



City Council Regular Meeting Agenda

Tuesday, July 14, 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
 - b. [STA - Proposition 1](#)
 - c. [SVFD Quarterly Report - Cheif Frank Sotto](#)

5. OTHER PRESENTATIONS

6. 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.

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](#)
- b. [Resolution 2026-06 - Purchasing Policies](#)
- c. [Mayor Budget Memo 2027](#)

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](#)
- b. [ORDINANCE No. 559 - Moratorium Data Centers](#)

10. REPORTS (no action)

- a. Treasurer - 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

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.

13. COUNCIL REMARKS

14. ANNOUNCEMENTS

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

16. ADJOURNMENT



STA Proposition 1

Maintenance and Enhancement of
Public Transportation Services Transit
Primary Election | August 4, 2026

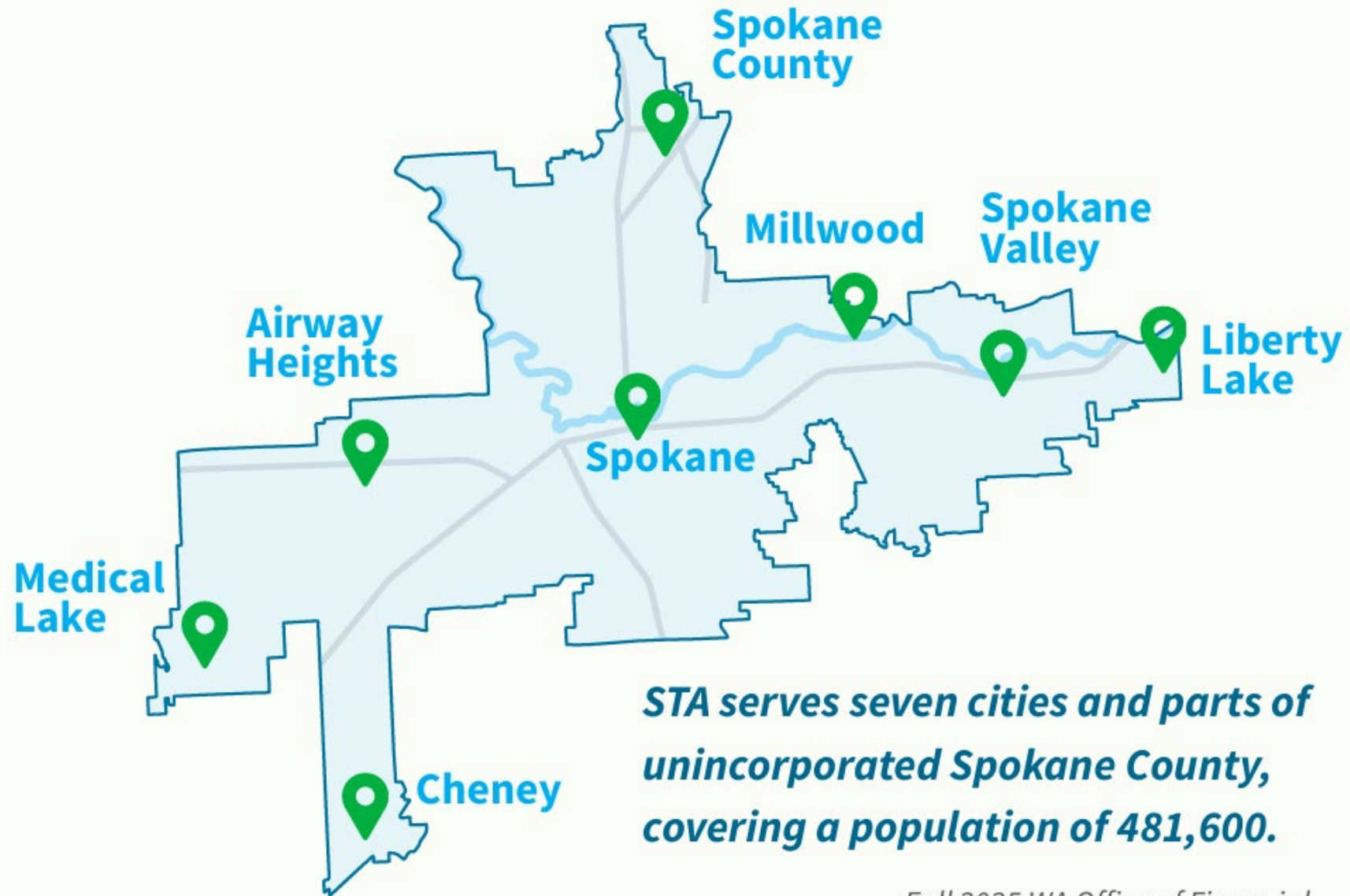
About Spokane Transit Authority

- STA is a public transportation benefit area (PTBA) authority, established under state law by local jurisdictions to provide public transportation throughout central Spokane County
- Mission Statement

We provide safe, inclusive, convenient, and efficient public transportation services to Spokane area communities.

We are leaders in transportation and a valued partner in the region's social fabric, economic infrastructure, and quality of life.
- Vision Statement

Connecting everyone to opportunity



Fall 2025 WA Office of Financial Management estimate

Spokane Transit Proposition 1

- On August 4, 2026, voters in Spokane County's transit service area will be asked whether to renew the existing local sales tax that funds public transit
- This 0.2% sales tax was approved by voters in 2016 and is set to expire on December 31, 2028

STA PROPOSITION 1
August 4, 2026

MAINTAIN TODAY'S TRANSIT
SUPPORT TOMORROW'S GROWTH

This is not a new tax—it is a renewal

- The 0.2% (two-tenths of one percent) is already part of the current Spokane sales tax rate
- This measure does not increase the rate above the amount voters previously approved
- If renewed, the existing rate would continue supporting public transit through December 31, 2048, unless renewed again by voters

For every \$10 retail purchase, 2¢ would go toward supporting public transit



Most money would go toward maintaining current service

Part would be invested in improvements under the Connect 2035 plan

STA Moving Forward (2017-2026)



Projects completed:
of the 27 projects,
STA is delivering on
26 of them



Service grew by over
35% (passing the
original goal)



City Line was
completed \$14
million under budget



New transit centers
were built that
increased capacity
and improved access



Over \$138 million in
grants were secured
by STA



Zero debt

How the money would be used

- Most funding from the renewed sales tax would **maintain** the improved service levels achieved over the last 10 years during STA Moving Forward
- The remaining funding would **enhance** that service over the next 10 years as outlined in the Connect 2035 plan



Connect 2035: STA's New 10-year Strategic Plan

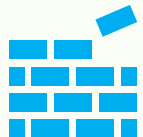
STA Proposition 1 would fund more than 40 projects to:



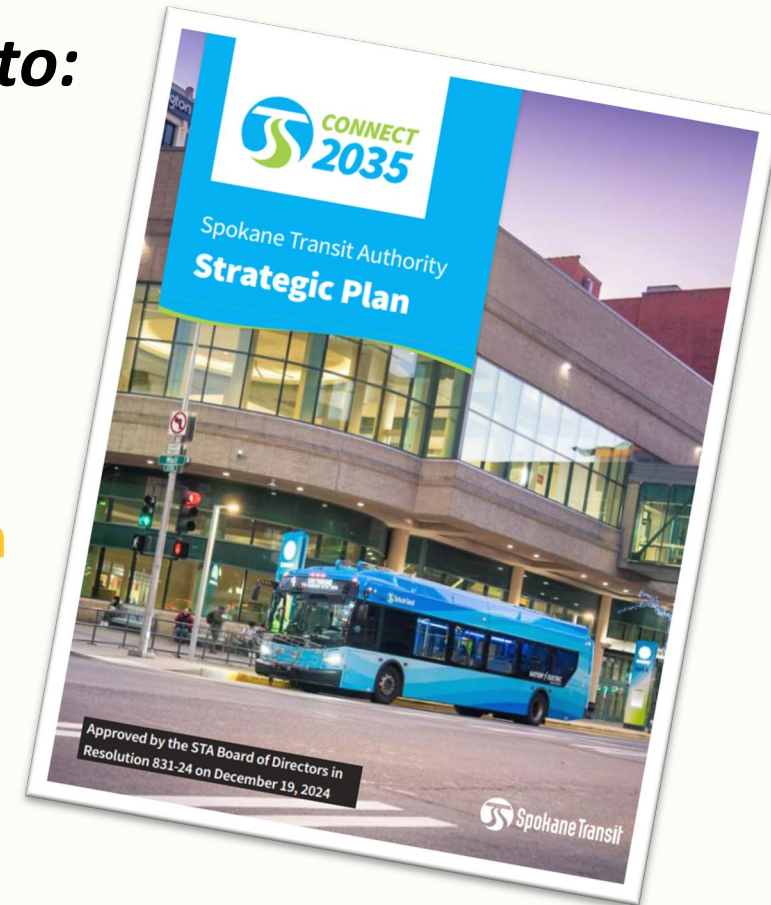
Goal 1 – Elevate the customer experience



Goal 2 – Lead and collaborate with community partners to enhance the quality of life in our region



Goal 3 – Strengthen our capacity to anticipate and respond to the demands of the region





ELEVATE THE CUSTOMER EXPERIENCE

Expand and improve transit options so more people can access fast, reliable service and a safe, comfortable ride from start to finish.

- Launch **Division Street Bus Rapid Transit (BRT)** and other High Performance Transit corridors, including Route 33 Wellesley
- Implement **bus stop upgrades**, such as shelters, lighting, and ADA access
- Design **mobility-on-demand** pilot services in areas such as West Plains, Latah Valley, Northeast Spokane, North Spokane Valley, and Liberty Lake
- Sustain new **Transit Ambassador** program to support riders



LEAD AND COLLABORATE WITH COMMUNITY PARTNERS

Section 4, Item b.

Work with partners to expand transit access, strengthen community benefits, and encourage development and services near high-frequency transit.

- **Expand access** for low-income riders
- Partner with cities to support **more housing near transit**
- **Include transit passes** with sporting and cultural event tickets
- Work with local businesses to improve transit access and **support the regional economy**
- **Expand EV charging** at park-and-ride locations

STRENGTHEN OUR CAPACITY

Invest in staff, plan strategically for the future, and manage resources responsibly to sustain and strengthen the organization.

- **Invest in bus drivers and mechanics** with better facilities and support for reliable service
- **Improve real-time information** through technology upgrades, including Transit App
- Enhance vehicles and use data to **improve safety**
- Build clear, user-friendly dashboards to **increase transparency and accountability**



The Goals Driving Connect 2035

Over the next decade, Spokane Transit will pursue three ambitious goals to create a more accessible, reliable, and connected transportation network. Explore the projects and core investments that will bring this vision to life.

Goal 1:

Elevate the Customer Experience

Goal 2:

Lead and Collaborate with Community Partners

Goal 3:

Strengthen Our Organizational Capacity

Core Investments:

Advance all three strategic goals and guide our next decade

Division Street BRT

Operations Base

Zero Emission Buses

In-Progress

Division Street BRT



Division Street Bus Rapid Transit (BRT) is a transit improvement project that will expand existing bus service between downtown Spokane and north Spokane and Spokane County.

Learn more about the plan and its projects, including Division Street BRT, at staconnect2035.com

Proposition 1: If Passed vs. Not Passed

Topic	If Renewed (YES)	If Not Renewed (NO)
Local Sales Tax	Continues at the current voter-approved rate of 0.2%	0.2% authorization expires December 31, 2028
Transit Funding	Continues through 2048 from this tax funding source	Approximately \$30 million per year in transit funding ends after 2028
Current Service	Existing service can be maintained	STA would need to reduce service to match lower funding in the future
Projects and Plans	Major improvements, such as Division St. BRT, mobility on demand, corridor planning, and bus stop improvements, can move forward	Projects would be delayed, scaled back, or not delivered
State and Federal Funding	STA remains a strong candidate for competitive grants that leverage local dollars	STA would lose approximately \$12.6 million per year in Washington State transit support and special needs grants, and the \$82 million federal funds for Division Street BRT would be at risk

What About STA's Reserves?

- STA's reserves:
 - Fund one-time projects outlined in Connect 2035
 - Protect taxpayers from unexpected costs
 - Are not a funding source designed to be used for ongoing daily service
- The 0.2% sales tax:
 - Funds continued service and projects
 - Helps qualify STA for additional state and federal grants, increasing overall value of taxpayer dollars

Questions

Register to Vote

**Visit sos.wa.gov/elections
to register to vote in the
primary election by
August 4, 2026**





SVFD Run Report 2nd Quarter Report - 2026 All Response Areas



Commissioner's Report

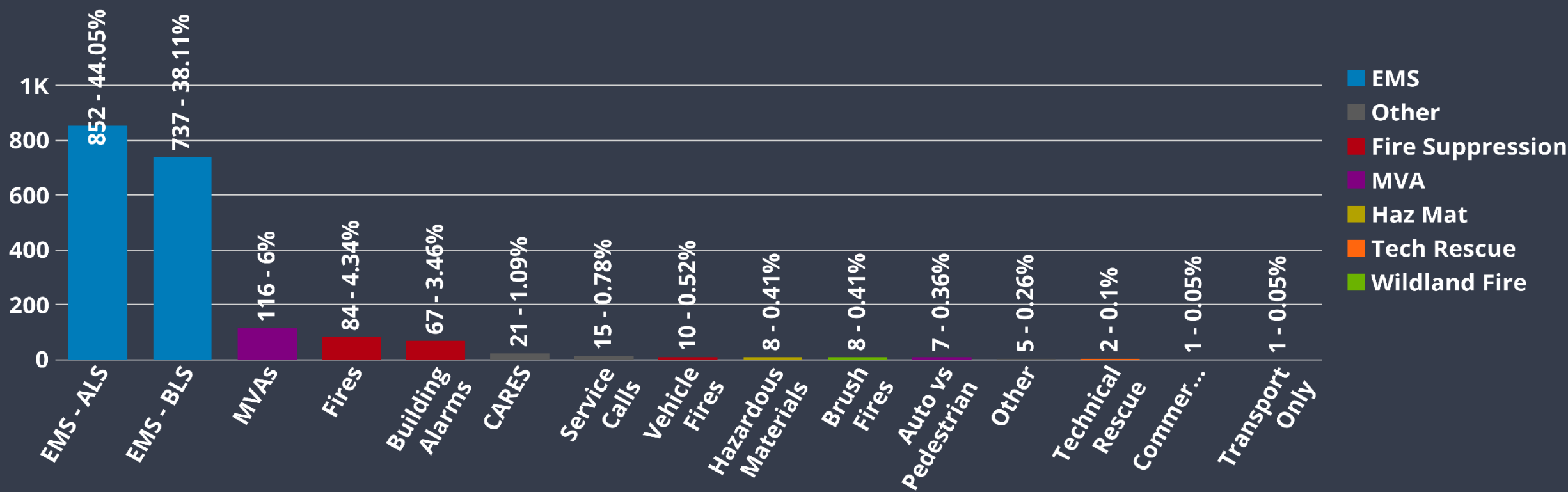
Incident Summary

* An incident is a call for service that requires the assistance of a public safety agency

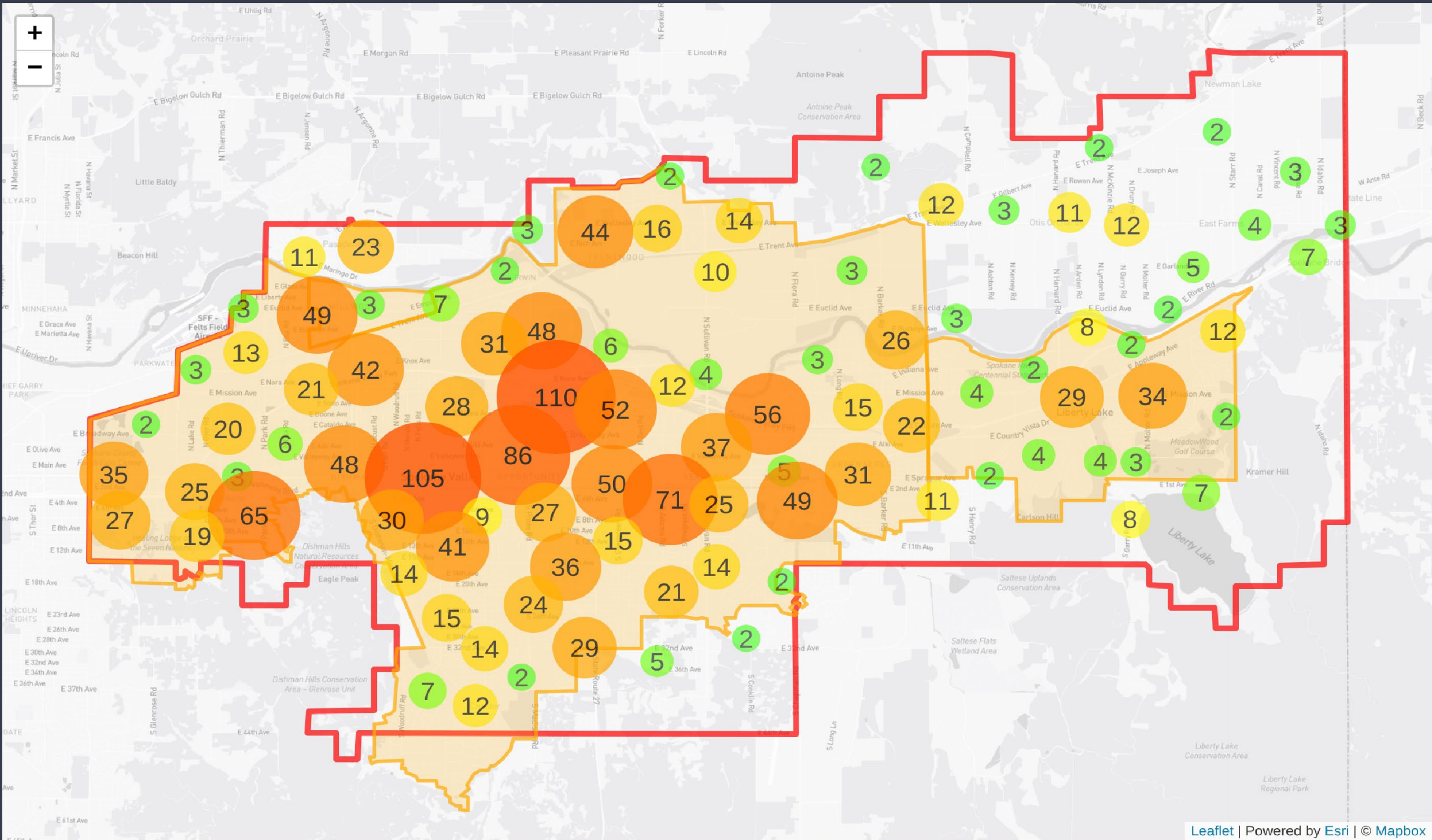
Total In-District Incidents - Last Month

1,934

Total In-District Incidents by Incident Category - Last Month



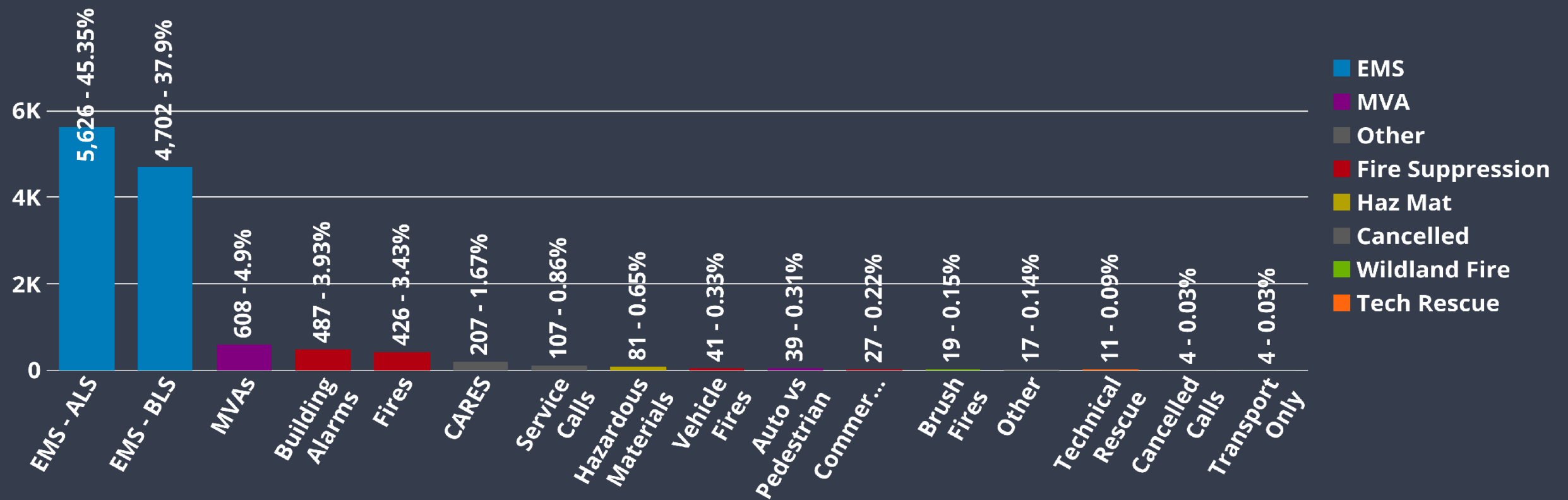
Incidents within the SVFD Boundary - Last Month



Total In-District Incidents - This Year

12,406

Total In-District Incidents by Incident Category - This Year



Response Summary

**A response is counted when an apparatus activates the responding button and an en route time is recorded*

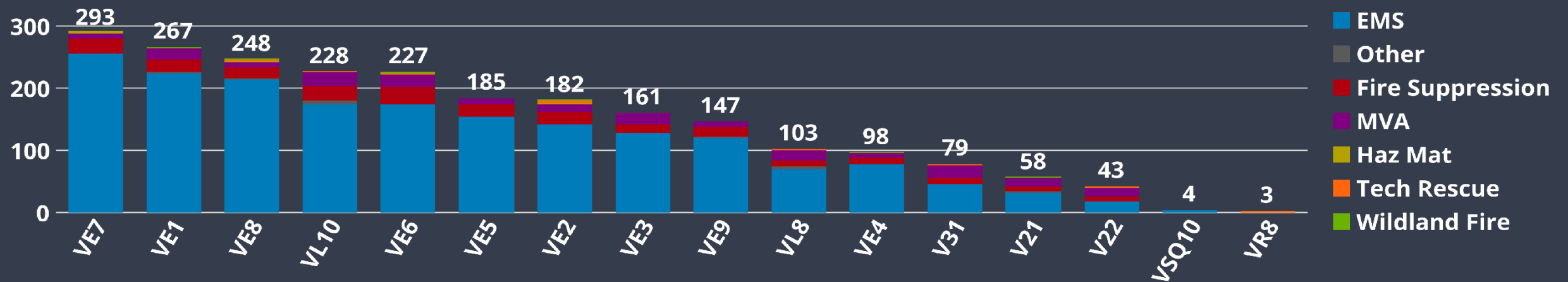
Total Responses - Last Month

2,369

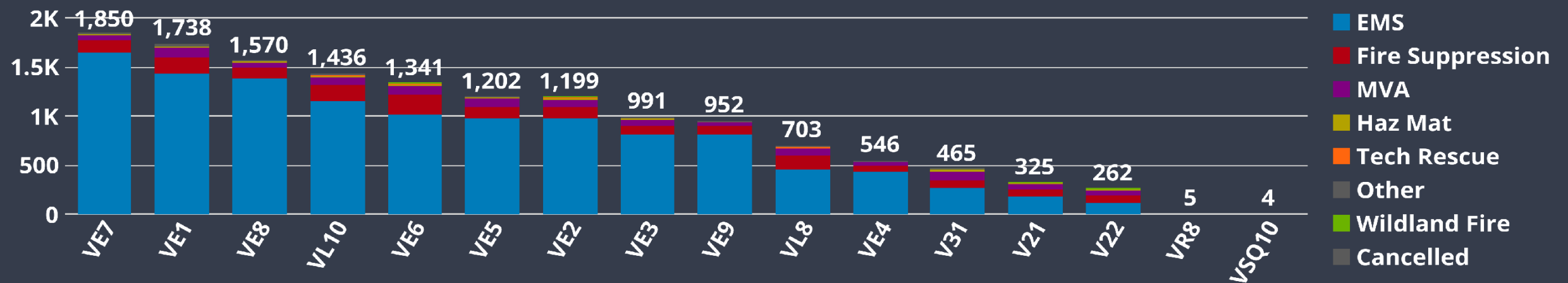
Total Responses - This Year

14,842

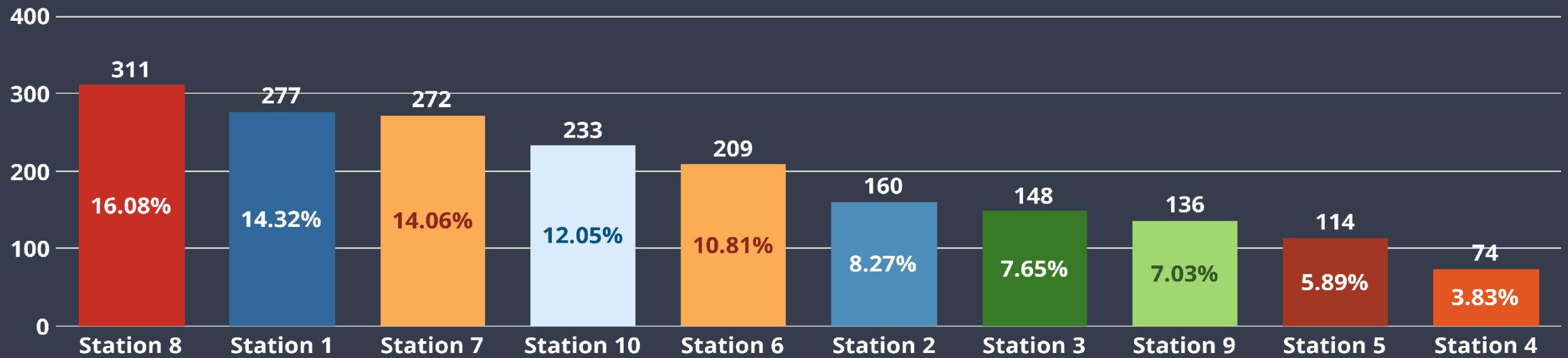
Total Responses by Frontline Apparatus - Last Month



