

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
MONDAY, MARCH 10, 2025**

1. **REGULAR MEETING CALL TO ORDER:** 7:00 P.M.
2. **PLEDGE OF ALLEGIANCE:**
3. **AGENDA CHANGES:**
4. **APPROVAL OF MINUTES:** February 24, 2025 Regular Meeting
5. **COMMUNICATIONS:**
 - A. **From the Public:**
 - B. **From the Mayor:**
 - C. **From Staff or Employees:**
6. **COMMITTEE REPORTS:**
 - A. **Finance/Admin – Audit Report on Current Bills**
 - B. **Public Safety – 3/5/2025**
 - C. **Public Works – 3/4/2025**
 - D. **Outside Organizations – Visit LC Valley, Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**
7. **UNFINISHED BUSINESS:**
 - A. **Ordinance 1727, Licensing and Operation of Cannabis Retail Stores – 2nd Reading(Finance/Admin)**
8. **CONSENT AGENDA:**
 - A. **Special Event Permit, Celebrate Love, Chroma LCV (Public Works)**
9. **NEW BUSINESS:**
 - A. **Ordinance 1728, Repealing Sections of CMC Chapter 3 – 1st Reading (Finance/Admin)**
 - B. **Ordinance 1729, Amending CMC 2.08 Regular Meeting Time - 1st Reading (Finance/Admin)**
10. **COUNCIL COMMENTS:**
11. **QUESTIONS FROM THE PRESS:**
12. **EXECUTIVE SESSION:** None
13. **ADJOURN:**

Time limits for addressing the council have been established by council direction. Presentations are limited to 15 minutes and public comments are limited to 3 minutes per person, per topic.

CLARKSTON CITY COUNCIL MINUTES
February 24, 2025

ROLL CALL: Skate Pierce, Pat Holman, Russ Evans, Robin Albers, David Vinton and Sarah Reaves.

STAFF: Clerk Frost, Chief Hastings, Chief White, PWD Dimmick and Attorney Hanson

AGENDA CHANGES: Mayor Lawrence advised the addition of two letters of support for TriState Health to the Item F under the Consent Agenda.

APPROVAL OF MINUTES: Minutes of the February 10, 2025 Regular Meeting were approved as distributed.

COMMUNICATIONS:

- A. From the Public:** Jesse Shroyer, 635 2nd Street
Chelsea Andrews, 2030 2nd Ave
Melyssa Andrews, 2030 2nd Ave
- B. From the Mayor:** Mayor Lawrence announced Chief Hastings has submitted his letter for retirement, effective March 31st. City Hall will have a retirement party on March 28th and more details to come. She informed council she attended the meeting last week regarding the new jail and tribal gaming. She advised she provided Council with a letter she had received praising the Community Paramedic Program.
- C. From Staff or Employees:** Attorney Hanson spoke about the "Guideline for Public Comment." She defended the changes saying they are within the parameters of the Constitution and RCWs and are a means of keeping Council meetings orderly and running smoothly. Chief Hastings introduced the newest police officer, Aaron Kjeldgaard.

COMMITTEE REPORTS:

Finance/Admin: Total expenditures for the February 24, 2025 period of \$469,349.51 and the January End of Month of \$413.00. MOTION BY EVANS/VINTON to approve the paying of the bills. Motion Carried.

Public Safety: Mayor Lawrence advised that the minutes were included in the packet.

Public Works: Mayor Lawrence advised that the minutes were included in the packet.

Outside Organizations: Mayor Lawrence advised that any minutes were included in the packet.

UNFINISHED BUSINESS: None

CONSENT AGENDA: MOTION BY VINTON/HOLMAN to approve the Consent Agenda. Motion Carried.

