



City Council Regular Meeting Agenda

Tuesday, August 11, 2026 at 6:00 PM

9103 E Frederick Ave.

www.youtube.com/@cityofmillwood

2026 Strategic Theme: “Our Future. Our Water.”

1. CALL TO ORDER & ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING AGENDA

4. LOCAL AGENCY REPORTS/PRESENTATIONS

- a. Congressional Gold Medal Recipient - Scarlett Kinville

5. OTHER PRESENTATIONS

6. DISCUSSION ITEM (no action)

- a. Moratorium Update - Mayor Shawna Beese & Brian Werst

7. PUBLIC COMMENTS CONCERNING ACTION ITEMS

In compliance with the requirements of the Washington State Open Public Meetings Act (OPMA) the City accepts public comments concerning agenda items proposed for final action by the City Council (“Action Items”). Written public comments are accepted up to 24 hours prior to this meeting by (1) USPS mail to: City of Millwood, 9103 E Frederick Avenue, Millwood, WA 99206; (2) electronic mail to comments@millwoodwa.us, or; (3) direct at City Hall. All received comments are distributed to the City Council, Mayor, and City Staff prior to this meeting for review and consideration before action.

8. EXECUTIVE SESSION (if necessary)

9. ACTION ITEMS FOR FIRST READING

10. ACTION ITEMS FOR CONSIDERATION

- a. [Consent Agenda](#)

[\(1\) Joint City Council - Planning Commission Special Meeting Minutes July 14, 2026, \(2\) City Council Regular Meeting Minutes July 14, 2026, \(3\) July 2026 Dashboard, \(4\) July 2026 Check Register, \(5\) July 2026 Treasurer's Report](#)

- b. [ORDINANCE No. 560 - Budget Amendment](#)

- c. [Approval of SAO Engagement](#)

11. REPORTS (no action)

- a. Acting Treasurer - Aaron Hall
- b. Clerk/Public Records and Code Enforcement – Bridget Gill
- c. Facilities - Kyle Schiewe

- d. Utilities - Matt Erdahl
- e. [Planning - Amanda Tainio - Upward 7 Consulting](#)
- f. Legal - Brian Werst - Witherspoon Brajcich McPhee, PLLC
- g. Mayor – Shawna Beese

12. COUNCIL INFORMATION (no action or discussion)

- a. [FDR Change Orders](#)

13. PUBLIC REMARKS

Public Remarks are an opportunity for citizens to address the Council, 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.

14. COUNCIL REMARKS

15. ANNOUNCEMENTS

16. SET NEXT MEETING

- a. Set Special Meeting - Public Hearing for the Data Center Moratorium August 25th, 2026 at 6:00 PM

17. ADJOURNMENT



Joint City Council - Planning Commission Special Meeting Minutes

Tuesday, July 14, 2026 at 5:00 PM

9103 E Frederick Ave.

www.youtube.com/@cityofmillwood

2026 Strategic Theme: "Our Future. Our Water."

1. CALL TO ORDER & ROLL CALL

Mayor Beese called the Joint City Council - Planning Commission Special Meeting to order at 5:01 pm. A quorum was present.

PRESENT

Mayor Shawna Beese
Council Member Shaun Culler
Council Member Dan Sander arrived at 5:03 pm
Council Member Kelly Stravens
Council Member Andy Van Hees
Council Member Tina Seifert

Chairman Michael Ankney

Commissioner Bill Rickard

Commissioner Jay Molitor

Commissioner Karina Chernioglo

ABSENT

Commissioner Bobbie Beese

2. OTHER PRESENTATIONS

a. 2026 Periodic Update - Updates to the City Development Regulations

Ms. Tianio presented the 2026 Periodic Update - Updates to the City Development Regulations presentation. Ms. Tainio explained the Washington State Growth Management Act (GMA) requires cities and counties to adopt comprehensive plans and development regulations for their communities and conduct a periodic update of those documents every ten (10) years. Ms. Tainio explained the comprehensive plan portion of the periodic update has been completed and updates to the development regulations are in process. Ms. Tainio discussed the proposed modifications and updates to the Development Regulations portion with the Council and Planning Commission.

Council Member Stravens asked if there is any capability to increase setbacks, voicing concern going from 30ft between houses to 10ft (5ft between buildings). Ms. Tainio explained the tier 3 ordinance specifies how high or low you can go with setbacks, noting Millwood stayed on the higher end with front and back setbacks; however, she will follow up on those requirements for Council Member Stravens.

3. COUNCIL - COMMISSION REMARKS

Commissioner Cherniogolo made no comment.

Commissioner Molitor made no comment.

Chairman Ankney thanked Ms. Tainio for her great work and gave a shoutout for Commissioner Chernioglo's valuable input. Chairman Ankney noted traffic from Argonne construction has been creating racetrack on Willow. Stating his neighbors are asking if speed bumps would be place on the road again. Mayor Beese noted the topic would be covered at the following regular City Council meeting, asking for comments to stay withing the scope of the special meeting. Chairman Ankney requested clarification on if a neighbor could submit a code enforcement violation could that be submitted anonymously. Mr. Werst clarified due to public records requests the anonymous check box on the Citizen Action Request form was removed.

Council Member Stravens thanked the Commission and Ms. Tainio their hard work, emphasizing he would like to see 7.5 ft on setbacks.

Council Member Sander stated he is amazed at the complexity periodic update and Ms. Tainio's hard work.

Council Member Van Hees thanked everyone.

Council Member Seifert noted she has attended a few planning meetings and thanked everyone for their hard work.

4. ADJOURNMENT

Mayor Beese asked Chairman Ankney to adjourn the Joint Special Meeting. Chairman Ankney entertained a motion to adjourn the Joint Meeting. Motion made by Council Member Stravens, Seconded by Commissioner Rickard to adjourn the Joint City Council - Planning Commission Special Meeting at 5:33 pm .

Voting Yea: Council Member Seifer, Council Member Culler, Council Member Van Hees, Council Member Sander, Council Member Stravens, Commissioner Ankney, Commissioner Rickard, Commissioner Molitor, Commissioner Chernioglo



City Council Regular Meeting Minutes

Tuesday, July 14, 2026 at 6:00 PM

9103 E Frederick Ave.

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2026 Strategic Theme: "Our Future. Our Water."

1. CALL TO ORDER & ROLL CALL

Mayor Beese called the Regular City Council Meeting to order at 6:01 pm. A quorum was present.

PRESENT

Mayor Shawna Beese
Council Member Shaun Culler
Council Member Dan Sander
Council Member Kelly Stravens
Council Member Andy Van Hees
Council Member Tina Seifert

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING AGENDA

Mayor Beese announced the Daughters of the American Revolution requested the America 250 Proclamation be read out loud as the first item of the meeting.

Motion made by Council Member Stravens, Seconded by Council Member Stravens to approve the amended agenda to include reading of the America 250 Proclamation.

Voting Yea: Council Member Seifert, Council Member Culler, Council Member Van Hees, Council Member Sander, Council Member Stravens

4. LOCAL AGENCY REPORTS/PRESENTATIONS

Mayor Beese read aloud the American 250 Proclamation. Cindy Lundberg, Regent of the May Hutton Chapter of the Daughters of the American Revolution, thanked Millwood for the proclamation and extended an invitation to attend the Washington America 250 day at the Spokane Valley Heritage Museum on August 8, 2026.

a. Congressional Gold Medal Recipient - Scarlett Kinville

The presentation was rescheduled to the next Council Meeting.

b. STA - Proposition 1

Carly Cortright, Chief Communications & Customer Service Officer with STA, presented the STA Proposition 1 presentation.

Mayor Beese asked the Council if they had any questions for Ms. Cortright.

Council Member Sander noted the importance of buses for people who do not have a cars readily available to them, along with STA doing a good job working and paying attention to various developments happening locally.

Mayor Beese opened the room for any public comments. No comments were made or received. Mayor Beese announced she is obligated to ask if there were any public comments to speak against STA Proposition 1 and opened the room for any public comments. No comments were made or received.

c. SVFD Quarterly Report - Cheif Frank Sotto

Cheif Soto presented the second quarter Spokane Valley Fire Department Report.

5. OTHER PRESENTATIONS

6. PUBLIC COMMENTS CONCERNING ACTION ITEMS

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There were no public comments concerning action items received prior to the meeting and there no comments from those in attendance.

7. EXECUTIVE SESSION (if necessary)

8. ACTION ITEMS FOR FIRST READING

- a. Resolution 2026-05 - Supporting Spokane Transit Authority Proposition No. 1 regarding maintenance and enhancement of public transportation services on the ballot for the August 2026 Primary Election

Mr. Werst explained when there is a local ballot measure, local governments are allowed to adopt a resolution either in support or in opposition to it. Mr. Werst explained that Council Member Sander requested that we present a resolution, similar to the one passed 10 years ago, for Council's consideration and approval. Stating the resolution would essentially support Proposition Number 1 for the STA to collect up to two tenths of 1% sales tax.

Council Member Seifter brought to attention two scrivener's errors being, the date of the resolution and second adding in effective date to be January 1, 2029 instead of just the year of 2029.

Council Member Stravens voiced his support for the STA Proposition Number 1.

Mayor Beese called for any public comments one last time, no comments were made.

Motion made by Council Member Sander to approve the Resolution-2026-05 supporting the Spokane Transit Authority Proposition Number 1 with modification of two scrivener's corrections, Seconded by Council Member Stravens.

Voting Yea: Council Member Seifert, Council Member Culler, Council Member Van Hees, Council Member Sander, Council Member Stravens

- b. Resolution 2026-06 - Purchasing Policies

Mayor Beese explained the procurement policy had been reviewed by the finance committee, noting that it could not be streamlined more than it is, as each item speaks to a different code.

Mr. Werst discussed edits added, being there has been new legislation that adjusted the \$350,000 thresholds effective January 1 that increase up to \$530,000 which will allow additional flexibility for the City to procure in a more streamlined fashion.

Council Member Stravens requested clarification change orders numbers. Mr. Werst explained the change order numbers are really for unexpected expenditures in the field, noting if there was a change order above the threshold, a special meeting would need to be held. Council Member Stravens clarified any purchases over \$25,000 would require council approval, noting concern if there is a change order it will not come back to council until it reaches \$50,000 which would be double the amount of initial approval. Council Member Culler recommended specifying public work projects. Mayor Beese expressed the importance of Public Works having the ability to respond to unexpected issues in the field, noting the council would already have knowledge of those projects.

The Council discussed and agreed to refer back the purchasing policy to the finance committee for review.

c. Mayor Budget Memo 2027

Mayor Beese discussed her Mayor Budget Memo for 2027. Highlighting recommendations for adding two essential roles for the remainder of 2026 and the 2027 budgets. One being a part-time, full-time or contract Administrator, who if the right person is found would be able to provide support for first-time newly appointed city officials. Second, being a part-time, full-time or contract Utilities Data Specialist to assist with establishing our own in-house data. Noting both these positions would extend for 18-24 months. Mayor Beese expressed the importance of having the ability to utilize an experienced municipal consult to advise and use as a resource for the Administrative Team.

