

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
MONDAY, OCTOBER 13, 2025**

1. **REGULAR MEETING CALL TO ORDER:** 5:30 P.M.
2. **PLEDGE OF ALLEGIANCE:**
3. **AGENDA CHANGES:**
4. **APPROVAL OF MINUTES:** September 22, 2025 Regular Meeting
5. **PRESENTATION:** Lewis Clark Valley Chamber of Commerce
6. **COMMUNICATIONS:**
 - A. **From the Public:**
 - B. **From the Mayor:**
 - C. **From Staff or Employees:**
7. **COMMITTEE REPORTS:**
 - A. **Finance/Admin – Audit Report on Current Bills**
 - B. **Public Safety – 10/8/2025**
 - C. **Public Works – 10/7/2025**
 - D. **Outside Organizations – Visit LC Valley, Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**
8. **UNFINISHED BUSINESS:** None
9. **CONSENT AGENDA:**
 - A. **Special Event Permit, 6th St Christmas Parade – Nelly Broadcasting (Public Works)**
 - B. **Approval of Alternative Response Grant Award, AWC (Public Safety)**
 - C. **Shooting Range Use Agreement, City of Lewiston (Public Safety)**
 - D. **Interagency Agreement, WA Traffic Safety Commission (Public Safety)**
 - E. **Contract for Professional Services, The Wesley Group – 2026 (Finance/Admin)**
 - F. **Local Agency Federal Aid Project Prospectus, 13th St Roundabout – WSDOT (Finance/Admin)**
10. **NEW BUSINESS:**
 - A. **Appointment of Lodging Tax Committee Member, Laurie Wilson (Mayoral)**
 - B. **Appointment of Lodging Tax Committee Member, Kim Riddle (Mayoral)**
11. **COUNCIL COMMENTS:**
12. **QUESTIONS FROM THE PRESS:**
13. **EXECUTIVE SESSIONS:** None
14. **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
September 22, 2025

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

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

AGENDA CHANGES: None.

APPROVAL OF MINUTES: Minutes of the September 8, 2025, Regular Meeting were approved as distributed.

COMMUNICATIONS:

A. **From the Public:** None.

B. **From the Mayor:** None.

C. **From Staff or Employees:** PWD Dimmick provided an update on the sinkhole in the roundabout due to a failed stormwater pipe. The city is working with WSDOT on repairs. PWD Dimmick also stated the stormwater project is underway.

COMMITTEE REPORTS:

Finance/Admin: Total expenditures for the September 22, 2025 period of \$313,074.72. 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 Street Trick of Treat – McVey Entertainment Group (Public Works)**

B. **Mayoral Proclamation, National Youth Substance Use Prevention Month**

NEW BUSINESS: None.

COUNCIL COMMENTS: Councilmember Reaves asked if there are other areas in the city where we should be concerned about failed stormwater pipes. PWD Dimmick will be looking into this with Asotin Co. Regional Stormwater. Councilmember Holman asked if we have an update on placing “No Parking” signs in the port area. PWD Dimmick answered that a traffic study would need to be completed, and it could be a long process to implement. Councilmember Evans asked if there are any updates on the old Emerald Garden building. PWD Dimmick notified them we have received plans, and they are currently being reviewed. He doesn’t know when work will take place.

PRESS QUESTIONS: None.

EXECUTIVE SESSION: None.

ADJOURNMENT:

Meeting adjourned at 5:39pm.

Rachel Frost, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures 9/22/25	Ck #81026-81075	\$100,113.85
Payroll 9/19/25	Ck #81011-81025	\$212,960.87

Public Safety
October 8, 2025

Attendance: Mayor Monika Lawrence, Chief Darren White, Chief Josh Daniel, Sheila McDougall and Pat Holman

Fire:

- Chief shared a thank you letter received from EPIC program to the Clarkston Fire Department for their help in raising money with the "Fill the Hat" program.
- Government shutting down has affected our Medicare claims submissions. They have been put on hold by Systems Designs West and will be running late.
- Chief shared the final AWC report for 2024-2025.
- City of Clarkston received the Association of Washington Cities grant. This is to support the operations of the Community Paramedic Program designed to improve access to quality health care. The City of Clarkston applied for this grant last year and did not receive it.

Police:

- Chief Daniel shared the latest unhoused population in the port area, and the number has come down.
- Chief shared it is time for the renewal of our agreement with the Washington Traffic Safety Commission and this will part of the consent agenda on our next council meeting on October 13, 2025.
- It is also time to renew our agreement with the Lewiston Police Department on the use of their shooting range. This is a yearly renewal and will be on the consent agenda.
- Chief gave an update on the Asotin County Commission for the unhoused, Fair Street project, and said the project is moving forward.

Next Public Safety meeting October 22, 2025 at 4:00 p.m.

Public Works Committee

10/7/25

Attending: David, Skate, PWD Dimmick, Mayor Lawrence.

1. Discussed the amount of trash and waste in the port and ways to mitigate that. We may have a source with Public Health offering to pay for dumpsters and bathrooms.
2. Discussed repairing the sinkhole in the new roundabout. Repair contractor is ready to go.
3. Stormwater project is underway. Waiting for catch basins.
4. Covered the 6 year project plan. Updating it and adding appropriate savings and projects to the list.
5. Reviewed permit for the Christmas parade

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: 9.30.25
1	Applicant: Nelly Broadcasting LLC	Phone: 308 305 3602
	Address: P.O. Box 260	City: Clarkston
	e-mail: darcynelly@bigcountry977.com	State, Zip: 99403
	Contact Person: Darcy Nelly	Phone:
	Address: Same as above	City:
	e-mail: Same as above	State, Zip:
	Sponsoring Organization: Nelly Broadcasting LLC	Phone: 509 751 0976
	Address: P.O. Box 260	City: Clarkston
Website: Bigcountrynewsconnection.com	State, Zip: WA 99403	
2	Event Title: Clarkston Lighted Christmas Parade	
	Description: lighted parade	
Will City Services be requested for street closure: ☐ YES ☐ NO		
Date(s) of Event: December 6 From: 3:30 AM/PM TO: 6:30 AM/PM		
Event Location: 6th Street Clarkston Ages of Attendees: all ages Total Attendance: 300		
Is this an Annual Event? YES How many years have you held this event? 39		

Site Plan/Route Map

3

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.

Entertainment and Related Activities

4

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 0 Number of Performers/Bands school marching bands
Will Sound amplification be used? If yes, Start /time _____ Finish/Time _____

☐☒

Other related entertainment and related activities not listed above?
If yes, describe:

☐☒

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:

YES NO

☐☒

Will food be cooked in the event area?

If yes, specify method:

☐

Gas

☐

Electric

☐

Charcoal

☐

Other

Concessionaires

YES NO

☐☒

Will items or services be sold at your event?