- A. Special Event Permit, 6th Annual Mac McClain Memorial Motorcycle Show (Public Works)**
- B. Fourth Addendum to Intergovernmental Cooperative Agreement (Public Works)**
- C. Letter of Intent to Comply with WSDOT Title VI Plan – WSDOT (Finance/Admin)**
- D. USDOT Standard Title VI/Non-Discrimination Assurances – WSDOT (Finance/Admin)**
- E. Resolution 2025-06, Use of Credit Cards Policy (Finance/Admin)**
- F. Letters of Support – TriState Health (Mayor)**

NEW BUSINESS:

A. Community Based Care Coordination Program – Greater Health Now (Public Safety) MOTION BY ALBERS/REAVES to approve the statement of work in the program. Motion Carried.

B. Ordinance 1727, Licensing and Operation of Cannabis Retail Stores - 1st Reading (Finance/Admin)
Clerk Frost read the Ordinance by title. Attorney Hanson provided a brief overview of the Ordinance. Councilmember Vinton asked if any other business types are limited within City Limits. Attorney Hanson will research and follow up. Vote will be at the next meeting.

COUNCIL COMMENTS: Mayor Lawrence asked Council about changing the time of Council meetings to 5:30pm. All councilmembers voted yes. Councilmember McDougall was absent. This will take effect after an Ordinance is passed, amending CMC Chapter 2.08. Councilmember Albers stated public comments are important to the council and she believes the city has done a good job supporting an open forum. Councilmember Vinton gave a shoutout to the Clarkston wrestlers that competed in Tacoma over the weekend. He also recognized Chief Hastings retirement and said “love to see you go, hate to see you go.”

PRESS QUESTIONS: None

EXECUTIVE SESSION: None

ADJOURNMENT:

Meeting adjourned at 7:38pm

Rachel Frost, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures 2/24/25	Ck #79987-80031	\$260,776.52
Payroll 2/20/25	Ck #79973-79986	\$208,572.99
Total Fund Expenditures 2025 Jan. EOM		\$413.00

Public Safety
March 5, 2025

Attendance: Mayor Monika Lawrence, Chief Joel Hastings, Chief Darren White, Sheila McDougall, Robin Albers and Patrick Holman

Mayor:

- Steps are in motion to change the start time to 5:30 for City Council Meetings.

Fire:

- Chief White had nothing new to present.

Police:

- Asotin County Committee for the Homeless met on March 5 and are moving forward with Grant applications and searching for property.
- Clarkston Police Department won the YWCA Soupport, soup competition, for 2025. The event was a huge success.
- CPD continues working on the motor home and trailer campers in the Port of Clarkston.
- There was a protest held on March 4 at 5th and Bridge St. No problems were reported. The City will be asking for more notice before the protests are scheduled so that CPD has time to prepare their staff numbers.

Next Public Safety Meeting will be on March 19 at 4 p.m. (This will be Chief Hastings last Public Safety Meeting)

Public Works

3/4/2025

Attending: Mike Dimmick, Richard Gittins, Russ Evans, Skate Pierce

1. Chroma LCV celebrate Love in September to use Beachview Park as they have annually.
2. Had a discussion on allowed residential users in downtown commercial. Trying to find the CMC that covers where residences can be located.
3. Hired a new public works administrative assistant.
4. Discussed the placement of the recycling dumpster at Arnold Park. Public Works determined this was the best spot for that.

ORDINANCE NO. 1727

AN ORDINANCE ESTABLISHING REGULATIONS FOR THE LICENSING AND OPERATION OF CANNABIS RETAIL STORES WITHIN CITY LIMITS.

WHEREAS, State Initiative 502 (" I-502"), approved by Washington voters in November 2012, provides a framework for licensing and regulating the production, processing and retail sale of recreational marijuana; and

WHEREAS, on January 14th, 2016, the City amended the zoning code to allow cannabis retail stores in S-, D-C, and P-C zones; and

WHEREAS, on January 14th, 2016, the City repealed Clarkston Municipal Code Chapter 5.07 which prohibited the production, processing, and/or retail sales of recreational marijuana within the city limits of the City of Clarkston; and

WHEREAS, the State Legislature enacted the Cannabis Patient Protection Act in 2015, establishing regulations for the formerly unregulated medical marijuana system and aligning it with the existing recreational system; and

