



Planning Commission Special Meeting Agenda

Tuesday, November 26, 2024 at 6:00 PM

9103 E Frederick Ave.

www.youtube.com/@cityofmillwood

1. CALL TO ORDER & ROLL CALL
2. APPROVAL OF MEETING AGENDA
3. APPROVAL OF MINUTES

- a. [Motion to approve meeting minutes as presented or with any modifications.](#)

4. PRESENTATIONS

- a. [Periodic Update - Introduction to new Draft Comprehensive Plan Parks and Recreation Element](#)

5. ACTION ITEMS

6. PUBLIC REMARKS

Public Remarks are an opportunity for citizens to address the Planning Commission either in-person or by submitting their remarks to remarks@millwoodwa.us. We ask that in-person speakers limit themselves to two minutes and follow the Citizen Participation Guidelines Policy as posted on the City of Millwood website www.millwoodwa.us/government#CityCouncil or available at City Hall prior to this meeting.

7. CITY PLANNER REPORT

- a. [City Planning Report - October 2024](#)

8. COMMISSIONER COMMENTS

9. SET NEXT MEETING – December 25, 2024 cancelled due to Christmas holiday.

Special Meeting - Joint Special Meeting on December 10th at 5pm with City Council

Anticipated Meeting Agenda Items:

Periodic Update Presentations -

Land Capacity Analysis (LCA) Report Overview

Review Community Survey Results

10. ADJOURNMENT

Planning Commission Special Meeting Minutes

October 29, 2024

1. CALL TO ORDER & ROLL CALL

Meeting called to order by Commissioner Ankney at 6:00 pm. Commissioners present: Mike Ankney, Bobbie Beese, Jay Molitor, and Bill Rickard. Savannah Wu attended the meeting remotely. A quorum was present.

2. APPROVAL OF MEETING AGENDA

Moved by Jay Molitor; seconded by Bill Rickard to approve the agenda as presented.

Motion: 5 - 0

Voting For: Bobbie Beese, Mike Ankney, Jay Molitor, Savannah Wu, Bill Rickard

Voting Against: None

3. APPROVAL OF MINUTES

Moved by Bobbie Beese; seconded by Savannah Wu to approve the September 25, 2024 Planning Commission Meeting Minutes as presented.

Motion: 5- 0

Voting For: Bobbie Beese, Mike Ankney, Jay Molitor, Savannah Wu, Bill Rickard

Voting Against: None

4. PRESENTATIONS**a. David Milliken - Hutton Settlement**

Mr. Milliken explained the basic principles of Blue Zones for healthy communities.

b. Michelle Girardot, CEO & Eric Lyons, COO - Habitat for Humanity

Ms. Girardot & Mr. Lyons explained Habitat for Humanity's funding elements, community partnerships, and the process for home ownership.

5. ACTION ITEMS**a. 2026 Periodic Update –**

Ms. Tainio presented some potential modifications to the Draft Comprehensive Plan Chapters 1, 2, 3, & 4, based on the legislative updates for the Commission's review. She commented that she wanted to wait to address the Goals, Policies and Actions Framework until more community visioning had taken place. Ms. Tainio also stated that the Goals, Policies, & Actions sections needed to be checked to ensure the references were correct and asked the Commissioners to review and correct any incorrect references by the January meeting.

The Commissioners discussed the presented modifications, the 1993 visioning, connection to the Centennial Trail, River access, existing neighborhood character, the (3.2) Policy-Goals-Action Table, the description of Millwood's climate, demographics and the Land Capacity Analysis.

Planning Commission Special Meeting Minutes

October 29, 2024

6. PUBLIC REMARKS

Katie Hoffman, 3221 N Dale, expressed concerns on how land development would occur, citizen involvement, public notification and availability of information.

LaDonna Dement, 10306 E Empire, expressed her preference for large lots.

7. CITY PLANNER REPORT

Ms. Tainio presented the September 2024 planning report.

8. COMMISSIONER COMMENTS

Commissioner Ankney commented on the new turn pockets

9. SET NEXT MEETING –

The November 27, 2024 Planning Commission Meeting will be cancelled due to the Thanksgiving holiday. The Planning Commission decided to have a Special Meeting on Tuesday, November 26th at 6:00pm

Anticipated Meeting Agenda Items:

- Periodic Update - Introduction to new Draft Comprehensive Plan Parks and Recreation Element

The December 25, 2024 Planning Commission Meeting will be cancelled due to the Christmas holiday.

It is anticipated that there will be a Joint Special Meeting on December 10th at 5pm with City Council to go over the Land Capacity Analysis Report and Review Community Survey Results.

10. ADJOURNMENT

Moved by Jay Molitor; seconded by Bobbie Beese to adjourn the meeting at 7:50 PM.

Motion: 5 - 0

Voting For: Bobbie Beese, Mike Ankney, Jay Molitor, Savannah Wu, Bill Rickard

Voting Against: None

Approved:

Attest:

Michael Ankney,
Planning Commission Chair

Lisa Cassels, City Clerk

CHAPTER 10 – PARKS & RECREATION

10.1 INTRODUCTION

The City of Millwood has prepared this Comprehensive Plan Parks and Recreation Element to plan for the future of Millwood’s parks and recreation facilities. The City of Millwood has not previously adopted a comprehensive parks plan and has elected to include a parks and recreation element in this Comprehensive Plan update, in conformance with the guidelines of the Washington State Recreation and Conservation Office (RCO). For recreation and conservation grant programs administered by RCO, applicants must complete a long-range comprehensive parks and recreation plan along with documentation of the public outreach used to develop the plan, to be eligible to apply for several of the grant programs. Plans developed in compliance with RCO requirements are eligible for six years from the date of adoption to meet the applicable grant planning requirements and subsequently must be updated every six years to retain eligibility for a variety of grant and other funding opportunities; however, the City of Millwood has elected to combine parks, recreation, and/or open space planning into this required periodic updates to the City’s Comprehensive Plan under the Growth Management Act and plans to request extended eligibility beyond six years. This will allow Millwood to maintain RCO planning eligibility until the next required periodic update (currently required every 10 years).

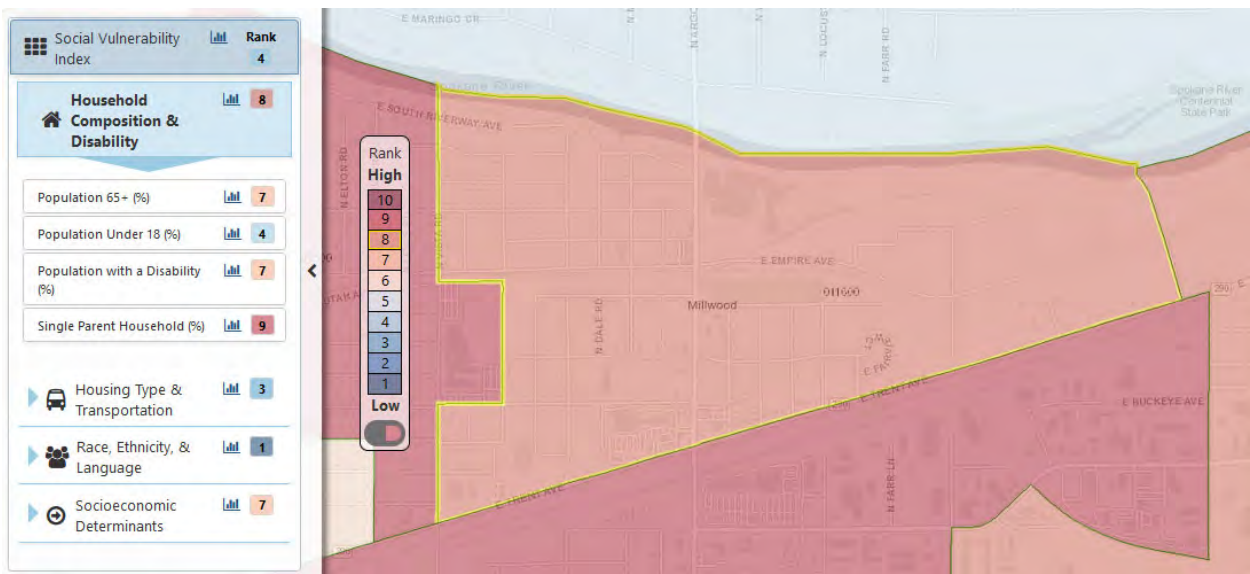
This Comprehensive Plan Parks and Recreation Element is designed to meet or exceed the RCO Manual 2 Planning Guidelines and has been developed utilizing the results of the 2024 Millwood Periodic Update Community Survey, along with stakeholder interviews, and other public outreach/planning efforts including the “Imagine Millwood” activity. This parks and recreation element (Chapter 10) is contained within the City of Millwood Comprehensive Plan and therefore will reference multiple Chapters / Sections for parks, recreation, and/or open space planning:

