank	1/14/2023	\$ 13,655.17	bond payment - preapprove for 2023
DNB National Bank	2/14/2023	\$ 13,655.17	bond payment - preapprove for 2023
DNB National Bank	3/14/2023	\$ 13,655.17	bond payment - preapprove for 2023
DNB National Bank	4/14/2023	\$ 13,655.17	bond payment - preapprove for 2023
DNB National Bank	5/14/2023	\$ 13,655.17	bond payment - preapprove for 2023
DNB National Bank	6/14/2023	\$ 13,655.17	bond payment - preapprove for 2023
Chad Moller	12/1/2022	\$ 115.43	monthly pay December
Chris Langloss	12/1/2022	\$ 115.43	monthly pay December
Jeff Nelson	12/1/2022	\$ 115.43	monthly pay December
Mike Harstad	12/1/2022	\$ 115.43	monthly pay December
Robert Carlson	12/1/2022	\$ 115.43	monthly pay December
		<b>Total</b>	<b>\$ 96,259.04</b>

**Financials:** Commission reviewed and briefly discussed financials. Harstad discussed the bond payment is preapproved to 6/14/23.

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

**New Business:** The city has reached an agreement with the landowner with the land next to Heritage Pond. The purchase of pasture and crop land will be to enlarge the pond to the full size and to have room for future walking path and a park around the pond. Purchase Price negotiated was \$93,600 for 8 acres. City asked CHRC to pay. Harstad called for a vote. Motion was made by Moller to purchase the land for the agreed price, seconded by Carlson. No discussion. All aye, motion carries.

**Old Business:** None

**Old Business:** Motion was made by Moller to adjourn the meeting at 7:05, seconded by Carlson. No discussion. All aye, motion carries.

Respectfully submitted,

Bob Carlson

Chairman

Crooks Housing and Redevelopment Commission

**Crooks Housing and Redevelopment Commission**

**January 2023 claims**

Vendor	Date incur.	Amount	Description
Internal Revenue Service	1/17/2023	\$ 95.70	payroll tax deposit
Chad Moller	1/1/2023	\$ 115.43	monthly pay January
Chris Langloss	1/1/2023	\$ 115.43	monthly pay January
Jeff Nelson	1/1/2023	\$ 115.43	monthly pay January
Mike Harstad	1/1/2023	\$ 115.43	monthly pay January
Robert Carlson	1/1/2023	\$ 115.43	monthly pay January
<b>Total</b>		<b>\$ 672.85</b>	

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

	<b>CHRC Fund</b>
<b>ASSETS:</b>	
Current Assets:	
Cash and Cash Equivalents	447,853.51
Restricted Cash & Cash Equivalents	164,548.74
Total Current Assets	612,402.25
<b>NET POSITION:</b>	
Restricted Net Position	164,548.74
Unrestricted Net Position	447,853.51
Total Net Position	612,402.25

**CROOKS HOUSING AND REDEVELOPMENT COMMISSION  
STATEMENT OF CASH FLOWS  
FOR THE MONTH OF DECEMBER 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	(93,695.70)
Net Cash Provided (Used) by Operating Activities	(94,272.85)
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>	
Proceeds from Capital Debt	-
Capital Contributions	-
Purchase of Capital Assets	15,500.00
Capital Asset Improvements	-
Principal Paid on Capital Debt	(9,386.58)
Interest Paid on Capital Debt	(4,268.59)
Net Cash Provided (Used) by capital and related financing Activities	1,844.83
<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	(92,426.62)
Balances - Beginning	704,828.87
Balances- Ending	612,402.25



## **Crooks Housing and Redevelopment Commission (755) 2023 Budget**

### **Expenditures**

Salaries & Wages	\$	7,500.00
Social Security	\$	465.00
Medicare Benefit	\$	110.00
Insurance	\$	1,000.00
Services & Fees	\$	5,000.00
Publishing	\$	250.00
Capital Expenditures	\$	-
Supplies & Materials	\$	-
Travel & Conference	\$	500.00
Other Current Expense	\$	1,000.00
Principal Debt Service	\$	115,345.00
Interest Debt Service	\$	48,518.00
	<b>\$</b>	<b>179,688.00</b>

### **Revenues**

Sale of Lots	\$	179,688.00
Unassigned Fund Balance	\$	-
	<b>\$</b>	<b>179,688.00</b>