



City Council Regular Meeting Agenda

Tuesday, June 10, 2025 at 6:00 PM

9103 E Frederick Ave.

www.youtube.com/@cityofmillwood

1. CALL TO ORDER & ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MEETING AGENDA
4. LOCAL AGENCY REPORTS/PRESENTATIONS
5. OTHER PRESENTATIONS

a. STARClub Presentation - Jeremy Clark - Millwood Impact

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
9. ACTION ITEMS FOR CONSIDERATION

a. [Consent Agenda](#)

[\(1\) City Council Special Meeting Minutes May 5, 2025, \(2\) City Council Special Meeting Minutes May 13, 2025, \(3\) City Council Regular Meeting Minutes May 13, 2025, \(4\) May 2025 Treasurer's Report, \(5\) May 2025 Claims, and \(6\) May 2025 Payroll \(7\) RESOLUTION 2025-09 Authorized Signers](#)

b. [PUBLIC HEARING - SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN](#)

[RESOLUTION 2025-06 Six-Year TIP](#)

c. [RESOLUTION 2025-07 Water & Sewer System Charges \(Revision to Resolution 2025-02\)](#)

10. REPORTS (no action)

- a. Treasurer - Debb Matkin
- b. Clerk/Public Records and Code Enforcement – Lisa Cassels
- 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 - Mayor Kevin Freeman

11. COUNCIL INFORMATION (no action or discussion)

- a. [Designate Mayor Pro Tem - July - Dec 2026](#)
- b. [Fact Sheet - Spokane Valley Rathdrum Prairie Aquifer Protection Area \(APA\)](#)

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.

- a. [L Dement remarks dated 4.29.25 submitted 5.13.25 at 4.21pm](#)

13. COUNCIL REMARKS

14. ANNOUNCEMENTS

15. SET NEXT MEETINGS:

City Council Regular Meeting - July 8, 2025 at 6:00 pm

Joint City Council Planning Commission Meeting - July 8, 2025 at 5:00 pm

16. ADJOURNMENT

File Attachments for Item:

a. Consent Agenda

(1) City Council Special Meeting Minutes May 5, 2025, (2) City Council Special Meeting Minutes May 13, 2025, (3) City Council Regular Meeting Minutes May 13, 2025, (4) May 2025 Treasurer's Report, (5) May 2025 Claims, and (6) May 2025 Payroll (7) RESOLUTION 2025-09 Authorized Signers



City Council Special Meeting Minutes

Monday, May 05, 2025 at 6:00 PM

9103 E Frederick Ave.

www.youtube.com/@cityofmillwood

1. CALL TO ORDER & ROLL CALL

The City Council Special Meeting was called to order at 6:08 pm.

PRESENT

Council Member Shawna Beese

Council Member Shaun Culler

Council Member Dan Sander

Council Member Kelly Stravens

Council Member Andy Van Hees

Mayor Freeman and Brian Werst were also in attendance.

2. EXECUTIVE SESSION

Executive session was called pursuant to RCW 42.30.110(1)(f) and (g) for 20 minutes upon the commencement of the executive session, unless otherwise extended by further announcement, for the following purposes: To receive and evaluate complaints or charges brought against a public officer or employee, and to review the performance of a public employee. Mr. Werst advised the City Council would not be called to take action upon conclusion of the executive session. Executive session commenced at 6:10 pm. A 20-minute extension was announced at 6:30 pm. and another 20-minute extension was announced at 6:50 pm. City Council exited executive session at 7:10 pm.

3. AGENDA ITEM

a. Revised City of Millwood Credit Card Program Policy

The City Council discussed and reviewed the Revised City of Millwood Credit Card Program Policy. No action was taken.

4. ADJOURNMENT

Motion made by Council Member Van Hees, Seconded by Council Member Beese to adjourn the Special City Council Meeting at 7:35 pm.

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

Approved:

Attest:

Kevin Freeman, Mayor

Lisa Cassels, City Clerk



City Council Special Meeting Minutes

Tuesday, May 13, 2025 at 5:00 PM

9103 E Frederick Ave.

www.youtube.com/@cityofmillwood

1. CALL TO ORDER & ROLL CALL

Mayor Freeman called the Special City Council Meeting to order at 5:05 pm.

PRESENT

Council Member Shawna Beese
Council Member Shaun Culler
Council Member Dan Sander
Council Member Andy Van Hees

ABSENT

Council Member Kelly Stravens

2. OTHER PRESENTATIONS

a. Utilities' Capital Improvement Fund - Ashley Williams, Welch Comer Engineers

Ashley Williams from Welch Comer Engineers presented an update on the City's Water System Capital Improvement Plan along with ways to prioritize improvements. She discussed aging cast iron pipe the City still had in their system, catastrophic breaks, the lifespan of the water tower, interior and exterior coating requirements for the tower, generator and pump lifespans, well improvements and structure maintenance.

Ms. Williams discussed funding options including rate increases, loans and pay as you go options. Her presentation included cost estimates for various plans that extended over 5-, 10- & 20-years. Ms. Williams also discussed the need for Operation and Maintenance Manual Updates that included Water System Management, Water Quality Reports, Coliform Monitoring Plan and Certifications.

3. ADJOURNMENT

Motion made by Council Member Beese, Seconded by Council Member Van Hees adjourn the City Council Special Meeting at 5:51 pm.

Voting Yea: Council Member Beese, Council Member Culler, Council Member Sander, Council Member Van Hees

Approved:

Attest:

Kevin Freeman, Mayor

Lisa Cassels, City Clerk



City Council Regular Meeting Minutes

Tuesday, May 13, 2025 at 6:00 PM

9103 E Frederick Ave.

www.youtube.com/@cityofmillwood

1. CALL TO ORDER & ROLL CALL

Mayor Freeman called the Regular City Council Meeting to order at 6:05 pm. A quorum was present.

PRESENT

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

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING AGENDA

Motion made by Council Member Van Hees, Seconded by Council Member Beese to approve the agenda as presented.

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

4. LOCAL AGENCY REPORTS/PRESENTATIONS

There were no Local Agency Reports.

5. OTHER PRESENTATIONS

- a. Management Team Introductions, Argonne Project – Welch-Comer Engineers and Liberty Concrete

Matt Gillis, Project Manager - Welch Comer Engineers, & Brittney Vian, Project Manager - Liberty Concrete announced their respective teams for the Argonne Congestion Relief Project and their contact information. Mr. Gillis stated that the project would not start prior to June 9, 2025 and for now the 9th was the projected start date. He discussed supply chain issues, creating the schedule, managing traffic, City wide mailing of a project newsletter, team walk through to meet with the business owners in the construction area, working with Union Pacific Railroad and the City's goal to have weekly project updates on the City website.

6. PUBLIC COMMENTS CONCERNING ACTION ITEMS

There were no public comments concerning action items submitted prior to the meeting nor were there any comments from those in attendance concerning action items.

7. EXECUTIVE SESSION (if necessary)

Mr. Werst announced executive session was called pursuant to RCW 42.30.110(1)(i) and (g) for 30 minutes upon the commencement of the executive session, unless otherwise extended by further announcement, for the following purposes: to review the performance of a public employee and to discuss with legal counsel the litigation or legal risk of a proposed action or current practice of the City. Mr. Werst advised that the City Council may be asked to take action upon conclusion of the executive session.

The executive session began at 6:30 pm and ended at 7:02 pm. There were no extensions and no action was taken.

The City Council Regular Meeting reconvened at 7:05 pm.

8. ACTION ITEMS FOR FIRST READING

a. SPECIAL EVENT PERMIT APPLICATION - Millwood Daze 2025

Motion made by Council Member Van Hees, Seconded by Council Member Culler to approve the 2025 Millwood Daze Special Event Permit.