If yes, describe and attach a complete list of Vendors:

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

3

Number of ADA accessible portable toilets

If no, explain:

Portable Toilet Co.

Equipment Setup:

Date:

Dec 5

Time:

AM

Equipment Pickup:

Date:

Dec 8

Time:

AM

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: ☐ ☒ 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:

Danny Kelly

Signature:

Danny Kelly

Date:

9.29.25

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: _____

Date: 5/28/24 Author: POE Asphalt Project: 13th St; Bridge St to Belmont Way, Clarkston, WA

Comments:

City of Clarkston Street Maintenance - Chip Seal

PG 1 of 2

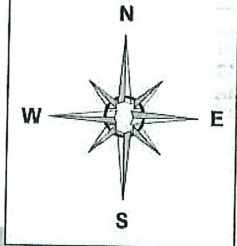
Road Closures - Sidewalk Closure with Spotters + Flaggers

Flaggers to hold traffic for Crew when pulling out of road closure
Spotters to move devices, notify Flaggers when to hold traffic for equipment approaching end of road closure
& assist local traffic & pedestrians home

Perfection Traffic Control LLC / Physical Address :1315 S Clearwater Loop, Post Falls, ID
TCS Signature: Jessie Sliger / 208-791-1551 / Office@PerfectionTrafficControl.com

Legend

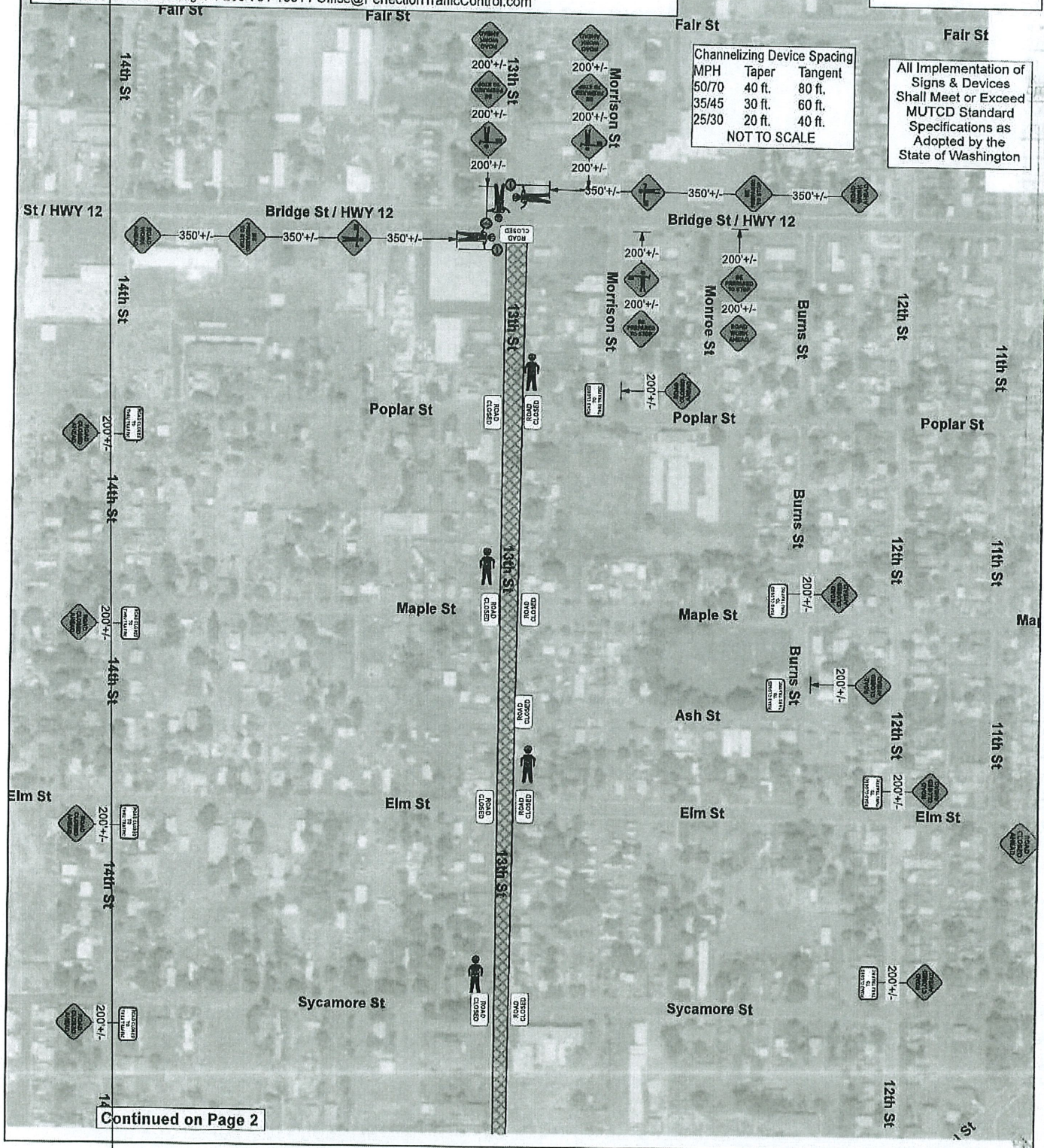
-  Overlay
-  Chip Seal



Channelizing Device Spacing		
MPH	Taper	Tangent
50/70	40 ft.	80 ft.
35/45	30 ft.	60 ft.
25/30	20 ft.	40 ft.

NOT TO SCALE

All Implementation of Signs & Devices Shall Meet or Exceed MUTCD Standard Specifications as Adopted by the State of Washington



Continued on Page 2

Continued on Page 1

Date: 5/28/24 **Author:** POE Asphalt **Project:** 13th St Bridge St to Belmont Way, Clarkston, WA
Comments:
 City of Clarkston Street Maintenance - Chip Seal PG 2 of 2
 Road Closures - Sidewalk Closure with Spotters + Flaggers
 Flaggers to hold traffic for Crew when pulling out of road closure
 Spotters to move devices, notify Flaggers when to hold traffic for equipment approaching end of road closure
 & assist local traffic & pedestrians home
 Perfection Traffic Control LLC / Physical Address : 1315 S Clearwater Loop, Post Falls, ID
 TCS Signature: Jessie Siger / 208-791-1551 / Office@PerfectionTrafficControl.com