WHEREAS, the City has authority to act on marijuana use, production, processing, a sales, and cooperatives within its jurisdiction under Washington State Constitution Article XI, Section 11, Police and Sanitary Regulations; Chapters 69.50 and 69.51A RCW, as they exist or may be amended; its authority to regulate zoning within its jurisdiction; and any and all other authority granted to the City by the State Legislature and the Washington State Liquor and Cannabis Board; and

WHEREAS, the City does not currently have codes in place which specifically regulate the licensing and operation of cannabis retail stores; and

WHEREAS, there are currently three cannabis retail stores operating in the City;

NOW THEREFOR, THE CITY OF CLARKSTON ORDAINS AS FOLLOWS:

SECTION 1. Purpose. This ordinance regulates the licensing and operation of cannabis retail stores located within Clarkston City limits and are intended to be consistent with Chapter 69.50 RCW, Uniformed Controlled Substances Act, and Chapter 69.51A RCW, Medical Cannabis, as they exist or may be amended.

SECTION 2. Authority. The City derives its authority to act on marijuana use, production, processing, a sales, and cooperatives within its jurisdiction from Washington State Constitution Article XI, Section 11, Police and Sanitary Regulations; Chapters 69.50 and 69.51A RCW, as they exist or may be amended; its authority to regulate zoning within its jurisdiction; and any and all other authority granted to the City by the State Legislature and the Washington State Liquor Cannabis Board.

SECTION 3. Definitions. For the purpose of these regulations, cannabis and marijuana are synonymous.

SECTION 4. Business Regulation. By accepting a license issued pursuant to this chapter and/or Chapter 5.02 CMC, Business Licenses – Regulation, as they exist or may be amended, a licensee, jointly and severally, if more than one, agrees to indemnify and defend the City, its officers, elected officials, employees, attorneys, agents, insurers, and self-insurance pool, if any, against all liability, claims and demands, on account of injury, loss or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with the operation of the marijuana-related business that is the subject of the license. The licensee further agrees to investigate, handle, respond to, and to provide defense for and defend against, any such liability, claims, or demands at its expense, and to bear all other costs and expenses related thereto, including court costs and attorney fees. The City may require a licensee to execute a written instrument confirming the provisions of this chapter.

SECTION 5. License Requirements. All business licenses related to marijuana shall contain language that substantially conforms to the following:

- A. The City of Clarkston shall not be responsible or liable for any claim, defense, or anything related to the operation of a marijuana-related business activity.
- B. By signing the business license application, the licensee accepts, agrees and acknowledges that it shall not have any claim against the City of Clarkston related to any claim, defense, or loss related to the operation of a marijuana-related business activity, and that the applicant shall hold the City of Clarkston absolutely harmless for any such claim, defense or loss. This Section shall govern the licensee's responsibilities in the event of a claim, defense, or loss related to the operation of a marijuana-related business activity.
- C. By signing the business license application, the licensee accepts, agrees and acknowledges that under federal law, and more specifically the Supremacy Clause of the United States Constitution, Article VI, Paragraph 2, federal law generally takes precedence over Washington State laws, and even the Washington State Constitution.
- D. Based on the supremacy clause and federal law in general, the applicant may still be subject to arrest, prosecution, imprisonment, and/or fines for violating federal law, the City of Clarkston shall have no duty, responsibility, or liability based on any of those events, and that the City of Clarkston may be the entity to arrest, prosecute, imprison or fine the applicant.

SECTION 6. Procedure for obtaining City License for Cannabis.

- A. Any marijuana retailer, producer, or processor must obtain and maintain a valid Washington State Liquor and Cannabis Board license or endorsement to sell, produce or process marijuana in the City of Clarkston at the State approved location.

- B. Upon timely obtaining a marijuana license or endorsement from the State and complying with the City Zoning Code and other applicable City codes, and upon application and payment of all appropriate taxes and/ or fees, a City business license may be issued.

SECTION 7. Location.

- A. Marijuana zoning can be found in CMC 17.10.030.
- B. As defined and measured in WAC 314-55 and as authorized under RCW 59.50.331, marijuana retailers, producers, and processors shall not be located within one thousand feet (1,000') of any childcare center, elementary or secondary school, game arcade, library, playground, public park, public transit center, or recreation center or facility.

