



## City Council Regular Meeting Minutes

Tuesday, February 10, 2026 at 6:00 PM

9103 E Frederick Ave.

[www.youtube.com/@cityofmillwood](http://www.youtube.com/@cityofmillwood)

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

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### 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

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

### 2. PLEDGE OF ALLEGIANCE

### 3. APPROVAL OF MEETING AGENDA

Mayor Beese requested Ordinance #557 removed from agenda. Council Member Culler recommended Action Item 8D RES 2026-02 to 9D.

Motion made by Council Member Stravens to approve agenda removing Ordinance #557 and moving 8D to 9D, seconded by Council Member Van Hees.

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

### 4. LOCAL AGENCY REPORTS/PRESENTATIONS

STA-Robert Hamud CFO.

#### a. STA - Robert Hamud

Robert Hamud presented a progress report from STA Moving Forward and Connect 2035 plan.

Mr. Hamud explained the STA goals over next 10 years to elevate customer experience, lead and collaborate with community partners, and strengthen STA capacity to anticipate and respond to demands of the region.

### 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](mailto: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.

There were no comments concerning action items.

## **7. EXECUTIVE SESSION (if necessary)**

Mayor Beese deferred to Council to make motion to convene during meeting or postpone to the end of meeting.

Council member Van Hees made motion for executive session to convene, seconded by Council Member Stravens.

Mr. Werst announced that the Millwood City Council would convene to executive session pursuant to RCW 42.30.110(1)(i)(iii)(g) for 10 minutes to discuss potential litigation for legal risk for proposed action of the City. To be clear it is not anticipated the council will be asked to take action.

The executive session began at 6:16 pm and ended at 6:26 pm. There were no extensions and no action was taken.

## **8. ACTION ITEMS FOR FIRST READING**

### **a. PUBLIC HEARING**

#### **2026 Comprehensive Plan Periodic Update Part 2**

Planner Amanda Tainio discussed Part 2 clarifications on the housing element to comply with Growth Management Hearing support case adding climate change and resiliency element coordinated by Spokane County. Ms. Tainio gave an update on the proposed Part 2 draft reviewed for the required 60-day state notification on January 6,2026; written comments were due March 7,2026; public hearing held tonight with a second read scheduled for March 10,2026.

Ms. Tainio discussed comments from the Department of Natural Resources were incorporated and the Planning Commission recommended approval of the Comprehensive Plan 2026 Periodic Update Part 2 at the public hearing on January 28,2026 and found applicable Millwood Municipal Code criteria were met.

### **b. ORDINANCE #558 - 2026 Comprehensive Plan Periodic Update Part 2 - Exhibit A**

Ms. Tainio explained that part two of the 2026 Comprehensive Plan Periodic Update will be completed once Ordinance #558 is adopted. With no action requested on first reading.

Council Member Stravens applauded Ms.Tainio's diligent work. Ms.Tainio gave her appreciation to Spokane County's Consultant for producing the climate element.

Mayor Beese opened the Public Hearing on the 2026 Comprehensive Plan Periodic Update Part 2 at 6:30 pm, there were no public comments, and the Public Hearing was closed at 6:31 pm.

### **c. ORDINANCE #557 Amending MMC 2.36.010 Planning Commission**

Removed.

## **9. ACTION ITEMS FOR CONSIDERATION**

### **a. Consent Agenda**

(1) City Council Regular Meeting Minutes, (2) WCIA Board Delegate, (3) Bobbie Beese Planning Commission Appointment, (4) SRTC Board Delegate, (5) January Treasurer's Report, (6) January Claims, and (7) January Payroll (8) Intermountain Sign & Safety Self-Contained Radar Speed Sign Quote

Mayor Beese discussed her assuming former Mayor Freeman's role as WCIA Board Delegate and SRTC Board Delegate.

Mayor Beese updated Council on pursuing Chairman Ankney's recommendation of Commissioner Bobbie Beese's reappointment.

Motion made by Council Member Stravens to accept Consent Agenda. Seconded by Council Member Seifert.

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

b. RESOLUTION 2026-01 Water and Sewer Rates

Mayor Beese outlined three scenarios for water rates, maintaining status quo, recommended middle option, and break-even option. Mayor Beese explained sewer rate increase reflects Spokane County requirements.

Council Member Culler requested clarification on water/sewer rate increase being just inflation. Mayor Beese explained rate scenarios with major driving factor being generic energy bill and additionally a future discussion mid-year adjustment to break even.

Council Member Stravens agreed 6.6% rate increase is a better option for the citizens.

Motion made by Council Member Stravens to approve Resolution 2026-01 effective March 1, 2026, Seconded by Council Member Van Hees.

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

c. Elevator Service Agreement

Mr. Schiewe presented a Bid Summary on the elevator service and maintenance. Mr. Schiewe explained bid amounts includes annual inspection, routine maintenance and 5-year state mandated test. Mr. Schiewe's recommended Bidder #1 Vertical Options, as they initially installed the elevator along with being the lowest bid.

Council Member Stravens questioned the differences between the on bids. Mr. Schiewe explained the bids were nearly identical with only slight differences on after-hour and holiday charges.

