



CITY COUNCIL AGENDA

AUGUST 11, 2025

7:00 p.m.

1. **APPROVAL OF THE AGENDA**
2. **COMMUNICATION** – Chehalis Basin Update
3. **PUBLIC COMMENT:** *This is the time for anyone wishing to speak before the council in relation to items on the agenda to do so. Comments may also be emailed to knielsen@cityofhoquiam.com by Monday, August 11, 2025, at 10:00 AM. Written comments will be summarized at the meeting but will be documented in the minutes in their entirety. PLEASE LIMIT YOUR COMMENTS TO 5 MINUTES.*
4. **CONSENT AGENDA**
 - a. Council Minutes for July 28, 2025
 - b. Claims and Payroll
5. **COUNCIL ACTION/DISCUSSION**
 - a. **COMMITTEE REPORTS**
 - b. **OFFICERS REPORTS**
 1. Fire Department – Brush Engine Skid Unit
 - c. **MAYORS REPORTS**
 - d. **COUNCIL REPORTS**
6. **LEGAL BUSINESS**
 - a. **ORDINANCES**
 1. International Plumbing Code 2021
 2. International Energy Conservation Code 2021
 3. International Fuel Gas Code 2021
 4. International Building Code 2021
 - b. **RESOLUTIONS**
 1. Cemetery Rates
 2. Fire Captain Job Description
 - c. **OTHER LEGAL**
 1. EMS Maintenance Agreement
 2. Hoquiam School District – Use of Olympica Stadium
7. **OLD BUSINESS**
8. **NEW BUSINESS**
 - a. Purchase of C Street Properties for the North Shore Levee Project
9. **SECOND PUBLIC COMMENT:** *This is the time for anyone wishing to speak before the council may do so. Comments may also be emailed to knielsen@cityofhoquiam.com by Monday, August 11, 2025, at 10:00 AM. Written comments will be summarized at the meeting but will be documented in the minutes in their entirety. PLEASE LIMIT YOUR COMMENTS TO 5 MINUTES.*
10. **EXECUTIVE SESSION** (Per RCW 42.30.110)
11. **ADJOURN**

Regulatory Meeting at 6:00 PM – Attendance is In Person only

Council Meeting at 7:00 PM – attendance in person or remote live stream – this meeting will be recorded and will be live streaming at <https://us02web.zoom.us/j/88663122532>.



THE LONG-TERM CHEHALIS BASIN STRATEGY

Creating a safer, more resilient future for people and aquatic life

Hoquiam City Council

August 11, 2025

Ken Ghalambor, Chehalis Basin Board Facilitator



ABOUT THE CHEHALIS BASIN

- 2nd biggest basin in WA state
- Two Tribes, four population centers
- Ecologic and economic importance
- Salmon runs have been in dramatic decline
- Floods have been getting bigger and more frequent



Photo Credit: WA Dept of Ecology



Photo Credit: The Chronicle

HOW IT ALL BEGAN

The floods of **2007** and **2009** caused nearly \$1B in damages, shut down entire segments of I-5, and put communities' health and safety at risk.

Pre-2007

Local experts build a strong scientific foundation for flood and habitat work

2010

Gov. Christine Gregoire creates the **Chehalis River Basin Flood Authority**

2012

Gov. Gregoire launches Basin-wide flood and habitat plan

2016

The **Chehalis Basin Board** and the **Office of Chehalis Basin** created

2017

Investments begin

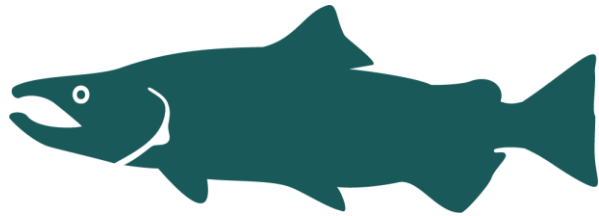
ABOUT THE CHEHALIS BASIN BOARD

- An independent, diverse group of community leaders representing Tribes, local governments, agricultural, economic, and environmental interests, and state agencies
- Develops and provides long-term oversight of the **Chehalis Basin Strategy**, an action plan of near-term investments and long-range planning to reduce flood-related damage and restore aquatic life throughout the Chehalis River basin
- Collaborative, integrated approach

ABOUT THE OFFICE OF CHEHALIS BASIN

- The focal point for implementation of the Chehalis Basin Strategy – administering state funds, leading a coalition of partners, and supporting the Board in their process.
- Collaborates with a wide array of partners representing state agencies, local governments, Tribes, conservation districts, non-profit organizations, and basin residents.

WHAT WE DO TOGETHER



Work with landowners to slow harmful erosion and restore habitats for salmon and other aquatic life



Help residents and communities protect homes and businesses from flood damage




Prepare the region and its future generations for more frequent major and catastrophic flooding



In less than a decade, the Chehalis Basin Board and Office of Chehalis Basin have invested in more than 140 projects, protecting nearly 300 acres of habitat and over 200 homes and businesses, on time and on budget.

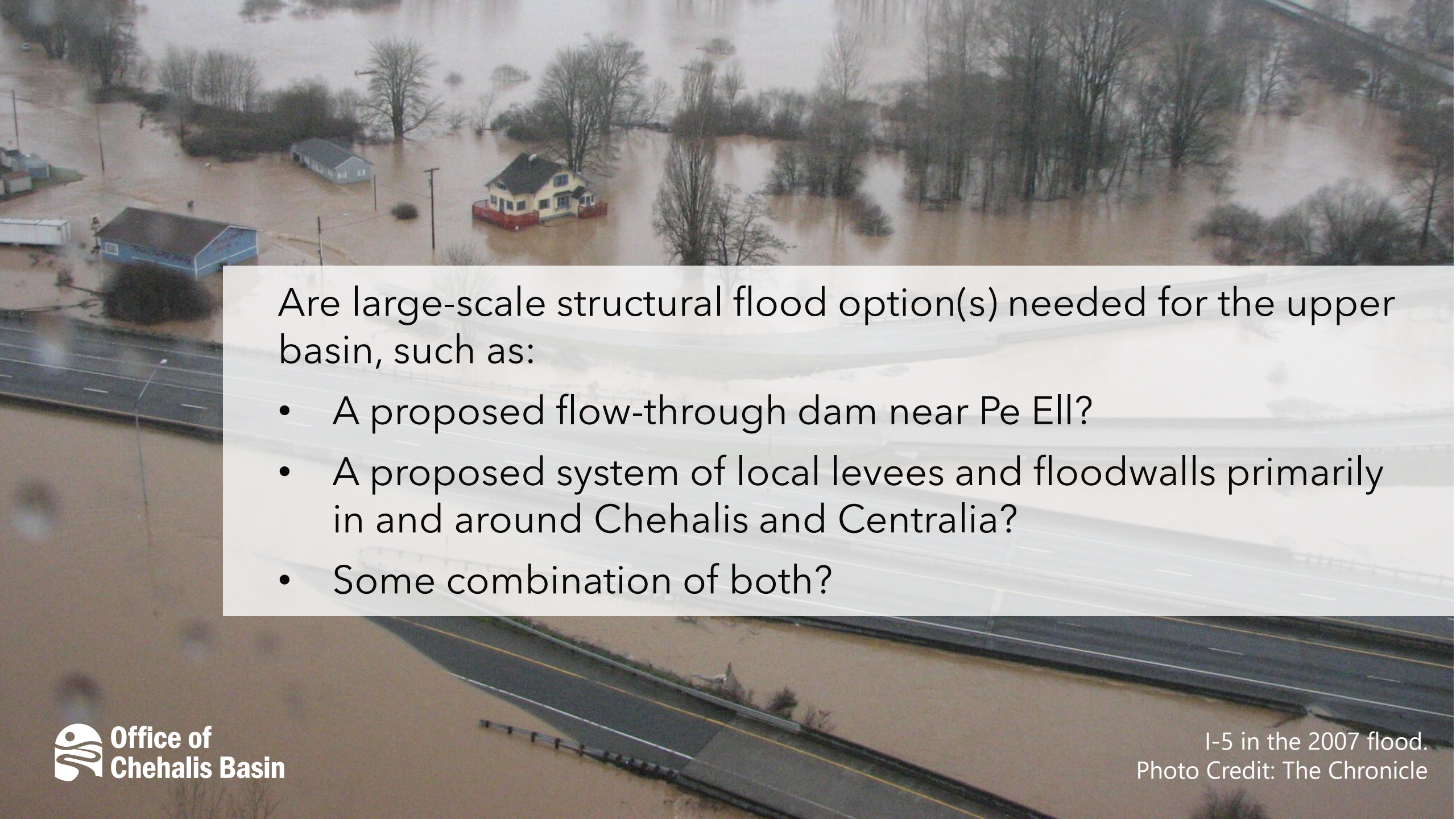


An aerial photograph showing a large industrial facility, likely a shipyard or manufacturing plant, completely surrounded by floodwater. The water is a murky brown color, and the sky is overcast. The surrounding area also shows signs of flooding, with water reaching the edges of buildings and parking lots.