SECTION 8. Maximum number of cannabis retail licenses. The City will issue no more than three (3) business licenses to cannabis retailers operating within City limits. The licenses shall be issued first to those cannabis retailers who are already operating under a general City business license, provided they complete an application within 90 days of this ordinance's effective date AND hold a valid license from the Washington State Liquor and Cannabis Board and comply with City zoning and development requirements. Any remaining or future licenses will be issued in an order determined by the date the application is received by the City provided the applicant holds a valid license from the Washington State Liquor and Cannabis Board and complies with City zoning and development requirements.

SECTION 9. Severability. If any portion of this Ordinance for any reason is held invalid, that portion shall be a separate and distinct and independent provision and shall not affect the validity of the remainder of this Ordinance.

SECTION 10. Effective Date. This ordinance shall be in full force and effect upon the signing hereof by the mayor, attestation by the City Clerk and publication as required by law.

Dated this 10th day of March, 2025.

ATTEST BY:

Rachel Frost, City Clerk

Monika Lawrence, Mayor

APPROVED AS TO FORM:

Suzanne 'Suni' Hanson, City Attorney

RCVD
2/25/25 (PF)
VIA EMAIL

CITY OF CLARKSTON
SPECIAL EVENTS PERMIT APPLICATION



City of Clarkston

829 Fifth Street, Clarkston, WA 99403

	The purpose of this form is for events within the City of Clarkston that meet the special events/special use definitions, or as determined by the Clarkston Municipal Code.	Date: 2/21/25
1	Applicant: Chroma LCV	Phone: 208-503-9748
	Address: 628 Main St.	City: Lewiston ID
	e-mail: chromalcv@gmail.com	State, Zip: ID 83501
	Contact Person: Myndie Venthorn	Phone: 208-503-9748
	Address: 622 Main St. Apt 1	City: Lewiston
	e-mail: artofmmk@gmail.com	State, Zip: ID, 83501
	Sponsoring Organization: Chroma Inc.	Phone: 208-503-9748
	Address: 628 Main St.	City: Lewiston
	Website: Chromalcv.org	State, Zip: ID, 83501
2	Event Title: Celebrate Love	
	Description: Valley Pride Celebration with music, performance and vendors.	
	Will City Services be requested for street closure: ☐ YES ☒ NO	
	Date(s) of Event: Sept 13 From: 9 AM/PM TO: 9 AM/PM	
	Event Location: Beachview Ages of Attendees: All Ages Total Attendance: 500-800	
Is this an Annual Event? yes How many years have you held this event? 9		

3	Site Plan/Route Map	
	Provide a plan or map of the entire event venue with the items listed below including streets. If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures. • The location of fencing, barriers, and barricades. Indicate any removable fencing for emergency access. • The location of first aid facilities and ambulances. • The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, cooking areas, trash containers and dumpsters, and temporary structures. • A detailed plan of food booths and cooking area configurations; including booth identification of all vendors cooking with flammable gases or barbeque. • Generator locations or source of electricity. • Placement of vehicles and/or trailers. • Exit locations for outdoor events that are fenced and/or locations within tent structures. • Locations of fire extinguishers. • Identification of all event components that meet accessibility standards. • Other related event components not listed above.	
4	Entertainment and Related Activities	
	YES NO ☒ ☐ Are there any musical entertainment features related to your event? If yes, complete the following information or provide an attachment listing all bands/performers, type of music, sound check and performance schedules. ☒ ☐ Number of Stages <u>1</u> Number of Performers/Bands <u>TBD</u> Will Sound amplification be used? If yes, Start /time <u>12pm</u> Finish/Time <u>8pm</u> ☒ ☐ Other related entertainment and related activities not listed above? If yes, describe: <u>We are in the planning stages and do not have everything lined out yet. We typically have 5-10 bands/performers with half hour sets.</u> ☐ ☒ Will items such as inflatables, lasers, banners, or decorations, present unique liability issues?	
5	YES NO ☒ ☐ Is this an event involving political or religious activity intended primarily for the Communication or expression of ideas?	

