

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
MONDAY, MAY 11, 2026**

- 1. REGULAR MEETING CALL TO ORDER: 5:30 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES: April 27, 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, CDBG Grant Amendment & Closure**
 - B. Public Safety – Did not meet**
 - C. Public Works – 5/5/26**
 - D. Outside Organizations – Visit LC Valley, Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**
- 7. CONSENT AGENDA:**
 - A. Request for Work – Asotin County Road Department (Public Works)**
 - B. Special Event Permit, Pride at the Park – PFLAG (Finance/Admin)**
 - C. Agreement for City Hall Janitorial Services, 2026 – Nicole Dimmick (Finance/Admin)**
- 8. UNFINISHED BUSINESS: None**
- 9. NEW BUSINESS: None**
- 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
April 27, 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/EVANS. Motion Carried.

STAFF: Finance & HR Specialist Fenelon, Chief Daniel, Chief White, PWD Dimmick and Attorney Richardson

AGENDA CHANGES: None.

APPROVAL OF MINUTES: Minutes of the April 13, 2026 Regular Meeting and the EMS Levy and Budget Workshop were approved as distributed.

COMMUNICATIONS:

- A. **From the Public:** Jim Griffin – letter read by Mayor Lawrence at the request of Jim Griffin.
- B. **From the Mayor:** None.
- C. **From Staff or Employees:** None.

COMMITTEE REPORTS:

Finance/Admin: Total expenditures for the April 27, 2026 period of \$365,600.83. MOTION BY WILSON/REAVES to approve the paying of the bills. Motion Carried.

Public Safety: Mayor Lawrence advised they did not meet.

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.

CONSENT AGENDA: MOTION BY ALBERS/PIERCE to approve the Consent Agenda. Motion carried.

- A. **Special Event Permit, Cruzin' to Clarkston Car Show (Public Works)**
- B. **Interlocal Cooperative Agreement – SWMP Update, Asotin County (Public Works)**
- C. **Mayoral Proclamation, Older Americans Month 2026**

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. **Resolution 2026-06, Surplus of Garbage Truck (Public Works)** Finance & HR Specialist Fenelon read the Resolution by title. MOTION BY PIERCE/EVANS to approve the resolution. Motion carried.
- B. **Resolution 2026-07, 2027 EMS Levy (Public Safety)** Finance & HR Specialist Fenelon read the Resolution by title. MOTION BY EVANS/MCDOUGALL to approve the resolution. Motion carried.

COUNCIL COMMENTS:

Councilmember Reaves gave a shoutout to Clarkston Epic for the community cleanup, picking up trash, that they did recently; and to the Clarkston Fire Department for doing a BBQ for the members after they completed the community service day. Councilmember Albers informed council that the ad hoc committee has been meeting but is not ready to present to council as yet. The ad hoc committee will be meeting at least one more time as they are researching average salaries to comparable cities; they are, however, seeing that there really aren't too many cities comparable to Clarkston because of the assessed

property values. Councilmember Wilson asked Attorney Richardson about the increasing costs for public defense. Attorney Richardson discussed case load limits for public defenders and the rising costs associated with recent changes in rules from the Supreme Court.

PRESS QUESTIONS: None.

EXECUTIVE SESSION: None.

ADJOURNMENT:
Meeting adjourned at 6:15 pm.

Rachel Frost, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures 4/27/26	Ck #82201-82250	\$140,207.78
Payroll 4/20/26	Ck #82188-82200	\$225,393.05

PWC 5/5/26

Attending: Sheila McDougall, Sarah Reaves, Skate Pierce, Mike Dimmick, Mayor Lawrence and Parker Wilson

1. Discussed the beginning strategies for building a skate park in Clarkston. City has no money but has land. Parker should form a 501c3. Talks will continue. Grants will be researched.
2. Reviewed proposal for Asotin County to do chip seal.
3. Reviewed the 6 year TIP.