Mayor Beese and the Council thoroughly discussed the details and duties expected of each position, with Mayor Beese asking for approval to move forward with onboarding and or searching for a potential Data Specialist. Mr. Werst provided clarification the budget amendment approval would be required first prior to moving forward with hiring. The Council came to a consensus to permit forward progression in the search for a Utilities Data Specialist, if moving forward a special meeting would be called.

9. ACTION ITEMS FOR CONSIDERATION

- a. (1) City Council Regular Meeting Minutes, (2) April 2026 Dashboard, (3) May 2026 Dashboard, (4) June 2026 Dashboard, (5) May 2026 Check Register, (6) May 2026 Treasurer's Report, (7) June 2026 Check Register, (8) June 2026 Treasurer Report, (9) YTD Budget-to-Actual through 06-30-2026 (10) City Council Special Meeting Workshop Minutes June 9, 2026

Motion made by Council Member Sander, Seconded by Council Member Seifert to approve the consent agenda with modifications provided by Council Member Seifert, being minor scrivener's errors on Meeting Minutes.

Voting Yea: Council Member Seifert, Council Member Culler, Council Member Van Hees, Council Member Sander, Council Member Stravens.

- b. ORDINANCE No. 559 - Moratorium Data Centers

Ms. Tainio explained the City is currently in the process of a periodic update, noting the topic of Data Centers were not included. Ms. Tainio discussed the reason a Moratorium was brought forward is to allow the City time to research, analyze and see what best fits for Millwood. Ms. Tainio explained the comprehensive plan requires the City to protect the environment to the best extent possible, to address development prior to it occurring and to plan for it. Noting the purpose of a moratorium allows time for this particular use, that is currently not addressed in the development regulations, to figure out the use and if can fit or cannot fit within the City of Millwood.

Council Member Stravens stated from a commercial real estate standpoint, there are data centers looking, explaining there are substantial issues with many however there are good data centers. He agreed setting rules and regulations due to having a larger commercial property within Millwood that would be an ideal site. Council Member Stravens stated he will abstain from voting.

Ms. Tainio explained part of the ordinance would include a special meeting on August 25, 2026, for a public hearing, noting a work plan would be presented at that time.

Motion made by Council Member Sander to adopt Ordinance 559 the Data Center Moratorium, Seconded by Council Member Seifer who provided one scrivener error.

Voting Yea: Council Member Siefert, Council Member Sander, Council Member Van Hees

ABSTAIN: Council Member Culler, Council Member Stravens

10. REPORTS (no action)

a. Treasurer - Acting Treasurer Aaron Hall

Mr. Hall reported all 2026 quarterly fillings have been submitted and shared the pre-audit meeting with the SAO is scheduled for the day after council and expects to get a timeline of what will be needed for review.

b. Clerk/Public Records and Code Enforcement – Bridget Gill

Ms. Gill reported that she had attended the annual AWC conference with Council Member Seifert and Council Member Sander and provided an update the code enforcement complaint on E Courtland has been resolved, along with working on public records with Ms. Kotkin. Ms. Gill reported that Admin Assistant, Josh Simmons, has been working on entering backflow tests.

c. Facilities - Kyle Schiewe

Mr. Schiewe reported the new banners have been put up on the light poles and the wading pool is fully staffed with lifeguards and open 7 days. Mr. Schiewe gave an update on the Argonne FDR project stating they are currently grinding down the northbound lanes, lowering all the sewer manholes, gas and electrical down a foot lower then where they are at now. Mr. Schiewe stated they hope to start the concrete treated base process by end of week.

d. Utilities - Matt Erdahl

Mr. Erdahl reported all water samples came back good, with warmer weather the lead pump has been switched to New Park, and consumer confidence report was sent to the Department of Health. Mr. Erdahl reported minor maintenance fixes were completed for the Old Park generator and Prestige Pump. Mr. Erdahl reported for sewer RCW came out and installed a new control panel at lift station 3.

e. Planning - Amanda Tainio - Upward 7 Consulting

Ms. Tainio's presented her report that was included in the packet.

f. Legal - Brian Werst - Witherspoon Brajcich McPhee, PLLC

Mr. Werst had nothing to report and stated he always happy to answer any questions.

g. Mayor – Shawna Beese

Mayor Beese reported coordinating with Mr. Schiewe on traffic control in a systematical way, encouraging comments and information about the Argonne FDR project to be submitted through the City's website. Mayor Beese discussed her and Ms. Tainio will be featuring on the next newsletter an educational graphic of how citizens can propose an ordinance review, with hopes to promote positive civic engagement within the community.

11. COUNCIL INFORMATION (no action or discussion)

a. SVFD - City of Millwood Burn Restriction Notice and Order

12. PUBLIC REMARKS

Public Remarks are an opportunity for citizens to address the Council, 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.

No public remarks were made or submitted.

13. COUNCIL REMARKS

Council Member Stravens stated coffee with Mayor has been very popular and thanked staff.

Council Member Sander commented on flyers on the back of the newsletter suggesting one for building permits.

Council Member Culler noted a cut through from Argonne traffic on Dale.

Council Member Seifert thanked staff, informing of another cut through from Argonne Traffic on Stout.

Mayor Beese reminded to route traffic complaints to Crime Check.

Council Member Van Hees thanked everyone.

14. ANNOUNCEMENTS

15. SET NEXT MEETING - August 11th, 2026 at 6:00 PM

16. ADJOURNMENT

Motion made by Council Member Stravens, Seconded by Council Member Van Heese to adjourn the City Council Regular Meeting at 8:26 pm.

Voting Yea: Council Member Seifert, Council Member Culler, Council Member Van Hees, Council Member Sander, Council Member Stravens

COMPARISON OF 2026 Year-to-Date to Budget and 2025

Section 10, Item a.

Account #	Description	All Funds: YTD 07/31/2025	All Funds: YTD 07/31/2026	% to 2025	All Funds: Budget to Date 07/31/2026	% to Budget
Beginning Cash and Investments						
308.21	Nonspendable	-	-			
308.31	Restricted	991,552	970,779			
308.41	Committed	45,487	52,612			
308.51	Assigned	471,107	733,358			
308.91	Unassigned	2,198,445	(272,028)			
388/588	Net Adjustments	-	-			
	Cash and Investments - Beginning of Year	3,706,591	1,484,721		2,054,568	
Revenues						
310	Taxes	1,085,177	1,050,949	-3.2%	1,080,924	-2.8%
320	Licenses and Permits	24,213	16,908	-30.2%	21,292	-20.6%
330	Intergovernmental Revenues	174,144	2,149,612	1134.4%	2,393,136	-10.2%
340	Charges for Goods and Services	541,660	614,072	13.4%	611,867	0.4%
350	Fines and Penalties	1,206	4,068	237.3%	1,458	179.0%
360	Miscellaneous Revenues	79,780	28,409	-64.4%	162,021	-82.5%
	Total Revenues:	1,906,180	3,864,018	102.7%	4,270,698	-9.5%
Expenditures						
510	General Government	360,334	428,020	18.8%	405,469	5.6%
520	Public Safety	196,417	206,970	5.4%	214,858	-3.7%
530	Utilities	492,981	493,246	0.1%	591,435	-16.6%
540	Transportation	258,394	255,946	-0.9%	322,630	-20.7%
550	Natural and Economic Environment	94,938	82,512	-13.1%	106,073	-22.2%
560	Social Services	142	267	88.0%	292	-8.6%
570	Culture and Recreation	83,033	79,760	-3.9%	111,449	-28.4%
	Total Expenditures:	1,486,239	1,546,721	4.1%	1,752,206	-11.7%
	Excess (Deficiency) Revenues over Expenditures:	419,941	2,317,297	451.8%	2,518,492	-8.0%
Other Increases						
391-393, 596	Debt Proceeds	-	-		-	
397	Transfers-In	-	-		-	
385	Special or Extraordinary Items	-	-		-	
386,389	Custodial Activities	6,435	27,125	321.5%	-	
381,382,395,398	Other Increases	6,000	265,000	4317%	-	
	Total Other Increases	12,435	292,125	2249.2%	-	
Other Decreases						
594-595	Capital Expenditures	648,150	827,857	27.7%	1,477,751	-44.0%
591-593	Debt Service	-	-		12,210	-100.0%
597	Transfers-Out	-	-		-	
586, 589	Custodial Activities	(24,939)	(17,696)	-29.0%	-	
585	Special or Extraordinary Items	-	-		-	
580,596,599	Other Decreases	-	262,587	#DIV/0!	-	
	Total Other Decreases	623,211	1,072,748	72.1%	1,489,961	-28.0%
	Increase (Decrease) in Cash and Investments	(190,835)	1,536,674	-905.2%	1,028,531	49.4%
	Estimated Ending Cash and Investments	3,515,756	3,021,395		3,083,099	

CHECK REGISTER

City Of Millwood

Time: 08:55:43 Date: Section 10, Item a.