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

b. RESOLUTION 2025-06 Six-Year Transportation Improvement Plan

Mr. Schiewe discussed the projects on the Six-Year Transportation Improvement Plan. The public hearing on Resolution 2025-06 Six-Year TIP will be at the June 10, 2025 meeting.

c. RESOLUTION 2025-07 Water & Sewer System Charges (Revisions to Resolution 2025-02)

Mayor Freeman stated that Resolution 2025-07 Water System Charges was revising Resolution 2025-02. He explained that the non-residential sewer ERU calculations were not captured correctly in Resolution 2025-02 after review of the Final Spokane County Wastewater contract and there was a Scrivner's error in the commercial irrigation section that was corrected.

d. RESOLUTION 2025-08 Amend Credit Card Policies (Consideration Requested)

Mr. Werst explained that the Council had been working on the credit card policy revisions for over a month. Resolution 2025-08 will amend the City's credit card policy to increase oversight, limit availability and will require weekly expense reports by employees as well as weekly reconciliations by the credit card administrator. Ms. Matkin reported that there were now only three City credit cards and all fuel was being purchased on fuel cards.

Motion made by Council Member Culler, Seconded by Council Member Stravens to approve Resolution 2025-08 amending the City of Millwood credit card policies.

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

9. ACTION ITEMS FOR CONSIDERATION

a. CONSENT AGENDA

(1) March 27, 2025 City Council Special Meeting Minutes, (2) April 1, 2025 City Council Special Meeting Minutes, (3) April 8, 2025 City Council Regular Meeting Minutes, (4) April 10, 2025 City Council Special Meeting Minutes, (5) April 29, 2025 Cancelled City Council Special Meeting Minutes, (6) April 2025 Treasurer's Report, (7) April 2025 Claims, (8) April 2025 Payroll, (9) April 25, 2025 Arbor Day Proclamation, (10) Beautification & Tree Board Appointments of Nick Berger and Cody Rollins (11) Resolution 2025-05 Surplus Property.

Motion made by Council Member Sander, Seconded by Council Member Stravens to approve the consent agenda as presented.

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

- b. SPECIAL EVENT PERMIT APPLICATION - West Valley Education Foundation, Cornhole Tournament

Motion made by Council Member Sander, Seconded by Council Member Beese to approve the West Valley Education Foundation Special Event Permit as presented.

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

- c. RESOLUTION 2025-04 Historic Preservation Commission Meeting Schedule

Motion made by Council Member Beese, Seconded by Council Member Stravens to approve Resolution 2025-04 Historic Preservation Commission Meeting Schedule.

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

- d. ORDINANCE #544 Section 17.04/17.040.35 (Adoption by Reference) Spokane Co. Off-Street Parking & Loading Standards

Motion made by Council Member Van Hees, Seconded by Council Member Stravens to approve Ordinance 544 Section 17.04-17.040.35 (Adoption by Reference) Spokane County Off-Street Parking and Loading Standards.

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

10. REPORTS (no action)

- a. Treasurer - Debb Matkin

Ms. Matkin presented a one-page summary financial report per Council's Request.

- b. Clerk/Public Records and Code Enforcement – Lisa Cassels

Ms. Cassels' report was included in the packet.

- c. Facilities - Kyle Schiewe

Mr. Schiewe reported on traffic calming on Empire, the chip seal project on Empire, street sweeping was completed, removed and replaced a trip hazard sidewalk section, the Arbor Day tree planting celebration, the restrooms are now open in the park, the replacement merry-go-round arrived damaged, a bench and dog waste station were installed in the arboretum, and the maintenance crew completed first aid recertification.

- d. Utilities - Matt Erdahl

Mr. Erdahl reported that the water samples came back satisfactory, the first Pfas samples came back good, met with a potential buyer of the Bank of America building, City backflow tests were completed, inspected a grease trap at Whistle Punk Brewery, and completed inspection of abandoned water & sewer lines at property on Empire.

- e. Planning - Amanda Tainio - Upward 7 Consulting

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

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

Mr. Werst thanked the Council for their work on the credit card policy.

- g. Mayor - Kevin Freeman

Mayor Freeman reported that he had been working on the water-sewer resolution, staffing issues, and the Argonne Congestion Relief Project.

11. COUNCIL INFORMATION (no action or discussion)

- a. Deputy Ball Report - March & April

- b. Council Member Culler Appointment to Spokane County Housing & Community Development Advisory Committee

12. PUBLIC REMARKS

- a. Kaye Boone - Remarks made at 4.8.25 meeting - emailed 4.11.25

Bobbie Beese (Resident and Millwood Planning Commissioner), 3303 N Argonne, expressed concern regarding the Argonne Congestion Relief Project, asked if an arborist would be on site for consultation regarding the Christmas tree and if the streetlights had been selected.

Greg Mott, 3301 N Argonne, thanked the City for the street cleaning efforts and expressed concern regarding the Argonne Congestion Relief Project start date, not enough information about construction plans and lack of information on the website.

LaDonna Dement, 1306 E Empire, would like to have more double humps farther east on Empire and concerns regarding the Argonne Congestion Relief Project and the IEP tax devaluation impact on citizens.

13. COUNCIL REMARKS

Council Member Stravens and Council Member Sander thanked staff for their efforts.

Council Member Van Hees thanked staff for their efforts and stated the more traffic calming the better.

Council Member Culler stated he would like more double speed humps.

Council Member Beese thanked staff for their efforts, discussed including a health neighboring paragraph and a Council information paragraph on how the Council was addressing the SOA in the quarterly City newsletter. She stated that the Council completed the investigation, they are doing the forensic investigation and have addressed some of the findings with the new credit card policy. Council Member Beese explained that September 28th was a national holiday called Good Neighborhood Day, Mayor Freeman will sign a Good Neighborhood proclamation, and she will be putting together activities to celebrate the holiday.

14. ANNOUNCEMENTS

15. SET NEXT MEETING - City Council Regular Meeting - June 10, 2025 at 6:00 pm.

16. ADJOURNMENT

Motion made by Council Member Van Hees, Seconded by Council Member Beese to adjourn the City Council Regular Meeting at 8:25 pm..

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

Approved:

Attest:

Kevin Freeman, Mayor

Lisa Cassels, City Clerk

TREASURER'S REPORT

Fund Totals

Section 9, Item a.

City Of Millwood

Time: 15:37:45 Date: 06/06/2025

05/01/2025 To: 05/31/2025

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	2,088,970.98	283,001.39	174,268.60	2,197,703.77	100,770.01	54,542.67	0.00	2,353,016.45
002 Restricted Uses Fund - Managerial	8,166.18	8,181.45		16,347.63	0.00	0.00	0.00	16,347.63
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	409,676.85	3,799.13		413,475.98	0.00	0.00	0.00	413,475.98
302 Special Capital Projects Fund	414,265.36	3,799.12		418,064.48	0.00	0.00	0.00	418,064.48
401 Utility Operating Fund	333,796.22	49,919.97	42,916.85	340,799.34	10,761.62	26,595.16	-5,903.12	372,253.00
402 Water Capital Fund Managerial	348,777.44	5,313.80		354,091.24	0.00	0.00	-707.00	353,384.24
403 Sewer Capital Fund - Managerial	42,711.78	22,756.52	40,704.38	24,763.92	40,704.38	0.00	-2,995.39	62,472.91
	<u>3,697,546.81</u>	<u>376,771.38</u>	<u>257,889.83</u>	<u>3,816,428.36</u>	<u>152,236.01</u>	<u>81,137.83</u>	<u>-9,605.51</u>	<u>4,040,196.69</u>

TREASURER'S REPORT

Account Totals

Section 9, Item a.

City Of Millwood

Time: 15:37:45 Date: 06/06/2025

05/01/2025 To: 05/31/2025

Page: 2

Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
5	2064-Banner Checking	162,792.36	376,815.31	257,939.83	281,667.84	-9,605.51	233,373.84	505,436.17
6	1726-Banner Money Market	357,116.59	6.07	0.00	357,122.66	0.00	0.00	357,122.66
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	7,868.72	0.00	0.00	7,868.72	0.00	0.00	7,868.72
Total Cash:		550,777.67	376,821.38	257,939.83	669,659.22	-9,605.51	233,373.84	893,427.55
Investment Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
9	0373-US Bank Investment	2,122,974.46	0.00	0.00	2,122,974.46	-592,483.32	593,000.00	2,123,491.14
11	1323 - Banner CD	1,023,686.58	0.00	0.00	1,023,686.58	0.00	0.00	1,023,686.58
Total Investments:		3,146,661.04	0.00	0.00	3,146,661.04	-592,483.32	593,000.00	3,147,177.72
		3,697,438.71	376,821.38	257,939.83	3,816,320.26	-602,088.83	826,373.84	4,040,605.27

TREASURER'S REPORT
Fund Investments By Account

Section 9, Item a.

