



***The Housing Authority of Thurston County
Annual Board Meeting Minutes
February 13, 2025***

The Annual Board meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, February 13, 2025 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, Brittany Ferguson, Joelene Gioulis, Aaron Quitugua, Lisa Vatske

Commissioners Excused: Jim Cooper

Public: No public responded when asked for comment

Action: Approval Regular Meeting Minutes

Commissioner Ferguson moved to approve the suggested amended minutes from the January 9, 2025 regular meeting. Commissioner Gioulis seconded. Motion carried.

Action: Approval of Vouchers

Daniel Arevalo provided a brief summary of the vouchers, noting that there is less this month because we did not capture February's HAP run. This was due to the federal funding freeze that had occurred which caused a slight delay in processing.

Commissioner Quitugua moved to approve the vouchers for the period of 1/2/2025 – 1/31/2025. Commissioner Ferguson seconded. Motion carried.

Action: Approval of Procurement Policy

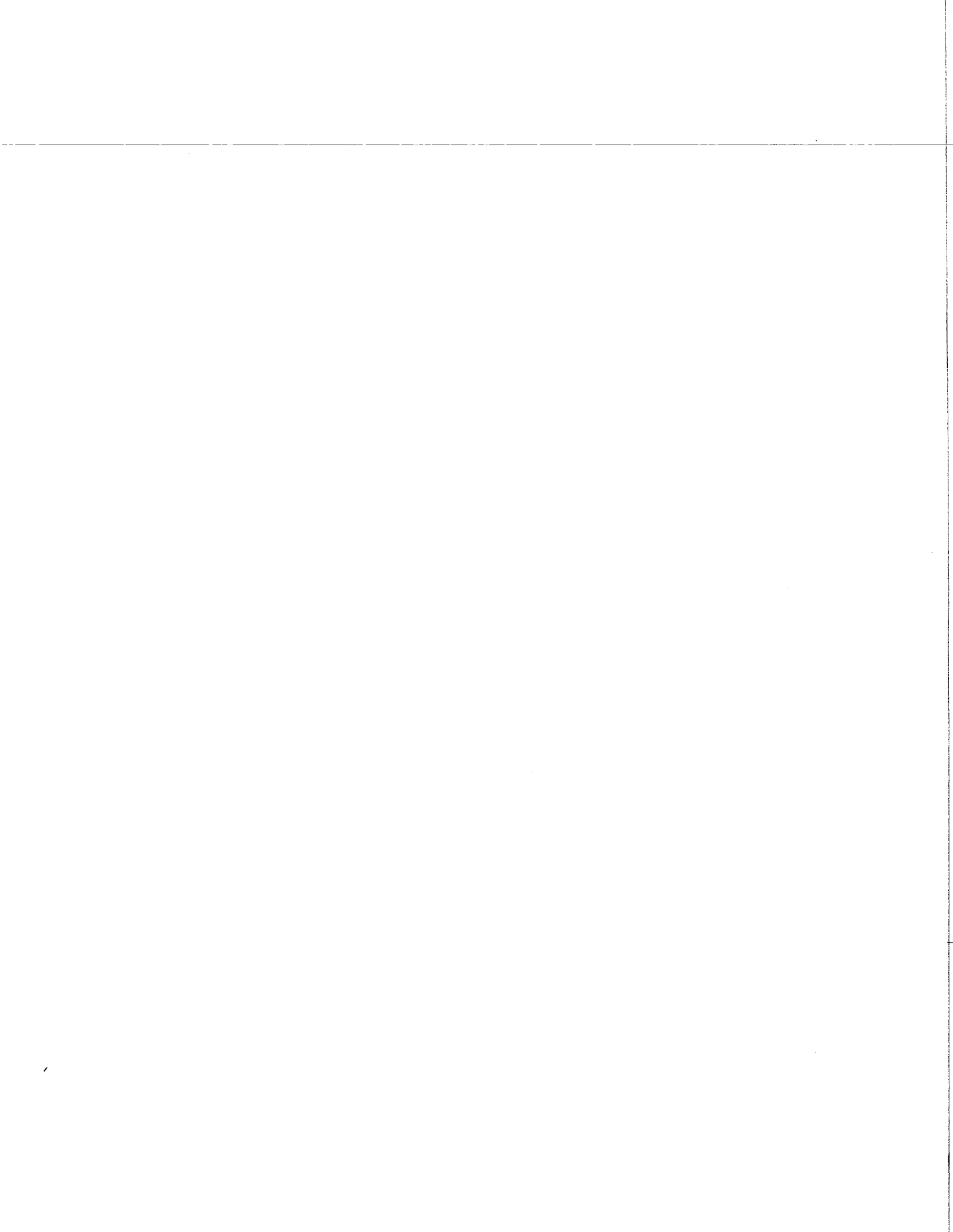
Tom Rawson provided a brief summary of changes that were made to the procurement policy.