07/01/2026 To: 07/31/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1477	07/06/2026	Claims	5	EFT	Xpress Billpay	427.97	Xpress Bill Svc Fees for June 2027
1479	07/03/2026	Payroll	5	EFT	EFTPS	11,432.14	941 Deposit for Pay Cycle(s) 06/30/2026 - 06/30/2026
1482	07/03/2026	Claims	5	EFT	Paymentech, LLC	542.28	Paymentech CC Processing Fees for June 2026
1483	07/07/2026	Payroll	5	EFT	AWC Employee Benefits Trust	15,009.22	Pay Cycle(s) 06/30/2026 To 06/30/2026 - Asuris; Pay Cycle(s) 06/30/2026 To 06/30/2026 - Kaiser; Pay Cycle(s) 06/30/2026 To 06/30/2026 - Dental; Pay Cycle(s) 06/30/2026 To 06/30/2026 - Vision; Pay Cycl
1528	07/10/2026	Payroll	5	EFT	Department of Retirement	4,603.95	Pay Cycle(s) 06/30/2026 To 06/30/2026 - PERS 2; Pay Cycle(s) 06/30/2026 To 06/30/2026 - PERS 3
1531	07/13/2026	Payroll	5	EFT	Department of Retirement	7,509.59	Pay Cycle(s) 06/30/2026 To 06/30/2026 - Deferred Comp
1554	07/15/2026	Payroll	5	EFT	WA Cares Fund-Employment Security	789.58	Pay Cycle(s) 04/30/2026 To 04/30/2026 - WA State Long Term Care; Pay Cycle(s) 05/31/2026 To 05/31/2026 - WA State Long Term Care; Pay Cycle(s) 05/31/2026 To 05/31/2026 - WA State Long Term Care; Pay C
1559	07/17/2026	Claims	5	EFT	Banner Bank - 4120	1,946.56	Kyle S CC Purchases 06/24/2026 - 07/06/2026
1560	07/17/2026	Claims	5	EFT	Banner Bank - 9371	1,847.88	Bridget Gill Card Purchases 06/11/2026 to 07/06/2026
1621	07/22/2026	Claims	5	EFT	Department of Revenue	2,832.70	June 2026 Sales & Excise Tax Filing
1646	07/28/2026	Claims	5	EFT	Fuelman	773.33	June Fuel 06/01/2026 - 06/30/2026
1687	07/14/2026	Payroll	5	EFT	PFMLA - Employment Security	1,098.81	Pay Cycle(s) 04/01/2026 To 06/30/2026 - PFMLA FY2026 Q2
1702	07/31/2026	Payroll	5	EFT	Michael L Ankney	73.42	July 2026
1703	07/31/2026	Payroll	5	EFT	Anne Aslin	22.94	July 2026
1704	07/31/2026	Payroll	5	EFT	Samuel Gene Bachman	3,990.12	July 2026
1705	07/31/2026	Payroll	5	EFT	Shawna Beese	734.16	July 2026
1707	07/31/2026	Payroll	5	EFT	Karina Laura Chernioglo	36.71	July 2026
1708	07/31/2026	Payroll	5	EFT	Shaun Broderick Culler	137.65	July 2026
1709	07/31/2026	Payroll	5	EFT	LaDonna DeMent	1,627.80	July 2026
1710	07/31/2026	Payroll	5	EFT	London Elsdén	1,895.23	July 2026
1711	07/31/2026	Payroll	5	EFT	Matthew James Erdahl	5,010.33	July 2026
1712	07/31/2026	Payroll	5	EFT	Bridget Gill	4,682.76	July 2026
1713	07/31/2026	Payroll	5	EFT	Aaron Hall	5,366.74	July 2026
1715	07/31/2026	Payroll	5	EFT	Kristine M Major	22.94	July 2026
1716	07/31/2026	Payroll	5	EFT	Heidi Mattox	1,264.79	July 2026
1717	07/31/2026	Payroll	5	EFT	Jay James Molitor	73.42	July 2026
1718	07/31/2026	Payroll	5	EFT	Bryce Keith Noack	4,395.98	July 2026
1719	07/31/2026	Payroll	5	EFT	Annette T Oakes	22.94	July 2026
1721	07/31/2026	Payroll	5	EFT	Daniel Karl Sander	137.65	July 2026
1722	07/31/2026	Payroll	5	EFT	Tyler Sargent	2,053.20	July 2026
1723	07/31/2026	Payroll	5	EFT	Kyle Lee Schiewe	7,258.89	July 2026
1724	07/31/2026	Payroll	5	EFT	Tina M Seifert	137.65	July 2026
1725	07/31/2026	Payroll	5	EFT	Joshua Simmons	2,569.40	July 2026
1726	07/31/2026	Payroll	5	EFT	Alexis Breanne Simpson	1,033.98	July 2026
1727	07/31/2026	Payroll	5	EFT	Kelly K Stravens	137.65	July 2026
1728	07/31/2026	Payroll	5	EFT	Andrew J Van Hees	137.65	July 2026

CHECK REGISTER

City Of Millwood

Time: 08:55:43 Date: Section 10, Item a.

07/01/2026 To: 07/31/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1442	07/02/2026	Claims	5	13676	WA State Department of Health	880.00	WS ID 54850 - Project & Plan Review Fees
1508	07/08/2026	Claims	5	13684	Access Information Management	60.72	
1509	07/08/2026	Claims	5	13685	Anatek Labs, Inc.	42.00	Bacteria Testing for Drinking Water 06/18/2026
1510	07/08/2026	Claims	5	13686	Arrow Construction Supply	349.68	Street/Traffic Control/Supplies - Radar Speed Sign
1511	07/08/2026	Claims	5	13687	Circle M Const. & Landscaping Supply	988.74	Street Supplies - Radar Speed Sign & Entry Way Sign
1512	07/08/2026	Claims	5	13688	Fuelman		Check was lost by USPS, vendor did not receive check, stop payment notice filed with Banner Bank
1513	07/08/2026	Claims	5	13689	Grainger	109.71	Street/Traffic Signalization/Supplies
1514	07/08/2026	Claims	5	13690	Intermax Networks	278.33	Central Services - Communications
1515	07/08/2026	Claims	5	13691	Heidi Mattox	37.00	American Red Cross First Aid Certification Reimbursement - Pool
1516	07/08/2026	Claims	5	13692	Montgomery Hardware	124.36	Water/Facilities/Pool/Park Bathroom
1517	07/08/2026	Claims	5	13693	Oxarc	16.35	Oxygen
1518	07/08/2026	Claims	5	13694	Pape Machinery, Inc.	166.33	Park/Trail-Mower Supplies
1519	07/08/2026	Claims	5	13695	Spokane County District Court	7,448.48	Infractions and Crim Traffic & Crim Non Traffic Filings April & May 2026
1520	07/08/2026	Claims	5	13696	Legal Posting The Spokesman-Review	720.28	
1521	07/08/2026	Claims	5	13697	Welch-Comer	3,971.27	Project 51061.06.0 WSDOT-Argonne Rd, Empire to Liberty; Project 51007.20.0 Millwood-General Engineering Services
1522	07/08/2026	Payroll	5	13698	HRA VEBA Trust Contributions	700.00	Pay Cycle(s) 06/30/2026 To 06/30/2026 - VEBA
1524	07/08/2026	Claims	5	13699	Witherspoon Brajcich McPhee, PLLC	13,246.22	Public Record Requests 6/10/2026 - 6/30/2026; General/Public Records/Planning/Historic Pres
1535	07/14/2026	Claims	5	13700	AT&T Mobility	536.16	Billing 5/27/2026 - 6/26/2026
1536	07/14/2026	Claims	5	13701	Avista Utilities	9,648.78	Billing 05/13/2026 - 06/30/2026
1537	07/14/2026	Claims	5	13702	City of Millwood	9,821.68	City of Millwood Water Usage 06/01/2026 - 06/30/2026
1538	07/14/2026	Claims	5	13703	DataPro Solutions, Inc.	122.03	Amanda's Laptop Extended Warranty 8/25/26 to 8/24/27 Contract #11995
1539	07/14/2026	Claims	5	13704	Fish Window Cleaning	311.00	Window Cleaning
1540	07/14/2026	Claims	5	13705	H&H Document Management Solutions	260.72	Canon/IR-ADV DX C5850i
1541	07/14/2026	Claims	5	13706	HD Supply Facilities Maintenance, LTD.	243.04	Park/Facilities Supplies
1542	07/14/2026	Claims	5	13707	North 40 Outfitters	74.16	Shop Supplies
1543	07/14/2026	Claims	5	13708	Purfect Logos, LLC	1,342.53	Hats & Apparel - Embroidery
1544	07/14/2026	Claims	5	13709	R.C. Worst Co.	14,179.85	Replaced Control Panel @ Lift Station 3
1545	07/14/2026	Claims	5	13710	Spokane County Environmental Service	32,860.07	Sewer Billing July 2026
1546	07/14/2026	Claims	5	13711	Spokane House of Hose	25.97	Pool - Small Tools

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1547	07/14/2026	Claims	5	13712	Upward 7 Consulting	10,203.45	June 2026 Contract Land Use Planning Services/Contract City Planner
1548	07/14/2026	Claims	5	13713	WM Of Spokane - Monthly	267.34	Service Period 06/01/2026 - 06/30/2026
1549	07/14/2026	Claims	5	13714	WM Of Washington - Graham	531.14	Street Sweeping
1550	07/14/2026	Claims	5	13715	CenturyLink	148.78	Sewer Communications Acct Ending 6516; Sewer Communications Acct Ending 5926
1551	07/14/2026	Claims	5	13716	Spokane County Treasurer - Community	135.18	Quarter 2 2026 Liquor Excise & Profits
1552	07/14/2026	Claims	5	13717	Spokane County Treasurer - Sheriff's	27,318.17	July 2026 Contract Services
1623	07/22/2026	Claims	5	13718	AAA Sweeping	7,963.56	Street Maintenance - City Streets & Argonne and Traffic Control
1624	07/22/2026	Claims	5	13719	Arrow Construction Supply	273.34	Street/Supplies
1625	07/22/2026	Claims	5	13720	Horizon Distributors, Inc.	302.88	Park - Supplies
1626	07/22/2026	Claims	5	13721	Mary-Pat & Richard King,III	480.00	Parking Lease 2026
1627	07/22/2026	Claims	5	13722	Liberty Concrete, LLC	9,314.56	CONTRACTED PAYMENT REQUEST NUMBER 8
1628	07/22/2026	Claims	5	13723	National Barricade	370.60	STREET/TRAFFIC - SUPPLIES
1629	07/22/2026	Claims	5	13724	Prestige Worldwide Technologies, LLC	2,591.82	Water/Service/Maintenance
1678	07/31/2026	Claims	5	13725	Anatek Labs, Inc.	42.00	Drinking Water Testing - W Bacteria
1679	07/31/2026	Claims	5	13726	Comcast	279.58	Services from 07.11.2026 to 08.10.2026
1680	07/31/2026	Claims	5	13727	H.D. Fowler	718.87	Water/Supplies
1681	07/31/2026	Claims	5	13728	Horizon Distributors, Inc.	843.05	Park/Trail/Street/Water & Sewer
1682	07/31/2026	Claims	5	13729	Intermax Networks	278.33	Central Services - Communications
1683	07/31/2026	Claims	5	13730	National Barricade	791.34	Street/Supplies - South Riveray & Marguerite; Street/Supplies - Temporary Speed Bump Signs
1684	07/31/2026	Claims	5	13731	North 40 Outfitters	62.94	Shop Supplies
1706	07/31/2026	Payroll	5	13732	Alexander BH Brannin	22.94	July 2026
1714	07/31/2026	Payroll	5	13733	Colleen A Kirsten	22.94	July 2026
1720	07/31/2026	Payroll	5	13734	Ronald W Rickard	73.42	July 2026
001 General Fund						167,795.46	
401 Utility Operating Fund						38,404.32	
403 Sewer Capital Fund - Managerial						47,039.92	
							Claims: 169,153.11
* Transaction Has Mixed Revenue And Expense Accounts						253,239.70	Payroll: 84,086.59

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against the City of Millwood and that I am authorized to authenticate and certify to said claim.

() Treasurer _____ Date:_____

() Elected Representative _____ Date:_____

() Elected Representative _____ Date:_____

() Elected Representative _____ Date:_____

TREASURER'S REPORT

Fund Totals

Section 10, Item a.

City Of Millwood

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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	1,266,573.35	160,787.35	167,660.28	1,259,700.42	12,304.68	28,111.86	-16.43	1,300,100.53
002 Restricted Uses Fund - Managerial	147,696.53	10,567.58		158,264.11	0.00	0.00	0.00	158,264.11
099 Unemployment Compensation Fund - Managerial	51,182.00	0.00		51,182.00	0.00	0.00	0.00	51,182.00
301 Capital Projects Fund	451,209.76	2,487.38		453,697.14	0.00	0.00	0.00	453,697.14
302 Special Capital Projects Fund	190,798.21	2,487.37		193,285.58	0.00	0.00	0.00	193,285.58
401 Utility Operating Fund	392,205.14	74,036.93	38,404.32	427,837.75	2,265.21	15,423.18	-30,546.89	414,979.25*
402 Water Capital Fund Managerial	431,728.68	6,508.91		438,237.59	0.03	0.00	-3,471.25	434,766.37
403 Sewer Capital Fund - Managerial	59,477.75	28,594.56	47,039.92	41,032.39	0.00	0.00	-15,596.44	25,435.95*
	<u>2,990,871.42</u>	<u>285,470.08</u>	<u>253,104.52</u>	<u>3,023,236.98</u>	<u>14,569.92</u>	<u>43,535.04</u>	<u>-49,631.01</u>	<u>3,031,710.93</u>

Funds Marked With '*' Do Not Equal Their Associated C4 or C5 Report

TREASURER'S REPORT

Section 10, Item a.