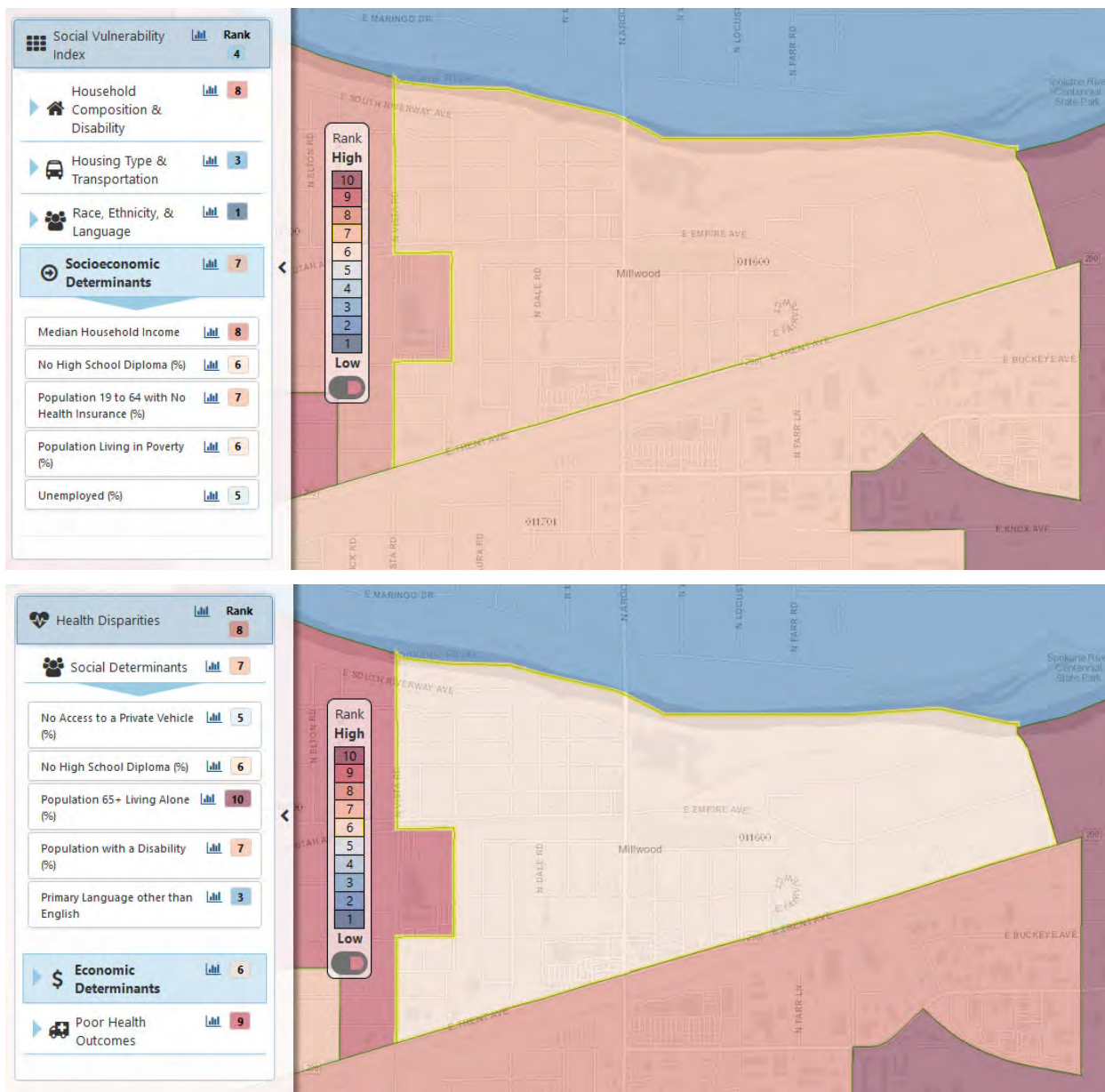
- Chapter 1 (Introduction) contains background information on the City of Millwood along with Chapter 4 (Planning Area, Demographics, and Projections), Chapter 5 (Land Use), and Chapter 6 (Housing);
- Section 10.2 and Chapter 3 (Community Vision) establishes the goals, objectives, and actions framework for Millwood’s parks and recreation system;
- Section 10.3 contains Millwood’s parks, recreation, open space, and trails inventory and conditions assessment which is also supplemented by the habitat and open space corridor information in Chapter 5 (Land Use), and the trails information contained in Chapter 8 (Transportation);
- Section 10.4 and Chapter 2 (Purpose of the Comprehensive Plan) outlines the public participation process utilized to prepare this plan with the adopted Public Participation Plan contained in the Appendix;
- Section 10.5 contains a demand and needs analysis for Millwood’s parks and recreation system;
- Section 10.6 summarizes the ten-year Capital Improvement Program (CIP) that is included in Chapter 11 (Capital Facilities and Utilities) for Millwood’s priority parks, recreation, open space, and trails projects; and
- The Appendix contains...

