



MEETING NOTICE AND AGENDA

Town of Washington Public Works Authority

Tuesday, August 12, 2025 7:30pm

Town of Washington Town Hall, 204 N. Main St., Washington, OK 73093

1. **Call to Order** Time _____

2. **Roll Call**

Chairman Joel Siria _____

Trustee James Andrews _____

Trustee Tony Brennan _____

3. **Consent Agenda**

A. Approve the Minutes from the Town of Washington Public Works Authority Meeting on July 8, 2025.

Motion _____ Second _____

Votes: Andrews _____; Brennan _____; Siria _____;

4. **Action Items**

A. New Business (if any)

Motion _____ Second _____

Votes: Andrews _____; Brennan _____; Siria _____;

5. **Town Administrator, Staff, and Trustee Reports**

The Town Administrator, Staff, and Trustees will provide updates regarding recent and upcoming events and projects, including events of interest and the general operations of the Public Works Authority. No action will be taken.

Public Works Report presented by Public Works Director TR Leshner

6. **Adjournment** Time _____

This agenda was filed in the office of the Town Clerk and posted at _____, on the Town's website and in the lobby of the Town of Washington Town Hall, 204 N. Main St., Washington, Oklahoma 73093, by Mica Lunt, Town Administrator.

Town Administrator



TOWN OF WASHINGTON
PUBLIC WORKS AUTHORITY
204 N. MAIN ST.
WASHINGTON, OK. 73093
MINUTES

Type: Regular Meeting

Date: Tuesday, July 8, 2025

Place: Washington Town Hall

204 N. Main Street

Washington, OK. 73093

1. Call to Order Time: 6:00pm

2. Roll Call:

Chairman Joel Siria: Here

Trustee James Andrews: Here

Trustee Tony Brennan: Here

3. Consent Agenda (Items A)

A. Approve the Minutes from the Town of Washington Public Works Authority Meeting June 10, 2025.

B. Approve Resolution 25-7.1 authorizing the application for an OWRB REAP Grant.

Motion: To approve as written by Tony Brennan

Second: James Andrews

Votes: Andrews yes; Siria yes; Brennan yes.

4. Action Items

A. Consideration and possible approval, denial, postponement, or other action regarding the Fiscal Sustainability Plan for the Public Works Authority.

Discussion: Town Administrator Lunt presented and wanted to also make it known that there was a typo on the handout provided on page 2 Well#1 the consequence of failure was meant to be a 2 and not a 3.

Motion: To approve as written by Brennan.

Second: James Andrews

Votes: Andrews yes; Siria yes; Brennan yes

B. New Business (if any) None



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Motion: To approve as written by Siria.

Second: Brennan

Votes: Andrews yes; Siria yes; Brennan yes

5. Town Administrator, Staff, and Trustee Reports

The Town Administrator, Staff, and Trustees will provide updates regarding recent events and projects, including events of interest and the general operations of the Public Works Authority.

Public Works Report presented by Public Works Director T.R. Leshner

Public Works Department
Monthly Report – June

General Maintenance:

- Mowed the Community Center on 6/2, 6/9, 6/16, 6/23, and 6/30.
- Mowed the cemetery twice during the month.
- Mowed the lagoon roads on 6/3.
- Began spraying at the cemetery; this project will be completed in July.

Water & Sewer Operations:

- Conducted daily well checks.
- Collected the state-mandated BACT sample.
- Performed quarterly SOC (Synthetic Organic Compounds) testing and sent samples to ERT Labs.
- Repaired two water leaks at:
 - 306 S. Turner
 - 404 W. Chickasaw
- Replaced both chlorine pumps.
- Completed 28 OKIE 811 locate requests and line markings.
- Monitored lagoon systems per DEQ requirements.

Cemetery Services:

- Dug 6 graves.
- Provided support for 7 funerals.
- Marked 3 graves for future headstone placement.
- Met with a monument company to relocate a previously installed headstone.



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Inspections & Site Visits:

- Completed 6 site inspections.

Sewer Line Root Control Project:

- The town received a 1:1 OMAG grant for root control in sewer lines.
- Project completed on 6/9.
- Treated sewer line sections:
 - Kerby to Trugeon
 - Entire length of Trugeon
 - Kerby to Morehead
 - Morehead to Sharp
 - Sharp to Pybas
 - Kerby to Oakland
- Treated lines were foamed with a root control solution effective for two years. If clogs due to roots occur during this period, the company will reapply foam at no additional charge.

Adjournment Time: 6:10pm

Chairman, Joel Siria

Clerk, Kasey Leshner

Public Works Monthly Report – July 2025

Grounds Maintenance

- **Community Center:** Mowed weekly on 7/7, 7/14, 7/21, and 7/28
- **Cemetery:** Mowed twice
- **Other Areas:** Mowed sewer lagoons and police gun range
- **Roadside Cleanup:** Removed large brush pile dumped on cemetery road

Water System & Infrastructure

- **Inspections:** Completed **29 total inspections**
- **811 Locates:** Fulfilled **49 locate requests**
- **Draw Down Tests:** Performed quarterly draw down tests on **all wells**
- **Water Leak Repair:** Repaired leak at **324 W. Oakland** on 7/3
- **Hose Bib Replacement:** Installed new hose bib in **Well #3**
- **DEQ Water Sampling:** Successfully completed all **mandatory DEQ samples** scheduled for July
- **Free Board Measurement:** Measured **sewer lagoons per DEQ requirements**

Hydrant Operations

- **Hydrant Testing:** Tested **35 hydrants**
- **Service Coordination:** Arranged repairs for non-functioning hydrants
- **Hydrant Repairs (7/22):**
- All malfunctioning units repaired except:
- **Hydrant #3:** Pending thread replacement
- **Hydrant #27:** Awaiting part delivery for final repair

Other Infrastructure Tasks

- Placed **4 bags of Quick Cret** in the wash on **Carter Street**

Cemetery Services

- **Grave Digging:** Dug **4 graves**
- **Funeral Assistance:** Helped with **4 funerals**



MEETING NOTICE AND AGENDA

Town of Washington Board of Trustees
Tuesday, August 12, 2025 7:30pm (or immediately following the Public
Works Authority Meeting)
Town of Washington Town Hall 204 N. Main St., Washington, OK 73093

1. **Call to Order** Time _____

2. **Roll Call**

Mayor & Trustee Joel Siria _____
Trustee James Andrews _____
Trustee Tony Brennan _____

3. **Pledge of Allegiance, Proclamations, & Presentations**

- A. Pledge of Allegiance
- B. Oath of Office for Fire Chief Justin Braziel
- C. Public Comment (each speaker limited to three minutes)

4. **Consent Agenda**

- A. Approve the Minutes from the Town of Washington Regular Meeting on July 8, 2025.
- B. Approve the Minutes from the Town of Washington Special Meeting on July 22, 2025.
- C. Approve a Resolution Approving State of Oklahoma Department of Transportation Speed Limit Modification.
- D. Approve a Resolution Authorizing the Application for an ASCOG REAP Grant for the Installation of a Playground in Memorial Park.