Account Totals

City Of Millwood

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Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
5 2064-Banner Checking	603,661.80	284,367.36	253,239.70	634,789.46	-49,535.50	58,009.45	643,263.41
6 1726-Banner Money Market	1,455,261.19	24.72	0.00	1,455,285.91	0.00	0.00	1,455,285.91
8 3411-Banner Dedicated	23,000.00	0.00	0.00	23,000.00	0.00	0.00	23,000.00
10 1753 - US Bank Safekeeping	3.50	0.00	0.00	3.50	0.00	0.00	3.50
12 8016-Banner Investment	917,329.98	1,213.18	0.00	918,543.16	0.00	0.00	918,543.16
Total Cash:	2,999,256.47	285,605.26	253,239.70	3,031,622.03	-49,535.50	58,009.45	3,040,095.98
	2,999,256.47	285,605.26	253,239.70	3,031,622.03	-49,535.50	58,009.45	3,040,095.98

TREASURER'S REPORT

Outstanding Vouchers

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City Of Millwood

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2020	2610	12/13/2020	Util Pay	5		Xpress Billpay	48.40	Xpress Import - CC - 12-13-2020__daily_batch.csv
2025	2337	10/31/2025	Util Pay	5		Xpress Billpay	-649.42	Xpress Import - Returns - 10-31-2025__daily_batch.csv
2025	2338	10/31/2025	Util Pay	5		Xpress Billpay	493.50	Xpress Import - CC - 10-31-2025__daily_batch.csv
2026	677	03/26/2026	Tr Rec	5		Comcast OTR1, LLC	16.43	B&O TELEPHONE TAX FEBRUARY 2026
2026	1414	06/27/2026	Util Pay	5		Xpress Billpay	873.42	Xpress Import - EFT - 06-27-2026__daily_batch.csv
2026	1416	06/28/2026	Util Pay	5		Xpress Billpay	6,664.72	Xpress Import - EFT - 06-28-2026__daily_batch.csv
2026	1431	06/29/2026	Util Pay	5		Xpress Billpay	199.25	Xpress Import - EFT - 06-29-2026__daily_batch.csv
2026	1432	06/29/2026	Util Pay	5		Xpress Billpay	147.48	Xpress Import - iPay - 06-29-2026__daily_batch.csv
2026	1433	06/29/2026	Util Pay	5		Xpress Billpay	87.78	Xpress Import - CheckFree - 06-29-2026__daily_batch.csv
2026	1435	06/30/2026	Util Pay	5		Xpress Billpay	294.13	Xpress Import - EFT - 06-30-2026__daily_batch.csv
2026	1436	06/30/2026	Util Pay	5		Xpress Billpay	177.58	Xpress Import - Metavante - 06-30-2026__daily_batch.csv
2026	1437	06/30/2026	Util Pay	5		Xpress Billpay	168.14	Xpress Import - CheckFree - 06-30-2026__daily_batch.csv
2026	1486	07/01/2026	Util Pay	5		Xpress Billpay	833.37	Xpress Import - EFT - 07-01-2026__daily_batch.csv
2026	1487	07/01/2026	Util Pay	5		Xpress Billpay	120.00	Xpress Import - iPay - 07-01-2026__daily_batch.csv
2026	1488	07/01/2026	Util Pay	5		Xpress Billpay	317.87	Xpress Import - CheckFree - 07-01-2026__daily_batch.csv
2026	1490	07/02/2026	Util Pay	5		Xpress Billpay	83.87	Xpress Import - EFT - 07-02-2026__daily_batch.csv
2026	1491	07/02/2026	Util Pay	5		Xpress Billpay	346.75	Xpress Import - iPay - 07-02-2026__daily_batch.csv
2026	1492	07/02/2026	Util Pay	5		Xpress Billpay	104.45	Xpress Import - CheckFree - 07-02-2026__daily_batch.csv
2026	1494	07/03/2026	Util Pay	5		Xpress Billpay	736.61	Xpress Import - EFT - 07-03-2026__daily_batch.csv
2026	1495	07/03/2026	Util Pay	5		Xpress Billpay	25.00	Xpress Import - iPay - 07-03-2026__daily_batch.csv
2026	1496	07/03/2026	Util Pay	5		Xpress Billpay	258.48	Xpress Import - CheckFree - 07-03-2026__daily_batch.csv
2026	1498	07/04/2026	Util Pay	5		Xpress Billpay	1,598.86	Xpress Import - EFT - 07-04-2026__daily_batch.csv
2026	1500	07/05/2026	Util Pay	5		Xpress Billpay	489.88	Xpress Import - EFT - 07-05-2026__daily_batch.csv
2026	1502	07/06/2026	Util Pay	5		Xpress Billpay	431.69	Xpress Import - EFT - 07-06-2026__daily_batch.csv
2026	1503	07/06/2026	Util Pay	5		Xpress Billpay	238.47	Xpress Import - Metavante - 07-06-2026__daily_batch.csv
2026	1505	07/07/2026	Util Pay	5		Xpress Billpay	187.10	Xpress Import - EFT - 07-07-2026__daily_batch.csv
2026	1506	07/07/2026	Util Pay	5		Xpress Billpay	380.89	Xpress Import - iPay - 07-07-2026__daily_batch.csv
2026	1507	07/07/2026	Util Pay	5		Xpress Billpay	567.64	Xpress Import - CheckFree - 07-07-2026__daily_batch.csv
2026	1567	07/08/2026	Util Pay	5		Xpress Billpay	106.04	Xpress Import - EFT - 07-08-2026__daily_batch.csv
2026	1568	07/08/2026	Util Pay	5		Xpress Billpay	280.52	Xpress Import - Metavante - 07-08-2026__daily_batch.csv
2026	1569	07/08/2026	Util Pay	5		Xpress Billpay	88.58	Xpress Import - iPay - 07-08-2026__daily_batch.csv
2026	1570	07/08/2026	Util Pay	5		Xpress Billpay	101.80	Xpress Import - OnlineResources - 07-08-2026__daily_batch.csv
2026	1571	07/08/2026	Util Pay	5		Xpress Billpay	337.37	Xpress Import - CheckFree - 07-08-2026__daily_batch.csv
2026	1573	07/09/2026	Util Pay	5		Xpress Billpay	95.00	Xpress Import - EFT - 07-09-2026__daily_batch.csv
2026	1574	07/09/2026	Util Pay	5		Xpress Billpay	229.64	Xpress Import - Metavante - 07-09-2026__daily_batch.csv
2026	1575	07/09/2026	Util Pay	5		Xpress Billpay	706.39	Xpress Import - iPay - 07-09-2026__daily_batch.csv
2026	1576	07/09/2026	Util Pay	5		Xpress Billpay	50.00	Xpress Import - CheckFree - 07-09-2026__daily_batch.csv
2026	1578	07/10/2026	Util Pay	5		Xpress Billpay	942.50	Xpress Import - EFT - 07-10-2026__daily_batch.csv
2026	1579	07/10/2026	Util Pay	5		Xpress Billpay	201.87	Xpress Import - Metavante - 07-10-2026__daily_batch.csv
2026	1580	07/10/2026	Util Pay	5		Xpress Billpay	100.33	Xpress Import - iPay - 07-10-2026__daily_batch.csv
2026	1581	07/10/2026	Util Pay	5		Xpress Billpay	100.00	Xpress Import - OnlineResources - 07-10-2026__daily_batch.csv
2026	1582	07/10/2026	Util Pay	5		Xpress Billpay	512.57	Xpress Import - CheckFree - 07-10-2026__daily_batch.csv

TREASURER'S REPORT

Outstanding Vouchers

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City Of Millwood

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2026	1584	07/11/2026	Util Pay	5		Xpress Billpay	190.32	Xpress Import - EFT - 07-11-2026__daily_batch.csv
2026	1587	07/13/2026	Util Pay	5		Xpress Billpay	197.37	Xpress Import - EFT - 07-13-2026__daily_batch.csv
2026	1588	07/13/2026	Util Pay	5		Xpress Billpay	774.26	Xpress Import - Metavante - 07-13-2026__daily_batch.csv
2026	1589	07/13/2026	Util Pay	5		Xpress Billpay	208.31	Xpress Import - iPay - 07-13-2026__daily_batch.csv
2026	1590	07/13/2026	Util Pay	5		Xpress Billpay	209.34	Xpress Import - CheckFree - 07-13-2026__daily_batch.csv
2026	1592	07/14/2026	Util Pay	5		Xpress Billpay	510.41	Xpress Import - EFT - 07-14-2026__daily_batch.csv
2026	1593	07/14/2026	Util Pay	5		Xpress Billpay	164.39	Xpress Import - Metavante - 07-14-2026__daily_batch.csv
2026	1594	07/14/2026	Util Pay	5		Xpress Billpay	30.00	Xpress Import - iPay - 07-14-2026__daily_batch.csv
2026	1595	07/14/2026	Util Pay	5		Xpress Billpay	355.72	Xpress Import - CheckFree - 07-14-2026__daily_batch.csv
2026	1597	07/15/2026	Util Pay	5		Xpress Billpay	548.84	Xpress Import - EFT - 07-15-2026__daily_batch.csv
2026	1598	07/15/2026	Util Pay	5		Xpress Billpay	80.00	Xpress Import - Metavante - 07-15-2026__daily_batch.csv
2026	1599	07/15/2026	Util Pay	5		Xpress Billpay	94.69	Xpress Import - iPay - 07-15-2026__daily_batch.csv
2026	1600	07/15/2026	Util Pay	5		Xpress Billpay	108.69	Xpress Import - CheckFree - 07-15-2026__daily_batch.csv
2026	1601	07/16/2026	Util Pay	5		Xpress Billpay	-100.00	Xpress Import - Returns - 07-16-2026__daily_batch.csv
2026	1603	07/16/2026	Util Pay	5		Xpress Billpay	176.80	Xpress Import - EFT - 07-16-2026__daily_batch.csv
2026	1604	07/16/2026	Util Pay	5		Xpress Billpay	25.00	Xpress Import - iPay - 07-16-2026__daily_batch.csv
2026	1605	07/16/2026	Util Pay	5		Xpress Billpay	86.18	Xpress Import - OnlineResources - 07-16-2026__daily_batch.csv
2026	1606	07/16/2026	Util Pay	5		Xpress Billpay	111.34	Xpress Import - CheckFree - 07-16-2026__daily_batch.csv
2026	1608	07/17/2026	Util Pay	5		Xpress Billpay	174.06	Xpress Import - EFT - 07-17-2026__daily_batch.csv
2026	1609	07/17/2026	Util Pay	5		Xpress Billpay	219.17	Xpress Import - Metavante - 07-17-2026__daily_batch.csv
2026	1610	07/17/2026	Util Pay	5		Xpress Billpay	75.00	Xpress Import - iPay - 07-17-2026__daily_batch.csv
2026	1611	07/17/2026	Util Pay	5		Xpress Billpay	47.48	Xpress Import - CheckFree - 07-17-2026__daily_batch.csv
2026	1613	07/18/2026	Util Pay	5		Xpress Billpay	93.75	Xpress Import - EFT - 07-18-2026__daily_batch.csv
2026	1615	07/19/2026	Util Pay	5		Xpress Billpay	106.57	Xpress Import - EFT - 07-19-2026__daily_batch.csv
2026	1617	07/20/2026	Util Pay	5		Xpress Billpay	1,386.64	Xpress Import - EFT - 07-20-2026__daily_batch.csv
2026	1618	07/20/2026	Util Pay	5		Xpress Billpay	89.99	Xpress Import - iPay - 07-20-2026__daily_batch.csv
2026	1633	07/21/2026	Util Pay	5		Xpress Billpay	103.39	Xpress Import - iPay - 07-21-2026__daily_batch.csv
2026	1635	07/22/2026	Util Pay	5		Xpress Billpay	200.86	Xpress Import - EFT - 07-22-2026__daily_batch.csv
2026	1636	07/22/2026	Util Pay	5		Xpress Billpay	177.04	Xpress Import - Metavante - 07-22-2026__daily_batch.csv
2026	1638	07/23/2026	Util Pay	5		Xpress Billpay	127.24	Xpress Import - Metavante - 07-23-2026__daily_batch.csv
2026	1639	07/23/2026	Util Pay	5		Xpress Billpay	213.76	Xpress Import - iPay - 07-23-2026__daily_batch.csv
2026	1640	07/23/2026	Util Pay	5		Xpress Billpay	206.04	Xpress Import - OnlineResources - 07-23-2026__daily_batch.csv
2026	1641	07/23/2026	Util Pay	5		Xpress Billpay	65.00	Xpress Import - CheckFree - 07-23-2026__daily_batch.csv
2026	1654	07/24/2026	Util Pay	5		Xpress Billpay	326.70	Xpress Import - EFT - 07-24-2026__daily_batch.csv
2026	1655	07/24/2026	Util Pay	5		Xpress Billpay	198.45	Xpress Import - Metavante - 07-24-2026__daily_batch.csv
2026	1656	07/24/2026	Util Pay	5		Xpress Billpay	185.03	Xpress Import - iPay - 07-24-2026__daily_batch.csv
2026	1658	07/25/2026	Util Pay	5		Xpress Billpay	329.11	Xpress Import - EFT - 07-25-2026__daily_batch.csv
2026	1660	07/26/2026	Util Pay	5		Xpress Billpay	2,519.92	Xpress Import - EFT - 07-26-2026__daily_batch.csv
2026	1662	07/27/2026	Util Pay	5		Xpress Billpay	565.40	Xpress Import - EFT - 07-27-2026__daily_batch.csv
2026	1663	07/27/2026	Util Pay	5		Xpress Billpay	92.34	Xpress Import - iPay - 07-27-2026__daily_batch.csv
2026	1664	07/27/2026	Util Pay	5		Xpress Billpay	773.92	Xpress Import - CheckFree - 07-27-2026__daily_batch.csv
2026	1669	07/28/2026	Util Pay	5		Xpress Billpay	764.58	Xpress Import - EFT - 07-28-2026__daily_batch.csv