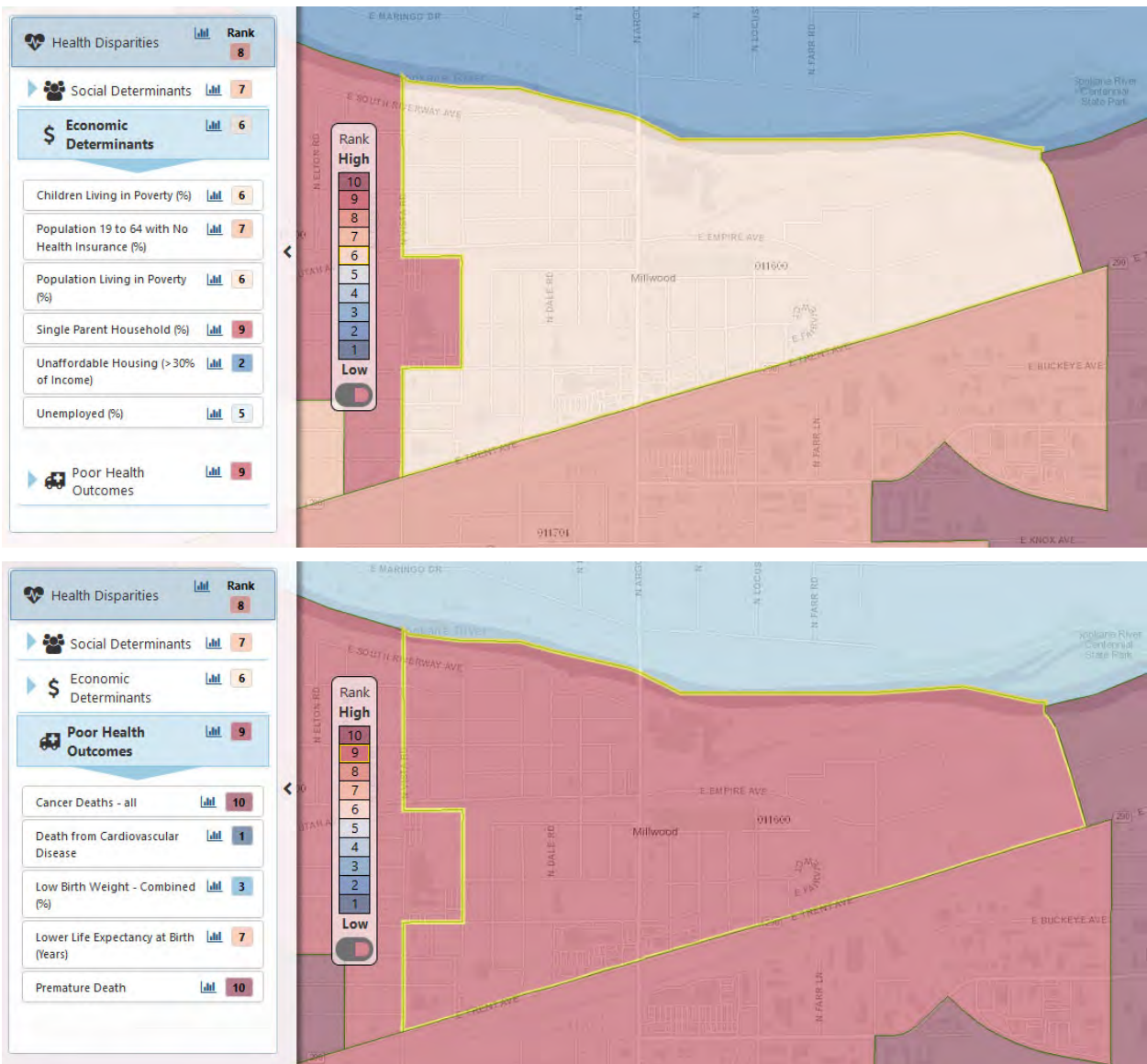
Project Need - Statewide Priorities

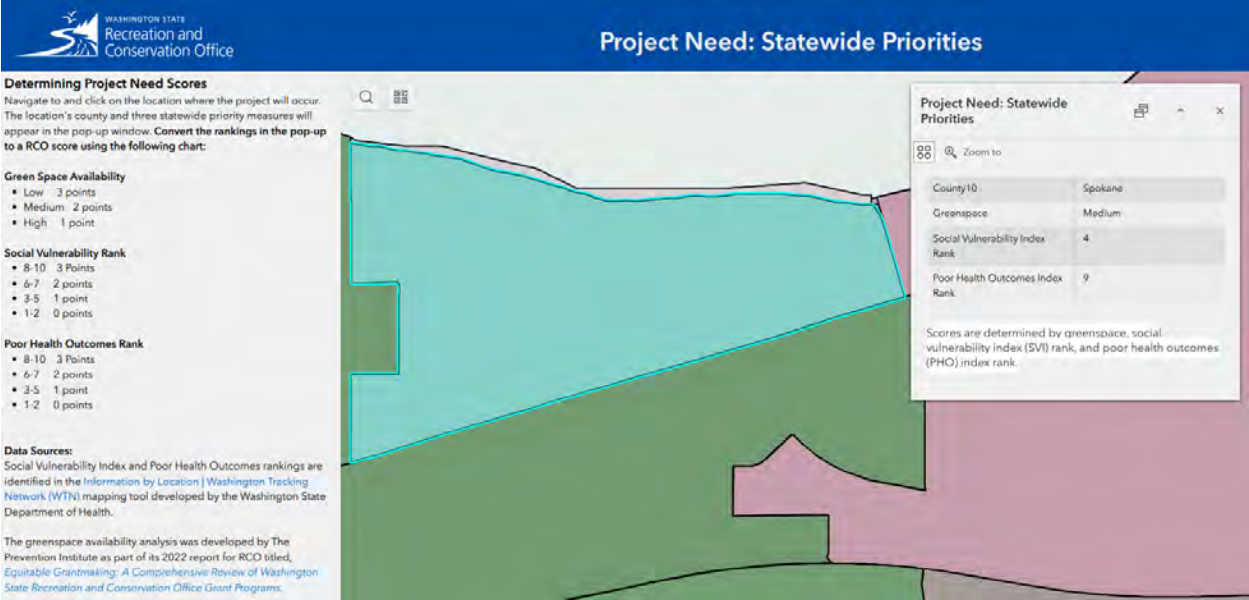
In December 2023, the WA State Recreation and Conservation Funding Board adopted updates to four grant evaluation criteria used commonly in six recreation and conservation focused grant programs with a goal to close gaps in access to greenspace, address disparities in access to grant funding, align criteria consistently across programs, and simplify and provide greater direction. One of the updates was to project need. “Project Need is comprised of two parts: one scored by RCO staff, and another scored by the program’s advisory committee. The staff scored portion reflects statewide priorities as determined by the 2023 Washington State Recreation and Conservation Plan and recommendations from the 2022 equity review of grant programs. The advisory committee scored portion is a narrative description of local priorities and an opportunity for applicants to discuss their project in context with local conditions.” Statewide Priorities - “points will be awarded based on social vulnerability, health outcomes, and greenspace availability. Social vulnerability and health scores are based on information from the Washington Tracking Network’s Information by Location (IBL) mapping tool. Social vulnerability scores use a combination of 16 social and economic conditions such as limited English, crowded housing, or population living in poverty. Health scores are from the IBL’s Poor Health Outcomes ranking. Greenspace availability scores are determined using spatial data analysis from RCO’s equity review of grant programs. For that review, census tracts were classified as having High (more than 8 acres per 1,000 residents), Medium (3-8 acres per 1,000 residents), and Low (less than 3 acres per 1,000 residents) greenspace per capita.”

Millwood’s census tract scored High on the Social Vulnerability index for Household Composition & Disability and Medium-High on the Socioeconomic Determinants as well as Medium-High on the Health Disparity Indexes. Millwood scores Medium on the Greenspace availability.









10.2 GOALS AND OBJECTIVES

Refer to City Comprehensive Plan, Chapter 3 Community Vision – Section 3.2 Goals, Policies / Objectives, and Actions Framework. Goals, Objectives, and Actions for Parks and Recreation are labeled “PR” in the tables.

10.3 INVENTORY AND CONDITIONS ASSESSMENT

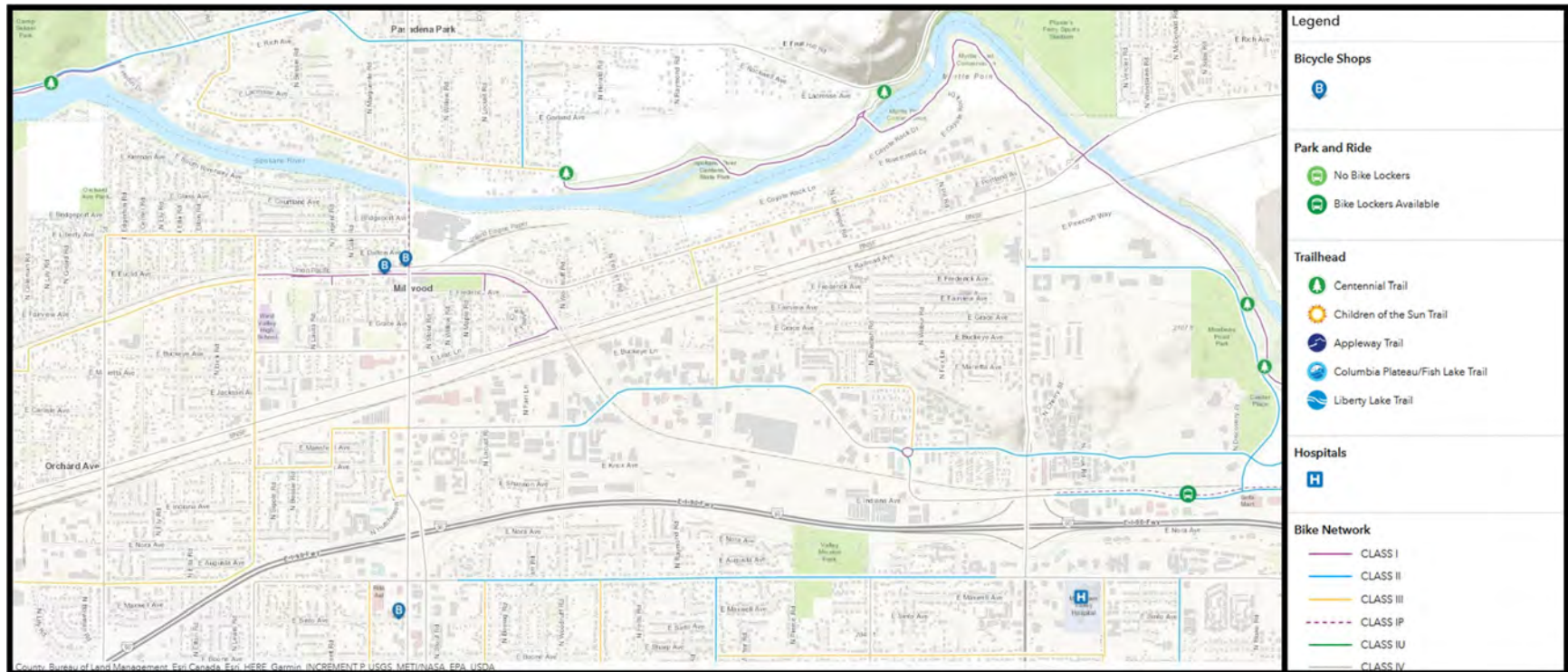
Per RCO Manual 2 requirements, this plan must include “an inventory or planning area description, which is a description of the service area facilities, lands, programs, and their conditions. It also may include local, state, federal, and private facilities, and extend beyond the applicant’s service area.”

“The purpose of an inventory is to provide the context for proposed projects and assessing the condition of the inventory is important. Sites and facility conditions will reveal weaknesses in the organization’s maintenance and operation, help identify facilities that may need renovation or replacement, and provide indicators of use levels. Organizations with habitat or natural areas will want to assess the health of the natural systems, the extent of invasive species, adjacent land uses, and other issues. Habitat conservation inventories may assess habitat types, particular species, threats, ownerships, and historical gains or losses.”

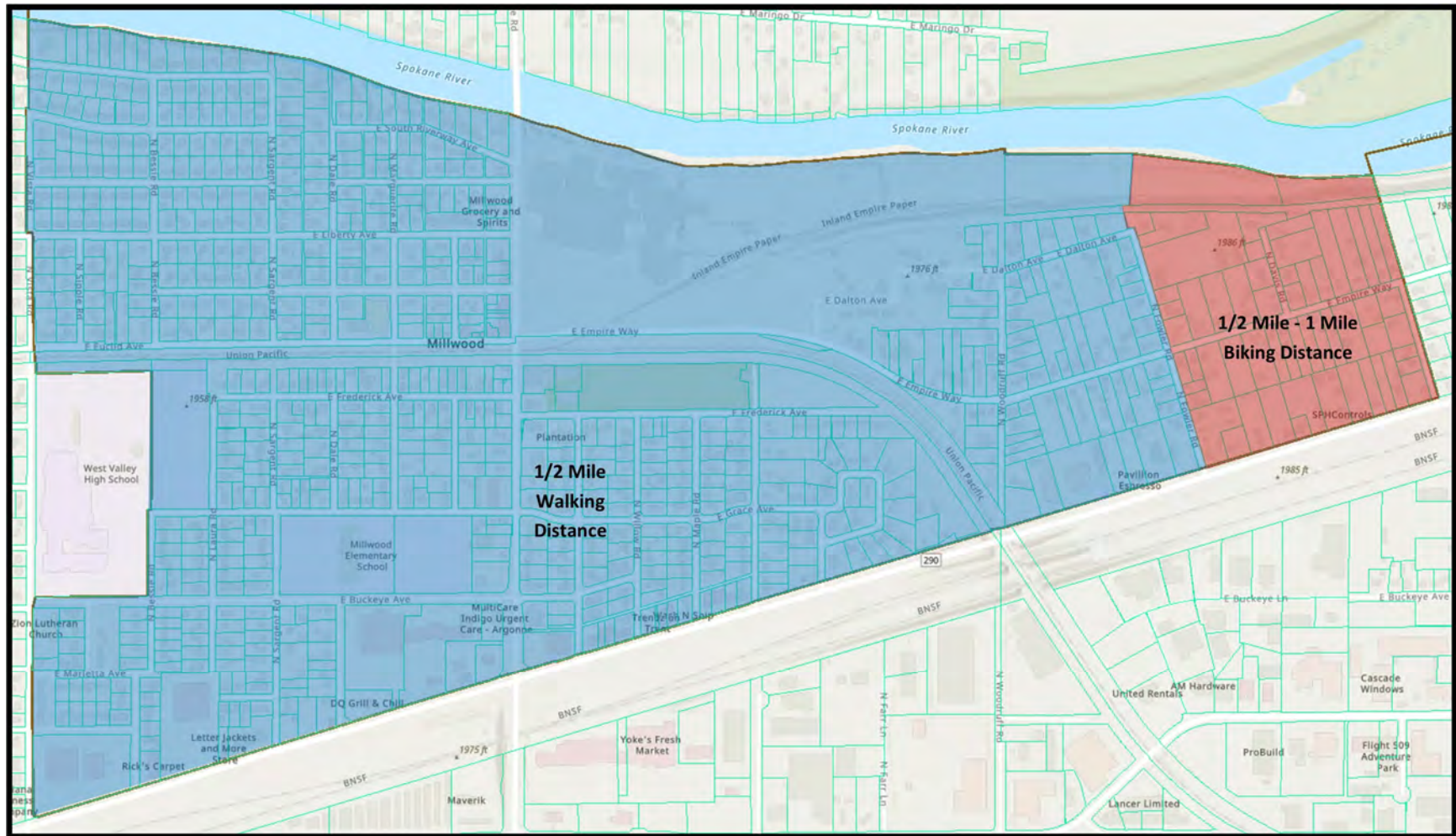
Map 10-1 identifies the Millwood Parks and Recreation Inventory and Service Area. Within the city limits, Millwood has outdoor parks and recreation facilities owned and managed by the City of Millwood and the West Valley School District (letters A-K). Adjacent to the City of Millwood is the Centennial Trail which is under WA State Parks and Recreation. Surrounding the City are Spokane County, City of Spokane Valley, and East Valley School District parks and recreation facilities. Map 10-1 has been extended to include the schools that Millwood children attend in the West Valley School District, the surrounding parks that residents can utilize, and the adjoining Centennial Trail trailheads (see Map 10-2). Additionally, the Pasadena Park area north of the City of Millwood is generally considered part of the Millwood community as well as the Hutton Settlement whose youth residents and staff utilize Millwood Park and trails, and participate in Millwood events and activities. Millwood Park also has a wading pool that draws summer users from surrounding areas.



