

**HOUSING AUTHORITY OF THE CITY OF CHILTON**  
**312 Bonk Street**  
**Chilton, WI 53014**  
**Phone: (920) 849-7042 Fax: (920) 849-2226**  
**Website: chilton.govoffice.com**

Regular Meeting  
June 12, 2019  
Minutes

Community Room  
Stanton Place

Chairperson Barb Wieting called the regular meeting of the Housing Authority of the City of Chilton to order at 8:00 a.m.

1. Roll Call – Thornber, Pagel, Weber present, Loose absent. Connors present as recording secretary.
2. Minutes – Pagel moved to accept the minutes of the regular May 8. Motion seconded by Thornber and carried.
3. Audience Participation: None
4. Executive Director's report
  - a. Financial – Balance in checking as of 06/01/2019 is: \$14,923.36  
CFP: \$102,643.40; CD balance: \$27,864.99.
  - b. Status of apartments: Stanton Place: 32 units occupied; Twenty-three (23) names on the waiting list.  
Family - 12 units occupied; 1 pending; Twelve (12) names on the waiting list.
  - c. Invoices and other transactions are as follows: May invoices in the amount of \$25,645.70 were reviewed and approved. Invoices beginning June 1 to date in the amount of \$19,422.00 also approved. Deposits for May were \$18,989.14; Deposits to date for June are \$32,635.00
5. Old Business – Reminder that the conference call with HUD repositioning panel and Board members is schedule for Wednesday, July 10 at 10:00 AM.
6. New Business
  - a. April financials reviewed.
  - b. Connors thanked the Board for their input on the 5 year plan. Once the public hearing is completed the plan will be submitted to HUD for approval.
  - c. Operating subsidy for June 2019 has been distributed by HUD. We were awarded \$15,652.00 which is a significant increase from previous months. Explanation as to how this amount was calculated is attached.

- d. Discussion occurred regarding lawn care services and general maintenance work due to the Maintenance Technician's resignation. Lawn services will be contracted out to EMS Lawn Services and general maintenance will be contracted out to Alten Consolidated as needed. The board agreed to review/evaluate again in October.

Meeting adjourned at 8:50 a.m.



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Colleen Connors, Executive Director

June 12, 2019

Attachments

[Op Fund Detail June 2019.pdf](#)

[Explanation of Operating Fund for June 2019.pdf](#)

**PH OPERATING FUND JUNE FUNDING DETAILED CALCULATION**

Line			Notes:
A.	PHA Name	Chilton Housing Authority	
B.	Project Number / PPN	W125100000119D	
C.	Funding for Month(s) of	June	
D.	Project Status (Active/Deleted)	Active	
E.	2019 Interim Eligibility	\$50,749	
F.	Interim Proration Funding Cycle	97.26%	
G.	Prorated Eligibility	\$49,358	
H.	Number of Month Funded	6	
I.	Projected Funding for "Interim Eligibility" /12, times "Interim Proration" times "Number of Months Funded" (E/12*F*H)	\$24,679	
J.	January and February Obligation	\$3,664	
K.	March, April and May Obligation	\$5,363	
L.	De-obligation(s) Processed	\$	
M.	Repayment(s) Processed	\$	
N.	Sum of Obligations minus De-obligation minus Repayment (SumJ,K)-L-M)	\$9,027	
O.	JUNE Funding True-Up Calculation (Projected Funding Minus Sum of Obligations), (I) - (Sum N)	\$15,652	
P.	<b>JUNE Funding/Obligation PH OPERATING JUNE FUNDING DETAILED CALCULATION</b>	\$15,652	

## Office of Public and Indian Housing

## For Public Housing Operating Fund Explanation of Calendar Year (CY) 2019 Obligations for June

### Interim Project Eligibility Levels for CY 2019

The Department is in the process of obligating Operating Fund subsidies for the month of June 2019, in accordance with the information below. June obligations are based on the interim eligibility determined after processing the 2019 Operating Subsidy forms. All Operating Subsidy obligations are cumulative, meaning that public housing projects are provided funding in the amount of six twelfths of prorated eligibility. As such, to the extent that excess amounts were cumulatively obligated to a project previously, its June obligation will reflect a relative decrease. To the extent that insufficient amounts were cumulatively obligated to a project previously, its June obligation will reflect a relative increase. This round of funding is expected to be available in eLOCCS not later than June 1, 2018. The next round of funding is expected to be made available in eLOCCS no later than July 1, 2018. Obligation Letters and project level Detailed Calculation Reports will be available on the FMD website for 2019:  
[https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/am/of/opfnd2019](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/am/of/opfnd2019)

### Interim Proration Levels for CY 2019 using an Interim Eligibility

The Department's undertakes a conservative methodology in determining proration levels prior to a determination of final eligibility. For the June funding, the Department considered 2019 interim eligibility to provide for an interim proration level of approximately 97.26%. The final proration will reflect the difference in the amount of the actual eligibility for final approved PHA subsidy requests and the Appropriation Act.

<b>CY 2019 Interim Proration Calculation for June</b>		
#	Description	Amount
1	CY 2019 Appropriation (1)	\$4,653,116,000
2	RAD Reapportionment (2)	\$105,528,358
3	<b>Amount Available for Distributions</b>	<b>\$4,547,587,642</b>
4	CY 2018 Actual Eligibility	\$4,635,884,772
5	Add: Eligibility for HKT Submissions	\$3,830
6	Add: Reserve for Revisions and Appeals	\$40,000,000
7	<b>Total Eligibility (4 through 6)</b>	<b>\$4,675,888,602</b>
8	<b>Proration (3) / (7)</b>	<b>97.26%</b>