I-5 in the 2007 flood.
Photo Credit: The Chronicle

Now through early 2026, the Chehalis Basin Board is weighing longer-term options to protect people and aquatic life for decades to come.

Seeking answers to several questions, including:
How much should be invested in aquatic restoration
across the basin for the next 30 years?

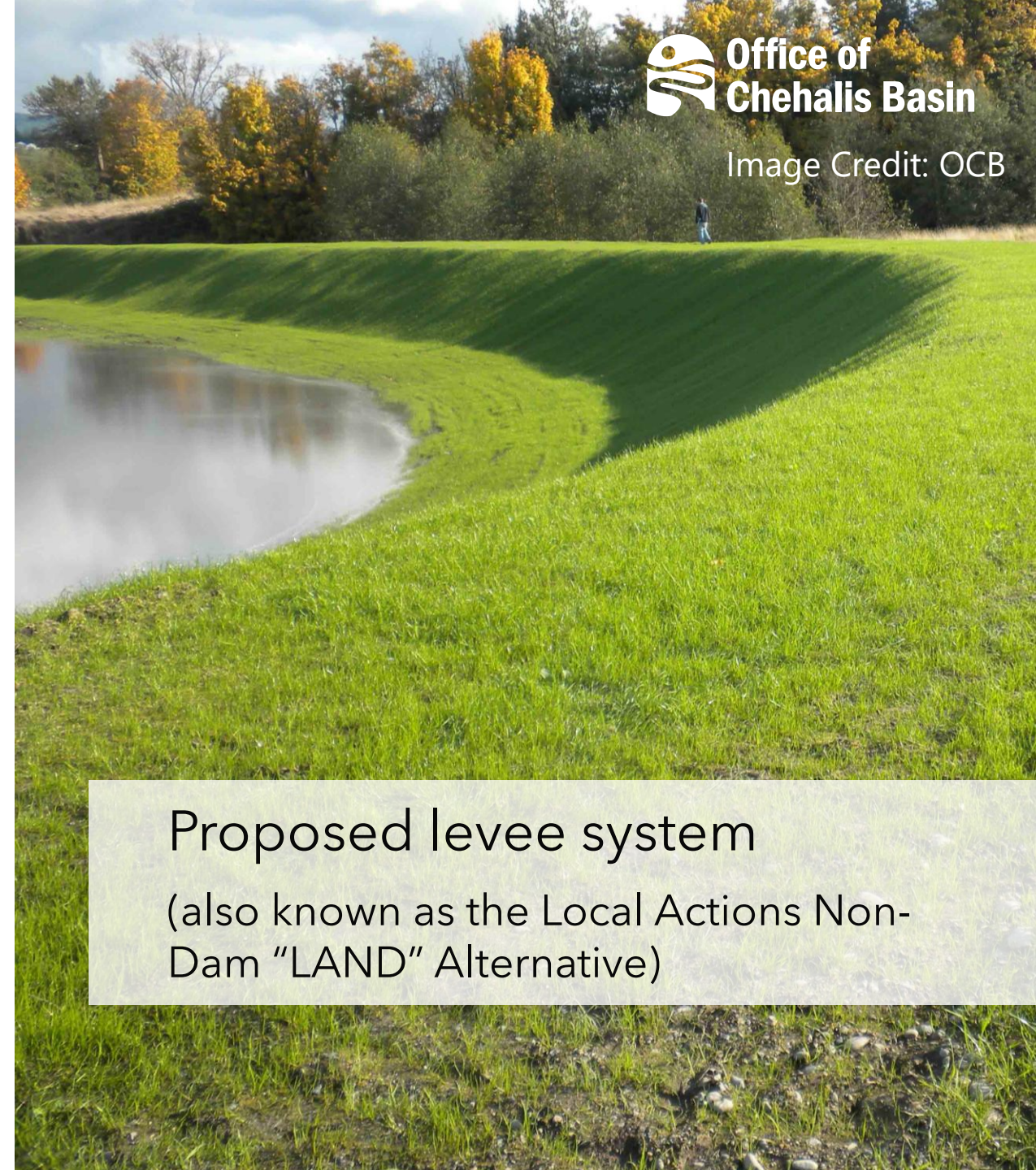
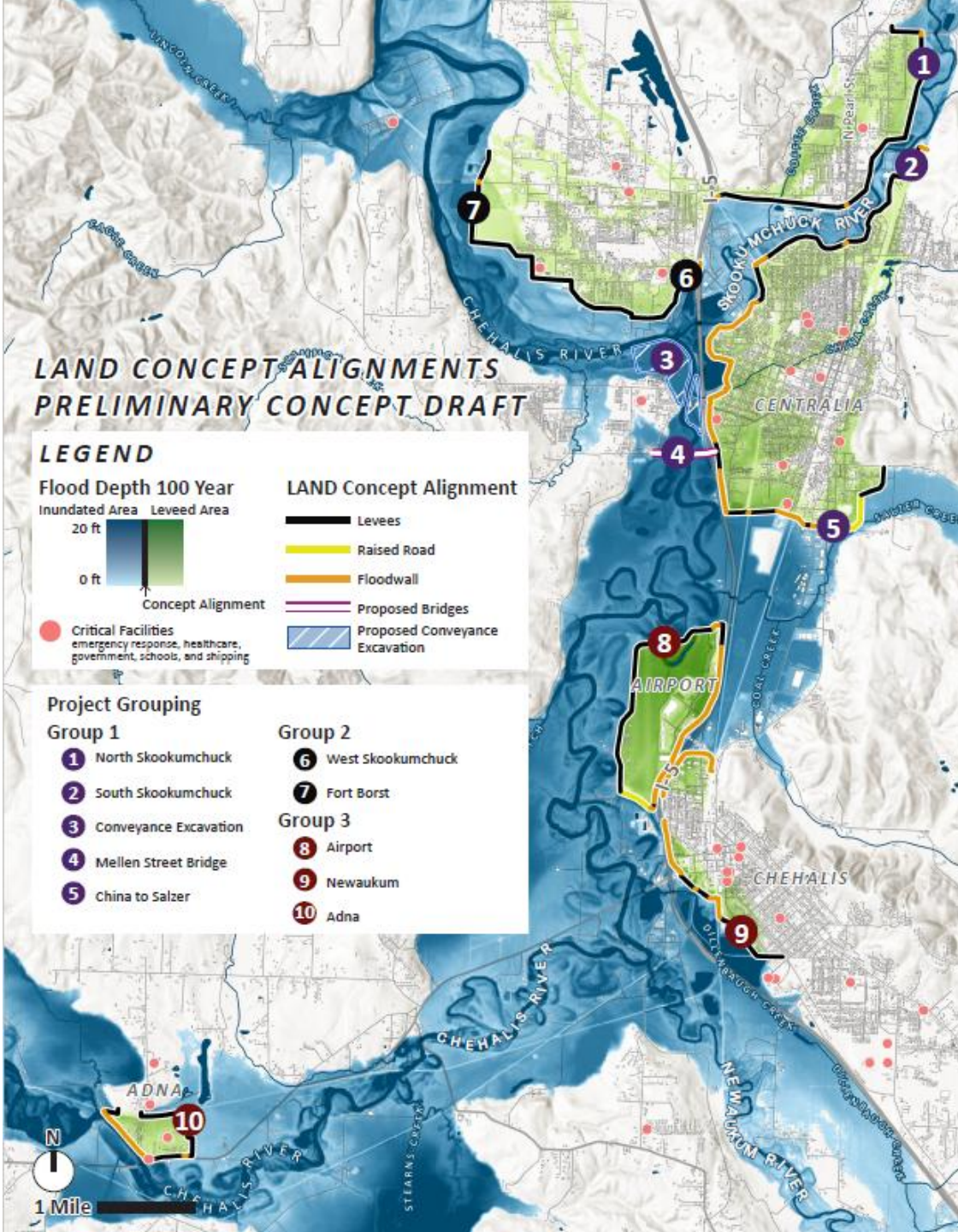


Are large-scale structural flood option(s) needed for the upper basin, such as:

- A proposed flow-through dam near Pe Ell?
- A proposed system of local levees and floodwalls primarily in and around Chehalis and Centralia?
- Some combination of both?



Flow-through dam near Pe Ell
(Proposed by the Chehalis River Basin Flood Control Zone District)



Proposed levee system

(also known as the Local Actions Non-Dam "LAND" Alternative)

What is the best pathway for the Skookumchuck Dam going forward?