Map 10-1 - Millwood Parks and Recreation Inventory & Service Area Map



Map 10-2 – Spokane Regional Bike Map, Millwood Area (Spokane Regional Transportation Council, SRTC)



Map 10-3 – City of Millwood Parks, Recreation, Open Space, and Trails Facility Distances

Millwood Facilities

The following inventory and conditions assessment comprises Millwood’s publicly owned parks, recreation, open space, and trails facilities that are located within the City of Millwood’s 0.70 square miles, as shown in letters A-K on Map 10-1. Millwood’s citizens west of Fowler Rd. have facilities within a ½ mile walking distance and citizens east of Fowler Rd. have facilities within a ½ mile to 1 mile biking distance with the closest facilities being the Jeanne Batson Arboretum or Interurban Trail - East Trailhead at Trent Ave. within ½ mile or Millwood Park within 1 mile (see Map 10-3).

The City of Millwood does not utilize facility reservations or collect fees, use is on a first come-first serve basis with the exception of events for 30+ people which requires a special event permit for use of facilities and/or right-of-way. Annually, the City of Millwood issues a few special event permits for events such as the Farmer’s Market at Millwood Park, Millwood Daze in the Historic Dalton Median area, Winterfest in the Dalton Avenue area of downtown, and previously for events such as Oktoberfest and Hot Wheels in Millwood (car show).

The West Valley School District does reserve facilities (indoor such as gyms with a fee and outdoor fields). Teams that have West Valley students have first priority for rental.

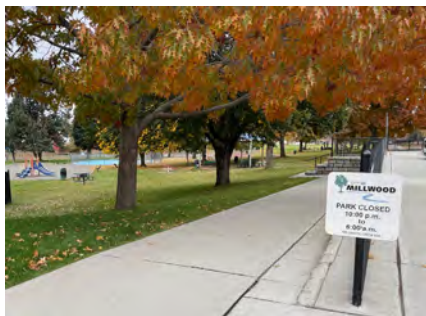
Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
A	Millwood Park	9241 E Frederick Ave, Millwood (located in the center of the City of Millwood)	City Park	City of Millwood	Constructed in 1946+ 5.19 acres + 0.49 acres for maintenance shop Park currently has no ADA access / circulation beyond parking and park entrances First come / first serve use with the exception of Special Event Permits for 30+ people events	



Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
A-1	➤ Playground				Circa 1985 – 2016 Separate preschool and older play structures plus swings and monkey bars Pea gravel surfacing w/ concrete edging (no ADA access)	Fair – Good (Merry Go Round removed due to poor condition – replacement anticipated)
A-2	➤ Wading Pool				Originally installed in 1954 Circular wading pool up to 14" depth w/ 45' inside diameter + 5' wide walkway around it (55' total diameter) and water spray fountains along sides Open mid-June through Labor Day, conditions permitting w/ free admission (2024 hours were Monday-Saturday 11am – 5pm, except 2 - 2:30pm for lifeguard lunch & Sunday 1 - 5pm) Occasional capacity issues in summer Insurance liability issues and requires lifeguards	Fair Concrete surfacing is delaminating
A-3	➤ Splash Pad				Circa 2005 Approximately 30' x 44' with 2 fountains and 7 arch sprays Occasional capacity issues in summer (receives more use than wading pool)	Fair

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
A-4	➤ Restroom				Remodeled in 2023 Open seasonally Men's (2 urinals & 1 toilet stall) & Women's (2 toilet stalls)	Good
A-5	➤ Parking	 			68 regular + 3 handicap parking stalls (paved 90-degree) on south and east sides of the park (expanded in 2019 w/ retaining wall addition – removed sledding hill) Capacity issues in Summer w/ lacrosse and wading pool / splash pad use in August (parking at capacity w/ cars parking on side streets)	Good
A-6	➤ Multi-Use Grass Fields	  			Circa 1956 Utilized for youth soccer practice and lacrosse (Summer – Fall) with portable nets Issues w/ lacrosse balls being hit into properties south of Frederick (no barrier currently installed) No capacity issues Baseball field w/ mound in SE corner removed in 2016 due to deteriorated back stop & lack of use	Fair (irrigation system)
A-7	➤ Basketball Courts				2 mini courts Approximately 22' x 42' No capacity issues	Fair (court closest to tennis court) Poor (needs re-surfacing & crack sealing)

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
A-8	➤ Tennis / Pickleball Courts				Relocated to current location in 1990's, repainted in 2021, lights added in 2022 2 multi-use courts Occasional capacity issues with pickleball use and tennis players waiting (utilized 3 - 4 times per week for summer pickleball)	Fair - Good
A-9	➤ Gazebo / Picnic Shelter				Circa 1993 Approximately 30' diameter octagon	Good
A-10	➤ Picnic Shelter				Circa 2006 Approximately 30' x 30' square	Good
	➤ Benches	 			2 by playground circa 2018 2 green wood benches (circa 1993)	Good Fair - Poor

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
	➤ Picnic Tables				11 green w/ black frames circa 2018 6 total red & white, blue & white, & gray in concrete circa 2002	Good Fair - Poor
	➤ Trash Cans				14 circa 2018	Good
	➤ BBQ Pits				5 circa 2023	Good
	➤ Drinking Fountains				2 circa 1985 or older	Fair - Good
	➤ Trees				Age varies Approximately 20 trees of varying types	Good - Healthy Trees

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
A-11	➤ Maintenance shop				Fleet enlargement would require more space (limited room to expand)	Good
B	Spokane River Property	North Side of E. South Riverway Ave, Millwood (Parcels 45064.0059 & 0060)	City Open Space / Habitat Area	City of Millwood	0.51 acres Flat / gentle slope for 2/3 rd of property towards river then steep slopes for 1/3 rd of property adjoining the Spokane River (30%+ slope with approximately 10' drop to river, dependent on water level) Currently fenced without public access Potential conservation area	Natural
						

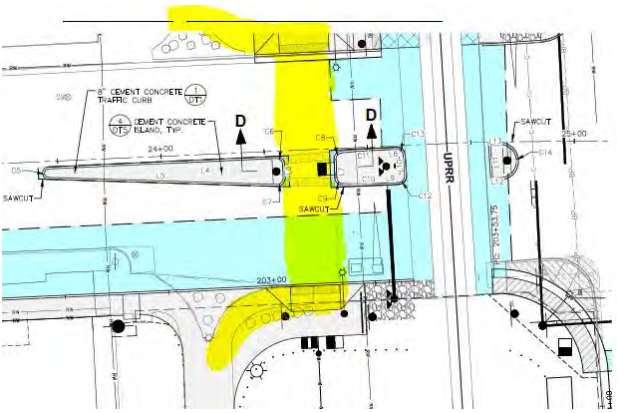
Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
C	Jeanne Batson Arboretum	South Side of E. Empire Way, Millwood (East of Argonne Rd. w/ open space to 9700 block of Empire)	City Arboretum	City of Millwood	Circa 2007 Approx. 1.5 acres + open space No designated pedestrian or ADA access / circulation First come / first serve use	Good - Healthy Trees



D	Millwood Interurban Trail / Millwood Trail	South Side of E. Euclid Ave/ E. Empire Ave. from Vista Rd. to Trent Ave.	Shared Use Path (Class I)	City of Millwood	1 mile trail completed in 2019 and frequently used all year (plowed in winter) Paved, 10' wide shared use pathway with dryland grass 7'-10' along sides of trail and 4 landscaped / irrigated rest areas (2 west of Argonne and 2 east of Argonne), lighting, and historical markers (5 completed and 2 blank at east end)	
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Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
D - West End					West end of trail at Vista Rd. does not have an ADA ramp at end of trail (must exit of sidewalk driveway ramp to south) Adjoins West Valley High School	Good but needs ADA ramp at Vista
						