Motion _____ Second _____
Votes: Siria _____; Andrews _____; Brennan _____

5. **Action Items**

- A. Consideration and possible approval, denial, postponement, or other action regarding an Amendment to the FY 25-26 Budget.

Motion _____ Second _____
Votes: Siria _____; Andrews _____; Brennan _____

- B. Consideration and possible approval, denial, postponement, or other action regarding a Request to be Heard by Jacob Wallace regarding concerns over the Fire Department and Town Administrator.

Motion _____ Second _____
Votes: Siria _____; Andrews _____; Brennan _____

- C. Consideration and possible approval, denial, postponement, or other action regarding a Request to be Heard by Kathy Wilk regarding mail delivery.

Motion _____ Second _____
Votes: Siria _____; Andrews _____; Brennan _____

D. New Business (if any)

Motion _____ Second _____
Votes: Siria _____; Andrews _____; Brennan _____

6. Financial Reports

The regular monthly financial reports for all funds are provided to Trustees for their review and information. (Presented by Town Administrator Mica A. Lunt)

This item is for informational-purposes only.

7. Town Administrator, Staff, and Trustee Reports

The Town Administrator, Staff, and Trustees will provide updates regarding recent and upcoming events and projects, including events of interest and the general operations of the Town. No action will be taken.

Fire Department Report presented by Chief Justin Braziel
Police & Code Enforcement Report presented by Chief Ruben Ruiz
Town Clerk's Report presented by Town Clerk Kasey Leshner
Administration Report presented by Town Administrator Mica Lunt

8. Executive Session

A. Board of Trustees may consider retiring into Executive session for the purpose of:

1. Consideration and discussion of personnel matters including the duties of the Town Administrator, in accordance with 25 O.S. Section 307(B)(1).

B. Board of Trustees may consider and take any action deemed appropriate as a result of the Executive Session.

Motion _____ Second _____
Votes: Siria _____; Andrews _____; Brennan _____

9. Adjournment Time _____

This agenda was filed in the office of the Town Clerk and posted at _____, on the Town's website and in the lobby of the Town of Washington Town Hall, 204 N Main St., Washington, Oklahoma 73093, by Mica Lunt, Town Administrator.

Town Administrator



TOWN OF WASHINGTON
WASHINGTON, OK. 73093
MINUTES
204 N. MAIN ST.

Type: Regular Meeting

Date: Tuesday, July 08, 2025

Place: Washington Town Hall

204 N. Main Street

Washington, OK. 73093

1. Call to Order Time: 6:16pm

2. Roll Call:

Mayor Joel Siria: Here

Trustee James Andrews: Here

Trustee Tony Brennan: Here

3. Pledge of Allegiance, Proclamations, & Presentations

A. Pledge of Allegiance

B. Public Comment (each speaker limited to three minutes)

None.

4. Consent Agenda (Items A-D)

A. Approve the Minutes from the Town of Washington Meeting June 10,2025.

B. Approve a Professional Service Agreement for ongoing work with Civic Dynamics.

No Discussion.

Motion: To approve as written by Brennan.

Second: Andrews.

Votes: Andrews: yes; Siria: yes; Brennan: yes.

5. Action Items

A. Consideration and possible approval, denial, postponement, or other action regarding a REAP Grant Priorities for the coming application period.

No discussion.

Motion: to Approve as written by Siria.

Second: Brennan.

Votes: Andrews: yes; Siria: yes; Brennan: yes.



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- B. Consideration and possible approval, denial, postponement, or other action regarding a selection of a delegate to the ACOG MPO (Metropolitan Planning Organization) Policy Committee.

Discussion: The Primary delegate will be Tony Brennan with James Andrews and Joel Siria being alternates if Tony is unavailable.

Motion: To approve by Siria with the Primary delegate as Tony Brennan and James Andrews and Joel Siria being alternates.

Second: Andrews.

Votes: Andrews: yes; Siria: yes; Brennan: yes.

-
- C. Consideration and possible approval, denial, postponement, or other action regarding setting a date for the Halloween Celebration.

Discussion: Town Administrator Lunt provided the Board with the community feedback regarding their preference and informed the Board that the preferred date was Thursday the 30th of October having the most votes as preferred date.

Motion: To approve as recommended for Thursday the 30th of October by Tony Brennan.

Second: James Andrews

Votes: Andrews: yes; Siria: yes; Brennan: yes.

-
- D. New Business (if any)

None.

6. Financial Reports

The regular monthly financial reports for all funds are provided to the Trustees for their review and information. (Presented by: Mica A. Lunt, Town Administrator).

This item is for informational purposes only and is available on the Town of Washington's website.

7. Town Administrator, Staff, and Trustee Reports

Fire Department Report presented by Chief Billy Simpson

As of June we had 8 medical calls, 3 motor vehicle accidents, 1 oil field fire, 2 power line fires that resulted in trees catching fire, 1 grass fire, 1 illegal burning. 16 total, 7 within city limits. The rain will help for July. A couple of other issues I want to hit on; heat related incidents, with Summer coming on things like that, staying dehydrated, having difficulties with dispatch system it looks like we will start having to pay for dispatch services, the sheriff's office is no longer going to be paying for those so we will end up paying about \$311 a month, turn around just about under \$4,000 a year for dispatch