In June 2025, the Board identified a preliminary suite of six long-term strategy options for additional technical analysis through the end of the year.



Current suite of long-term options under consideration (June 2025)

Long-term Options	Proposed new investments			Existing programs to be scaled up or maintained						
	Proposed Flow-through Dam & Airport Levee	Proposed Levee System (LAND)	Skookumchuck Dam	Basin-wide Aquatic Restoration (ASRP)	Floodproofing, Elevation & Acquisition	Flood Authority local projects	Flood Warning System	Floodplain Mgt, Land Use, & Transportation Planning	Erosion Management	Multi-Benefit Acquisition
Option A	✓	✓ (Group 1*)	Modify	✓++	✓	✓	✓	✓	✓	✓
Option B	✓	✓ (Group 1**)	Remove	✓++	✓	✓	✓	✓	✓	✓
Option C				✓	✓++	✓++	✓+	✓	✓	✓
Option D		✓++ (Groups 1-3)	Remove	✓	✓+	✓	✓	✓	✓	✓
Option E		✓++ (Groups 1-3)		✓++	✓+	✓	✓	✓	✓	✓
Option F		✓+ (Group 1 + Airport Levee)		✓	✓++	✓++	✓+	✓	✓	✓

KEY:

✓ Included

✓+ or ✓++ Included with a greater level of investment/implementation

☐ Not built or no action

Modify or Remove Skookumchuck Dam only

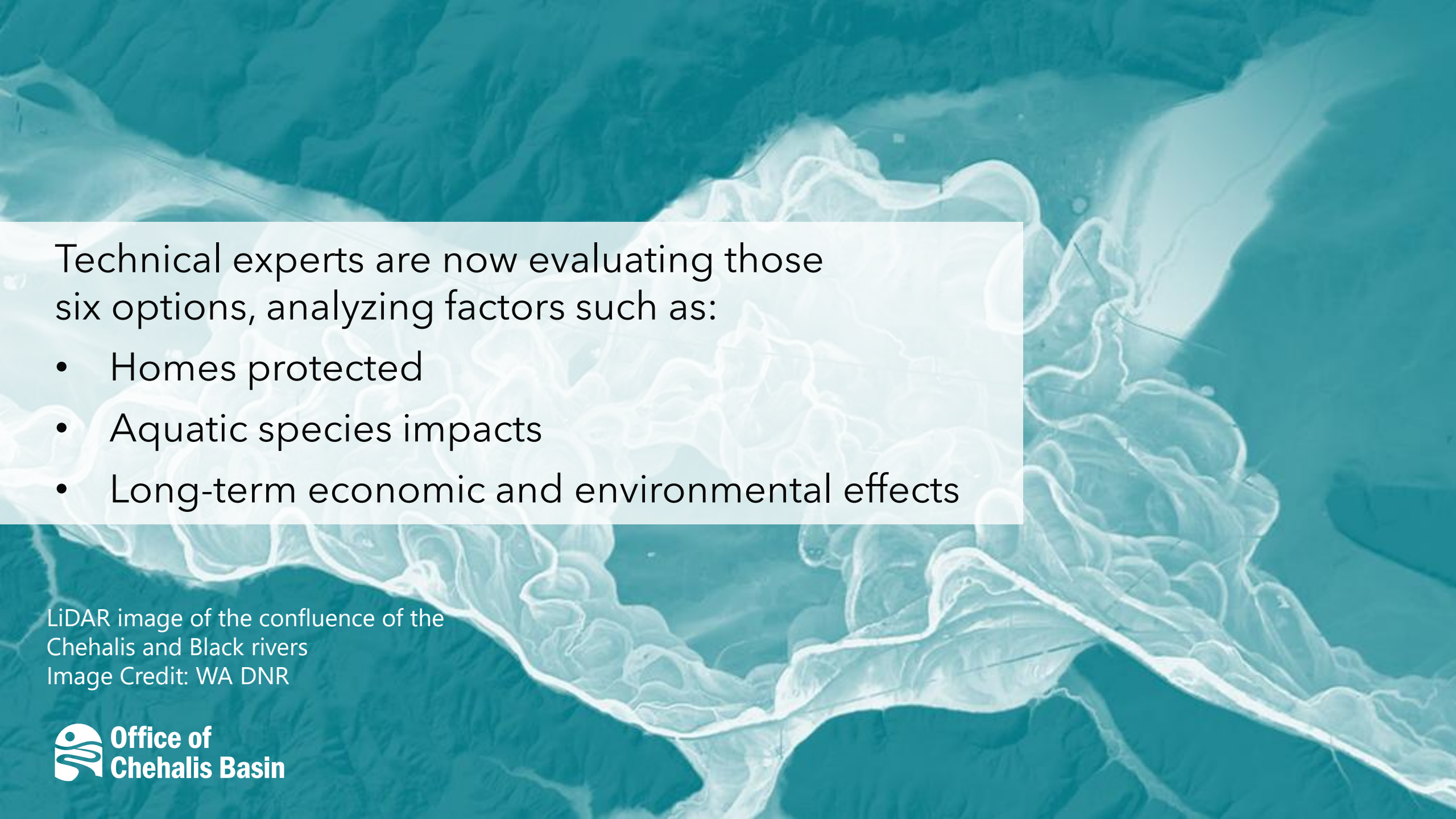
Group 1: North Skookumchuck, South Skookumchuck, Improved Chehalis River Conveyance, Mellen Street Bridge Replacement, and China to Salzer Creek

Group 2: West Skookumchuck, Fort Borst

Group 3: Airport, Newaukum, Adna

*North & South Skookumchuck only

**North & South Skookumchuck and China-Salzer only, China Creek improvements

A LiDAR image showing the topography of a river confluence. The image is rendered in shades of teal and light blue, highlighting the intricate patterns of the river channels and the surrounding terrain. The confluence of the Chehalis and Black rivers is clearly visible, with the Black River entering the Chehalis River from the right. The terrain is characterized by numerous small, interconnected basins and ridges, creating a complex network of waterways.

Technical experts are now evaluating those six options, analyzing factors such as:

- Homes protected
- Aquatic species impacts
- Long-term economic and environmental effects

LiDAR image of the confluence of the
Chehalis and Black rivers
Image Credit: WA DNR



The Board also wants to hear from local governments, basin partners, and community members on what they hope to see for the future of the basin.

2025

April - June


Chehalis Basin Board develops several long-term strategy options


Webinar on the strategy basics

July - December


The long-term options are evaluated by technical experts


Community events


Informational open houses (in-person & virtual) on the long-term options


2026

January - March


Final Board deliberations on the long-term options


Webinar on key technical findings
Survey & Listening sessions

Input compiled


The Board finalizes its recommended long-term Chehalis Basin Strategy

Briefings with local governments, basin groups, and organizations

Comment form for ongoing feedback

2025

April - June




Chehalis Basin Board develops several long-term strategy options




Webinar on the strategy basics

July - December



The long-term options are evaluated by technical experts



Community events

Informational open houses (in-person & virtual) on the long-term options

Briefings with local governments, basin groups, and organizations

Comment form for ongoing feedback

Tabling at community events:

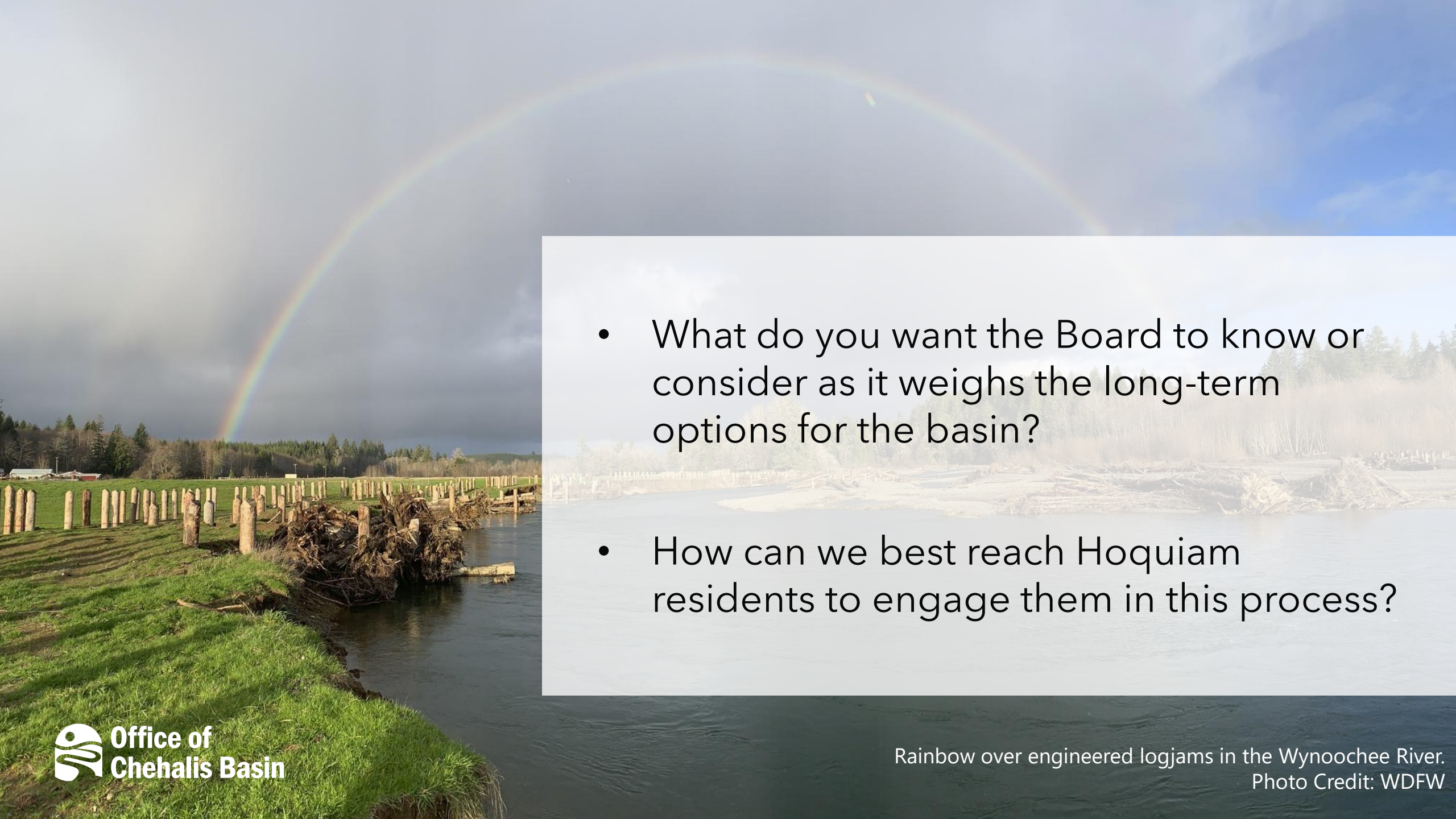
- July 26: Chehalis Fest
- July 29- Aug 2: Grays Harbor County Fair
- Aug 12-17: SW Washington Fair

Informational open houses (5-7:30pm):

- Sept 25: Veterans Memorial Museum
- Oct 8: Montesano City Hall

Online open house:

- Sept 8 - Oct 31
- For those who can't attend in-person



- What do you want the Board to know or consider as it weighs the long-term options for the basin?
- How can we best reach Hoquiam residents to engage them in this process?

- Learn more and share feedback:
www.officeofchehalisbasin.com/LTS
- Follow us on Instagram, Facebook, YouTube:
@officeofchehalisbasin



The Chehalis River.
Photo Credit: OCB

Thank you

Ken Ghalambor
Ross Strategic, on behalf of
Office of Chehalis Basin
kghalambor@rossstrategic.com



CITY OF HOQUIAM

July 28, 2025

City Council Meeting Minutes

CALL TO ORDER

Mayor Winkelman called the meeting to order at 7:00 p.m. Councilmember Hinchon led the flag salute.

ROLL CALL

Those in attendance at the meeting were Mayor Winkelman and Councilmembers, Brooks, Carlstrom, Hinchon, Larsen, Nelson, Pauley, Reid, Smith and Thornton. Absent from the Council Meeting were Councilmember Anderson, Gillis, and Puvogel.

Staff in attendance were Police Chief Joe Strong, Fire Chief Matt Miller, Assistant Fire Chief Nicklaus Falley, City Attorney Steve Johnson, City Administrator Brian Shay, Finance Director Corri Schmid and Council Secretary Kayla Nielsen.

APPROVAL OF THE AGENDA

Councilmember Brooks moved to approve the agenda. Councilmember Hinchon supported. Passed by voice vote.

PUBLIC HEARING Mid-Biennial Budget

Councilmember Pauley opened the Public Hearing, Councilmember Brooks supported, and it passed by voice vote. Corri Schmid spoke on the topic of the budget. Councilmember Pauley moved to close the Public Hearing, Councilmember Brooks supported, and it passed by voice vote.

COMMUNICATION Introduction of New Assistant Fire Chief – Nicklaus Falley

Chief Matt Miller spoke of Nicklaus Falley's achievements and what they bring to our department. Welcome Assistant Fire chief Falley!

Fire Engineer Promotion – Zakary McDougall

Chief Matt Miller spoke about Zakary McDougall's career and all he has accomplished. Congratulations on the promotion!

PUBLIC COMMENT

No Public Comment Presented.

CONSENT AGENDA Council Minutes of July 14, 2025

Councilmember Brooks moved to approve Council Minutes of July 14, 2025. His motion was seconded by Councilmember Nelson and passed by voice vote.



CITY OF HOQUIAM

July 28, 2025

City Council Meeting Minutes

Claims & Payroll

Councilmember Brooks moved to approve Claims and Payroll for this month. His motion was seconded by Councilmember Nelson and passed by voice vote.

COUNCIL ACTION/DISCUSSION

Committee Reports

No Committee Reports were presented.

Officers Reports

K Street Emergency
Generator Purchase July
2025

Staff recommend that the Council authorize the purchase of an emergency generator from the Sourcewell contract totaling \$141,191 plus Washington State sales tax.

Councilmember Pauley moved to approve this purchase. His motion was seconded by Councilmember Nelson. Passed by voice vote.

Mayors Reports

Cemetery Timber Harvest

Harvesting of the Cemetery Timber is continuing, the landscape looks different, there is a lot more to do. Any questions please reach out to the Mayor or City Administrator.

Sidewalk down at the
Waterfront

Mayor Winkelman is discussing this with City Administrator, Brian Shay, to come up with a solution for this project.

Summer Projects

A lot of summer projects are getting completed, everything looks great.

Council Retreat

Mayor Winkelman is looking forward to the Council Retreat this year and hopes everyone can make it.

Council Reports

Councilmember Brooks

Spoke on the Council Retreat. Councilmember Brooks would like to change the date of the retreat. See Old Business for motion.

Councilmember Pauley

Councilmember Pauley reminds everyone to pay attention to the DOT messages as there will be a lot of work on the bridges in the near future.

LEGAL BUSINESS



CITY OF HOQUIAM

July 28, 2025

City Council Meeting Minutes

Ordinances

Gas Code 2025

An Ordinance relating to building regulations; adopting the "National Fuel Gas Code". Councilmember Pauley moved to table the Ordinance, and his motion was seconded by Councilmember Nelson. A discussion followed. The Council passed this motion to table by unanimous vote.

International Energy
Conservation Code 2021

An Ordinance relating to building regulations; adopting the "International Energy Conservation Code". Councilmember Pauley moved to table the Ordinance, and his motion was seconded by Councilmember Nelson. A discussion followed. The Council passed this motion to table by unanimous vote.

International Plumbing Code
2021

An Ordinance relating to building regulations; adopting the "Uniform Plumbing Code". Councilmember Pauley moved to table the Ordinance, and his motion was seconded by Councilmember Nelson. A discussion followed. The Council passed this motion to table by unanimous vote.

International Fire Code 2021

An Ordinance relating to building regulations; adopting the "International Fire Code," 2021 Edition. Councilmember Smith moved to adopt the Ordinance, and his motion was seconded by Councilmember Nelson. A discussion followed. Ms. Schmid read the Ordinance by title a second time after which the motion to approve passed by unanimous voice vote.

International Mechanical
Code 2021

An Ordinance relating to building regulations; adopting the "International Mechanic Code," 2021 Edition. Councilmember Smith moved to adopt the Ordinance, and his motion was seconded by Councilmember Nelson. A discussion followed. Ms. Schmid read the Ordinance by title a second time after which the motion to approve passed by unanimous voice vote.

International Building Code
2021

An Ordinance relating to building regulations; adopting the "International Building Code". Councilmember Pauley moved to table the Ordinance, and his motion was seconded by Councilmember Nelson. A discussion followed. The Council passed this motion to table by unanimous vote.

Resolutions

No Resolutions Presented.



CITY OF HOQUIAM

July 28, 2025

City Council Meeting Minutes

Other Legal

Fire Department L&I Grant

This agreement provides funding for the FIRE Program participants to purchase approved equipment or gear to help them implement their SIP. Councilmember Pauley moved to approve this agreement, and his motion was seconded by Councilmember Smith. A discussion followed and was passed by voice vote.

OLD BUSINESS

Council Retreat

Councilmember Brooks motioned to cancel the date of the retreat on August 18th and reschedule the retreat to August 25, 2025. Time and Location remain the same. Councilmember Pauley supported this change, and it was passed by voice vote.

