

RHC Affordable Housing Advisory Board
July 20, 2023
Minutes

1. CALL TO ORDER – *Meeting called to order by Talauna Reed at 3:04pm*

1.A ROLL CALL –

Carly Colgan x

Charlia Messinger absent

Craig Chance x

David Puszczewicz x

Deb Larson x

Donna Feddern x

Grace Lee absent

Jessie Simmons absent

Meg Martin absent

Talauna Reed x

Trish Gregory absent

Trudy Soucoup absent

OTHERS PRESENT –

Tom Webster, Thurston County, TAHAB liaison

Jacinda Steltjes, City of Olympia, TAHAB liaison

2. APPROVAL OF AGENDA

Motion: Moved to approve as presented by Craig Chance. Carly Colgan seconded. The motion passed unanimously.

3. APPROVAL OF MINUTES

Action: The group reviewed and approved the minutes as presented for June 15, 2023.

Approved x Amended

Motion: Moved by Craig Chance, seconded by Donna Feddern. Passed unanimously.

4. ANNOUNCEMENTS

None

5. BUSINESS ITEMS

5A. ZoomGrants Refresher

Presenter(s): Tom Webster, Jacinda Steltjes

Handout(s): Exhibit A: Thurston County's Summer 2023 Regional Housing Council (RHC) RFP Scoring Criteria

Action: The group reviewed how to view and score applications submitted under the Summer 2023 Capital Funding RFP.

5B. Project Pipeline and RFI Discussion

Presenter(s): Tom Webster, Jacinda Steltjes, Talauna Reed

Handout(s): Exhibit B: RFI Key Questions; Exhibit C: Request for Information (RFI): Affordable Housing New Construction and Preservation Funding Schedule 2024; Exhibit D: Capital Pipeline Updated as of 2021; Exhibit E: Thurston County Housing Pipeline Proposal Overview 2017-2021

Action: Tom presented on the handouts and opened the discussion on whether and when the group preferred to issue a Request for Information (RFI) to place affordable housing projects on the Housing Capital Pipeline for future years' funding. The RFI has historically been used to solicit projects to be placed in the Housing Capital Pipeline three years from the date the RFI is issued. The projects are then expected to reply to the Request for Proposals issued in the given year corresponding with their pipeline placement to confirm they are ready to proceed. The process allows projects in the pipeline to communicate a soft commitment of funds from the County to other prospective funders. The County last issued the RFI in 2021 for 2024 pipeline projects.

The group decided to issue an RFI in February 2024 to solicit projects to be placed in the pipeline for 2025. Using the RFI to potentially identify 2026 pipeline projects was also discussed.

6. GOOD OF THE ORDER

Carly Colgan suggested that someone from TAHAB participate on the WA State Department of Commerce's Policy Advisory Team (PAT).

The group was reminded that the next meeting is August 17 and they will be making funding recommendations at that meeting. Board members were asked to score applications no later than August 15.

6. ADJOURNMENT – 4:26