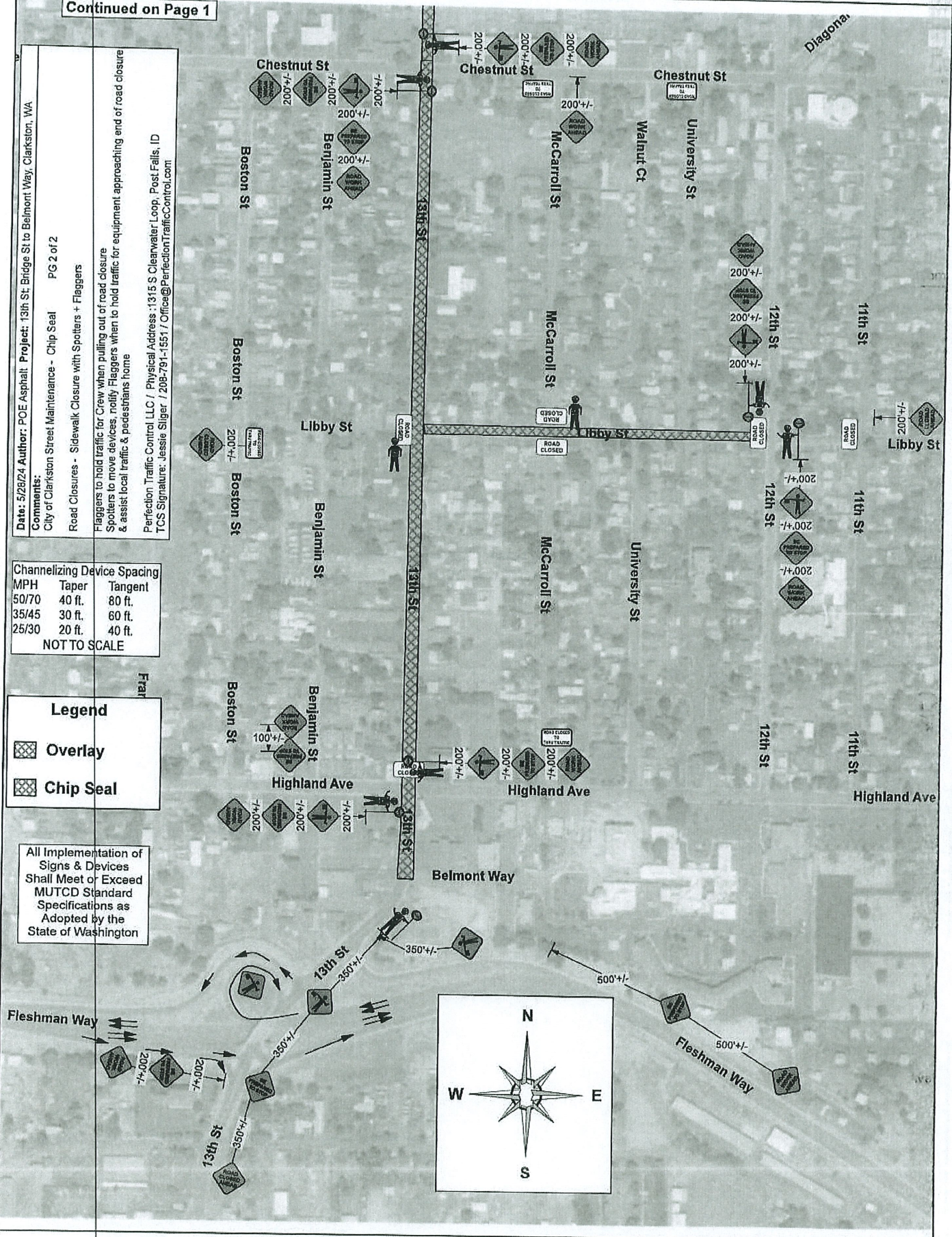
Channelizing Device Spacing	MPH	Taper	Tangent
50/70	40 ft.	80 ft.	
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NOT TO SCALE

Legend

- Overlay
- Chip Seal

All Implementation of Signs & Devices Shall Meet or Exceed MUTCD Standard Specifications as Adopted by the State of Washington



**Association of Washington Cities
Grant (“Grant”) with**

City of Clarkston
through

The Alternative Response Team Grant
A program supported by the Washington Health Care Authority
and funded through the Washington State Operating Budget

For

Jurisdiction Name	City of Clarkston
Program Description	To support the operations of the Community Paramedic program designed to improve access to quality health care.

Start date: July 1, 2025

End date: June 30, 2026

FACE SHEET

Grant Number: ART25-05

Association of Washington Cities (AWC)

Alternative Response Team Grant (ARTG)

Senate Bill 5167 (State operating budget) went into effect on July 1, 2025. The purpose of this grant is to assist cities with the documented costs to create co-responder programs within different alternative diversion models including law enforcement assisted diversion programs, community assistance referral and education programs, and as part of mobile crisis teams. AWC has determined that entering into a Contract with the City of Clarkston will meet the goals of these funds.

1. Grantee City of Clarkston		2. Grantee Doing Business As (optional)	
3. Grantee Representative		4. AWC Representative Jacob Ewing Special Projects Coordinator (360) 753-4137 jacobe@awcnet.org 1076 Franklin Street SE Olympia, WA 98501	
5. Grant Amount \$250,000	6. Start Date July 1, 2025	7. End Date June 30, 2026	8. Tax ID #
9. Grant Purpose Establish an alternative response team program as described in Attachment A.			
AWC and the Grantee, as defined above, acknowledge and accept the terms of this Grant and attachments and have executed this Grant on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Grant are governed by this Grant and the following other documents incorporated by reference: Grantee General Terms and Conditions including Attachment "A" – Scope of Work; Attachment "B" – Budget & Budget Narrative; Attachment "C" – Grantee Data Collection; Attachment (D) – Grantee Agent(s).			
FOR GRANTEE Date		FOR Association of Washington Cities Date	

Last revision 05/20/2025

ARTG Application & Scope of Work

PURPOSE

The purpose of this grant is to assist cities with the documented costs to create co-responder programs within different alternative diversion models including law enforcement assisted diversion programs, community assistance referral and education programs, and as part of mobile crisis teams.

CONTRACTOR RESPONSIBILITIES

GRANTEE is required to implement the Alternative Response Team Grant (ARTG) Program as described in their application for funding, with no unapproved substantive derivations. Requests for changes to this scope of work, or services laid out in the applicant's application can be made to Jacob Ewing, Special Projects Coordinator at jacobe@wacities.org.

This program shall include the following elements as central features of their program:

- Grant recipients must establish a co-responder team using an alternative diversion model including law enforcement assisted diversion program, community assistance referral and education program, or a mobile crisis team.

In the event that there is a change in the contract or program management staff paid for by this grant, it is expected that GRANTEE will notify AWC of the change to include the name and contact information for the new staff member.

If GRANTEE fails to perform to the standards set forth above, AWC remains able to remedy noncompliance as outlined in the grant document, including provisions for suspension, termination and/or recapture of funds already paid to the grantee.