**Asotin County
Road Department**

Request For Work
(non-Asotin County Agencies)

Agency: City of Clarkston

Interlocal Agreement Number _____

Address: { 829 Fifth Street
Clarkston WA 99403 }

Request Date: 5/5/2026

Work Requested Date: _____

I _____MICHAEL DIMMICK_____, A DULY AUTHORIZED REPRESENTATIVE OF THE AGENCY NAMED ABOVE, IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE AGENCY AND ASOTIN COUNTY GENERAL FORM **INTERLOCAL AGREEMENT**, HEREBY REQUEST THE ASOTIN COUNTY ROAD DEPARTMENT'S ASSISTANCE ON THE FOLLOWING DESCRIBED PROJECT. I FULLY UNDERSTAND THAT THE COUNTY HAS RELIED ON THE AGENCY'S ESTIMATE OF PROJECT REQUIREMENTS; AND, UNDERSTAND THAT, IN ACCORDANCE WITH THE TERMS OF THE INTERLOCAL AGREEMENT, THE ACTUAL COSTS DUE FROM THE AGENCY WILL BE THE ACTUAL COSTS TO PERFORM THE WORK TOGETHER WITH ASSOCIATED ADMINISTRATIVE FEES.

Item No.	Description of Work – To Be Completed by Requesting Agency (Complete written description of the work to be performed including expected labor and equipment needs)		
1	Chip seal Elm Street from 5 th street to 13 th . Est. 21,307.7 Square yards \$35,233.93		
2	Chip seal Poplar Street from Diagonal to 13 th Est. 17124.8 Square yards \$2831.14		
3	Chip seal Chestnut from 6 th street to 13 th street Est. 21401.6 Square yards \$35,389.15		
Item No.	Estimated Labor (in man-hours)	Estimated materials (or earthwork quantities)	Estimated Equipment Needs (by type and hour)
1	20 for 10 operators and 4 temps At \$460.32 per hr. total labor and Benefits \$11,472.00	½" Chips 658.18 tons Choke 149.6 tons CRS-2P oil 2991.1 Gallons Materials Est. \$98,940.23	Estimated cost \$11,340.00

TOTAL ESTIMATED PROJECT COST (including overhead): **\$121,755.20**

Project Costs Estimated By: Glenn Scharnhorst Date: _____

Agency: By: Michael Dimmick Title: Public Works Director Date: ____5/5/2026____	Approval Recommended: Road Department Supervisor: _____ County Road Engineer (or designee): _____ Approved: Approving Authority for County By: _____ Title: _____ Date: _____
(SPACE RESERVED FOR ROAD DEPARTMENT USE) WORK ORDER NUMBER: _____ note: WORK ORDER NUMBER must be filled out before any work is performed.	

CITY OF CLARKSTON

SPECIAL EVENTS PERMIT APPLICATION



City of Clarkston

829 Fifth Street, Clarkston, WA 99403

RECEIVED
5/12/20
IN-PERSON (RP)

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:
1 Applicant: PFLAG Clarkston	Phone:
Address: 1136 University Street	City: Clarkston
e-mail: pflagclarkston@gmail.com	State, Zip: WA 99403
Contact Person: Sidney Hartwig	Phone: 4256284490
Address: 793 20th Ave	City: Clarkston
e-mail: yokersidney@gmail.com	State, Zip: WA, 99403
Sponsoring Organization:	Phone:
Address:	City:
Website:	State, Zip:
2 Event Title: Pride at the Park	
Description: family friendly gathering for LGBTQIA+ folks to connect to community and get resources from PFLAG	
Will City Services be requested for street closure: ☐ YES ☒ NO	
Date(s) of Event: 6/27/20 From: 10 AM/PM TO: 3 AM/PM	
Event Location: Beachview Park Ages of Attendees: All Total Attendance: 50	
Is this an Annual Event? yes How many years have you held this event? 2	

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.
	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 _____ Number of Performers/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?

6

Food Concessions or Preparation

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

YES NO

☒☐

Does your event include food concessions or preparation?

If yes, describe how food will be served and/or prepared:

we will distribute costco pizza, water bottles and gatorade

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.

