



***The Housing Authority of Thurston County  
Regular Board Meeting Minutes  
July 27, 2023***

The Regular Board meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, July 27, 2023 at 12:00 pm. This meeting was held in-person in the conference room at the HATC office building and on Microsoft Teams. There being a quorum, the meeting was called to order by Chair, Jay Goldstein.

**Roll Call:**

Commissioners Present: Jay Goldstein, Aaron Quituaga, Lisa Vatske, Holly Franco  
Commissioners Absent: Joelene Gioulis, Jim Cooper

**Open Microphone:** There were no public comments

**Action: Approval of 6-22-2023 Regular Meeting Minutes and the 7-11-2023 Special Meeting Minutes:**

Commissioner Holly Franco moved to approve the minutes from the June 22, 2023 Regular Board Meeting and the July 11, 2023 Special Meeting Minutes. Commissioner Aaron Quituaga seconded. Motion Carried.

**Action: Approval of Vouchers:** Commissioner Aaron Quituaga moved to approve the vouchers dated June 2, 2023 – July 1, 2023. Commissioner Holly Franco seconded. Motion Carried.

**Action: Approval of Resolution #2023-07-27-001:** Craig Chance spoke about the resolution. This resolution is to approve the submission of the application to the Washington State Department of Commerce Housing Trust Fund for funding and to facilitate the development for the project known as Sequoia North and will give Craig Chance and Tom Rawson the authority to sign any documentation regarding this project. Commissioner Holly Franco moved to approve the vouchers dated June 2, 2023 – July 1, 2023. Commissioner Aaron Quituaga seconded. Motion Carried.

**Action: Approval of SEMAP:** Karen McVea presented on this action item, which pertains to the SEMAP (Section Eight Management Assessment Program) self-audit mandated by HUD (US Department of Housing and Urban Development) for Housing Authorities. Commissioner Goldstein had questions regarding how the assessment is done, to which Karen addressed. The board was provided the SEMAP selection and scoring results for their review. Commissioner Holly Franco moved to approve the submission of SEMAP to HUD. Commissioner Aaron Quituaga seconded. Motion Carried.

**Agenda Item Discussion:** Daniel Arevalo gave a financial update

- Daniel Arevalo informed the final quarter financials will be presented at the September board meeting.
- The State Auditor's Office (SAO) has initiated communication with Daniel, notifying him of their intention to schedule future audits. The upcoming audit will most likely take place in the October – December timeframe, but Daniel will update everyone when he knows specifics.

Discussion followed.



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

- Craig provided an update on the Olympia Crest III project, highlighting the completion of the driveway paving. It was noted that certain imperfections were identified in the initial driveway work, requiring subsequent repairs.
- The Sequoia North project was discussed. We are hoping to provide approximately 36 modular home units for senior housing. We applied for just under \$2 million from the County and pending board approval, will be applying for \$2.5 Million from the Housing Trust Fund. We should know if the County is willing to provide funds on September 8.
  - Commissioner Vatske asked how much we are requesting for the project and what happens if we don't get the money. Craig addressed the questions.
- The acquisition of the Tumwater Inn as an HATC property was completed last Tuesday. We have decided to re-name it Stirling Pines. The City of Tumwater city council stated at their council meeting that they were very pleased with this project.
  - To ensure a seamless transition, we are allocating funds for a service contract for resident relocation and removal of hazardous materials.
  - The vacant units have been securely boarded up.
  - Olympic management will be assisting with the management and relocation with plans for them to assume full management of the property once everything is completed.
  - We are organizing a meet and greet with the current residents to introduce the Housing Authority and provide an opportunity for any questions or concerns they may have.
- Creekwood Property is scheduled for siding renovations, which will be starting next week.
- Falls Pointe is set to start on a few projects:
  - Painting on the trim will be started soon
  - In September, new roofs will be replaced on building A

Discussion followed.

**Agenda Item Discussion:** Lynn Flaisig introduced two participants from the Family Self Sufficiency (FSS) program:

- Holly, who is successfully graduating from the FSS program, has accrued an escrow balance \$20,306.86. During her presentation, Holly shared her personal journey of accessing housing and her invaluable experience as an FSS program participant. She expressed her gratitude to both the board and staff for their support throughout her journey.
- Rochelle, another successful graduate of the FSS program, has achieved an impressive escrow balance of \$21,838.21. Rochelle also shared her personal narrative for her path to becoming an FSS program beneficiary.

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

- Craig addressed the tenure of HATC participant commissioner Holly Franco, commending her for her substantial contributions during her term and expressing gratitude for her dedicated service. Holly will be relocating to Oregon due to a new employment opportunity, rendering her unable to continue her role as an HATC commissioner. As a result, we are in the process of identifying and selecting a new participant commissioner will be presented to the board for consideration in September. To show appreciation for her service, Craig presented Holly with a card signed by the staff.
- Karen and Craig accepted an invitation from Peer Olympia. Peer Olympia provides peer support and developmental services to adults.
- Craig reminded there is no regular August board meeting.

**Meeting Adjourned**

Approved:

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Housing Authority of Thurston County Commissioner

9.28.23  
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Date