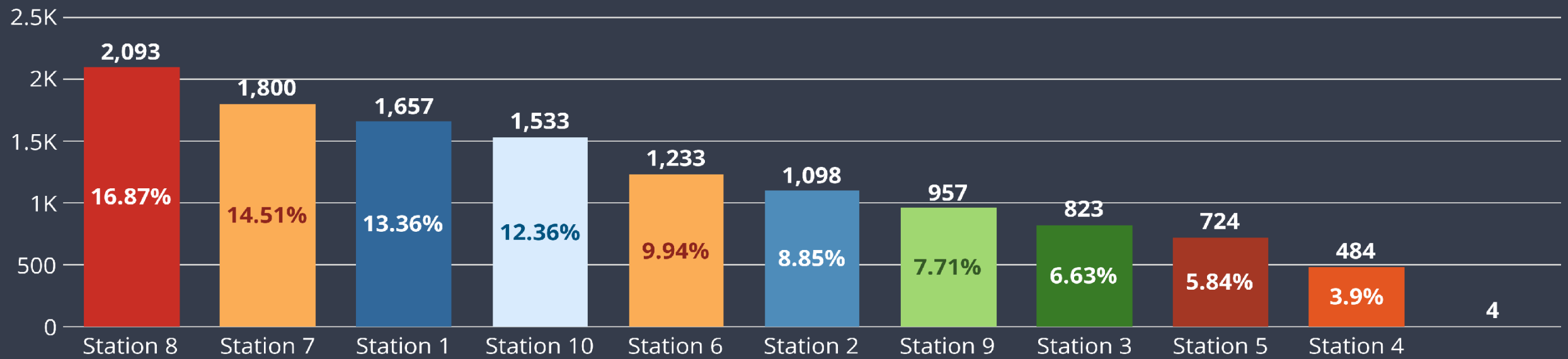
Total Responses by Frontline Apparatus - This Year



Incident Locations by Station Area - Last Month

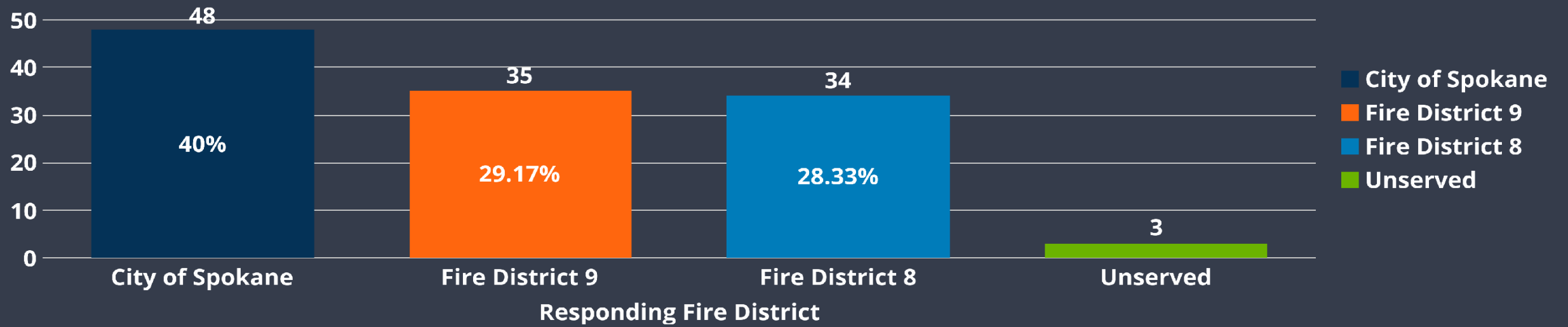


Incident Locations by Station Area - This Year



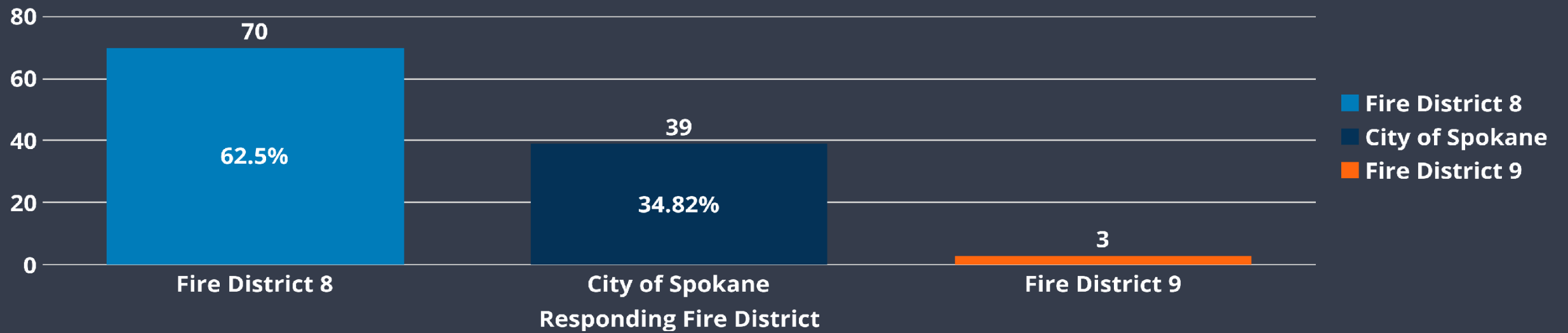
Total Responses from SVFD Into Another District - Last Month

120 Total Responses

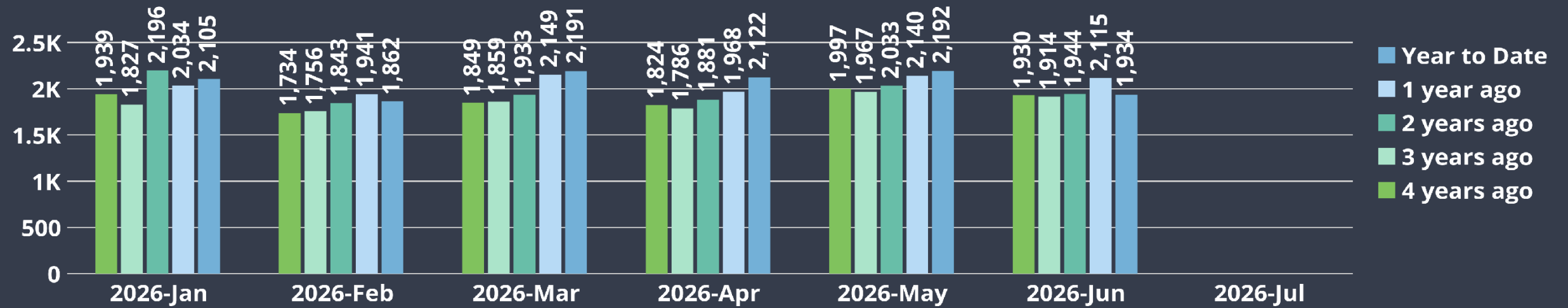


Total Responses from Other District Apparatus Into SVFD - Last Month

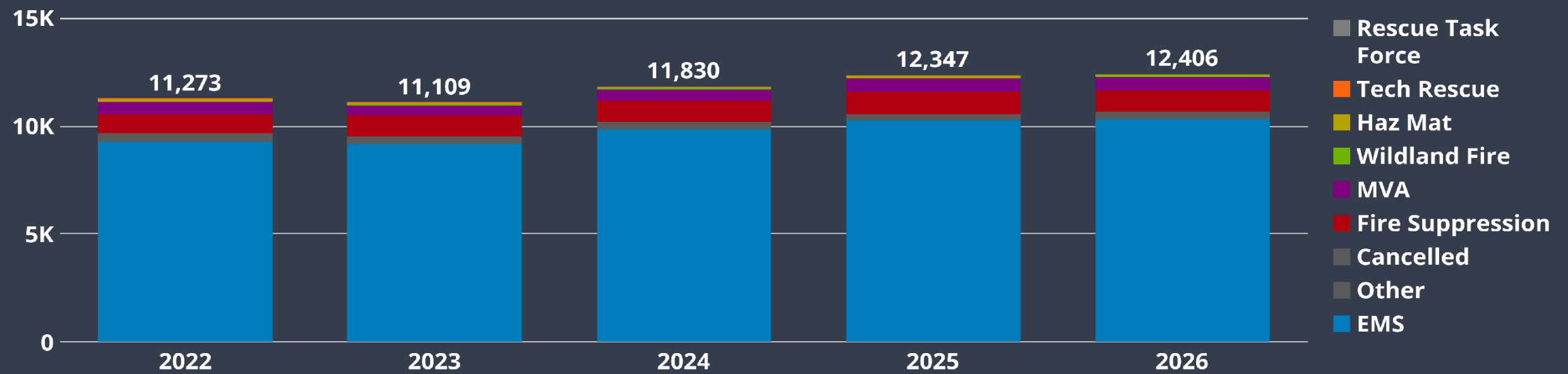
112 Total Responses



Total In-District Incidents Year over Year Comparison - Year to Date
by Month

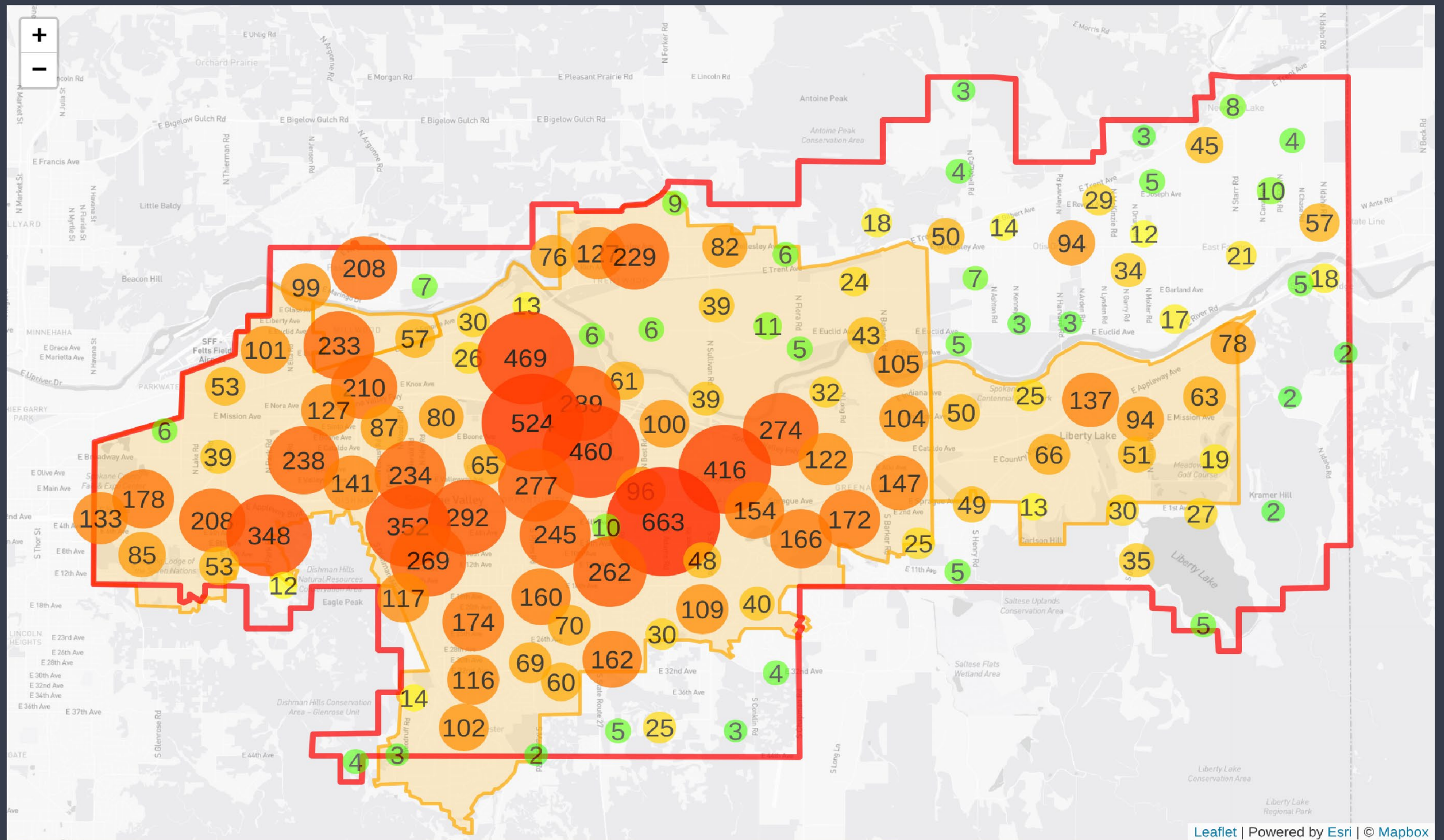


Total In-District Annual Incidents Year-to-Date
by Year



SVFD is .5% above last year's call volume

Incidents within the SVFD Boundary - This Year



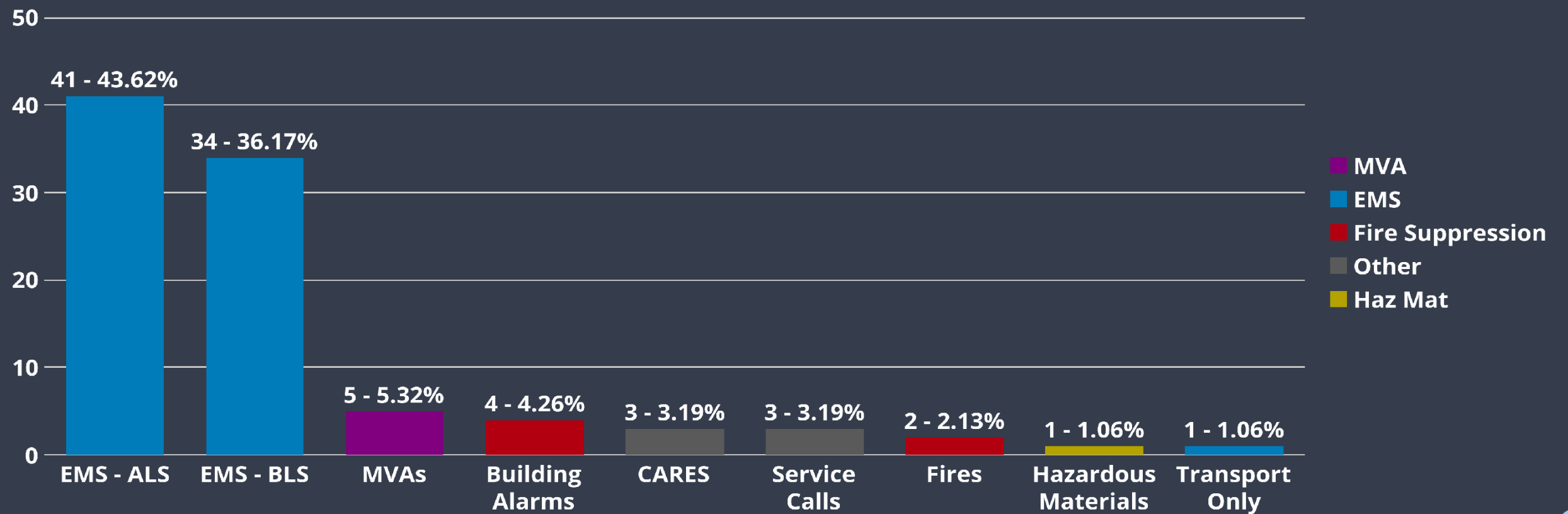


Millwood CC Run Report

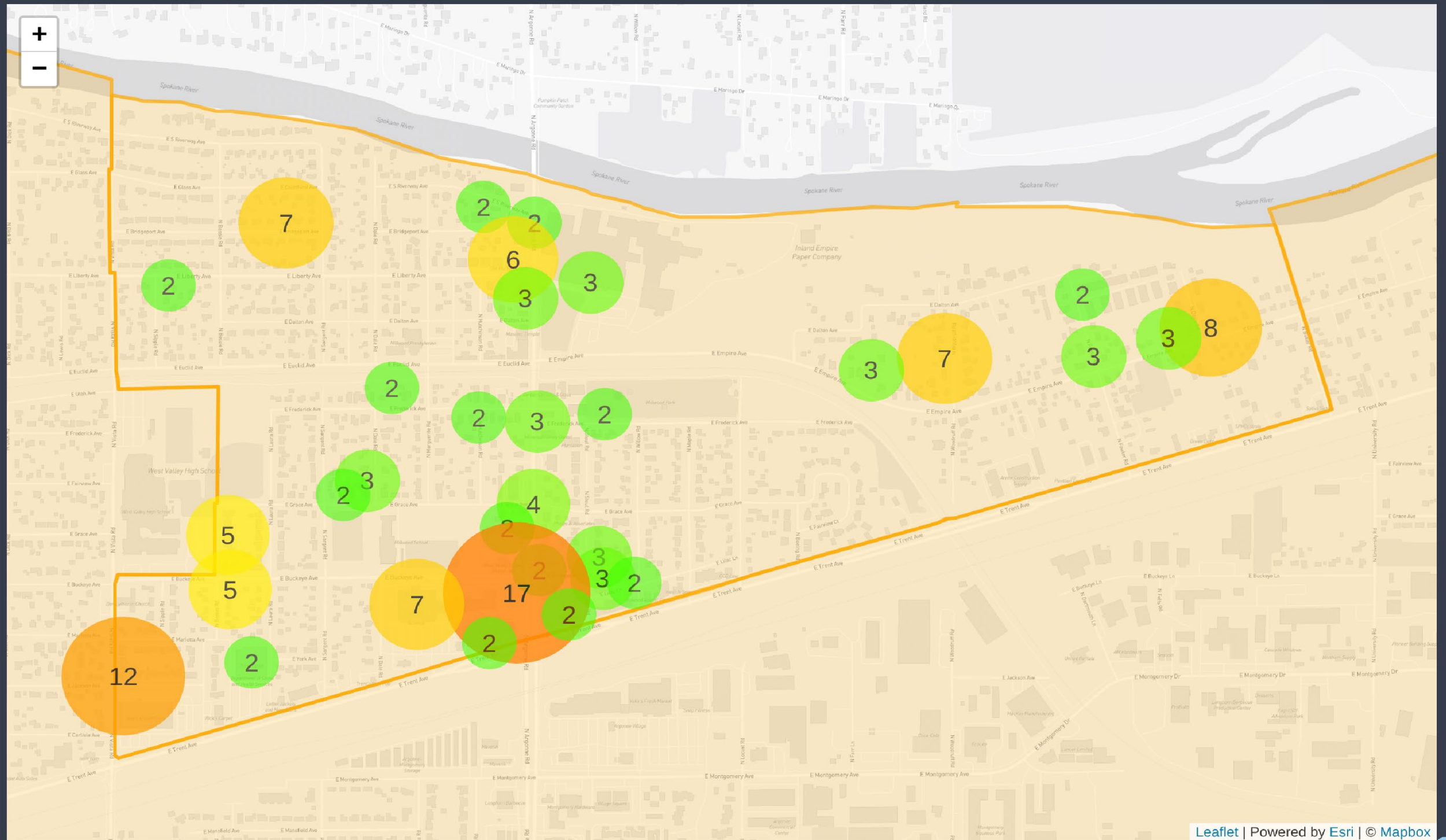
Total In-District Incidents - Last Quarter

94

Total In-District Incidents by Incident Category - Last Quarter



Incidents within the SVFD Boundary - This Year



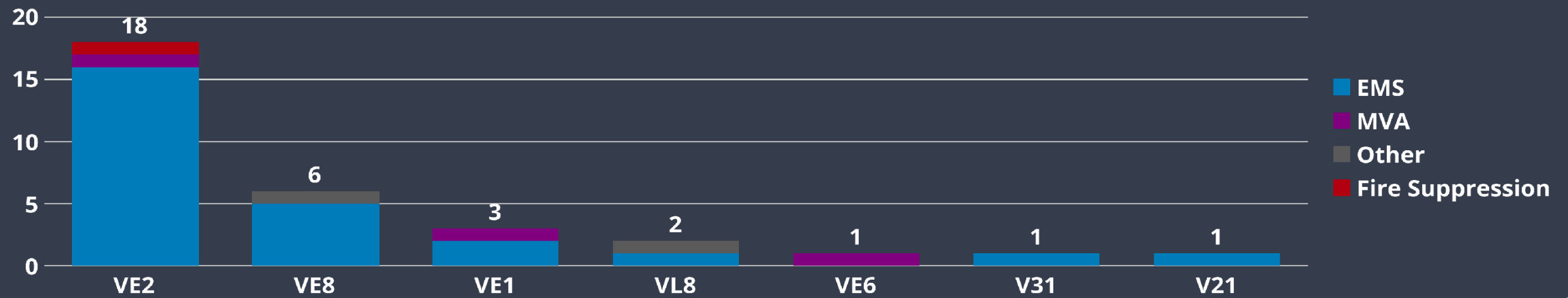
Response Summary

*A response is counted when an apparatus activates the responding button and an en route time is recorded

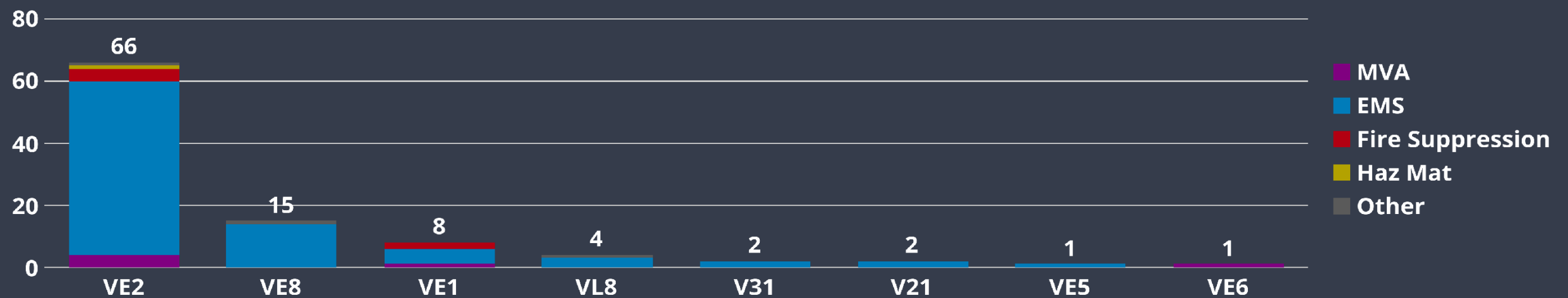
Total Responses - Last Quarter

99

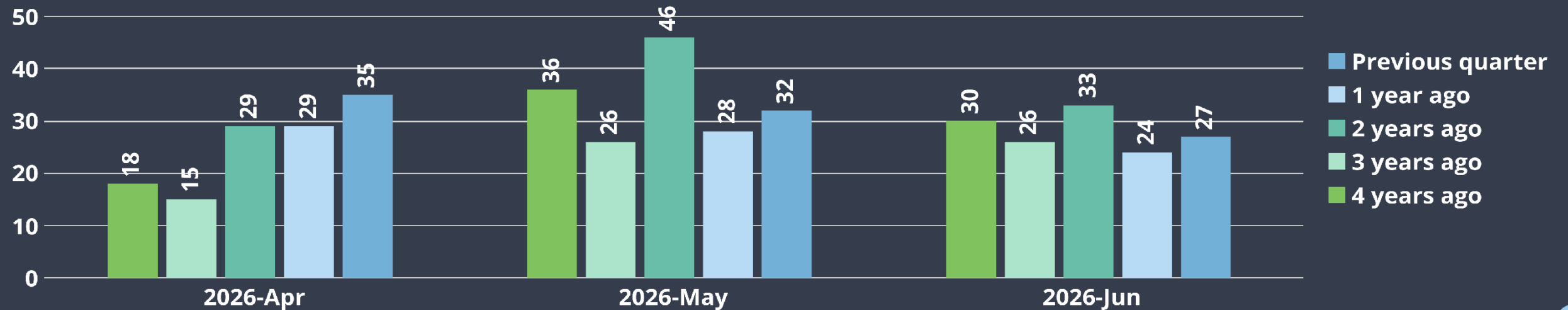
Total Responses by Frontline Apparatus - Last Month



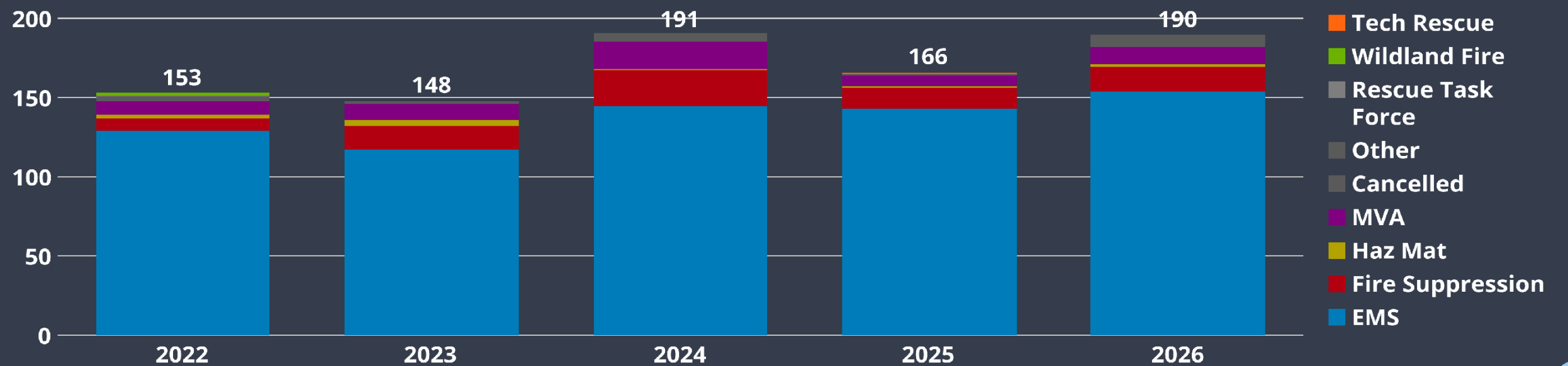
Total Responses by Frontline Apparatus - Last Quarter



Total In-District Incidents Year over Year Comparison - Last Quarter
by Month



Total In-District Annual Incidents Year-to-Date
by Year



Busiest June on Record

Millwood is 14.5% above last year's run numbers

RESOLUTION NO. 856-26

A RESOLUTION PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE SPOKANE COUNTY PUBLIC TRANSPORTATION BENEFIT AREA AT THE PRIMARY ELECTION TO BE HELD ON AUGUST 4, 2026, OF A PROPOSITION REAUTHORIZING SPOKANE TRANSIT AUTHORITY TO COLLECT UP TO 2/10 OF 1% SALES TAX, FIRST AUTHORIZED BY VOTERS IN 2016, FOR THE PURPOSE OF MAINTAINING AND ENHANCING PUBLIC TRANSPORTATION SERVICES THROUGHOUT THE REGION; AND OTHER MATTERS PROPERLY RELATED THERETO.

