



***The Housing Authority of Thurston County
Regular Board Meeting Minutes
September 11, 2025***

The Regular Board meeting of the Housing Authority of Thurston County Board of Commissioners held on Thursday, September 11, 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, Jim Cooper, Joelene Gioulis, Lisa Vatske

Commissioners Excused:

Public: No public responded when asked for comment

Action: Approval Regular Meeting Minutes

Commissioner Gioulis moved to approve the regular meeting minutes from the July 10, 2025 regular meeting. Commissioner Cooper seconded. Motion carried.

Action: Approval of Vouchers

Daniel Arevalo gave a brief summary on the vouchers. It's slightly bigger this meeting since it covers two-months' worth. Discussion followed. Commissioner Ferguson moved to approve the vouchers for the period of 7/1/2025 – 8/31/2025. Commissioner Cooper seconded. Motion carried.

Action: Approval of Resolution #2025-09-11-001

Craig Chance presented the resolution authorizing Craig Chance, Executive Director, or Tom Rawson, Director of Development and Administration, to execute a Purchase and Sale Agreement along with all necessary closing and escrow documents for the acquisition of parcel number 1182820203, located at 5025 Mullen Road SE, Lacey, WA, also referred to as McClanahan Village. Discussion followed.

Commissioner Cooper moved to approve Resolution #2025-09-11-001. Commissioner Ferguson seconded. *Motion carried.*

Action: Approval of Resolution #2025-09-11-002

Craig Chance presented the resolution for consideration. Discussion followed. The resolution authorizes Craig Chance, Executive Director, or Tom Rawson, Director of Development and Administration, to execute an agreement and any necessary amendments with Thomas Architecture Studios for the development of the property located at 5025 Mullen Road SE, Lacey, WA.

Commissioner Ferguson moved to approve Resolution #2025-09-11-002. Commissioner Cooper seconded. *Motion carried.*

Agenda Item Discussion: Rental Assistance

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

- **Shortfall Update:** The agency remains in shortfall status; however, the situation is gradually improving. We have submitted a request for shortfall funds, and no issues are anticipated with being approved. Projections indicate the agency will no longer be in shortfall next year and should be able to begin issuing vouchers again, barring unforeseen budgetary constraints.
- **Emergency Housing Vouchers (EHV):** EHV funding is coming to an end. Staff are proposing to transition 58 EHV households to the Housing Choice Voucher (HCV) program, which will require an amendment to the Annual Plan.
- **Annual Plan Amendment:** To facilitate the transition of EHV households to HCV, the Annual Plan timeline has been amended. A public hearing on the amendment is scheduled for the November 13 board meeting.
- **Veterans Affairs Supportive Housing (VASH):** An application has been submitted for up to 25 additional VASH vouchers, supported by a letter from the local VA.
- **HUD Landlord Survey:** HATC was randomly selected to participate in a HUD landlord study. A third-party firm conducted the review and interviewed several staff members as part of the process.

Agenda Item Discussion: Housing Stability Division

Tammie Smith provided an update on the Housing Stability Division, followed by board discussion:

- **Supportive Services:** The agency received HUD's approval to add rental assistance to the program and will implement the change beginning October 1. This adjustment will utilize existing funding but in a different way to expand support services.

Agenda Item Discussion: Finance

Daniel provided a brief update on finance, followed by board discussion:

- **Real Estate Assessment Center (REAC) Submission:** The required Financial Data Report has not yet been submitted due to ongoing outages with the HUD website. We have been in communication with the HUD field office, which has advised us to continue attempting to submit.
- **Audit:** The annual audit will begin soon. This year's audit will be conducted by a different team, Team Tacoma.
- **Financial Statements:** Tom Rawson prepared the financial statements, but was absent this week. Daniel provided an overview of the statements and highlighted key items of significance.

Agenda Item Discussion: Development

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

- **Sterling Pines:** Roofing work is nearly complete, and window installation has begun. Leasing is still anticipated to begin in March 2026.
- **Creekwood:** Renovations are currently in progress.
- **Steamer House:** The family previously residing in the home has been successfully relocated, and renovations on the property will begin soon.

Agenda Item Discussion: Administration

Craig Chance provided updates on recent administrative activities, followed by board discussion:

- **National Association of Housing and Redevelopment Officials (NAHRO) Award:** HATC will be receiving an Award of Merit for financially self-sustaining properties, with Olympia Crest highlighted as an example.
- **Board Retreat:** Scheduled for October, immediately following the regular board meeting.
- **Significant Events:** Craig acknowledged several important days and events, including September 11.

Regular Meeting Adjourned

Minutes Approved:

Jay Goldstein

[Jay Goldstein \(Oct 10, 2025 10:05:09 PDT\)](#)

Housing Authority of Thurston County Commissioner

10/10/25

Date






Regular Meeting Minutes for 9-11-2025

Final Audit Report

2025-10-10

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