



Housing Authority of Thurston County
1206 12th Avenue SE • Olympia, WA. 98501
Tel: (360) 753-8292 • Fax: (360) 586-0038
www.hatc.org

Minutes of the Regular Board Meeting of The Housing Authority of Thurston County October 27, 2022

The regular meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, October 27, 2022. This meeting was held at the Housing Authority of Thurston County office building located at 1206 12th Avenue SE, Olympia, WA 98501. The meeting had a virtual option to join as well via Zoom. There being a quorum, the meeting was called to order by Chair, Neil McClanahan.

Roll Call:

Commissioners: Neil McClanahan, Jay Goldstein, Holly Franco, Aaron Quitugua, Vag Mayi
Commissioners Excused: Joelen Gioulis
Staff: HATC Staff

Public Testimony: No public acknowledged when asked for comment.

Action: Approval of 9-22-2022 Minutes: Vag moved to approve the minutes from the September 22, 2022 Regular Board Meeting. **Holly** seconded. **Motion Carried.**

Action: Approval of 10-12-2022 Minutes: Jay moved to approve the minutes from the October 12, 2022 Special Board Meeting. **Aaron** seconded. **Motion Carried.**

Action: Approval of Vouchers: Daniel Arevalo gave an overview of the vouchers submitted for approval. Most were normal, recurring expenses, with the exception of some construction expenses. **Vag** moved to approve the vouchers dated September 2 - October 1, 2022. **Jay** seconded. **Motion Carried.**

Agenda Item Discussion: Daniel Arevalo gave an update on the First Quarter Financials.

- There are some year-end adjustments that we need to do for OPEB (Other Post-Employment Benefits), but we are waiting to get the numbers from the state before we make those adjustments. We should be getting those soon.
- Construction costs are related to Olympia Crest III project.
- There were building expenses such as carpet cleaning, re-painting of the office building, re-striping of the parking lot.
- Renamed the "HATC Building" line item because we felt it was misleading since not everything was for the HATC Building. We are now calling it HATC Operations.
- We were notified that the State Auditor's office will be here in December. They will start requesting items in November. We will keep the board updated on the entrance and exit conferences and any audit updates.

Discussion followed.

Agenda Item Discussion: Tom Rawson gave a Development update.

- We are going to start looking at architects for the Sequoia Landing Phase II project. This will be approximately 40-50 units.
- We are moving along with Olympia Crest III project. The footings for the foundation on building S are being framed.

Discussion followed.

Agenda Item Discussion: Karen McVea gave an update on Rental Assistance.

- We have been moving to digitize our files. We will have all of our files scanned by the end of November.
- We just went to a software conference. Sometime within the next 18 months – 2 years, a new integrated software will be available. There are many helpful features that will come with it.
 - Secure Sign will allow us to have fillable documents that we can send to participants, owners, etc. They will have the capability to complete and digitally sign and return to us.
 - Assistance Connect is a portal for owners, tenants, and applicants. The portal will enable quick functionality
- We were awarded 14 new vouchers and have started pulling off our wait list to try and fill those.
- We are working on filling approximately 25 HEN (Housing and Essential Needs) to Mainstream vouchers right now as well. These are referrals that we received from the County whose HEN assistance was expiring at the end of November and December and were referred to us to help prevent the loss of their housing assistance.

Discussion followed.

Agenda Item Discussion: Other Business

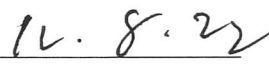
- Neil inquired about the status of his and Jay's commissioner reappointment applications. Craig responded that we have no updates from the county.

Discussion followed.

Meeting Adjourned
Approved:



Jay Goldstein, Chair
Board of Commissioners



Date