TREASURER'S REPORT

Section 10, Item a.

Outstanding Vouchers

City Of Millwood

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2026	1670	07/28/2026	Util Pay	5		Xpress Billpay	232.25	Xpress Import - Metavante - 07-28-2026__daily_batch
2026	1671	07/28/2026	Util Pay	5		Xpress Billpay	254.05	Xpress Import - iPay - 07-28-2026__daily_batch.csv
2026	1672	07/28/2026	Util Pay	5		Xpress Billpay	89.99	Xpress Import - CheckFree - 07-28-2026__daily_batch
2026	1674	07/29/2026	Util Pay	5		Xpress Billpay	1,151.20	Xpress Import - EFT - 07-29-2026__daily_batch.csv
2026	1675	07/29/2026	Util Pay	5		Xpress Billpay	92.34	Xpress Import - Metavante - 07-29-2026__daily_batch
2026	1676	07/29/2026	Util Pay	5		Xpress Billpay	205.45	Xpress Import - CheckFree - 07-29-2026__daily_batch
2026	1689	07/30/2026	Util Pay	5		Xpress Billpay	2,217.80	Xpress Import - CC - 07-30-2026__daily_batch.csv
2026	1690	07/30/2026	Util Pay	5		Xpress Billpay	1,501.86	Xpress Import - EFT - 07-30-2026__daily_batch.csv
2026	1691	07/30/2026	Util Pay	5		Xpress Billpay	91.00	Xpress Import - Metavante - 07-30-2026__daily_batch
2026	1692	07/30/2026	Util Pay	5		Xpress Billpay	183.82	Xpress Import - iPay - 07-30-2026__daily_batch.csv
2026	1693	07/31/2026	Util Pay	5		Xpress Billpay	3,763.16	Xpress Import - CC - 07-31-2026__daily_batch.csv
2026	1694	07/31/2026	Util Pay	5		Xpress Billpay	6,813.72	Xpress Import - EFT - 07-31-2026__daily_batch.csv
2026	1695	07/31/2026	Util Pay	5		Xpress Billpay	92.34	Xpress Import - Metavante - 07-31-2026__daily_batch
2026	1696	07/31/2026	Util Pay	5		Xpress Billpay	78.84	Xpress Import - iPay - 07-31-2026__daily_batch.csv
2026	1697	07/31/2026	Util Pay	5		Xpress Billpay	859.63	Xpress Import - CheckFree - 07-31-2026__daily_batch
Receipts Outstanding:							49,535.50	
2026	1709	07/31/2026	Payroll	5	EFT	LaDonna DeMent	1,627.80	July 2026
2026	1708	07/31/2026	Payroll	5	EFT	Shaun Broderick Culler	137.65	July 2026
2026	1707	07/31/2026	Payroll	5	EFT	Karina Laura Chernioglo	36.71	July 2026
2026	1702	07/31/2026	Payroll	5	EFT	Michael L Ankney	73.42	July 2026
2026	1711	07/31/2026	Payroll	5	EFT	Matthew James Erdahl	5,010.33	July 2026
2026	1705	07/31/2026	Payroll	5	EFT	Shawna Beese	734.16	July 2026
2026	1704	07/31/2026	Payroll	5	EFT	Samuel Gene Bachman	3,990.12	July 2026
2026	1725	07/31/2026	Payroll	5	EFT	Joshua Simmons	2,569.40	July 2026
2025	2058	10/01/2025	Ser Chge	5	0	Mollilou Forbes Trust	-95.51	
2026	1728	07/31/2026	Payroll	5	EFT	Andrew J Van Hees	137.65	July 2026
2026	1727	07/31/2026	Payroll	5	EFT	Kelly K Stravens	137.65	July 2026
2026	1726	07/31/2026	Payroll	5	EFT	Alexis Breanne Simpson	1,033.98	July 2026
2026	1724	07/31/2026	Payroll	5	EFT	Tina M Seifert	137.65	July 2026
2026	1723	07/31/2026	Payroll	5	EFT	Kyle Lee Schiewe	7,258.89	July 2026
2026	1722	07/31/2026	Payroll	5	EFT	Tyler Sargent	2,053.20	July 2026
2026	1721	07/31/2026	Payroll	5	EFT	Daniel Karl Sander	137.65	July 2026
2026	1719	07/31/2026	Payroll	5	EFT	Annette T Oakes	22.94	July 2026
2026	1718	07/31/2026	Payroll	5	EFT	Bryce Keith Noack	4,395.98	July 2026
2026	1703	07/31/2026	Payroll	5	EFT	Anne Aslin	22.94	July 2026
2026	1712	07/31/2026	Payroll	5	EFT	Bridget Gill	4,682.76	July 2026
2026	1713	07/31/2026	Payroll	5	EFT	Aaron Hall	5,366.74	July 2026

TREASURER'S REPORT

Outstanding Vouchers

07/01/2026 To: 07/31/2026

Section 10, Item a.

City Of Millwood

As Of: 07/31/2026 Date: 08/06/2026

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2026	1715	07/31/2026	Payroll	5	EFT	Kristine M Major	22.94	July 2026
2026	1717	07/31/2026	Payroll	5	EFT	Jay James Molitor	73.42	July 2026
2026	1710	07/31/2026	Payroll	5	EFT	London Elsdon	1,895.23	July 2026
2024	2590	11/30/2024	Claims	5	EFT	Banner Bank - 7779	936.90	
2024	2769	12/31/2024	Claims	5	EFT	Banner Bank - 6225	680.37	
2026	1716	07/31/2026	Payroll	5	EFT	Heidi Mattox	1,264.79	July 2026
2022	152	01/31/2022	Payroll	5	10574	Roberta L Beese	35.03	January 2021
2022	392	02/28/2022	Payroll	5	10639	Roberta L Beese	35.03	February 2022
2022	620	03/31/2022	Payroll	5	10697	Roberta L Beese	35.03	March 2022
2022	876	04/30/2022	Payroll	5	10760	Roberta L Beese	108.91	April 2022
2022	987	05/05/2022	Claims	5	10809	Gregory & Celestine Kuntz	88.03	00760100 - 8928 E SOUTH RIVERWAY
2022	1126	05/20/2022	Claims	5	10827	Limelyte Technology Group, Inc.	50.00	April 2022 Hosting
2022	1433	06/30/2022	Payroll	5	10895	Roberta L Beese	48.88	June 2022
2022	1916	08/31/2022	Payroll	5	11018	Roberta L Beese	11.94	August 2022
2023	1415	06/30/2023	Claims	5	11573	Tribe Media Lab SPC	1,250.00	HPC Video Editing
2023	1798	08/31/2023	Payroll	5	11654	Roberta L Beese	11.71	August 2023
2023	2594	11/30/2023	Payroll	5	11859	Roberta L Beese	11.71	November 2023
2023	2792	12/31/2023	Payroll	5	11903	Roberta L Beese	11.71	December 2023
2024	456	02/29/2024	Claims	5	12038	Quadient Finance USA, Inc.	1,100.00	
2025	1057	05/31/2025	Payroll	5	12833	Roberta L Beese	11.71	May 2025
2025	1513	07/31/2025	Payroll	5	12936	Roberta L Beese	85.12	July 2025
2025	1761	08/26/2025	Claims	5	13019	Secretary of Housing & Urban Development	0.03	034500.00 - 8819 E FREDERICK
2025	1815	08/31/2025	Payroll	5	13022	Roberta L Beese	11.71	August 2025
2025	1816	08/31/2025	Payroll	5	13023	Shawna Beese	68.82	August 2025
2025	2036	09/30/2025	Payroll	5	13081	Roberta L Beese	11.71	September 2025
2025	2311	10/31/2025	Payroll	5	13149	Roberta L Beese	11.71	October 2025
2026	1216	05/31/2026	Payroll	5	13616	Roberta L Beese	11.71	
2026	1224	05/31/2026	Payroll	5	13623	Roberta L Beese	11.71	
2026	1446	06/30/2026	Payroll	5	13678	Roberta L Beese	11.71	June 2026
2026	1448	06/30/2026	Payroll	5	13679	Alexander BH Brannin	22.94	June 2026
2026	1456	06/30/2026	Payroll	5	13680	Colleen A Kirsten	22.94	June 2026
2026	1519	07/08/2026	Claims	5	13695	Spokane County District Court	7,448.48	Infractions and Crim Traffic & Crim Non Traffic Filings April & May 2026
2026	1678	07/31/2026	Claims	5	13725	Anatek Labs, Inc.	42.00	Drinking Water Testing - W Bacteria
2026	1679	07/31/2026	Claims	5	13726	Comcast	279.58	Services from 07.11.2026 to 08.10.2026
2026	1680	07/31/2026	Claims	5	13727	H.D. Fowler	718.87	Water/Supplies

TREASURER'S REPORT

Outstanding Vouchers

07/01/2026 To: 07/31/2026

Section 10, Item a.