SCOPE OF WORK

The Community Paramedic program in Clarkston is designed to improve access to quality health care by meeting patients where they are. The Community Paramedic meets with patients one-on-one, determines their needs, provides medical services as able, and provides education and referrals as needed.

The goals of the program include:

- Help individuals access healthcare to improve long-term outcomes.
- Reduce individuals' needs to call 911 directly for services.
- Assist individuals in crisis by providing immediate and long-term support.

Budget & Budget Narrative

PROGRAM BUDGET

Category	Award amount
Staff	\$250,000
Supplies & equipment	
Professional services	
Other	
Total award amount	\$250,000

PROGRAM BUDGET NARRATIVE

Staffing: Grant funds will be used to fund two Community Paramedic positions including salary, benefits, and payroll taxes. The community paramedic will provide referrals to resources, provide necessary medical care, assist other first responders with responding to individuals in crisis, and other duties related to the Community Paramedic Program.

**SHOOTING RANGE USE AGREEMENT
BETWEEN THE CITY OF LEWISTON AND THE CITY OF CLARKSTON**

THIS AGREEMENT ("Agreement") is entered into by and between the City of Lewiston, an Idaho municipal corporation ("City"), and the City of Clarkston, a Washington municipal corporation ("Agency"). City and Agency may also individually be referred to as "Party" or collectively as "Parties."

WHEREAS, City leases an outdoor shooting range located at 5676 Mill Road, Lewiston, Idaho ("Shooting Range");

WHEREAS, City will allow other law enforcement agencies, and may allow other entities, to use the Shooting Range; and

WHEREAS, Agency desires to use the Shooting Range.

NOW, THERFORE, in consideration of the mutual covenants and agreements herein contained, it is hereby agreed to and stipulated by and between the Parties as follows:

1. **AUTHORIZATION:** City authorizes Agency's Police Department to use the Shooting Range in accordance with the requirements of this Agreement.

2. **PAYMENT:** For the Initial Term of this Agreement, Agency shall pay One Thousand Dollars (\$1,000), to the City within thirty (30) calendar days of the last date of signature of this Agreement. For each Renewal Term, the Agency shall pay City One Thousand Dollars (\$1,000), payable no later than October 31 of the respective Renewal Term. This payment is non-refundable in the event of early termination of the Agreement or non-use of the Shooting Range.

3. **SIGNED WAIVER:** Agency shall require all of its officers, agents, and employees who desire to use the Shooting Range, and their spouses, (collectively referred to as "User") if applicable, to sign the "Release, Waiver, Assumption of Risk, and Indemnity Agreement," attached hereto as Exhibit A and incorporated herein ("Waiver"), and provide such signed Waiver to City at

least five (5) days before using the Shooting Range. All signatures on the Waiver shall be notarized. Such Waivers shall be valid for a period of up to five (5) years from the date of signature, unless the User leaves their employment with Agency, whichever is sooner. Upon expiration of a Waiver, User shall lose all privileges herein of entry upon, access to, and use of the Shooting Range, unless and until said User provides a new Waiver to City.

4. SHOOTING RANGE RULES: Agency and all of its Users who use the Shooting Range shall at all times comply with the Shooting Range Rules, as amended from time-to-time, attached hereto as Exhibit B and incorporated herein (“Rules”). Agency further agrees that any person who fails to comply with any provision of the Rules may lose his or her access to use the Shooting Range, to such extent and for such time as is determined in City’s sole discretion. City may amend such rules at any time in City’s sole discretion. Such amended rules shall be effective upon issuance by City and upon receipt of written notice by Agency; an amendment to this Agreement shall not be required. Provided, however, that to any extent the Rules conflict with, modify, or alter any other provisions of this Agreement, the other provisions of this Agreement shall control.

5. REPORTING OF INJURIES: Agency shall notify City’s Police Chief of all injuries to Agency’s Users that occur at the Shooting Range within twenty-four (24) hours of such injury.

6. TERM AND RENEWAL: The Initial Term of this Agreement shall be from the date of last signature through September 30, 2025 (“Initial Term”). Thereafter, this Agreement shall automatically renew for up to nine (9) additional one (1) year terms (each a “Renewal Term”), unless terminated as provided in Section 6. Each Renewal Term shall commence on October 1 and shall terminate on September 30 of the following calendar year.

7. TERMINATION: Either Party may terminate this Agreement, with or without cause, upon thirty (30) days’ written notice to the other Party. In the event this Agreement is terminated, Agency shall no longer use the Shooting Range.

SHOOTING RANGE USE AGREEMENT BETWEEN THE CITY OF LEWISTON AND
THE CITY OF CLARKSTON

8. INDEMNIFICATION: The Parties are governmental entities subject to statutory and constitutional restrictions concerning the acceptance of liability. It is the intention of the Parties that each will be responsible only for its own acts and omissions and those of its employees, officers, agents, volunteers, invitees and contractors, as provided by the Idaho Tort Claims Act, Idaho Code §§ 6-901 through 6-929, and other applicable statutory provisions. Each Party will defend against any claims that arise solely from wrongful acts, omissions, or negligence of their own employees or officials, agents, volunteers, invitees and contractors in the course of the performance of this Agreement, but do not assume responsibility for the acts, omissions, or negligence of the other Parties, their employees or officials, agents, volunteers, invitees and contractors. Each Party shall promptly notify the other of any claim arising under this Agreement and shall cooperate fully with the defending Party or its representatives in the defense of such claim. This provision shall survive the expiration or termination of this Agreement.

9. CONTRACTING AUTHORITY: Agency warrants that the signatory to this Agreement has the authority to fully bind Agency to enter into and be obligated to perform the duties set forth herein.

10. NOTICES: Except as provided in Paragraph 5 of this Agreement, all notices required to be given pursuant to this Agreement shall be in writing and shall be deemed delivered immediately if hand-delivered or forty-eight (48) hours after depositing the same in the U.S. mail, certified or registered, postage prepaid, addressed to the respective addresses set forth below:

Agency: _____

City: Chief of Police
City of Lewiston
P.O. Box 617
Lewiston, Idaho 83501

11. CHOICE OF LAW: This Agreement shall be governed by and interpreted in accordance with the laws of the State of Idaho, with venue for any action brought pursuant to this Agreement to be in the Second Judicial District, Nez Perce County, State of Idaho.

12. INSURANCE: Agency, at its sole expense, shall procure and maintain insurance as required by applicable federal and state law and as may be appropriate and reasonable to cover its obligations under this Agreement, including, but not limited to, liability insurance, workers' compensation, and property damage.

13. SEVERABILITY: In the event that any provision of this Agreement is found for any reason to be unenforceable, the remainder of this Agreement shall remain in full force and effect and shall be binding upon the Parties.