NEW BUSINESS

August 25, 2025, Council Meeting

Councilmember Reid moved to cancel the Council Meeting on August 25th, 2025. Councilmember Pauley supported this motion and was passed by voice vote.

Councilmember Absences

Councilmember Pauley moved to excuse the absence of Councilmember Anderson, Gillis, and Puvogel. Councilmember Nelson seconded and passed by voice vote.

Regulatory Meeting

Councilmember Pauley moved to reschedule the Regulatory meeting for August 11th at 6PM instead of August 25th. Seconded and passed by voice vote.

SECOND PUBLIC COMMENT

Kenneth Mroczek – Simpson Ave.

Written comment on the building he was renting and asking for his original email to be a public comment.

EXECUTIVE SESSION

No Executive Session Held.

ADJOURN

Councilmember Brooks moved to adjourn the meeting at 7:39 p.m. and his motion was seconded by Councilmember Pauley and passed by voice vote.



CITY OF HOQUIAM

July 28, 2025

City Council Meeting Minutes

BEN WINKELMAN – Mayor

KAYLA NIELSEN – City Council Secretary

Kenneth Mroczek

702 & 706 Simpson, Hoquiam WA 98550

Submitted: July 14th, 2025 @ 9:48am Via Email

Ladies and Gentlemen,

I spoke at the last city council meeting on written permission for right of entry as a tenant into the American Veterans Buildings. After the meeting adjourned, Brian Shay approached me and indicated he will look into right of access and reply by email, as of this time I haven't received his reply. The majority of the historic buildings museum contents are looked upon as an Art Work of High International regard. Access is necessary as a tenant to check on the museum contents and security of the buildings.

The cities confirmation of access should be permissible as I have occupied the corner building for 17 years. The buildings have not been open to the public in a long time.

Hoquiam did not inspect and condemn the subject buildings since my occupancy. Now, the city has condemned the buildings following receiving a formal letter of recommendation by the Hoquiam Revitalization Task force on April 9, 2025 recommending the city consider purchasing additional Emmert properties with the recommendation being approved on April 14, 2025. This is a real coincidence that The American Veterans Buildings were inspected by the city on May 1, 2025 and condemned on May 30, 2025. There are other historic buildings within this city some that are in equivalent or worse condition that are not condemned or posted DO NOT ENTER. Again, please permit tenant access as litigation is active, currently with Grays Harbor Superior Court between Emmert and Mroczek.

Please reply by email.

Respectfully Submitted,

Kenneth C. Mroczek

kcmroczek@gmail.com

360.556.6764

Submitted: July 25, 2025 @ 10:36am Via Email

Greetings,

My understanding is my comments sent by email on July 14, 2025 for the last city council meeting are to be summarized at the meeting and are to be documented in it's entirety into the minutes and presented at the following consent agenda.

My email doesn't appear in the proposed July 14, 2025 minutes that are on the consent agenda.

My request is that my email comments be presented and included into the minutes of July 14, 2025, for the record and for council approval of minutes on July 28, 2025 consent agenda.

Please copy this email to all council members.

Thank You,

Kenneth C. Mroczek

kcmroczek@gmail.com

REPORT OF COMMITTEE

Date: August 11, 2025

To the Honorable Mayor and City Council of the City of Hoquiam

We hereby recommend approval of the following:

Claims Check Numbers	<u>105949</u>	through	<u>105990</u>	<u>\$244,863.17</u>
Claims Auto Pays & EFTs	<u>792</u>	through	<u>797</u>	<u>\$56,814.53</u>
Payroll Check Numbers	<u>31224</u>	through	<u>31253</u>	<u>\$234,292.45</u>
Payroll Payments via ACH				<u>\$569,859.55</u>
Payroll Payments via EFT - for Taxes, Deferred Comp & Pension				<u>\$294,345.05</u>

Payroll and benefits for the hours worked in August be approved and issued at the proper time.



HOQUIAM FIRE DEPARTMENT

Matt Miller, Fire Chief

Report From Officer

DATE: August 11, 2025
TO: Mayor Ben Winkelman and Council Members
FROM: Matt Miller, Fire Chief
SUBJECT: Hoquiam Fire Department order of Wildland Engine Skid Unit

The Fire Department would like to order the water tank and fire pump skid unit for the Wildland Engine project. The delivery time is unknown, typically between sixty and ninety days.

Funds for this project have been budgeted for in the 2025/2026 budget. The budgeted amount for vehicle and accessories is \$130,000. We have received the previously ordered cab and chassis. If approved, the City will be able to take advantage of discounts and buying power by utilizing the NPPGOV COOP contract.

The quote received with sales tax is \$25,822.13

Recommendation:

Staff recommends that the Council approve the skid unit purchase.

Ph: 206-622-2875
TF: 800-426-6633
nwsales@lncurtis.com
UEI#: DDLSADSWN7U7



Northwest Division
6507 South 208th Street
Kent, WA 98032
www.LNCurtis.com

Quotation

CUSTOMER: Hoquiam City Fire Department WA 625 8th Street Hoquiam WA 98550-3522	SHIP TO: Hoquiam City Fire Department WA 625 8th Street Hoquiam WA 98550-3522	QUOTATION NO. 341208	ISSUED DATE 08/07/2025	EXPIRATION DATE 09/08/2025
		SALESPERSON Chris Mackey cmackey@lncurtis.com 206-915-7397	CUSTOMER SERVICE REP Trish Cross tcross@lncurtis.com 206-596-7909	

REQUISITION NO.	REQUESTING PARTY	CUSTOMER NO.	TERMS	OFFER CLASS
	Matt Miller	C2827	Net 30	SW-FFE

F.O.B.	SHIP VIA	DELIVERY REQ. BY
FTSP	Standard Shipping	

SPECIAL INSTRUCTIONS

Sourcewell 040220 (Firefighting Equipment & Rescue Tools)
Member # 25920

\$120 Lift gate service included in shipping costs.

NOTES & DISCLAIMERS

Thank you for this opportunity to quote. We are pleased to offer requested items below. If you have any questions, need additional information, or would like to place an order, please contact your Customer Service Rep as noted above.

Safety Warning Notice: Products offered, sold, or invoiced herewith may have an applicable Safety Data Sheet (SDS) as prepared by the manufacturer of the product. The SDS is provided with the product. In addition, manufacturer's safety and/or warning notices, instructions and information relating to the proper use and care of the product is provided with the product. All applicable SDS, safety and/or warning notices, instructions and other information provided with the product should be thoroughly read, reviewed, and understood prior to handling, distributing, using, reselling, or servicing any and all products provided by Curtis. Materials utilized to clean, repair, maintain and/or service your owned equipment, as well as Curtis owned equipment, may contain per-and polyfluoroalkyl substances (PFAS) to meet national standards or original equipment manufacturer specifications. For other important product notices and warnings, or to request an SDS, product specifications, manufacturer's safety notices, instructions and/or warning notices, please contact Curtis or visit <https://www.lncurtis.com/product-notices-warnings>



LN	QTY	UNIT	PART NUMBER	DESCRIPTION	PL	UNIT PRICE	TOTAL PRICE
1	1	EA	CET CUSTOM	As below:	SFR	\$22,441.78	\$22,441.78

Item: DI-PFP-20hpHND-MR
 Skid Unit, Includes the following:

-
- 1 - 001-PP1-014 - HONDA ENGINE, ELECTRIC 20hp V-TWIN
- 1 - 6 gallons fuel tank w/holder
- 1 - 400 gallons water tank 96X48"
- 1 - Manifold outlet
- 1 - Tank fill 1" w/industrial ball valve
- 2 - 1" Fire type ball valve service line with cap and chain
- 1 - 1 1/2" Fire type ball valve service line with cap and chain
- 1 - Suction inlet
- 1 - Suction FT (2) - Standard suction with two 2 1/2" fire grade ball valve
- 1 - EHR-1"x200' - Electric rewind hose reel 1" x 200'
- 1 - Outriggers (set) - Set of chrome outriggers w/ 3 way rollers
- 200 - 1" Rubber hose 1" (price per feet)

**Optional Pricing Below:
 - Side Compartment - Add \$2877.50 per compartment - (\$5,755 for two).
 Estimated shipping of \$500

Small Business
 CAGE Code: 5E720
 SIC Code: 5099
 Federal Tax ID: 94-1214350
 UEI #DDLSADSWN7U7

This pricing generally remains firm until 09/08/2025. Pricing is subject to change if product is affected by the implementation of a tariff. Contact us for updated pricing after this date.

Due to market volatility, global supply chain pressures, and supply shortages, we recommend contacting your local L.N. Curtis and sons office prior to placing your order to confirm pricing and availability. This excludes our GSA Contract and other Fixed Price Contracts which are governed by contract-specific prices, terms, and conditions.