City Of Millwood

As Of: 07/31/2026 Date: 08/06/2026

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2026	1681	07/31/2026	Claims	5	13728	Horizon Distributors, Inc.	843.05	Park/Trail/Street/Water & Sewer
2026	1682	07/31/2026	Claims	5	13729	Intermax Networks	278.33	Central Services - Communications
2026	1683	07/31/2026	Claims	5	13730	National Barricade	791.34	Street/Supplies - South Riveray & Marguerite; Street/Supplies - Temporary Speed Bump Signs
2026	1684	07/31/2026	Claims	5	13731	North 40 Outfitters	62.94	Shop Supplies
2026	1706	07/31/2026	Payroll	5	13732	Alexander BH Brannin	22.94	July 2026
2026	1714	07/31/2026	Payroll	5	13733	Colleen A Kirsten	22.94	July 2026
2026	1720	07/31/2026	Payroll	5	13734	Ronald W Rickard	73.42	July 2026
							58,009.45	

Fund	Claims	Payroll	Total
001 General Fund	12,304.68	28,111.86	40,416.54
401 Utility Operating Fund	2,265.21	15,423.18	17,688.39
402 Water Capital Fund Managerial	0.03	0.00	0.03
	14,569.92	43,535.04	58,104.96

TREASURER'S REPORT

Signature Page

Section 10, Item a.

City Of Millwood

Time: 08:47:50 Date: 08/06/2026

07/01/2026 To: 07/31/2026

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We the undersigned officers for the City of Millwood have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed: _____ Signed: _____
City Treasurer / Date Elected Representative / Date

Signed: _____ Signed: _____
Elected Representative / Date Elected Representative / Date

ORDINANCE #560

AUGUST __, 2026

AN ORDINANCE AMENDING THE FINAL BUDGET FOR
THE CITY OF MILLWOOD FOR THE YEAR 2026

WHEREAS, the City of Millwood (the “City”), Spokane County, Washington, is a non-charter code city, by virtue of the Constitution and the laws of the State of Washington; and

WHEREAS, pursuant to chapter 35A.11 RCW, the City Council (the “Council”) may adopt and enforce ordinances of all kinds relating to and regulating its local or municipal affairs and appropriate to the good government of the city; and

WHEREAS, the Council conducted a public hearing on November 12, 2025, on the final budget for calendar year 2026, said hearing having been duly publicized, and passed Ordinance No. 555 to adopt said budget for calendar year 2026; and

WHEREAS, RCW 35A.33.120 limits the annual expenditures of the City to the amounts appropriated for each fund in the budget for calendar year 2023; and

WHEREAS, the Council finds, based on the foregoing and in order to comply with applicable law, that it is in the best interests of the City to adopt this ordinance to amend the budget for calendar year 2023;

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MILLWOOD WASHINGTON,

Section 1. The budget for the City of Millwood for fiscal year January 1, 2026, through December 31, 2026, is hereby amended at the fund level as follows:

FUND	Estimated Beginning Balance	Estimated Revenue	Estimated Expenditures	Estimated Ending Balance
GENERAL FUNDS				
General (#001)	\$ 366,190	\$ 5,566,914	\$ (4,462,674)	\$ 1,470,431
CAPITAL PROJECT FUNDS				
Capital Project Fund – REET 1 (#301)	438,988	34,055	0	473,043
Capital Project Fund – REET 2 (#302)	443,577	34,055	0	477,632
ENTERPRISE FUNDS				
Joint Utility Fund (#401)	805,813	1,041,914	(1,113,268)	734,459
TOTALS	\$ 2,054,568	\$ 6,676,938	\$ (5,575,942)	\$ 3,155,565

Wages and Benefits are as listed in Exhibit A which is attached hereto.

Section 2. This ordinance shall be in full force and take effect 5 days after its publication.

PASSED BY THE COUNCIL OF THE CITY OF MILLWOOD THIS __TH DAY OF AUGUST, 2026.

Shawna Beese, Mayor

Attest:

Bridget Gill, City Clerk

ORDINANCE #560

AUGUST __, 2026

STATE OF WASHINGTON)
):
County of Spokane)

Bridget Gill, being first duly sworn on oath deposes and says:
I am the City Clerk of the City of Millwood, Washington, and the foregoing ordinance entitled ‘AN ORDINANCE AMENDING THE FINAL BUDGET FOR THE CITY OF MILLWOOD FOR THE YEAR 2026’ is the true and correct original copy of the City of Millwood’s Ordinance numbered 5__ and that the same was posted and published according to law.

BRIDGET GILL

SUBSCRIBED AND SWORN TO BEFORE ME THIS __ DAY OF _____, 2026.

Notary Public in and for the State of Washington.
Residing at Spokane.
My Commission expires _____.

ORDINANCE #560

AUGUST __, 2026

Exhibit A

2026 Schedule of Compensation

Position	Rate	Benefit Allowance	Total Compensation
Advisory Commission	\$25.00-\$40.00 mtg.		\$25.00-\$40.00 mtg.
Council	75.00 mtg		75.00 mtg
Mayor	800.00 monthly		800.00 monthly
Administrator	41.40 – 65.00 hourly	17.81 hourly	59.21 – 82.81 hourly
City Treasurer	41.40 – 51.75 hourly	17.81 hourly	59.21 – 69.56 hourly
Financial Manager	33.65 – 43.27 hourly	17.81 hourly	51.46 – 61.08 hourly
Assistant Treasurer	25.88 – 36.23 hourly	17.81 hourly	43.69 – 54.04 hourly
City Clerk	25.88 – 36.23 hourly	17.81 hourly	43.69 – 54.04 hourly
Operations Manager	25.88 – 36.23 hourly	17.81 hourly	43.69 – 54.04 hourly
Administrative Assistant	20.70 – 31.05 hourly	17.81 hourly	38.51 – 48.86 hourly
Municipal Data Specialist	25.88 – 36.23 hourly	17.81 hourly	43.69 – 54.04 hourly
Street & Facilities Manager	36.23 – 46.58 hourly	17.81 hourly	54.04 – 64.39 hourly
Utilities Manager	36.23 – 46.58 hourly	17.81 hourly	54.04 – 64.39 hourly
Water Operator	25.88 – 36.23 hourly	17.81 hourly	43.69 – 54.04 hourly
Maintenance Worker 2	25.88 – 36.23 hourly	17.81 hourly	43.69 – 54.04 hourly
Maintenance Worker 1	20.70 – 31.05 hourly	17.81 hourly	38.51 – 48.86 hourly
Park Worker	17.13 - 20.56 hourly		17.13 - 20.56 hourly
Pool Attendant	17.13 - 20.56 hourly		17.13 - 20.56 hourly

Benefits are described in the current City of Millwood Employee Handbook.



Office of the Washington State Auditor Pat McCarthy

August 4, 2026

City Council, Mayor, and Treasurer
City of Millwood
9103 E Frederick
Millwood, WA 99206

We are pleased to confirm the audits to be performed by the Office of the Washington State Auditor (we, us, our), in accordance with the provisions of Chapter 43.09 RCW, for the City of Millwood (you, your). This letter confirms the nature and limitations of the audits, as well as responsibilities of the parties and other engagement terms.

Office of the Washington State Auditor Responsibilities

Financial Statement Audit

We will perform an audit of the financial statements of the City of Millwood as of and for the fiscal years ended December 31, 2024, and 2025, prepared in accordance with the cash basis *Budgeting, Accounting and Reporting System Manual* (BARS). The objective of our audit will be to express our opinion on these financial statements.

We will perform our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free from material misstatement. Since we do not review every transaction, our audit cannot be relied upon to identify every potential misstatement. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with the standards identified above.

A financial statement audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers relevant internal controls in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control. Accordingly, we will express no such opinion.

Although our audit is not designed to provide an opinion on the effectiveness of internal control over financial reporting, we are required to report any identified significant deficiencies and material

weaknesses in controls. We are also required to report instances of fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that could have a direct and material effect on the accuracy of financial statements.

A financial statement audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

All misstatements identified by the audit will be discussed with management. Material misstatements corrected by management and all uncorrected misstatements will be communicated at the exit conference, as required by professional auditing standards.

Our responsibility is to issue a written report in which we express an opinion on the financial statements based on the results of our audit. We cannot guarantee an unmodified opinion. We may modify or disclaim an opinion on the financial statements if we are unable to complete the audit or obtain sufficient and appropriate audit evidence supporting the financial statements. If our opinion is other than unmodified, we will discuss the reason with you prior to issuing our report. Further, in accordance with professional standards, we may add emphasis-of-matter or other-matter paragraphs to our report to describe information that, in our judgment, is relevant to understanding the financial statements or our audit.

We will also issue a written report (that does not include an opinion) on issues identified during the audit related to internal control over financial reporting and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*.

The City prepares supplementary information that accompanies the financial statements, which is required by the BARS Manual (*for Schedule of Liabilities*). We agree to perform auditing procedures on this information, with the objective of expressing an opinion as to whether it is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

Federal Single Audit

We will also perform a federal single audit on compliance with, and report on internal control over compliance for, each major program for the fiscal year ended December 31, 2025. The objective of our audit will be to express our opinion on this compliance.

We will perform our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk exists that some material noncompliance may not be detected, even though the audit is properly planned and performed in accordance with these standards and the Uniform Guidance.

In planning and performing the compliance audit, we will consider internal control over compliance in order to determine the appropriate auditing procedures necessary for opining on compliance with each major program, and for testing and reporting on internal control over compliance in accordance with Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we will express no such opinion. Although our audit is not designed to provide an opinion on the effectiveness of internal control over compliance, we are required to report any identified significant deficiencies and material weaknesses in controls.

We will express an opinion as to whether the Schedule of Expenditures of Federal Awards is fairly stated, in all material respects, in relation to the financial statements taken as a whole for the fiscal year ended December 31, 2025.

Our responsibility is to issue a written report in which we express an opinion on compliance for each major program based on the results of our audit. We cannot guarantee an unmodified opinion. We may modify or disclaim an opinion on compliance if we are unable to complete the audit or obtain sufficient and appropriate audit evidence supporting compliance. If our opinion is other than unmodified, we will discuss the reason with you prior to issuing our report. Further, in accordance with professional standards, we may add emphasis-of-matter or other-matter paragraphs to our report to describe information that, in our judgment, is relevant to understanding our audit.