14. SURVIVAL: All covenants, conditions, indemnifications, and other elements in this Agreement that might involve performance subsequent to any termination or expiration of this Agreement or that cannot be reasonably ascertained or fully performed until after termination or expiration of this Agreement shall survive.

15. MODIFICATIONS: Except as provided in Paragraph 4, this Agreement may be modified or amended only by a writing duly executed by both Parties.

16. PERFORMANCE/WAIVER: The failure of a Party hereto to insist upon strict performance or observance of the terms of this Agreement shall not be a waiver of any breach of any terms or conditions of this Agreement by the other Party.

17. SUCCESSORS AND ASSIGNS: This Agreement may not be assigned in whole or in part by either of the Parties hereto without the prior express written consent of the other Party.

18. THIRD PARTY BENEFICIARIES: Nothing contained herein shall create any relationship, contractual or otherwise, with, or any rights in favor of, any third party. Nothing contained herein shall extend the liability of either Party beyond that provided by governing law.

19. ATTORNEY FEES: Notwithstanding any statute to the contrary, in the event suit is brought by any Party to this Agreement to enforce the terms of this Agreement, the prevailing Party shall be entitled to recover reimbursement for reasonable attorneys' fees and costs, in an amount determined by the court, in addition to any other available remedies.

20. PUBLIC RECORDS: The Parties herein understand and acknowledge that this Agreement and its attachments are subject to the Idaho Public Records Act, I.C. §§ 74-101, *et seq.*, the Idaho Open Meetings Act, I.C. §§ 74-201, *et seq.*, and other applicable federal and state laws, and might be public records.

21. MERGER AND INTEGRATION: This writing embodies the whole agreement of the Parties. There are no promises, terms, conditions, or obligations other than those contained in this Agreement. All previous and contemporaneous communications, negotiations, representations, or agreements, either verbal or written, between the Parties are superseded by this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year written below.

Signatures on next page

DATED this _____ day of _____ 2025.

CITY OF LEWISTON

By: _____
Daniel G. Johnson, Mayor

ATTEST:

Tanya M. Brocke, City Clerk

CITY OF CLARKSTON

By: _____
Monika Lawrence, Mayor

ATTEST:

Rachel Frost, City Clerk



**INTERAGENCY AGREEMENT BETWEEN THE
Washington Traffic Safety Commission**

AND

Clarkston Police Department

THIS AGREEMENT is made and entered into by and between the Washington Traffic Safety Commission, hereinafter referred to as "WTSC," and SUB RECIPIENT NAME Clarkston Police Department, hereinafter referred to as "SUB-RECIPIENT."

NOW THEREFORE, in consideration of the authority provided to WTSC in RCW 43.59 and RCW 39.34, terms, conditions, covenants, and performance contained herein, or attached and incorporated and made a part hereof, the parties mutually agree as follows:

1. PURPOSE OF THE AGREEMENT:

The purpose of this Agreement is to provide funding, provided by the United States Department of Transportation (USDOT) National Highway Traffic Safety Administration (NHTSA) and allowed under the Assistance Listings Catalog of Federal Domestic Assistance (CFDA) numbers 20.600 and 20.616 for traffic safety grant project 2026-HVE-5739-Region 17 HVE, specifically to provide funding for the law enforcement agencies in WTSC Region 17 to conduct straight time or overtime enforcement activities (traffic safety emphasis patrols) as outlined in the Statement of Work (SOW), in support of Target Zero priorities. The Target Zero Manager (TzM) and/or the Law Enforcement Liaison (LEL) shall coordinate the SOW with the SUB-RECIPIENT with the goal of reducing traffic crashes.

WTSC grant 2026-HVE-5739-Region 17 HVE was awarded to the WTSC Region 17 to support collaborative efforts to conduct HVE activities. By signing this agreement, the SUB-RECIPIENT can seek reimbursement for straight time or overtime for approved law enforcement activity expenses incurred as a participant in the region's HVE grant.

2. PERIOD OF PERFORMANCE

The period of performance of this Agreement shall commence upon the date of execution by both parties, but not earlier than October 1, 2025, and remain in effect until September 30, 2026 unless terminated sooner, as provided herein.

3. SCOPE OF WORK

3.1.1 Problem ID and/or Opportunity

In 2023, Washington State experienced the deadliest year on its roads since 1990. The trajectory of this rise in fatalities reflects a broader trend of increasing impairment-related crashes, speeding, and compounding issues in law enforcement, medical, and judicial systems. This uptick in fatal crashes is deeply intertwined with impaired driving, law enforcement challenges, and societal impacts.



A Decade of Increasing Traffic Fatalities

The rise in fatalities has been both sharp and persistent:

- 2015 saw a drastic 19.3% increase in traffic fatalities, the largest single-year jump since data collection began in 1968.
- Following this spike, fatalities stabilized between 2015 and 2019.
- In 2020, despite pandemic-related reductions in traffic volume, fatalities climbed 6.7%, from 538 to 574.
- The situation worsened in 2021-2023, when fatalities surged by 20.2%, from 674 in 2021 to 810 in 2023, the highest number since 1990. This five-year increase represents the most rapid rise in traffic fatalities recorded in Washington State's history.
- Pedestrian fatalities were a record-high of 157 in 2023 and pedestrian serious injuries reached 472, also a record high for the state.

This project will fund locally coordinated enforcement mobilizations to address impaired driving, distracted driving, seat belt safety, speeding, and motorcycle safety. Funding and events will be organized by local Target Zero Managers (TZMs) & the statewide Law Enforcement Liaison networks and their local Target Zero Task Force. These patrols will also be coordinated with the Washington State Patrol (WSP). Target Zero Managers will establish or strengthen relationships with key WSP district personnel to improve interagency coordination.

3.1.2 Project Purpose and Strategies

This project will fund High Visibility Enforcement (HVE) and Traffic Safety Enforcement Program (TSEP) patrols to prevent impaired driving, distracted driving, seat belt use, speeding, and motorcycle safety. High Visibility Enforcement (HVE) and Traffic Safety Enforcement Program (TSEP) patrols are designed to create deterrence by increasing the expectation of a citation/fine/arrest. Officers may also remove high risk (impaired) drivers when encountered. So together, this countermeasure works by preventing dangerous driving behaviors and stopping those who still decide to engage in those behaviors. Funding and events will be organized by local TZMs, LELs, and their local Target Zero Task Force. Task forces will use local data and professional judgement to determine enforcement priorities for their jurisdictions and will schedule and plan enforcement and outreach activities. Regional participation in the following National Campaigns is mandatory:

- Impaired driving enforcement during the Holiday DUI campaign (December 2025).
- Distracted driving enforcement during the Distracted Driving campaign (April 2026)
- Seat belt enforcement during the Click It or Ticket campaign (May 2026).
- Impaired driving enforcement during the Summer DUI campaign (August 2026).

