



Housing Authority of Thurston County
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***The Housing Authority of Thurston County
Annual Board Meeting Minutes
March 20, 2025***

The Annual Board meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, March 20, 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, Joeline Gioulis, Aaron Quitugua, Lisa Vatske
Commissioners Excused: Jim Cooper
Public: No public responded when asked for comment

Action: Approval Regular Meeting Minutes

Commissioner Gioulis moved to approve the suggested amended minutes from the February 13, 2025 regular meeting. Commissioner Vatske seconded. Motion carried.

Action: Approval of Vouchers

Daniel Arevalo provided a brief summary of the vouchers. He noted that the February HAP run was not captured in last month's report due to a temporary federal funding freeze, which caused a slight processing delay. The current month's voucher includes the February HAP run. Additional notable expenditures include payments for Sterling Pines, the annual MRI software fee, and audit-related expenses.

Commissioner Quitugua moved to approve the vouchers for the period of 2/1/2025 – 2/28/2025. Commissioner Vatske seconded. Motion carried.

Action: Board Meeting Dates & Retreat

Craig proposed that the October board meeting be held in conjunction with a board retreat, noting that October was selected due to the continuing resolution. Additionally, the June meeting will be rescheduled to June 12, as the originally planned date of June 19 is a recognized holiday.

Commissioner Gioulis moved to approve the meeting calendar with the proposed changes. Commissioner Ferguson seconded the motion. The motion carried unanimously.

Agenda Item Discussion: Rental Assistance

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

- **Shortfall Update:** A meeting with the HUD Shortfall Team is scheduled for next week. At this time, it is not anticipated that the agency's shortfall status will be lifted.

Commissioner Cooper inquired about what information could be shared with partner agencies and advocates to support Housing Authorities. He also requested that an Executive Session be scheduled with, maybe with legal counsel as well, to better understand the agency's position and potential actions should expected funding not be received.

Agenda Item Discussion: Finance

- **REAC (Real Estate Assessment Center) Submission:** The final FDS (Financial Data Schedule) was submitted to HUD last week.
- **Audit Update:** Daniel Arevalo provided an update on the recent audit conducted by the State Auditor's Office (SAO). The audit report was posted last week, with no findings or management letters. Daniel also gave a brief explanation of what constitutes a finding.
 - A few recommendations were noted in the report, which staff have already begun addressing internally.
 - Commissioner Quitugua commented on the importance of maintaining a positive relationship with the State Auditor's Office. He also expressed appreciation to HATC staff and management for their continued hard work and dedication throughout the year.

Agenda Item Discussion: Development

Craig Chance provided an overview of ongoing development projects, followed by a board discussion.

- **Sterling Pines:** A contractor has been selected. Approximately four units will require copper piping replacement due to theft.
- **Lacey Site:** The team is currently awaiting a Purchase and Sale Agreement (PSA) between the City of Lacey and the LOTT Clean Water Alliance. Maintaining conditional grant commitments remains a priority to ensure continued support from the Department of Commerce.
 - Commissioner Cooper inquired about the Comprehensive Plan docket; Craig will follow up with additional information.
 - An application was submitted to the Thurston County Affordable Housing Fund for a \$950,000 grant, and staff are awaiting a response regarding the award.

Agenda Item Discussion: Administration

Craig Chance provided an administrative update covering several key items:

- **Congressional Delegation:** Craig recently attended a conference in Washington, D.C., where he was able to participate in several Congressional sessions. Commissioner Vatske was also in attendance at the conference and was able to join a few of the Congressional sessions regarding Housing Authorities. She shared her appreciation for the opportunity and the insights gained.
 - Commissioner Ferguson requested that a newsletter or website post be created to address recent rumors regarding the potential closure of the Region 10 HUD Field Office. She emphasized the importance of clarifying that this does not impact HATC's operations.
- **Thurston County Commissioner Visit:** Commissioner Rachel Grant is scheduled to visit HATC soon to learn more about the agency's work and participate in a property tour.
- **LIHI Acknowledgement:** Sharon Lee, Executive Director of the Low-Income Housing Institute (LIHI), sent a note of thanks to HATC staff for their hard work in successfully leasing up the Project-Based Voucher (PBV) project, Lotus Court.
- **Community Engagement:** Commissioner Cooper emphasized the importance of public awareness and advocacy. He suggested sharing advocacy links and resources to help educate the community about HATC's mission and services.

Regular Meeting Adjourned

Minutes Approved:



Housing Authority of Thurston County Commissioner



Date