City Of Millwood

05/01/2025 To: 05/31/2025

Time: 15:37:45 Date: 06/06/2025

Page: 3

Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
001 000 General Fund	1,828,867.96					1,828,867.96
301 000 Capital Projects Fund	405,000.00					405,000.00
302 000 Special Capital Projects Fund	410,000.00					410,000.00
401 000 Utility Fund	-520,893.50					-520,893.50
9 - 0373-US Bank Investment	2,122,974.46	0.00	0.00			2,122,974.46
001 000 General Fund	1,023,686.58					1,023,686.58
11 - 1323 - Banner CD	1,023,686.58	0.00	0.00			1,023,686.58
	3,146,661.04	0.00	0.00			3,146,661.04

TREASURER'S REPORT
Fund Investment Totals

Section 9, Item a.

City Of Millwood

05/01/2025 To: 05/31/2025

Time: 15:37:45 Date: 06/06/2025

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Fund Totals:	Previous Balance	Purchases	Interest	Ttl Investments	Liquidated	Investment Bal	Available Cash
001 General Fund	3,184,800.54					3,184,800.54	-987,096.77
002 Restricted Uses Fund - Managerial						0.00	16,347.63
099 Unemployment Compensation Fund - Managerial						0.00	51,182.00
301 Capital Projects Fund	405,000.00					405,000.00	8,475.98
302 Special Capital Projects Fund	410,000.00					410,000.00	8,064.48
401 Utility Operating Fund	-804,628.22					-804,628.22	1,145,427.56
402 Water Capital Fund Managerial						0.00	354,091.24
403 Sewer Capital Fund - Managerial						0.00	24,763.92
	3,195,172.32					3,195,172.32	621,256.04

Ending fund balance (Page 1) - Investment balance = Available cash.

3,816,428.36

Section 9, Item a.

City Of Millwood

As Of: 05/31/2025 Date: 06/06/2025

Time: 15:37:45 Page: 5

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TREASURER'S REPORT

Section 9, Item a.

Outstanding Vouchers

City Of Millwood

05/01/2025 To: 05/31/2025

As Of: 05/31/2025 Date: 06/06/2025

Time: 15:37:45 Page: 6

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2025	1063	05/31/2025	Payroll	5	EFT	Daniel Joseph Heacox	4,764.29	May 2025
2025	1061	05/31/2025	Payroll	5	EFT	Matthew James Erdahl	4,692.18	May 2025
2024	2590	11/30/2024	Claims	5	EFT	Banner Bank - 7779	936.90	
2025	1074	05/31/2025	Payroll	5	EFT	Kelly K Stravens	137.65	May 2025
2025	1072	05/31/2025	Payroll	5	EFT	Kyle Lee Schiewe	6,038.47	May 2025
2025	1068	05/31/2025	Payroll	5	EFT	Bryce Keith Noack	4,213.73	May 2025
2025	1105	05/30/2025	Claims	5	EFT	Banner Bank - 7779	513.93	5/7 Statement
2025	1062	05/31/2025	Payroll	5	EFT	Kevin M Freeman	710.45	May 2025
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	385	02/28/2025	Payroll	5	12675	Savannah Wu	36.71	February 2025
2025	631	03/31/2025	Payroll	5	12733	Savannah Wu	36.71	March 2025
2025	834	04/30/2025	Payroll	5	12775	Kristine M Major	22.94	April 2025
2025	845	04/30/2025	Payroll	5	12780	Savannah Wu	36.71	April 2025
2025	932	04/30/2025	Claims	5	12817	Spokane House of Hose	203.68	Jackhammer Parts; Jack Hammer Parts
2025	940	04/30/2025	Claims	5	12825	WM Of Spokane - Monthly	516.29	Trash Service
2025	1055	05/31/2025	Payroll	5	12832	Michael L Ankney	36.71	May 2025
2025	1057	05/31/2025	Payroll	5	12833	Roberta L Beese	11.71	May 2025
2025	1058	05/31/2025	Payroll	5	12834	Shawna Beese	137.65	May 2025
2025	1065	05/31/2025	Payroll	5	12835	Kristine M Major	22.94	May 2025
2025	1067	05/31/2025	Payroll	5	12836	Jay James Molitor	36.71	May 2025
2025	1069	05/31/2025	Payroll	5	12837	Annette T Oakes	22.94	May 2025
2025	1070	05/31/2025	Payroll	5	12838	Ronald W Rickard	36.71	May 2025
2025	1073	05/31/2025	Payroll	5	12839	Barbara E StClair	22.94	May 2025

TREASURER'S REPORT

Section 9, Item a.

Outstanding Vouchers

City Of Millwood

05/01/2025 To: 05/31/2025

As Of: 05/31/2025 Date: 06/06/2025

Time: 15:37:45 Page: 7

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2025	1076	05/31/2025	Payroll	5	12840	Savannah Wu	36.71	May 2025
2025	1079	05/31/2025	Payroll	5	12841	HRA VEBA Trust Contributions	700.00	Pay Cycle(s) 05/31/2025 To 05/31/2025 - VEBA
2025	1056	05/31/2025	Payroll	5	12842	Samuel Gene Bachman	3,672.40	May 2025
2025	1102	05/30/2025	Claims	5	12844	Banner Bank - 1470	619.38	
2025	1106	05/30/2025	Claims	5	12845	Access Information Management	47.20	
2025	1107	05/30/2025	Claims	5	12846	Adams Tractor of Spokane	360.02	Brush Cutter
2025	1108	05/30/2025	Claims	5	12847	Anatek Labs, Inc.	160.00	
2025	1109	05/30/2025	Claims	5	12848	Canon Financial Services, Inc.	185.13	
2025	1110	05/30/2025	Claims	5	12849	CenturyLink	137.24	
2025	1111	05/30/2025	Claims	5	12850	City of Spokane	930.00	Hearing Examiner
2025	1112	05/30/2025	Claims	5	12851	Comcast	549.59	Internet Service
2025	1113	05/30/2025	Claims	5	12852	Complete Office	112.13	
2025	1114	05/30/2025	Claims	5	12853	Daedalus Drafting Services LLC	1,050.00	WEBSITE SERVICES
2025	1115	05/30/2025	Claims	5	12854	DataPro Solutions, Inc.	1,093.54	ArmorPoint Platform Access; Disaster Recovery Backup
2025	1116	05/30/2025	Claims	5	12855	Greenacres Gypsum & Lime	1,188.10	
2025	1117	05/30/2025	Claims	5	12856	Greenway Landscape Maintenance, LLC	1,230.57	Weed Spraying
2025	1118	05/30/2025	Claims	5	12857	Halverson Northwest Law Group P.C.	210.00	
2025	1119	05/30/2025	Claims	5	12858	Horizon Distributors, Inc.	335.97	Sprinkler Repair
2025	1120	05/30/2025	Claims	5	12859	Lilac City Sprinklers	718.74	Back Flow Testing
2025	1121	05/30/2025	Claims	5	12860	Montgomery Hardware	119.24	
2025	1122	05/30/2025	Claims	5	12861	National Barricade	174.24	Pool Sign, Street Signs
2025	1123	05/30/2025	Claims	5	12862	North 40 Outfitters	137.15	122526/3 Original Purchase 122528/3 Return and exchange
2025	1124	05/30/2025	Claims	5	12863	Pacific Power Group, LLC	1,616.17	
2025	1125	05/30/2025	Claims	5	12864	Petty Cash	58.37	
2025	1126	05/30/2025	Claims	5	12865	Brett R Sargent	16,905.37	Street Sweeping
2025	1127	05/30/2025	Claims	5	12866	Spokane County Environmental Service	40,704.38	
2025	1128	05/30/2025	Claims	5	12867	Tacoma Screw Products INC	57.07	Park Swings
2025	1129	05/30/2025	Claims	5	12868	The Home Depot Pro	717.31	
2025	1130	05/30/2025	Claims	5	12869	Legal Posting The Spokesman-Review	443.71	
2025	1131	05/30/2025	Claims	5	12870	Verizon Wireless	2,695.88	
2025	1132	05/31/2025	Claims	5	12871	Spokane County Treasurer - PW	3,568.47	
2025	1133	05/31/2025	Claims	5	12872	Spokane County Treasurer - SCRAPS	608.28	
2025	1134	05/31/2025	Claims	5	12873	T.C. Sherry & Associates P.S.	720.00	Comp. Plan
2025	1135	05/31/2025	Claims	5	12874	Welch-Comer	66,310.70	
							<u>66,310.70</u>	
							233,373.84	

TREASURER'S REPORT

Section 9, Item a.