						
D – West Center					West side rest areas w/ bike rack at Argonne end	Good
						

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
D – Center	  				Argonne Rd. crossing will be improved with a pedestrian actuated crosswalk, island, and illumination - anticipated Summer 2025 completion	Currently Poor Crossing Will be Good after 2025 improvement
D – East Center	 				Adjoins Millwood Park w/ park entrances, restrooms (no ADA access), & a rest area w/ bike rack	Good

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
						
D - East End					East of Millwood Park East side rest area East end of trail connects to Trent Ave. via a driveway	Good Fair-Good (Driveway Access)

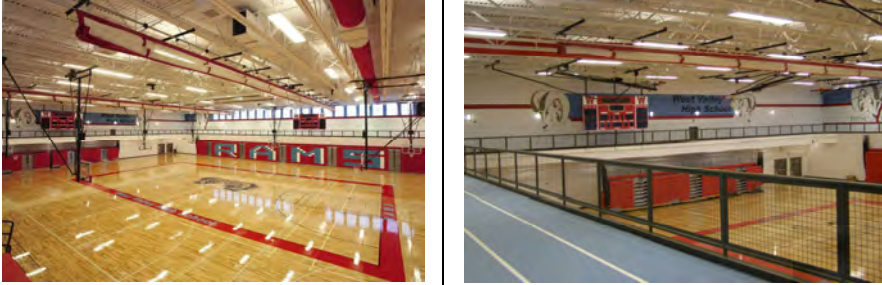
Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
						
E	Millwood Trail Extension	East Side of Argonne Rd. from Empire Ave. to Spokane River Bridge	Planned Shared Use Path (Class IP)	City of Millwood	0.23 Mile, 10' wide, separated, shared use pathway that connects to sidewalk at Argonne Rd. bridge Anticipated Summer 2025 completion	
						

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
						
E-1	➤ Argonne Rd. Bridge ROW Pedestrian View Corridor	 			It has been determined that there is no Spokane River access at the east side of the Argonne Rd. Bridge right-of-way (ROW) The area is steep, completely fenced, & no parking or ADA access possible View corridor only from walkways over bridge (both sides of the road – predominantly outside city limits)	Fair (narrow walkway)
F	Historic Dalton Median	Dalton Rd. from West of Argonne to N. Sargent Rd.	Boulevard	City of Millwood	0.2 intermittent miles (5 blocks) 10.5' wide grass median w/ trees (majority are oaks) planted circa 1940's & sidewalks on both sides of Dalton Ave. First come / first serve use (Fall pictures, & occasional Summer enjoyment) + Special Event Permit for Millwood Daze	Good – Predominantly Healthy Trees No root issues Marguerite block has 1 tree that needs replacement due to fungus, trees replaced as needed Canopies along median and sides need thinning for tree & grass health

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
 						
Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
G	Millwood Elementary School / Kindergarten Center	8818 E. Grace Ave., Millwood	School	West Valley School District	Circa 1980 Approximately 8.5 outdoor acres (excluding the school building) Reservations through West Valley School District	

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
						
G-1	➤ Ballfields				Smith Field 2 Softball / Little League Ballfields w/ bleachers, dugouts, and a batting cage Porta Potty	Good
G-2	➤ Soccer Field				Soccer Field Goals Porta Potty	Good
G-3	➤ Multi-Use Field				Smith Field Multi-Use Soccer Field w/ Portable Goals	Good
G-4	➤ Playground				Elementary school age play structure + 2 diggers & swings	Good
G-5	➤ Parking				Approximately 127 regular (16 parallel & 111 angled / 90 degree parking stalls) + 4 handicap parking stalls (paved angled / 90 degree) w/ ADA access around facility	Good

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
H	West Valley High School	8511 E. Grace Ave. (Partially inside & partially outside city limits)	School	West Valley School District	Circa 1957, remodeled in 2008 Approximately 12 outdoor acres (excluding the school buildings) Reservations through West Valley School District	
						
H-1	➤ Ballfields		Jack Spring Stadium 2 Baseball fields w/ pitching mounds, dugouts, & bleachers (no lights) ADA access for seating & 2 handicap parking stalls		Fair - Good	

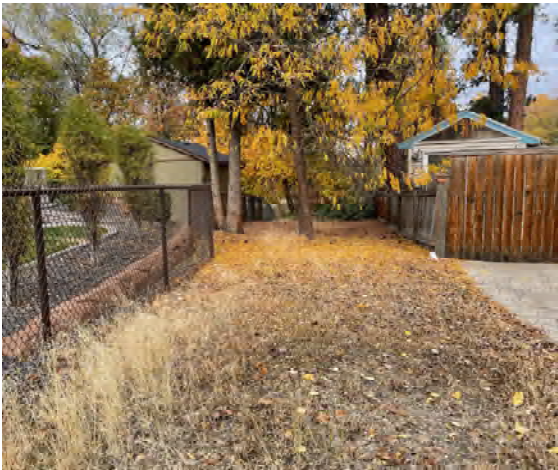
Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
						
H-2	➤ Track & Field & Football				• Rubberized 8 lane track w/ field events & surrounding grass football field • Grandstands & press box	Good
H-3	➤ Tennis Courts				8 Courts (no pickleball or lights)	Good
H-4	➤ Gym					
H-5	➤ Parking				Approximately 399 regular + 15 handicap parking stalls (paved 90-degree), 4 parallel regular stalls, & additional gravel parking areas for ballfields (parking also utilized for adjoining Interurban Trail)	Good (paved) Fair (gravel)

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
I	Sargent Rd. Spokane River Corridor (Sewer Lift Station #3)	E. South Riverway Ave. & N. Sargent Rd.	City ROW / Public Utility / Open Space	City of Millwood	Approximately 4,600 sq. ft. area (approx. 41' wide) with beach exposed late July – winter (about 5' rise in river to 2 nd cinder block up from beach)	Poor – access issues (grass to intermittent cinder block with dirt to river beach)
					Currently posted “use at own risk” Could possibly be improved for canoe/kayak put in: • Fence vault & electrical panel • Add ADA accessible pathway from ROW through grass • Improve river access w/ stairway and landing at beach or ADA accessible winding pathway and landing at beach • Possibly add 2 (90 degree or angled) parking stalls at edge of ROW into property (make 1 ADA) • Need minimal impact to adjoining neighbors	
						
						

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
J	Sewer Lift Station #2 – Spokane River Corridor	E. South Riverway Ave. & N. Dale Rd.	City ROW / Public Utility / Open Space	City of Millwood	Approximately 2,400 sq. ft. area (approx. 20' wide) Not suitable for river access & adjoining property encroachment	Poor – access issues



Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
K	Sewer Lift Station #1 – Spokane River Corridor	E. South Riverway Ave. (east of 8911 – former sewer treatment plant land)	City ROW / Public Utility / Open Space	City of Millwood	Approximately 2,400 sq. ft. area (approx. 14' wide) Not suitable for river access & adjoining property's dock extends into river frontage	Poor - access issues w/ electrical for utilities blocking



City of Millwood Operations and Maintenance

The City of Millwood employs a four (4) person year-round maintenance crew to handle public works, parks, and facilities maintenance.

- The General Parks portion of the 2025 preliminary budget is \$163,750.
- The Special Purpose Paths portion of the 2025 preliminary budget is \$64,150.
- Money is also allocated for fall leaf removal, winter snow and ice control, year-round lighting of trails, and sidewalks to maintain the useability of the Millwood trails system.

Additionally, the existing wading pool at Millwood Park requires seasonal lifeguards due to the level of water retention with a 2025 preliminary budget amount of \$20,600.

Surrounding Area Facilities

The following public / non-profit facilities are located outside the City of Millwood, as identified on Map 10-1.

Map 10-1 Label / Facility	Location	Facility Type	Owner / Manager	Description / Comments	Distance from Millwood (approximate)
Centennial Trail (CT)	Along the Spokane River adjacent to Millwood in Spokane County & City of Spokane Valley	Regional Trail	WA State Parks and Recreation / Friends of Centennial Trail & Participating Municipalities	Paved approximately 12' wide shared use trail	Approximately 1 mile to closest trailhead / access point (Donkey Island)
CT Donkey Island Trailhead (Mile 13)	North on Argonne Road through Millwood, over Spokane River and turn east on Maringo Drive, proceed east to dead end to find trailhead (see inventory map)	Regional Trail Trailhead	WA State Parks and Recreation / Friends of Centennial Trail & Participating Municipalities	Trailhead	Approximately 1 mile
CT Boulder Beach (Mile 16)	North on Argonne Road through Millwood, over Spokane River and turn west on Upriver Drive, approximately 1 mile upstream from Upriver Dam (see inventory map)	Regional Trail Trailhead	WA State Parks and Recreation / Friends of Centennial Trail & Participating Municipalities	Trailhead	Approximately 2 miles