Subtotal	\$22,441.78
Estimated Tax Total	\$2,110.35
Transportation	\$1,270.00
Total	\$25,822.13

[View Terms of Sale and Return Policy](#)

ORDINANCE NO. 2025 – _____

AN ORDINANCE relating to building regulations; adopting the “Uniform Plumbing Code,” 2021 Edition; amending Section 2.16.010 of the Hoquiam Municipal Code.

THE CITY COUNCIL OF THE CITY OF HOQUIAM, WASHINGTON DO ORDAIN AS FOLLOWS:

SECTION 1. Section 2.16.010 of the Hoquiam Municipal Code is amended to read as follows:

2.16.010 Uniform Plumbing Code adopted —~~Exceptions.~~

The ~~2015~~ 2021 Edition of the Uniform Plumbing Code, including Appendices A, ~~and B, and I,~~ except Chapters 12 (fuel piping) and 14 and those requirements relating to venting and combustion air of fuel-fired appliances as found in Chapter 5, and those portions of the code addressing building sewers, published by the International Association of Plumbing and Mechanical Officials, is hereby adopted by reference as the official plumbing code of the city of Hoquiam together with amendments by the State Building Code Council filed as Chapter 51-56 WAC. One copy of the ~~2015~~ 2021 Edition of the Uniform Plumbing Code shall be maintained at City Hall for use and examination by the public.

ADOPTED by the Mayor and City Council on August 11, 2025.

BEN WINKELMAN – MAYOR

ATTEST:

CORRINE SCHMID – FINANCE DIRECTOR

PUBLISHED:

ORDINANCE NO. 2025 – _____

AN ORDINANCE relating to building regulations; adopting the “Washington State Energy Code,” 2021 Edition; amending Section 2.10.010 of the Hoquiam Municipal Code.

THE CITY COUNCIL OF THE CITY OF HOQUIAM, WASHINGTON DO ORDAIN AS FOLLOWS:

SECTION 1. Section 2.10.010 of the Hoquiam Municipal Code is amended to read as follows:

2.10.010 ~~International~~ Washington State Energy ~~Conservation~~ Code adopted.

The ~~International~~ Washington State Energy-~~Conservation~~ Code, Residential Provisions, 2015 2021 Edition, per WAC 51-11R is are adopted, incorporated and made a part of this chapter by reference. One copy of the ~~International~~ Washington State Energy ~~Conservation~~ Code, Residential Provisions, 2015 2021 Edition, shall be maintained at City Hall for use and examination by the public.

The ~~International~~ Washington Energy ~~Conservation~~ Code, Commercial Provisions, 2015 2021 Edition, per WAC 51-11C as amended and adopted by the Washington State Building Code Council and filed under Chapter 51-11C WAC as the Washington State Energy Code, Commercial Provisions, is are adopted, incorporated and made a part of this chapter by reference. One copy of the Washington State Energy Code, Commercial Provisions, 2021 Edition, shall be maintained at City Hall for use and examination by the public.

ADOPTED by the Mayor and City Council on August 11, 2025.

BEN WINKELMAN – MAYOR

ATTEST:

CORRINE SCHMID – FINANCE DIRECTOR

PUBLISHED:

ORDINANCE NO. 2025 – ____

AN ORDINANCE Relating to building regulations; adopting the “International Fuel Gas Code,” 2021 Edition; amending Section 2.17.010 of the Hoquiam Municipal Code; repealing Section 2.17.020 of the Hoquiam Municipal Code’ and repealing Section 2.17.030 of the Hoquiam Municipal Code.

**THE CITY COUNCIL OF THE CITY OF HOQUIAM, WASHINGTON, DO
ORDAIN AS FOLLOWS:**

SECTION 1. Section 2.17.010 of the Hoquiam Municipal Code is amended to read as follows:

2.17.010 National Fuel Gas Code Adopted.

The ~~National~~ **International** Fuel Gas Code, ~~2009~~ **2021** Edition (~~ANSI Z223.1/NFPA 54~~) and **NFPA (58) and NFPA (54)**, as adopted by the State Building Code Council in Chapter 51-52 WAC, as published by NFPA, is adopted, incorporated by reference and made a part of this chapter by reference. One copy of the National Fuel Gas Code, ~~2009~~ **2021** Edition, shall be maintained at City Hall for use and examination by the public. The provisions of the National Fuel Gas Code shall apply to the installation of all materials and equipment utilizing liquid propane gas.

SECTION 2. Section 2.17.020 of the Hoquiam Municipal Code is hereby repealed.

SECTION 3. Section 2.17.030 of the Hoquiam Municipal Code is hereby repealed.

ADOPTED by the Mayor and City Council on August 11, 2025.

BEN WINKELMAN – Mayor_

ATTEST:

CORRINE SCHMID – Finance Director

PUBLISHED:

ORDINANCE NO. 2025 – _____

AN ORDINANCE relating to building regulations; adopting the “International Building Code,” 2021 Edition, and the “International Residential Code,” 2021 Edition; and amending Section 2.08.010 of the Hoquiam Municipal Code.

THE CITY COUNCIL OF THE CITY OF HOQUIAM, WASHINGTON DO ORDAIN AS FOLLOWS:

SECTION 1: Section 2.08.010 of the Hoquiam Municipal Code shall be amended as follows:

(1) The ~~2015~~ 2021 Edition of the International Building Code, including Appendix E, Supplementary Accessibility Requirements, and Appendix J, Grading, are adopted by reference as the official building code of the city of Hoquiam, with the following exceptions:

(a) Section 107.1 of the International Building Code shall be amended to read as follows:

Submittal documents consisting of construction documents, statement of special inspections, geotechnical report and other data shall be submitted ~~in two or more sets~~ digitally with each permit application. The construction documents shall be designed and prepared by or under the direct supervision of an architect or structural engineer licensed to practice under the laws of the State of Washington. Each set of construction documents shall bear the original seal and original signature of the registered design professional before a permit is issued. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional licensed to practice under the laws of the State of Washington.

(b) Section 105.2 shall be amended to allow fences up to six feet high as work exempt from a building permit.

(c) Section 105.5 shall be amended to read as follows:

Every permit shall become invalid unless the work on the site authorized by such permit is commenced and completed within one-hundred-eighty (180) days after its issuance.

(d) Section 109.7 shall be amended to read as follows:

When submittal documents are required, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. Said plan review fee shall be equal to sixty-five (65) percent of the building permit fee.

(e) Section 110.1 shall be amended to add a new sentence to read as follows:

A survey of the lot may be required by the City Building Official to verify that the structure is located in accordance with the approved plans.

(2) The ~~2015~~ 2021 Edition of the International Residential Code, including Washington State

Amendments and excluding 2904.1.1 and Appendices, are adopted by reference as the official residential building code of the city of Hoquiam, with the following exceptions:

(a) Section R105.2 (work exempt from permit) of the International Residential Code shall be amended to exempt one-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed one hundred twenty square feet, not two hundred square feet as provided in Section R105.2, and to exempt fences not over six feet high.

(b) Section R106.1 shall be amended to read as follows:

Submittal documents consisting of construction documents, statement of special inspections, geotechnical report and other data shall be submitted in two or more sets with each permit application. The construction documents shall be designed and prepared by or under the direct supervision of an architect or structural engineer licensed to practice under the laws of the State of Washington. Each set of construction documents shall bear the original seal and original signature of the registered design professional before a permit is issued. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional licensed to practice under the laws of the State of Washington.

(3) One copy each of the International Building Code, ~~2015~~ 2021 Edition, and the International Residential Code, ~~2015~~ 2021 Edition, shall be maintained at City Hall for use and examination by the public.

ADOPTED by the Mayor and City Council on August 11, 2025.

BEN WINKELMAN – MAYOR

ATTEST:

CORRINE SCHMID – FINANCE DIRECTOR

PUBLISHED:

RESOLUTION NO. 2025 - ____

A **RESOLUTION** establishing a Cemetery Fee Schedule.