SPOKANE TRANSIT AUTHORITY

Spokane County, Washington

BE IT RESOLVED BY THE SPOKANE TRANSIT AUTHORITY as follows:

WHEREAS, the Spokane Transit Authority (STA) is a municipal corporation operating and existing under and pursuant to the Constitution and Laws of the State of Washington, including RCW Title 36, Chapter 57A, Public Transportation Benefit Area; and,

WHEREAS, in prior elections, most recently on November 8, 2016, voters approved local funding with the purpose of providing quality and cost-effective public service and funding public transportation serving Spokane's transportation benefit area, and to implement the projects and purposes of a strategic planned known as *STA Moving Forward*;

WHEREAS, the local funding approved by voters in 2016 has been utilized to implement a significant increase in transit service, fulfilling the planned investments identified in the *STA Moving Forward* plan as amended, and other services, programs and activities generally consistent with Connect Spokane, STA's Comprehensive Plans;

WHEREAS, as a result of implementation of the *STA Moving Forward* plan, STA now provides more bus service than ever in its history, connecting people to more jobs and services, delivering bus rapid transit service on other high performance transit corridors, expanding the quality and frequency of service, extending paratransit service to new areas, and supporting an effective rideshare program;

WHEREAS, the Spokane Regional Transportation Council (SRTC) Metropolitan Transportation Plan: Horizon 2050, referencing the Washington State Office of Financial Management population forecasts, anticipates that Spokane County will grow by nearly 120,000 persons by the year 2050, with employment expected to grow at a higher rate, with regional activity centers, such as the West Plains/Spokane Airport, Fairchild Air Force Base, Northeast Spokane, and Spokane's Central Business District playing a central role in travel patterns;

WHEREAS, Spokane County is expected to complete the North Spokane Corridor in 2030, which will connect I-90 to US-2 and US-395, enabling the full implementation of bus rapid transit on Division Street in the near future;

WHEREAS, the local funding approved by voters in 2016 will expire on December 31, 2028, unless renewed in accordance with RCW 82.14.045;

WHEREAS, STA has developed and adopted a new strategic plan, *Connect 2035*, to maintain and enhance public transportation through 2035, seeking to advance goals to “elevate the customer experience, lead and collaborate with community partners to enhance the quality of life in our region, and strengthen our capacity to anticipate and respond to the demands of the region;”

WHEREAS, the STA Board of Directors has identified the sales and use tax as an authorized source of revenue and finds it is in the best interests and welfare of the inhabitants of STA’s public transportation benefit area to sustain the general scope of STA service and infrastructure, and carry out the investments and initiatives included in the *Connect 2035* plan and further finds, after reviewing all the funding methods within its authority, it would not be possible to implement said plan without maintaining the collection of voter-approved sales and use tax;

WHEREAS, STA remains committed to its longstanding principles and policies of diligent financial management, including maintaining a no-debt financial position, rider contribution to cost of service through reasonable fares, and pursuing and leveraging both federal and state grant funding to reduce the burden on Spokane taxpayers to ensure the long-term financial stability of STA’s transit system;

WHEREAS, the Board finds that citizen oversight of STA’s use of sales and use tax revenues is best preserved by maintaining a time limitation (a “sunset clause”) on the collection of any sales and use tax authorized herein that exceeds STA’s previously voter-approved rate of six-tenths of one percent (0.6%).

WHEREAS, with voter approval, STA shall be reauthorized to collect sales and use tax of up to two-tenths of one percent, as first authorized in November 2016 (STA’s existing sales tax authority), which will be used to maintain and enhance the existing transit system, including fixed-route bus, paratransit and rideshare services, and improve and expand the availability of public transportation through new modes and programs, and provide for essential transit support facilities;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of STA as follows:

Section 1. Findings. The STA Board hereby finds that the best interests of the inhabitants of STA’s public transportation benefit area require STA be reauthorized to collect sales and use tax through this Resolution in the amount of two-tenths of one percent (0.2%) pursuant to RCW 82.12.045 for the purpose of providing a portion of the funds necessary to finance public transportation.

It is further found that the best interests of the citizens of the Spokane region, the users of STA’s public transportation system, and the economic interests of the Spokane region require the submission to the qualified electors of STA a proposition of whether STA shall be reauthorized to collect sales and use tax of up to two-tenths of one percent (0.2%) first authorized in November 2016 (STA’s existing sales tax authority).

It is further found that the funding approved by the qualified electors shall be used to maintain and enhance the existing transit system, including fixed-route bus, paratransit and rideshare services, and improve and expand the availability of public transportation through new modes and programs, and provide for essential transit support facilities. Such maintenance and enhancement will be further supported by STA’s longstanding commitments to diligent financial management, including maintaining a no-debt financial position, rider contribution to the cost of service through reasonable fares, and pursuing and leveraging both federal and state grant

funding to reduce the burden on Spokane taxpayers to ensure the long-term financial stability of STA’s transit system.

Section 2. Use of Proceeds. Upon approval of the reauthorization of the sales and use tax of two-tenths of one percent (0.2%), which voters first approved in 2016, STA intends to continue providing quality and cost-effective public transportation services (as authorized in Ch. 36.57A RCW) as part of its general comprehensive plan, and improve and expand services as part of *Connect 2035* to best serve the public transportation benefit area, as amended from time to time to meet changed conditions and requirements.

Section 3. Calling of Election. The Spokane County Auditor, as ex officio supervisor of elections in Spokane County, Washington, is requested to submit to the qualified electors of STA for approval or rejection at the primary election to be held on August 4, 2026, a proposition reauthorizing sales and use tax of up to 2/10th of 1% (0.2%) within the limitations established by RCW 82.14.045.

Upon approval of the voters of the proposition hereinafter set forth, STA may use the proceeds of such sales and use tax to fund the costs of public transportation, as more particularly described in this Resolution.

The Clerk of the Authority is hereby authorized and directed to certify a proposition to Spokane County Elections, as ex-officio supervisor of elections in Spokane County, Washington, in substantially the following form:

SPOKANE TRANSIT AUTHORITY

PROPOSITION NO. 1

MAINTENANCE AND ENHANCEMENT OF PUBLIC TRANSPORTATION SERVICES

The Spokane Transit Authority Board of Directors passed Resolution No. 856-26 concerning reauthorizing sales and use tax funding for public transportation services.

This proposition reauthorizes a voter-approved sales tax of up to 2/10th of 1% (0.2%) to provide public transportation, effective January 1, 2029 and expiring no later than December 31, 2048. Proceeds would be used to maintain and enhance the existing transit system, improve and expand public transportation through new modes and programs, and provide for essential transit support facilities. This tax, approved in 2016, is set to expire on December 31, 2028, unless renewed.

Should this proposition be approved?

YES _____

NO _____

For purposes of receiving notice of the exact language of the ballot proposition required by RCW 29A.36.080, the STA Board of Directors hereby designates: (a) the Clerk of the Authority; and (b) STA’s Legal Counsel, as the individuals to whom such notice should be provided. Legal Counsel and the Clerk of the Authority are each authorized individually to approve changes to the ballot title, if any, deemed necessary by the Spokane County Auditor.

The Clerk of the Authority is authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's or clerical errors, references, numbering, section/subsection numbers, and any reference thereto.

The proper STA officials are authorized to perform such duties as are necessary or required by law to submit the question of whether the collection of the 0.2% of sales and use tax shall be approved, as provided in this Resolution, to the electors at the August 4, 2026, primary election.

Section 4. Local Voters' Pamphlet Authorized. The preparation and distribution of a local voters' pamphlet providing information on the foregoing ballot measure is hereby authorized. The pamphlet shall include an explanatory statement and arguments advocating approval and disapproval of the ballot measure, if any. In accordance with RCW 29A.32.280, the arguments advocating approval and rejection of the ballot measure shall be prepared by committees appointed by STA's Board of Directors. Each committee shall be composed of not more than three persons; however, a committee may seek the advice of any person or persons.

Section 5. Effective Date. This resolution shall take effect and be in force immediately upon passage.

Section 6. Severability. In the event any one or more of the provisions of this Resolution shall for any reason be held to be invalid, such invalidity shall not affect or invalidate any other provision of this Resolution, but this Resolution shall be construed and enforced as if such invalid provision had not been contained herein; provided that any provision which shall for any reason be held to be invalid shall be deemed to be in effect to the extent permitted by law.

ADOPTED by the Board of Directors of Spokane Transit Authority at a special meeting thereof held on the 29th day of April 2026.

Attest:


Dana Infalt
Clerk of the Authority


Lance Speirs
STA Board Chair

Approved as to form:


Megan Clark
Legal Counsel

RESOLUTION # 2026-05

July 14, 2026

A RESOLUTION OF THE COUNCIL OF THE CITY OF MILLWOOD, WASHINGTON SUPPORTING SPOKANE TRANSIT AUTHORITY PROPOSITION NO. 1 REGARDING MAINTENANCE AND ENHANCEMENT OF PUBLIC TRANSPORTATION SERVICES ON THE BALLOT FOR THE AUGUST 2026 PRIMARY ELECTION; AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO

WHEREAS, the City of Millwood, Washington (the “City”) is a code city duly organized and existing under and by virtue of the Constitution and the laws of the state of Washington (the “State”); and

WHEREAS, the Council of the City (the “Council”) may adopt and enforce resolutions of all kinds relating to and regulating its local or municipal affairs and appropriate to the good government of the City; and

WHEREAS, the City is a member of a Public Transportation Benefit Area (the “PTBA”) established in Spokane County, which is a special taxing district established pursuant to state law, including but not limited to chapter 36.57A RCW, for the purpose of providing public transportation and is known as Spokane Transit Authority (the “STA”); and

WHEREAS, the PTBA is comprised of the City, Airway Heights, Cheney, Medical Lake, Spokane, Liberty Lake, Spokane Valley, and portions of unincorporated Spokane County; and

WHEREAS, STA is the provider of public transportation services within the PTBA; and

WHEREAS, STA and the services provided by STA are important to and valued by the City; and

WHEREAS, in 2016, qualified voters approved a local sales and use tax for the benefit of STA for the purpose of providing quality and cost-effective public service and funding public transportation serving the PTBA, and to implement the projects and purposes of carrying out the *STA Moving Forward* strategic plan, with such tax set to expire on December 31, 2028;

WHEREAS, STA has developed and adopted its *Connect 2035* strategic plan, to maintain and enhance public transportation through 2035, seeking to advance goals to “elevate the customer experience, lead and collaborate with community partners to enhance the quality of life in our region, and strengthen our capacity to anticipate and responds to the demands of the region;”

WHEREAS, STA has determined it is in the best interests and welfare of the inhabitants of the PTBA to seek voter approval at the primary election on August 4, 2026, to reauthorize the sales and use tax in the amount of two-tenths of one percent (0.2%) pursuant to RCW 82.12.045, effective January 1, 2029, and expiring no later than December 31, 2048, as an authorized source of revenue to maintain and enhance the existing transit system, improve and expand public transportation through new modes and programs, and provide for essential transit support

services;

WHEREAS, STA has further determined, after reviewing all funding methods within its authority, it would not be possible to implement the *Connect 2035* plan without maintaining the collection of such voter-approved sales and use tax;

WHEREAS, on April 29, 2026, the STA Board of Directors approved STA Resolution 856-26, certifying a proposition (the “Spokane Transit Authority Proposition No. 1”) to the Spokane County Elections office to submit to the qualified electors of STA for approval or rejection at the primary election to be held on August 4, 2026, in substantially the following form:

SPOKANE TRANSIT AUTHORITY

PROPOSITION NO. 1

MAINTENANCE AND ENHANCEMENT OF PUBLIC TRANSPORTATION
SERVICES

The Spokane Transit Authority Board of Directors pass Resolution No. 856-26 concerning reauthorizing sales and use tax funding for public transportation services.

This proposition reauthorizes a voter-approved sales tax of up to 2/10th of 1% (0.2%) to provide public transportation, effective 2029 and expiring no later than December 31, 2048. Proceeds would be used to maintain and enhance the existing transit system, improve and expand public transportation through new modes and programs, and provide for essential transit support facilities. This tax, approved in 2016, is set to expire on December 31, 2028, unless renewed.

Should this proposition be approved?

YES_____

NO_____

WHEREAS, the City desires to express and/or affirm its support for approval of the Spokane Transit Authority Proposition No. 1 at the primary elections to be held on August 4, 2026;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Millwood as follows:

Section 1. Incorporation of Recitals: The recitals set forth herein are hereby incorporated as a part of this Resolution.

Section 2. Support of “Spokane Transit Authority Proposition No. 1:” The

Council expresses and/or affirms its support for Spokane Transit Authority Proposition No. 1. on the ballot for the August 4, 2026, special election.

Section 3. Severability: If any section, sentence, clause, or phrase of this resolution should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconditionally shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this resolution.

Section 4. Repealer: All resolutions, laws, and regulations, or parts thereof in conflict with this resolution are, to the extent of said conflict, hereby repealed.

Section 5. Effect: This Resolution shall be in full force and effect from and after its adoption by the Council.

PASSED BY THE COUNCIL OF THE CITY OF MILLWOOD THIS 14th DAY OF JULY, 2026.

SHAWNA BEESE, MAYOR

Attest:

CITY CLERK

CITY OF MILLWOOD

RESOLUTION #26-06 _____, 2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILLWOOD, WASHINGTON, ADOPTING PURCHASING POLICIES, AND PROVIDING FOR OTHER MATTERS RELATED THERETO.

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

WHEREAS, the Council of the City (the “Council”) may adopt and enforce resolutions of all kinds relating to and regulating its local or municipal affairs and appropriate to the good government of the City; and

WHEREAS, over time the Washington State Legislature has enacted and revised procurement laws; and

WHEREAS, the City Council deems it to be in the best interests of the City to adopt a purchasing policy consistent with the procurement laws to promote fiscal responsibility and the efficient transaction of City business;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILLWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Incorporation of Recitals: The recitals set forth herein are hereby incorporated as a part of this Resolution.

Section 2. Adoption of Policy: The City hereby adopts the policies attached hereto as Attachment A and incorporated herein by reference as the Purchasing Policies of the City of Millwood which replaces and supersedes all previously adopted purchasing policies.

Section 3. Severability: If any section, sentence, clause, or phrase of this Resolution should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Resolution.

Section 4. Repealer: All resolutions, laws, and regulations, or parts thereof in conflict with this resolution are, to the extent of said conflict, hereby repealed.

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Section 5. Effect: This Resolution shall be in full force and effect from and after its adoption by the Council.

SHAWNA BEESE, MAYOR

Attest:

CITY CLERK

Attachments:

Attachment “A” – Purchasing Policy

CITY OF MILLWOOD

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ATTACHMENT “A”

Sections:

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I. General Requirements

1. All City officials and employees shall ensure that appropriations are sufficient to acquire goods or services.
2. City of Millwood officials and employees shall strive to obtain the most cost-effective prices for the City and shall consider all aspects of purchasing in acquisition decisions.
3. A requisition is required if the procurement meets any of the following criteria:
- 3.1 At least 3 quotes were obtained, or it was competitively bid
- 3.2 An Architecture and Engineering (A&E) Service agreement
- 3.3 A Purchased or Personal Service agreement that is over \$5,000

There may be procurements that do not meet these criteria, but it makes practical or business sense to create the requisition. In such cases in which there is a question, consult with the Treasurer or Mayor.

The Treasurer has the discretion to waive the requirement of a requisition, provided that in their judgement it does not circumvent controls and/or meets the business needs of the City. Purchases with a vendor or company in which the City has an active line of credit account do not require requisitions.

4. Any purchase that exceeds \$25,000, requires Council's approval to award (except as otherwise defined within this Policy).
- 4.1 If the City Council approves a contingency, change orders and amendments may be approved by the Mayor, or their designee, up to the contingency amount approved by Council. Any expenditure over the approved contingency amount must have City Council approval.

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4.2 Once the City Council has approved a purchase, change orders and/or amendments to that purchase require approvals using the following thresholds:

- Accumulated change orders and/or amendments up to \$20,000 must be approved by the Department Director.
- Accumulated change orders and/or amendments from \$20,000 to \$50,000 must be approved by the Mayor.
- Accumulated change orders and/or amendments that exceed \$50,000 must be approved by the City Council.

4.3 Once the City Council has approved a change order and/or amendment, the above thresholds start over.

5. Employees must use professional judgement as to the cost/benefit of obtaining multiple quotes.

6. All purchases that involve multiple departments shall have the approval of all participating departments.

7. With prior approval of the Mayor, an employee may personally pay for an approved purchase, and be reimbursed through an expense voucher.

8. All invoices received pursuant to this policy shall be approved for payment by the appropriate department director(s), or their designee, on either the invoice itself or on the City voucher.

9. The Treasurer shall review the requisition of major purchases for reasonableness. Questions about the purchase may be directed to the Mayor. The Mayor may choose to take any proposed purchase for goods or services to Council for discussion and/or approval.

10. Purchases that would result in line-item cost overruns will be allowed if a line item within the same department has funds available to cover the expense. Expenditures requested in excess of a department's adopted budget must be approved by the Mayor. Expenditures in excess of the adopted fund amount must be approved by the City Council by an amending Ordinance.

11. A Petty Cash fund may be maintained for the control and use of petty cash for minor purchases for the City. Purchases that are within the limits established by code may be reimbursed by petty cash. The preferred method of minor purchase is to use a City-authorized credit or purchasing card.

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12. For purchases of technology related equipment or services, the Mayor and the City's IT provider must review and make recommendations for the purchase. Technology related equipment or services include but are not limited to:

- Cloud hosted and/or hybrid services.
- Anything that will connect to the City IT infrastructure (wired network, wireless network, servers, desktops, laptops, tablets, smartphones) or extend the City's IT infrastructure to the cloud, hosted and/or hybrid services.
- Potentially impact wired and/or wireless network and internet bandwidth.
- Potentially impact email flow, email delivery, email addresses and domain validity.

13. All interlocal agreements must be approved by the City Council.

14. Splitting orders into smaller orders or purchases to avoid exceeding approval or procurement thresholds is prohibited.

15. If the statute establishing any dollar threshold in this policy is amended, then the dollar threshold in this policy shall be automatically amended to be coextensive with the applicable statute, without the need for the City Council to amend this policy.

Sole Source/Cooperative Purchases

16. Competitive bidding requirements may be waived by the City Council for:

- Purchases that are clearly and legitimately limited to a single source of supply;
- Purchases involving special facilities or market conditions;
- Purchases in the event of an emergency;
- Purchases of insurance or bonds; or
- Emergency public works.

16.1. In the event the material, equipment, supplies, or services are available from only one supplier, written documentation demonstrating the appropriateness of sole source procurement shall be submitted to and approved by the Mayor. Except in the event of an emergency, the contract and the basis for the exception from competitive procurement must be recorded and open to public inspection immediately after its award.

16.2. If an emergency exists, the person or persons designated by the City Council to act in the event of an emergency may declare an emergency situation exists, waive competitive bidding requirements, and award all necessary contracts on behalf of the municipality to address the emergency situation. If a contract is awarded without competitive bidding due to an emergency, a written finding of the existence of an emergency must be made by the

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governing body or its designee and duly entered of record no later than two weeks following the award of the contract.

16.3. For purposes of this section, "emergency" means any unforeseen circumstances beyond the control of the municipality that either present a real, immediate danger to the proper performance of essential functions, or will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken, or as otherwise defined in RCW 39.04.280(3), as may be amended.

17. Cooperative Purchases / Piggybacking

17.1. Pursuant to chapter 39.34 RCW, the City is authorized to take cooperative action including joint purchases by different government agencies. The City may make purchases using another (the "host") government agency's purchasing contract, a process known as "piggybacking." To piggyback on another government agency's contract:

17.1.1. The host agency and the City must enter into an interlocal agreement (ILA) and file it with the county auditor or post it online by subject;

17.1.2. The host agency must comply with its statutory contract requirements and post the solicitation online; and

17.1.3. The vendor must agree to the arrangement through the initial solicitation documents.

17.2. It is the responsibility of the Mayor to verify that the host government agency is in compliance with its own purchasing statutes to the piggyback award.

17.3. In addition to the foregoing, the City is authorized to purchase supplies, materials, electronic data processing and telecommunication equipment, software, services, and/or equipment from or through the United States government (i.e. U.S. General Services Administration or GSA) without calling for bids pursuant to RCW 39.32.090, as may be amended.

Federal or State Funded Procurements

18. Projects funded in all or in part by a federal or state grant, loan, or appropriation may have specific procurement requirements, in addition to or above-and-beyond the requirements of this policy. For projects funded in all or in part by a federal or state grant, loan or appropriation, the City shall follow the procurement requirements of the federal or state grant, loan or appropriation.

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II. Special Requirements: Public Works

Approval Authority – Public Works

Amount	Approval Authority
\$0 to \$25,000	Mayor
> \$25,000	City Council

Bid Requirements – Public Works

Amount*	Purchase Type	Bid Requirements
\$0 to \$50,000	Public Works	Minimal Competition Process - Multiple quotes are not required, however professional judgment should be used as to the value of multiple quotes.
\$50,001 to \$75,500	Public Works (Single craft or trade)	Minimal Competition Process - Seek quotes. Requirement may be waived by the Mayor
> \$50,001 to \$150,000	Public Works (Multiple Crafts or Trades)	Minimal Competition Process - Seek quotes. Requirement may be waived by the Mayor
> \$75,501 to \$350,000 ¹	Public Works RCW 39.04.152	Small Works Roster Process- invitations to bid to all contractors on applicable roster categories
\$350,001+	Public Works	Formal Competitive Bid Process (sealed).

*excludes state sales tax.

Definitions

- Public Works Capital Improvement Project ("PW CIP"): A project that has been included on the City's capital improvement project ("CIP") plan and/or in the capital improvement portion

¹ Pursuant to HB 2420, effective June 11, 2026, RCW 39.04.152 was amended to update the estimated project cost when a small works roster can be utilized, with the dollar amount revised as follows:

When to apply the standard	Estimated project cost
Until December 31, 2026	\$350,000 or less
From January 1 – June 30, 2027	\$530,000 or less
From July 1, 2027 – June 30, 2028	\$560,000 or less
From July 1, 2028 – June 30, 2029	\$590,000 or less
From July 1, 2029 – June 30, 2030	\$620,000 or less

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of the budget, or as otherwise approved by the City Council.

- **Public Works Contracts ("PW Contracts"):** CIP contracts (excluding A&E, professional services, and purchases), Unit-Price Contracts (e.g., on-call guardrail repair, etc.), and contracts for all other projects that are required by statute to include Public Works bidding requirements.
- **Discretionary Services:** A service that is not explicitly called out as a deliverable in an agreement, or a service that is provided upon request according to an agreement. Typically, these services are part of ILAs.
- **Minimal Competition:** When competitive bidding is not required for any PW Contract up to \$75,500 (single craft) or up to \$150,000 (multiple craft) pursuant to RCW 35.23.352, as may be amended.

Approval Requirements

1. The Mayor may waive competitive bidding for any PW Contracts that allow for Minimal Competition.
2. All PW Contracts, except those performed under an interlocal agreement ("ILA"), require a requisition and a contract.
3. All PW Contracts that exceed \$25,000 require City Council to award the contract.
4. PW CIPs frequently include contingency amounts when presented to City Council for award. If the City Council approves a project with a contingency, change orders and amendments may be approved by the Mayor or their designee up to the contingency amount approved by the City Council. Any expenditure over the City Council contingency approved amount must have City Council approval. Where a PW CIP's budget does not include a contingency, the Mayor may approve change orders and amendments in total not to exceed \$25,000.
5. PW Contracts performed pursuant to an ILA pursuant to chapter 39.34 RCW for on-call, unit-priced services require a separate contract but are subject to the limits established by the agreement. Requests for Discretionary Services, which exceed \$500, must be executed by the Mayor, but are subject to the limits established by the agreement.
6. Pursuant to RCW 35.23.352, as may be amended, PW Contracts may be performed using a unit priced "on-call" contract when appropriate. A unit-priced PW contract is a contract for an unknown number of small public works tasks over a fixed period of time. Unit-priced contracts are not associated with a single identified project, do not guarantee any amount of work, and do not establish a total dollar value for work but should state a total not-to-exceed amount of the SWR estimated project cost thresholds (see footnote 1 of this policy). Under a unit-priced PW contract,

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the City agrees to pay a defined "unit price" for certain types of anticipated (but unplanned) work or trades over a certain time period.

6.1. A unit-priced contract must still be competitively bid using the Small Works Roster pursuant to RCW 35.23.352, as may be amended. The invitation to bid must include the following:

6.1.1. Specify how the City will issue or release work assignments or work orders that authorize work based upon either a "not-to-exceed" time and materials basis or a negotiated lump sum amount using the previously established unit prices.

6.1.2. Estimated quantities of the anticipated types of work or trades.

6.1.3. At least one minority or woman contractor who shall otherwise qualify must be invited whenever possible.

6.1.4. The initial term may not exceed three (3) years with the option to extend or renew for one (1) additional year.

6.2. Prevailing wage rates must be paid and updated annually using the rates in effect at the beginning of each contract year (not calendar year), and intents and affidavits for prevailing wages paid must be submitted annually for all work completed during the previous 12 months.

6.3. Unit-priced contracts will be awarded to the lowest responsible bidder pursuant to RCW 39.04.350, as may be amended.

Completion of PW Contracts

7. Pursuant to RCW 60.28.051, as may be amended, all PW projects/contracts, \$35,000 or more, require a final acceptance process that documents that the project/contract scope of work has been deemed complete. Upon final acceptance the City must file a Notice of Completion to three (3) state agencies: the Department of Revenue, the Employment Security Department, and the Department of Labor and Industries. After receiving confirmation for each agency, the retainage and/or performance bonds may be released.