City Of Millwood

Outstanding Vouchers
05/01/2025 To: 05/31/2025

As Of: 05/31/2025 Date: 06/06/2025
Time: 15:37:45 Page: 8

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo	
Fund							Claims	Payroll	Total
001 General Fund							100,770.01	54,542.67	155,312.68
401 Utility Operating Fund							10,761.62	26,595.16	37,356.78
403 Sewer Capital Fund - Managerial							40,704.38	0.00	40,704.38
							152,236.01	81,137.83	233,373.84

TREASURER'S REPORT

Signature Page

Section 9, Item a.

City Of Millwood

05/01/2025 To: 05/31/2025

Time: 15:37:45 Date: 06/06/2025

Page: 9

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

Time: 15:36:02 Date: Section 9, Item a.

05/01/2025 To: 05/31/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
854	05/05/2025	Claims	5	EFT	Xpress Billpay	453.22	April 2025 Online Transactions
857	05/05/2025	Claims	5	EFT	Department of Revenue	2,630.03	March 2025 Public Utility Tax
858	05/09/2025	Claims	5	EFT	Department of Revenue	2,573.89	April 2025 Public Utility Tax
976	05/01/2025	Claims	5	EFT	Banner Bank - 4120	2,181.47	
977	05/01/2025	Claims	5	EFT	Banner Bank - 7779	314.84	APRIL STATEMENT
978	05/05/2025	Claims	5	EFT	Paymentech, LLC	460.87	April 2025 Credit Card Transactions
1104	05/30/2025	Claims	5	EFT	Banner Bank - 4120	3,132.86	5/7/25 STATEMENT
1105	05/30/2025	Claims	5	EFT	Banner Bank - 7779	513.93	5/7 Statement
859	05/05/2025	Claims	5	12782	Alliant Insurance Services, Inc.	2,000.00	Guarantee Performance Bond - Argonne Project
965	05/12/2025	Claims	5	12829	Kyle Schiewe	136.00	Reimbursement for License Renewal CDL Portion
1010	05/20/2025	Claims	5	12830	Greater Spokane Incorporated	600.00	2025 Partner Dues
1011	05/20/2025	Claims	5	12831	Diamond Asphalt Paving, Inc.	16,737.93	Double Speed Humps
1101	05/30/2025	Claims	5	12843	Banner Bank - 1470		Printer miss print not cashable
1102	05/30/2025	Claims	5	12844	Banner Bank - 1470	619.38	
1106	05/30/2025	Claims	5	12845	Access Information Management	47.20	
1107	05/30/2025	Claims	5	12846	Adams Tractor of Spokane	360.02	Brush Cutter
1108	05/30/2025	Claims	5	12847	Anatek Labs, Inc.	160.00	
1109	05/30/2025	Claims	5	12848	Canon Financial Services, Inc.	185.13	
1110	05/30/2025	Claims	5	12849	CenturyLink	137.24	
1111	05/30/2025	Claims	5	12850	City of Spokane	930.00	Hearing Examiner
1112	05/30/2025	Claims	5	12851	Comcast	549.59	Internet Service
1113	05/30/2025	Claims	5	12852	Complete Office	112.13	
1114	05/30/2025	Claims	5	12853	Daedalus Drafting Services LLC	1,050.00	WEBSITE SERVICES
1115	05/30/2025	Claims	5	12854	DataPro Solutions, Inc.	1,093.54	ArmorPoint Platform Access; Disaster Recovery Backup
1116	05/30/2025	Claims	5	12855	Greenacres Gypsum & Lime	1,188.10	
1117	05/30/2025	Claims	5	12856	Greenway Landscape Maintenance, LLC	1,230.57	Weed Spraying
1118	05/30/2025	Claims	5	12857	Halverson Northwest Law Group P.C.	210.00	
1119	05/30/2025	Claims	5	12858	Horizon Distributors, Inc.	335.97	Sprinkler Repair
1120	05/30/2025	Claims	5	12859	Lilac City Sprinklers	718.74	Back Flow Testing
1121	05/30/2025	Claims	5	12860	Montgomery Hardware	119.24	
1122	05/30/2025	Claims	5	12861	National Barricade	174.24	Pool Sign, Street Signs
1123	05/30/2025	Claims	5	12862	North 40 Outfitters	137.15	122526/3 Original Purchase 122528/3 Return and exchange
1124	05/30/2025	Claims	5	12863	Pacific Power Group, LLC	1,616.17	
1125	05/30/2025	Claims	5	12864	Petty Cash	58.37	
1126	05/30/2025	Claims	5	12865	Brett R Sargent	16,905.37	Street Sweeping
1127	05/30/2025	Claims	5	12866	Spokane County Environmental Service	40,704.38	
1128	05/30/2025	Claims	5	12867	Tacoma Screw Products INC	57.07	Park Swings
1129	05/30/2025	Claims	5	12868	The Home Depot Pro	717.31	
1130	05/30/2025	Claims	5	12869	Legal Posting The Spokesman-Review	443.71	
1131	05/30/2025	Claims	5	12870	Verizon Wireless	2,695.88	
1132	05/31/2025	Claims	5	12871	Spokane County Treasurer - PW	3,568.47	
1133	05/31/2025	Claims	5	12872	Spokane County Treasurer - SCRAPS	608.28	
1134	05/31/2025	Claims	5	12873	T.C. Sherry & Associates P.S.	720.00	Comp. Plan
1135	05/31/2025	Claims	5	12874	Welch-Comer	66,310.70	
001 General Fund						118,739.53	
401 Utility Operating Fund						16,055.08	
403 Sewer Capital Fund - Managerial						40,704.38	

CHECK REGISTER

City Of Millwood

Time: 15:36:02 Date:

Section 9, Item a.

05/01/2025 To: 05/31/2025

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
						Claims:	175,498.99
						175,498.99	

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:_____

CHECK REGISTER

City Of Millwood

Time: 15:36:32 Date: Section 9, Item a.
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05/01/2025 To: 05/31/2025