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services that includes a bit of everything. I know that the police department pays just under around \$500 I believe. We are able to manage that fairly well. The other things that have been brought up, tall weeds and things like that, we have to be able to get around our hydrants, to see them, to see our signs, things like that. We tell everyone their weeds need to be brought down. It's not only a fire code violation but a city ordinance. The fire code brings it beyond city limits and you can be written a citation for that. The other things is that y'all talked about the reap grant and things like that. We have tested some of our fire hydrants recently and we have issues, some of my guys have went out looked at hydrants, done inspections and things like that as we are supposed to with state law. Half, I say half, I'll have a list to tell exactly but any hydrant that has a white top on it is not in service for the city limits. That can be anywhere from hydrants leaking, and caps not being put on correctly to anything to do with the fire hydrant making it inoperable and not being able to be used for firefighting purposes. So, any hydrant that has white paint on top of it whether it's in city limits or outside of city limits it is inoperable and we are not able to use it. You guys were talking about the REAP grant and things like that, I didn't know about it. Maybe we could use the REAP grant to replace our hydrants. The one at the school I know is 30 years old, don't know if you can get replacements kits for it. We have hydrants that are leaking from the bevel, evidentially hydrants that aren't being shut off, or being able to shut the water off, we have o rings hanging out of hydrants. Several other issues but like I said, painting those white and getting with the city again and giving them another list of what hydrants are not capable. I know we provided one prior to that was before other administration. Joel: Do you guys have an inventory list of all our/your hydrants and then of that list you could say if one was operable, or inoperable. Brennan: Is there a checklist that goes along with that too, with each hydrant when it needs to be inspected, i.e. every... Chief Simpson: State laws says that I am to inspect them every 2 years. It just says the inspection is supposed to be done so we can inspect but that's all we can do. I know that some of our hydrants have been leaking for years we've got issues with several of them. Andrews: Are they leaking underground? Chief Simpson: No above ground I mean we've got them coming out of stems, we've got them coming out where the flanges are, we've got them coming from underground. You know. There's hydrant issues. Brennan: Whom is the authority once we put the work order in to fix them? Chief Simpson: You guys. Siria: What about those that are in county district? Do we have any hydrants that are outside of city limits? Sorry, do we have any hydrants that are serviced by Town of Washington Water outside of the incorporated area? I'm assuming there are lines that go over to the county side like Purcell and Blanchard, would Purcell and Blanchard be responsible for those hydrants?



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Chief Simpson: Purcell, Blanchard doesn't have any hydrants that would be with our fire district. Goldsby has a few but they, I hadn't. We flushed everything outside of city limits about a year ago and done our 5 year p o static testing and everything like that and because of our water crunch as of last year we flowed our hydrants and we're still getting a lot of dirt. I have pictures of filling up a truck and dumping it out and we have a ton of dirt in the bottom. We are trying to flow that out so were not messing up pumps and things like that. But, ultimately it's there. Brennan: How many hydrants do we have in the Town of Washington, do you know off the top of your head? Chief Simpson: No. Brennan: How many are inoperable right now? Simpson: I'd have to go back through and look. Brennan: Can we get a list of those that are inoperable? Simpson: As soon as I get a, as soon as the town stuff is done, I will. We have hydrants that are inoperable outside city limits just due to them not being hooked up things like that. So, even if can dig into my old list the problem is I don't want to dig into my old list and send it to everybody and one of those hydrants be the one by the fire department it was redone 2 years or a year ago so, that one was redone so that list was probably prior to that. So, I don't want to say that a hydrant is inoperable, that's not. Andrews: When do you expect that list to be complete. Simpson: whenever I can get more time to do it. I'm just being honest. Siria: 30 days, 60 days? Simpson: Hopefully we can get it done in the next 30 days I mean I've been working on finishing out a grant today, I've ran 3 calls search and rescue, done a medical call and a fire alarm call. I just did one more call while I've been in here . I try to do as much as I can. But once again I've told y'all it's a volunteer position and I'm doing everything I can. Andrews: I didn't mean it that way. Simpson: No, I understand, I didn't take it like that. The point of it is we're working on it. With the freedom weekend stuff wrapping up should have a lot more time to work on a few other issues and things going on. Andrews: The ones at the school now operational? Simpson: No, the one in front of the high school that B&H is sucking off of is not, the caps been messing up on it for a little while. And then the one in front of the new part of the school that they built up and have the weeds in stuff around those need to be removed but it has o rings hanging out of it and me not being able to pull a hydrant apart to find out exactly where those o rings came from I'm calling it inoperable because if I open it up and something happens and I cant shut it then we have issues. Andrews: It could just be the caps as far as the o rings concerned? Simpson: No. its got to be internal, its wrapped around the stem. So, it may be 100% fine but if I take it off and it doesn't shut off. Andrews: We need to get someone to check them out ASAP. Simpson: right. So, but that's one of the only other concerns I have. Do any of y'all have any questions for me. Brennan: Yeah, get us that information and we will get them fixed. Simpson: Weve been working on it. With our water issues



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and the everything we are trying to not do it all at once. But I also can't, I try to break it up but it doesn't always happen like that. Brennan: If you could try to prioritize it in your estimation what would be most important to least important. I understand they are all important. However, this is what we would fix first. Simpson: The schools. So, our station smart system I don't care for it. But it's a software issue that makes it difficult that I almost have to have three lap tops three different computers running how they actually categorize each of the fire hydrants. Brennan: I'm not looking for a deep dive. I'm looking for a this is most important, this is the bottom type of things. Simpson: I can do that.

Police and Code Enforcement Report presented by Chief Ruben Ruiz

36 Traffic stops, 4 Citations, 32 warnings, 2 juvenile contacts, 8 phone contacts, 10 contacts, 4 follow ups, 3 fire assists, 2 motorist assists, 1 alarm calls, 2 accidents, 2 animal complaints, 1 extra patrol, 6 special assignments, 2 misc. calls, 10 code enforcements, code follow-up 3. We took some vacation time. Code Enforcement is still ongoing within each zone. Fireworks went well, we had a lot of people in. Body cameras are now up and running. Digiticket first meeting completed, we have another meeting scheduled for the next step. We are getting more heat related medical calls with the summer heat. Drink enough water and take breaks. Try to get your outdoor things done early in the morning or late in the evening when it's a little cooler if possible. Lidar radar ordered. Do you have any questions or concerns? Siria: There was a post on social media about a dog being drugged, do you have an update? Ruiz: I reached out to the young lady that posted that and haven't heard back from her yet. Andrews: Was any of that confirmed? The vet confirmed that there was an issue with the dog, but I couldn't tell you if it was ingested or injected. We are working on it. We depend on the public, if you see something, say something.

Town Clerks Report presented by Kasey Leshner

- Attended OMCCA Conference in Stillwater.
- Attended OML WiMG meeting and submitted my application for the planning committee.
- Jayhawk integration completed.
- Nexbillpay integration completed and is live for our customers to access via the town website. This portal will provide them with options they did not have previously. Such as, enrolling in paperless, auto pay, text to pay and notifications directly from the portal. Within the auto pay function I do also want to point out that before you could only enroll in autopay with a checking account, but you are now



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able to keep a card on file to use for your method of payment. Customers who have more than one account are also able to link their accounts now, so they do not have to log in to a different account to view their other bills.

- Late penalties: 106 Customers Total: \$1,170.56
- Customers Disconnected due to Non-payment: 1
- Permits Issued: 4: 1 Building Permit, 1 HVAC Permit, 1 Storm Shelter and 1 Vendor
- New Customers: (Existing Builds) 7
- Cemetery Lots Sold: 0
- Customers Removed from Collections: 0
- Individuals Sent to Collections for Citations: 9 Total: \$2,165.25
- I followed up with the landscaping company that I had mentioned in the previous meeting but, unfortunately, the conversation didn't go as planned. Despite explaining in detail at our initial meeting that we are looking for a big picture plan we could approach in small, manageable phases, with the goal to be to improve the space in a meaningful and sustainable way they indicated they wouldn't be able to assist further without concrete budget numbers or a financial commitment. At this point I will continue to focus on developing contacts that will bring their experience and expertise to this project.