Map 10-1 Label / Facility	Location	Facility Type	Owner / Manager	Description / Comments	Distance from Millwood (approximate)
CT Islands Trailhead / Swimming Area (Mile 12)	North on Argonne Road through Millwood, over Spokane River and turn east on Upriver Drive, proceed east to Islands Trailhead, just west of Plante's Ferry Park (see inventory map)	Regional Trail Trailhead	WA State Parks and Recreation / Friends of Centennial Trail & Participating Municipalities	Trailhead	Approximately 2.5 miles
CT Mirabeau Park (Mile 10.5)	East on Trent Ave., south on Pines Rd., east on Mirabeau Pkwy, proceed 0.7 miles to Trailhead on left (see inventory map)	Regional Trail Trailhead	WA State Parks and Recreation / Friends of Centennial Trail & Participating Municipalities	Trailhead	Approximately 3.5 miles
Knox Park	8699 E. Knox Ave., Spokane Valley, WA	Neighborhood Park	Unknown	Manicured open grass field with a building and swale	Approximately 1 mile
Orchard Center Elementary	7519 E Buckeye Ave, Spokane Valley, WA	School	West Valley School District	Playground & multi-use field Reservations through West Valley School District	Approximately 1.2 miles
Orchard Avenue Park	3300 N. Park Rd. Spokane Valley, WA	Open Space	Spokane County Parks	Park officially closed in 2022 due to Felts Field proximity and amenities were removed. Fenced grass field remains for dog walking, etc.	Approximately 1.3 miles
Pasadena Park Elementary School	8508 E Upriver Dr, Spokane Valley, WA	School	West Valley School District	Playground, trail, basketball courts, multi-use fields, & ballfield Reservations through West Valley School District	Approximately 1.3 miles

Map 10-1 Label / Facility	Location	Facility Type	Owner / Manager	Description / Comments	Distance from Millwood (approximate)
Seth Woodard Elementary School	7401 E Mission Ave, Spokane Valley, WA	School	West Valley School District	Playground, basketball courts, & multi-use field Reservations through West Valley School District	Approximately 1.8 miles
Hutton Settlement Children's Home	9907 E. Wellesley Ave. Spokane	Private / Non-Profit Facility <i>(school groups allowed to visit for field trips)</i>	Hutton Settlement Children's Home	319 acres of pristine natural settings with opportunities for learning and recreation (tennis courts, basketball courts, a swimming pool, a 2-mile hiking trail, a baseball field, playground equipment, an art studio, a music room, and a gym)	Approximately 1.9 miles
Valley Mission Park & Pool	11123 E Mission Ave, Spokane Valley, WA	Community Park	City of Spokane Valley	24 acres and 115 parking spaces with covered picnic shelter, picnic table, restrooms, play equipment, swimming pool and zero depth entry pool, pool shade structure and furniture, ball field, basketball, and tennis courts	Approximately 2.2 miles
Centennial Middle School	915 N Ella Rd, Spokane Valley, WA	School	West Valley School District	Tennis courts, ballfields, & multi-use fields Reservations through West Valley School District	Approximately 2.3 miles
Park Road Pool	906 N Park Road Spokane Valley, WA (abutting Centennial Middle School)	Aquatic Facility (seasonal)	City of Spokane Valley	2 acres, 101 parking spaces, swimming pool with slide, pool shade structure and furniture, picnic tables and restrooms	Approximately 2.3 miles

Map 10-1 Label / Facility	Location	Facility Type	Owner / Manager	Description / Comments	Distance from Millwood (approximate)
Camp Sekani & Beacon Hill Trail System	6722 E Upriver Dr, Spokane, WA	Conservation Area	City of Spokane Evergreen East Mountain Bike Alliance	Wooded park providing dog-friendly trails for mountain biking & hiking, plus a frisbee golf course. Over 30 mountain biking trails winding through 1,000 acres of public and private land	Approximately 2.4 miles
Trent Elementary School	3303 N Pines Rd, Spokane Valley, WA	School	East Valley School District	Playground & multi-use fields	Approximately 2.5 miles
Plante's Ferry Sports Complex	12320 E Upriver Drive Spokane Valley, WA	Regional Park / Sports Complex	Spokane County / Spokane County, Spokane Rapids Soccer, & Spokane Indians Youth Baseball	95-acre regional park / multi-sport stadium along the Spokane River with 5 baseball / softball fields, 13 soccer fields, playgrounds, walking trails, green space, bbq areas, picnic shelters, meeting rooms, concessions stand, multiple restrooms, over 650 parking spots, and 20 handicap parking spots. Plante's Ferry was the original site of Antoine Plante's ferry, which was the first established "dry" river crossing on the Spokane River.	Approximately 3.2 miles
Mirabeau Point Park, Mirabeau Springs Trails, & Discovery Playground	13500 Mirabeau Parkway, Spokane Valley, WA	Regional Park	City of Spokane Valley	55.51-acres of meadows, forest & springs with a discovery playground, trails, shelters & a horse arena.	Approximately 3.5 miles

Millwood Activities

Activities are provided through the West Valley School District and Millwood Community Organizations with additional activities provided by the local churches. The following is a summary of typical Millwood activities.

Activity	Description	Provider	Age Group	Timeframe / Location
West Valley School District Athletics	School sports including boys football, girls soccer, boys baseball, girls softball, girls volleyball, and boys/girls wrestling, basketball, tennis, cross country, track & field	WVSD	Youth (Grades K-12)	School Year at Schools and Off-Site Locations
West Valley School District Events	School skate nights, movie nights, elementary conference camps at West Valley Learning Center, etc.	WVSD Schools & School PTO	Youth (Grades K-12)	School Year at Schools and Off-Site Locations
Star Club	STAR Club is an after-school program designed to invest in the relationships of 3rd-5th grade students from Orchard Center & Ness Elementary Schools,	Millwood Impact	Youth (Grades 3 – 5)	Monday - Thursday 3:30-5:30pm when school is in session
Millwood Impact	Millwood Impact addresses unmet essential needs for the health and well-being of kids and families in the Millwood & West Valley Community (Millwood Meals, Summer Camp, etc.)	Millwood Impact	Youth & Families	Year-round Various Locations including Millwood Community Center (Millwood Presbyterian Church), 8863 E. Euclid Ave, Millwood, WA
Millwood Farmer's Market	Farmer's market	Millwood Community Association	All Ages	Wednesdays, 3-7pm from May – October in Millwood Park, 9241 E Frederick Ave, Millwood
Pumpkin Patch Community Garden	Community garden	Millwood Community Association	All Ages	Spring - Fall 9108 East Maringo Drive, Spokane, WA
Millwood Daze	Community celebration	Millwood Community Association	All Ages	Last Saturday in August Historic Dalton Median, Millwood Community Presbyterian Church, & Downtown Millwood

Activity	Description	Provider	Age Group	Timeframe / Location
Winterfest / Tree Lighting	Community celebration with Tree Lighting at Inland Empire Paper (IEP), Christmas Market on Dalton, and special events through the business community.	Millwood Community Association	All Ages	Early December Downtown Millwood
?	?	?	?	?
?	?	?	?	?
?	?	?	?	?
?	?	?	?	?
?	?	?	?	?
?	?	?	?	?

10.4 PUBLIC INVOLVEMENT

The GMA requires early and continual citizen participation in the development and updates of comprehensive plans and development regulations. A specific goal of the GMA is to encourage the involvement of citizens in the planning process. The City of Millwood provided several opportunities for the public to participate, provide comments, and learn about the Periodic Update. Specifically for the Parks and Recreation Element, the 2024 Millwood Periodic Update Community Survey, along with stakeholder interviews, and other public outreach/planning efforts including the “Imagine Millwood” activity, informed this element. While traditional methods (meetings, workshops, presentations, etc.) remained an important role in public engagement, the City also used alternative participation tools to make it easier for the public to participate.

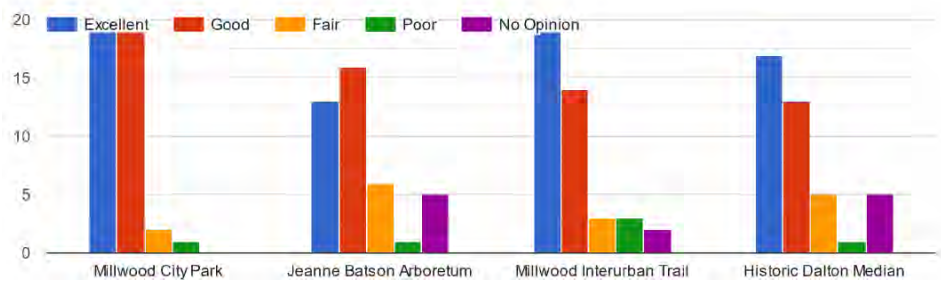
Millwood Community Survey

From mid-September to mid-October 2024, a community survey was conducted for the periodic update and the responses have been disbursed throughout this Comprehensive Plan based on the element topic. Questions that were specifically related to parks, recreation, open space, and trails have been included below. The survey responses were statistically representative of Millwood with the exception of the youngest citizens (responses were not received from the 24 and younger age category); however, the vast majority of responses received for “Imagine Millwood” were from that age category.

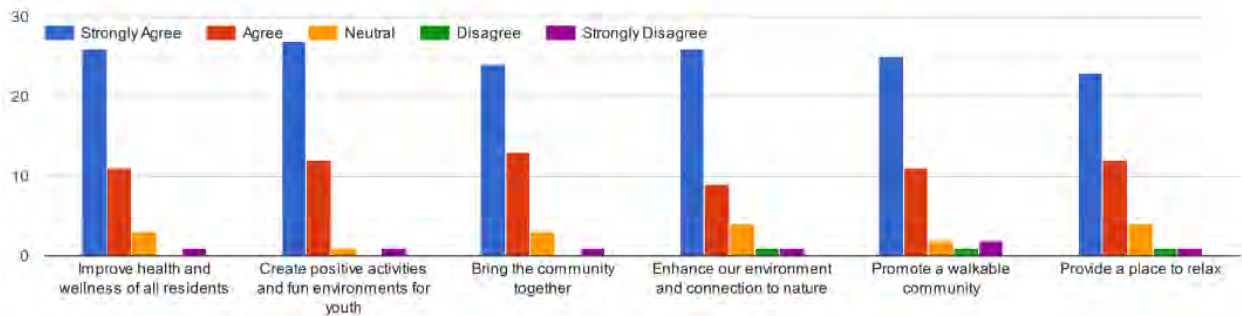
Overall, citizens and user groups feel the City’s parks, open space, and trails facilities are well maintained, they provide multiple benefits, access is very important, pedestrian and bicycle paths as well as overall walkability is good but sidewalks could be improved, and the City needs to work on having adequate Spokane river access.