WHERE AS, the Hoquiam Municipal Code provides that certain City fees be established by action of the City Council; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hoquiam, Washington, that the following fees be instituted upon the effective date of August 11, 2025:

Code Section	Description	New Fee	Old Fee
Grave Spaces			
1.48.080	Inurnment on Another's Grave	<u>\$665.00</u>	\$380.00
1.48.080	Urn Garden	<u>\$900.00</u>	\$515.00
1.48.080	Infant Section	<u>\$900.00</u>	\$515.00
1.48.080	Section 9	<u>\$2,310.00</u>	\$1,370.00
1.48.080	All Other Sections	<u>\$1,960.00</u>	\$1,120.00
	Niches		
1.48.080	Rows A & B	<u>\$656.00</u>	\$375.00
1.48.080	Rows C & D	<u>\$779.00</u>	\$445.00
1.48.080	Rows E & F	<u>\$849.00</u>	\$485.00
1.48.080	Rows G& H	<u>\$1,050.00</u>	\$600.00
1.48.080	Rows I & J	<u>\$980.00</u>	\$600.00
1.48.080	Rows K & L	<u>\$980.00</u>	\$560.00
	Single Crypt		
1.48.080	Row A	<u>\$3,981.00</u>	\$2,275.00
1.48.080	Row B	<u>\$4,156.00</u>	\$2,375.00
1.48.080	Row C	<u>\$4,673.00</u>	\$2,670.00
1.48.080	Row D	<u>\$4,498.00</u>	\$2,570.00
1.48.080	Row E	<u>\$4,323.00</u>	\$2,470.00
	Companion Crypt		
1.48.080	Row A	<u>\$7,271.00</u>	\$4,155.00
1.48.080	Row B	<u>\$7,411.00</u>	\$4,235.00
1.48.080	Row C	<u>\$8,304.00</u>	\$4,745.00
1.48.080	Row D	<u>\$8,129.00</u>	\$4,645.00
1.48.080	Row E	<u>\$7,954.00</u>	\$4,545.00
	Opening & Closing		
1.48.080	Full Size Graves	<u>\$1,373.00</u>	\$745.00
1.48.080	Infant Graves	<u>\$464.00</u>	\$265.00
1.48.080	Ashes	<u>\$515.00</u>	\$285.00
1.48.080	Mausoleum	<u>\$1,041.00</u>	\$595.00

1.48.080	Niches	\$515.00	\$285.00
Outer Burial Container Fees			
1.48.080	Full-Size Vault or Rough Box Installation	\$225.00	
1.48.080	4' or 5' Vault Installation	\$165.00	
1.48.080	Urn Liner Installation	\$100.00	
Equipment and Recording Fees			
1.48.080	Clerical	\$75.00	
1.48.080	Graveside or Crypt side Service - Included in opening/closing	-	\$165.00
1.48.080	Inurnment or Niche side Service - Included in opening/closing	-	\$95.00
1.48.080	Removal	\$1,860.00	
1.48.080	Urn Removal	\$543.00	\$310.00
Marker Setting Only			
1.48.080	Petite (6x10)	\$234.00	\$55.00
1.48.080	Single (12x24)	\$418.00	\$75.00
1.48.080	Double (12x36)	\$418.00	\$95.00
1.48.080	Marker Setting Fee for Monuments (based on sized-Section 9 only)	\$700.00	
Other Setting Options			
1.48.080	Installation of Marker onto Separate Base	\$102	
1.48.080	Installation of Additional Nameplate onto Base	\$61	
1.48.080	Remove and Replace Existing Double Marker	\$61	
Nameplates			
1.48.080	Crypt	\$785	
1.48.080	Second Scroll	\$195	
1.48.080	2 nd Ring/Vase	\$130	
1.48.080	Niche Plate	\$375	
1.48.080	Niche Ring Set	\$130	

Thereafter, the cemetery fees shall be increased on an annual basis, effective on January 1 of each subsequent year, based upon a percentage which corresponds with the CPI-W All Urban Consumers, June to June index, for that year.

Thereafter, all rates as provided for in this chapter shall be increased in the amount of twenty-five percent to all nonresidents at the time of passing.

ADOPTED by the Mayor and City Council on August 11, 2025.

BENJAMIN WINKELMAN-- Mayor

ATTEST:

CORRINE SCHMID – Finance Director

RESOLUTION NO. 2025 - __

A **RESOLUTION** adopting an amended position description for the Fire Captain position.

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HOQUIAM, WASHINGTON, IN REGULAR MEETING DULY ASSEMBLED, AS FOLLOWS:

SECTION 1. The attached position description for the Fire Captain position is hereby adopted by reference in its entirety.

ADOPTED by the Mayor and City Council on August 11, 2025.

BEN WINKELMAN – MAYOR

ATTEST:

CORRINE SCHMID – FINANCE DIRECTOR

**CITY OF HOQUIAM
POSITION CLASSIFICATION
FIRE CAPTAIN**

DEFINITION: Provides lead directions to fire suppression personnel at Fire Department headquarters or a substation during an assigned shift to provide emergency and non-emergency service to the community. Assigns and participates in station and equipment maintenance work, scheduled training activities, firefighting and aid calls.

REPORTS TO: Assistant Chief.

SUPERVISES: Firefighters and Driver/Engineers.

DISTINGUISHING CHARACTERISTICS: Positions in this classification are distinguished by responsibility for providing training and lead direction to assigned staff in a station or at the scene of emergency and non-emergency responses. Duties require increased knowledge of department services and ability to coordinate personnel and equipment at a fire scene or during an aid call.

ESSENTIAL JOB FUNCTIONS: Responds to fire and aid calls with personnel on a shift and performs the duties of Firefighter when necessary. Directs interior and exterior tactical fire ground operations.

Commands emergency incident scenes and writes fire reports on fires incidents in which he or she was the officer in charge.

Coordinates and participates in hose layout, directing streams, placing ladders, ventilating buildings, conducting rescues, post-fire cleanup and return and maintenance of equipment.

Provides or assists in the emergency medical treatment and care of the ill and injured.

Coordinates daily operations of personnel on shift to maintain building, grounds and fire equipment. Reassigns responsibilities of subordinates as necessary to cover temporary absences and other emergencies; requests additional help when necessary.

Verifies daily staffing levels are according to schedule and personnel are in appropriate uniform. and Assigns and reviews work during a shift.

Maintains harmonious working atmosphere and assures courteous treatment of the public.

Evaluates proficiency of firefighters on an assigned shift and provides feedback.

Investigates employee complaints, resolving them when possible. When resolution is not possible complaint is referred to Asst. Fire Chief.

Conducts routine and special training in hose evolution, equipment use and maintenance, firefighting procedures, inspection techniques and drills.

Conducts and coordinates fire prevention and safety inspections of places of public assembly and commercial buildings. Reports unsafe findings to Assistant Fire Chief.

Supervises all station activities and operations during a shift.

OTHER JOB FUNCTIONS:

Assists in the development of staff training programs and coordinates drills for department firefighting staff.

Gives talks on fire prevention, fire safety and first aid to community and school groups.

Performs other related duties as required.

WORK ENVIRONMENT/EQUIPMENT USED:

Work is performed indoors, in motor vehicles (ambulance, ladder truck and/or pumper truck) and outdoors in frequently inclement weather (at accident or fire scenes) and in hostile environments such as inside burning buildings or on rooftops of burning buildings and in dealing with hazardous materials, explosive atmospheres, infectious disease and combative and/or mentally disturbed people.

Work is scheduled in 24 hour shifts which require the ability to adapt to communal living. Extended periods of time on duty and/or without a day off may be required during emergencies; time between breaks and meals may also be irregular. Risk of bodily injury is high due to the environmental conditions mentioned above as well as proximity to moving objects (traffic), heavy lifting and slippery/uneven surfaces in the field and exposure to combative people, bodily fluids and infectious diseases. Work is frequently performed under stressful conditions, working closely with people in emergency situations requiring swift and sound decision making.

Equipment used includes but is not limited to motor vehicles such as ambulances and fire apparatus; all applicable emergency medical services equipment; portable radios; fire hose and nozzles; fire extinguishers; extrication tools; chainsaws, circular saws, and other miscellaneous gasoline, electrical and hand-powered hand tools; picks, shovels, axes, rakes, ladders, and a full array of maintenance equipment; protective clothing and self-contained breathing apparatus; commonly used office equipment such as telephones, computers, calculators, and copy machines.

Physical activity required includes all forms of body motions including sitting and standing for extended periods of time, reaching, bending, squatting, stooping, twisting, crawling, running, jumping, climbing and frequent heavy lifting. Sedentary activity may be suddenly interrupted by strenuous activity in response to emergency calls. Climbing ladders up to 100 feet high may be required; heavy lifting includes equipment up to 60 pounds and ambulance patients over 200 pounds. Confinement in tight or small areas may be required during performance of firefighting or inspection duties.

DESIRABLE QUALIFICATIONS:

Knowledge of techniques of fire containment, control, abatement, investigation and prevention, including residential, industrial, and maritime fires and fire hazards; effective operation of fire department apparatus; maintenance of firefighting trucks, pumps, and other equipment; first aid and emergency medical services; building types and materials and fire potentials of each; techniques for training firefighters; principles of effective supervision.

Ability to exercise sound judgment in evaluating and resolving unforeseen problems under emergency conditions; lead and motivate firefighters toward effective, harmonious teamwork and advancement of personal firefighting skills; prepare clear, concise, written reports; maintain good public relations in planning and conducting fire inspections.