Council Member Culler requested clarification on additional tests required. Mr. Schiewe confirmed tests required are included in bid.

Motion made by Council Member Sander to approve Elevation Service Agreement Bid #1 Vertical Options, Seconded by Council Member Culler.

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

d. RESOLUTION 2026-02 Interfund Loan

Mayor Beese discussed Resolution 2026-02 Interfund Loan requiring movement of funds. Mayor Beese explained bottleneck of construction reimbursement with expectations of a solution within 2 weeks' timeframe.

Council Member Culler explained reimbursements topic was discussed in financial committee. Council Member Culler requested Matt Gillis explain billing responsibilities on construction reimbursements.

Council Member Stravens agreed with Council Member Culler's requested explanation.

Ms. Scharff and Mr. Werst discussed Interfund Loan dated August 1, 2026.

Motion made by Council Member Seifert to approve Resolution 2026-02 Interfund Loan. Seconded by Council Member Sander.

**10. REPORTS (no action)**

a. Treasurer - Lynn Scharff

Ms. Scharff reported to Council that W-2 and W-9s have been completed and filed. Ms. Scharff is reviewing the dashboard to be presented at next council meeting and coordinating with Welch Comer on reimbursements. Ms. Scharff reported this month she will be starting on the State Audit work, attending Springbrook training and MRSC training.

b. Clerk/Public Records and Code Enforcement – Mackenzi Roderick

Ms. Roderick reported completion of 4 public record requests, reported that Ms. Gill is learning utility billing and taking on more responsibilities, along with interviewing for an Administrative Assistant as Ms. Gill takes on the Clerk tasks. Ms. Roderick deferred further explanation to Mayor Beese.

c. Facilities - Kyle Schiewe

Mr. Schiewe reported finalization on Argonne Project includes street lighting activation, pouring back concrete where old signal cabinets were removed, along with new street signs and radar detection installed on new mast arms.

Mr. Schiewe reported remaining schedule of Argonne Project includes night work during low traffic hours with traffic control removal planned to open all four lanes projected for February 12, 2026 unless unforeseen issues occur. Mr. Schiewe reported working on completing repairs in the shop due to lack of winter weather.

d. Utilities - Matt Erdahl

Mr. Erdahl reported all routine water samples came back good this month, routine maintenance was done at Old Park and Butler Well. Mr. Erdahl reported that he and Mr. Schiewe are doing a webinar on positive responses. Mr. Erdahl reported he, Mr. Noack and Mr. Bachman will be attending the Truck Rodeo at Maribou for classes on water and sewers.

e. Planning - Amanda Tainio - Upward 7 Consulting

Ms. Tainio reported the BLA was issued, an attached shop that went through plan review on Sipple, and a detached garage on Fairview pending payment for approval. Ms. Tainio reported Buckeye business license land use review and on Stoute an adult family home expansion review. Ms. Tainio reported the majority of time was spent on Periodic Update, SIPA review, working with PTAC and attending SCEO. Along with continued coordination with Spokane County on the Climate change element and amendments to development regulations.

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

Mr. Werst reported himself and Ms. Kotkin have been working on public record requests with Ms. Roderick and assisting Mayor Beese.

g. Mayor - Shawna Beese

Mayor Beese discussed staffing and transition actions underway, reporting Ms. Roderick's resignation and Ms. Gill assuming City Clerk for the interim with retaining Ms. Roderick for 6 months as Clerk Advisor. Mayor Beese reported restructuring the role of City Clerk to a two operational manager model, explained her and Ms. Gill have been interviewing applicants for the Administrative Assistant position, with hopes to extend an offer soon.

Mayor Beese thanked Ms. Roderick for her support during onboarding. Mayor Beese reported activity with community development initiatives including Hutton Hope and notably the Main Street Initiative establishing a board. Mayor Beese reported Planning Commission's recommendation on retaining Bobbie Beese. Mayor Beese explained the importance of ensuring the Planning Commission is fully staffed and actively accepting applicants and requested members to recommend individuals.

**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](mailto: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](http://www.millwoodwa.us/government#CityCouncil) or available at City Hall prior to this meeting.

Patrick Burch, Fire Commissioner with Spokane Fire Department, introduced himself to Council. Mr. Burch updated Council of his newly appointed assignment as liaison and provided contact information.

**13. COUNCIL REMARKS**

Council Member Stravens thanked staff and expressed Council will miss Ms. Roderick and congratulated Ms. Gill.

Council Member Sander thanked Ms. Tainio and Planning Commission.

Council Member Van Hees announced potential travel in North Dakota and Arkansas with plans to remote into meetings.

Council Member Culler thanked staff and expressed gratitude for Ms. Scharff and Mr. Schiewe tracking funding requests.

Council Member Seifert agreed with council remarks, commending Ms. Gill for taking on the challenge and thanked Ms. Roderick.

**14. ANNOUNCEMENTS**

**15. SET NEXT MEETING - March 10th, 2026**

March 10, 2026 at 6:00 pm

**16. ADJOURNMENT**

Motion made by Council Member Seifert, Seconded by Council Member Van Hees to adjourn the City Council meeting at 6:58 pm.

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