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
855	05/05/2025	Payroll	5	EFT	PFMLA - Employment Security	928.01	Pay Cycle(s) 01/01/2025 To 03/31/2025 - PFMLA
856	05/05/2025	Payroll	5	EFT	WA Cares Fund-Employment Security	818.02	Pay Cycle(s) 01/01/2025 To 03/31/2025 - WA State Long Term Care
1059	05/31/2025	Payroll	5	EFT		3,696.16	May 2025
1060	05/31/2025	Payroll	5	EFT		137.65	May 2025
1061	05/31/2025	Payroll	5	EFT		4,692.18	May 2025
1062	05/31/2025	Payroll	5	EFT		710.45	May 2025
1063	05/31/2025	Payroll	5	EFT		4,764.29	May 2025
1064	05/31/2025	Payroll	5	EFT		1,330.36	May 2025
1066	05/31/2025	Payroll	5	EFT		6,227.28	May 2025
1068	05/31/2025	Payroll	5	EFT		4,213.73	May 2025
1071	05/31/2025	Payroll	5	EFT		137.65	May 2025
1072	05/31/2025	Payroll	5	EFT		6,038.47	May 2025
1074	05/31/2025	Payroll	5	EFT		137.65	May 2025
1075	05/31/2025	Payroll	5	EFT		137.65	May 2025
1077	05/31/2025	Payroll	5	EFT	EFTPS	14,379.16	941 Deposit for Pay Cycle(s) 05/31/2025 - 05/31/2025
1078	05/31/2025	Payroll	5	EFT	AWC Employee Benefits Trust	11,527.74	Pay Cycle(s) 05/31/2025 To 05/31/2025 - Asuris; Pay Cycle(s) 05/31/2025 To 05/31/2025 - Kaiser; Pay Cycle(s) 05/31/2025 To 05/31/2025 - Dental; Pay Cycle(s) 05/31/2025 To 05/31/2025 - Vision; Pay Cycl
1080	05/31/2025	Payroll	5	EFT	Department of Retirement	17,826.97	Pay Cycle(s) 05/31/2025 To 05/31/2025 - PERS 2; Pay Cycle(s) 05/31/2025 To 05/31/2025 - Deferred Comp
1055	05/31/2025	Payroll	5	12832		36.71	May 2025
1057	05/31/2025	Payroll	5	12833		11.71	May 2025
1058	05/31/2025	Payroll	5	12834		137.65	May 2025
1065	05/31/2025	Payroll	5	12835		22.94	May 2025
1067	05/31/2025	Payroll	5	12836		36.71	May 2025
1069	05/31/2025	Payroll	5	12837		22.94	May 2025
1070	05/31/2025	Payroll	5	12838		36.71	May 2025
1073	05/31/2025	Payroll	5	12839		22.94	May 2025
1076	05/31/2025	Payroll	5	12840		36.71	May 2025
1079	05/31/2025	Payroll	5	12841	HRA VEBA Trust Contributions	700.00	Pay Cycle(s) 05/31/2025 To 05/31/2025 - VEBA
1056	05/31/2025	Payroll	5	12842		3,672.40	May 2025
001 General Fund						55,579.07	
401 Utility Operating Fund						26,861.77	
						82,440.84	Payroll: 82,440.84

CHECK REGISTER

City Of Millwood

Time: 15:36:32 Date:

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05/01/2025 To: 05/31/2025

Page:

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

() Treasurer _____ Date:_____

() Elected Representative _____ Date:_____

() Elected Representative _____ Date:_____

() Elected Representative _____ Date:_____

CITY OF MILLWOOD

RESOLUTION 2025-09

JUNE 10, 2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILLWOOD, WASHINGTON, DESIGNATING CERTAIN CITY OFFICIALS OR EMPLOYEES AS AUTHORIZED AGENTS FOR BANKING PURPOSES; 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, the Council regularly reviews existing policies and establishes additional policies to promote fiscal responsibility and the efficient transaction of City business; and

WHEREAS, the City maintains one or more accounts with Banner Bank (the” Bank”), with certain City officials or employees designated as authorized agents for certain powers or actions with the Bank; and

WHEREAS, the Council desires to designate certain City officials or employees for certain powers or actions with the Bank in accordance with this Resolution; and

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. Authorized Agents of the City for Certain Powers or Actions with the Bank: The Council hereby designates the following individuals as authorized agents for certain powers or action with the City’s Bank accounts to act in accordance with Council approved expenditures and authorizations: Mayor, Kevin Freeman; Councilmember, Shawna Beese; Councilmember, Shaun Culler; and/or Deputy Treasurer, Daniel Heacox. Each individual shall be identified as an “Authorized Agent” for the purposes of this Resolution, and two or more such individuals shall be identified as “Authorized Agents” for the purposes of this Resolution. All such Authorized Agents identified in this Resolution shall have the authority to act on behalf of the City as set forth in this Resolution.

Section 3. Powers or Actions of the Authorized Agents. The Council hereby authorizes the Authorized Agents to have the following power or authority to act on behalf of the City in connection with the Bank:

RESOLUTION 2025-09

JUNE 10, 2025

- A. To open or maintain any deposit or share account(s) in the name of the City, and to make authorized payment on behalf of the City from such account(s);
- B. To endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with the Bank;
- C. Upon proof of specific authorization by the Council, to borrow money on behalf and in the name of the City, and to sign, execute and deliver promissory notes or other evidence of indebtedness related thereto;
- D. Upon proof of specific authorization by the Council, to endorse, assign, transfer, mortgage, or pledge bills or accounts receivable, receipts, real estate or other property now owned or hereafter owned or acquired by the City as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment; and
- E. In accordance with applicable law and policy of the City, to deposit monies of the City for the purposes of investment.

Section 4. Required Number of Signatures for Checks. There shall be at least two signatures by Authorized Agents on all checks of the City.

Section 5. Further Resolution of the Council. The Council further resolves that:

- A. The Bank is designated as a depository for the funds of the Corporation and to provide other financial accommodations indicated in this Resolution.
- B. All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the City with the Bank prior to the adoption of this Resolution are hereby ratified, approved and confirmed.
- C. The Bank may furnish at its discretion automated access devices to Authorized Agents of the City to facilitate those powers authorized by this Resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- D. The Bank may rely on alternative signature and verification codes issued to or obtained from any Authorized Agent. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Bank, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this Resolution, (or that are

RESOLUTION 2025-09

JUNE 10, 2025

filed separately by the City with the Bank from time to time) the Bank is authorized to treat the facsimile signature as the signature of the Authorized Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file.

Section 6. 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 7. Repealer: All resolutions, laws, and regulations, or parts thereof in conflict with this resolution are, to the extent of said conflict, hereby repealed.

Section 8. Effect: This Resolution shall be in full force and effect from and after its adoption by the Council.

KEVIN FREEMAN, MAYOR

Attest:

LISA CASSELS, CITY CLERK

CORPORATE AUTHORIZATION RESOLUTION

Banner Bank
PO Box 907
Walla Walla, WA 99362

By:

City of Millwood
9103 E Frederick Avenue
Millwood, WA 99206

Referred to in this document as "Financial Institution"

Referred to in this document as "Corporation"

I, Kevin M. Freeman, certify that I am an Officer of the above named corporation organized under the laws of the State of Washington, Federal Employer I.D. Number _____, engaged in business under the trade name of City of Millwood, Washington, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Board of Directors of the Corporation duly and properly called and held on June 10, 2025 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. <u>Kevin M. Freeman, Mayor</u>	X _____	X _____
B. <u>Shawna Beese, Councilmember</u>	X _____	X _____
C. <u>Shaun Culler, Councilmember</u>	X _____	X _____
D. <u>Daniel Heacox, Assistant Treasurer</u>	X _____	X _____
E. _____	X _____	X _____
F. _____	X _____	X _____

POWERS GRANTED (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
	(1) Exercise all of the powers listed in this resolution.	
<u>A, B, C, D</u>	(2) Open any deposit or share account(s) in the name of the Corporation.	<u>2</u>
<u>A, B, C, D</u>	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	<u>2</u>
<u>A, B, C, D</u>	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.	<u>2</u>
<u>A, B, C, D</u>	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	<u>2</u>
	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	
<u>A, B, C, D</u>	(7) Other <u>In accordance with applicable law and policy of the City, to deposit monies of the City for the purposes of investment.</u>	<u>2</u>

LIMITATIONS ON POWERS The following are the Corporation's express limitations on the powers granted under this resolution.

Items (4) and (5) of POWERS GRANTED require proof of specific authorization by the Millwood City Council in the form of an approved Resolution.

EFFECT ON PREVIOUS RESOLUTIONS This resolution supersedes resolution dated ANY. If not completed, all resolutions remain in effect.

CERTIFICATION OF AUTHORITY

I further certify that the Board of Directors of the Corporation has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

☒ If checked, the Corporation is a non-profit corporation.

In Witness Whereof, I have subscribed my name to this document and affixed the seal of the Corporation on _____ (date).

Attest by One Other Officer

Officer

RESOLUTIONS

The Corporation named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Corporation and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Board of Directors of the Corporation and certified to the Financial Institution as governing the operation of this corporation's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Corporation. Any Agent, so long as they act in a representative capacity as an Agent of the Corporation, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Corporation with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- (5) The Corporation agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Corporation. The Corporation authorizes the Financial Institution, at any time, to charge the Corporation for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Corporation acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Corporation to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Corporation acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Corporation with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Corporation authorizes each Agent to have custody of the Corporation's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

Pennsylvania. The designation of an Agent does not create a power of attorney; therefore, Agents are not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code) unless the agency was created by a separate power of attorney. Any provision that assigns Financial Institution rights to act on behalf of any person or entity is not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code).