7

Portable Toilets

YES NO

☐☒

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

If yes: Total number of portable toilets _____

Number of ADA accessible portable toilets _____

If no, explain: _____

Portable Toilet Co. _____

Equipment Setup: Date: _____ Time: _____

Equipment Pickup: Date: _____ Time: _____

8	Additional charges for dumpster rental and disposal fees may apply. Number of Dumpsters _____
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: <i>no impact on CHS during summer/saturday</i> ☐ ☒ 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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RCVD 5/7/20 via email (RF)

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: Sidney Hartwig

Signature: Sidney Hartwig

Date: 5/7/20

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: _____

AGREEMENT FOR JANITORIAL SERVICES

Agreement made this _____ day of _____, 2026, between Nicole Dimmick (Contractor) and the City of Clarkston (City).

Contractor will provide and perform for the City the services described in the attached Task Schedule.

All personnel furnished by Contractor will be employees of Contractor and Contractor will pay all salaries and expenses including all payroll taxes and benefits.

Contractor will provide all proper safeguards and shall assume all risks incurred in performing its services.

Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, their agents, representatives, employees or subcontractors. A copy of current insurance certifications for liability and workers' compensation are to be supplied to the Mayor's office each year, listing the City of Clarkston as an additional insured.

Contractor is responsible for the direct supervision of its personnel. It is agreed that Contractor will remove from service any of its personnel, who, in the reasonable opinion of the City, are guilty of improper conduct or are not qualified to perform the work assigned them. Background checks will be performed on contractor and any employees assigned to work under this agreement. Fingerprinting is required of Contractor and any employees working under this agreement.

At no time is Contractor or its personnel with permissions to perform the duties of this contract to allow other persons, family members, friends or otherwise, to accompany them onto the premises of City Hall. At no time is Contractor or its personnel with permissions to perform the duties of this contract to share, give away, make copies of or leave keys to the premises or any room within the premises of City Hall to another individual not specifically pre-authorized by the Mayor to have said keys.

In exchange for performance of services the City shall make payment to Contractor at the rate of \$750.00 per month for City Hall. Services outside the scope of this agreement may be performed for additional compensation. Contractor will bill the City monthly for services. Invoices will be paid within 15 days of billing.

This agreement shall continue in effect from the date services begin until December 31, 2026, but may be terminated by either party with thirty (30) days written notice.

City of Clarkston

Monika Lawrence, Mayor

Nicole Dimmick, Contractor

TASK SCHEDULE - JANITORIAL
CITY HALL AND POLICE DEPARTMENT

OFFICE AND LOBBY AREAS	3 x Wk	Weekly	Monthly	Qrtly	Semi- Annually	Annually	As Needed
Empty Wastebaskets	x						
Dust Furniture		x					
Dust File Cabinets, bookcases, shelves		x					
Dust Phones		x					
Sanitize Phones		x					
Low dust, sills, ledges, frames, ducts, etc			x				
High dust			x				
Spot clean desk tops		x					
Spot clean glass doors							x
Clean entire interior glass					x		
Dust blinds			x				
Remove dust & cobwebs from ceilings				x			
Dust mop hard surface floors, vacuum carpet in high traffic areas	x						
Damp mop hard floors & vacuum carpet (all)		x					
Spot clean spills and stains on carpet and hard floors							x
Turn Off Lights, Lock Doors	x						

Restrooms	3 x Wk	Weekly	Monthly	Qrtly	Semi-Annually	Annually	As Needed
Clean & sanitize all fixtures	x						
Clean glass & mirrors							x
Empty containers, Change liners as needed	x						
Spot clean walls, doors							x
Refill all dispensers							x
Low dust			x				
High dust			x				
Sweep, damp mop & sanitize floor	x						

Floors, Hard Surface	3 x Wk	Weekly	Monthly	Qrtly	Semi-Annually	Annually	As Needed
Spot Clean	x						
Damp Mop		x					
Remove scuff marks, refinish							x
Strip, clean, refinish, buff							x

Windows	3 x Wk	Weekly	Monthly	Qrtly	Semi-Annually	Annually	As Needed
Clean, Outside					x		
Clean, Inside					x		

Building Exterior	3 x Wk	Weekly	Monthly	Qrtly	Semi-Annually	Annually	As Needed
Sweep down cobwebs							x
Sweep sidewalk							x
Sweep/vacuum entry							x