

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
MONDAY, AUGUST 25, 2025**

- 1. REGULAR MEETING CALL TO ORDER: 5:30 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES: August 11, 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 – Did not meet**
 - C. Public Works – 8/19/2025**
 - D. Outside Organizations – Visit LC Valley, Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**
- 7. UNFINISHED BUSINESS: None**
- 8. CONSENT AGENDA: None**
- 9. NEW BUSINESS:**
 - A. Resolution 2025-13, Personnel Policy Manual (Finance/Admin)**
 - B. Ordinance 1734, 2025 Budget Amendment – 1st Reading (Finance/Admin)**
 - C. Contract for Services, Joel Hastings (Finance/Admin)**
- 10. COUNCIL COMMENTS:**
- 11. QUESTIONS FROM THE PRESS:**
- 12. EXECUTIVE SESSIONS: 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
August 11, 2025

ROLL CALL: Skate Pierce, Pat Holman, Russ Evans, David Vinton, Sheila McDougall and Sarah Reaves. Robin Albers absence was excused on MOTION BY VINTON/PIERCE. Motion Carried.

STAFF: Clerk Frost, Chief Daniel, PWD Dimmick and Attorney Richardson

AGENDA CHANGES: Mayor Lawrence advised the addition of an Executive Session to the agenda.

APPROVAL OF MINUTES: Minutes of the July 28, 2025 Regular Meeting were approved as distributed.

COMMUNICATIONS:

- A. **From the Public:** Janet Hicks, 827 Beachview Blvd
Sam Worrell, 1010 Port Way
- B. **From the Mayor:** None
- C. **From Staff or Employees:** PWD Dimmick gave an update on the 2021 Stormwater Project.

COMMITTEE REPORTS:

Finance/Admin: Total expenditures for the August 11, 2025 period of \$606,233.32. MOTION BY HOLMAN/MCDOUGALL 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:

- A. **Ordinance 1732, Amending Business License App. Requirements – 2nd Reading (Finance/Admin)**
Clerk Frost read the Ordinance by title. MOTION BY PIERCE/REAVES to adopt the Ordinance. Motion Carried.
- B. **Ordinance 1733, Adopting Business Licensing Threshold Changes – 2nd Reading (Finance/Admin)**
Clerk Frost read the Ordinance by title. MOTION BY VINTON/EVANS to adopt the Ordinance. Motion Carried.

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

- A. **Special Event Permit, Labor Day Rally – Asotin Co Democrats (Public Safety)**
- B. **Amendment to Scope of Engagement – Teresa D. Johnson CPA, Inc. (Finance/Admin)**

NEW BUSINESS: None

COUNCIL COMMENTS: Councilmember Pierce addressed the issues brought in public comment. He recognizes that the homelessness issues and RV's parked in the port has come to a head in the last few weeks and he is looking at ways to alleviate the issues. Councilmember Pierce also addressed the stormwater issue brought in public comment. He provided reassurance that the city is legitimately trying to get the project started and Beachview Blvd is a priority. Councilmember Vinton commented that he

had a vagrant on his front door this past weekend and understands what the community is dealing with. He also thanked Officer Peters for helping his son extinguish his neighbor's fire.

PRESS QUESTIONS: None

EXECUTIVE SESSION: Mayor Lawrence advised that Council would be entering into Executive Session regarding possible litigation at 5:48pm. The session is expected to last 10 minutes, and no decision will be made as a result of the meeting. At 5:58pm, a 5-minute extension was requested. At 6:03pm, a 5-minute extension was requested. At 6:08pm, a 5-minute extension was requested. At 6:13pm Council returned to regular session.

ADJOURNMENT:

Meeting adjourned at 6:14pm.

Rachel Frost, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures 8/11/25	Ck #80818-80876	\$298,734.12
Payroll 8/5/25	Ck #80795-80817	\$307,499.20

Public Works Committee

8/19/25

Attending: Russ, David, Mayor Lawrence, Skate, Mike

- 1- Stormwater construction project is held up due to a failure to get a permit from Department of Ecology. We have an issue with the timeline. The city is adamant that the project begins on Beachview Blvd.
- 2- We need to order more dumpsters. Naslund is recalling their dumpsters as soon as we can replace them. We're going to order \$43,000. We have \$69,000 available for dumpster purchase.