FOR FINANCIAL INSTITUTION USE ONLY

Acknowledged and received on _____ (date) by _____ (initials) ☐ This resolution is superseded by resolution dated _____.

Comments:

File Attachments for Item:

b. PUBLIC HEARING - SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN

RESOLUTION 2025-06 Six-Year TIP

CITY OF MILLWOOD

RESOLUTION 2025-06

JUNE 10, 2025

A RESOLUTION OF THE COUNCIL OF THE CITY OF MILLWOOD, WASHINGTON
ACCEPTING THE PRELIMINARY SIX YEAR TRANSPORTATION IMPROVEMENT
PLAN FOR THE PERIOD 2026-2032

WHEREAS, in accordance with state law the City of Millwood is required to annually prepare a Six Year Transportation Improvement Program, and

WHEREAS, in accordance with RCW 35.58.2795, the City of Millwood published notice on May 29, 2025 of a public hearing to be held on June 10, 2025, regarding the City of Millwood’s proposed Six Year Transportation Improvement Program, and

WHEREAS, a draft Six Year Transportation Improvement Program, contained in the attached Exhibit A, has been prepared and has been reviewed during a public hearing held by the Millwood City Council on June 10, 2025;

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

That the Preliminary Six Year Transportation Improvement Plan for the period 2026-2032 shown in Exhibit A presented and reviewed at the Regular Meeting of the Millwood City Council held June 10, 2025, is hereby approved.

PASSED BY THE COUNCIL OF THE CITY OF MILLWOOD WASHINGTON, THIS ____
DAY OF _____ 2025.

KEVIN FREEMAN, MAYOR

Attest:

LISA CASSELS, CITY CLERK

Attachments: Exhibit A- Six Year Transportation Improvement Plan

EXHIBIT A

SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN							
2025-2031 Schedule of Projects							
Funding Status	Year	Project Title	Begin/End	Work Description	Source of Funds	Total Length	Estimated Cost
Funded	2025	Argonne-Widening/ turn pockets	Frederick/ Liberty	Widen Argonne, create turn pockets - Construction phase	Street Fund /CMAC/SRTC/TIB	1,000 ft	\$4,550,600
Funded	2025	Argonne - Full Depth Restoration (Trent - Frederick)	Trent / Frederick	FDR between Trent and Frederick	Street Fund/TIB	1,400 ft	\$1,483,400
Funded	2025	Empire Traffic Calming	Argonne/ Butler	Speed Humps and Pavement Marking Revisions	Street Fund	N/A	\$16,738
Funded	2025	Argonne - Grind and Overlay	Frederick /Liberty	Grind and Overlay	Street Fund/TIB	815 ft	\$457,200
Funded	2025	Argonne - Grind and Overlay	Liberty / South Riverway	Grind and Overlay	Street Fund/TIB	570 ft	\$335,700
Funded	2025	Empire -Chip Seal	Argonne/ Butler	Pavement Overlay/Chip Seal	Street Fund/TIB	5,000 ft	\$114,268
Unfunded	2026	Dalton Sidewalk Improvements	Sargent / Argonne	Sidewalk improvements on Dalton Ave	Street Fund/TIB	1,300 ft	\$1,225,400
Unfunded	2027	Liberty -Chip Seal	Argonne/ Vista	Pavement prep and chip seal,fog seal	Street Fund/TIB	2,700 ft	\$83,300
Unfunded	2027	Euclid - Chip Seal	Argonne/ Vista	Pavement prep and chip seal,fog seal	Street Fund/TIB	2,800 ft	\$74,000
Unfunded	2028	Buckeye - chip seal	Argonne/ Sargent	Pavement prep and chip seal,fog seal	Street Fund/TIB	1,300 ft	\$61,200
Unfunded	2029	Grace	Grace Intersection	Upgrade Grace Signal Equipment	City Funds	N/A	\$246,000
Unfunded	2029	Grace & Marguerite	Grace & Marguerite Intersection	Traffic calming: raised concrete intersection, removal of parking stalls, minor stormwater modifications	City Funds	N/A	\$120,000
Unfunded	2029	Trent & Argonne Lane Improvements	Trent & Argonne Intersection	Northbound left turn lane reconfiguration and removal of right turn only lane on Argonne north of Trent.	City Funds	N/A	\$160,000
	Total						\$8,927,806

File Attachments for Item:

c. RESOLUTION 2025-07 Water & Sewer System Charges (Revision to Resolution 2025-02)

RESOLUTION 2025-07

JUNE 10, 2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILLWOOD, WASHINGTON APPROVING CHARGES RELATED TO THE CITY WATER SYSTEM AND CITY SEWER SYSTEM, 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 the laws of the State of Washington; and

WHEREAS, pursuant to Chapter 35A.11 RCW, the City Council (the "City 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, pursuant to RCW 35A.80.010 and RCW 35.92.010, the City Council is authorized to fix the rates and charges for water system services provided by the City; and

WHEREAS, RCW 35.92.010 sets forth a number of factors the City Council may, in its discretion, consider in fixing rates and charges for water system services, including: ". . . The difference in cost of service to the various customers; location of the various customers within and without the city or town; the difference in cost of maintenance, operation, repair, and replacement of the various parts of the system; the different character of the service furnished to various customers; the quantity and quality of the water furnished; the time of its use; the achievement of water conservation goals and the discouragement of wasteful water use practices; capital contributions made to the system including, but not limited to, assessments; and any other matters which present a reasonable difference as a ground for distinction. . . ."; and

WHEREAS, chapter 13.04 Millwood Municipal Code provides for the fixing of rates and charges related to the water system by resolution adopted by the City Council; and

WHEREAS, chapter 13.04 Millwood Municipal Code further provides that the City Council may increase the water rates by resolution; and

WHEREAS, the City Council has determined that certain charges related to the City water system shall be in order to maintain adequate revenues in the Water Fund, sufficiently recoup costs incurred by the City, and/or to assist in the City's enforcement of laws, regulations, provisions of the Millwood Municipal Code, rules and policies related to the City's water system; and

WHEREAS, pursuant to RCW 35A.80.010 and chapter 35.92 RCW, the City Council is authorized to fix the rates and charges for sewer system services provided by the City; and

RESOLUTION 2025-07

JUNE 10, 2025

WHEREAS, RCW 35.92.020 sets forth a number of factors the City Council may, in its discretion, consider in fixing rates and charges that are uniform for the same class of customers or sewer system services, including: The difference in cost of service and facilities to customers; location of customers within and without the City; the difference in cost of maintenance, operation, repair, and replacement of the parts of the system; the different character of the service and facilities furnished to customers; the quantity and quality of the sewage delivered and the time of its delivery; capital contributions made to the system, plants, sites or other facilities, including, but not limited to, assessments; the nonprofit public benefit status, as defined in RCW 24.03.490, of the land user; and any other factors that present a reasonable difference as a ground for distinction; and

WHEREAS, chapter 13.16 Millwood Municipal Code provides for the fixing of rates and charges related to the sewer system by resolution adopted by the City Council; and

WHEREAS, the July 23, 2024 Interlocal Agreement Between Spokane County and the City of Millwood for Wastewater Services provides the basis of rates and fees charged by Spokane County to the City for wastewater and/or sewer treatment and disposal; and

WHEREAS, the City Council has determined that certain charges related to the City sewer system are to maintain adequate revenues in the Sewer Fund, sufficiently recoup costs incurred by the City, and/or to assist in the City's enforcement of laws, regulations, provisions of the Millwood Municipal Code, rules and policies related to the City's sewer system;

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

Section 1. Water Usage Rates: As of May 1, 2025, the charges related to the City's water system set forth in Exhibit "A," attached hereto and incorporated herein by this reference, are hereby approved. Unless otherwise set forth in Exhibit "A," all other rates, charges, and/or fees related to the City's sewer system shall remain in full effect.