- **Micro-Purchases:** Increased threshold from \$3,000 to \$10,000, allowing purchases without comparative bids.
- **Request for Proposal (RFP):** Increase threshold amount from \$150,000 to \$250,000.

Commissioner Gioulis moved to approve the revised Procurement Policy. Commissioner Quitugua seconded. Motion carried.

Board Elections

Commissioner Jay Goldstein offered to continue serving as board chair, and Commissioner Joelene Gioulis offered to continue as vice-chair. Commissioner Ferguson motioned to elect Commissioner



Goldstein as Chair and Commissioner Gioulis as Vice-Chair. Commissioner Vatske seconded. Motion carried.

Board Meeting Dates & Retreat

The March regular board meeting will be held on March 20, 2025, due to the Annual Plan submission date.

Commissioner Goldstein requested to delay selecting the rest of the year's board meeting and retreat dates. Commissioner Vatske requested a calendar of dates.

Agenda Item Discussion: Finance

- **Financial Statements:** Tom Rawson presented the 2nd quarter financial statements. Discussion followed.
- **Federal Funding:** Discussion regarding the recent federal funding freeze and concerns for future funding.
- **Audit Update:** Daniel Arevalo provided an update on the State Auditor's Office (SAO) audit. The Exit Conference is expected to take place in the coming weeks.

Agenda Item Discussion: Housing Stability

- **2024 Outcomes:**
 - The HATS (Housing and Transitional Services) program had a 95% success rate.
 - FSS (Family Self Sufficiency program) served 113 families to include 16 graduates. Seven of the graduates came off of the housing program

Agenda Item Discussion: Rental Assistance

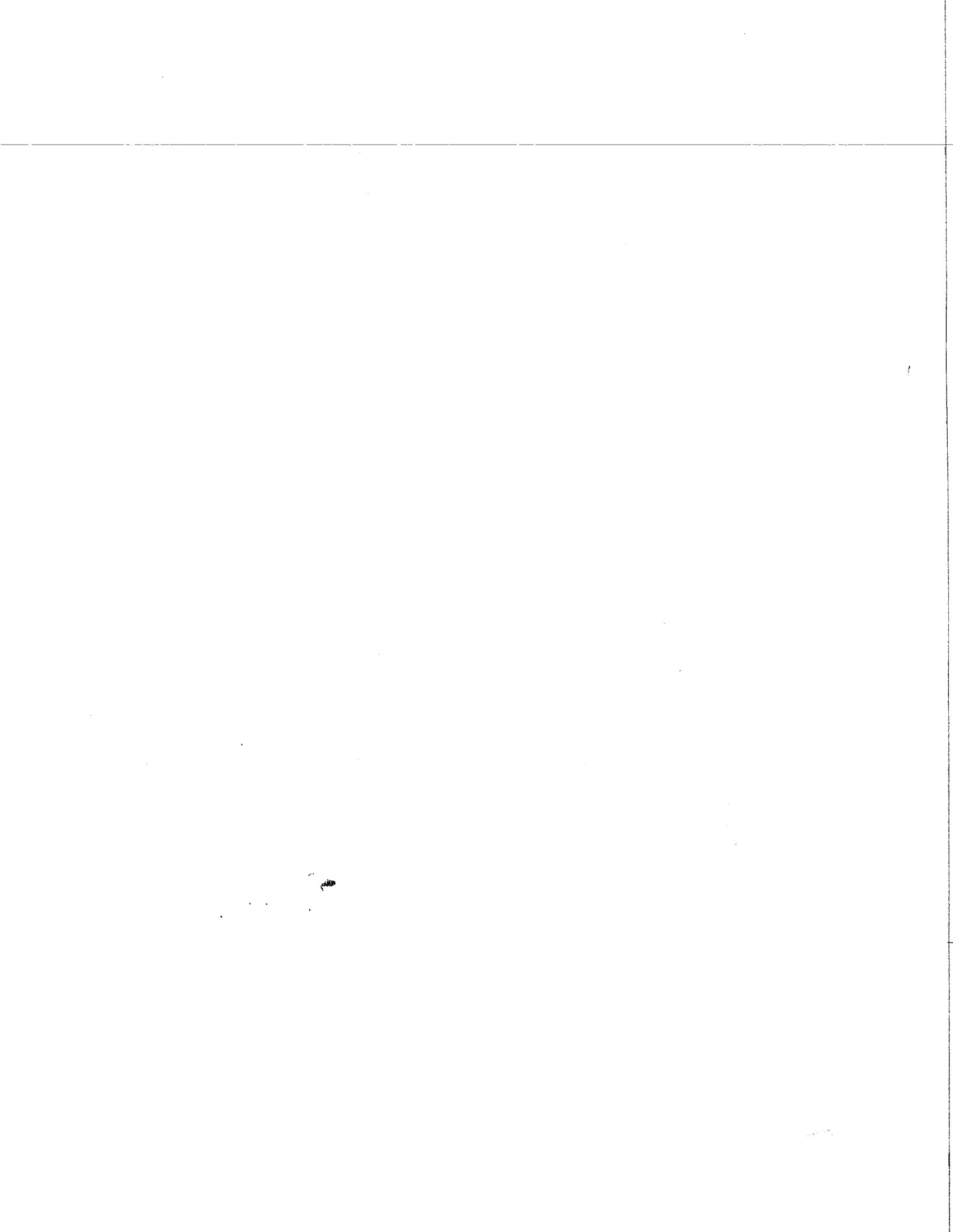
Karen McVea provided an update on the Rental Assistance Division, followed by a discussion.