7.1. For PW contracts \$25,000 or more, final acceptance is authorized by the City Council.

7.2. For Contracts under \$25,000, final acceptance may be authorized by the Mayor. Acceptance will be documented via memorandum and issued to the Mayor for final acceptance signature.

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Bidding Requirements

8. PW Contracts shall be awarded using the competitive process, if any, specified in the Bid Requirements table at the top of this Section II.

8.1 City employees are allowed to perform work without contracting or calling for bids if such work is an accepted industry practice under prudent utility management. "Prudent utility management" means performing work with City employees utilizing material of a worth not exceeding \$300,000 in value without a contract.

9. For the Minimal Competition Process, regardless of whether one quote is solicited or multiple, documentation of the quoting process will be maintained to demonstrate compliance with this policy.

Determining Lowest Responsible Bidder

10. The City shall award the contract for the public works project to the lowest responsible bidder provided that, whenever there is a reason to believe that the lowest acceptable bid is not the best price obtainable, all bids may be rejected, and the City may call for new bids. Additionally, pursuant to RCW 35.23.352(2), as may be amended, the City may issue a written finding that the lowest bidder has delivered a project to the City within the last 3 years which was late, over budget, or did not meet specifications, and the City does not find in writing that such bidder has shown how they would improve performance to be likely to meet project specifications then the City may choose the second lowest bidder whose bid is within 5% of the lowest bid and meets the same criteria as the lowest bidder.

10.1. In addition to price, the City shall take into account the following:

- The criteria established in RCW 39.04.350, as may be amended, for responsible bidders;
- The ability, capacity, and skill of the bidder to perform the contract;
- Whether the bidder can perform the contract within the time specified by the City;
- The quality of the bidder's performance of previous contracts or services;
- The previous and existing compliance by the bidder with laws relating to the contract or services.

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Award

11. The Mayor or their designee shall have the authority to award Public Works Contracts up to \$25,000. The City Council shall award all Public Works Contracts over \$25,000. The Mayor or their designee shall present all quotations/bids for projects over \$25,000 and recommend to the City Council the lowest responsible bidder for award of the contract.

Small Works Roster

12. The following small works roster (“SWR”) procedures are established for use by the City pursuant to RCW 35.23.352, as may be amended, and RCW 39.04.151 through 39.04.152, as may be amended.

- 12.1. The City need not comply with formal sealed bidding procedures for the construction, building, renovation, remodeling, alteration, repair, or improvement of real property where the estimated cost does not exceed the SWR estimated project cost thresholds (see footnote 1 of this policy), which includes the costs of labor, material, equipment but not sales and/or use taxes as applicable. Instead, the City may use the small works roster procedures for PW Contracts as set forth herein. The breaking of any project into units or accomplishing any projects by phases is prohibited if it is done for the purpose of avoiding the maximum dollar amount of a contract that may be let using the small works roster process.
- 12.2. **Number of Rosters.** The City may create a single general small works roster or may create a small works roster for different specialties or categories of anticipated work. Said small works rosters may make distinctions between contractors based upon different geographic areas served by the contractor.
- 12.3. **Contractors on Small Works Roster(s).** The small works roster(s) shall consist of all responsible contractors who have requested to be on the roster(s), and where required by law are properly licensed or registered to perform such work in this state. Contractors desiring to be placed on a roster or rosters must keep current records of any applicable licenses, certifications, registrations, bonding, insurance, including if they are a state certified women and minority-owned business, veteran-owned business, or small business or other appropriate matters on file with the City as a condition of being placed on a roster or rosters. The small works roster used by the City will be established and maintained by the Treasurer, or their designee. The City may use a roster service in lieu of maintaining its own rosters. An interlocal contract or agreement between the City and other local governments establishing a small works roster or rosters to be used by the parties to the agreement or contract must clearly identify the lead entity that is responsible for implementing the small works roster provisions.

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12.4. **Publication.** At least once a year, the City shall publish in a newspaper of general circulation within the jurisdiction and provide the office of minority and women's business enterprises' directory of certified firms a notice of the existence of the roster or rosters and solicit the contractors/consultants/service providers/vendors for such roster or rosters.

12.4.1. Responsible contractors must be added to an appropriate roster or rosters at any time that they submit a written request and necessary records.

12.4.2. The contractors must agree and be able to receive notifications and other communications via email.

12.4.3. Contractors that meet the definitions of women and minority-owned business (RCW 39.19.030(7)(b), as may be amended), veteran-owned business (RCW 43.60A.0101, as may be amended), or small business (RCW 39.04.010, as may be amended) are required to indicate such and keep current records of any applicable licenses, certifications, registration, bonding, or insurance on file.

12.4.4. The City may require master contracts to be signed that become effective when a specific award is made using a small works roster.

12.4.5. A PW Contract awarded from a small works roster need not be advertised. Invitations for quotations shall include an estimate of the scope and nature of the work to be performed as well as materials and equipment to be furnished. However, detailed plans and specifications need not be included in the invitation. This paragraph does not eliminate other requirements for architectural or engineering approvals as to quality and compliance with building codes.

12.4.6. Bids shall be invited from all appropriate contractors on the appropriate small works roster who have indicated the capability of performing the kind of work being requested, in a manner that will equitably distribute the opportunity among the contractors on the appropriate roster.

12.5. For PW Contracts awarded under \$5,000, retainage or bonds are not required. PW Contracts awarded between \$5,001 and \$350,000, are subject to bonds but may reduce or waive the retainage requirements of RCW 60.28.011(1)(a), as may be amended, thereby assuming the liability for contractor's nonpayment of: (i) laborers, mechanics, subcontractors, material, person, and suppliers; and (ii) taxes, increases, and penalties under Titles 50, 51, and 82 RCW that may be due from the contractor for the project. However, the City has the right

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of recovery against the contractor for any payments made on the contractor's behalf. Recovery of unpaid wages and benefits are the first priority for actions filed against the contract.

12.6. Once a year, the City must publish on the City's website a list of small works contracts awarded pursuant to RCW 39.04.200, as may be amended. The list shall contain the name of the contractor awarded the contract, the amount of the contract, a brief description of the type of work performed under contract, and the date it was awarded. The list shall also state the location where the bid quotes for the contracts are available for public inspection.

12.7. In lieu of the requirements of this Section 12, the City may contract with the MRSC Rosters for the City’s small works roster.

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III. Special Requirements: Purchases of Supplies, Materials, and Equipment (not related to a Public Works)

Approval Authority – Purchase of Supplies, Materials, and Equipment (not related to a Public Works)

Amount	Approval Authority	Requisition Needed?
\$0 to \$1,000	Authorized employees	Yes
> \$1,000 to \$25,000	Mayor	Yes
> \$25,000	City Council	Yes

Bid Requirements – Purchase of Supplies, Materials, and Equipment (not related to a Public Works)

Amount*	Purchase Type	Bid Requirements
\$0 to \$40,000	Supplies Materials, & Equipment (RCW 35.23.352)	Vendor List Minimal Competition Process - Multiple quotes are not required, however professional judgment should be used to ensure quoted price is in the best interests of the City.
\$40,001 to \$50,000	Supplies Materials, & Equipment RCW 39.04.190	Vendor List - three quotes needed
Alternatives		
Any Amount	Supplies Materials, & Equipment	Piggyback on contract with DES, GSA, or other approved cooperative purchasing arrangement
Any Amount	Telecommunication and data processing (computer) equipment	Competitive negotiation (RCW 39.04.270)

*includes state sales tax

Approval Requirements

1. Purchases of supplies, materials and equipment, which do not exceed \$1,000, may be made by authorized employees as designated by the Mayor.
2. Purchases that exceed \$1,000 but are less than \$25,000 require a contract approved by the City Council.

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3. Purchases that exceed \$25,000 require a contract approved by the City Council.
4. The Finance Department issues open purchase orders on a periodic basis. Such purchase orders must specify the valid length of time, the single purchase limit, and cumulative amount.

Bidding Requirements

5. The City will attempt to obtain the lowest practical price for such goods and services.
6. Purchases between \$0 and \$20,000 do not require multiple quotes; however, staff are to use professional judgment to weigh the cost/benefits of obtaining multiple quotes.
7. Multiple quotes are also not required if items are from a sole source vendor pursuant to RCW 35.23.352(10), as may be amended, and RCW 39.04.280, as may be amended, or the vendor has a contract with a City Council approved cooperative organization or the Department of Enterprise Services pursuant to RCW 39.34.030, as may be amended. Approval of the Department Director, and a properly executed requisition approved by the Treasurer or their designee is required.
8. Telecommunication and data processing (computer) equipment may, pursuant to RCW 39.04.270, as may be amended, follow a "competitive negotiation" process as an alternative to the bid process.
9. The City is not required to use informal or formal sealed bidding procedures, or the procedures set forth in these policies for the purchase of any materials, supplies of equipment if purchased from vendors under contract with the Department of Enterprise Services, U.S. General Services Administration (GSA), or through other City Council approved cooperative purchasing organizations.

Vendor List Procedures

10. Purchases between \$20,001 and \$50,000 require the use of a Vendor List pursuant to RCW 39.04.190, as may be amended. When a vendor list is used, a minimum of three (3) quotes and a requisition approved by the Department Director is required.

10.1.1. The following purchasing procedures are established for the purchase of materials, supplies or equipment not connected to a Public Works Project pursuant to RCW 39.04.190, as may be amended:

10.1.2. The vendor list shall consist of all responsible vendors who have requested to be on the list(s). The vendor roster used by the City will be established and maintained by the Treasurer, or their designee. Alternatively, the City may use a roster service in lieu of maintaining its own vendor list. An interlocal contract or

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agreement between the City and other local governments establishing a vendor list to be used by the parties to the agreement or contract must clearly identify the lead entity that is responsible for implementing the vendor list provisions.

10.1.3. If the City uses a vendor list, at least twice a year, the City shall publish, in the City's official newspaper, notice of the existence of a roster(s) of vendors for materials, supplies, and equipment, and shall solicit names of vendors for the roster.

10.1.4. The City shall use the process outlined to obtain telephone or written quotations, including electronic means such as email, from vendors for the purchase of materials, supplies, or equipment.

10.1.4.1. The City shall use the following process to obtain telephone, facsimile, or email quotations from vendors for the purchase of materials, supplies, or equipment:

10.1.4.1.1. A written description shall be drafted of the specific materials, supplies, or equipment to be purchased, including the number, quantity, quality, and type desired, the proposed delivery date, and any other significant terms of purchase;

10.1.4.1.2. A City representative shall make a good faith effort to contact at least three (3) of the vendors on the roster to obtain telephone facsimile, or email solicitation quotations from the vendors for the required materials, supplies, or equipment;

10.1.4.1.3. The City representative shall not share telephone facsimile, or email quotations from one vendor with other vendors solicited for the bid on the materials, supplies, or equipment;

10.1.4.1.4. A written record shall be made by the City representative of each vendor's bid on the material, supplies, or equipment, and of any conditions imposed on the bid by such vendor;

10.1.4.1.5. The City representative shall present to the Department Director and Treasurer all telephone facsimile, or email quotations and a recommendation for award of the contract to the lowest responsible bidder.

10.1.5. City shall purchase the materials, supplies or equipment from the lowest responsible bidder, provided that whenever there is reason to believe that the lowest acceptable quote is not the best price obtainable, all quotes may be rejected, and the City may call for new quotes. The City shall determine the lowest

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responsible bidder in accordance with the criteria established in RCW 39.26.160, as may be amended.

10.1.6. The Mayor shall review the quotations and the recommendation by City staff and award the contract to the lowest responsible bidder. A written record of each vendor's quotation shall be made open to public inspection or telephone inquiry after the award of the contract. Any contract awarded under this subsection need not be advertised.

10.1.7. If change orders and/or amendments cause the total to exceed \$50,000, the change order and/or amendment must be approved by the City Council.

10.1.8. A list of all the contracts awarded under RCW 39.04.190, as may be amended, must be posted at least once every two months. The list shall contain the name of the vendor awarded the contract, amount of the contract, brief description of the purchase, and the date awarded. The list shall also state the location where the bid quotes are available for public inspection.

10.1.9. In lieu of the requirements of this Section 9.1, the City may contract with the MRSC Rosters for the City's vendor roster.

11. Purchases of materials, supplies, and equipment, which exceed \$50,001, must be bid competitively per RCW 35.23.352, as may be amended.

12. If change orders and/or amendments cause the accumulated total to exceed \$25,000, the change order and/or amendment must be approved by the City Council.

13. Pursuant to RCW 35.23.352(7), as may be amended, competitive bidding is not required if the estimated cost does not exceed \$740,000, subject to debt limits.

CITY OF MILLWOOD

RESOLUTION 2026-06 _____, 2026

IV. Special Requirements: Purchase of Services other than Architecture and Engineering.

Approval Authority – Purchase of Services other than Architect and Engineering

Amount	Approval Authority	Requisition and Contract Needed?
\$0 to \$1,000	Authorized employees	No
> \$1,000 to \$25,000	Mayor	Yes
> \$25,000	City Council	Yes

Bid Requirements – Purchase of Services other than Architect and Engineering

Amount	Purchase Type	Bid Requirements
All	Non-A&E Service	Not required to seek competitive bids

There are two specific types of professional services other than Architectural and Engineering services:

Personal Services: Technical expertise provided by a consultant to accomplish a specific study, project, task or other work statement. These types of services may or may not reasonably be required in connection with a Public Works Project, activity or product is mostly intellectual in nature, and license or certifications may or may not be required depending on the type of personal service. Some examples include:

- Legal services
- Geotech review (if asking for testing and raw data reports analyzed by city staff)
- Meeting facilitation
- Public outreach coordination
- Strategic or Economic type planning or development
- Rate setting studies

Purchased Services: These are provided by vendors for routine, necessary and continuing functions of the City that do not constitute public works, mostly relating to physical activities that are repetitive, routine, or mechanical in nature. Some examples include:

- Delivery/courier services
- Landscaping and building maintenance and janitorial
- Herbicide application service
- Vehicle inspections and repair services
- Security monitoring

CITY OF MILLWOOD

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- Computer hardware and software maintenance

Prevailing wage may still be required for the purchases of services.

Approval Requirements

1. Purchases of services that do not exceed \$1,000 may be made by authorized employees as designated by the Mayor.
2. Purchases between \$1,000 and \$25,000 require a requisition approved by the Treasurer and a contract signed by the Mayor.
3. Purchase of services that exceed \$25,000 require a requisition approved by the Treasurer and a contract approved by the City Council.

Bidding Requirements

1. While the purchase of services may not require a competitive solicitation process, a competitive process is encouraged; provided, state or federally funded services may require a competitive solicitation.
2. Contracts for services should not exceed three (3) years.

CITY OF MILLWOOD

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V. Special Requirements for Architecture and Engineering Services

Approval Authority – Architect and Engineering Services

Amount	Approval Authority	Requisition and Contract Needed?
\$0 to \$1,000	Authorized employees	Yes
> \$1,000 to \$25,000	Mayor	Yes
> \$25,000	City Council	Yes

Bid Requirements – Architect and Engineering Services

Amount	Bid Requirements
All	Request for proposals or statement of qualifications; selection based on pre-determined criteria and negotiated price for services

Architectural & Engineering (“A&E”) services are professional services rendered by a consultant or any person, other than an employee of the City, contracting to perform activities with the scope of general definition of professional practice in chapters 18.08 (Architects), 18.43 (Engineers and Land Surveyors), or 18.96 (Landscape Architects) RCW. Some examples include:

- Architectural design
- Road design
- Sewer and water system design
- Geotech review (if asking for analysis of testing for compliance with specs or asking for professional judgement)

Approval Requirements

1. Purchases of A&E services that do not exceed \$1,000 may be made by authorized employees as designated by the Mayor.
2. Purchases of A&E services between \$1,000 and \$25,000 require a requisition approved by the Treasurer and a contract signed by the Mayor.
4. Purchases of A&E services that exceed \$25,000, require a requisition approved by the Treasurer and a contract approved by the City Council.

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_____, 2026

Bidding Requirements

5. Procurement of A&E services shall be in accordance with chapter 39.80 RCW. RCW 39.80.030, as may be amended, requires advance publication of the requirement for A&E services, which may be met by publishing an announcement each time such services are required or by announcing generally to the public the City's projected needs for any category or type of services.

5.1 The City shall evaluate the Statement of Qualifications (SOQ) received or on file with the City and shall conduct discussions with one or more firms regarding the project (interviews are not required but encouraged).

5.2 The City shall establish selection criteria and based on the criteria select the firm "most highly qualified" to provide the service. After the most qualified firm has been chosen, the City may negotiate a contract for the service at a price which the City determines is fair and reasonable, considering the estimated value of the services, as well as the scope and complexity of the project.

5.3 Pursuant to RCW 39.08.050(2), as may be amended, if a satisfactory contract cannot be negotiated, the City shall formally terminate the negotiations with that firm and attempt to negotiate a contract with the next most qualified firm.

5.4 If the City chooses to negotiate with only one firm off the roster list, a memo outlining the selection criteria and reasons for only considering one firm shall be forwarded to the Mayor and placed in the project file.

6. Pursuant to RCW 39.80.040, as may be amended, the City shall ensure that minority and women-owned firms and veteran-owned firms are afforded the maximum practicable opportunity to compete for and obtain City contract for A&E services. When calling for SOQs for architectural and engineering services, the City shall encourage minority and women-owned firms and veteran-owned firms to submit SOQs.

7. If the City declares an emergency, the requirements of chapter 39.80 RCW may be waived.

8. The City may also enter into a contract for A&E services with another public agency for the joint utilization of services if the agency contracting with the architectural or engineering firm complies with the requirements for contracting for such services under chapter 39.80 RCW; and the services to be provided to the other agency or agencies are related to, and within the general scope of, the services the architectural or engineering firm was selected to perform. An ILA specific to the A&E scope of work must be executed between the City and public agency prior to the procurement of A&E services. Pursuant to RCW 39.34.030(6), as may be amended, the procurement documents for A&E services under an ILA must clearly identify that the final negotiated contract of services will be utilized by multiple public agencies.

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9. The process for all on-call A&E services (i.e.: engineering and geotech firms that are used on an as-needed basis) requires the following:

9.1 Advance publication for the Request for Qualifications (“RFQ”)

9.2 The following is required for the RFQ:

9.2.1 A scope of work.

9.2.2. Clear details if the City intends to award to more than one firm.

9.2.3. The release of work via the task order process must be defined.

9.2.4. Description of how SOQs will be reviewed and scored including details of the evaluation criteria.

9.3 The RFQ will be posted on the City's roster system.

9.4 All submitted SOQs will be reviewed, evaluated, and scored based on the defined evaluation criteria in the RFQ.

9.5 The City may conduct interviews if it determines interviews will be helpful for the review and evaluation process.

9.6 If it is determined that the City intends to award on-call contracts to more than one firm, negotiations will begin with those selected firms.

10 Contracts for services should not exceed five (5) years.



TO: Millwood City Council and Millwood City Department Heads

From: Shawna Beese, Mayor, City of Millwood

CC: Citizens of Millwood, Planning Commission, Historic Preservation, Tree Board, Brian Werst, Amanda Tainio

DATE: July 14, 2026

Subject: Opening of 2027 Annual Budget Season

Greetings,

July is here, traditionally marking the start of our budget season. This memo provides an overview of the process and outlines my strategic recommendations as the executive.

2027 Strategic Theme- Built for the Next 100 Years: Water, Roads, and Community

As our beloved City of Millwood is poised to celebrate its 100th Anniversary, the primary strategic objective, as I see it, should be to develop a comprehensive understanding and a plan to mitigate the anticipated escalation in operational costs and infrastructure maintenance expenses for our water/sewer system. Accordingly, I recommend budgeting for a **comprehensive rate study** to be conducted in 2025 and 2026 toward the following goals:

- Proactively educating citizens about projected rate increases and how we can flatten them.
- Develop a starting-point 'data snapshot' of key performance indicators to evaluate future cost-control initiatives and potential billing changes.

In 2026, I formed the Public Works Ad Hoc Committee, which meets monthly but is not mandated by ordinance. Under the departmental leadership of Public Works Director, Kyle Schiewe, our projects include:

- We have developed and received council approval on our 2026 Six-Year Transportation Improvement Plan (STIP), as well as being awarded \$1,573,000 towards the Argonne Phase 2 Full Depth Reclamation (FDR), with the city's contribution to the project estimated at approximately \$115,000.
- Moved toward a Water Improvement Plan (WIP) as robust as our Six-Year Transportation Improvement Plan (STIP). The intent is to outline anticipated water/sewer infrastructure improvements over the next ten years. My hope is to have this document approved by council once a year to ensure it is a living document.



2027 Budget Memo

- We are striving to lay the necessary foundation to prepare us for water system grant opportunities and to develop capacity for assertive grant writing.
- I recommend that this committee, with the Mayor, Public Works Director, Utilities Manager, two City Council members, and other members as invited, be designated as an official committee by ordinance to support all these goals.
- I also recommend that we resolve to pay an additional monthly meeting stipend to both the Finance Committee and the Public Works Committee council members when they attend those meetings.

As our city staffing has stabilized, I recommend adding two essential roles for the remainder of 2026 and the 2027 budgets.

- A part-time, full-time, or contract **Administrator** (estimated total annual compensation cost of up to \$148,000, including salary/benefits) for the next 18-24 months. I believe Millwood is fortunate to have the right people in the roles of Clerk and Assistant Treasurer. However, as first-time, newly appointed city officials, they deserve more day-to-day support than I should provide. This is a key role; if the right person is found. However, if the right candidate is not found, I would use the funds for this budgetary line item (if approved) to engage an experienced municipal consultant to advise and resource us as an Administrative Team.
- A part-time, full-time, or contract **Utilities Data Specialist** (estimated total annual compensation cost of up to \$98,000, including salary/benefits). The proposed cost for this position will be offset by a decrease in consultant expenses as we establish our own in-house data intelligence capabilities. Also, I plan to start today forward, including a provision for us to receive our data and any derivative consulting byproducts in a machine-readable format (e.g., CSV, JSON, or the software's native format). This will apply to all new consulting contracts

Both positions are anticipated to be 24 months or less. I believe both are required to position our city for the next century.

Lastly, enhanced communication, the promotion of civic engagement among citizens, and increased social cohesion will remain priorities of my time as mayor. To this end, I have instituted: Monthly Mayoral Newsletters (printing & mailing costs), monthly 'Coffee with the Mayor' drop-in hours (City's Keurig; mayor provides donuts), and organized summer neighborhood block parties (mine and citizen volunteer time). In addition to continuing these efforts in 2027, my additional focus will be:

- Engage with both the business and faith communities, both as mayor and as a member of Millwood Main Street. I have also enrolled the City of Millwood in the Spokane Valley Chamber to strengthen our relationship with our valley partners (< \$2,000 total cost).
- I plan for both my administrative department heads (Clerk and Assistant Treasurer) and me to attend our respective AWC conferences next year. As well as potentially my attending the annual PLACES conference to support the Main Street Initiative if a contingency attends. I also encourage new council and planning commission members to consider and discuss their needs with me as they step into their municipal leadership roles. For 2027, I anticipate budgeting for these endeavors with a cap of \$9,500 total cost.

**Guidelines & Timeline-**

- All anticipated budgeted projects should be submitted by **August 31, 2026**. These are items above our baseline operational budget.
- City Council Meeting **October 13, 2026** – Mayor and Assistant Treasurer will present the initial budget discussion and plan, including revenue estimates and property tax levy considerations.
- **November 2026:** The preliminary budget is presented, followed by required public hearings, and levies are adopted by ordinance and filed before the end of the month.
- **December 2026:** Reconciling the 2026 budget and 2027 budget approval.

Please submit projects for budget consideration by **August 31, 2026**.

- Department Heads will submit their projects to Aaron Hall (cc Shawna Beese) with the anticipation of a follow-up budgeting meeting.
- City Council, Planning Commission, and other commissions/boards will submit their desired projects to Shawna Beese (cc Aaron Hall). Shawna will schedule a follow-up budgeting meeting at your convenience.

Yours in community,

A handwritten signature in blue ink, appearing to read "SB", followed by a long horizontal flourish.

Shawna Beese, Mayor



City Council Regular Meeting Minutes

Tuesday, June 09, 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

Mayor Beese called the Regular City Council Meeting to order at 6:00 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

Motion made by Council Member Stravens to approve the agenda.

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

4. LOCAL AGENCY REPORTS/PRESENTATIONS

a. Spokane Valley Homeless Program - Eric Robison

Eric Robison, Housing & Homeless Coordinator with the City of Spokane Valley, and Officer Dan Spiwak presented the Spokane Valley Homeless Program presentation.

b. SCOPE - Sandra Hilson

Chris Conway and Sandra Hilson presented the S.C.O.P.E. presentation.

5. OTHER PRESENTATIONS

a. FDR - Matt Gillis

Matt Gillis presented the FDR presentation. Mr. Gillis discussed the Argonne Rehabilitation project is funded by the Transportation Improvement Board (TIB), detailing the scope the project focuses on rehabilitation rather than full reconstruction, explaining they will strip the asphalt off and rotary mix 8-inches of existing material with a cement/water mix to form a concrete base, then pave.

Mr. Gillis discussed several ADA pedestrian ramps will be updated along with a pedestrian hybrid beacon at Buckeye. Mr. Gillis discussed the 4 primary phases and expectations for intense traffic and limited vehicular access during construction. Mr. Gillis discussed construction is expected to start the last week of June with a 50-working day (70-calendar day)

contractual completion timeframe. Mr. Gillis explained the contractor will be required to have a dedicated public liaison to provide information to business and the public, along with Welch Comer separately providing a weekly or bi-weekly newsletter to keep residents and business informed.

6. 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.

No public comments were made concerning action items.

7. EXECUTIVE SESSION (if necessary)

8. ACTION ITEMS FOR FIRST READING

There were no Action Items for first reading.

9. ACTION ITEMS FOR CONSIDERATION

- a. (1) City Council Regular Meeting Minutes, (2) May 2026 Check Register, (3) March 2026 Dashboard, (4) April 2026 Dashboard, (5) May 2026 Treasurer's Report, (6) America 250 Proclamation

Mayor Beese stated Acting Treasurer Aaron Hall requested the April 2026 dashboard be pulled from the consent agenda.

Motion made by Council Member Culler to approve the amended agenda with the April 2026 dashboard withdrawn, Seconded by Council Member Sander.