Town Administrators Report presented by Mica Lunt

I want to thank Delia Beller of Cole and Kara Cook of Goldsby who organized the softball tournament that occurred on freedom weekend that generated money for the WVFD and the Cole Aux., they did a great job of that, we really appreciate their efforts. Our staff are currently engaging in a leadership, management, supervision and followership training program we have completed 2 of those modules and that training is ongoing. I was able to get our UEI and Cage number renewed, those are big, long government applications that you must have to apply for federal grants, and they are reviewed annually. We are going to be in audit mode and working with our third-party auditor to get our audit done as quickly as possible to help get our application for the loans for the water tower as well as this will be the first time to my knowledge the Town of Washington has ever had an actual audit done versus and agreed upon procedures report. Chickasaw Nation for help in our street sealing project on Clearview, Dean, Lyla Glen and Casey Ln. and we are waiting to hear back, if you drive down those streets and see those cracks those cracks will get bigger and bigger and eventually turn into pots holes and so forth, the only way to treat that is with the sealing program and 34000 to treat those streets. We are looking for a way to fund that. I applied for a OneOK grant for



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our playground, if that comes through, we'll be able to potentially divert our REAP resources elsewhere. Or double dip which is not a problem. I did send out a reminder about getting the NIMs training complete so please make sure that you do that.

Trustee Comments: Brennan: Chief Simpson, when you were talking about dispatch is that county wide to your knowledge? Simpson: Its Fire Department wide. Brennan: Is that a county or state thing? Simpson: No, McClain County Sheriff's office is no longer going to pay for our dispatch, so it must come out of our funding. Brennan: So, it's from the county. Simpson Well it's from Purcell, Purcell dispatches us, we will have to pay Purcell like Ruben does for the police department. Brennan: I just wondered if there was anyone else affected by this. Simpson: 8 out of 11 fire departments will fall under this and it has been divided equally between the eight departments.

Executive Session

A. Board of Trustees may consider retiring into Executive Session for the purpose of:

1. Consideration and discussion of personnel matters including the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of the Town Administrator, in accordance with 25 O.S. Section 307(B)(1).

B. The council may consider and take any action deemed appropriate as a result of the Executive Session.

No action was taken.

8. Adjournment Time: 6:54pm

Trustee, Joel Siria

Clerk, Kasey Leshner



TOWN OF WASHINGTON
BOARD OF TRUSTEES, SPECIAL MEETING
204 N. MAIN ST.
WASHINGTON, OK. 73093
MINUTES

Type: Special Meeting

Date: Tuesday, July 22, 2025

Place: Washington Town Hall

204 N. Main Street

Washington, OK. 73093

1. Call to Order Time: 4:01pm

2. Roll Call:

Chairman Joel Siria: Here

Trustee James Andrews: Here

Trustee Tony Brennan: Absent

3. Pledge of Allegiance, Proclamations, & Presentations

A. Pledge of Allegiance

B. Public Comment (each speaker limited to three minutes)

None.

4. Action Items

A. Discussion, consideration and possible approval, denial, postponement, or other action regarding the relationship and needs of the Washington Volunteer Fire Department and the Town of Washington.

Following extensive discussion between the Board of Trustees, Town Administrator, and members of the Washington Volunteer Fire Department (WVFD)—including Chief Brazier, Assistant Chief Taylor, and volunteer firemen Keith and Wansick—the WVFD formally requested that the Town of Washington consider covering the following ongoing expenses:

- WVFD Pension contributions
- Dues to the Oklahoma State Firefighters Association (OSFA)
- Monthly utility costs, including approximately:
 - \$300 to OGE
 - \$120 to ONG



TOWN OF WASHINGTON

BOARD OF TRUSTEES, SPECIAL MEETING

204 N. MAIN ST.
WASHINGTON, OK. 73093

MINUTES

-
- \$45-\$55 to OEC Fiber
-

Town Administrator Lunt requested that the WVFD provide specific amounts for the pension and dues. The Board and WVFD also expressed a mutual desire to collaborate and support the continued growth and effectiveness of the department. The Board recommended that the WVFD continue reviewing its budget to ensure all funds are properly allocated, including capital outlay, equipment depreciation, and a reserve fund. When the WVFD raised concerns about expectations from the Town, the Board and Town Administrator emphasized that open communication is the primary expectation. The Board relies on the WVFD's expertise to identify and communicate departmental needs and to ensure compliance with state and federal guidelines. Concerns were also raised regarding the adequacy of training funds. The Board clarified that internal budget transfers within the fire department could be managed by the Town Administrator. However, any proposed use of funds from other departments would require approval during a public meeting. Audience members voiced additional concerns, including county funding, reliance on forestry grants, and the operation of fire hydrants within the town. The Town Administrator assured attendees that county funds are designated solely for fire department use. The Board acknowledged that the forestry grant included in the budget may not yet have been awarded and asked the WVFD to continue reviewing and updating their budget accordingly. Regarding fire hydrants, the Town Administrator deferred to the Public Works Director, who had previously inspected the hydrants and contracted a company to perform necessary repairs. Of the six hydrants identified, five have been repaired, and the final repair—located in the Highlands/Lyla Glen Edition—is scheduled. The Public Works Director also noted that the contracted company offers a maintenance program used by other Oklahoma towns. This program would relieve the WVFD of hydrant maintenance responsibilities while ensuring consistent upkeep and functionality across the community.

B. New Business (if any) None.

Adjournment Time: 5:15pm

Chairman, Joel Siria

Clerk, Kasey Leshner

**A RESOLUTION APPROVING STATE OF OKLAHOMA DEPARTMENT OF
TRANSPORTATION SPEED LIMIT MODIFICATION**

WHEREAS, The Oklahoma Department of Transportation (hereafter referred to as "the Department") has requested the responsible parties to enforce the permanent speed zones and speed limit changes on SH-24 in the Town of Washington and surrounding McClain County; and,

WHEREAS, the SPEED LIMIT(S) can only be altered through another approved commission action; and the Town of Washington will notify the Department to investigate, concur, and start the process; and,

NOW, THEREFORE, BE IT RESOLVED that the Town of Washington concurs with the permanent speed zone limits proposed by the Department.

PASSED AND APPROVED at a regular meeting of the Town of Washington and duly signed by the Mayor/Town Manager this 9th day of July, 2025.

