

**CITY OF CLARKSTON  
CITY COUNCIL AGENDA  
829 5<sup>th</sup> Street  
MONDAY, MARCH 23, 2026**

- 1. REGULAR MEETING CALL TO ORDER: 5:30 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES: March 9, 2026 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 – 3/18/26**
  - C. Public Works – 3/17/26**
  - 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. Appointment of Standing Committees & Outside Organization Representation**
  - B. Appointment of Lodging Tax Committee Member, Brenda Barnes (Mayoral)**
  - C. Appointment of Lodging Tax Committee Member, Lisa Miller (Mayoral)**
  - D. Memorandum of Understanding – Clarkston Police Guild (Public Safety)**
  - E. Interlocal Agreement for Parking Enforcement and Impounds – Port of Clarkston (Public Safety)**
- 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**  
**March 9, 2026**

ROLL CALL: Skate Pierce, Russ Evans, Robin Albers, Sheila McDougall, Sarah Reaves and David Wilson. Pat Holman absence was excused on MOTION BY ALBERS/WILSON. Motion carried.

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

**AGENDA CHANGES:** Mayor Lawrence advised that Item B under New Business would need to be removed due to the absent councilmember.

**APPROVAL OF MINUTES:** Minutes of the February 23, 2026 Regular Meeting were approved as distributed.

**COMMUNICATIONS:**

**A. From the Public:** Jennifer Orr

**B. From the Mayor:** Mayor Lawrence recognized the Scouts of Troop 1152 that were in the audience.

**C. From Staff or Employees:** None.

**COMMITTEE REPORTS:**

**Finance/Admin:** Total expenditures for the March 9, 2026 period of \$583,858.07, and the February end of month of \$1,104.00. MOTION BY EVANS/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 1742, Budget Amendment – 2<sup>nd</sup> Reading (Finance/Admin)** Clerk Frost read the Ordinance by title. MOTION BY PIERCE/WILSON to adopt the Ordinance. Councilmember Albers asked for clarification. PWD Dimmick and Clerk Frost provided details on the budget amendment and the purchase of the new sanitation truck. Motion Carried.

**B. Special Event Permit, Beachview Toddler Trek – Asotin Co Library Foundation (Public Works)** Councilmember Reaves explained she pulled this item off the Consent Agenda due to being on the Asotin County Library Foundation. MOTION BY WILSON/ALBERS to approve the special event permit. Motion Carried. Reaves abstained.

**CONSENT AGENDA:** Councilmember Reaves asked that item A from the consent agenda be removed. MOTION BY EVANS/ALBERS to approve the Consent Agenda. Motion Carried.

**B. Resolution 2026-04, Surplus of Craftsman Vacuum (Public Works)**

**C. Resolution 2026-05, Garbage Truck Purchase (Public Works)**

**D. Ratification of 2026-2028 Collective Bargaining Agreement – Police Support Guild (Public Safety)**

**E. Wireless Collocation Lease – First Step Internet LLC (Public Safety)**

### **NEW BUSINESS:**

**A. Consideration of Settlement Agreement – Arby's (Finance/Admin)** Attorney Richardson provided an explanation of the Settlement Agreement. Councilmember Evans asked the total being paid to Arby's. Attorney Richardson stated around \$120,000, 116,100 for right of way plus attorney fees. The city had already paid \$91,900 in September 2022 leaving \$28,893.00 to be paid. Mayor Lawrence stated the city is hopeful these additional costs will be covered out of remaining project funds from WSDOT. Councilmember Reaves responded asking if we are hopeful or certain. PWD Dimmick responded with the process of reimbursement and at this time we are hopeful. Attorney Richardson gave a further explanation of the right of way funds and the process with the State for reimbursement and stated he is optimistic the funds will be reimbursed. PWD Dimmick also provided an explanation on why the project hasn't been closed out due to the incorrect striping. Councilmember Wilson asked if there was anything the city could do ahead of time to ensure reimbursement. Attorney Richardson responded there is nothing more we can do. Mayor Lawrence commented this has been a complicated project with all the different parties involved. **MOTION BY REAVES/MCDOUGALL** to authorize the settlement agreement. Motion Carried.