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

- b. Resolution 2026-03 - Credit Card Policy

Mayor Beese discussed a modification was made to "reference applicable IRS guidelines" without specifically linking to a particular policy due to the constantly changing nature of those guidelines. Mayor Beese explained all changes proposed by the Council have been made, including removal of the branding fuel man card. The Council did not have further discussion or questions.

Motion made by Council Member Seifert to approve the Credit Card Policy, Seconded by Council Member Stravens.

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

- c. PUBLIC HEARING - SIX - Year Transportation Improvement Plan 2026 RESOLUTION 2026-04

Kyle Schiewe presented the Six-Year Transportation Improvement Plan, explaining it almost is identical to last month's presentation with the one exception of line item four being the Liberty chip seal, with the addition of a possible rumble strip due to recent public comments requesting one before the crosswalk. Mr. Schiewe discussed researching the idea and speaking with an engineer with Spokane County, finding the process is fairly expensive and is not recommended for chip sealed roads.

Mayor Beese opened the public hearing for Resolution 2026-04 the Six-Year Transportation Improvement Plan at 6:47 pm. No testimony was given. Mayor Beese closed the public hearing at 6:48 pm.

Motion made by Council Member Sander to approve the Six Year Transportation Improvement Plan, Seconded by Council Member Stravens.

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

d. Spokane County - Urban Consortium Re-Certification

Mayor Beese discussed the Spokane County Urban Consortium is requesting a letter to be sent to confirm continued membership through 2026, asking Council to approve renewal.

Motion made by Council Member Sander, Seconded by Council Member Stravens to approve letter of Re-Certification, Seconded by Council Member Culler.

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

10. REPORTS (no action)

a. Treasurer - Acting Treasurer Aaron Hall

Mr. Hall reported the SAO filing was submitted on time, with a few reclassifications of expenses needed along with a prior funds-transfer entry was adjusted. Mr. Hall reported starting on audit work with a preliminary timeframe for the audit engagement around early August, with expectations to be relatively smooth. Mr. Hall reported the annual PUG grand filling was submitted as well.

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

Ms. Gill reported working on public records requests along with a new code enforcement complaint that was received on a possibly RV being used as a dwelling unit, which is being monitored for the timeframe code allows. Ms. Gill reported coordinating with Ms. Tianio on processing home business licenses and endorsements.

c. Facilities - Kyle Schiewe

Mr. Schiewe reported a car smashed into the fencing on the northeast corner of Argonne and Empire causing significant damage to the fencing, Mr. Werst had recommended reaching out to WCIA.

Mr. Schiewe reported attending a TIB funding workshop in Coleville where he met the new project engineer, noting Andrew was very instrumental in all the funding and Argonne project and hopes their good partnership continues on with the new project engineer for future projects. Mr. Schiewe reported having Welch Comer put out application letters for the next few topics on the STIP, which include the grind and overlays on Argonne from Frederic to South Riverway, chip seal and traffic calming on Liberty, and the chip seal on Marguerite would all be what they are hoping to receive funding for in 2027.

Mr. Schiewe reported working on hiring and onboarding seasonal staff, landscape maintenance with the team focusing on fertilizing green spaces and cleaning up debris from recent windstorms and also working on hanging up the America 250 Banners along Argonne. Mr. Schiewe gave an update on the trail light pole stating a new one was received but in the wrong color, he plans to paint it to match the existing poles. Mr. Schiewe reported on the WCIA walkthrough and had discussed with the WCIA subcontractor the property upgrades done since the last review.

d. Utilities - Matt Erdahl

Mr. Erdahl reported that all the routine water sample results came back satisfactory and that Sprinklers came out and got all the backflow devices tested. Mr. Erdahl reported he has created an excel worksheet of all the addresses in town and will be checking all the meters in town this summer with Bryce, they will be looking for any leaks and will replace them as they go.

- e. Planning - Amanda Tainio - Upward 7 Consulting

Ms. Tainio's report was included in the packet.

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

Mr. Werst had nothing to report.

- g. Mayor – Shawna Beese

Mayor Beese reported her goals for the next meeting on July 14th including going over the budget to actuals for this year along with potentially asking for consideration first read request of a potential budget amendment, and plans on presenting her evolving staffing plan.

Mayor Beese discussed adopting the 2027 strategic theme of "Built for the next 100 years", which would cover a continuation of the water discussion, potentially asking for a comprehensive rate study (depending on budget to actuals), and community development. Mayor Beese discussed reflecting on past administration's great work on initiating funding and the sophistication around our STIP and potentially getting all these projects funded long term, with her hope being to treat water the same way.

Mayor Beese reported Deputy Ball will be providing monthly reports, in response of some of the comments from the last meeting, emphasizing the importance of utilizing all of the good law enforcement and public safety services available and continue to fortify our relationships with them.

11. COUNCIL INFORMATION (no action or discussion)

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.

13. COUNCIL REMARKS

Council Member Stravens thanked staff and wished a happy 4th of July.

Council Member Sander thanked staff for keeping up with getting reports out and comprehensive reports from Kyle and Matt.

Council Member Culler thanked staff and requested possibly posting on Next-door when street sweeping is planned to allow residents to move their vehicles off the street and for AAA Sweeping to access the drywells better.

Council Member Seifert thanked staff for their hard work and wished everyone a happy Father's Day.

14. ANNOUNCEMENTS

15. SET NEXT MEETING - July 14, 2026 at 6:00 PM

Mayor Beese gave a reminder to Council for the Joint Special Meeting with the Planning Commission on July 14, 2026 at 5:00pm.

16. ADJOURNMENT

Motion made by Council Member Stravens, Seconded by Council Member Culler to adjourn the City Council meeting at 7:10 pm.

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

DRAFT

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

Section 9, Item a.

Account #	Description	All Funds: YTD 04/30/2025	All Funds: YTD 04/30/2026	% to 2025	All Funds: Budget to Date 04/30/2026	% 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	515,131	481,305	-6.6%	617,671	-22.1%
320	Licenses and Permits	10,299	13,083	27.0%	12,167	7.5%
330	Intergovernmental Revenues	90,409	2,078,978	2199.5%	1,367,506	52.0%
340	Charges for Goods and Services	296,447	318,849	7.6%	349,638	-8.8%
350	Fines and Penalties	228	1,959	759.2%	833	135.2%
360	Miscellaneous Revenues	37,251	13,567	-63.6%	92,583	-85.3%
	Total Revenues:	949,765	2,907,741	206.2%	2,440,398	19.2%
Expenditures						
510	General Government	216,166	255,952	18.4%	231,696	10.5%
520	Public Safety	138,380	119,704	-13.5%	122,776	-2.5%
530	Utilities	259,768	279,268	7.5%	337,963	-17.4%
540	Transportation	124,091	149,573	20.5%	184,360	-18.9%
550	Natural and Economic Environment	56,402	37,560	-33.4%	60,613	-38.0%
560	Social Services	142	267	88.0%	167	59.9%
570	Culture and Recreation	34,338	25,751	-25.0%	63,685	-59.6%
	Total Expenditures:	829,287	868,075	4.7%	1,001,260	-13.3%
	Excess (Deficiency) Revenues over Expenditures:	120,478	2,039,666	1593.0%	1,439,138	41.7%
Other Increases						
391-393, 596	Debt Proceeds	-	-		-	
397	Transfers-In	-	-		-	
385	Special or Extraordinary Items	-	-		-	
386,389	Custodial Activities	5,814	(4,830)	-183.1%	-	
381,382,395,398	Other Increases	-	265,000	#DIV/0!	-	
	Total Other Increases	5,814	260,170	4374.9%	-	
Other Decreases						
594-595	Capital Expenditures	123,332	765,106	520.4%	844,429	-9.4%
591-593	Debt Service	-	-		6,977	-100.0%
597	Transfers-Out	-	-		-	
586, 589	Custodial Activities	(759)	(7,737)	919.4%	-	
585	Special or Extraordinary Items	-	-		-	
580,596,599	Other Decreases	-	262,587	#DIV/0!	-	
	Total Other Decreases	122,573	1,019,956	732.1%	851,406	19.8%
	Increase (Decrease) in Cash and Investments	3,719	1,279,880	34314.6%	587,732	117.8%
	Estimated Ending Cash and Investments	3,710,310	2,764,601		2,642,300	

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

Section 9, Item a.

Account #	Description	All Funds: YTD 05/31/2025	All Funds: YTD 05/31/2026	% to 2025	All Funds: Budget to Date 05/31/2026	% 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	798,640	777,639	-2.6%	772,088	0.7%
320	Licenses and Permits	16,900	14,143	-16.3%	15,208	-7.0%
330	Intergovernmental Revenues	91,956	2,081,524	2163.6%	1,709,383	21.8%
340	Charges for Goods and Services	374,438	408,330	9.1%	437,048	-6.6%
350	Fines and Penalties	849	2,351	176.9%	1,042	125.6%
360	Miscellaneous Revenues	37,772	21,077	-44.2%	115,729	-81.8%
	Total Revenues:	1,320,555	3,305,064	150.3%	3,050,498	8.3%
Expenditures						
510	General Government	245,022	318,074	29.8%	289,621	9.8%
520	Public Safety	139,894	148,865	6.4%	153,470	-3.0%
530	Utilities	343,389	353,269	2.9%	422,454	-16.4%
540	Transportation	188,781	190,121	0.7%	230,450	-17.5%
550	Natural and Economic Environment	59,708	52,273	-12.5%	75,766	-31.0%
560	Social Services	142	267	88.0%	208	28.4%
570	Culture and Recreation	47,774	36,361	-23.9%	79,607	-54.3%
	Total Expenditures:	1,024,710	1,099,230	7.3%	1,251,576	-12.2%
	Excess (Deficiency) Revenues over Expenditures:	295,845	2,205,834	645.6%	1,798,922	22.6%
Other Increases						
391-393, 596	Debt Proceeds	-	-		-	
397	Transfers-In	-	-		-	
385	Special or Extraordinary Items	-	-		-	
386,389	Custodial Activities	5,764	9,660	67.6%	-	
381,382,395,398	Other Increases	6,000	265,000	4317%	-	
	Total Other Increases	11,764	274,660	2234.8%	-	
Other Decreases						
594-595	Capital Expenditures	185,562	790,488	326.0%	1,055,537	-25.1%
591-593	Debt Service	-	-		8,721	-100.0%
597	Transfers-Out	-	-		-	
586, 589	Custodial Activities	(521)	(19,386)	3620.9%	-	
585	Special or Extraordinary Items	-	-		-	
580,596,599	Other Decreases	-	262,587	#DIV/0!	-	
	Total Other Decreases	185,041	1,033,689	458.6%	1,064,258	-2.9%
	Increase (Decrease) in Cash and Investments	122,568	1,446,805	1080.4%	734,664	96.9%
	Estimated Ending Cash and Investments	3,829,159	2,931,526		2,789,232	

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

Section 9, Item a.

Account #	Description	All Funds: YTD 06/30/2025	All Funds: YTD 06/30/2026	% to 2025	All Funds: Budget to Date 06/30/2026	% 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	917,768	777,639	-15.3%	772,088	0.7%
320	Licenses and Permits	17,682	14,143	-20.0%	15,208	-7.0%
330	Intergovernmental Revenues	116,558	2,081,524	1685.8%	1,709,383	21.8%
340	Charges for Goods and Services	458,399	408,330	-10.9%	437,048	-6.6%
350	Fines and Penalties	965	2,351	143.6%	1,042	125.6%
360	Miscellaneous Revenues	79,677	21,077	-73.5%	115,729	-81.8%
Total Revenues:		1,591,049	3,305,064	107.7%	3,050,498	8.3%
Expenditures						
510	General Government	293,342	318,074	8.4%	289,621	9.8%
520	Public Safety	168,540	148,865	-11.7%	153,470	-3.0%
530	Utilities	412,018	353,269	-14.3%	422,454	-16.4%
540	Transportation	226,307	190,121	-16.0%	230,450	-17.5%
550	Natural and Economic Environment	85,287	52,273	-38.7%	75,766	-31.0%
560	Social Services	142	267	88.0%	208	28.4%
570	Culture and Recreation	62,223	36,361	-41.6%	79,607	-54.3%
Total Expenditures:		1,247,859	1,099,230	-11.9%	1,251,576	-12.2%
Excess (Deficiency) Revenues over Expenditures:		343,190	2,205,834	542.7%	1,798,922	22.6%
Other Increases						
391-393, 596	Debt Proceeds	-	-		-	
397	Transfers-In	-	-		-	
385	Special or Extraordinary Items	-	-		-	
386,389	Custodial Activities	5,764	9,660	67.6%	-	
381,382,395,398	Other Increases	6,000	265,000	4317%	-	
Total Other Increases		11,764	274,660	2234.8%	-	
Other Decreases						
594-595	Capital Expenditures	246,600	790,488	220.6%	1,055,537	-25.1%
591-593	Debt Service	-	-		8,721	-100.0%
597	Transfers-Out	-	-		-	
586, 589	Custodial Activities	(1,109)	(19,386)	1648.1%	-	
585	Special or Extraordinary Items	-	-		-	
580,596,599	Other Decreases	-	262,587	#DIV/0!	-	
Total Other Decreases		245,491	1,033,689	321.1%	1,064,258	-2.9%
Increase (Decrease) in Cash and Investments		109,463	1,446,805	1221.7%	734,664	96.9%
Estimated Ending Cash and Investments		3,816,054	2,931,526		2,789,232	

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05/01/2026 To: 05/31/2026

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
968	05/04/2026	Payroll	5	EFT	EFTPS		941 payable submodule only has the ability to generate a payment for the entirety of balance for period
974	05/06/2026	Payroll	5	EFT	EFTPS	11,196.59	941 Deposit for Pay Cycle(s) 04/30/2026 - 04/30/2026
975	05/06/2026	Payroll	5	EFT	AWC Employee Benefits Trust	15,009.22	Pay Cycle(s) 04/30/2026 To 04/30/2026 - Asuris; Pay Cycle(s) 04/30/2026 To 04/30/2026 - Kaiser; Pay Cycle(s) 04/30/2026 To 04/30/2026 - Dental; Pay Cycle(s) 04/30/2026 To 04/30/2026 - Vision; Pay Cycl
1052	05/07/2026	Claims	5	EFT	Xpress Billpay	462.29	Xpress EFT from 2064 Clearing 5/7/26
1087	05/22/2026	Claims	5	EFT	Department of Revenue	2,187.61	Apr 2026 Sales Tax Filing
1140	05/29/2026	Claims	5	EFT	Banner Bank - 4120		Coding Error
1141	05/29/2026	Claims	5	EFT	Banner Bank - 7779	10.00	Matt's Apr 2026 CC Bill
1142	05/29/2026	Claims	5	EFT	Banner Bank - 9371	1,368.13	Bridget's Apr 2026 CC Bill
1158	05/29/2026	Claims	5	EFT	Banner Bank - 4120	829.64	CC Purchases 4/7/26 to 5/6/26 & Annual Fee 5/7/26
1159	05/15/2026	Payroll	5	EFT	Department of Retirement	5,307.59	Pay Cycle(s) 04/30/2026 To 04/30/2026 - Deferred Comp
1160	05/14/2026	Payroll	5	EFT	Department of Retirement	4,807.71	Pay Cycle(s) 04/30/2026 To 04/30/2026 - PERS 2; Pay Cycle(s) 04/30/2026 To 04/30/2026 - PERS 3
1171	05/05/2026	Claims	5	EFT	Paymentech, LLC	383.75	Apr 2026 Paymentech Fees
1193	05/31/2026	Payroll	5	EFT	Samuel Gene Bachman	3,640.02	
1196	05/31/2026	Payroll	5	EFT	Karina Laura Chernioglo	73.42	
1197	05/31/2026	Payroll	5	EFT	Shaun Broderick Culler	68.82	
1198	05/31/2026	Payroll	5	EFT	LaDonna DeMent	593.58	
1199	05/31/2026	Payroll	5	EFT	Matthew James Erdahl	4,444.49	
1200	05/31/2026	Payroll	5	EFT	Bridget Gill	4,677.68	
1201	05/31/2026	Payroll	5	EFT	Aaron Hall	5,338.86	
1204	05/31/2026	Payroll	5	EFT	Bryce Keith Noack	4,044.64	
1207	05/31/2026	Payroll	5	EFT	Elizabeth Rutledge	1,925.14	
1208	05/31/2026	Payroll	5	EFT	Daniel Karl Sander	68.82	
1209	05/31/2026	Payroll	5	EFT	Kyle Lee Schiewe	5,863.59	
1210	05/31/2026	Payroll	5	EFT	Tina M Seifert	68.82	
1211	05/31/2026	Payroll	5	EFT	Joshua Simmons	2,233.17	
1212	05/31/2026	Payroll	5	EFT	Kelly K Stravens	68.82	
1213	05/31/2026	Payroll	5	EFT	Andrew J Van Hees	68.82	
977	05/07/2026	Claims	5	13552	AT&T Mobility	536.36	
978	05/07/2026	Claims	5	13553	Arrow Construction Supply	554.08	
979	05/07/2026	Claims	5	13554	Bigfoot Technical Services, LLC	628.90	
980	05/07/2026	Claims	5	13555	Complete Office	460.28	
981	05/07/2026	Claims	5	13556	Fish Window Cleaning	311.00	
982	05/07/2026	Claims	5	13557	Fuel Man	789.36	
983	05/07/2026	Claims	5	13558	Greenway Landscape Maintenance, LLC	2,541.73	
984	05/07/2026	Claims	5	13559	Intermountain Sign & Safety	7,150.37	Speed sign ordered 3/16/2026
985	05/07/2026	Claims	5	13560	Montgomery Hardware	485.02	
986	05/07/2026	Claims	5	13561	National Barricade	21.80	
987	05/07/2026	Claims	5	13562	North 40 Outfitters	64.43	
988	05/07/2026	Claims	5	13563	PROCUM LLC	72.00	
989	05/07/2026	Claims	5	13564	R.C. Worst Co.	856.82	Lift Station 3 Contactor Replacement

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
990	05/07/2026	Claims	5	13565	Legal Posting The Spokesman-Review	958.04	
991	05/07/2026	Claims	5	13566	Union Pacific Railroad Company	21,081.87	
1034	05/13/2026	Claims	5	13567	AT&T Mobility	536.16	
1035	05/13/2026	Claims	5	13568	Anatek Labs, Inc.	126.00	
1036	05/13/2026	Claims	5	13569	Circle M Const. & Landscaping Supply	472.99	Bark for Trail, Basalt Chips for City Hall
1037	05/13/2026	Claims	5	13570	H.D. Fowler	1,370.49	Replacement Gaskets, 3 Meter Boxes
1038	05/13/2026	Claims	5	13571	Intermax Networks	278.33	VoIP Services for March 2026
1039	05/13/2026	Claims	5	13572	Lilac City Sprinklers	910.70	Park Sprinkler Control Station Repair
1040	05/13/2026	Claims	5	13573	North 40 Outfitters	352.26	
1041	05/13/2026	Claims	5	13574	Sunshine Disposal & Recycling	167.72	
1047	05/18/2026	Claims	5	13575	WA State Department of Health	2,025.06	
1055	05/22/2026	Payroll	5	13576	HRA VEBA Trust Contributions	700.00	Pay Cycle(s) 04/30/2026 To 04/30/2026 - VEBA
1060	05/26/2026	Claims	5	13577	AAA Sweeping	17,987.64	Sewer Lines & Lift Station Cleanouts Apr 2026; Argonne Street Sweeping Spring 2026
1061	05/26/2026	Claims	5	13578	Access Information Management	60.72	
1062	05/26/2026	Claims	5	13579	Action Fasteners & Supply LLC	104.51	Item MCR92721L
1063	05/26/2026	Claims	5	13580	Adams Tractor of Spokane	138.00	
1064	05/26/2026	Claims	5	13581	Anatek Labs, Inc.	42.00	Water Testing 5/6/26
1065	05/26/2026	Claims	5	13582	Avista Utilities	7,973.47	Utilities March/April 2026
1066	05/26/2026	Claims	5	13583	Bigfoot Technical Services, LLC	639.79	24vdc Power Supply Installed at Butler Location
1067	05/26/2026	Claims	5	13584	City of Millwood	3,074.62	
1068	05/26/2026	Claims	5	13585	Correct Equipment, Inc.	728.22	
1069	05/26/2026	Claims	5	13586	DataPro Solutions, Inc.	21.75	Display port to HDMI Cable for Elizabeth
1070	05/26/2026	Claims	5	13587	Employment Security Department		Duplicated invoice
1071	05/26/2026	Claims	5	13588	Greenacres Gypsum & Lime	1,286.44	Park/Trail/Street/Water/Sewer Supplies - 50# 18-10-10 plus 1 Pallet
1072	05/26/2026	Claims	5	13589	H&H Document Management Solutions	282.68	
1073	05/26/2026	Claims	5	13590	Horizon Distributors, Inc.	1,298.39	
1074	05/26/2026	Claims	5	13591	Intermax Networks	278.33	Central Services - Communications
1075	05/26/2026	Claims	5	13592	NAPA Auto Parts	57.73	
1076	05/26/2026	Claims	5	13593	North 40 Outfitters	250.39	Facilities 5/7/26
1077	05/26/2026	Claims	5	13594	Oxarc	16.35	
1078	05/26/2026	Claims	5	13595	Performance Systems Integration, LLC	1,208.54	Fire Estinguisher Annual Inspection
1079	05/26/2026	Claims	5	13596	Kyle Schiewe	208.92	Reimburse Kyle S. for purchase of Tree City USA Flag
1080	05/26/2026	Claims	5	13597	Spokane County Environmental Service	32,860.07	Sewer April 1, 2026 & May 1, 2026
1081	05/26/2026	Claims	5	13598	Spokane County Treasurer - Sheriff's	27,318.17	
1082	05/26/2026	Claims	5	13599	Upward 7 Consulting	10,531.25	Contract Planning Services & City Planner April 2026
1083	05/26/2026	Claims	5	13600	Vanguard Cleaning Systems	300.00	May 2026 Monthly Service Charge
1084	05/26/2026	Claims	5	13601	WM Of Spokane - Monthly	1,844.18	Facilities/Park/Trail 4/1/26 - 4/30/26; Street Sweeping Dum Runs 04/01/26 - 04/30/26

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City Of Millwood

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1085	05/26/2026	Claims	5	13602	Welch-Comer	4,300.00	TIB-Argonne Rd, Trent to Frederick Rehab-Bidding Phase Services
1086	05/26/2026	Claims	5	13603	Witherspoon Brajcich McPhee, PLLC	22,153.44	
1088	05/26/2026	Claims	5	13604	Employment Security Department	61.44	UI Tax Billing
1191	05/31/2026	Payroll	5	13606	Michael L Ankney		
1192	05/31/2026	Payroll	5	13607	Anne Aslin		
1194	05/31/2026	Payroll	5	13608	Roberta L Beese		
1195	05/31/2026	Payroll	5	13609	Shawna Beese		
1202	05/31/2026	Payroll	5	13610	Kristine M Major		
1203	05/31/2026	Payroll	5	13611	Jay James Molitor		
1205	05/31/2026	Payroll	5	13612	Annette T Oakes		
1206	05/31/2026	Payroll	5	13613	Ronald W Rickard		
1214	05/31/2026	Payroll	5	13614	Michael L Ankney	36.71	
1215	05/31/2026	Payroll	5	13615	Anne Aslin	22.94	
1216	05/31/2026	Payroll	5	13616	Roberta L Beese	11.71	
1217	05/31/2026	Payroll	5	13617	Shawna Beese	734.16	
1218	05/31/2026	Payroll	5	13618	Kristine M Major	22.94	
1219	05/31/2026	Payroll	5	13619	Jay James Molitor	36.71	
1220	05/31/2026	Payroll	5	13620	Annette T Oakes	22.94	
1221	05/31/2026	Payroll	5	13621	Ronald W Rickard	36.71	
1223	05/31/2026	Payroll	5	13622	Michael L Ankney	36.71	
1224	05/31/2026	Payroll	5	13623	Roberta L Beese	11.71	
1225	05/31/2026	Payroll	5	13624	Jay James Molitor	36.71	
001 General Fund						180,228.97	
401 Utility Operating Fund						41,140.94	
403 Sewer Capital Fund - Managerial						32,860.07	
						Claims:	183,020.23
						Payroll:	71,209.75
						254,229.98	

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 9, Item a.

City Of Millwood

05/01/2026 To: 05/31/2026

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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	1,142,200.13	283,175.44	170,888.99	1,254,486.58	90,946.27	24,152.40	-16.43	1,369,568.82
002 Restricted Uses Fund - Managerial	127,736.22	9,559.70		137,295.92	0.00	0.00	0.00	137,295.92
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	443,505.42	4,690.13		448,195.55	0.00	0.00	0.00	448,195.55
302 Special Capital Projects Fund	183,093.88	4,690.12		187,784.00	0.00	0.00	0.00	187,784.00
401 Utility Operating Fund	318,439.39	55,326.23	8,280.87	365,484.75	17,533.77	11,569.75	-36,116.42	358,471.85
402 Water Capital Fund Managerial	413,931.02	11,120.00		425,051.02	0.03	0.00	-8,938.65	416,112.40
403 Sewer Capital Fund - Managerial	87,432.09	43,249.40	65,720.14	64,961.35	32,860.07	0.00	-32,735.71	65,085.71
	2,767,520.15	411,811.02	244,890.00	2,934,441.17	141,340.14	35,722.15	-77,807.21	3,033,696.25

TREASURER'S REPORT

Section 9, Item a.

Account Totals

City Of Millwood

Time: 10:56:14 Date: 07/07/2026

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Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
5 2064-Banner Checking	381,780.06	420,327.39	254,229.98	547,877.47	-77,711.70	176,966.78	647,132.55
6 1726-Banner Money Market	1,455,212.55	24.72	0.00	1,455,237.27	0.00	0.00	1,455,237.27
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	915,909.09	798.89	0.00	916,707.98	0.00	0.00	916,707.98
Total Cash:	2,775,905.20	421,151.00	254,229.98	2,942,826.22	-77,711.70	176,966.78	3,042,081.30
	2,775,905.20	421,151.00	254,229.98	2,942,826.22	-77,711.70	176,966.78	3,042,081.30

TREASURER'S REPORT

Outstanding Vouchers

05/01/2026 To: 05/31/2026

Section 9, Item a.