RESOLUTION NO. 2025-13

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLARKSTON,
WASHINGTON, ADOPTING AN AMENDED PERSONNEL POLICIES
HANDBOOK.**

WHEREAS, the City of Clarkston believes it is in the best interest of the City and our employees to have written personnel policies to prevent misunderstandings and problems and to ensure that all employees know what is expected of them; and

WHEREAS, the City of Clarkston continues to review and recommend updates, additions and deletions to the personnel policies as the needs of the City and our employees change, and as state, federal and local rules and regulations change; and

WHEREAS, this handbook has been created as a guide and reference for employees and does not create an express or implied contract or promise concerning the City's policies and practices, including policies or practices the City will implement in the future; and

WHEREAS, the City retains the right to establish, change, and abolish these policies, practices, rules and regulations at will and as it sees fit;

NOW THEREFORE, the City Council of the City of Clarkston, Washington does resolve as follows:

The attached handbook is adopted as the official Personnel Policies handbook for the City of Clarkston and replaces all previous personnel policies.

This policy is effective immediately upon passage of this Resolution by the City of Clarkston City Council.

DATED this 25th day of August 2025.

Monika Lawrence, Mayor

Attest:

Rachel Frost, City Clerk

ORDINANCE NO. 1734

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, AMENDING ORDINANCE NO. 1723 WHICH ADOPTED THE 2025 BUDGET, AND AUTHORIZING THE NECESSARY ADJUSTMENTS.

WHEREAS, the City Council has determined that the 2025 budget should be amended to take into account variations in actual revenues and expenditures from those projected at the time of adoption of the 2025 budget,

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

SECTION 1.0 BUDGET AMENDED

Section 2 of Ordinance No. 1723 passed by the City Council on December 23, 2024 shall be increased and amended as follows:

	EXPENDITURES	OTHER FINANCING USES
CURRENT EXPENSE (001)	77,218	106,460
EMPLOYEE BENEFITS RESERVE (006)	106,460	0
TOTALS	183,678	106,460

SECTION 2.0 DUTIES OF CITY TREASURER

The City Treasurer of the City of Clarkston, Washington, is authorized to make the necessary changes to the 2025 budget on or before December 31, 2025, as set forth in attached Exhibit A.

SECTION 3.0 SEVERABILITY CLAUSE

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 portion of this ordinance.

SECTION 4.0 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 the 8th day of September, 2025.

Authenticated:

Monika Lawrence, Mayor

Rachel Frost, City Clerk

Publication Date: _____

**BUDGET AMENDMENT No 1 - 2025
ORDINANCE NO. 1734**

Account Description	Adopted Bdgt	Amendment	Amended Bdgt	Explanation
GENERAL FUND				
001 000 001 337 00 00 00	\$ -	\$ 10,000	\$ 10,000	Interlocal Agreement for Parking Enforcement & Impounds
001 000 001 367 11 20 01	\$ -	\$ 35,000	\$ 35,000	K9 Program
001 000 001 367 22 00 00	\$ -	\$ 5,000	\$ 5,000	"Shop with a Cop"
001 000 001 397 16 00 00	\$ -	\$ 106,460	\$ 106,460	Transfer for Police Retirement
TTL REVENUES	\$ -	\$ 156,460	\$ 156,460	
001 000 050 515 31 10 00	\$ 87,000	\$ (49,582)	\$ 37,418	City Attorney Resigned
001 000 050 515 41 41 50	\$ -	\$ 87,500	\$ 87,500	Contracted, Attorney
001 000 060 573 90 00 00	\$ -	\$ 5,000	\$ 5,000	"Shop with a Cop" Program
001 000 062 521 10 31 60	\$ -	\$ 1,500	\$ 1,500	K9 Program
001 000 062 521 10 35 00	\$ -	\$ 1,000	\$ 1,000	K9 Program
001 000 062 521 10 41 70	\$ -	\$ 1,000	\$ 1,000	K9 Program
001 000 062 521 10 43 00	\$ -	\$ 5,500	\$ 5,500	K9 Program
001 000 062 594 21 60 00	\$ -	\$ 16,800	\$ 16,800	K9 Program
001 000 062 594 21 64 90	\$ -	\$ 8,500	\$ 8,500	K9 Program
001 999 001 508 91 00 00	\$ 2,035,999	\$ 79,242	\$ 2,115,241	Adjusting Ending Balance
TTL EXPENDITURES	\$ 87,000	\$ 77,218	\$ 164,218	
EMPLOYEE BENEFITS RESERVE FUND				
006 000 042 597 16 00 00	\$ -	\$ 106,460	\$ 106,460	Retirements
006 999 042 508 51 00 00	\$ 617,480	\$ (106,460)	\$ 511,020	Adjusting Ending Balance
TTL EXPENDITURES	\$ -	\$ 106,460	\$ 106,460	
TOTAL REVENUES		\$ 156,460		
TOTAL EXPENDITURES		\$ 183,678		