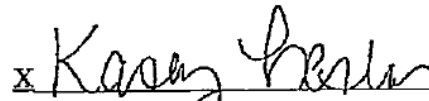
*Town of Washington
Mayor/Town Manager*

X 

Name: Mica A. Hunt

Date: 7/9/2025

*Town of Washington
Town Clerk*

X 

Name: CASEY LESTER

Date: 7/09/2025

(SEAL)





Resolution __-2025

A RESOLUTION BY THE TOWN OF WASHINGTON, OKLAHOMA, AUTHORIZING THE APPLICATION FOR AN ASCOG REAP GRANT FOR THE INSTALLATION OF A PLAYGROUND IN MEMORIAL PARK; PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.

Whereas, The Town of Washington has been rehabilitating Memorial Park and has already installed a half-court basket ball court and lighting, but there remains no public play space within an eight-mile radius of the Town of Washington, and installing a playground will provide a needed means of recreation; and,

Whereas, the Town of Washington has received a quote for the installation of playground requiring approximately \$64,000 in funding: NOW,

THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF WASHINGTON, STATE OF OKLAHOMA:

Section 1. Authorization to Apply for Grant & Approval of Application. Town Administrator Mica Lunt is hereby authorized to apply for the ASCOG REAP grant to install a playground at Memorial Park. The ASCOG REAP Application as a whole, and specifically the Appendix E: Capital Needs Summary & Five Year Plan, is approved.

Section 2. Severability. If any section, subsection, sentence, clause, phrase or portion of this Resolution is for any reason held invalid, unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Resolution, except, that the effective date provision shall not be severable from the operative provisions of this Resolution.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 20____.

TOWN OF WASHINGTON

Joel Siria, Mayor

ATTEST:

Kasey Leshner, Town Clerk

2026 REAP APPLICATION

ASSOCIATION OF SOUTH CENTRAL OKLAHOMA GOVERNMENTS

ORIGINAL APPLICATION DOCUMENTS MUST BE RECEIVED
BY CLOSE OF BUSINESS (5:00 PM) ON September 30, 2025

Each question must be completed and required supporting documentation included or the application will be considered incomplete and may be ineligible for funding. All applications will be scored as submitted. **No additional documentation** will be accepted after the application due date.

1. APPLICANT:

Name / Town / County	Town of Washington
Address-mailing/physical	204 N Main Street #127
	Washington, OK 73093
Mayor's/Commissioner's Name	Joel Siria
Mayor's/Commissioner's E-Mail	jsiria@washingtontownhall.com
Clerk's Name	Kasey Leshner
Clerk's E-Mail	kasey@washingtontownhall.com
Applicants FEI#	73-1109863
Applicants DUNs #	
Applicants SAMs# (if available)	N5FAAXBDFL81

2. CONTACT PERSON:

Name	Mica A. Lunt
Title	Town Administrator
Office Phone with Area Code	405-5430-253
Fax Number with Area Code	None
E-Mail:	mica@washingtontownhall.com

3. POPULATION OF APPLICANT 672
- UNINCORPORATED PROJECT AREA POPULATION (County Apps Only)
4. ARE ASCOG DUES CURRENT? YES ☒ No ☐
5. DID A REPRESENTATIVE FOR THE APPLICANT ATTEND AN ASCOG REAP WORKSHOP? YES ☒ No ☐
6. DOES ASCOG WRITE APPLICATIONS AND ADMINISTER CDBG GRANTS FOR THE APPLICANT: YES ☐ No ☒
7. AMOUNT OF REAP FUNDS REQUESTED FOR THIS APPLICATION: \$ 63,158.00
8. PROJECT TYPE:
- | | |
|---|-------------------------------------|
| Water and/or sewer | |
| Streets, Building, Vehicles, Equipment, Etc. Only | <input checked="" type="checkbox"/> |
| Economic Development | |

9. PROJECT DESCRIPTION: Description of Project is limited to the space provided. No description Attachments will be accepted. **Do not change font or size of text box.** Limit 1,000 characters.

The Town of Washington (TOW) seeks to enhance the usability and safety of Memorial Park. To this point with both budgeted funds and other grant resources, the TOW has installed a half-court basketball court and lighting. This REAP project is to install a playground. Memorial Park serves as the only community play space within an 8-mile radius and is a vital resource for our school district's students and families. The Town of Washington is home to approximately 700 residents and is also the hub for Washington Public Schools, which serves over 900 students in Pre-K-8th Grade, many of whom would like to utilize the park as a safe and accessible place for recreation, physical activity, and social connection. This project represents more than an investment in infrastructure; it is an investment in the health and future of our children. With limited options for outdoor play and exercise in our rural community, Memorial Park is an indispensable asset. Upgrading the park will provide a much-needed outlet for physical activity, encourage positive social interactions, and foster a sense of pride and belonging among our children and their families.

10. ESTIMATED LINE ITEM BUDGET FOR PLANNING PURPOSES:

Item Description				Quantity	Cost per Item	Total Cost
Item	Quantity	UOM	Description	Color	Unit Price	Total
350-2105	1.0	EA	Playworld Challenger Structure for ages 5-12	TBD	\$45,827.00	\$45,827.00
DISCOUNT	1.0	EA	Playworld Sale Valid Until June 20, 2025		-\$16,039.00	-\$16,039.00
FREIGHT	1.0	EA	FREE FREIGHT, VALID UNTIL JUNE 20, 2025		\$0.00	\$0.00
GRADING	1.0	EA	Grading of Play Area; Less than 2% slope		\$500.00	\$500.00
DRAINAGE	1.0	EA	Drainage 30' PVC 4" Pipe Wrapped in Fabric & Drainage Rock, Inside Play Area 30'. Outside Play Area 20', 4" PVC with 12" x 12" Basin Box		\$1,400.00	\$1,400.00
CURB	158.0	FT	Concrete Curb 6" x 6"		\$20.00	\$3,160.00
SIDEWALK	90.0	FT	ADA Sidewalk 5' wide		\$11.70	\$1,053.00
TURF	1512.0	SQ FT	Synthetic Turf, 2" Brock Pad, 4" Compacted Rock, Sand In-fill, & Labor		\$15.00	\$22,680.00
FREIGHT	1.0	EA	Freight for Turf & Pad		\$3,600.00	\$3,600.00
BRT06-D-19-000	1.0	EA	MYTCoat 6' Bench with Back, Punched Steel, Inground, Industry Standard Coating		\$682.00	\$682.00
FREIGHT	1.0	EA	Freight from MyTcoat		\$295.00	\$295.00
TOTAL					\$	\$63,158.00