EDUCATION AND EXPERIENCE:

Two-year degree in Fire Science or Fire Protection Technology and completion of the Hoquiam Fire Department Officer Development Program (section 3 required) is desirable. ~~Five years' experience as a full-time career Firefighter or Firefighter/Paramedic with the Hoquiam Fire Department.~~ Employees with three (3) years of experience as a full-time career Firefighter or Firefighter/Paramedic with the Hoquiam Fire Department and 2 or more years' experience as a full-time career firefighter at another department will be eligible to participate in the examination process.

LICENSES, CERTIFICATES AND OTHER REQUIREMENTS:

- Must meet standards established by the Civil Service Commission.
- Valid WA State Driver's License.
- Current EMT or EMT-P Certification is required.
- Completion of Officer Development Book Sec. 3 required.
- IFSAC Fire Fighter I desirable
- IFSAC Fire Fighter II desirable
- Obtain within 12 months (or as soon as training is available) of appointment as Captain
 - IFSAC Fire Officer I
 - 40-hour Basic Fire Investigation Course or equivalent as determined by Chief and Training Officer
 - NIMS 300 and NIMS 400
 - NFA Strategy & Tactics for Initial Company Officer or equivalent as determined by Chief and Training Officer

CITY OF HOQUIAM
RENTAL AGREEMENT - OLYMPIC STADIUM

THIS AGREEMENT, made this _____ day of _____, 2025, by the **CITY OF HOQUIAM**, Grays Harbor County, Washington, ("City") and **THE HOQUIAM SCHOOL DISTRICT No. 28** of Grays Harbor County, Washington, ("District") for the use of the **Hoquiam Olympic Stadium and John Gable Park** for school district purposes. The parties agree as follows:

(1) The City shall make the facilities of the Hoquiam Olympic Stadium and John Gable Park available for use by the Hoquiam School District for the following purposes:

(a) Athletic contests including district events and exhibitions (including High School graduation and a summer football camp), occurring between August 15 and July 15, each year. Scheduling of all events at Olympic Stadium and John Gable Park by Hoquiam School District shall be arranged by mutual agreement between the City and Hoquiam School District, to avoid conflict with other events. The District Athletic Director will communicate directly with the City Community Services/Public Works Coordinator, Tasha Parris, who shall be in charge of scheduling events at Olympic Stadium.

(b) The City shall only be responsible for mowing the grass and setup of the football goal posts. The Hoquiam School District shall be responsible for all field preparations, cleaning of the restrooms, and conducting other routine clean-up before and after each game, in compliance with Department of Health COVID-19 guidelines. The Hoquiam School District shall provide all necessary supplies for field preparations such as paint, turface and chalk and supplies for facility cleaning such as toilet paper, paper towels, garbage bags, hand soap, and cleaning solutions. Additionally, the school district shall aerate Olympic Stadium twice per year with HSD staff and equipment and shall level the Olympic Stadium fields with HSD staff and equipment. The City and school district shall mutually agree upon the amount of topsoil needed and cost sharing of the topsoil. HSD shall stripe the Olympic Stadium parking lots on the west and east ends of the stadium by the end of 2025 and as necessary during the life of the contract.

(2) The Hoquiam School District shall provide the necessary administration and supervision of its own activities.

(3) The Hoquiam School District shall agree to pay the City an annual rental fee of - \$25,000 for the 2025-26 and school year. Starting with the 2026-27 school year, the annual rental fee shall increase by 2% per year. Payments can be made annually due September 1st or can be made in equal monthly installments beginning on September 1st. The fee includes use of field lights at both facilities for up to 35 night events at Olympic Stadium and 15 night events at John Gable Park. Any additional use of field lights for night events beyond the initial allotted events at either facility, the Hoquiam School District shall pay \$100.00 per event. In addition, Hoquiam School District shall be charged for any additional staff time incurred by the City to prepare fields or facilities for Hoquiam School District events, other than mowing, or to repair

damage to the field(s) caused by the Hoquiam School District's use.

(a) If Hoquiam School District is to host any State playoff games in which Hoquiam School District is not playing in, the Home teams District must coordinate with the City's Community Services Coordinator to schedule, apply for Facility Use, obtain proper insurance, and pay any associated fees.

(4) The Hoquiam School District shall comply with the "Zachary Lystedt Law," concerning head injuries and concussions. The Zachary Lystedt Law requires that:

(a) An informed consent must be signed by athletes prior to practice or competition;

(b) An athlete who is suspected of sustaining a concussion or head injury must be removed from play; and

(c) An athlete who has been removed from play must receive *written clearance* from a licensed health care provider prior to returning to play.

(5) The Hoquiam School District shall comply with the City's Non-Discrimination in Community Athletics Policy, which provides in part that users of City sports facilities shall not discriminate against any person on the basis of gender in the operation, conduct, or administration of community athletic programs or sports facilities.

(6) Use of the city facilities for practices shall only be permitted with the consent of the City. Requests to use either Olympic Stadium or Gable Park for any individual practices must be made by the Hoquiam School District's Athletic Director in writing to the City's Community Services Director. The City's decision to allow use of city facilities for practices will be made based upon the availability of the facility and condition of the fields to prevent damage to which will impact the quality of field conditions on event dates.

(7) The Hoquiam School District is responsible for maintenance and repairs within the football locker room at Olympic Stadium which was constructed by the Hoquiam High School Boosters around 2010. Any repairs or improvements must be approved by the City in advance.

(8) The Hoquiam School District is responsible for cleaning and maintaining the concession stands during use. A complete cleaning of the facility must be done after each season. This includes the grills, grease traps, refrigerators, freezers, and storage area. A walk through of the concession stands must be done by the Hoquiam School District Athletic Director along with the City's Community Services Coordinator, and Public Works Superintendent after each season is completed. The City will maintain the regular scheduled cleaning of both concession stand hoods.

(9) A new storage shed will be located at John Gable Park for the Hoquiam High School fast pitch team during this agreement. The Hoquiam School District shall be responsible for all

repairs and expenses related to the shed and shall retain ownership of the structure. The City shall review and approve the plans and location of the shed prior to placement. The City shall also have the authority to order the shed removed with 30 days' notice should the shed become a nuisance or otherwise interfere with other city functions.

(10) This agreement is effective as of September 1, 2025, and shall continue in perpetuity. Beginning with the 2028-2029 school year, either party can terminate the agreement by giving notice to the other party in writing by January 30th that they intend to terminate the agreement at the end of that current school year.

DATED this _____ day of August, 2025.

CITY OF HOQUIAM

**HOQUIAM SCHOOL DISTRICT
No. 28**

By _____
BEN WINKELMAN, Mayor

By _____
President – Board of Directors

By _____
Dr. MIKE A. VILLARREAL
Superintendent

ATTEST:

CORRINE SCHMID, Finance Director

Secretary of the Board



SETTLEMENT AGREEMENT

RE: **Project:** North Shore Levee
Tax Parcel Nos.: 051407200700, 051407100100, 056401700202, 056401700301, 051409000000, 051407200100, and 051407300801
Parcels: 13, 145, 14, 17, 15, 12, 11.5
Owner: "C" STREET PROPERTIES, INC

THIS AGREEMENT is made and entered into by and between the CITY OF HOQUIAM, a municipal corporation of the State of Washington, hereinafter referred to as the "City", and "C" STREET PROPERTIES, INC., a Washington corporation, hereinafter referred to as "Owner":

WITNESSETH:

Owner agrees to convey parcel numbers 051407200700, 051407100100, 056401700202, 056401700301, 051409000000, 051407200100, and 051407300801 to the City, free and clear of all encumbrances including mortgages and defects, except those acceptable to the City, all for and in consideration of the compensation stated below:

TOTAL MONETARY COMPENSATION: \$1,030,000.00

Additional conditions are stated below and incorporated herein by this reference.

- City to pay all closing costs.
- Closing to occur on or before October 15, 2025 at Grays Harbor Title Company.
- Business Relocation will be fixed payment allowing \$53,200 and will be completed by a relocation specialist.
- Owner has the option to continue operations of the shipyard after closing for a monthly rent of \$ 1,000. A rental agreement will be put in place.
- All tenants of Storage building, house, apartment and boat docking can remain after closing with new agreement with the City.
- All tenants are eligible for relocation and will be handled by relocation specialist.

Closing of this transaction will take place with Grays Harbor Title Company.

"C" STREET PROPERTIES, INC.

CITY OF HOQUIAM

By: [Signature]

By: _____

Date

Its: PRES

Date: 8/7/25

"C" STREET PROPERTIES, INC.

By: [Signature]

Its: V.P.

Date: 8/7/25

Phone number: 360580-2570