



***The Housing Authority of Thurston County  
Annual Board Meeting Minutes  
February 23, 2023***

The annual board meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, February 23, 2023 at 12:00 pm. This meeting was held in-person in the conference room at the HATC office building and on Zoom. There being a quorum, the meeting was called to order by Chair, Jay Goldstein.

**Roll Call:**

Commissioners: Jay Goldstein, Aaron Quituaga, Holly Franco, Lisa Vatske, Joelene Gioulis

Commissioners Excused: Vag Mayi

Staff: HATC Staff

Public: Public acknowledged, but had no questions or comments when asked for public comment

**Action: Approval of 1-26-2023 Minutes:** Commissioner Joelene Gioulis moved to approve the minutes from the January 26, 2023 Special Board Meeting. Commissioner Holly Franco seconded. Motion Carried.

**Action: Approval of Vouchers:** Commissioner Holly Franco moved to approve the vouchers dated January 2, 2023 – February 2, 2023. Commissioner Aaron Quituaga seconded. Motion Carried.

**Action: Approval of Board Meeting Schedule:** The board meeting schedule for the remainder of the 2023 calendar year was presented. Commissioner Joelene Gioulis moved to approve the presented schedule. Commissioner Aaron Quituaga seconded the motion. Commissioner Vatske voted nay on this because these dates are a conflict for her due to her work's board meetings being held the same day and time. Motion carried.

**Action: Approval of Board Officers:** Commissioner Holly Franco nominated Joelene Gioulis as Vice-Chair of the board and Jay Goldstein as Chair of the board. Nominations approved by majority vote.

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

- The draft annual plan has been posted on our website for the public. The public hearing for the annual plan will be held on March 23, 2023 during the board meeting. That is when we will hear any public comments regarding the annual plan. The April board meeting will be early due to the timing of when the Annual Plan is due to HUD.
- We have been working on an Affirmative Fair Housing (AFH) Plan with the City of Olympia and the County. This plan may not be required to be submitted because HUD is changing their AFH plan format.
- Last year we spent 105% of our budget. We were able to do so by using reserves. Our overall Housing Assistance Payments (HAP) increased significantly due to rent increases. We increased our payment standard last year and that has helped participants to lease-up.
- We have received our preliminary budget for 2023. The projected budget for 2023 is just under \$20 million.

- Over the last couple years, we have been digitizing our files to enable us to work remotely due to natural disasters, pandemics, etc.
- Karen acknowledged and thanked her rental assistance team for all the hard work they've done.
- Commissioner Vatske had follow up questions regarding being over budget and under-leased in the number of vouchers. Karen and Craig responded and suggested a meeting with her to have a more in-depth conversation on how the budget authority works.
- An individual from the public had a question regarding how to update information for people who are on the wait list. Karen responded.  
Discussion followed.

**Agenda Item Discussion:** Daniel Arevalo gave an update on Financials.

- Daniel gave an update on the current audit. The audit is almost complete and we're hoping to have an exit conference sometime mid-March. We will notify the board when we have that date. A special board meeting may be required for this. So far, there are no significant findings.
- Craig Chance asked the board if they would like to appoint a couple commissioners to take the lead to meet with the auditors or would they all like to join. If three or more commissioners would like to attend, then a special meeting would be required. There were several commissioners that were interested in joining the exit conference.  
Discussion followed.

**Agenda Item Discussion:** Tom Rawson gave an update on Development.

- Tom gave an update on the Olympia Crest III project. We are making great progress on the building. We're currently about 3 weeks ahead of schedule. There are issues with the electrical panels and worst-case scenario is possibly an 8-month delay on the project.
- Tumwater Inn & Suites capital needs assessment came in and is higher than expected. We are seeking additional funding from the Department of Commerce. We will have to replace all the electrical components in the building. The population we intend to serve are low-income seniors so we would like to put air conditioning in the building.  
Discussion followed.

**Agenda Item Discussion:** Craig Chance gave an update on Administration.

- Craig Chance acknowledge and thanked 3-staff members who have hit milestone years of employment at HATC. Cody Taylor 5-years, Tom Rawson 20-years, Dawn Morris 25-years
- Craig presented the 2022 Housing Authority of Thurston County Annual Report. It will be posted on our website and it will be available in our office if requested. It's an overview of some of the highlights that happened in the 2022 calendar year for the Housing Authority.
- Craig spoke about the Housing Authority being in the news recently about some of our projects. Fox News also reached out to us for a story regarding senior housing. That story has not been released yet.
- Craig recognized Black History Month and shared a personal story.  
Discussion followed.

**Agenda Item Discussion:** Other Business

- No other items were brought up for discussion

**Meeting Adjourned**

**Approved:**



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Housing Authority of Thurston County Commissioner

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Date