11. TOTAL COST OF THIS PHASE:

\$ 63,158.00

12. LEVERAGES AND MATCHES - **"MUST BE NEW MONEY"**

WHAT IS THE TOTAL AMOUNT OF CASH LEVERAGE COMMITTED TO
THIS PROJECT BY THE APPLICANT FOR THIS PHASE? \$ 0.00

1. Include Attachment "A" REAP cash leverage from Applicant.)

2. Include minutes from Public Meeting where cash commitment has been approved.

WHAT IS THE TOTAL IN-KIND LEVERAGE COMMITTED BY THE APPLICANT
FOR THIS PHASE? \$ 0.00

1. Include Attachment "B" REAP in-kind leverage from Applicant.

2. Include minutes from Public Meeting where in-kind commitment has been approved.

WHAT IS THE TOTAL CASH COMMITTED TO THIS PROJECT FROM
THE CONTRIBUTING PARTNER(S) FOR THIS PHASE? \$ 0.00

1. Include Attachment "C" for each contributing partner for cash.

TOTAL IN-KIND LEVERAGE COMMITTED TO THIS PROJECT FROM THE
CONTRIBUTING PARTNER(S) FOR THIS PHASE? \$ 0.00

1. Include Attachment "D" for each contributing partner for in-kind.

2. Include Attachment "D1" to detail type of in-kind for each contributing partner.

WHAT IS THE TOTAL AMOUNT FROM OTHER GRANTS COMMITTED FOR
THIS PHASE OF THE PROJECT? \$ 0.00

WHAT IS THE SOURCE OF THE OTHER GRANT(S)?

CDBG, USDA-RD, OWRB, Foundation, Other.

*Include copy of approved matching grant contract.

13. TOTAL REAP FUNDS AWARDED TO APPLICANT WITHIN LAST 5 YEARS:

(See Page 6)

\$ 115,000.00

14. HOW MANY REAP APPLICATIONS/PHASES ARE REQUIRED TO
COMPLETE THIS PROJECT? 1

15. TO COMPLETE THIS PROJECT, WHAT DO YOU ANTICIPATE THE TOTAL AMOUNT
OF ASCOG REAP FUNDS TO BE REQUESTED (all phases) ? \$ 63,158.00

16. HAVE YOU SUBMITTED A PREVIOUS REAP APPLICATION FOR THIS SAME
PROJECT WITHIN THE LAST 2 YEARS THAT WAS NOT FUNDED?

Yes

No

X

17. HAS THIS REAP GRANT APPLICATION HAS BEEN REVIEWED AND APPROVED
FOR SUBMITTAL BY THE GOVERNING BODY AT A PUBLIC MEETING?

Yes

X

No

INCLUDE minutes from Public Meeting where grant application has been approved.

18-23 is for Economic Development Projects Only

18. NUMBER OF ELIGIBLE APPLICANTS APPLYING FOR THIS PROJECT? _____
19. DATE OF LAST CAPITAL IMPROVEMENT PLAN (CIP)? _____
Include Attachment E Total Capital Needs Summary and 5 Year Plan.
20. WHAT IS THE TOTAL AMOUNT OF PRIVATE DOLLARS LEVERAGED FOR THIS
FOR THIS PROJECT \$ _____
21. WHAT IS THE PERCENTAGE OF PRIVATE DOLLARS COMPARED TO
THE TOTAL PROJECT COST? _____
22. GROWTH FACTORS - _____

' HOW MANY JOBS WILL BE CREATED BY THIS PROJECT? _____

HOW MANY EXISTING JOBS WILL BE RETAINED
BECAUSE OF THIS PROJECT? _____
23. DO YOU HAVE A BUSINESS PLAN FOR THIS PROJECT?
Include Copy of Business Plan. Yes _____ No _____
24. IS THIS APPLICATION FOR A PROJECT SUPPORTED BY THE APPLICANT'S
PARTICIPATION IN AN ECONOMIC DEVELOPMENT TRUST?
Yes _____ No X

ATTACHMENT E

TOTAL CAPITAL NEEDS SUMMARY AND 5 YEAR PLAN

Applicant:				Town of Washington								
Date:				August 12, 2025								
Authorized Official:				Mayor Joel Siria & Town Administrator Mica A. Lunt								
Priority Ranking	Project Description	Category	Condition	Remaining Useful Life	Priority Description	Funding Source	Total Project Costs (\$)	Year Costs (\$)	Year Costs (\$)	Year Costs (\$)	Year Costs (\$)	Year Costs (\$)
1	See attached Fiscal Sustainability plan (20 year) for all public works assets.	U	N I R	1-100+yr	ME DY	Budget/Grants/Unfunded	\$21M	\$56K	\$12K	\$12K	\$12K	\$12K
2	Roadway Crack Sealing Clearview & Highlands	T	I	5	E	Grants	\$34K	\$34K				
3	Memorial Park Improvements	P	N	0	E	REAP Grant/Budgeted Funds	\$105K	\$105K	\$1K	\$1K	\$1K	\$1K
4	Washington Cemetery Pollinator Habitat	P	N	0	D	Donations	\$5K	\$1K	\$1K	\$1K	\$1K	\$1K
5	Replace Patrol Vehicle (Dodge Durango)	V	R	1-2yr	E	Budgeted Funds	\$30K	\$15K	\$15K			
6												
7												
8												
9												
10												

I certify that the above are the needs for the next five years as identified through the CIP process and were taken from the full Capital Needs Summary and 5-Year Plan. (Must list at least one project for Years 2025 - 2030)

<div style="text-align: right; margin-bottom: 5px;">Mayor</div> <div style="border-top: 1px solid black; height: 1px;"></div> Authorized Official	<div style="border-top: 1px solid black; height: 1px;"></div> Title	<div style="border-top: 1px solid black; height: 1px;"></div> Date
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AUTHORIZATION FORM

I certify that this application has been reviewed and approved for submittal at a public meeting and the minutes are attached.

I understand that this project is subject to all applicable State laws.

I understand that any cash leverage claimed for this application must be expended before REAP funds can be accessed.

I understand that any unspent REAP funds for this project will be de-obligated on July 1, 2026.