Section 2. Approval of Charges Related to the City Sewer System: As of May 1, 2025, the charges related to the City's sewer system set forth in Exhibit "A" are hereby approved. Unless otherwise set forth in Exhibit "A," all other rates, charges, and/or fees related to the City's sewer system shall remain in full effect.

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.

RESOLUTION 2025-07

JUNE 10, 2025

Section 4. Repealer: All ordinances and resolutions, laws, regulations, or policies, 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 City Council.

PASSED BY THE COUNCIL OF THE CITY OF MILLWOOD THIS _____ DAY
OF _____, 2025.

KEVIN FREEMAN, MAYOR

Attest:

LISA CASSELS, CITY CLERK

RESOLUTION 2025-07

JUNE 10, 2025

EXHIBIT "A"

WATER SYSTEM CHARGES

Residential Service Fees (per Month)				
<u>Service Fee</u> (Service Fee includes Operations & Capital Improvement fees)				
Operations		\$	25.88	per Unit
Capital Improvement		\$	6.00	per Unit
<u>Consumption Fee</u>				
Tier 1	Zero – 900 CF	\$	0.35	per HCF
Tier 2	900 – 1,800 CF	\$	0.38	per HCF
Tier 3	1,800 – 4,500 CF	\$	0.45	per HCF
Tier 4	> 4,500 CF	\$	0.50	per HCF
<u>Consumption Fee, Irrigation Service</u>				
Tier 1	Zero – 22,000	\$	0.35	per HCF
Tier 2	> 22,000 CF	\$	0.45	per HCF
Commercial & Industrial Service Fees (per Month)				
<u>Service Fee</u> (Service Fee includes Operations & Capital Improvement fees)				
Operations				
1-inch Meter		\$	25.88	per Unit
1.5-inch Meter		\$	41.41	per Unit
2-inch Meter		\$	67.29	per Unit
3-inch Meter		\$	93.18	per Unit
4-inch Meter		\$	119.06	per Unit
Capital Improvement				
1-inch Meter		\$	6.00	per Unit
1.5-inch Meter		\$	6.60	per Unit
2-inch Meter		\$	7.60	per Unit
3-inch Meter		\$	8.60	per Unit
4-inch Meter		\$	9.60	per Unit
<u>Consumption Fee</u>				
Tier 1	Zero – 900 CF	\$	0.35	per HCF
Tier 2	900 – 1,800 CF	\$	0.38	per HCF
Tier 3	1,800 – 4,500 CF	\$	0.45	per HCF
Tier 4	> 4,500 CF	\$	0.50	per HCF
<u>Consumption Fee, Irrigation Service</u>				
Tier 1	Zero –22,000	\$	0.35	per HCF
Tier 2	> 22,000 CF	\$	0.45	per HCF

RESOLUTION 2025-07

JUNE 10, 2025

Public Irrigation Service Fees (per Month)				
<u>Service Fee (Service Fee includes Operations & Capital Improvement fees)</u>				
Operations				
1-inch Meter		\$	25.88	per Unit
1.5-inch Meter		\$	41.41	per Unit
2-inch Meter		\$	67.29	per Unit
3-inch Meter		\$	93.18	per Unit
4-inch Meter		\$	119.06	per Unit
Capital Improvement				
1-inch Meter		\$	6.00	per Unit
1.5-inch Meter		\$	6.60	per Unit
2-inch Meter		\$	7.60	per Unit
3-inch Meter		\$	8.60	per Unit
4-inch Meter		\$	9.60	per Unit
<u>Consumption Fee</u>				
Tier 1	Zero – 72,000 CF	\$	0.35	per HCF
Tier 2	> 72,000 CF	\$	0.45	per HCF
Other Fees				
<u>Accounting</u>				
Notice Fee		\$	10.00	per event
Disconnection Fee		\$	100.00	per event
Account Servicing Fee		\$	40.00	per event
NSF		\$	35.00	per event
<u>Connection Installation or Service (charged in 1-hour increments)</u>				
Personnel Call		\$	125.00	per Hour
Personnel Team Call		\$	200.00	per Hour
Personnel Call - Outside City Business Hours		\$	300.00	per Hour
Personnel Team Call - Outside City Business Hours		\$	475.00	per Hour
Backhoe		\$	150.00	per Hour
Mini Excavator		\$	120.00	per Hour
Dump Truck		\$	120.00	per Hour

RESOLUTION 2025-07

JUNE 10, 2025

<u>Violations</u>			
Cross-Connection	\$	100.00	per event
Meter Tampering	\$	500.00	per event
Hydrant Tampering	\$	1,000.00	per event
<u>New Service Connection</u>			
Plan Review	\$	75.00	per event
Inspection	\$	50.00	per event
Connection Fee	\$	1,000.00	per unit
Installation Deposit	\$	4,000.00	per service

SEWER SYSTEM CHARGES

Residential Service Fees (per Month)			
<u>Service Fee</u> (Service Fee includes Operations & Capital Improvement fees)			
Operations	\$	17.25	per Unit
Capital Improvement	\$	1.00	per Unit
<u>County Treatment & Operations Fee (per RES 2024-04)</u>	\$	23.66	per Unit
Non-Residential Service Fees (per Month)			
<u>Service Fee</u> (Service Fee includes Operations, Capital Improvement, and Pre-Treatment fees)			
Operations	\$	17.25	per Unit
Capital Improvement	\$	1.00	per Unit
Pre-Treatment Program	\$	3.00	per Unit
<u>County Treatment & Operations Fee (per RES 2024-04)</u>			
Zero – 695 CF	\$	23.66	per Unit
> 695 CF	\$	2.25	per HCF
<i>The amount over 695 CF is equal to the Unit's non-irrigation (winter) water consumption. The amount is calculated annually as the Unit's average January through April monthly consumption of the previous year.</i>			
Other Fees			
<u>Accounting</u>			
Notice Fee	\$	10.00	per event
Account Servicing Fee	\$	20.00	per event
NSF	\$	35.00	per event

RESOLUTION 2025-07

JUNE 10, 2025

<u>Connection Installation or Service (charged in 1-hour increments)</u>		
Personnel Call	\$ 125.00	per Hour
Personnel Team Call	\$ 200.00	per Hour
Personnel Call - Outside City Business Hours	\$ 300.00	per Hour
Personnel Team Call - Outside City Business Hours	\$ 475.00	per Hour
Backhoe	\$ 150.00	per Hour
Mini Excavator	\$ 120.00	per Hour
Dump Truck	\$ 120.00	per Hour
<u>New Service Connection</u>		
Plan Review	\$ 75.00	per event
Inspection	\$ 150.00	per event
Connection Fee	\$ 1,000.00	per unit
Installation Deposit	\$ 4,000.00	per service

File Attachments for Item:

e. Planning - Amanda Tainio - Upward 7 Consulting



Amanda Tainio, Principal

June 2, 2025

Memo To: Millwood City Council

RE: May 2025 Planning Report

Here is a summary of the planning activities for the month of May 2025:

- The Planning Commission met on May 28th to discuss the Periodic Update modifications to Draft Comprehensive Plan Land Use & Housing Elements and the Millwood RDI Analysis
 - A special meeting is scheduled for June 9th at 5:30pm to discuss:
Periodic Update - Tier 3 City Overview (Tier 3 City Requirement Notes), continued discussion on modifications to Draft Comprehensive Plan Land Use & Housing Elements, and continued discussion on Racially Disparate Impacts (RDI) Analysis Policy Evaluation (G.06, P.11, & Action #39 Highlighted)
 - The next meeting is scheduled for June 25th or July 1st at 6:00pm (dependent on Clerk availability)
Anticipated Agenda Items: Periodic Update - Discuss potential modifications to Draft Comprehensive Plan Land Use, Housing, Transportation, EPF, Capital Facilities and Utilities.
- Permit/license/land use application review and processing:
 - 9204 E Grace - MW-2025-0027 (Adult Family Home 6th bedroom expansion approval)
 - 9011 E. South Riverway – Appeal processing for amended and restated fence permit decision
 - 9005 / 9013 E. Frederick – MW-2024-0121 (Whistle Punk Commercial Kitchen TI C/O Issuance)
 - 8304 E Bridgeport - Fence permit installation review & site visit
 - 9015 E. Euclid – MW-2025-0020 (South wall sign permit approval)
 - 2819 N. Argonne Rd. - C/O Modification (Daycare)
 - ZTA-2024-02 - Final adoption notice
 - Misc. zoning reviews / information / other jurisdiction SEPA reviews / staff assistance
- 2026 Periodic Update
 - Conference Call w/ Commerce for HAPT (Housing Element Tables)
 - Planning Technical Advisory Committee (PTAC) Meeting
 - Community engagement - Interviews / Discussions, Periodic Update Webpage Updates, & Display Board Update
 - Comprehensive Plan Land Use & Housing Elements (Checklist, HAPT incorporation, RDI Analysis)