**B. City of Clarkston Time & Effort Study** Councilmember Albers made a motion that the council requests a city-wide staffing and workload review. Reaves seconded the motion. Councilmember Albers provided her rationale behind the request. Councilmember Wilson asked about the preparation piece. Councilmember Albers provided clarification on how she sees the process, including department heads compiling a detailed staff report, review by appropriate council committees and a full council discussion at a future council meeting. Mayor Lawrence asked if this is for all employees. Albers responded it is for city wide staffing. Councilmember Wilson commented in regards to having a matrix in place so there is fairness with each department. Discussion amongst the council members continued regarding this point. Attorney Richardson commented against having something standardized for all departments and the need to let each department determine needed staffing levels. Council continued the discussion about the man hours to complete this request, the budget, council involvement, and the overall preparation and completion of the time and effort study. Councilmember Pierce made a motion to table the original motion and for it to be revisited at the April 13<sup>th</sup> council meeting. Councilmember Evans seconded the motion. Motion carried. Councilmember Albers made a motion to establish an ad hoc committee to review structure for city wide staffing model and have the members made up of three council members. Councilmember Reaves seconded the motion. Council discussed who was interested in making up the ad hoc committee. Councilmember Pierce made a motion that the ad hoc committee be made up of councilmembers Albers, Wilson and Reaves. Councilmember Evans seconded the motion. Motion Carried.

### **COUNCIL COMMENTS:**

Councilmember Pierce acknowledged the Scouts and stated he would respond to the email he had received. He also thanked Jennifer Orr for speaking and that the city is working on the homelessness situation. Mayor Lawrence reminded the audience that the City is being sued in the 9<sup>th</sup> Circuit Court of Appeals.

**PRESS QUESTIONS:** Kerri Sandaine with the Lewiston Morning Tribune asked how many employees the city has. Clerk Frost responded with 63 FTE (full time equivalents).

**EXECUTIVE SESSION:** Mayor Lawrence advised that Council would be entering into Executive Session regarding litigation at 6:17pm. The session is expected to last 20 minutes, and no decision will

be made as a result of the meeting. At 6:37pm, a 5-minute extension was requested. At 6:42pm Council returned to regular session.

**ADJOURNMENT:**

Meeting adjourned at 6:42pm.

\_\_\_\_\_  
Rachel Frost, City Clerk

\_\_\_\_\_  
Monika Lawrence, Mayor

|                                    |                 |              |
|------------------------------------|-----------------|--------------|
| Total Fund Expenditures 3/9/26     | Ck #81921-82017 | \$252,417.74 |
| Payroll 3/5/26                     | Ck #81923-81944 | \$313,502.55 |
| 2026 Fire Retro Payroll 2/27/26    | Ck #81910-81920 | \$11,250.59  |
| 2026 Police Retro Payroll 3/5/2026 | Ck #81945-81958 | \$6,687.19   |
| February 2026 End of Month         |                 | \$1,104.00   |

Public Safety  
March 18, 2026

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

**Fire:**

- Fire Rating Service will be rating the Clarkston Fire Department in June of this year.
- Chief White received a response back about quote request for EMS assistance from Noel Hardin, Fire Chief Asotin Co Fire District 1.

**Police:**

- Chief Daniel and Commander Denny installed new cameras at City Hall on Saturday, March 14th. The old system was failing.
- We will be recognizing three officers at the council meeting on Monday night, March 23rd.
- Officer Perez has officially completed training and is on full duty.
- Chief Daniel shared a memorandum of understanding between the City of Clarkston, and the Clarkston Police Guild for K9 handler incentive pay. This is to help the K9 officer to cover expenses when the K9 is not on duty.
- We have a new interlocal agreement with the Port of Clarkston for the new year.
- Unhoused numbers were shared, have not gone up or down.

Next Public Safety meeting will be held April 8 at 4:00 p.m.

Public Works Committee 3-17-2026

Attending: PWD Mike Dimmick, Russ Evans, Sarah Reaves and Mayor Lawrence

1. Public works director informed the committee that we were going to put the purchase of the street sweeper off until the Stormwater project is complete due to concerns of the project being over budget.
2. PWD updated the committee on the new garbage truck being delivered next week.
3. PWD updated the committee on the City of Clarkston 6-year transportation plan. Goal is to have it on the council agenda by the end of April
4. Talked about concerns with ADA sidewalks improvements. It was mentioned that we could use a Local Improvement project to help get sidewalks completed in the city.