City Of Millwood

As Of: 05/31/2026 Date: 07/07/2026

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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	914	04/24/2026	Util Pay	5		Xpress Billpay	664.74	Xpress Import - EFT - 04-24-2026__daily_batch.csv
2026	915	04/24/2026	Util Pay	5		Xpress Billpay	81.65	Xpress Import - Metavante - 04-24-2026__daily_batch.csv
2026	916	04/24/2026	Util Pay	5		Xpress Billpay	248.80	Xpress Import - iPay - 04-24-2026__daily_batch.csv
2026	917	04/24/2026	Util Pay	5		Xpress Billpay	81.65	Xpress Import - CheckFree - 04-24-2026__daily_batch.csv
2026	919	04/25/2026	Util Pay	5		Xpress Billpay	822.00	Xpress Import - EFT - 04-25-2026__daily_batch.csv
2026	921	04/26/2026	Util Pay	5		Xpress Billpay	1,157.09	Xpress Import - EFT - 04-26-2026__daily_batch.csv
2026	923	04/27/2026	Util Pay	5		Xpress Billpay	1,045.47	Xpress Import - EFT - 04-27-2026__daily_batch.csv
2026	924	04/27/2026	Util Pay	5		Xpress Billpay	210.78	Xpress Import - Metavante - 04-27-2026__daily_batch.csv
2026	925	04/27/2026	Util Pay	5		Xpress Billpay	81.65	Xpress Import - iPay - 04-27-2026__daily_batch.csv
2026	926	04/27/2026	Util Pay	5		Xpress Billpay	244.95	Xpress Import - CheckFree - 04-27-2026__daily_batch.csv
2026	928	04/28/2026	Util Pay	5		Xpress Billpay	6,339.77	Xpress Import - EFT - 04-28-2026__daily_batch.csv
2026	929	04/28/2026	Util Pay	5		Xpress Billpay	363.36	Xpress Import - Metavante - 04-28-2026__daily_batch.csv
2026	930	04/28/2026	Util Pay	5		Xpress Billpay	235.94	Xpress Import - iPay - 04-28-2026__daily_batch.csv
2026	931	04/28/2026	Util Pay	5		Xpress Billpay	489.90	Xpress Import - CheckFree - 04-28-2026__daily_batch.csv
2026	938	04/29/2026	Util Pay	5		Xpress Billpay	163.30	Xpress Import - EFT - 04-29-2026__daily_batch.csv
2026	939	04/29/2026	Util Pay	5		Xpress Billpay	81.65	Xpress Import - iPay - 04-29-2026__daily_batch.csv
2026	941	04/30/2026	Util Pay	5		Xpress Billpay	408.25	Xpress Import - EFT - 04-30-2026__daily_batch.csv
2026	942	04/30/2026	Util Pay	5		Xpress Billpay	91.00	Xpress Import - Metavante - 04-30-2026__daily_batch.csv
2026	943	04/30/2026	Util Pay	5		Xpress Billpay	103.84	Xpress Import - iPay - 04-30-2026__daily_batch.csv
2026	944	04/30/2026	Util Pay	5		Xpress Billpay	146.65	Xpress Import - CheckFree - 04-30-2026__daily_batch.csv
2026	1004	05/01/2026	Util Pay	5		Xpress Billpay	658.70	Xpress Import - EFT - 05-01-2026__daily_batch.csv
2026	1005	05/01/2026	Util Pay	5		Xpress Billpay	240.07	Xpress Import - iPay - 05-01-2026__daily_batch.csv
2026	1006	05/01/2026	Util Pay	5		Xpress Billpay	282.48	Xpress Import - CheckFree - 05-01-2026__daily_batch.csv
2026	1008	05/02/2026	Util Pay	5		Xpress Billpay	81.65	Xpress Import - EFT - 05-02-2026__daily_batch.csv
2026	1010	05/03/2026	Util Pay	5		Xpress Billpay	423.23	Xpress Import - EFT - 05-03-2026__daily_batch.csv
2026	1012	05/04/2026	Util Pay	5		Xpress Billpay	438.37	Xpress Import - EFT - 05-04-2026__daily_batch.csv
2026	1013	05/04/2026	Util Pay	5		Xpress Billpay	414.95	Xpress Import - iPay - 05-04-2026__daily_batch.csv
2026	1014	05/04/2026	Util Pay	5		Xpress Billpay	81.65	Xpress Import - CheckFree - 05-04-2026__daily_batch.csv
2026	1016	05/05/2026	Util Pay	5		Xpress Billpay	477.92	Xpress Import - EFT - 05-05-2026__daily_batch.csv
2026	1017	05/05/2026	Util Pay	5		Xpress Billpay	156.84	Xpress Import - Metavante - 05-05-2026__daily_batch.csv
2026	1019	05/06/2026	Util Pay	5		Xpress Billpay	120.00	Xpress Import - Metavante - 05-06-2026__daily_batch.csv
2026	1020	05/06/2026	Util Pay	5		Xpress Billpay	82.00	Xpress Import - iPay - 05-06-2026__daily_batch.csv
2026	1022	05/07/2026	Util Pay	5		Xpress Billpay	25.00	Xpress Import - iPay - 05-07-2026__daily_batch.csv
2026	1024	05/08/2026	Util Pay	5		Xpress Billpay	640.36	Xpress Import - EFT - 05-08-2026__daily_batch.csv
2026	1025	05/08/2026	Util Pay	5		Xpress Billpay	80.00	Xpress Import - iPay - 05-08-2026__daily_batch.csv
2026	1026	05/08/2026	Util Pay	5		Xpress Billpay	163.88	Xpress Import - CheckFree - 05-08-2026__daily_batch.csv
2026	1028	05/09/2026	Util Pay	5		Xpress Billpay	250.50	Xpress Import - EFT - 05-09-2026__daily_batch.csv
2026	1030	05/10/2026	Util Pay	5		Xpress Billpay	930.30	Xpress Import - EFT - 05-10-2026__daily_batch.csv

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2026	1097	05/11/2026	Util Pay	5		Xpress Billpay	362.28	Xpress Import - EFT - 05-11-2026_daily_batch.csv
2026	1098	05/11/2026	Util Pay	5		Xpress Billpay	167.37	Xpress Import - Metavante - 05-11-2026_daily_batch.csv
2026	1099	05/11/2026	Util Pay	5		Xpress Billpay	594.05	Xpress Import - iPay - 05-11-2026_daily_batch.csv
2026	1100	05/11/2026	Util Pay	5		Xpress Billpay	182.00	Xpress Import - CheckFree - 05-11-2026_daily_batch.csv
2026	1102	05/12/2026	Util Pay	5		Xpress Billpay	350.72	Xpress Import - EFT - 05-12-2026_daily_batch.csv
2026	1103	05/12/2026	Util Pay	5		Xpress Billpay	428.15	Xpress Import - Metavante - 05-12-2026_daily_batch.csv
2026	1104	05/12/2026	Util Pay	5		Xpress Billpay	443.52	Xpress Import - iPay - 05-12-2026_daily_batch.csv
2026	1105	05/12/2026	Util Pay	5		Xpress Billpay	506.58	Xpress Import - CheckFree - 05-12-2026_daily_batch.csv
2026	1107	05/13/2026	Util Pay	5		Xpress Billpay	165.89	Xpress Import - EFT - 05-13-2026_daily_batch.csv
2026	1108	05/13/2026	Util Pay	5		Xpress Billpay	148.13	Xpress Import - Metavante - 05-13-2026_daily_batch.csv
2026	1109	05/13/2026	Util Pay	5		Xpress Billpay	134.06	Xpress Import - iPay - 05-13-2026_daily_batch.csv
2026	1110	05/13/2026	Util Pay	5		Xpress Billpay	275.51	Xpress Import - CheckFree - 05-13-2026_daily_batch.csv
2026	1112	05/14/2026	Util Pay	5		Xpress Billpay	167.00	Xpress Import - EFT - 05-14-2026_daily_batch.csv
2026	1113	05/14/2026	Util Pay	5		Xpress Billpay	198.29	Xpress Import - iPay - 05-14-2026_daily_batch.csv
2026	1114	05/14/2026	Util Pay	5		Xpress Billpay	599.12	Xpress Import - CheckFree - 05-14-2026_daily_batch.csv
2026	1116	05/15/2026	Util Pay	5		Xpress Billpay	937.99	Xpress Import - EFT - 05-15-2026_daily_batch.csv
2026	1117	05/15/2026	Util Pay	5		Xpress Billpay	80.00	Xpress Import - Metavante - 05-15-2026_daily_batch.csv
2026	1118	05/15/2026	Util Pay	5		Xpress Billpay	55.00	Xpress Import - iPay - 05-15-2026_daily_batch.csv
2026	1122	05/18/2026	Util Pay	5		Xpress Billpay	86.00	Xpress Import - EFT - 05-18-2026_daily_batch.csv
2026	1123	05/18/2026	Util Pay	5		Xpress Billpay	163.87	Xpress Import - Metavante - 05-18-2026_daily_batch.csv
2026	1124	05/18/2026	Util Pay	5		Xpress Billpay	158.13	Xpress Import - iPay - 05-18-2026_daily_batch.csv
2026	1125	05/18/2026	Util Pay	5		Xpress Billpay	91.63	Xpress Import - OnlineResources - 05-18-2026_daily_batch.csv
2026	1127	05/19/2026	Util Pay	5		Xpress Billpay	84.24	Xpress Import - EFT - 05-19-2026_daily_batch.csv
2026	1128	05/19/2026	Util Pay	5		Xpress Billpay	47.48	Xpress Import - CheckFree - 05-19-2026_daily_batch.csv
2026	1130	05/20/2026	Util Pay	5		Xpress Billpay	514.70	Xpress Import - EFT - 05-20-2026_daily_batch.csv
2026	1131	05/20/2026	Util Pay	5		Xpress Billpay	89.52	Xpress Import - Metavante - 05-20-2026_daily_batch.csv
2026	1132	05/20/2026	Util Pay	5		Xpress Billpay	130.98	Xpress Import - iPay - 05-20-2026_daily_batch.csv
2026	1133	05/20/2026	Util Pay	5		Xpress Billpay	85.00	Xpress Import - OnlineResources - 05-20-2026_daily_batch.csv
2026	1135	05/21/2026	Util Pay	5		Xpress Billpay	165.87	Xpress Import - EFT - 05-21-2026_daily_batch.csv
2026	1136	05/21/2026	Util Pay	5		Xpress Billpay	86.18	Xpress Import - Metavante - 05-21-2026_daily_batch.csv
2026	1137	05/21/2026	Util Pay	5		Xpress Billpay	271.76	Xpress Import - iPay - 05-21-2026_daily_batch.csv
2026	1138	05/21/2026	Util Pay	5		Xpress Billpay	85.38	Xpress Import - OnlineResources - 05-21-2026_daily_batch.csv
2026	1139	05/21/2026	Util Pay	5		Xpress Billpay	165.89	Xpress Import - CheckFree - 05-21-2026_daily_batch.csv
2026	1144	05/22/2026	Util Pay	5		Xpress Billpay	409.55	Xpress Import - EFT - 05-22-2026_daily_batch.csv
2026	1145	05/22/2026	Util Pay	5		Xpress Billpay	262.76	Xpress Import - Metavante - 05-22-2026_daily_batch.csv
2026	1146	05/22/2026	Util Pay	5		Xpress Billpay	8,350.00	Xpress Import - iPay - 05-22-2026_daily_batch.csv
2026	1148	05/23/2026	Util Pay	5		Xpress Billpay	2,079.97	Xpress Import - EFT - 05-23-2026_daily_batch.csv
2026	1150	05/24/2026	Util Pay	5		Xpress Billpay	441.58	Xpress Import - EFT - 05-24-2026_daily_batch.csv
2026	1152	05/25/2026	Util Pay	5		Xpress Billpay	677.84	Xpress Import - EFT - 05-25-2026_daily_batch.csv
2026	1154	05/26/2026	Util Pay	5		Xpress Billpay	1,201.28	Xpress Import - EFT - 05-26-2026_daily_batch.csv
2026	1155	05/26/2026	Util Pay	5		Xpress Billpay	216.82	Xpress Import - Metavante - 05-26-2026_daily_batch.csv
2026	1156	05/26/2026	Util Pay	5		Xpress Billpay	84.24	Xpress Import - iPay - 05-26-2026_daily_batch.csv

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2026	1157	05/26/2026	Util Pay	5		Xpress Billpay	462.39	Xpress Import - CheckFree - 05-26-2026__daily_batch
2026	1164	05/27/2026	Util Pay	5		Xpress Billpay	995.38	Xpress Import - EFT - 05-27-2026__daily_batch.csv
2026	1165	05/27/2026	Util Pay	5		Xpress Billpay	5.00	Xpress Import - Metavante - 05-27-2026__daily_batch
2026	1166	05/27/2026	Util Pay	5		Xpress Billpay	175.30	Xpress Import - iPay - 05-27-2026__daily_batch.csv
2026	1167	05/27/2026	Util Pay	5		Xpress Billpay	88.58	Xpress Import - CheckFree - 05-27-2026__daily_batch
2026	1162	05/28/2026	Util Pay	5		Utility Batch	759.02	
2026	1168	05/28/2026	Tr Rec	5		Manfred, Conrad & Sarah	14,490.00	Spokane County GFC fees for Mixed Use Permit at 85
2026	1169	05/28/2026	Tr Rec	5		Permitting Customer	5,125.00	
2026	1170	05/28/2026	Tr Rec	5		Permitting Customer	1,225.00	
2026	1174	05/28/2026	Util Pay	5		Xpress Billpay	3,428.08	Xpress Import - CC - 05-28-2026__daily_batch.csv
2026	1175	05/28/2026	Util Pay	5		Xpress Billpay	6,752.71	Xpress Import - EFT - 05-28-2026__daily_batch.csv
2026	1176	05/28/2026	Util Pay	5		Xpress Billpay	485.47	Xpress Import - Metavante - 05-28-2026__daily_batch
2026	1177	05/28/2026	Util Pay	5		Xpress Billpay	172.48	Xpress Import - iPay - 05-28-2026__daily_batch.csv
2026	1178	05/28/2026	Util Pay	5		Xpress Billpay	317.84	Xpress Import - CheckFree - 05-28-2026__daily_batch
2026	1173	05/29/2026	Util Pay	5		Utility Batch	1,758.83	
2026	1179	05/29/2026	Util Pay	5		Xpress Billpay	445.75	Xpress Import - CC - 05-29-2026__daily_batch.csv
2026	1180	05/29/2026	Util Pay	5		Xpress Billpay	339.66	Xpress Import - EFT - 05-29-2026__daily_batch.csv
2026	1181	05/29/2026	Util Pay	5		Xpress Billpay	91.00	Xpress Import - Metavante - 05-29-2026__daily_batch
2026	1182	05/30/2026	Util Pay	5		Xpress Billpay	328.63	Xpress Import - EFT - 05-30-2026__daily_batch.csv

Receipts Outstanding: 77,711.70

2024	2769	12/31/2024	Claims	5	EFT	Banner Bank - 6225	680.37	
2026	1207	05/31/2026	Payroll	5	EFT	Elizabeth Rutledge	1,925.14	
2026	1208	05/31/2026	Payroll	5	EFT	Daniel Karl Sander	68.82	
2026	1196	05/31/2026	Payroll	5	EFT	Karina Laura Chernioglo	73.42	
2025	2058	10/01/2025	Ser Chge	5	0	Mollilou Forbes Trust	-95.51	
2026	1141	05/29/2026	Claims	5	EFT	Banner Bank - 7779	10.00	Matt's Apr 2026 CC Bill
2026	1210	05/31/2026	Payroll	5	EFT	Tina M Seifert	68.82	
2026	1204	05/31/2026	Payroll	5	EFT	Bryce Keith Noack	4,044.64	
2026	1209	05/31/2026	Payroll	5	EFT	Kyle Lee Schiewe	5,863.59	
2026	1211	05/31/2026	Payroll	5	EFT	Joshua Simmons	2,233.17	
2026	1142	05/29/2026	Claims	5	EFT	Banner Bank - 9371	1,368.13	Bridget's Apr 2026 CC Bill
2026	1158	05/29/2026	Claims	5	EFT	Banner Bank - 4120	829.64	CC Purchases 4/7/26 to 5/6/26 & Annual Fee 5/7/26
2026	1193	05/31/2026	Payroll	5	EFT	Samuel Gene Bachman	3,640.02	
2026	1197	05/31/2026	Payroll	5	EFT	Shaun Broderick Culler	68.82	
2026	1198	05/31/2026	Payroll	5	EFT	LaDonna DeMent	593.58	
2026	1199	05/31/2026	Payroll	5	EFT	Matthew James Erdahl	4,444.49	
2026	1200	05/31/2026	Payroll	5	EFT	Bridget Gill	4,677.68	
2026	1201	05/31/2026	Payroll	5	EFT	Aaron Hall	5,338.86	
2026	1212	05/31/2026	Payroll	5	EFT	Kelly K Stravens	68.82	

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2026	1213	05/31/2026	Payroll	5	EFT	Andrew J Van Hees	68.82	
2024	2590	11/30/2024	Claims	5	EFT	Banner Bank - 7779	936.90	
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	952	04/30/2026	Payroll	5	13543	Karina Laura Chernioglo	73.42	April 2026
2026	972	04/30/2026	Payroll	5	13550	Mackenzi R Roderick	249.36	Missing Personnel
2026	1055	05/22/2026	Payroll	5	13576	HRA VEBA Trust Contributions	700.00	Pay Cycle(s) 04/30/2026 To 04/30/2026 - VEBA
2026	1060	05/26/2026	Claims	5	13577	AAA Sweeping	17,987.64	Sewer Lines & Lift Station Cleanouts Apr 2026; Argonne Street Sweeping Spring 2026
2026	1061	05/26/2026	Claims	5	13578	Access Information Management	60.72	
2026	1062	05/26/2026	Claims	5	13579	Action Fasteners & Supply LLC	104.51	Item MCR92721L
2026	1063	05/26/2026	Claims	5	13580	Adams Tractor of Spokane	138.00	
2026	1064	05/26/2026	Claims	5	13581	Anatek Labs, Inc.	42.00	Water Testing 5/6/26
2026	1065	05/26/2026	Claims	5	13582	Avista Utilities	7,973.47	Utilities March/April 2026
2026	1066	05/26/2026	Claims	5	13583	Bigfoot Technical Services, LLC	639.79	24vdc Power Supply Installed at Butler Location
2026	1067	05/26/2026	Claims	5	13584	City of Millwood	3,074.62	
2026	1068	05/26/2026	Claims	5	13585	Correct Equipment, Inc.	728.22	
2026	1069	05/26/2026	Claims	5	13586	DataPro Solutions, Inc.	21.75	Display port to HDMI Cable for Elizabeth

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2026	1071	05/26/2026	Claims	5	13588	Greenacres Gypsum & Lime	1,286.44	Park/Trail/Street/Water/Sewer Supplies - 50# 18-10-10 plus 1 Pallet
2026	1072	05/26/2026	Claims	5	13589	H&H Document Management Solutions	282.68	
2026	1073	05/26/2026	Claims	5	13590	Horizon Distributors, Inc.	1,298.39	
2026	1074	05/26/2026	Claims	5	13591	Intermax Networks	278.33	Central Services - Communications
2026	1075	05/26/2026	Claims	5	13592	NAPA Auto Parts	57.73	
2026	1076	05/26/2026	Claims	5	13593	North 40 Outfitters	250.39	Facilities 5/7/26
2026	1077	05/26/2026	Claims	5	13594	Oxarc	16.35	
2026	1078	05/26/2026	Claims	5	13595	Performance Systems Integration, LLC	1,208.54	Fire Estinguisher Annual Inspection
2026	1079	05/26/2026	Claims	5	13596	Kyle Schiewe	208.92	Reimburse Kyle S. for purchase of Tree City USA Flag
2026	1080	05/26/2026	Claims	5	13597	Spokane County Environmental Service	32,860.07	Sewer April 1, 2026 & May 1, 2026
2026	1081	05/26/2026	Claims	5	13598	Spokane County Treasurer - Sheriff's	27,318.17	
2026	1082	05/26/2026	Claims	5	13599	Upward 7 Consulting	10,531.25	Contract Planning Services & City Planner April 2026
2026	1083	05/26/2026	Claims	5	13600	Vanguard Cleaning Systems	300.00	May 2026 Monthly Service Charge
2026	1084	05/26/2026	Claims	5	13601	WM Of Spokane - Monthly	1,844.18	Facilities/Park/Trail 4/1/26 - 4/30/26; Street Sweeping Dump Runs 04/01/26 - 04/30/26
2026	1085	05/26/2026	Claims	5	13602	Welch-Comer	4,300.00	TIB-Argonne Rd, Trent to Frederick Rehab-Bidding Phase Services
2026	1086	05/26/2026	Claims	5	13603	Witherspoon Brajcich McPhee, PLLC	22,153.44	
2026	1088	05/26/2026	Claims	5	13604	Employment Security Department	61.44	UI Tax Billing
2026	1214	05/31/2026	Payroll	5	13614	Michael L Ankney	36.71	
2026	1215	05/31/2026	Payroll	5	13615	Anne Aslin	22.94	
2026	1216	05/31/2026	Payroll	5	13616	Roberta L Beese	11.71	
2026	1217	05/31/2026	Payroll	5	13617	Shawna Beese	734.16	
2026	1218	05/31/2026	Payroll	5	13618	Kristine M Major	22.94	
2026	1219	05/31/2026	Payroll	5	13619	Jay James Molitor	36.71	
2026	1220	05/31/2026	Payroll	5	13620	Annette T Oakes	22.94	
2026	1221	05/31/2026	Payroll	5	13621	Ronald W Rickard	36.71	
2026	1223	05/31/2026	Payroll	5	13622	Michael L Ankney	36.71	
2026	1224	05/31/2026	Payroll	5	13623	Roberta L Beese	11.71	
2026	1225	05/31/2026	Payroll	5	13624	Jay James Molitor	36.71	
							<u>176,966.78</u>	

Fund	Claims	Payroll	Total
001 General Fund	90,946.27	24,152.40	115,098.67
401 Utility Operating Fund	17,533.77	11,569.75	29,103.52
402 Water Capital Fund Managerial	0.03	0.00	0.03

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Fund							Claims	Payroll	Total
403 Sewer Capital Fund - Managerial							32,860.07	0.00	32,860.07
							141,340.14	35,722.15	177,062.29

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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

CHECK REGISTER

City Of Millwood

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1229	06/04/2026	Payroll	5	EFT	AWC Employee Benefits Trust	15,009.22	Pay Cycle(s) 05/31/2026 To 05/31/2026 - Asuris; Pay Cycle(s) 05/31/2026 To 05/31/2026 - Kaiser; Pay Cycle(s) 05/31/2026 To 05/31/2026 - Dental; Pay Cycle(s) 05/31/2026 To 05/31/2026 - Vision; Pay Cycl
1230	06/04/2026	Payroll	5	EFT	EFTPS	43.36	941 Deposit for Pay Cycle(s) 05/31/2026 - 05/31/2026
1305	06/05/2026	Claims	5	EFT	Xpress Billpay	429.43	Xpress Bill Pay Svc Fees for May 2026
1307	06/03/2026	Claims	5	EFT	Paymentech, LLC	457.28	Paymentech CC Processing Fees for May 2026
1308	06/03/2026	Payroll	5	EFT	EFTPS	10,990.46	941 Deposit for Pay Cycle(s) 05/31/2026 - 05/31/2026
1310	06/11/2026	Payroll	5	EFT	Department of Retirement	4,544.84	Pay Cycle(s) 05/31/2026 To 05/31/2026 - PERS 2; Pay Cycle(s) 05/31/2026 To 05/31/2026 - PERS 3
1313	06/12/2026	Payroll	5	EFT	Department of Retirement	11,913.59	Pay Cycle(s) 05/31/2026 To 05/31/2026 - Deferred Comp
1345	06/22/2026	Claims	5	EFT	Banner Bank - 4120	1,617.83	Kyle Schiewe Credit Card Purchases 05/14/2026 - 06/01/2026
1346	06/22/2026	Claims	5	EFT	Banner Bank - 7779	707.41	Matt Erdahl Credit Card Purchase 06/05/2026
1347	06/22/2026	Claims	5	EFT	Banner Bank - 9371	863.16	Bridget Gill Card Purchases 05/11/2026 to 05/23/2026
1348	06/22/2026	Claims	5	EFT	Department of Revenue	2,485.86	May 2026 Sales & Excise Tax Filing
1444	06/30/2026	Payroll	5	EFT	Anne Aslin	22.94	June 2026
1445	06/30/2026	Payroll	5	EFT	Samuel Gene Bachman	3,879.67	June 2026
1447	06/30/2026	Payroll	5	EFT	Shawna Beese	734.16	June 2026
1449	06/30/2026	Payroll	5	EFT	Karina Laura Chernioglo	36.71	June 2026
1450	06/30/2026	Payroll	5	EFT	Shaun Broderick Culler	137.65	June 2026
1451	06/30/2026	Payroll	5	EFT	LaDonna DeMent	911.70	June 2026
1452	06/30/2026	Payroll	5	EFT	London Elsdén	431.14	June 2026
1453	06/30/2026	Payroll	5	EFT	Matthew James Erdahl	4,779.93	June 2026
1454	06/30/2026	Payroll	5	EFT	Bridget Gill	4,353.30	June 2026
1455	06/30/2026	Payroll	5	EFT	Aaron Hall	5,023.43	June 2026
1457	06/30/2026	Payroll	5	EFT	Kristine M Major	22.94	June 2026
1458	06/30/2026	Payroll	5	EFT	Heidi Mattox	113.89	June 2026
1460	06/30/2026	Payroll	5	EFT	Bryce Keith Noack	4,237.78	June 2026
1463	06/30/2026	Payroll	5	EFT	Daniel Karl Sander	137.65	June 2026
1464	06/30/2026	Payroll	5	EFT	Tyler Sargent	1,913.94	June 2026
1465	06/30/2026	Payroll	5	EFT	Kyle Lee Schiewe	6,159.95	June 2026
1466	06/30/2026	Payroll	5	EFT	Tina M Seifert	137.65	June 2026
1467	06/30/2026	Payroll	5	EFT	Joshua Simmons	2,178.26	June 2026
1468	06/30/2026	Payroll	5	EFT	Alexis Breanne Simpson	344.00	June 2026
1469	06/30/2026	Payroll	5	EFT	Kelly K Stravens	137.65	June 2026
1470	06/30/2026	Payroll	5	EFT	Andrew J Van Hees	68.82	June 2026
1183	06/01/2026	Claims	5	13605	Kathlene Johnson	8,266.50	058200.00 - 9414 E GRACE
1235	06/08/2026	Claims	5	13625	AT&T Mobility	536.16	Billing 04/27/2026 - 05/26/2026
1236	06/08/2026	Claims	5	13626	Access Information Management	60.72	Recording Services & Misc Water/Sewer/Roadway
1237	06/08/2026	Claims	5	13627	Anatek Labs, Inc.	42.00	W Bacteria Testing for Drinking Water
1238	06/08/2026	Claims	5	13628	Arrow Construction Supply	40.44	Small Tools - Maintenance/Temp Speed Bumps Install
1239	06/08/2026	Claims	5	13629	CNA Surety	102.50	E&O Surety Bond Fees