These patrols will also be coordinated with the Washington State Patrol (WSP). Target Zero Managers will establish or strengthen relationships with key WSP district personnel to improve interagency coordination with the WSP.

3.1.3 Requirements for National Mobilizations and Traffic Safety Enforcement Program (TSEP)

3.1.3.1. HVE events will be data informed; based on crash data, anecdotal evidence, and the professional judgement of task force members. WTSC strongly believes in the expertise of local officers to understand



the highest priority areas in their communities to focus their efforts.

3.1.3.2. The SUB-RECIPIENT will ensure that all officers participating in these patrols are BAC certified and have received and passed the SFST refresher training.

3.1.3.3. SUB-RECIPIENT will ensure all officers participating in Impaired Driving patrols have also received Advanced Roadside Impaired Driving Enforcement (ARIDE) training.

3.1.3.4. SUB-RECIPIENT shall ensure all participating personnel will use the WEMS system provided by the WTSC to record all activities in digital activity logs conducted by their commissioned officers pursuant to the HVE events. Participating officers will fill out all applicable fields of the digital activity log and use the comments field to provide details on irregularities, challenges or other details that would help explain what was encountered during their shift. SUB- RECIPIENT will also ensure all supervisors and fiscal staff have the ability to review and edit those activity logs.

3.1.4 Project Intent and Best Practice

3.1.4.1. SUB-RECIPIENT is encouraged to help their Region Task Force fulfill the requirement to participate in the four mandatory National Campaigns. (Holiday DUI campaign in December 2025, Distracted Driving campaign in April 2026, Click It or Ticket campaign in May 2026, and Summer DUI campaign in August 2026).

NOTE: Agencies must participate in speed or impaired driving enforcement under this agreement to be eligible to receive funding under the WASPC equipment grant.

3.1.4.2. SUB-RECIPIENT is strongly encouraged to participate in their task force to plan and execute enforcement events.

3.1.4.3. Regional task force will be submitting quarterly progress reports and SUB-RECIPIENT is encouraged to participate to the fullest extent possible. Quarterly progress reports are due January 15, April 15, July 15, and October 15.

3.1.4.4. WTSC encourages participating officers to prioritize violations that directly contribute to the injury and death of road users, such as impaired driving, speeding, distracted driving, non-restraint, etc.

3.1.4.5. SUB-RECIPIENT should promote patrol events through all earned, owned and, if funded, paid media that is available so that the public is made aware of the event before, during, and after the enforcement takes place. It is best practice to translate messages as needed and invite local media involvement in the effort to reach communities in which HVE will occur.

3.1.4.6. SUB-RECIPIENT should strive to actively enforce traffic safety laws focused on collision causing behaviors in priority areas throughout the year outside of HVE events.

3.1.4.7. When participating in motorcycle patrols SUB-RECIPIENT should focus on the illegal and unsafe



driving actions of all motor vehicles interacting with motorcycles. This includes speeding, failure to yield to a motorcycle, following too closely to a motorcycle, distracted driving, etc.

3.1.4.8. When participating in motorcycle patrols SUB-RECIPIENT should ensure that enforcement will focus on the illegal and unsafe driving actions of motorcycles that are known to cause serious and fatal crashes. This includes impaired driving, speeding, and following too closely.

3.1.4.9. Performance will be monitored by the regional TZM, LEL, and Task Force, as well as WTSC. WTSC reserves the right to designate specific officers as ineligible for cost reimbursement. This will occur if an officer is determined to not have not met the purpose/intent of this grant in multiple emphasis patrols.

3.1.4.10. Funds can be used to support the mentoring of officers in traffic enforcement. This can be focused on impaired driving, or general traffic enforcement.

For DUI mentorship, WTSC has found it to be best practice to include a mix of instruction and practical experience. The mentor should be a DRE when possible, or a highly effective DUI emphasis patrol officer with a minimum of ARIDE training. Mentor/mentee activities will be pre-approved by the TZM or LEL after the mentee submits their interest.

3.1.4.11. Community outreach/collaboration: Funds can be used to pay for traffic safety focused community outreach and collaboration activities. The operational approach for regional community outreach and collaboration activities should be developed at the Task Force level and be approved by the WTSC. WTSC recommends that these activities include an opportunity for the audience to provide feedback on local traffic safety priorities and activities, which ideally will influence the region's plan for traffic safety programming.

3.1.4.12. In order to receive funding from this grant, agencies must participate with the regional traffic safety task force/coalition in the planning efforts for these activities.

3.1.4.13. WTSC also encourages all law enforcement agencies in Washington to utilize WTSC's data analysis resources, such as interactive dashboards and data from a statewide attitudinal survey, as well their regional Target Zero Manager to identify priorities for engaging with the community.

3.1.4.14. WTSC will provide tools for documenting community collaboration activities, such as the WEMS activity log.

3.1.5 NATIONAL AND STATE-WIDE MOBILIZATIONS

Not all agencies are required to participate in all of the mobilizations listed below. However, the region must have some law enforcement participation in all of the mobilizations listed. Dates are tentative and may change when NHTSA publishes their FFY2026 mobilization calendar.

Mobilization Dates

Holiday DUI December 16, 2025 – January 1, 2026



U Drive. U Text. U Pay. April 6 – 13, 2026
Click It or Ticket May 11 – May 31, 2026
It's a Fine Line (optional if funded) July 2026 (Dates TBD)
DUI Drive Sober or Get Pulled Over August 19 – September 7, 2026

3.2 PROJECT GOALS

Prevent traffic crashes to reduce traffic related deaths and serious injuries through active, visible, consistent, and targeted traffic law enforcement, law enforcement training, and community outreach. Law enforcement can have a profound effect on traffic safety and this project aims to increase participation to accomplish that.

3.3 COMPENSATION

3.3.1 The Compensation for the straight time or overtime work provided in accordance with this Agreement has been established under the terms of RCW 39.34. The cost of accomplishing the work described in the SOW will not exceed dollar total from amounts listed below. Payment for satisfactory performance shall not exceed this amount unless the WTSC and SUB-RECIPIENT mutually agree to a higher amount in a written Amendment to this Agreement executed by both the WTSC and SUB-RECIPIENT. Comp-time is not considered overtime and will not be approved for payment. All law enforcement agencies who are active members of the Region's traffic safety task force with a fully executed grant agreement are eligible to participate in this grant.

3.3.2 WTSC will reimburse for personnel straight time or overtime expenses at 150 percent of the officer's normal salary rate plus SUB-RECIPIENT's contributions to employee benefits, limited to the following:

- FICA
- Medicare
- Any portion of L&I that is paid by the employer (SUB-RECIPIENT)
- Retirement contributions paid by the employer (SUB-RECIPIENT) can be included if the contribution is based on a percentage of their hours worked.