Signature

Mayor

Date

ASCOG REAP GRADING WORKSHEET

NAME OF APPLICANT _____

TOTAL OBJECTIVE POINTS _____

ALL APPLICATIONS		
POPULATION:		
1,500 and under	X	12 points
1,501 - 2,000		11 points
2,001 - 2,500		10 points
2,501 - 3,000		9 points
3,001 - 3,500		8 points
3,501 - 4,000		7 points
4,001 - 4,500		6 points
4,501 - 5,000		5 points
5,001 - 5,500		4 points
5,501 - 6,000		3 points
6,001 - 6,500		2 points
6,501 - 7,000		1 point
REAP AMOUNT REQUESTED		
(Max 10 points)		
\$		
\$75,000 and under	X	10 points
\$80,001 - \$75,000		9 points
\$85,001 - \$80,000		8 points
\$90,001 - \$85,000		7 points
\$95,001 - \$90,000		6 points
\$105,001 - \$100,000		5 points
\$110,001 - \$105,000		4 points
\$115,001 - \$110,000		3 points
\$120,001 - \$115,000		2 points
\$125,001 - \$120,000		1 point
>\$125,001		0 points
TOTAL REAP AWARDED IN LAST 5 YEARS (Max 10 points)		
\$		
\$45,000 and under		10 points
\$45,501 - \$55,000		9 points
\$55,001 - \$65,000		8 points
\$65,001 - \$75,000		7 points
\$75,001 - \$85,000		6 points
\$85,001 - \$95,000		5 points
\$95,001 - \$105,000		4 points
\$105,001 - \$115,000	X	3 points
\$115,001 - \$125,000		2 points
\$125,001 - \$135,000		1 point
>\$135,000		0 points
# of PROJECT APPLICANTS		
3 or more eligible applicants		5 points
2 eligible applicants		2 points
1 eligible applicant	X	0 points
UNFUNDED FOR SAME PROJECT (Max. 10 points)		
Last 2 Years		10 points
Last 3 Years		15 points

WATER AND SEWER ONLY		
TAX RATES (Max 6 pts)		
Sales Tax of 4.0% or more		4 points
Sales Tax of 3.0% or more		3 points
Sales Tax of 2.0% or more		2 points
Sales Tax of 1.0% or more		1 points
Sales Tax less than 1%		0 points
Use Tax		2 points
(Max 3 points) At time of Application		
Water Rate Analysis or increase <1 year.		3 points
Water Rate Analysis or increase 1 - 3 years.		2 points
Water Rate Analysis or increase 3 - 5 years.		1 point
Water Rate Analysis > 5 years.		0 points
ODEQ MANDATE (Max. 5 points)		
Consent Order		5 points
Written Warning		2 Point
COMPLETE ONLY ONE UTILITY RATE SECTION		
WATER AND SEWER RATES		
\$85 or more		10 points
\$74 - \$76.99		9 points
\$71 - \$37.99		8 points
\$68 - \$34.99		7 points
\$29 - \$30.99		6 points
\$27 - \$28.99		5 points
\$26 - \$26.99		4 points
\$24 - \$25.99		3 points
\$21 - \$23.99		2 points
\$17 - \$20.99		1 point
<\$17		0 points
WATER ONLY RATES (Rural Water customers use RWD rates)		
\$77 or more		10 points
\$74 - \$76.99		9 points
\$71 - \$73.99		8 points
\$68 - \$70.99		7 points
\$65 - \$67.99		6 points
\$62 - \$64.99		5 points
\$59 - \$61.99		4 points
\$56 - \$58.99		3 points
\$53 - \$55.99		2 points
\$50 - \$52.99		1 point
<\$50		0 points
Applicant attended REAP Workshop	X	10 Points

STREETS, BUILDINGS, VEHICLES, EQUIPMENT, ETC., ONLY		
TAX RATES (Max 6 pts)		
Sales Tax of 4.0% or more	X	4 points
Sales Tax of 3.0% or more		3 points
Sales Tax of 2.0% or more		2 points
Sales Tax of 1.0% or more		1 points
Sales Tax less than 1%		0 points
Use Tax		2 points
(Max 5 points)		
Support Letter from RTPO/ODOT	X	2 points
Street Survey		1 point
Support Letter from Commissioner	X	1 point
Support Letter from School/Community	X	1 point
In-Kind Leverage % of Total Project Cost		
>51%		7 points
41 - 50%		6 points
31 - 40%		5 points
21 - 30 %		4 points
11 - 20%		3 points
10%		2 points
<10%	X	0 point
PROJECT TYPE (Max 8 points)		
Vital Health and Safety		8 points
Common Facilities	X	3 points
Aesthetics or Enhancements		0 points
Cash Leverage % of Total Project Cost		
CASH \$ LEVERAGED (Max 9 pts.)		
50% or more of project		9 points
45.00% - 49.99% of project		8 points
40.00% - 44.99% of project		7 points
35.00% - 39.99% of project		6 points
30.00% - 34.99% of project		5 points
25.00% - 29.99% of project		4 points
20.00% - 24.99% of project		3 points
15.00% -19.99% of project		2 points
10.00% - 14.99% of project		1 point
<10.00% of project	X	0 points
Open REAP Project -5 points		
Quarterly Reports Max 6 points		
Q1 Report		2 points
Q1 & Q2 Report		4 points
Q1, Q2, & Q3 Report	X	6 points



Resolution ____ - ____

A RESOLUTION OF THE TOWN OF WASHINGTON APPROVING AN AMENDMENT TO THE MUNICIPAL BUDGET FOR FISCAL YEAR 2025-2026 FOR PURPOSES OF REALLOCATING FUNDING AND PROVIDING FOR AN EFFECTIVE DATE.

Whereas, the originally adopted budget for FY 25-26 included expenses from the Washington Volunteer Fire Department that would have been paid with Fire Department County Tax Revenue, which was reflected on the original budget as a Special Revenue Fund in an effort to be as transparent as possible in an amount of \$103,290.00;

Whereas, changes in Washington Volunteer Fire Department leadership have resulted in different budgetary requests for the Fire Department and include expenses that the Town of Washington will now pay from Town generated revenue only – not from the County Tax;

Whereas, the Washington Volunteer Fire Department, like all fire departments in McClain County, will still receive appropriations from the County Sales Tax, which amounted to approximately \$101,004.07 in the previous fiscal year, which may be used for a variety of expenses specifically incurred by the Fire Department and for use solely for the Fire Department's operations;

Whereas, the Washington Volunteer Fire Department has not received and has no guarantee of receiving USFS Grants;

Whereas, while we have plans to obtain a loan for the construction of a new water tower, we have not yet obtained such a loan and have no debt service to pay.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF WASHINGTON AND BY THE WASHINGTON PUBLIC WORKS AUTHORITY, STATE OF OKLAHOMA:

Section 1. Budget Amendments. The following amendments to the FY 2025-2026 Budget are hereby adopted as reflected below.

- a) The Transfer to PWA Fund is being deleted.
- b) The Fire Department County Tax Special Fund Revenue line item is being deleted;
- c) The Fire Department USFS Revenue/Grants line item is being deleted;
- d) Under the Fire Department Budget and Expenses, Fuel is changed from \$7,140 to \$0 (because the Fuel expenses will be reimbursed by the County Tax);
- e) Under the Fire Department Budget and Expenses, Operating Supplies is changed from \$13,620 to \$5,700 (some additional operating supplies will be paid by the County Tax)

- f) Under the Fire Department Budget and Expenses, Tools & Equipment is changed from \$63,774 to \$0 (because Tools & Equipment will be paid from the County Tax).
- g) Under the Fire Department Budget and Expenses, a new line item "OSFA Pension" has been added in the amount of \$960.00.
- h) Under the Fire Department Budget and Expenses, OFSA Pension/Retirement is renamed to "OSFA Dues" and the amount is changed from \$3192.00 to \$1,408.00.