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1240	06/08/2026	Claims	5	13630	CenturyLink	148.42	
1241	06/08/2026	Claims	5	13631	Comcast	279.56	Services 5/11/26 to 6/10/26
1242	06/08/2026	Claims	5	13632	DataPro Solutions, Inc.	2,579.92	SonicWALL Gateway & Secure Cloud Wifi Mgmt for 6/7/26-6/6/27; July 2026 Disaster Recovery Backup; July 2026 ArmorPoint Platform Access - 360 Solution
1243	06/08/2026	Claims	5	13633	Fuel Man	760.18	Fleet Fuel 05/01/2026 - 05/31/2026
1244	06/08/2026	Claims	5	13634	Lilac City Sprinklers	894.89	Street/Trail Backflow Tests; Park Backflow Tests/Services; Backflow Test & Repair at Townhall - Facilities/Services
1245	06/08/2026	Claims	5	13635	Montgomery Hardware	102.02	Misc Supplies 03/05/2026 - 05/15/2026
1246	06/08/2026	Claims	5	13636	National Barricade	1,370.13	Speed Limit 25 Sign/4" Bld Schedule 40 Bollard/Yellow Bollard Cover
1247	06/08/2026	Claims	5	13637	North 40 Outfitters	238.37	Park - Sprinkler Supplies; Sewer Supplies; Trail/Park Supplies
1248	06/08/2026	Claims	5	13638	Oxarc	16.87	Water/Sewer/Roadway
1249	06/08/2026	Claims	5	13639	Spokane County District Court	7,511.49	Infraction & Criminal Traffic Filings March 2026
1250	06/08/2026	Claims	5	13640	Spokane County Treasurer - PW	2,940.64	Signal Maintenance for 2026Q1
1251	06/08/2026	Claims	5	13641	Spokane County Treasurer - SCRAPS	1,908.48	Animal Control & Shelter Services April 2026
1252	06/08/2026	Claims	5	13642	Sunshine Disposal & Recycling	92.52	Storm Cleanup - Street/Trees/Roadway
1253	06/08/2026	Claims	5	13643	Union Pacific Railroad Company	7,068.28	Install Flashing Lights & Gates at Argonne Rd; Plan Review of Argonne St Crossing
1254	06/08/2026	Claims	5	13644	Vanguard Cleaning Systems	300.00	June 2026 Cleaning Services
1255	06/08/2026	Claims	5	13645	Welch-Comer	7,189.50	TIB-Argonne Rd, Trent to Frederick Rehab-Phase I; Millwood-General Engineering Services
1256	06/08/2026	Claims	5	13646	Witherspoon Brajcich McPhee, PLLC	2,699.06	Re: v Aaron Hamilton; Forged Fiber 37 LLC - Franchise Agreement
1309	06/12/2026	Payroll	5	13647	HRA VEBA Trust Contributions	700.00	Pay Cycle(s) 05/31/2026 To 05/31/2026 - VEBA
1314	06/15/2026	Claims	5	13648	Bigfoot Technical Services, LLC	751.95	Butler Well Alarm Repair
1315	06/15/2026	Claims	5	13649	Canon Financial Services, Inc.	740.52	Copier Charges 03/01/2026 - 03/31/2026; Copier Charges 01/01/2026 - 01/31/2026; Copier Charges 04/01/2026 - 04/30/2026; Copier Charges 06/01/2026 - 06/30/2026
1316	06/15/2026	Claims	5	13650	City of Millwood	5,884.56	City Water Usage Billing Period 05/01/2026 - 06/28/2026
1317	06/15/2026	Claims	5	13651	NAPA Auto Parts	432.19	Trail Light Pole Paint
1318	06/15/2026	Claims	5	13652	North 40 Outfitters	7.60	Supplies - Paint to cover up graffitti on double speed humps
1319	06/15/2026	Claims	5	13653	Spokane County Environmental Service	32,860.07	Sewer Billing June 2026
1320	06/15/2026	Claims	5	13654	The Display Company	1,972.00	AMERICA 250 & City of Millwood Banners

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1321	06/15/2026	Claims	5	13655	Upward 7 Consulting	11,332.50	May 2026 - Contract Land Use Planning Services/Contract City Planner
1322	06/15/2026	Claims	5	13656	WM Of Spokane - Monthly	262.34	Service Period 05/01/2026 - 05/31/2026
1351	06/22/2026	Claims	5	13657	Avista Utilities	9,343.08	Electric/Gas/Street & Area Light
1352	06/22/2026	Claims	5	13658	CenturyLink	148.42	Sewer Communications Acct Ending 5926; Sewer Communications Acct Ending 6516
1353	06/22/2026	Claims	5	13659	H&H Document Management Solutions	421.89	Canon C5850i Contract
1354	06/22/2026	Claims	5	13660	Horizon Distributors, Inc.	2,407.75	Small Tools - Park/Trail/Street/Sewer; Trail/Supplies; Trail/Supplies
1355	06/22/2026	Claims	5	13661	North 40 Outfitters	195.80	Annual 2 pr Pants for Bryce & Sam - Park/Trail/Street/Water/Sewer
1356	06/22/2026	Claims	5	13662	Pape Machinery, Inc.	47.50	Park/Mower Parts/Supplies
1357	06/22/2026	Claims	5	13663	Spokane County Treasurer - PW	5,665.73	Signal Maintenance/Street; Signal Maintenance/Street; Signalization/Traffic Control Devices
1358	06/22/2026	Claims	5	13664	Spokane County Treasurer - Sheriff's	27,318.17	June 2026 LE Services
1359	06/22/2026	Claims	5	13665	Witherspoon Brajcich McPhee, PLLC	7,501.19	May 2026 Activity Invoice
1417	06/30/2026	Claims	5	13666	Anatek Labs, Inc.	84.00	Bacteria Testing for Drinking Water; Bacteria Testing for Drinking Water
1418	06/30/2026	Claims	5	13667	Comcast	294.56	Services from 06/11/2026 to 07/10/2026
1419	06/30/2026	Claims	5	13668	Complete Office	416.22	Office Supplies
1420	06/30/2026	Claims	5	13669	DataPro Solutions, Inc.	1,119.08	August 2026 ArmorPoint Platform Access-360 Solution; August 2026 Disaster Recovery Backup
1421	06/30/2026	Claims	5	13670	Liberty Concrete, LLC	11,721.61	Argonne & Empire Crash Repairs Final Billing
1422	06/30/2026	Claims	5	13671	North 40 Outfitters	243.37	Supplies - Sprinkler Parts for Park & Trail; Supplies - Park/Tennis Court Net; Park/Supplies; Street/Supplies-Dump Truck
1423	06/30/2026	Claims	5	13672	Pape Machinery, Inc.	43.17	Park/Supplies
1424	06/30/2026	Claims	5	13673	Spokane County Treasurer - SCRAPS	690.21	Animal Control & Shelter Services May 2026
1425	06/30/2026	Claims	5	13674	Spokane House of Hose	361.21	Banners/Supplies; Banners/Supplies
1426	06/30/2026	Claims	5	13675	Vanguard Cleaning Systems	300.00	July 2026 Cleaning Services
1443	06/30/2026	Payroll	5	13677	Michael L Ankney	36.71	June 2026
1446	06/30/2026	Payroll	5	13678	Roberta L Beese	11.71	June 2026
1448	06/30/2026	Payroll	5	13679	Alexander BH Brannin	22.94	June 2026
1456	06/30/2026	Payroll	5	13680	Colleen A Kirsten	22.94	June 2026
1459	06/30/2026	Payroll	5	13681	Jay James Molitor	36.71	June 2026
1461	06/30/2026	Payroll	5	13682	Annette T Oakes	22.94	June 2026
1462	06/30/2026	Payroll	5	13683	Ronald W Rickard	36.71	June 2026
001 General Fund						176,453.07	
401 Utility Operating Fund						44,118.46	
403 Sewer Capital Fund - Managerial						32,860.07	

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
						Claims:	174,276.31
						253,431.60 Payroll:	79,155.29
* Transaction Has Mixed Revenue And Expense Accounts							

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 9, 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	1,254,486.58	176,818.23	164,731.46	1,266,573.35	28,981.88	20,514.83	-133.53	1,315,936.53
002 Restricted Uses Fund - Managerial	137,295.92	10,400.61		147,696.53	0.00	0.00	0.00	147,696.53
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	448,195.55	3,014.21		451,209.76	0.00	0.00	0.00	451,209.76
302 Special Capital Projects Fund	187,784.00	3,014.21		190,798.21	0.00	0.00	0.00	190,798.21
401 Utility Operating Fund	365,484.75	62,572.35	35,851.96	392,205.14	1,925.15	15,973.14	-29,170.78	380,932.65
402 Water Capital Fund Managerial	425,051.02	6,677.66		431,728.68	0.03	0.00	-3,530.83	428,197.88
403 Sewer Capital Fund - Managerial	64,961.35	27,376.47	32,860.07	59,477.75	0.00	0.00	-14,768.16	44,709.59
	2,934,441.17	289,873.74	233,443.49	2,990,871.42	30,907.06	36,487.97	-47,603.30	3,010,663.15

TREASURER'S REPORT

Section 9, 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	547,877.47	309,215.93	253,431.60	603,661.80	-47,507.79	67,299.52	623,453.53
6 1726-Banner Money Market	1,455,237.27	23.92	0.00	1,455,261.19	0.00	0.00	1,455,261.19
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	916,707.98	622.00	0.00	917,329.98	0.00	0.00	917,329.98
Total Cash:	2,942,826.22	309,861.85	253,431.60	2,999,256.47	-47,507.79	67,299.52	3,019,048.20
	2,942,826.22	309,861.85	253,431.60	2,999,256.47	-47,507.79	67,299.52	3,019,048.20

TREASURER'S REPORT

Outstanding Vouchers

Section 9, Item a.

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	1175	05/28/2026	Util Pay	5		Xpress Billpay	6,752.71	Xpress Import - EFT - 05-28-2026_daily_batch.csv
2026	1176	05/28/2026	Util Pay	5		Xpress Billpay	485.47	Xpress Import - Metavante - 05-28-2026_daily_batch.csv
2026	1177	05/28/2026	Util Pay	5		Xpress Billpay	172.48	Xpress Import - iPay - 05-28-2026_daily_batch.csv
2026	1178	05/28/2026	Util Pay	5		Xpress Billpay	317.84	Xpress Import - CheckFree - 05-28-2026_daily_batch.csv
2026	1180	05/29/2026	Util Pay	5		Xpress Billpay	339.66	Xpress Import - EFT - 05-29-2026_daily_batch.csv
2026	1181	05/29/2026	Util Pay	5		Xpress Billpay	91.00	Xpress Import - Metavante - 05-29-2026_daily_batch.csv
2026	1182	05/30/2026	Util Pay	5		Xpress Billpay	328.63	Xpress Import - EFT - 05-30-2026_daily_batch.csv
2026	1261	06/01/2026	Util Pay	5		Xpress Billpay	1,092.48	Xpress Import - EFT - 06-01-2026_daily_batch.csv
2026	1262	06/01/2026	Util Pay	5		Xpress Billpay	47.48	Xpress Import - Metavante - 06-01-2026_daily_batch.csv
2026	1264	06/01/2026	Util Pay	5		Xpress Billpay	317.48	Xpress Import - CheckFree - 06-01-2026_daily_batch.csv
2026	1266	06/02/2026	Util Pay	5		Xpress Billpay	176.67	Xpress Import - Metavante - 06-02-2026_daily_batch.csv
2026	1267	06/02/2026	Util Pay	5		Xpress Billpay	78.84	Xpress Import - iPay - 06-02-2026_daily_batch.csv
2026	1269	06/03/2026	Util Pay	5		Xpress Billpay	82.00	Xpress Import - EFT - 06-03-2026_daily_batch.csv
2026	1270	06/03/2026	Util Pay	5		Xpress Billpay	47.48	Xpress Import - iPay - 06-03-2026_daily_batch.csv
2026	1272	06/04/2026	Util Pay	5		Xpress Billpay	176.62	Xpress Import - EFT - 06-04-2026_daily_batch.csv
2026	1273	06/04/2026	Util Pay	5		Xpress Billpay	617.48	Xpress Import - iPay - 06-04-2026_daily_batch.csv
2026	1275	06/05/2026	Util Pay	5		Xpress Billpay	444.01	Xpress Import - EFT - 06-05-2026_daily_batch.csv
2026	1276	06/05/2026	Util Pay	5		Xpress Billpay	120.00	Xpress Import - Metavante - 06-05-2026_daily_batch.csv
2026	1278	06/06/2026	Util Pay	5		Xpress Billpay	401.25	Xpress Import - EFT - 06-06-2026_daily_batch.csv
2026	1280	06/07/2026	Util Pay	5		Xpress Billpay	344.73	Xpress Import - EFT - 06-07-2026_daily_batch.csv
2026	1282	06/08/2026	Util Pay	5		Xpress Billpay	271.42	Xpress Import - EFT - 06-08-2026_daily_batch.csv
2026	1283	06/08/2026	Util Pay	5		Xpress Billpay	110.83	Xpress Import - iPay - 06-08-2026_daily_batch.csv
2026	1284	06/08/2026	Util Pay	5		Xpress Billpay	58.40	Xpress Import - CheckFree - 06-08-2026_daily_batch.csv
2026	1291	06/09/2026	Util Pay	5		Xpress Billpay	88.58	Xpress Import - EFT - 06-09-2026_daily_batch.csv
2026	1292	06/09/2026	Util Pay	5		Xpress Billpay	120.88	Xpress Import - Metavante - 06-09-2026_daily_batch.csv
2026	1293	06/09/2026	Util Pay	5		Xpress Billpay	172.02	Xpress Import - iPay - 06-09-2026_daily_batch.csv
2026	1294	06/09/2026	Util Pay	5		Xpress Billpay	181.80	Xpress Import - OnlineResources - 06-09-2026_daily_batch.csv
2026	1295	06/09/2026	Util Pay	5		Xpress Billpay	937.33	Xpress Import - CheckFree - 06-09-2026_daily_batch.csv
2026	1297	06/10/2026	Util Pay	5		Xpress Billpay	369.65	Xpress Import - EFT - 06-10-2026_daily_batch.csv
2026	1298	06/10/2026	Util Pay	5		Xpress Billpay	230.28	Xpress Import - iPay - 06-10-2026_daily_batch.csv
2026	1299	06/10/2026	Util Pay	5		Xpress Billpay	815.58	Xpress Import - CheckFree - 06-10-2026_daily_batch.csv
2026	1301	06/11/2026	Util Pay	5		Xpress Billpay	272.39	Xpress Import - EFT - 06-11-2026_daily_batch.csv
2026	1302	06/11/2026	Util Pay	5		Xpress Billpay	585.12	Xpress Import - Metavante - 06-11-2026_daily_batch.csv
2026	1303	06/11/2026	Util Pay	5		Xpress Billpay	118.75	Xpress Import - iPay - 06-11-2026_daily_batch.csv
2026	1304	06/11/2026	Util Pay	5		Xpress Billpay	94.69	Xpress Import - CheckFree - 06-11-2026_daily_batch.csv
2026	1324	06/12/2026	Util Pay	5		Xpress Billpay	82.76	Xpress Import - EFT - 06-12-2026_daily_batch.csv
2026	1325	06/12/2026	Util Pay	5		Xpress Billpay	168.92	Xpress Import - Metavante - 06-12-2026_daily_batch.csv
2026	1326	06/12/2026	Util Pay	5		Xpress Billpay	105.51	Xpress Import - CheckFree - 06-12-2026_daily_batch.csv

TREASURER'S REPORT

Outstanding Vouchers

Section 9, Item a.

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2026	1328	06/13/2026	Util Pay	5		Xpress Billpay	192.91	Xpress Import - EFT - 06-13-2026__daily_batch.csv
2026	1330	06/14/2026	Util Pay	5		Xpress Billpay	91.87	Xpress Import - EFT - 06-14-2026__daily_batch.csv
2026	1332	06/15/2026	Util Pay	5		Xpress Billpay	616.25	Xpress Import - EFT - 06-15-2026__daily_batch.csv
2026	1333	06/15/2026	Util Pay	5		Xpress Billpay	80.00	Xpress Import - Metavante - 06-15-2026__daily_batch.csv
2026	1334	06/15/2026	Util Pay	5		Xpress Billpay	84.24	Xpress Import - OnlineResources - 06-15-2026__daily_batch.csv
2026	1361	06/16/2026	Util Pay	5		Xpress Billpay	690.07	Xpress Import - EFT - 06-16-2026__daily_batch.csv
2026	1362	06/16/2026	Util Pay	5		Xpress Billpay	47.48	Xpress Import - Metavante - 06-16-2026__daily_batch.csv
2026	1363	06/16/2026	Util Pay	5		Xpress Billpay	339.73	Xpress Import - iPay - 06-16-2026__daily_batch.csv
2026	1364	06/16/2026	Util Pay	5		Xpress Billpay	85.78	Xpress Import - CheckFree - 06-16-2026__daily_batch.csv
2026	1366	06/17/2026	Util Pay	5		Xpress Billpay	189.85	Xpress Import - EFT - 06-17-2026__daily_batch.csv
2026	1367	06/17/2026	Util Pay	5		Xpress Billpay	58.62	Xpress Import - iPay - 06-17-2026__daily_batch.csv
2026	1369	06/18/2026	Util Pay	5		Xpress Billpay	247.78	Xpress Import - EFT - 06-18-2026__daily_batch.csv
2026	1370	06/18/2026	Util Pay	5		Xpress Billpay	80.00	Xpress Import - Metavante - 06-18-2026__daily_batch.csv
2026	1371	06/18/2026	Util Pay	5		Xpress Billpay	186.98	Xpress Import - iPay - 06-18-2026__daily_batch.csv
2026	1372	06/18/2026	Util Pay	5		Xpress Billpay	90.00	Xpress Import - OnlineResources - 06-18-2026__daily_batch.csv
2026	1373	06/18/2026	Util Pay	5		Xpress Billpay	47.48	Xpress Import - CheckFree - 06-18-2026__daily_batch.csv
2026	1375	06/19/2026	Util Pay	5		Xpress Billpay	275.61	Xpress Import - EFT - 06-19-2026__daily_batch.csv
2026	1377	06/20/2026	Util Pay	5		Xpress Billpay	180.92	Xpress Import - EFT - 06-20-2026__daily_batch.csv
2026	1380	06/22/2026	Util Pay	5		Xpress Billpay	92.34	Xpress Import - EFT - 06-22-2026__daily_batch.csv
2026	1381	06/22/2026	Util Pay	5		Xpress Billpay	360.98	Xpress Import - Metavante - 06-22-2026__daily_batch.csv
2026	1382	06/22/2026	Util Pay	5		Xpress Billpay	269.76	Xpress Import - iPay - 06-22-2026__daily_batch.csv
2026	1383	06/22/2026	Util Pay	5		Xpress Billpay	99.86	Xpress Import - OnlineResources - 06-22-2026__daily_batch.csv
2026	1393	06/23/2026	Util Pay	5		Xpress Billpay	2,444.32	Xpress Import - EFT - 06-23-2026__daily_batch.csv
2026	1394	06/23/2026	Util Pay	5		Xpress Billpay	167.04	Xpress Import - iPay - 06-23-2026__daily_batch.csv
2026	1395	06/23/2026	Util Pay	5		Xpress Billpay	470.82	Xpress Import - CheckFree - 06-23-2026__daily_batch.csv
2026	1397	06/24/2026	Util Pay	5		Xpress Billpay	270.94	Xpress Import - EFT - 06-24-2026__daily_batch.csv
2026	1398	06/24/2026	Util Pay	5		Xpress Billpay	89.58	Xpress Import - Metavante - 06-24-2026__daily_batch.csv
2026	1399	06/24/2026	Util Pay	5		Xpress Billpay	99.39	Xpress Import - iPay - 06-24-2026__daily_batch.csv
2026	1401	06/25/2026	Util Pay	5		Xpress Billpay	912.28	Xpress Import - EFT - 06-25-2026__daily_batch.csv
2026	1402	06/25/2026	Util Pay	5		Xpress Billpay	359.21	Xpress Import - Metavante - 06-25-2026__daily_batch.csv
2026	1403	06/25/2026	Util Pay	5		Xpress Billpay	320.55	Xpress Import - iPay - 06-25-2026__daily_batch.csv
2026	1404	06/25/2026	Util Pay	5		Xpress Billpay	199.06	Xpress Import - CheckFree - 06-25-2026__daily_batch.csv
2026	1409	06/26/2026	Util Pay	5		Xpress Billpay	1,690.02	Xpress Import - EFT - 06-26-2026__daily_batch.csv
2026	1410	06/26/2026	Util Pay	5		Xpress Billpay	353.65	Xpress Import - Metavante - 06-26-2026__daily_batch.csv
2026	1411	06/26/2026	Util Pay	5		Xpress Billpay	227.52	Xpress Import - iPay - 06-26-2026__daily_batch.csv
2026	1412	06/26/2026	Util Pay	5		Xpress Billpay	1,002.80	Xpress Import - CheckFree - 06-26-2026__daily_batch.csv
2026	1390	06/27/2026	Util Pay	5		Utility Batch	90.93	
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	1391	06/29/2026	Tr Rec	5		Sander, Daniel	100.00	
2026	1406	06/29/2026	Util Pay	5		Utility Batch	6,981.75	
2026	1407	06/29/2026	Tr Rec	5		Comcast OTR1, LLC	17.10	B & O Phone Tax - June 2026

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2026	1430	06/29/2026	Util Pay	5		Xpress Billpay	832.22	Xpress Import - CC - 06-29-2026__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	1427	06/30/2026	Util Pay	5		Utility Batch	359.92	
2026	1434	06/30/2026	Util Pay	5		Xpress Billpay	369.55	Xpress Import - CC - 06-30-2026__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
Receipts Outstanding:							47,507.79	
2026	1449	06/30/2026	Payroll	5	EFT	Karina Laura Chernioglo	36.71	June 2026
2026	1453	06/30/2026	Payroll	5	EFT	Matthew James Erdahl	4,779.93	June 2026
2026	1454	06/30/2026	Payroll	5	EFT	Bridget Gill	4,353.30	June 2026
2026	1457	06/30/2026	Payroll	5	EFT	Kristine M Major	22.94	June 2026
2026	1458	06/30/2026	Payroll	5	EFT	Heidi Mattox	113.89	June 2026
2026	1464	06/30/2026	Payroll	5	EFT	Tyler Sargent	1,913.94	June 2026
2026	1463	06/30/2026	Payroll	5	EFT	Daniel Karl Sander	137.65	June 2026
2026	1451	06/30/2026	Payroll	5	EFT	LaDonna DeMent	911.70	June 2026
2026	1452	06/30/2026	Payroll	5	EFT	London Elsdon	431.14	June 2026
2026	1455	06/30/2026	Payroll	5	EFT	Aaron Hall	5,023.43	June 2026
2026	1460	06/30/2026	Payroll	5	EFT	Bryce Keith Noack	4,237.78	June 2026
2026	1450	06/30/2026	Payroll	5	EFT	Shaun Broderick Culler	137.65	June 2026
2026	1445	06/30/2026	Payroll	5	EFT	Samuel Gene Bachman	3,879.67	June 2026
2026	1465	06/30/2026	Payroll	5	EFT	Kyle Lee Schiewe	6,159.95	June 2026
2026	1468	06/30/2026	Payroll	5	EFT	Alexis Breanne Simpson	344.00	June 2026
2026	1447	06/30/2026	Payroll	5	EFT	Shawna Beese	734.16	June 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	
2025	2058	10/01/2025	Ser Chge	5	0	Mollilou Forbes Trust	-95.51	
2026	1466	06/30/2026	Payroll	5	EFT	Tina M Seifert	137.65	June 2026
2026	1467	06/30/2026	Payroll	5	EFT	Joshua Simmons	2,178.26	June 2026
2026	1469	06/30/2026	Payroll	5	EFT	Kelly K Stravens	137.65	June 2026
2026	1470	06/30/2026	Payroll	5	EFT	Andrew J Van Hees	68.82	June 2026
2026	1444	06/30/2026	Payroll	5	EFT	Anne Aslin	22.94	June 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

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
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	1321	06/15/2026	Claims	5	13655	Upward 7 Consulting	11,332.50	May 2026 - Contract Land Use Planning Services/Contract City Planner
2026	1355	06/22/2026	Claims	5	13661	North 40 Outfitters	195.80	Annual 2 pr Pants for Bryce & Sam - Park/Trail/Street/Water/Sewer
2026	1417	06/30/2026	Claims	5	13666	Anatek Labs, Inc.	84.00	Bacteria Testing for Drinking Water; Bacteria Testing for Drinking Water
2026	1418	06/30/2026	Claims	5	13667	Comcast	294.56	Services from 06/11/2026 to 07/10/2026
2026	1419	06/30/2026	Claims	5	13668	Complete Office	416.22	Office Supplies
2026	1420	06/30/2026	Claims	5	13669	DataPro Solutions, Inc.	1,119.08	August 2026 ArmorPoint Platform Access-360 Solution; August 2026 Disaster Recovery Backup
2026	1421	06/30/2026	Claims	5	13670	Liberty Concrete, LLC	11,721.61	Argonne & Empire Crash Repairs Final Billing
2026	1422	06/30/2026	Claims	5	13671	North 40 Outfitters	243.37	Supplies - Sprinkler Parts for Park & Trail; Supplies - Park/Tennis Court Net; Park/Supplies; Street/Supplies-Dump Truck
2026	1423	06/30/2026	Claims	5	13672	Pape Machinery, Inc.	43.17	Park/Supplies
2026	1424	06/30/2026	Claims	5	13673	Spokane County Treasurer - SCRAPS	690.21	Animal Control & Shelter Services May 2026

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2026	1425	06/30/2026	Claims	5	13674	Spokane House of Hose	361.21	Banners/Supplies; Banners/Supplies
2026	1426	06/30/2026	Claims	5	13675	Vanguard Cleaning Systems	300.00	July 2026 Cleaning Services
2026	1443	06/30/2026	Payroll	5	13677	Michael L Ankney	36.71	June 2026
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	1459	06/30/2026	Payroll	5	13681	Jay James Molitor	36.71	June 2026
2026	1461	06/30/2026	Payroll	5	13682	Annette T Oakes	22.94	June 2026
2026	1462	06/30/2026	Payroll	5	13683	Ronald W Rickard	36.71	June 2026
							<u>67,299.52</u>	

Fund	Claims	Payroll	Total
001 General Fund	28,981.88	20,514.83	49,496.71
401 Utility Operating Fund	1,925.15	15,973.14	17,898.29
402 Water Capital Fund Managerial	0.03	0.00	0.03
	<u>30,907.06</u>	<u>36,487.97</u>	<u>67,395.03</u>

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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

City of Millwood
Budget-to-Actual Analysis by Fund
Year-to-Date Through June 30, 2026

Fund 001 - General Fund				
	FY Budget	1/2 Budget	Actual	Difference
Beg Balance	(272,028)	(272,028)	(272,028)	-
Revenues	6,011,170	3,005,585	3,416,863	411,278
Expenses	4,427,581	2,213,791	1,679,383	(534,407)
Net Change	1,311,561	655,781	1,465,452	945,685

Fund 301 - REET 1 Capital Project Fund				
	FY Budget	1/2 Budget	Actual	Difference
Beg Balance	438,563	438,563	438,563	-
Revenues	34,055	17,028	12,647	(4,381)
Expenses	-	-	-	-
Net Change	472,618	455,590	451,210	(4,381)

Fund 302 - REET 2 Capital Project Fund				
	FY Budget	1/2 Budget	Actual	Difference
Beg Balance	443,151	443,151	443,151	-
Revenues	34,055	17,028	12,647	(4,381)
Expenses	-	-	-	-
Net Change	477,206	460,179	455,798	(4,381)

Fund 401 - Utility Enterprise Fund				
	FY Budget	1/2 Budget	Actual	Difference
Beg Balance	785,970	785,970	785,970	-
Revenues	1,241,914	620,957	861,348	240,391
Expenses	1,130,420	565,210	421,981	(143,229)
Net Change	897,464	841,717	1,225,337	383,620



City Council Special Meeting / Workshop Minutes

Tuesday, June 09, 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 City Council Special Meeting / Workshop to order at 5:06 PM. A quorum was present.