Within project and funding prioritization responses, sidewalks, multi-use pathways, and park features ranked highly overall (charts will be included in the Capital Facilities element).

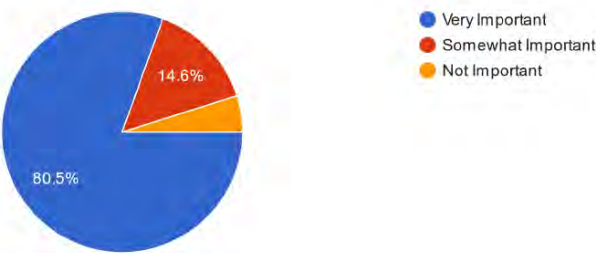
How would you rate the overall quality and maintenance of City of Millwood parks, open space, and trails?



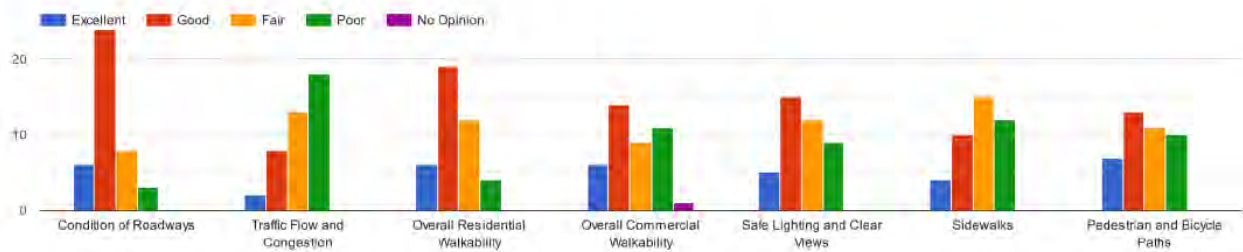
What are the most important things Millwood parks, recreation, open space, and trails can do for our community?



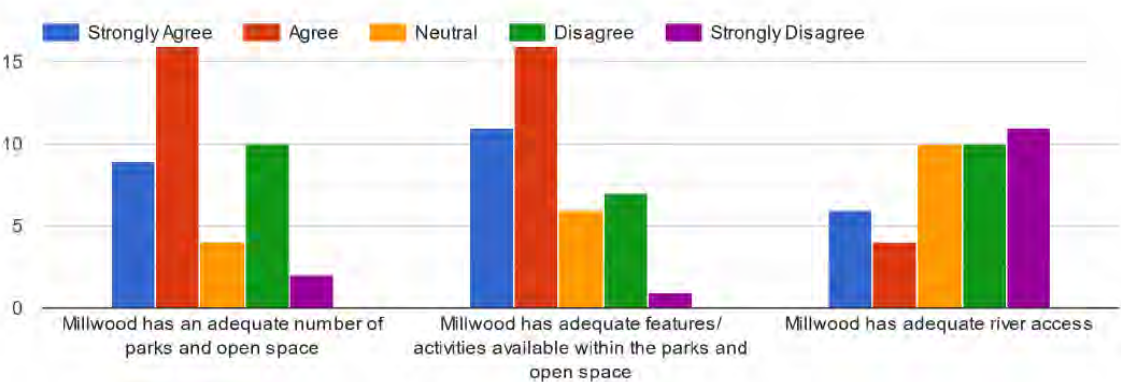
How important is access to parks, recreation, open space, and trails within the City of Millwood?
41 responses



How would you rate the quality of the following transportation conditions?



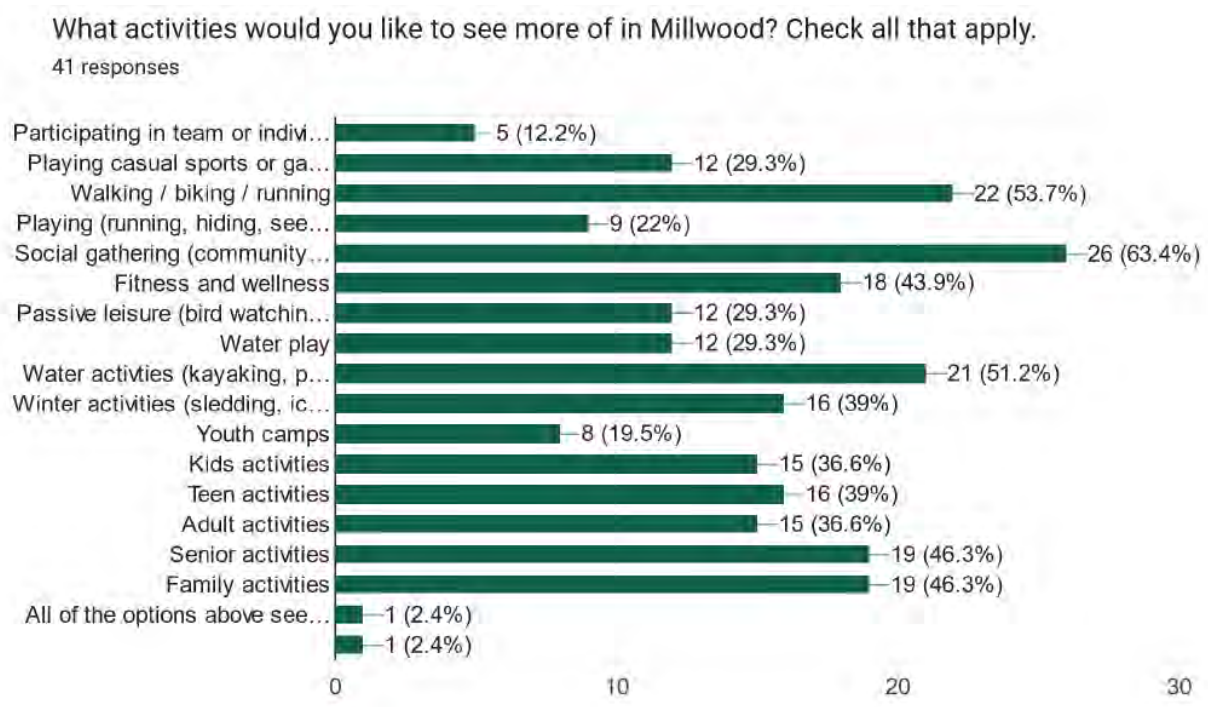
How do you feel about the following statements about how well Millwood's parks and open space meet community needs?



Respondents were asked to expand upon their answers to the community needs question and the following is a summary of the responses by topic and majority opinion:

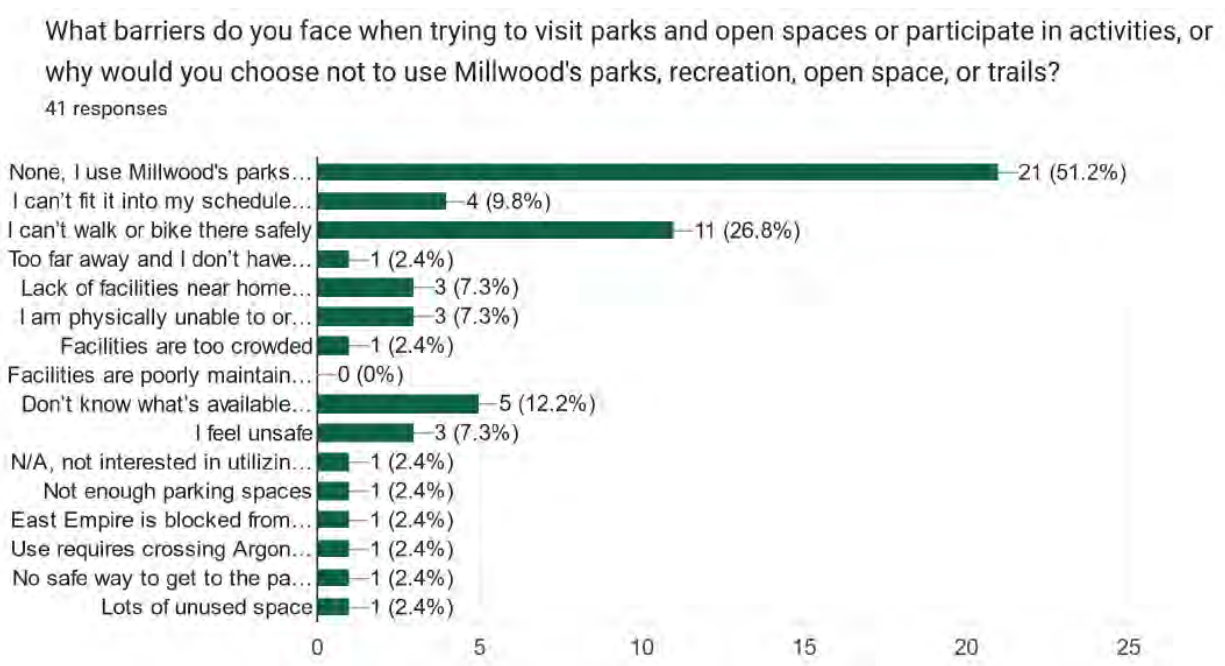
- There is only one park and playing at the school playgrounds isn't a good daytime option unless it is summer. The park is nice but it has limited parking and no handicap accessibility. Parts of the park could be updated and used for more activities / amenities (i.e. pickleball courts, space for food trucks at events, space for performances, adding power outlets, etc.). The current City Park has gotten smaller over the years for construction of the city shop building, the fire station, etc. that have all taken land without adding replacement park land.
- The river is an important Millwood feature yet there is no direct public access and very minimal visual access to the river for anyone that does not own a house on the river, we need clean and safe river access for Millwood residents. We are a City bordered by the Spokane River and the city owns property on the river. Residents should have access to small walk-to neighborhood river parks to launch kayaks, paddle boards, and small canoes, and enjoy the river views.