Memorandum of Understanding Between  
The City of Clarkston and Clarkston Police Guild

March 2, 2026

K9 Handler Incentive Pay:

- A. K9 Handler Incentive: Individuals trained and assigned as a K9 Handler will receive one percent (1%) of the officer's base pay.
- B. Incentive pay off-duty care: The incentive pay is intended to cover those off duty hours necessary to provide general care and maintenance of the K9, including:
  - a. Regular and routine grooming;
  - b. Feeding and watering;
  - c. Necessary daily exercise;
  - d. Regular and routine cleaning of kennels/bedding;
  - e. Administering regular and routine medications.
- C. Off-duty hours estimate: Off-duty hours of care for the K9 have been estimated to average 3 hours per week.
- D. Other duties that may become necessary: Other duties and responsibilities that may become necessary and which are approved by the Chief of Police or his/her designee will be paid at an overtime rate based on the amount of the Handler's incentive pay: Monthly incentive pay divided by 13 hours per month multiplied by 1.5 equals the hourly rate for necessary additional off-duty care. Other duties meeting this overtime rate include, but are not limited to:
  - a. Medical care outside of regular and routine: example - wound cleaning/bandaging; etc.
  - b. Cleaning required outside of regular and routine: example - K9 becomes ill and various secretions must be cleaned/sterilized; etc.
  - c. Any and all off-duty care and maintenance as becomes necessary.
  - d. Ongoing care and maintenance after an injury, illness, or other emergency situation.
- E. Training and routine vet visits: Ongoing training, routine visits to the vet, and most regular and routine cleaning of the K9 vehicle are to be performed while on duty to the best extent possible of the handler. Any training, routine vet visits, or cleaning of the K9 vehicle outside of regular on-duty hours is to be approved by the Chief of Police or his designee on a case-by-case instance.
- F. Full rate overtime pay: On the clock overtime for the Handler and K9 will be paid at the Handler's regular overtime rate: regular monthly wage plus monthly incentive amounts divided by 173 hours multiplied by 1.5 equals the handlers regular overtime rate. Other than necessary emergency treatment at full rate overtime must be approved by the Chief

of Police or his designee on a case-by-case basis. Those duties covered under this category include, but are not necessarily limited to, the following:

- a. Remaining on duty beyond the regularly scheduled hours (10 hours per day, 40 hours per week) of the handler;
- b. Being called out to perform K9 and handler duties outside of the regularly scheduled hours (10 hours per day, 40 hours per week) of the handler;
- c. Handler being unable to schedule vet visits during his/her regularly scheduled work day;
- d. Training that exceeds the regularly scheduled hours (10 hours per day, 40 hours per week) of the handler;
- e. Emergencies requiring extra care of the K9, including visits to the vet, outside of the regularly scheduled hours (10 hours per day, 40 hours per week) of the handler. Ongoing care after an emergency is not subject to full rate overtime pay, but would be subject to other duties overtime pay.

\_\_\_\_\_  
City of Clarkston

  
\_\_\_\_\_  
Clarkston Police Guild

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date

**INTERLOCAL AGREEMENT**

Draft of March 11, 2026

Regarding

**PARKING ENFORCEMENT AND IMPOUNDS**

Between

**THE PORT OF CLARKSTON,  
a Washington municipal corporation**

and

**THE CITY OF CLARKSTON,  
a Washington municipal corporation.**

## **INTERLOCAL AGREEMENT FOR PARKING ENFORCEMENT AND IMPOUNDS**

This **INTERLOCAL AGREEMENT FOR PARKING ENFORCEMENT AND IMPOUNDS** (the "Agreement") is made and entered into effective as of the last authorized signature below between the **PORT OF CLARKSTON**, a Washington municipal corporation (the "Port"), and the **CITY OF CLARKSTON**, a Washington municipal corporation (the "City"), pursuant to the authority granted under Chapter 39.34 RCW, the Interlocal Cooperation Act. The Port and the City may be referred to in this Agreement individually as a "Party" or collectively as the "Parties."

**WHEREAS**, Chapter 39.34 RCW, the Interlocal Cooperation Act, permits local government units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of government organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities;

**WHEREAS**, the City has authority under its City Code, Title 11 CMC, to enforce parking regulations and, when necessary, impound vehicles;

**WHEREAS**, the Port, along with its tenants, visitors, and other patrons, have been impacted by an increase in illegally parked vehicles in and around Port-owned and leased properties, including large recreational vehicles and campers ("RVs");

**WHEREAS**, illegally parked vehicles are negatively impacting the Port's business and the Port's efforts to foster economic development within the Port and the City;

**WHEREAS**, the Port is willing to provide the City a one (1)-time payment to allow the City to secure additional resources so the City can better enforce parking violations, and if necessary, remove illegally parked vehicles;

**WHEREAS**, the City is willing to focus the additional resources secured with the funds from the Port to address parking violations in and around Port-owned or controlled properties; and

**WHEREAS**, other than the payment identified in this Agreement, the intent of the Parties is that the Port will not participate in any enforcement actions or impounds the City may pursue.