PRESENT

Mayor Shawna Beese

Council Member Shaun Culler

Council Member Dan Sander arrived at 5:13 PM

Council Member Kelly Stravens

Council Member Tina Seifert

ABSENT

Council Member Andy Van Hees

2. APPROVAL OF MEETING AGENDA

Motion made by Council Member Stravens, Seconded by Council Member Seifert to approve the agenda.

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

3. PRESENTATIONS

a. 2026 Periodic Update - Financial & Regulatory Incentives for Housing 6/9/26

Ms. Tainio presented the 2026 Periodic Update Financial and Regulatory Incentives for Housing 6/9/26 presentation. Ms. Tainio discussed the financial options slide recommending utilizing all the regulatory incentives in the drafts and utilize the blue options, with fall back being the orange options if push back is received on the blue options stating she is not considering the black options for Millwood. Ms. Tainio asked the Council for feedback.

Council Member Stravens thanked Ms. Tainio for her presentation, discussing due to the current state of financial affairs and economic state on national and local level he is in favor of the blue option, second being Option #3b and opposed to Option #1b, with Option #6 to be taken off the table.

Council Member Stravens agreed for not Option #1b stating it is a bargain to hook up to water and sewer in Millwood compared to other communities in the state.

Council Member Culler asked in Option #3b if other pre-approved ADU plans from other jurisdictions could be leveraged. Ms. Tainio confirmed that could be done stating that is why she included all the examples with possibly using a design competition for ADU plans.

Council Member Seifert agreed with other Council Members, with Option #1b being a no.

Mayor Beese concurred with Council, reiterating that Ms. Tainio will be moving forward with the blue options and holding back with Option #3b in case there is any push back on the blue options.

4. 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.

5. COUNCIL - COMMISSION REMARKS

6. SET NEXT MEETING - Special Joint Planning Commission & City Council Workshop - July 14, 2026 at 5:00 PM

Ms. Tainio discussed the list of upcoming meetings will be included in the City Council Regular Meeting Packet.

7. ADJOURNMENT

Motion made by Council Member Stravens, Seconded by Council Member Culler to adjourn the City Council Special Meeting / Workshop at 5:32 PM.

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

ORDINANCE NO. 559

JULY 14, 2026

AN ORDINANCE OF THE CITY OF MILLWOOD, SPOKANE COUNTY, WASHINGTON, ADOPTING A MORATORIUM ON THE FILING, ACCEPTANCE, PROCESSING, REVIEW, DENIAL AND/OR APPROVAL OF APPLICATIONS TO PERMIT, SITE, ESTABLISH, OR MAINTAIN DATA CENTERS IN THE CITY AND ANY BUSINESS LICENSE OR LICENSE APPLICATIONS RELATED TO DATA CENTERS; DEFINING TERMINOLOGY; SETTING SIX (6) MONTHS AS THE EFFECTIVE PERIOD OF THE MORATORIUM, UNLESS OTHERWISE EXTENDED; SETTING A DATE FOR A PUBLIC HEARING ON THE MORATORIUM; PROVIDING FOR SEVERABILITY; DECLARING AN EMERGENCY; ESTABLISHING AN EFFECTIVE DATE; AND PROVIDING FOR OTHER MATTERS RELATED THERETO

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

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, data centers have the potential to significantly impact the City’s water and energy infrastructure, utility reliability, economic development, public health, and environment; and

WHEREAS, data centers consume large amounts of electricity and use significant amounts of water as a condition of operations of the data center; and

WHEREAS, data centers can produce a significant amount of noise and heat, which can negatively impact the health and wellbeing of surrounding communities and citizens; and

WHEREAS, the Washington State Department of Revenue’s Data Center Workgroup Preliminary Report, published in December 2025, found “[t]he direct water requirements of data centers can be substantial, depending on the size and type of cooling system used. This can affect water resources, such as water availability and water quality, through discharges of pollutants and effects on water temperatures. There could be potential impacts to public infrastructure, such as municipal water facilities, habitats, species, critical areas, and to Tribal rights, interests, and resources;” and

WHEREAS, the City is situated over the Spokane-Valley-Rathdrum Prairie Aquifer, which serves as the sole source of drinking water for the City, as well as over half a million residents in Spokane County and Kootenai County, Idaho; and

WHEREAS, the voters of Spokane County overwhelmingly approved the Aquifer

Protection Area Renewal and Expansion Ballot Measure on August 5, 2025, with 73.82% of the votes in favor of the ballot measure to vital protections for the region's drinking water for another 20 years and voters in the City substantially voting in favor of the ballot measure; and

WHEREAS, Policy P.14 of the City's Comprehensive Plan 2026-2046 calls for the City to "[p]rotect the sole source Spokane Rathdrum Prairie Aquifer through appropriate siting of land uses and implementation of stormwater management regulations;" and

WHEREAS, Policy P.25 of the City's Comprehensive Plan 2026-2046 calls for the City to "[p]rotect groundwater quality and quantity from development impacts;"

WHEREAS, the northern portion of the City is adjacent to the beautiful Spokane River, which the City seeks to protect and preserve through its adoption of the City's Shoreline Master Program; and

WHEREAS, Goal G.09 of the City's Comprehensive Plan 2026-2046 calls for "[p]reservation and stewardship of our natural environment and resources, including but not limited to: water quality, clean air, native species protection, geological landforms, and habitat connectivity;" and

WHEREAS, Policy P.53 of the City's Comprehensive Plan 2026-2046 calls for the City to "[s]upport the preservation, protection, and restoration of the Spokane River corridor, adjacent riparian areas, and connected habitat corridors to maintain and improve water quality, restore natural hydrologic and ecological functions, enhance drought and flood resilience, and protect critical salmon habitat and wildlife movement;" and

WHEREAS, Policy P.23 of the City's Comprehensive Plan 2026-2046 calls for the City to "[c]onserve fish and wildlife habitat areas to ensure no net loss of ecological functions and values, maintain public safety, and prevent the degradation of natural resources;" and

WHEREAS, Goal G.17 of the City's Comprehensive Plan 2026-2046 calls for the City to "[e]nhance Millwood's natural and built areas such as parks, streetscapes, and local waterways through tree planting, water conservation, and native landscaping to build resilience to climate hazards (Ecosystems);" and

WHEREAS, Policy P.52 of the City's Comprehensive Plan 2026-2046 calls for the City to "[e]stablish water-efficient landscaping and irrigation practices for City properties, and partner with local utilities to help property owners, homeowners, renters and businesses reduce outdoor water use and prepare for drought;" and

WHEREAS, Policy P.17 of the City's Comprehensive Plan 2026-2046 calls for the City to "[e]nsure development aligns with and protects natural features and wildlife habitat;" and

WHEREAS, the Washington State Department of Revenue’s Data Center Workgroup Preliminary Report found “[t]he global electricity requirements of data centers are substantial and growing rapidly in response to businesses and consumers demanding more data services. Data centers are the largest source of expected load growth in the Pacific Northwest. Potential growth in data centers in Washington would require significant electric power grid expansion, including generating resources, substations, and local and regional transmission capacity;” and

WHEREAS, Goal G.11 of the City’s Comprehensive Plan 2026-2046 calls for the City to have “[a]dequate public facilities and utility services that align with desired growth and land use types;”

WHEREAS, Policy P.30 of the City’s Comprehensive Plan 2026-2046 calls for the City to “[e]nsure levels of public services and public facilities are adequate to satisfy the community’s needs now and as new development occurs;” and

WHEREAS, Policy P.47 of the City’s Comprehensive Plan 2026-2046 calls for the City to “[e]ncourage new and existing development to include features that improve comfort, save resources, and manage heat and stormwater through trees, green spaces, and efficient design;” and

WHEREAS, Policy P.48 of the City’s Comprehensive Plan 2026-2046 calls for the City to “[s]upport expansion of energy resilience by developing microgrids, integrating renewable energy, strategically undergrounding power lines, and backup power systems for critical facilities;” and

WHEREAS, the combined and cumulative impacts of large electrical loads, emissions, and water use associated with new or expanded data centers may exceed available infrastructure capacity and resources; may require substantial unplanned capital investments by the City; may affect environmental quality, water quality and quantity, and wastewater treatment; may impair the City’s ability to meet environmental, climate and resource management goals, and may affect the health and wellbeing of residents from air pollution, noise, and heat emissions; and

WHEREAS, at this point in time, the City is uncertain whether it has sufficient resources and regulations in place to address siting, establishment, or maintenance of data centers in the City; and

WHEREAS, the City recognizes that data centers have the potential to contribute to the local economy, but require consideration for potential impacts to the City and potential contradictions to the City’s policies, including but not limited to the City’s Comprehensive Plan, Water System Plan, and Shoreline Management Program; and

WHEREAS, the Millwood Municipal Code does not currently have a definition for data centers, nor does the Millwood Municipal Code have current regulations and processes to adequately consider the unique and potentially substantial impacts of data centers; and

WHEREAS, the City has been engaged in its Comprehensive Plan periodic update and a review and modernization of its development regulations; however, regulation of data centers was not included as part of the periodic update process and therefore needs to be considered separately; and

WHEREAS, the City intends to evaluate the impacts of data centers in the context of the City's Comprehensive Plan, Water Conservation Plan, Water System Plan, and Shoreline Management Program, and economic development strategy; and

WHEREAS, the City desires to develop consistent processes for mitigating the impacts of data centers, recognizing their potential economic benefit, establishing transparency and opportunities for public comment in review, and upholding private property rights as required under state and federal law; and

WHEREAS, recent local media reports have identified the Spokane region is being considered for potential location of one or more data centers; and

WHEREAS, the prospect of siting or locating a data center in the City is sudden and unexpected, and requires immediate action to prevent or mitigate the threat of vesting of applications under the current Millwood City Code; and

WHEREAS, the normal course of legislative procedures of the Council cannot timely prevent the vesting of applications for data centers, and, this Ordinance needs immediate effect to prevent harm to the community or government functions;

WHEREAS, moratoriums enacted under RCW 36.70A.390 and/or RCW 35.63.200 are methods by which local governments may preserve the status quo so that new plans, policies and regulations will not be rendered moot by intervening development; and

WHEREAS, RCW 36.70A.390 and RCW 35.63.200 authorize the Council to adopt an immediate moratorium for a period no longer than six (6) months, but may be effective for up to one year if a work plan is developed for related studies providing for such a longer period, without first holding a public hearing on the proposal, provided that a public hearing is subsequently held within at least sixty (60) days of its adoption; and

WHEREAS, pursuant to WAC 197-11-880, the adoption of this emergency moratorium is exempt from the requirements of a threshold determination under the State Environmental Policy Act (SEPA) and future permanent zoning regulations will be reviewed in accordance with SEPA Rules; and

WHEREAS, a moratorium will preserve the status quo that is necessary to allow the City a reasonable opportunity to study any impacts of data centers and to determine an appropriate regulatory framework, if any, for data centers in the City; and

WHEREAS, the Council concludes that the City is authorized to establish a moratorium and that the City must adopt a moratorium concerning the filing, acceptance, processing, review, denial and/or approval of applications to permit, site, establish, or maintain data centers in the City and any business license or license applications related to data centers in the City to protect the health, safety and welfare of the citizens of Millwood; and

WHEREAS, the Council adopts the foregoing as its findings of facts justifying the adoption of this Ordinance; and

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MILLWOOD, SPOKANE COUNTY, WASHINGTON, AS FOLLOWS:

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as findings of the Council in support of the moratorium imposed by this Ordinance pursuant to and in support of its action as required by RCW 36.70A.390 and RCW 35.63.200. The Council may, in its discretion, adopt additional findings at the conclusion of the public hearing referenced in Section 5 below.

Section 2. Definition of Data Center. For the purposes of this Ordinance, the term “Data Center” is defined as a business or commercial activity: (1) Used primarily for the housing, operation, or co-location of computer and networking equipment and the handling, storing, managing, processing, and backing up of digital data; (2) requiring electrical capacity in excess of 20 Megavolt-Amperes (MVA); and generally requiring uninterruptible power supplies and associated infrastructure such as cooling systems, backup power systems, and battery storage.

Section 3. Moratorium Imposed. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, a moratorium is hereby enacted within the City regarding the filing, acceptance, processing, review, denial and/or approval of applications to permit, site, establish, or maintain data centers in the City and any business license or license applications related to data centers in the City. No building permit, occupancy permit, development permit, business license or approval for any of the purposes or activities identified in this Section 3 shall be granted or accepted while this moratorium is in effect. Any land uses permits, business licenses or other permits or approvals for any of the purposes or activities identified in this Section 3 that are issued as result of error, misunderstanding or by vague or deceptive means during the moratorium are null and void and without legal force and effect.

Section 4. Duration of Moratorium. This moratorium shall be in effect for six (6) months, beginning on July 15, 2026, and ending on January 16, 2027, unless an ordinance is adopted amending the Millwood Municipal Code and rescinding the moratorium in accordance with applicable law, or unless the moratorium is otherwise extended in accordance with applicable law.

Section 5. Public Hearing Required. As required by RCW 36.70A.390 and RCW 35.63.200, the Council will hold a public hearing on August 25, 2026, at 6:00 p.m. or as soon as the business of the Council shall permit and which date is within sixty (60) days of passage of this Ordinance to take public testimony and to consider adopting further findings.

Section 6. Work Plan. During the moratorium period, City staff will study the issues concerning data centers in the City. City staff will prepare appropriate revisions to the City’s codes and regulations and conduct the public review process as required for amendments to the Millwood Municipal Code.

Section 7. Declaration of Emergency. The Council hereby finds and declares that an urgency and emergency exists such that this Ordinance is needed for the preservation of the public peace, health, or safety, and/or for the immediate support of City government and its existing public institutions, and that because of such need, this Ordinance shall be effective immediately, upon the affirmative vote of a majority plus one of the entire membership of the Council, as required by RCW 35A.12.130.

Section 8. Effective Date. This Ordinance shall take effect and be in full force and effect immediately upon passage, as set forth herein, as long as it is approved by an affirmative vote of a majority plus one of the entire membership of the Council, as required by RCW 35A.12.130.

Section 9. Repeal. All ordinances, resolutions, laws, and regulations, or parts thereof in conflict with this Ordinance are, to the extent of said conflict, hereby repealed.

Section 10. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

PASSED AND APPROVED on this 14th day of July, 2026.

Shawna Beese, Mayor

ATTEST:

Bridget Gill, City Clerk

[illegible]

Bridget Gill, being first duly sworn on oath deposes and says:

I am the Clerk of the City of Millwood, Washington, and the foregoing ordinance entitled “AN ORDINANCE OF THE CITY OF MILLWOOD, SPOKANE COUNTY, WASHINGTON, ADOPTING A MORATORIUM ON THE FILING, ACCEPTANCE, PROCESSING, REVIEW, DENIAL AND/OR APPROVAL OF APPLICATIONS TO PERMIT, SITE, ESTABLISH, OR MAINTAIN DATA CENTERS IN THE CITY AND ANY BUSINESS LICENSE OR LICENSE APPLICATIONS RELATED TO DATA CENTERS; DEFINING TERMINOLOGY; SETTING SIX (6) MONTHS AS THE EFFECTIVE PERIOD OF THE MORATORIUM, UNLESS OTHERWISE EXTENDED; SETTING A DATE FOR A PUBLIC HEARING ON THE MORATORIUM; PROVIDING FOR SEVERABILITY; DECLARING AN EMERGENCY; ESTABLISHING AN EFFECTIVE DATE; AND PROVIDING FOR OTHER MATTERS RELATED THERETO” is the true and correct copy of the City of Millwood’s Ordinance numbered 476 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 _____.
My Commission expires _____.



Amanda Tainio, Principal

July 7, 2026

Memo To: Millwood City Council

RE: June 2026 Planning Report

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

- Permit/license/land use application review and processing:
 - 3121 N. Woodruff (MW-2026-0031) - Site Plan Review / Approval & Project Coordination (Residential Bedroom & Bathroom Addition)
 - 8818 E. Grace Ave (MW-2026-0019) - Millwood Preschool Tenant Improvement Review/Approval
 - 3019 N. Argonne (MW-2026-0021) - Permit Coordination (Commercial Storefront Renovation / TI)
 - 8614 E. South Riverway - Home Business Review / Approval
 - 8315 E. Bridgeport - Home Business Review / Approval
 - 8605 E. South Riverway (SDPE-2026-01) - Shoreline Tree Removal & Pruning Re-Review / Approval
 - 8502 E. Marietta - Fence Permit Review / Approval
 - Misc. zoning reviews / information / other jurisdiction SEPA reviews / staff assistance / coordination
- Planning for Recreation Access (PRA) Grant - Application & Coordination (Millwood Park Redevelopment)
- 2026 Periodic Update
 - Planning Update Grant (PUG) - Year 2 Deliverables
 - Updated Meeting / Completion Schedule
 - Public Workshop presentation prep
 - Community / agency engagement & webpage updates
 - 5/6/26 Planning Technical Advisory Committee (PTAC) Meeting
 - 6/8/26 Staff Consultation Meeting - Development Regulations Modifications
 - 6/9/26 Special City Council Workshop - Financial / Regulatory Incentives for Housing
 - 6/24/26 Planning Commission Meeting / Public Workshop - Periodic Update Development Regulations Review / Discussion & Design Review in Millwood Discussion
 - Review Requested Modifications (from 5/27/26 meeting)
 - Public Workshop Presentation (Development Regulations)

9116 E. Sprague Ave. #439, Spokane Valley, WA 99206-3601

Page 1 of 2

Phone: 509-216-0500 | Upward7@outlook.com



Amanda Tainio, Principal

-
- City Planning Report for May 2026
 - July & August Meeting Schedule

With best regards,

Amanda Tainio
Millwood Contract City Planner
planner@millwoodwa.us

NOTICE AND ORDER

BY ORDER OF THE BUILDING OFFICIAL pursuant to Section 307.3 of the International Fire Code (as amended by WAC 51-54), and of the City of Millwood Municipal Code, each as adopted by the City of Millwood, and upon consideration and input received from Spokane Valley Fire Department and the Spokane Regional Clean Air Agency, open burning and recreational fires are hereby ordered restricted within the municipal boundaries of the City Of Millwood effective the date of this Order until further notice unless this Order is otherwise lifted in whole or in part or unless otherwise permitted by law or by authorizing agencies.

OPEN BURNING IS DEFINED IN THE INTERNATIONAL FIRE CODE AS “THE BURNING OF MATERIALS WHEREIN PRODUCTS OF COMBUSTION ARE EMITTED DIRECTLY INTO THE AMBIENT AIR WITHOUT PASSING THROUGH A STACK OR CHIMNEY FROM AN ENCLOSED CHAMBER. OPEN BURNING DOES NOT INCLUDE ROAD FLARES, SMUDGE POTS AND SIMILAR DEVICES ASSOCIATED WITH SAFETY OR OCCUPATIONAL USES TYPICALLY CONSIDERED OPEN FLAMES OR RECREATIONAL FIRES. FOR THE PURPOSE OF THIS DEFINITION, A CHAMBER SHALL BE REGARDED AS ENCLOSED WHEN, DURING THE TIME COMBUSTION OCCURS, ONLY APERTURES, DUCTS, STACKS, FLUES, OR CHIMNEYS NECESSARY TO PROVIDE COMBUSTION AIR AND PERMIT THE ESCAPE OF EXHAUST GAS ARE OPEN,” (IFC 302). AND:

RECREATIONAL FIRE IS DEFINED IN THE INTERNATIONAL FIRE CODE AS “AN OUTDOOR FIRE BURNING MATERIALS OTHER THAN RUBBISH WHERE THE FUEL BEING BURNED IS NOT CONTAINED IN AN INCINERATOR, OUTDOOR FIREPLACE, BARBEQUE GRILL OR BARBEQUE PIT AND HAS A TOTAL FUEL AREA OF THREE FEET (914MM) OR LESS IN DIAMETER AND TWO FEET (610 MM) OR LESS IN HEIGHT FOR PLEASURE, RELIGIOUS, CEREMONIAL, COOKING, WARMTH OR SIMILAR PURPOSE.” (IFC 302).

This Order is not intended to preclude the use of backyard barbeques, chimneas, and other patio/deck warmers, as long as only approved fuel is used: seasoned (clean and dry) firewood, briquettes, or propane. Disposal of vegetative waste in a recreational fire is prohibited.

This Order shall be complied with by the owner, operator, occupant or other persons responsible for the condition or violation to which the Notice and Order pertains (IFC 109.2). Any person(s) conducting open burning who fails to take immediate action to extinguish or otherwise discontinue such burning when ordered or notified to do so shall be guilty of a misdemeanor which shall be punishable upon conviction by a fine of not more than \$500 or by imprisonment for not more than 90 days, or by both such fine and imprisonment for each offense. Each day a violation is permitted to exist is a separate offense.

Signed and executed this 30th day of June 2026.



Shawna Beese, Mayor
City of Millwood



FIRE DANGER BURN RESTRICTION

EF
JUNE 30, 2026

Section 11, Item a.

Outdoor Recreational Fires and Open Burning are **RESTRICTED**

Unauthorized open burning and unauthorized recreational fires are hereby **ordered*** discontinued in the Cities of Spokane Valley, Liberty Lake, Millwood and the unincorporated areas of the Spokane Valley Fire Department service area.

NO! NOT ALLOWED

- **All Recreational Fires** – any outdoor fire without a chimney such as a backyard fire pit or campfire using chopped firewood or charcoal
- **All Open Burning** – any open burning of fields and yard waste is prohibited at all times

YES! ALLOWED FOR USE

- **Manufactured portable outdoor devices** - fireplaces, chimineas, barbeques and patio warmers used in accordance with the manufacturer's instructions
- **Approved fuels in appropriate device** - clean and dry seasoned firewood, charcoal, natural gas or propane gas
- Designated campfires in parks and campgrounds may be allowed as approved and determined by agencies with jurisdiction

Any person found with a recreational fire or conducting open burning who fails to take immediate action to extinguish or otherwise discontinue such burning when ordered or notified to do so shall be charged with a misdemeanor. (IFC 109; SCC 3.02)

Unauthorized open burning and unauthorized recreational fires are restricted until this Order is lifted or unless otherwise permitted by law enforcement or authorized agencies.



» QUESTIONS? CALL (509) 892-4153 or visit www.spokanevalleyfire.com

** By Order of the Fire Code Official, pursuant to Chapter 3 of the International Fire Code (IFC) as amended by WAC 51-54A and Chapter 3.06 of the Spokane County Code (SCC), each as adopted by Spokane County upon consideration and input received from the Department of Natural Resources (DNR), the National Weather Service, Spokane County Fire Districts and Spokane Regional Clean Air Agency. This Order shall be complied with by the owner, operator, occupant, or other persons responsible for the condition or violation to which the Notice and Order pertains.*



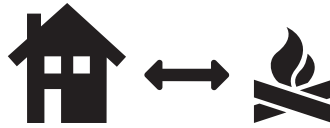
Always

Be Fire Smart

Recreational Fires



Use clean, dry firewood
or manufactured logs



Burn 25 feet away



Have extinguisher
or hose nearby



Stay near the fire



Keep it small



Put it out completely
(no smoke)



Never Burn garbage, yard waste, or
construction materials

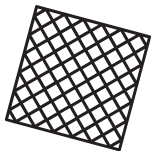
Don't use burn barrels, or annoy neighbors



Levels of Burning in Spokane County

Open Burning – Follow normal fire safety rules.

- Can cook food
- Can use fire pits and portable devices



Burn Restriction – Limits on types of fires.

- Can cook food (only on gas or BBQ grills)
- Due to hot and dry weather, sparks are the biggest risk
- Need chimney and spark arrestor/screen

To learn what the current burn level is,
visit SpokaneCleanAir.org

This is a reference guide and may not apply to all situations.



Questions? Call 509.892.4153 or visit www.spokanevalleyfire.com