



**Peninsula Housing Authority**

*Serving Clallam and Jefferson Counties*

**Board of Commissioners  
REGULAR BOARD MEETING MINUTES**

January 21, 2026 at 12:00pm

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

Meeting location:

Peninsula Housing Authority Board Room

727 E 8<sup>th</sup> Street

Port Angeles, WA 98362

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

**CALL TO ORDER**

The meeting was called to order at 12:02 pm by Commissioner Webster.

**ROLL CALL**

Present: Commissioners Webster, Mayfield, Robinson, Tinker, Ryan and Teal.

Executive Director Sarah Martinez; Deputy Director, Annette Crawford; Legal Counsel, Heidi Greenwood; and Exec. Administrative Assistant Leayne Trubell.

Excused: Commissioner Turner and Commissioner Cunningham.

**REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA**

None

**COMMENTS OR QUESTIONS FROM THE PUBLIC ON AGENDA**

None

**CONSENT AGENDA**

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

**EXECUTIVE DIRECTOR'S REPORT**

PHA received a \$3M dollar award for the Eklund @ Gales project, bringing it to 85% funded. PHA has also been awarded \$50,000 CHIPS grant in partnership with Clallam County; this will fund onsite infrastructure. Potential groundbreaking is September 2026. The PHA joined with other housers and the Housing Solutions Network of Jefferson County to support a legislative agenda to fund the State Housing Trust Fund and increases to REET. Senate bill 5747 – would provide regulatory relief for jurisdictions by going back, maybe, 3 building code regulation cycles. At the Federal legislative level: waiting for the release of money, there is a \$28B increase from 2025 for HCV.

**REPORTS FROM COMMISSIONERS**

Commissioner Mayfield: Nothing to report

Commissioner Robinson: Permitting continues to move forward in Sequim

Commissioner Ryan: Nothing to report

Commissioner Teal: Nothing to report

Commissioner Tinker: Remodeling of kitchen and sleeping bays should be done in the next two weeks.

Commissioner Webster: with the help of Anderson Homes, on Christmas day, the new shower and laundry combo station opened at Caswell Brown.

**OLD BUSINESS**

None

**NEW BUSINESS**

**Resolution #PHA-2026-01;** Accounts Receivable Collection Write-off. Move to approve Commissioner Tinker, seconded by Commissioner Mayfield. Voice vote, approved.

**Resolution #PHA-2026-02;** HTF Repair Funds – Homestead. Move to approve commissioner Tinker, seconded by Commissioner Mayfield

Voice Vote, approved.

The 5-year plan needs to be made available to the public for 45 days. There will be a public meeting in March for comments. A suggestion was made to have a meeting in April to look at the Plans and Goals in depth.

**EXECUTIVE SESSION**

None

**Adjournment:** The meeting adjourned at 12:53 pm

**Next Regular Meeting:**

Wednesday, February 18, 2026, at 12:00 P.M.

Peninsula Housing Authority Board Room

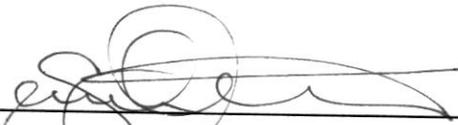
727 E 8<sup>th</sup> Street

Port Angeles, WA 98362

and virtually:

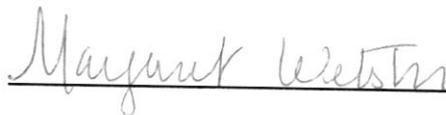
Link, call, and login information will be available one week before our scheduled meeting on our website at

<https://peninsulapha.org/>



Secretary  
Seal:





Board Chair