



Peninsula Housing Authority
Serving Clallam and Jefferson Counties

Board of Commissioners
REGULAR BOARD MEETING MINUTES
July 16, 2025, at 12:00pm

The Public is invited to attend the regular Meeting of the Board of Commissioners.

Meeting location:
Jefferson County Library, Shold Room
620 Cedar Avenue
Port Hadlock, WA 98339

and/or via Zoom: link available on website- <https://peninsulapha.org/>

CALL TO ORDER

The meeting was called to order at 12:00 pm by Commissioner Webster.

ROLL CALL

Present were: Commissioners Webster, Tinker, Turner, Cunningham, Robinson, Mayfield, and Teal. Executive Director Sarah Martinez, Deputy Director, Annette Crawford, Legal Counsel, Heidi Greenwood and Administrative Assistant-Executive Zoe Hansen, Administrative Assistant-Executive Leayne Trubell.

REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA

COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA

CONSENT AGENDA

Approval of consent agenda: Executive Director Sarah Martinez June timesheet, June Regular Meeting Minutes, June Check Registers through Public Plaza. Moved to approval by Commissioner Mayfield, seconded by Commissioner Cunningham. Voice vote, approved. June Check Register Section 8. Moved to approval by Commissioner Tinker, seconded by Commissioner Turner. Commissioner Webster, abstained. Voice vote, approved. June Check Register Outpost. Moved to approval by Commissioner Turner, seconded by Commissioner Teal. Commissioner Tinker, abstained. Voice vote, approved.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Martinez confirmed the demolition of old admin was completed in the last two weeks of June; the dirt has been seeded; fencing will be adjusted to create more parking. Published a request for qualifications for financial and development and advisory services. Given new developments in the pipeline in Jefferson County as well as Mount Angeles View we thought it appropriate to bring on a development consultant at this time. We have received two responses currently working through scoring. Consultants will be set up to run on a task order basis, as need arises. Scoring committee will have task done by end of the week.

REPORTS FROM COMMISSIONERS

Commissioner Teal: No significant updates.

Commissioner Mayfield: No significant updates.

Commissioner Cunningham: No significant updates.

Commissioner Webster: No significant updates.

Commissioner Tinker: No significant updates

Commissioner Turner: No significant updates

Commissioner Robinson: Moving forward to publishing a request bid for Lion's Landing for infrastructure work, will be prevailing wage because they received funding from Clallam County Opportunity fund.

OLD BUSINESS

NEW BUSINESS

EXECUTIVE SESSION

The Executive Session was estimated to take fifteen minutes; the session was called to order at 12:12 pm and adjourned at 12:27 pm. Commissioners discussed the real estate purchase.

Adjournment: The meeting adjourned at 12:29 pm

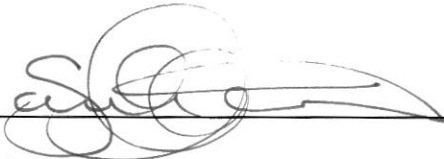
Next Regular Meeting:

Wednesday, August 20, 2025, at 12:00pm
Peninsula Housing Authority Board Room
727 E 8th Street
Port Angeles, WA 98362

and virtually:

Link, call, and login information will be available one week before our scheduled meeting on our website at

<https://peninsulapha.org/>



Secretary
Seal:



Margaret Webster (Aug 28, 2025 13:18:17 PDT)

Board Chair 08/28/2025