- **HOTMA Implementation:** Part of the HOTMA regulations will be implemented effective July 1, 2025.
- **Annual Plan:** Karen provided an overview of the annual plan process. The Resident Advisory Board meeting is scheduled for February 14, moving from its original date of February 21. The Public Hearing for the draft annual plan will be on March 20.
- **Staff Changes:** New hire Stephanie started on February 3. Long-term staff member Kay Huebner will retire on June 30.

Agenda Item Discussion: Development

Development Projects Update: Craig Chance provided an overview of ongoing development projects, followed by a discussion.

- **Sterling Pines:** The asbestos project re-bid occurred on February 5, 2025. Board approval for contract entry will be sought soon, with a target move-in by late fall 2025.
- **Lacey Site:** LOTT (Lacey, Olympia, Tumwater and Thurston County) Clean Water Alliance has declared the site surplus and is entering agreements with the City of Lacey for purchase and sale. Efforts are ongoing to meet grant requirements and deadlines to secure funding.
- **Sequoia North:** Discussion on the presence of gophers at the Sequoia North project site.



Agenda Item Discussion: Administration

Craig Chance provided an administrative update.

- **2024 Outcomes:**
 - Olympia Crest Apartments was voted South Sound Favorite Apartment Complex, a poll conducted by local newspaper, The Olympian.
 - Completed the final Expansion of Olympia Crest III.
 - Project-Based Voucher (PBV) Project known as The Landing, in partnership with Family Support Center fully leased up.
 - Started leasing up the PBV project known as Lotus Court. This is in partnership with the Low-Income Housing Institute (LIHI).
 - HATC’s activities and financially self-sustaining property portfolio was warmly recognized at the Housing Instability & Solutions Forum hosted by the League of Women Voters, NAACP, and Olympia For All. In Olympia For All’s presentation, photos of HATC properties were shown as examples of a preferred affordable housing model.
- **Staff Acknowledgements:** Recognition of staff members who are hitting milestone years of service at the Housing Authority.
 - Daniel Arevalo – 5 Years
 - Kay Huebner – 25 Years
 - Tammie Smith – 15 Years
 - Melanie Jatta – 25 Years

Executive Session

Executive Session was announced that it would commence at 1:00 pm and would last 15 minutes to discuss Real Estate.

Executive session opened at 1:15 PM. Discussion took place. No Action was taken.

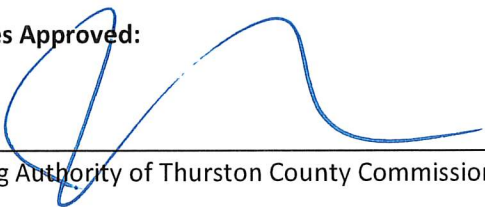
Adjournment

The Executive Session adjourned at 1:15 pm.


Regular Meeting called back to order

Regular Meeting Adjourned

Minutes Approved:



Housing Authority of Thurston County Commissioner



Date

