



Housing Authority of Thurston County
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***The Housing Authority of Thurston County
Regular Board Meeting Minutes
December 14, 2023***

The Regular Board meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, December 14, 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: Khamla Martin, Jay Goldstein, Jim Cooper, Lisa Vatske, Joeline Gioulis, Aaron Quitugua

Open Microphone: Michaela Roberts, Bryan Yim (Bellwether Development)

Action: Approval of Resolution #2023-12-14-001: Craig Chance spoke about the resolution. This resolution will allow The Housing Authority of Thurston County to enter into a contract with the Family Support Center (FSC). This contract involves 62-units in a new apartment complex referred to as The Landing. These units will serve homeless families with children and survivors of domestic violence. Trish Gregory from the FSC spoke about this project. Discussion followed.

Commissioner Lisa Vatske abstained from the vote.

Commissioner Jim Cooper moved to approve Resolution #2023-12-14-001. Commissioner Khamla Martin seconded. Motion Carried.

Action: Approval of Vouchers: Daniel Arevalo spoke about the presented vouchers. Discussion followed. Commissioner Joeline Gioulis moved to approve the vouchers dated October 2, 2023 – December 1, 2023. Commissioner Jim Cooper seconded. Motion Carried.

Agenda Item Discussion: Daniel Arevalo and Tom Rawson provided a financial update.

- Audit entrance conference will most likely take place in January and information regarding that will be sent to all the commissioners.
- The 1st quarter financials were presented.

Discussion followed.

Action: Approval of 10-26-2023 Regular Meeting Minutes: Commissioner Jim Cooper moved to approve the minutes from the October 26, 2023 Regular Board Meeting. Commissioner Khamla Martin seconded. Motion Carried.

Action: Approval of Board Meeting Dates: Commissioner Vatske is requesting the board look at the remainder year board meeting dates and to consider changing from the 4th Thursday of the month to accommodate her work schedule. The annual meeting, we will approve March 2024 – February 2025

dates. Commissioner Jim Cooper moved to approve the January and February 2024 regular board meeting dates. Commissioner Joeline Gioulis seconded. Motion Carried.

Action: Approval of Personnel Manual: Craig Chance spoke about the new personnel manual that was provided to the commissioners for review. Discussion followed. Commissioner Jim Cooper requested that in the future, there be more board involvement prior to sending the manual to the attorney. Commissioner Lisa Vatske also requested more board involvement in the future. She specifically spoke to conflict resolution, race and equity, diversity and inclusion language in the manual. Discussion followed.

Commissioner Joeline Gioulis moved to approve the personnel manual. Commissioner Aaron Quitugua seconded. Motion Carried.

Agenda Item Discussion: Karen McVea provided an update on the Rental Assistance Department.

- We are working on the 5-year plan and will be posted in the first part of January. This new plan will have to incorporate the new HOTMA policies.
- The waitlist was open November 27 – December 10. It was open for Housing Choice Voucher, Evergreen Vista (Project-Based), and Martin Terrace (Moderate-rehabilitation).

Discussion followed

Agenda Item Discussion: Tom Rawson provided an update on Development.

- Olympia Crest III project is pretty close to being complete. Slated for December 20 to have PSE send power to the property lines which will enable the final steps for inspections to do occupancy. There is temporary power to be able to maintain climate control in the units while being built.
- Sterling Pines
 - There are 3 tenants that are not communicating with us for relocation. We have a 120-day rehab notice that will expire January 31, 2024. If the tenants are not gone by that date, then we will have the ability to evict.
 - We have begun working with the architects on this project. We are waiting for all the units to be available prior to remediation due to contamination.
- Sequoia Landing II is still in discussion with the City of Tumwater.

Discussion followed

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

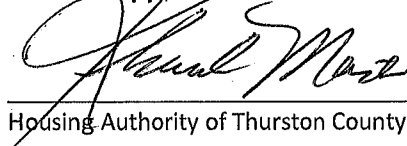
- Dani Madrone from the Olympia City Council attended a tour of the HATC properties.
- Craig asked for board approval to allow staff to get an extra paid day off on December 26, 2023. There were no objections from the board.

Open Microphone: No public responded when asked for any public comments.

Other business: Jim Cooper requested a board retreat and try to draft a date for that.

Meeting Adjourned

Minutes Approved:



Housing Authority of Thurston County Commissioner

1/25/2021
Date