**NOW, THEREFORE**, in consideration of the mutual promises set forth in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and under the authority granted by Chapter 39.34 RCW, the Parties hereby agree as follows:

1. **PURPOSE.** The purpose of this Agreement is to provide resources for increased enforcement of parking regulations and, when necessary, impounds by the City, pursuant to City Code, in and around properties owned or leased by the Port. The City shall be solely responsible for all enforcement actions, and nothing in this Agreement is intended to permit the Port to enforce City Code, including, without limitation, parking regulations, or otherwise impounding vehicles.

2. **MANNER OF FINANCING.** The Port shall provide a payment of Ten Thousand Dollars (\$10,000.00) to the City to be used in support of the purpose stated in this Agreement on or before July 31, 2026.

3. **DURATION.** The payment in Section 2 of this Agreement is a one (1)-time payment. This Agreement shall continue in full force and effect until the City has fully expended the payment identified in Section 2 of this Agreement.

4. **TERMINATION.** If the City is unable or unwilling to fulfill the purpose of this Agreement, then any balance of funds remaining from the payment made by the Port to the City per Section 2 of this Agreement shall be returned to the Port. Such refund shall occur within ten (10) business days after the City provides written notice to the Port that it is cancelling this Agreement.

5. **ADMINISTRATION.** The following individuals are designated as representatives of the respective Parties. The representatives shall be responsible for the administration of this Agreement and for coordinating and monitoring their respective Party's performance under this Agreement. In the event such representatives are changed, the Party making the change shall notify the other Party.

Port of Clarkston: Chris Rasmussen, Executive Director  
849 Port Way  
Clarkston, WA 99403  
(509) 758-5275  
*chris@portofclarkston.com*

City of Clarkston: Monika Lawrence, Mayor  
829 Fifth Street  
Clarkston, WA 99403  
(509) 758-5541  
*mayor@clarkston-wa.com*

Any notice required by this Agreement shall be sent attention to the above-identified representatives via first class mail and electronic mail.

6. **INDEMNIFICATION.** To the extent permitted by law, each Party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions, or those of their Commissioners, officials, officers, agents, or employees, to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold the other Party harmless from any such liability.

7. **CHANGES, MODIFICATIONS, AMENDMENTS, AND WAIVERS.** This Agreement may be changed, modified, amended, or waived only by written agreement executed by the Parties hereto. Waiver or breach of any term or condition of this Agreement shall not be considered a waiver of any prior or subsequent breach.

8. **DISPUTE RESOLUTION.** The Parties shall attempt to resolve any claims, disputes, and other matters in question arising out of or related to this Agreement first through informal discussion and then through formal written notification with an opportunity to cure ("Notice of Dispute"), before resorting to litigation. If a dispute is not resolved informally through

discussions, then the next step of the dispute resolution process is that the Parties' representatives identified in Section 5 of this Agreement shall meet and attempt to resolve the dispute within five (5) business days after a Party sends the other Party a Notice of Dispute. If, after this meeting, the Party receiving the Notice of Dispute fails to take steps to cure, or the Parties representatives are otherwise unable to resolve the dispute, then the Parties may proceed with litigation.

9. **SEVERABILITY.** In the event any term or condition of this Agreement, or application thereof to any person or circumstances, is held invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability shall not affect other terms, conditions, or applications of this Agreement, which can be given effect without the invalid, illegal, or unenforceable term, condition, or application. To this end, the terms and conditions of this Agreement are declared severable.

10. **HEADINGS AND TITLES.** The captions of the Sections of this Agreement are only to assist the Parties in reading and understanding this Agreement, and shall have no effect upon the construction or interpretation of any part of this Agreement.

11. **SUCCESSORS AND ASSIGNS.** This Agreement shall benefit and bind the Parties and their respective successors and assigns. No assignment of this Agreement shall be done except upon prior written authorization of the Parties.

12. **COUNTERPARTS.** This Agreement may be signed in any number of counterparts, each of which shall be an original, and all of which shall constitute one (1) and the same Agreement.

13. **ENTIRE AGREEMENT.** This Agreement contains all the terms and conditions agreed upon by the Parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the Parties hereto.

14. **FILING.** This Agreement shall be filed with the county auditor, or in the alternative, listed by subject matter on the websites for the City and the Port.

**IN WITNESS THEREOF,** the Parties have caused this Agreement to be executed in their names and to be attested by their duly authorized representatives identified below, as of the date of the last authorizing signature below.

**PORT:**

**CITY:**

**PORT OF CLARKSTON**

**CITY OF CLARKSTON**

\_\_\_\_\_  
By: Chris Rasmussen  
Its: Executive Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
By: Monika Lawrence  
Its: Mayor  
Date: \_\_\_\_\_