

City of Crooks
Crooks Housing and Redevelopment Commission
Regular meeting
Agenda

Date: May 16, 2023

Time: 6:00 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. Election of officers
- 9) Old business:
 - a. Review Heritage Pond development
- 10) Adjourn



Crooks Housing and Redevelopment Commission
 Regular Monthly Meeting Minutes
 January 17, 2023

At 7pm Chairman Harstad called the meeting to order at the Crooks city offices. Answering roll call were Commissioners Harstad, Nelson and Carlson. Langloss, and Moller were absent with notice. There were no guests present.

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

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

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

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	
		Total	\$	672.85

Financials: Commission reviewed and briefly discussed financials. It was discussed that after paying for the pond expansion property, CHRC will have a net position of \$600,000.

Open comments: There were no open comments.

New business:

a. FY2023 Budget was reviewed. A motion was made by Nelson to approve the proposed budget, it was seconded by Carlson. There was no further discussion, All aye, motion carrier.

**Crooks Housing and Redevelopment Commission (75:
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
	\$ 179,688.00
Revenues	
Sale of Lots	\$ 179,688.00
Unassigned Fund Balance	\$ -
	\$ 179,688.00

Old business: none

Adjourn. Motion was made by Nelson to adjourn meeting at 7:25pm, seconded by Carlson. No discussion. All aye, motion carries.

Respectfully submitted,

Jeff Nelson
Secretary
Crooks Housing and Redevelopment Commission

CITY OF CROOKS

Crooks HRC Budget - Expenditures

Obj Descr	2023 YTD Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget Expended	2023 % of Budget Remain
SALARIES & WAGES	\$7,500.00	\$1,250.00	\$6,250.00	16.67%	83.33%
SOCIAL SECURITY	\$465.00	\$77.50	\$387.50	16.67%	83.33%
MEDICARE BENEFIT	\$110.00	\$18.20	\$91.80	16.55%	83.45%
GROUP INSURANCE	\$0.00	\$0.00	\$0.00	0.00%	0.00%
INSURANCE	\$1,000.00	\$0.00	\$1,000.00	0.00%	100.00%
SERVICES & FEES	\$5,000.00	\$0.00	\$5,000.00	0.00%	100.00%
PUBLISHING	\$0.00	\$0.00	\$0.00	0.00%	0.00%
RENTALS	\$0.00	\$0.00	\$0.00	0.00%	0.00%
REPAIRS AND MAINTENANCE	\$0.00	\$0.00	\$0.00	0.00%	0.00%
CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%	0.00%
SUPPLIES/MATERIALS	\$0.00	\$0.00	\$0.00	0.00%	0.00%
TRAVEL AND CONFERENCE	\$500.00	\$0.00	\$500.00	0.00%	100.00%
UTILITIES	\$0.00	\$0.00	\$0.00	0.00%	0.00%
OTHER OTHER CURRENT EXPENSE	\$1,000.00	\$0.00	\$1,000.00	0.00%	100.00%
LAND	\$0.00	\$0.00	\$0.00	0.00%	0.00%
IMPROVEMENTS OTH. BLDGS	\$0.00	\$0.00	\$0.00	0.00%	0.00%
MACHINERY AND EQUIPMENT	\$0.00	\$0.00	\$0.00	0.00%	0.00%
PRINCIPAL DEBT SVC	\$115,345.00	\$42,055.46	\$73,289.54	36.46%	63.54%
INTEREST DEBT SVC	\$48,518.00	\$26,220.39	\$22,297.61	54.04%	45.96%
GRANTS TO OTHER ENTITIES	\$0.00	\$0.00	\$0.00	0.00%	0.00%
DEPRECIATION	\$0.00	\$0.00	\$0.00	0.00%	0.00%
LOSS ON DISPOSITION OF ASSETS	\$0.00	\$0.00	\$0.00	0.00%	0.00%
TRANSFER OUT	\$0.00	\$0.00	\$0.00	0.00%	0.00%
	\$179,438.00	\$69,621.55	\$109,816.45	38.80%	61.20%

CITY OF CROOKS

Crooks HRC Budget v. Actuals - Revenue

Source Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget Earned	% YTD Budget Remaining
SALES OF LOTS	\$179,688.00	\$450.00	\$179,238.00	0.25%	99.75%
SALE OF SURPLUS PROPERTY	\$0.00	\$0.00	\$0.00	0.00%	0.00%
CCC DEPOSITS	\$0.00	\$0.00	\$0.00	0.00%	0.00%
MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$0.00	0.00%	0.00%
DONATIONS	\$0.00	\$0.00	\$0.00	0.00%	0.00%
INVESTMENT EARNINGS	\$0.00	\$5.41	-\$5.41	0.00%	0.00%
GAIN ON SALE OF FIXED ASSETS	\$0.00	\$0.00	\$0.00	0.00%	0.00%
OTHER MISCELLANEOUS REVEN	\$0.00	\$0.00	\$0.00	0.00%	0.00%
CAPITAL CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	0.00%	0.00%
OPERATING TRANSFERS IN	\$0.00	\$0.00	\$0.00	0.00%	0.00%
COMP FOR LOSS OR DAM GEN FI	\$0.00	\$0.00	\$0.00	0.00%	0.00%
	\$179,688.00	\$455.41	\$179,232.59	0.25%	99.75%

Crooks Housing and Redevelopment Commission

May 2023 claims

Vendor	Date incur.	Amount	Description
Internal Revenue Service	5/15/2023	\$ 95.70	payroll tax deposit
Chad Moller	5/1/2023	\$ 115.43	monthly pay May
Chris Langloss	5/1/2023	\$ 115.43	monthly pay May
Jeff Nelson	5/1/2023	\$ 115.43	monthly pay May
Mike Harstad	5/1/2023	\$ 115.43	monthly pay May
Robert Carlson	5/1/2023	\$ 115.43	monthly pay May
Total		\$ 672.85	