There were also individual responses about selling the city's lots on the Spokane River / not creating river access, not adding more walkability, having the city work on maintaining / beautifying trail connections between residences, issues with residents / animal control near parks, needing a way to cross Argonne on the Centennial Trail, and the need for sidewalks and streetlights throughout the whole community (especially the east side of Millwood), as well as other element topics such as traffic and transit.

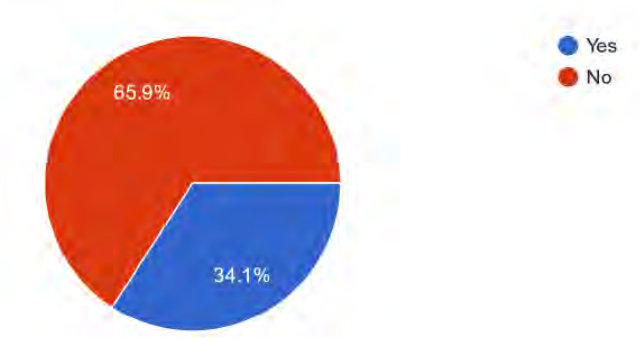


Concerning Millwood activities, the top five activities that respondents would like to see more of in Millwood are social gatherings / community events, walking/biking/running opportunities, water activities (kayaking, paddle boarding, etc.), senior activities, and family activities.

The majority of respondents do not face barriers to visiting parks and open spaces or participating in activities; however some do experience barriers such as not being able to walk or bike there safely and 34.1% do encounter barriers to individuals with disabilities accessing Millwood’s parks, recreation, open space, or trails.

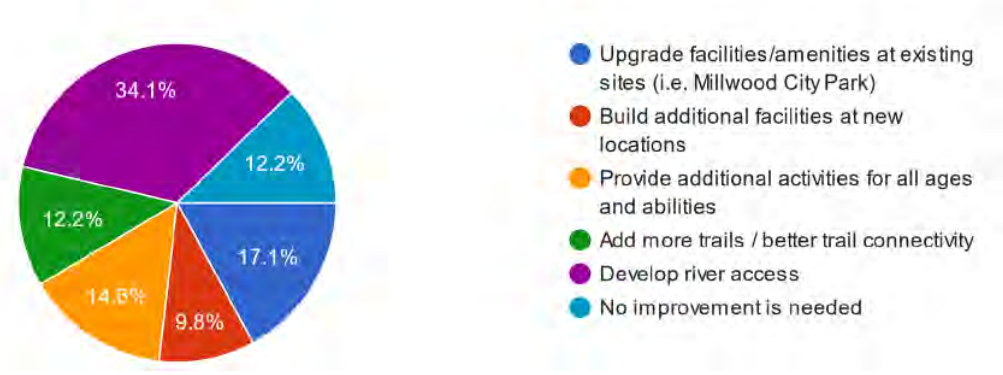


Do you encounter any barriers to individuals with disabilities accessing Millwood's parks, recreation, open space, or trails ?
41 responses



Developing river access is the most important thing the city can do followed by upgrading facilities/amenities at existing sites like Millwood Park. Although walking / biking / running received the second highest response to “what activities would you like to see more of in Millwood,” adding more trails / better trail connectivity tied for fourth place on most important improvement.

What is the most important thing the City could do to improve Millwood's parks, recreation, open space, and trails?
41 responses



Imagine Millwood

Imagine Millwood was conducted beginning in August 2024 at Millwood Daze through the start of the school year in September. Kids of all ages participated with almost every response of “what could make Millwood better” and every “Imagine Millwood” drawing was pertaining to something parks, recreation, open space, or trails related.

Millwood Daze 2024 "Imagine Millwood" activity for kids of all ages!

What makes Millwood great?

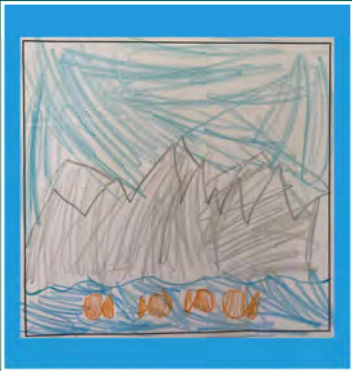
- All the great people
- I feel comfortable with how it's handled
- Neighbors, local businesses, trees
- Caring staff and lovely events
 - Events and trees
- I love the splashpad
- The playground

What could make Millwood better?

- Add more rainbows
- To have carnival rides
- Hot air balloons
- Fishing pond
- More trees
- Boulevard down Argonne
- Less squatters



Imagine Millwood 20 years from now and draw how it would look, something you want Millwood to have, etc.



Stakeholder Interviews

Need to complete

Millwood Park Reimagined 2022 - 2023

Add Summary & draft park master plan picture

A question was included in the Millwood Community Survey discussed above that asked respondents to rank the priority of the proposed Millwood Park amenities / features. New Playground (ADA Compliant) and Wading Pool / Splash Pad (ADA Compliant) were clearly the highest priorities while the remaining were closely ranked. The results derived were as follows:

- 1. New Playground (ADA Compliant)
- 2. Wading Pool / Splash Pad (ADA Compliant)
 - Tiered Hard Surface Plaza for Gatherings, Events, etc.
 - Additional Parking
 - New Tennis / Pickleball Courts
 - Picnic Shelters
 - Wider Multi-Use Paths (ADA Compliant)
 - Walking Paths (ADA Compliant)
 - New Basketball Court / Sport Court
 - Additional Bathroom

10.5 DEMAND AND NEED ANALYSIS

Introduction

Priority Chart

As identified in Chapter 3 (Community Vision), a link to the Centennial Trail has been a City of Millwood goal for 30 years. Due to this, Maps 10-4 and 10-5 have been prepared to identify the only area within the city limits that has the Centennial Trail adjoining the Spokane River, adjacent to the boundary of the City of Millwood. While this has been included for reference, availability of land and project cost prevents a link in the foreseeable future.

A Centennial Trail link from the City of Millwood, at a minimum, would require:

- Approval / funding to utilize the currently unused railroad right-of-way that connects from Empire Way and intersects the extended right-of-way at N. Woodruff Rd for a pedestrian and bicycle access trail.
- Approval from Inland Empire Paper / land acquisition and funding for a pedestrian and bicycle access trail and construction of the southern portion of a pedestrian / bicycle bridge to cross the Spokane River.
- Approval from WA State Parks and Recreation and funding to construct the northern portion of a pedestrian / bicycle bridge to cross the Spokane River along with construction of a connecting trail to the Centennial Trail.
- Shoreline development permit review and requirements.



Map 10-4 – Potential Centennial Trail Connection Location



Map 10-5 – Potential Centennial Trail Connection Detail

10.6 CAPITAL IMPROVEMENT PROGRAM (CIP)



Amanda Tainio, Principal

November 4, 2024

Memo To: Millwood City Council

RE: October 2024 Planning Report

Here is a summary of the planning activities for the month of October 2024:

- The Planning Commission met on October 29th (Special Meeting) to review initial drafts of Comprehensive Plan Chapters 1-4 and work on community visioning for the 2026 Periodic Update.
 - The next regular meeting is the day before Thanksgiving, so a Special Meeting is being scheduled for November 26th at 6pm and following items are currently on the agenda:
 - Periodic Update - Introduction to new Draft Comprehensive Plan Parks and Recreation Element
- Permit/license/land use application review and processing:
 - 8915 E. Trent - Starbucks site / landscape inspection & follow-up (MW-2024-0007)
 - 2802 N. Stout – Adult Family Home (AFH) zoning review (MW-2024-0095)
 - 3303 E. Bessie – Accessory Dwelling Unit (ADU) routing, review, & approval (MW-2024-0016)
 - 10423 E. Trent – Business License review for Checkpoint Transport
 - 10423 E. Trent – Code enforcement assistance
 - 8911 E. South Riverway – Shoreline Development Permit Exemption review (SDPE-2024-03)
 - 8307 E. Trent - North 40 finalization & Certificate of Occupancy issuance (MW-2023-0001)
 - 3330 N. Fowler – Detached garage review / approval (MW-2024-0105)
 - Zoning Text Amendment – Adoption by reference (ZTA-2024-02) City Council presentation
 - Misc. zoning reviews / information / other jurisdiction SEPA reviews
- 2026 Periodic Update
 - Checklist presentation and community visioning City Council workshop
 - Community Survey monitoring and shutdown on 10/23/24
 - Work on Comprehensive Plan Chapters 1- 4
 - Preparation for new Comprehensive Plan Parks & Recreation Element + inventory / conditions assessment field work
 - Local Project Review Webinar
 - Website content, email list, & social media updates
 - Planning Commission Special Meeting Notice, community survey shutdown, website link updates, public notice list email additions and welcome email
 - Land Capacity Analysis Report



Amanda Tainio, Principal

- Planning Technical Advisory Committee (PTAC) topic review and meeting attendance for 2026 Periodic Update topics.

With best regards,
Amanda Tainio
Millwood Contract City Planner
planner@millwoodwa.us