With best regards,

Amanda Tainio

Millwood Contract City Planner

planner@millwoodwa.us

File Attachments for Item:

a. Designate Mayor Pro Tem - July - Dec 2026

MAYOR PRO TEM ROTATION SCHEDULE

1 ST half 2024	3	Kelly Stravens
2 nd half 2024	4	Andy Van Hees
1 st half 2025	5	Shaun Culler
2 nd half 2025	1	Shawna Beese
1 st half 2026	2	Dan Sander
2 nd half 2026	3	Kelly Stravens

35A.12.065 Pro tempore appointments

Biennially at the first meeting of a new council, or periodically, the members thereof, by majority vote, may designate one of their number as mayor pro tempore or deputy mayor for such period as the council may specify, to serve in the absence or temporary disability of the mayor; or, in lieu thereof, the council may, as the need may arise, appoint any qualified person to serve as mayor pro tempore in the absence or temporary disability of the mayor. In the event of the extended excused absence or disability of a council member pro tempore to serve during the absence or disability.

File Attachments for Item:

b. Fact Sheet - Spokane Valley Rathdrum Prairie Aquifer Protection Area (APA)

FACT SHEET:

RENEWAL & EXPANSION OF THE SPOKANE VALLEY RATHDRUM PRAIRIE AQUIFER PROTECTION AREA (APA) AND ASSOCIATED FEES

Summary

In the upcoming August Primary Election, voters will decide whether to renew and expand the Aquifer Protection Area (APA) and authorize the imposition of fees, supporting aquifer protection and regional water quality efforts. The Spokane Valley-Rathdrum Prairie Aquifer (SVRP) is the region’s primary source of clean and safe drinking water, and continuing this program helps to ensure a sustainable water supply for the future.

Background

The SVRP Aquifer provides drinking water to most residents in the greater Spokane area. It was designated a “Sole Source Aquifer” under the federal Safe Drinking Water Act in the late 1970s due to concerns over contamination.

In 1985, Spokane County and local jurisdictions established the APA, funded by voter-approved fees, to support aquifer protection activities. Renewed in 2004 with adjusted boundaries, the APA currently funds necessary programs focused on safeguarding regional water quality.

Why Renew the Measure?

The current APA and associated fees expire in December 31, 2025.

The August 5, 2025, ballot measure seeks to renew and expand the APA to include all four cities (City of Spokane, City of Spokane Valley, City of Millwood, City of Liberty Lake) overlaying the SVRP Aquifer and portions of unincorporated Spokane County, for another 20 years of funding.

If not renewed, Spokane County and local jurisdictions would look to find alternative funding sources, potentially leading to reduced services or cuts to other essential programs.

Fee Structure

The proposed APA would continue the existing fee structure, which has remained unchanged since 1985:

- **\$1.25 per month per equivalent residential unit for withdrawal of water**
- **\$1.25 per month per equivalent residential unit for onsite sewage disposal (e.g., septic systems)**

A residential parcel with a single-family home pays \$15 in urban areas and \$30 in rural areas, annually.

Multifamily, commercial, and industrial parcels pay based on water meter size. Parcels connected to sewer do not pay the onsite wastewater disposal fee, and undeveloped parcels are not charged.

How Are Funds Used?

Funds collected support Spokane County's Water Resources Program and local jurisdictions aquifer protection activities, including:

- Aquifer Monitoring at 51 sites for early detection of contamination
- Data Management & Analysis to track water quality trends
- Public Education through the Water Resource Center and Doris Morrison Learning Center
- Regional planning and infrastructure improvements for drinking water, stormwater, and sanitary sewer
- Addressing Emerging & Current Threats such as PFAS or other toxic contamination, water availability, and development pressures

APA funds cover administrative costs and Water Resources Program staffing (4 FTEs), with the remaining revenue allocated proportionally to participating cities and Spokane County.

State Law Authorizes APAs

Under RCW 36.36, counties can establish Aquifer Protection Areas to protect drinking water sources. State law requires majority voter approval and city consent for inclusion within the boundary. Funds must be used for eligible activities, such as planning, monitoring, education, and water infrastructure improvements.

For more details, visit Spokane County's Water Resources Program and Aquifer Protection Area websites:

- [Aquifer Protection Area | Spokane County, WA](#)
- [Water Resources | Spokane County, WA](#)

File Attachments for Item:

a. L Dement remarks dated 4.29.25 submitted 5.13.25 at 4.21pm

April 29, 2025

City of Millwood
City of Millwood Council
9103 E Frederick Ave
Spokane, WA 99206

Dear Millwood Staff & Council:

The Millwood Neighborhood Advocates are signing this letter that LaDonna DeMent already sent to you, because as a group, we are in agreement. A few edits have been made.

We are writing this letter today regarding the latest Audit that found the City of Millwood lacked adequate oversight to ensure credit card disbursements were for allowable public purposes. This oversight resulted in a loss of public funds. It also stated that the Mayor and City Treasurer oversee the City's daily operations, maintain financial records, prepare the annual financial reports, and oversee disbursements.

To us, the biggest finding is that Mayor Freeman used the credit card more than once for personal use. He stated it was in error. If an error, most people make that mistake once! After that, you would make sure it didn't happen again. If we read it correctly, the balance of the funds were paid back in February 2025. These were public funds and not for the use by the Mayor. Plus it stated that 67 other purchases which came to an amount over \$7,000 were questionable and they lacked adequate receipts for business purposes. In many businesses, these would be fireable offenses.

For now, the City Council should reconsider their vote to allow the Mayor to have a \$50,000 spending budget without the council's approval. He has proven not to be trustworthy.

We, a small group of citizens in Millwood started attending more council meetings (and planning meetings) over the past year and a half or so, because we want more transparency and want our voice heard regarding plans for our small and charming community. This audit finding is NOT a good thing for our city!

You did announce at the April City Council meeting that you could not notify the citizens of this before the media found out, because as soon as the finalized audit was released, the Media picked up on it and aired their story on the news and on social media right away. We appreciate that you explained this to us. We also appreciate that you announced in the April City Council Meeting that you are having a third party investigation into this matter.

Sincerely,

The Millwood Neighborhood Advocates

Signatures Attached

Tina M Seifert
Signature
Tina M Seifert
Printed Name
10507 E. EMPIRE
Address

Todd R. Beese
Signature
BEESE, Todd R.
Printed Name
8610 E. South Riverway
Address 99212

Shirene Young
Signature
Shirene Young
Printed Name
8903 E. Liberty 99212
Address

Frank Winsper
Signature
Frank Winsper
Printed Name
10420 E Empire 99204
Address

Anne bzh
Signature
Anne Oakes
Printed Name
10414 E. Empire
Address

Sheila C. Peters
Signature
Sheila C. Peters
Printed Name
10303 E. Empire Ave.
Address

Ladonna L. Hment
Signature
Ladonna L. Hment
Printed Name
10306 E. Empire Ave 9920
Address

Lester Peters
Signature
Lester Peters
Printed Name
10303 E. Empire
Address

Shirine McCadden
Signature
Shirine McCadden
Printed Name
10301 E. Empire Ave
Address

Signature

Printed Name

Address

Signature

Printed Name

Address

Signature

Printed Name

Address

Section 12, Item a.