Food Concessions or Preparation

A business license is required for the sale of goods or services in the City of Clarkston.

6**YES NO**

☒ ☐ Does your event include food concessions or preparation?
If yes, describe how food will be served and/or prepared:

Food vendors will be advised of local laws and will comply or not be able to be involved.

YES NO

☒ ☐ Will food be cooked in the event area?
If yes, specify method:

☐ Gas ☐ Electric ☐ Charcoal ☒ Other Depends on vendor.

Concessionaires**YES NO**

☒ ☐ Will items or services be sold at your event?
If yes, describe and attach a complete list of Vendors:

We typically have vendors with all kinds of items. These vary from paint kits to jewelry, tie dye, giveaways, etc. It just depends on who registers.

YES NO
☐ ☒ Will items or services sold at your event present unique liability issues (e.g., massage, body piercing, animal rides, etc.)
If yes, describe and attach a complete list of vendors.

Portable Toilets**7****YES NO**

☒ ☐ Do you plan to provide portable toilet facilities at your event?

If yes: Total number of portable toilets 2

Number of ADA accessible portable toilets 1

If no, explain: _____

Portable Toilet Co. Last year we used Kings Thrones

Equipment Setup: Date: 9/12/25 Time: ?

Equipment Pickup: Date: 9/15/25 Time: ?

8	Additional charges for dumpster rental and disposal fees may apply. Number of Dumpsters <u>0</u>
9	Mitigation of Impact YES NO ☐ ☒ Have you met with residents, businesses, places of worship, schools, and other entities that may be directly impacted by your event? If yes, please attach a complete list of these entities. If no, please explain: <u>We don't believe our event would impact other entities.</u> ☐ ☒ Do you have a sample of the notice that you will distribute prior to your event? If yes, please attach.
10	Business or Resident Petition YES NO ☐ ☒ Do you intend to close off any road or access to a business or Residence? If yes, all businesses or residential property owners or lessees within the road Closure shall give their acknowledgement in writing to the person or organization seeking the permit. The name, address, phone number, signature and approval or disapproval of each person shall be on the petition. Please attach a complete petition of all businesses or residences with the closure area. Important: A separate right-of-way permit is required for road closures.

11	Insurance Requirements Liability insurance naming the City of Clarkston as an additional insured may be required for events as deemed necessary by the Clerk Treasurer or designee. Applicants required to obtain insurance shall provide proof of commercial general liability insurance in the amount of \$1,000,000 combined single limit per occurrence. Such insurance shall be primary over any coverage held by the City and shall name the City as an additional insured. Two weeks prior to the event date, the applicant shall submit a copy of the insurance policy declaration page to the City as evidence of acceptable insurance coverage. The certificate of insurance shall include the following items: location of event; type of event; separate endorsement sheet; date(s) of coverage.
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Affidavit of Application

12

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief, that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the City of Clarkston Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council, Clerk/Treasurer, or the Clerk/Treasurer's designee.

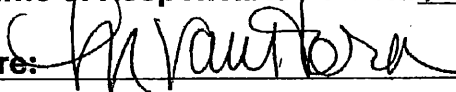
Applicant agrees to indemnify, defend and hold harmless the City, its officers, agents and employees from and against any and all claims, actions, damages, liability, cost and expense, including reasonable attorney's fees in connection with or occasioned, in or whole or in part by any act or omission of Applicant, its officers, agents, employees, customers, or licenses, or arising from or out of Applicant's failure to comply with any provisions of this permit, regardless whether it is alleged or proven that the acts or omissions of the City, its officers, agents or employees caused or contributed thereto.

With respect to the performance of this Permit, and as to claims against the City, its officers, agents and employees, the Applicant expressly waives its immunity under Title 51 of the Revised Code of Washington for injuries to its employees and agrees the obligation to indemnify, defend, and hold harmless provided for in this paragraph extends to any claim brought by or on behalf of any employee of the Applicant.