Health insurance, or any other benefits not listed above, are not eligible for reimbursement.

The SUB-RECIPIENT will provide law enforcement officers with appropriate equipment (e.g., vehicles, radars, portable breath testers, etc.) to participate in the emphasis patrols.

3.3.3 Funding alterations are permitted as follows: Upon agreement by the regional TZM and all other parties impacted by a proposed budget alteration, the budget category amounts may be increased or decreased without amending this agreement, so long as the total grant award amount does not increase. HVE grant funds should be managed collaboratively by the SUB-RECIPIENT and the TZM.

These alterations must be requested through email communication between the regional TZM and assigned WTSC Program Manager. This communication shall include details of the requested budget modifications and a description of why these changes are needed. The TZM will also send an updated



quarterly Operations Plan to the WASPC representative monitoring the project if the budget modification will result in changes to the previously submitted plan.

3.3.4 These funds, designated for salaries and benefits, are intended to pay for the hourly straight time or overtime costs and proportional amounts of fringe benefits of commissioned staff pursuing the activities described in the statement of work. These funds may not be used for any other purpose for example any work required to maintain a law enforcement commission including recertification trainings like firearm qualification. This agreement is expressly designated to fund salaries and benefits. By signing this agreement, SUB-RECIPIENT agrees to supply all necessary equipment and vehicles needed to accomplish the work in the scope of work. WTSC is not responsible for any equipment that is lost, stolen, or destroyed in the execution of the scope of work.

3.3.5 Dispatch: WTSC will reimburse communications officers/dispatch personnel for work on this project providing SUB- RECIPIENT has received prior approval from their region's TZM. This activity must be overtime and only the expenses listed in section 3.2 and its subsections will be reimbursed.

3.3.6 Transport Officers: WTSC will reimburse transport officers for their work on this project providing SUB-RECIPIENT has received approval from their regions TZM. The TZM will work with the regional LEL to determine if need is warranted for the type of HVE activity. This activity must be overtime and only the expenses listed in section 3.2 and its subsections will be reimbursed.

3.3.7 The law enforcement agency involved will not schedule individual officer overtime shifts for longer than eight hours. WTSC understands there may be instances when more than eight hours are billed due to DUI processing or other reasons and an explanation should be provided on the WEMS Officer Activity Log.

3.3.8 The law enforcement agency involved will ensure that any reserve officer for whom reimbursement is claimed has exceeded his/her normal weekly working hours when participating in an emphasis patrol and is authorized to be paid at the amount requested. Reserve officers may only be paid at the normal hourly rate and not at the 150 percent overtime rate.

3.4 PROJECT COSTS

The WTSC has awarded **\$15,000.00** to the WTSC Region 17 Traffic Safety Task Force for the purpose of conducting coordinated HVE enforcement and community outreach/collaboration activities. The funding must be used for traffic safety purposes in the areas of impaired driving, distracted driving, occupant restraint use, speeding, and motorcycle safety. See the project in WEMS for an updated distribution of funding by specific emphasis area.

By signing this agreement, the SUB-RECIPIENT can seek reimbursement for approved straight time or overtime expenses incurred as a participant in this grant. Funds are expressly designated for staffing activities and may not be used for other expenses that may be incurred, such as vehicle damage, supply replacement, etc. All activity must be coordinated by the region's traffic safety task force and TZM to be eligible for reimbursement.

CONTRACT FOR PROFESSIONAL SERVICES

**The City of Clarkston, Washington
And
The Wesley Group**

This contract entered into between the City of Clarkston, Washington, hereinafter called "City" and The Wesley Group hereinafter called "Contractor" is effective as of January 1, 2026. That for and in consideration of the mutual promises and covenants exchanged herein, the parties agree as follows:

ARTICLE I - SERVICES

A. The Contractor shall perform as principal spokesperson for the City in any and all bargaining and related contract administration services with Fire; Police; Non-Commissioned; Streets Employees; and Supervisory and Administrative employees including the development of proposals, bargaining strategy and furnishing advice to the City staff and City Council. Research essential to the above tasks will also be provided, by the Contractor, as needed. Additionally, the Contractor agrees to provide labor contract administration services as and if required upon request, including those related to grievances and arbitration, unfair labor practice charges, unit clarification petitions or other hearings before the Public Employment Relations Commission and labor contract interpretation and advice. All negotiations will begin with a communication between the Contractor and City Council.

B. Interest arbitration hearings, grievance arbitrations, mediations or unfair labor practice hearings may, by agreement in advance between the parties, be billed at an additional \$100.00 per hour.

ARTICLE II - AGENCY SUPPORT AND ASSISTANCE

The City shall support the bargaining effort by providing parameters; administrative support in preparing for interest arbitration; financial and clerical support as is mutually determined to be necessary (on-site typing, copying, etc.).

ARTICLE III - CONSIDERATION

In consideration of the Contractor's performance hereunder, the City shall pay the sum of Twelve Thousand Dollars (\$12,000.00). Payments shall be in twelve (12) monthly installments beginning January 1, 2026. Each monthly payment to be One Thousand Dollars (\$1000.00). Actual mileage expense between Kennewick and Clarkston shall be

reimbursed at \$.54.5 per mile. Other essential incidental expenses incurred by the Contractor including telephone toll charges, clerical/copying, facsimile costs and other reasonable expenses such as meals and lodging incurred in the event of extended bargaining or consultation with City officials requiring overnight lodging will be reimbursed at actual cost.

ARTICLE IV - HOLD HARMLESS

The Contractor shall hold and save the City, its officers, agents and employees harmless from liability of any kind, including costs and expenses for and/or on account of any or all suits, judgments, or damages of any character whatsoever, resulting from injuries or damages sustained by person or persons or property by virtue of performance of this contract.

ARTICLE V - INDEPENDENT CONTRACTOR

The Contractor hereunder shall act in an independent capacity and not as an officer or employee or agent of the City in the performance of this contract.

ARTICLE VI - TERM OF CONTRACT

This contract shall be effective for the period beginning with January 1, 2026 through December 31, 2027.