We estimate the federal single audit will cover *one* federal grant program, which will be identified at the audit entrance conference. If additional grant programs are audited to satisfy the requirements of the Uniform Guidance, the audit budget discussed below will increase by approximately \$6,800 per additional major program.

Accountability Audit

We will perform an accountability audit of compliance with applicable state laws, regulations, and policies, and of controls over the safeguarding of public resources for the fiscal years ended December 31, 2024 and 2025. The audit will be conducted in accordance with provisions of RCW 43.09.260 and the Office’s audit policies, which include policies specific to these types of audits and general audit policies. Our general audit policies apply to all our engagements and incorporate the requirements of *Government Auditing Standards*, as applicable, on topics such as communications with auditees, independence, audit evidence and documentation, and reporting.

An accountability audit involves performing procedures to obtain audit evidence about compliance and controls in areas selected for audit. In keeping with general auditing practices, we do not examine every transaction, activity, policy, internal control, or area. The areas examined and procedures selected depend on the auditor’s judgment, including the assessment of the risks of fraud, loss, abuse, or noncompliance.

Our responsibility is to issue a written report describing the overall results and conclusions for the areas we examined.

Data Security

Our Office is committed to appropriately safeguarding the information we obtain during the course of the audit. We have entered into a data sharing agreement with the City to ensure compliance with legal requirements and Executive Directives (Executive Order 16-01, RCW 42.56 and WaTech policies and standards) in the handling of information considered confidential.

Reporting levels for audit issues

Issues identified through the auditing process will be communicated as follows. Failure to appropriately address audit issues may result in escalated reporting levels.

- **Findings** formally address issues in an audit report. Findings report significant results of the audit, such as significant deficiencies and material weaknesses in internal controls; misappropriation; and material abuse or non-compliance with laws, regulations, contracts or grant agreements. You will be given the opportunity to respond to a finding, and this response, or a synopsis of it, will be published in the audit report. Professional auditing standards define the issues we must report as findings with regard to non-compliance with a financial statement effect and internal controls over financial reporting. The Uniform Guidance defines the issues we must report as findings with regard to non-compliance and internal controls over compliance with federal grants.
- **Management letters** communicate control deficiencies, non-compliance, misappropriation, abuse, or errors with a less-than-material effect on audit objectives. Management letters are referenced, but not included, in the audit report.
- **Exit items** address control deficiencies, non-compliance, abuse, or errors that have an insignificant effect on audit objectives. These issues are informally communicated to management and are not referenced in the audit report.

Client's Responsibilities

Management is responsible for the accuracy and completeness of information provided to the auditor and will provide the Office of the Washington State Auditor with:

- Unrestricted access to people with whom the auditor wishes to speak.
- All information that is requested or relevant to auditor requests.
- Notification when any documents, records, files, or data contain information that is covered by confidentiality or privacy laws.
- Adequate workspace and conditions, including interacting with auditors professionally and respectfully and promptly communicating about any issues and concerns.

Moreover, our audit does not relieve management or the governing body of their responsibilities.

Management's responsibilities, with oversight from the governing body, include:

- Selecting and applying appropriate administrative and accounting policies.
- Establishing and maintaining effective internal controls over financial reporting, compliance, and safeguarding of public resources.
- Designing and following effective controls to prevent and detect fraud, theft, and loss.
- Promptly reporting to us knowledge of any fraud, allegations of fraud or suspected fraud involving management, employees or others, in accordance with RCW 43.09.185.
- Ensuring compliance with laws, regulations and provisions of contracts and grant agreements.
- Preparation and fair presentation of these financial statements in accordance with the cash basis *Budgeting, Accounting and Reporting System Manual* (BARS).
- Preparing the following supplementary information:
 - Schedule of Expenditures of Federal Awards (including notes and noncash assistance received) that includes all expenditures from federal agencies and pass-through agencies in the form of grants, contracts, loans, loan guarantees, property, cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance in accordance with Uniform Guidance 2 CFR § 200.510 requirements
 - Schedule of Liabilities in accordance with the BARS Manual

- Identifying all federal awards received.
- Understanding and complying with the provisions of laws, regulations, contracts, and grant agreements, including applicable program compliance requirements.
- Establishing and maintaining internal control over compliance, including establishing and maintaining effective controls that provide reasonable assurance that the City administers government programs in compliance with the compliance requirements.
- Evaluating and monitoring compliance with federal award requirements.
- Informing us of the City’s relationships with significant vendors who are responsible for program compliance
- Submitting the reporting package and data collection form through the Federal Audit Clearinghouse.

Responsibilities at the conclusion of the audit

At the conclusion of our audit, the City will provide us with a letter to confirm in writing certain express and implied representations made during the course of the audit. This letter includes representations regarding legal matters. A separate letter may be needed from the City’s legal counsel.

Office of the Washington State Auditor will publish the audit report. The City may not publish any document containing the audit report that has any change or modification to its contents without our express written consent, including the financial statements, supplementary and other information referenced in the auditor’s report. You should contact us if any changes are needed to the audit report or its content. Likewise, we will contact you if we subsequently discover any need to change our report.

Management and the governing body are also responsible for following up and taking corrective action on all audit findings, including, when applicable, preparing a summary schedule of prior audit findings and a corrective action plan on the City’s own letterhead.

Estimated Audit Costs and Timeline

We estimate the cost of the audit work to be \$51,400, plus travel costs, and other expenses, if any. Invoices for these services will be prepared and presented each month as our audit work progresses.

We anticipate our reports will be published on our website at www.sao.wa.gov and be available to you and the public as outlined below. These estimates are based on timely access to financial information and no significant audit reporting issues. The estimated cost and completion date may change if unforeseen issues arise or if significant audit issues are identified, necessitating additional audit work. We will promptly notify you if this is the case.

Report	Date*
Independent Auditor’s Report on Financial Statements	September 2026
Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	September 2026
Independent Auditor’s Report on Compliance for Each Major Program and on Internal Control over Compliance in Accordance with Uniform Guidance	September 2026

Independent Auditor's Report on Accountability	December 2026
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**Report Issuance Dates Are Estimates Only*

The audit documentation for this engagement, which may contain confidential or sensitive information, is the property of SAO and constitutes a public record under Chapter 42.56 RCW. Subject to applicable laws and regulations, appropriate individuals, as well as audit documentation, will be made available upon request and in a timely manner to appropriate auditors and reviewers, City's management and governing body, and federal agencies, for purposes of a public records request, a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities.

The audit documentation for this engagement will be retained for a minimum of five years after the report release (publish) date in accordance with the public records retention schedule established by the Washington Secretary of State.

Expected Communications

During the course of the audit, we will communicate with the City's selected audit liaison, Aaron Hall, City Treasurer, on the audit status, any significant changes in our planned audit scope or schedule and preliminary results or recommendations as they are developed. The audit liaison is responsible for regularly updating management and the governing body on these matters. We may also provide direct communication of these matters to management and the governing body as needed or upon request.

Please contact us if any events or concerns come to your attention of which we should be aware. We will expect the audit liaison to keep us informed of any such matters.

Audit Dispute Process

Please contact the Audit Manager or Assistant Director to discuss any unresolved disagreements or concerns you have during the performance of our audit. At the conclusion of the audit, we will summarize the results at the exit conference. We will also discuss any significant difficulties or disagreements encountered during the audit and their resolution.

By signing and returning this letter, you acknowledge that the foregoing is in accordance with your understanding. Please contact us with any questions.

We appreciate the opportunity to be of service to you and look forward to working with you and your staff.

Sincerely,



Alisha Shaw, Program Manager 8/4/2026
Office of the Washington State Auditor

City Response:

This letter correctly sets forth our understanding.

Shawna Beese,
Mayor

Date

Aaron Hall,
City Treasurer

Date

Council Member

Date



Amanda Tainio, Principal

August 3, 2026

Memo To: Millwood City Council

RE: July 2026 Planning Report

Here is a summary of the planning activities for the month of July 2026:

- Permit/license/land use application review and processing:
 - 9610 E. Frederick - Fence Permit Approval (Front Yard 42" Tall Chain Link)
 - 8704 E. Dalton - Fence Permit Review / Approval (Rear Yard 6' Tall Vinyl)
 - 3508 N. Dale (MW-2026-0041) - Detached 2 Story Garage Review
 - 3019 N. Argonne (MW-2026-0021) - Code Enforcement Investigation (Siding Material)
 - Misc. zoning reviews / information / other jurisdiction SEPA reviews / staff assistance / coordination
- Data Center Moratorium
- Building and Land Use Permit Reports / Questionnaires for SVFD, etc.
- Planning for Recreation Access (PRA) Grant - Application Submittal (Millwood Park Redevelopment)
- Meeting with Washington State Department of Ecology on Shoreline Permitting and Project Updates
- Spokane County FEMA Estimated Floodplains Meeting (*no proposed changes in Millwood*)
- Newsletter article on Comprehensive Plan and Development Regulations Amendment Process for Mayor
- 2026 Periodic Update
 - Community / agency engagement & webpage updates
 - 7/1/26 Planning Technical Advisory Committee (PTAC) Meeting
 - SEPA & 60 Day Review Comments Processing
 - Development Regulations Review Tracker Updates
 - 7/14/26 Joint Special City Council / Planning Commission Workshop - Periodic Update Development Regulations
 - 7/15/26 Steering Committee of Elected Officials (SCEO) Meeting
 - Millwood Website for Housing Financial Incentives - <https://www.millwoodwa.us/resources/page/housing-financial-incentives>
 - 7/29/26 Planning Technical Advisory Committee (PTAC) City Representatives Meeting
 - 7/29/26 Planning Commission Meeting - Periodic Update Development Regulations Review



Amanda Tainio, Principal

- Periodic Update - Review Requested Modifications (from 6/24/26 meeting / workshop & 60 day / SEPA review)
- Periodic Update - Residential Setbacks (from 7/14/26 joint meeting & public comment)
- 2027 Budget - Proposed Projects Discussion
- City Planning Report for June 2026
- August Meeting / Public Hearing Schedule

With best regards,

Amanda Tainio
Millwood Contract City Planner
planner@millwoodwa.us

CHANGE ORDER NO. 1

PROJECT: ARGONNE RD - TRENT TO FREDERICK REHAB
DATE OF ISSUANCE: 8/4/2026

STATE: WA
EFFECTIVE DATE: 8/4/2026

OWNER: City of Millwood, 9103 E. Frederick Ave., Spokane, WA 99206
CONTRACTOR: Shamrock Paving, Inc., PO Box 19263, Spokane, WA 99219-9263
ENGINEER: Welch, Comer & Associates, Inc. 330 E. Lakeside Avenue, Suite 101, Coeur d'Alene, Idaho 83814

You are directed to make the following changes in the Contract Documents:

(supplemental plans and specifications attached)

Item Description	Change in Price	Change in Time
Item #1 - Fiber Optic Improvements	\$ 9,964.66	0
Item #2 - Detectable Warning Surfaces	\$ 3,690.50	0
Item #3 - Remove/Replace Additional Island Curb	\$ 2,838.00	0
Item #4 - Replace Utility Access Equipment (WCD-1)	\$ 11,309.36	0
Item #5 - Install Owner-Furnished Signal Detector Loop (WCD-1)	\$ 1,404.68	0

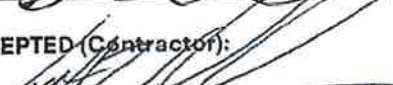
JUSTIFICATION:
SEE ATTACHED CHANGE SUPPORT SHEET

CHANGE IN CONTRACT PRICE:		CHANGE IN CONTRACT TIMES (days or dates):	
Original Contract Price:		Original Contract Times	
Base Bid	\$ 1,137,000.00	Physical Completion:	10/06/26
Add Alternates	\$ 160,000.00		
Total Original Contract Price	\$ 1,297,000.00		
Previous Change Orders		Previous Change Orders	
Change Order No. _____	\$ -	Change Order No. _____	
Change Order No. _____	\$ -	Change Order No. _____	
Change Order No. _____	\$ -	Change Order No. _____	
Net Changes from Previous Change Orders	\$ -	Net Changes from Previous Change Orders	0
Contract Price prior to this Change Order	\$ 1,297,000.00	Contract Times prior to this Change Order	
		Physical Completion:	10/06/26
Net Increase/Decrease of Alternates	\$ -	Net Increase/Decrease of this Change Order	0
Net Increase/Decrease of Change Order Items	\$ 29,207.20		
Net Total Change Order Amount	\$ 29,207.20		
Contract Price with all approved Change Orders	\$ 1,326,207.20	Contract Times with all approved Change Orders	
		Physical Completion:	10/06/26

This document will become a supplement to the contract and all provisions will apply hereto.