I agree to abide by these rules and further certify that I, on behalf of any employee of the Applicant.

I agree to abide by these rules and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Clarkston.

Print Name of Responsible Person: Myndie VantHorn

Signature: 

Date: 2/21/25

FOR OFFICIAL USE ONLY

Approved by: Police _____ **Fire** _____ **Public Works** _____

Clerk Treasurer _____ **Council** _____

Permit Detained /Denied for the following reasons: _____

Approval with the following Conditions: _____

ORDINANCE NO. 1728

**AN ORDINANCE REPEALING SEWER AND SWIMMING POOL SECTIONS OF
CLARKSTON MUNICIPAL CODE CHAPTER 3 WHICH ESTABLISHED REVENUE AND
FINANCE FOR THE CITY OF CLARKSTON**

WHEREAS, the City no longer provides sewer utilities to the residents of the City of Clarkston; and

WHEREAS, the City has no public swimming pool; and

WHEREAS, all funds regarding the public swimming pool and sewer utilities hold no balance,

THEREFORE, THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, DOES
ORDAIN AS FOLLOWS:

SECTION 1.0

Repealer

The following ordinances as codified in Clarkston Municipal Code Chapter 3, listed as follows, are hereby repealed:

CMC 3.22 Swimming Pool Reserve Fund, Ordinance 1274, enacted November 10, 1997
CMC 3.24 Sewer Equipment Reserve Fund, Ordinance 1249, enacted December 9, 1996
CMC 3.26 Sewer Line Reserve Fund, Ordinance 845, enacted November 13, 1978
CMC 3.28 Sewer Reserve Fund, Ordinance 1327, enacted November 27, 1978
CMC 3.30 Public Works Trust Fund Loans-Sewer Fund, Ordinance 1151, enacted February 8, 1993
CMC 3.32 Sewer Plant Construction, Ordinance 1074, enacted November 13, 1989
CMC 3.64 Riverside Sewer Relocation Fund, Ordinance 727, enacted December 28, 1973
CMC 3.78 Special Sewer Utility Tax, Ordinance 1266, enacted April 28, 1997

SECTION 2.0

Savings Clause

The aforementioned Sections of Clarkston Municipal Code Chapter 3, which are being repealed by this ordinance, shall remain in full force and effect until the effective date of this ordinance.

SECTION 3.0

Severability

If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

SECTION 4.0

Effective Date

This ordinance shall take effect five days after its passage, approval and publication.

Passed by the Clarkston City Council at a regular meeting thereof this 24th day of March, 2025.

Monika Lawrence, Mayor

Approved as to Form:

Suzanne "Suni" Hanson, City Attorney

Attest:

Rachel Frost, City Clerk

Date of Publication: _____

ORDINANCE 1729

**AN ORDINANCE OF THE CITY OF CLARKSTON, WASHINGTON, AMENDING
CLARKSTON MUNICIPAL CODE 2.08 TO UPDATE THE TIME OF REGULAR
MEETINGS OF THE CLARKSTON CITY COUNCIL**

SECTION 1.0 AMENDMENT OF CHAPTER 2.08

Clarkston Municipal Code Chapter 2.08 is hereby amended as follows:

2.08.010 Types of meetings.

(1) Regular Council Meetings. The council shall meet on the second and fourth Mondays of each month at ~~7:00~~ 5:30 p.m. When the meeting falls on a holiday, the council may determine an alternate day for the meeting or cancel the meeting. The council may reschedule regular meetings to a different date or time by motion. The location of the meetings shall be the council chambers at City Hall, unless specified otherwise by a majority vote of the council. All regular and special meetings shall be public pursuant to Chapter 42.30 RCW, the Open Public Meetings Act.

SECTION 2.0 EFFECTIVE DATE

This ordinance shall take effect five days after its passage, approval, and publication.

Dated this 24th day of March, 2025.

Monika Lawrence, Mayor

Authenticated by:

Rachel Frost, City Clerk

Approved as to form:

Suzanne "Sun" Hanson, City Attorney