Contractor:

City of Clarkston:


Kevin Wesley
TWGC

Mayor

City Clerk

10-1-2025
Date

Date



Local Agency Federal Aid Project Prospectus

	Prefix	Route	()	Date	9/29/25
Federal Aid Project Number	STPUS	5975	003	DUNS Number	017938366
Local Agency Project Number		(WSDOT Use Only)		Federal Employer Tax ID Number	916001238

Agency City of Clarkston		CA Agency ☐ Yes ☒ No	Federal Program Title ☒ 20.205 ☐ Other		
Project Title 13th Street Roundabouts			Start Latitude N 46.4181 End Latitude N 46.4036	Start Longitude W -117.0586 End Longitude W -117.0586	
Project Termini From-To Poplar St. Highland Ave.			Nearest City Name Clarkston		Project Zip Code (+4) 99403-1905
Begin Mile Post	End Mile Post	Length of Project		Award Type ☒ Local ☐ Local Forces ☐ State ☐ Railroad	
Route ID	Begin Mile Point	End Mile Point	City Number 0215	County Number 02	County Name Asotin
WSDOT Region South Central Region		Legislative District(s) 9th		Congressional District(s) 5th	Urban Area Number 26

Phase	Total Estimated Cost (Nearest Hundred Dollar)	Local Agency Funding (Nearest Hundred Dollar)	Federal Funds (Nearest Hundred Dollar)	Phase Start Date	
P.E.	363,000	54,400	308,700	Month	Year
R/W	36,500		36,500	Aug.	2021
Const.	960,000		960,000	Oct.	2025
Total	1,359,500	54,400	1,305,200	Feb.	2026

Description of Existing Facility (Existing Design and Present Condition)

Roadway Width 42 ft, 60 ft ROW	Number of Lanes 2
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Description of Proposed Work

Description of Proposed Work (Attach additional sheet(s) if necessary)

Constructing mini roundabouts at the intersections of 13th St./Poplar St., and 13th St./Highland Ave. including ADA ramps, pedestrian refuge islands, updated signage, pavement markings, new asphalt surfacing, stamped concrete splitter islands, and RRFB's.

Local Agency Contact Person Mike Dimmick		Title Public Works Director		Phone 509-758-1662	
Mailing Address 829 5th St.		City Clarkston		State WA	Zip Code 99403
Project Prospectus	By _____ Approving Authority				
	Title				Date

Agency City of Clarkston	Project Title 13th Street Roundabouts	Date 9/29/25
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Type of Proposed Work

Project Type (Check all that Apply) ☐ New Construction ☐ Path / Trail ☐ 3-R ☒ Reconstruction ☐ Pedestrian / Facilities ☐ 2-R ☐ Railroad ☐ Parking ☐ Other ☐ Bridge	Roadway Width 42 ft	Number of Lanes 2
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Geometric Design Data

Description	Through Route	Crossroad
Federal Functional Classification	☒ Urban ☐ Rural ☐ NHS ☐ Principal Arterial ☒ Minor Arterial ☐ Collector ☐ Major Collector ☐ Minor Collector ☐ Local Access	☐ Principal Arterial ☒ Minor Arterial ☐ Collector ☐ Major Collector ☐ Minor Collector ☐ Local Access ☒ Urban ☐ Rural ☐ NHS
Terrain	☒ Flat ☐ Roll ☐ Mountain	☒ Flat ☐ Roll ☐ Mountain
Posted Speed	25 mph	25 mph
Design Speed	35 mph	25 mph
Existing ADT	16,358	10,923
Design Year ADT	2015	2015
Design Year	2021	2021
Design Hourly Volume (DHV)	1008	481

Performance of Work

Preliminary Engineering Will Be Performed By Consultant	Others 100 %	Agency %
Construction Will Be Performed By Contractor	Contract 100 %	Agency %

Environmental Classification

☐ Class I - Environmental Impact Statement (EIS)

☐ Project Involves NEPA/SEPA Section 404 Interagency Agreement

☐ Class III - Environmental Assessment (EA)

☐ Project Involves NEPA/SEPA Section 404 Interagency Agreements

☒ Class II - Categorically Excluded (CE)

☐ Projects Requiring Documentation (Documented CE)

Environmental Considerations

Agency City of Clarkston	Project Title 13th Street Roundabouts	Date 9/29/25
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Right of Way

☐ No Right of Way Needed * All construction required by the contract can be accomplished within the existing right of way.	☒ Right of Way Needed ☒ No Relocation ☐ Relocation Required	
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Utilities ☐ No utility work required ☐ All utility work will be completed prior to the start of the construction contract ☒ All utility work will be completed in coordination with the construction contract	Railroad ☒ No railroad work required ☐ All railroad work will be completed prior to the start of the construction contract ☐ All the railroad work will be completed in coordination with the construction contract
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Description of Utility Relocation or Adjustments and Existing Major Structures Involved in the Project

FAA Involvement
 Is any airport located within 3.2 kilometers (2 miles) of the proposed project? ☐ Yes ☒ No

Remarks

This project has been reviewed by the legislative body of the administration agency or agencies, or it's designee, and is not inconsistent with the agency's comprehensive plan for community development.

Date _____

Agency
 By _____
 Mayor/Chairperson

Rachel Frost

From: Robin Albers
Sent: Friday, September 19, 2025 12:09 PM
To: Rachel Frost
Subject: Fw: City of clarkston lodging tax advisory committee

Hi Rachel,

Please find the email from Laurie Wilson as below.

Thanks,
Robin

Get [Outlook for iOS](#)

From: Laurie Wilson <holidayinnsalesclk@gmail.com>
Sent: Friday, September 19, 2025 11:46 AM
To: Robin Albers <Council2@clarkston-wa.com>
Subject: City of clarkston lodging tax advisory committee

Hello Robin. Here you go:

I would like to be considered for the position on the CITY OF CLARKSTON Lodging Tax Advisory Committee. I am currently the Director of Sales & Catering at the Holiday Inn Hotel in Clarkston. Danielle Conklin, who was the previous GM here at the hotel, has moved on and I would appreciate the opportunity to fill her spot on the committee.

Thanks for your time and consideration

Laurie Wilson

Laurie Wilson
Director of Sales & Catering

Holiday Inn and Quay Convention Center

Rachel Frost

From: Robin Albers
Sent: Saturday, September 20, 2025 5:15 PM
To: Rachel Frost
Subject: Fw: Lodging Tax Advisory Committee Participation Interest

Here's the other hotel managers letter of interest.

Thanks!
Robin

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From: manager <manager@rivertreeinn.net>
Sent: Saturday, September 20, 2025 11:37:32 AM
To: Robin Albers <Council2@clarkston-wa.com>
Subject: Lodging Tax Advisory Committee Participation Interest

Dear Robin,

My name is Kim Riddle, and I am the General Manager at the Rivertree Inn & Suites. I am reaching out to express my interest in serving on the Lodging Tax Advisory Committee.

As a hotel manager, I see firsthand how lodging tax dollars directly impact our local hospitality industry and community. I believe my experience in day-to-day hotel operations, guest services, and community engagement would allow me to provide valuable insight and contribute meaningfully to the committee's work.

I would be honored to bring my perspective and work collaboratively with others to help guide decisions that support both our tourism industry and the community as a whole. Please let me know if there are any next steps or materials you need from me to be considered for this opportunity. Thank you for your time and consideration. I look forward to the possibility of serving.

Best regards,
Kim Riddle
General Manager
Rivertree Inn & Suites