RECOMMENDED (Engineer):
By:  Name/Title: Cody Hodgson, PE / Prj Engineer Date: 8/4/2026

APPROVED (Owner):
By:  Name/Title: Shawna Beese / Mayor Date: 8/6/2026

ACCEPTED (Contractor):
By:  Name/Title: Scott Willms / General Manager Date: 08/04/2026

**CONTRACT CHANGE ORDER NO. 1
TO
ARGONNE RD - TRENT TO FREDERICK REHAB**

Item #1 - Fiber Optic Improvements

JUSTIFICATION:

Fiber optic cable from the Argonne Widening project was not installed to the southern limits of construction as assumed at the time of bid. Additionally, per Western Systems, Spokane Valley and WSDOT coordination, it was recommended to install Fiber switches at the new pedestrian HAWK and Trent intersection to complete the interconnected system. This cost includes labor, material, and equipment to install the additional Fiber Optic required to connect to the Empire intersection as well as the two additional Fiber switches at the Buckeye and Trent intersections.

DESCRIPTION:

Install Fiber Optic from Frederick to Empire. Install Fiber switches at existing signal cabinet at Trent and new cabinet at Buckeye.

NEGOTIATED PRICE:

\$ 9,964.66 Includes: All equipment, materials and labor associated with the changes described above.

CONTRACT TIMES:

0 Additional days will be added as a result of this change.

Item #2 - Detectable Warning Surfaces

JUSTIFICATION:

Replacing the standard detectable warning surfaces for Pedestrian Ramps to install same product as installed for the previous Argonne project.

DESCRIPTION:

Replace carbon composite detectable warning surface with cast iron detectable warning surface.

NEGOTIATED PRICE:

\$ 3,690.50 Includes: All equipment, materials and labor associated with the changes described above.

CONTRACT TIMES:

0 Additional days will be added as a result of this change.

Welch Comer Engineers, Inc.

Item #3 - Remove/Replace Additional Island Curb

JUSTIFICATION:

During Phase 1 Traffic Control it was determined that the existing island curb was surface mounted on the Southbound concrete pavement on Argonne. Additionally, the City, Engineer Representative, and Contractor, examined the existing curb intended to be preserved and recommended to remove and replace, determined by existing curb quality and benefits to traffic control and schedule. Per these findings, the Contractor requested and received approval from Engineer to install the Dual Faced curb per the pre-existing conditions when on concrete pavement rather than as detailed in the plans. The cost includes adding the additional linear footage of dual faced traffic curb, installed on the surface, as well as reduction of quantities for the standard bid item Dual Faced Cement Conc to account for the different materials and labor costs.

DESCRIPTION:

Remove and replace remaining island curb. Revised cost to surface mount install island curb on concrete pavement and reduction of quantity from original bid item.

NEGOTIATED PRICE:

\$ 2,838.00 Includes: All equipment, materials and labor associated with the changes described above.

CONTRACT TIMES:

0 Additional days will be added as a result of this change.

Item #4 - Replace Utility Access Equipment (WCD-1)

JUSTIFICATION:

The existing at-grade utilities need adjusted to the proposed grade however, given the poor conditions of these utility access adjustment is not easily feasible. Since the condition is poor, the City has requested to replace the utility access equipment.

DESCRIPTION:

Contractor shall remove and replace the following existing utility access equipment: (16) water valve box assemblies, (2) stormwater drywell grates and rings, (4) sewer manhole rings & lids.

NEGOTIATED PRICE:

\$ 11,309.36 Includes: All equipment, materials and labor associated with the changes described above.

CONTRACT TIMES:

0 Additional days will be added as a result of this change.

Welch Comer Engineers, Inc.

Item #5 - Install Owner-Furnished Signal Detector Loop (WCD-1)

JUSTIFICATION:

During subbase preparation for the FDR, it was determined that the existing signal detection loops at Grace were to be impacted and need replaced. The City of Millwood has procured the two new detector loops from Spokane County and has requested that the Contractor complete the installation and hook up of the new detector loops back to the existing junction boxes.

DESCRIPTION:

Contractor shall install (2) owner furnished signal detector loops at Grace intersection and connect to existing junction boxes.

NEGOTIATED PRICE:

\$ 1,404.68 Includes: All equipment, materials and labor associated with the changes described above.

CONTRACT TIMES:

0 Additional days will be added as a result of this change.

EXISTING PAY ITEMS

Item No / Pay Item	Description	Unit	Original Contract Qty	Change Order Qty	Resulting Contract Qty	Unit Price	Total (C.O. Qty x Unit Price)
18 / 6706	DUAL-FACED CEMENT CONC. TRAFFIC CURB	L.F.	370	-166	204	\$ 58.50	\$ (9,711.00)
Subtotal							\$ (9,711.00)

NEW PAY ITEMS

Pay Item	Description	Unit	Original Contract Qty	Change Order Qty	Resulting Contract Qty	Unit Price	Total (C.O. Qty x Unit Price)
CO1-1	Fiber Optic Improvements	LS	0	1	1	\$ 9,964.66	\$ 9,964.66
CO1-2	Detectable Warning Surfaces	LS	0	1	1	\$ 3,690.50	\$ 3,690.50
CO1-3	"Surface Mounted" Dual Faced Cement Conc. Traffic Curb	LF	0	282	282	\$ 44.50	\$ 12,549.00
CO1-4	Replace Utility Access Equipment (WCD-1)	LS	0	1	1	\$ 11,309.36	\$ 11,309.36
CO1-5	Install Owner-Furnished Signal Detector Loop (WCD-1)	EA	0	2	2	\$ 702.34	\$ 1,404.68
Subtotal							\$ 38,918.20
TOTAL NET CHANGE							\$ 29,207.20

Welch Comer Engineers, Inc.

WELCH COMER & ASSOCIATES, INC.
WORK CHANGE DIRECTIVE

WORK CHANGE DIRECTIVE NUMBER: 1

PROJECT: Argonne Rehab – Trent to Frederick Rehab PROJECT NUMBER: 51061.30

DATE OF ISSUANCE 07-20-2026 EFFECTIVE DATE: 07-20-2026

FROM OWNER: City of Millwood

TO CONTRACTOR: Shamrock Paving, Inc.

ENGINEER: Welch Comer Engineers

YOU ARE DIRECTED TO PROCEED PROMPTLY WITH THE FOLLOWING CHANGE(S):

Description:

- 1. Remove and replace the following existing utility access equipment: (16) water valve box assemblies, (2) stormwater drywell grates and rings, (4) sewer manhole rings & lids.
- 2. Install (2) owner furnished signal detector loops at Grace Intersection and connect to existing junction boxes.

Purpose of Work Change Directive:

- 1. The existing at-grade utilities need adjusted to the proposed grade however, given the poor conditions of these utility access adjustment is not easily feasible. Since the condition is poor, the City has requested to replace the utility access equipment.
- 2. During subbase preparation for the FDR, it was determined that the existing signal detection loops at Grace were to be impacted and need replaced. The City of Millwood has procured the two new detector loops from Spokane County and has requested that the Contractor complete the installation and hook up of the new detector loops back to the existing junction boxes.

If a claim is made that the above change(s) have affected Contract Price or Contract Times, any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s):

Method of determining change in Contract Price:	Method of determining change in Contract Times:
☐ Unit Prices	☐ Contractor's records
☐ Lump Sum	☐ Engineer's records
☐ Other _____	☐ Other _____
Estimated increase/decrease in Contract Price:	Estimated increase/decrease in Contract Times:
\$ <u>TBD - Not to exceed \$49,999</u>	Substantial Completion: <u>0</u> days;
If the change involves an increase, the estimated amount is not be exceeded without further authorization.	Ready for final payment: <u>0</u> days.
	If the change involves an increase, the estimated times are not to be exceeded without further authorization.

RECOMMENDED:	AUTHORIZED: <u>City of millwood.</u>
<u>Welch Comer & Associates, Inc.</u>	<u>Shawn Reese, Mayor</u>
ENGINEER	OWNER
By: <u>[Signature]</u>	By: <u>[Signature]</u>
(Authorized Signature)	(Authorized Signature)
Date: <u>7/21/2026</u>	Date: <u>7/21/26</u>



SHAMROCK PAVING, INC.

Commercial, Residential, and Industrial Contractor
P.O. BOX 19263 Spokane, WA 99219
Phone (509) 244-2800 Fax (509) 244-2949

To:	City Of Millwood	Contact:	Matt Gillis
Address:	9103 Fredrick Millwood, WA 99206	Phone:	(509) 342-1500
		Fax:	
Project Name:	Argonne Rd - Trent To Frederick Rehab	Bid Number:	2026 - 021KM
Project Location:	Argonne - Trent To Frederick, Millwood, WA	Bid Date:	4/28/2026
Addendum #:	1-2-3		

We are pleased to quote the following project:

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	Utility Adjustment	1.00	LS	\$11,309.36	\$11,309.36
2	Signal Loops	2.00	EACH	\$702.34	\$1,404.68

Total Bid Price: \$12,714.04

- Notes:**
- WORK CHANGE DIRECTIVE #1
 - Remove and Replace existing (16) water valve can top section and lids or damaged bottom sections, (2) drywell castings and (4) sewer manhole castings
 - Install (2) signal detector loops at the grace intersection and connect to the existing junction boxes (owner provided)

Payment Terms:
Net/10 Days; *unless otherwise specified by contract terms and conditions.*
Total price to be based on actual quantity or measurement unless otherwise specified.
Central Washington Asphalt, Inc. accepts all major Credit Cards. There will be a 3% fee added to your bill if a Credit Card is used for payment.

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted. Buyer: _____ Signature: _____ Date of Acceptance: _____	CONFIRMED: Shamrock Paving Authorized Signature: _____ Estimator: Chuck Green, Kent Merrick
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