Section 2. Severability. If any section, subsection, sentence, clause, phrase or portion of this Resolution is for any reason held invalid, unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Resolution, except, that the effective date provision shall not be severable from the operative provisions of this Resolution.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 20____.

TOWN OF WASHINGTON

Joel Siria, Mayor

ATTEST:

Kasey Leshner, Town Clerk



Annual Budget

Town of Washington General Fund

Estimated revenues	FY 23-24 Actual	FY 24-25 Budget	FY 24-25 Actual	FY 25-26 Adopted
Ambulance Service	\$ 39,216.93	\$ 35,672.00	\$ 42,777.03	\$ 48,000.00
Citations	Not recorded	\$ -	\$ 2,740.28	\$ 3,000.00
County Clerk	\$ 5,005.13	\$ 5,000.00	\$ 5,483.67	\$ 5,000.00
Grants	\$ 57,626.04	\$ 780,000.00	\$ 619,039.15	\$ 300,000.00
Grave Operations	\$ 14,309.08	\$ 50,000.00	\$ 39,271.48	\$ 40,000.00
Interest	\$ 2.83	\$ 60.00	\$ 165.57	\$ 90.00
Miscellaneous	\$ 41,414.46	\$ 12,000.00	\$ 12,704.12	\$ 12,000.00
Permits	\$ 42,339.77	\$ 40,000.00	\$ 34,723.42	\$ 40,000.00
Taxes	\$ 4,420.00	\$ -	\$ -	\$ -
Cigar Tax	\$ 2,367.02	\$ 2,000.00	\$ 1,407.31	\$ 1,750.00
City Use Tax	\$ 171,314.67	\$ 165,000.00	\$ 175,618.49	\$ 200,205.08
Franchise Tax	\$ 24,927.45	\$ 24,000.00	\$ 21,579.01	\$ 24,000.00
Gas Tax	Not recorded	\$ 1,200.00	\$ 1,255.88	\$ 1,200.00
Sales Tax	\$ 376,796.99	\$ 360,000.00	\$ 308,641.03	\$ 351,850.77
WASA Utility Reimbursement	\$ 12,561.59	\$ 6,000.00	\$ 2,852.90	\$ 6,000.00
Total Town of Washington Revenues	\$ 792,301.96	\$ 1,480,932.00	\$ 1,268,259.34	\$ 1,033,095.85
Proposed Expenses				
Administration Department	\$ 526,909.28	\$ 1,043,309.00	\$ 754,570.24	\$ 657,508.72
Fire Department	\$ -	\$ -	\$ -	\$ 18,455.50
Police Department	\$ 93,073.63	\$ 105,500.00	\$ 106,817.42	\$ 146,330.00
Total Town of Washington Expenses	\$ 619,982.91	\$ 1,148,809.00	\$ 861,387.66	\$ 822,294.22
TOTAL	\$ 172,319.06	\$ 332,123.00	\$ 406,871.68	\$ 210,801.63

Administration Department

Proposed Expenses	FY 23-24 Actual	FY 24-25 Budget	FY 24-25 Actual	FY 25-26 Adopted
Personnel Services				
Payroll & Benefits				
Health Benefits	Not recorded	\$ 22,000.00	\$ 24,597.46	\$ 18,546.72
Salaries & Wages	\$ 119,791.75	\$ 162,500.00	\$ 145,587.35	\$ 180,000.00
Overtime	\$ -	\$ -	\$ -	\$ -
Retirement	\$ -	\$ -	\$ -	\$ 10,512.00
Total Personnel Services	\$ 119,791.75	\$ 184,500.00	\$ 170,184.81	\$ 209,058.72
Materials & Supplies				
Office Supplies	\$ 27,187.86	\$ 37,964.00	\$ 27,472.59	\$ 27,500.00
Repairs & Maintenance Supplies	\$ 27,717.03	\$ 85,000.00	\$ 58,505.37	\$ 70,000.00
Senior Citizens Center	\$ 3,350.26	\$ 4,000.00	\$ 4,539.54	
Cemetery Expenses	Not recorded	\$ 5,000.00	\$ 3,200.40	\$ 5,000.00
Street Repairs	\$ 1,354.36	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Total Materials & Supplies	\$ 59,609.51	\$ 138,964.00	\$ 100,717.90	\$ 109,500.00
Other Services & Charges				
Ambulance Service (Emergency Services)	\$ 33,104.34	\$ 40,000.00	\$ 47,448.83	\$ 48,000.00
Bank Charges	\$ 271.97	\$ 600.00	\$ 307.36	\$ 600.00
Delta Community Action Fees	\$ 3,350.26	\$ 4,000.00	\$ 4,500.00	\$ 5,000.00
Dues & Fees	\$ 10,361.23	\$ 13,500.00	\$ 8,666.69	\$ 12,000.00
Insurance	\$ 118,879.08			
Auto/Liability	Not recorded	\$ 10,000.00	\$ 7,171.04	\$ 13,000.00
Property (Included Health)	Not recorded	\$ 66,000.00	\$ 83,421.23	\$ 10,000.00
Workers Compensation	\$ 9,601.60	\$ 12,000.00	\$ 57.00	\$ 12,000.00
Internet	\$ 1,261.26	\$ 1,500.00	\$ 53.88	\$ 1,500.00
IRS Penalties (Taxes)	Not recorded	\$ 4,000.00	\$ 6,000.00	\$ 6,000.00
Mileage	\$ 7.50	\$ 1,000.00	\$ -	\$ -
Miscellaneous	\$ 42,606.83	\$ 60,000.00	\$ 28,496.67	\$ 20,000.00
Payment Processing Fees	\$ 1,401.90	\$ 2,500.00	\$ 1,216.23	\$ 2,500.00
Professional Fees	\$ 75,551.83	\$ 201,975.00	\$ 164,815.58	\$ 75,500.00
Returned Checks	\$ 73.00	\$ 4,750.00	\$ 2,910.20	\$ 4,750.00
Software	\$ 3,711.38	\$ 235,420.00	\$ 93,823.92	\$ 10,500.00
Telephone	Not recorded	\$ 4,600.00	\$ 3,499.98	\$ 4,600.00
Training	\$ 737.94	\$ 8,000.00	\$ 2,446.61	\$ 8,000.00
Utilities	\$ 46,587.90	\$ 50,000.00	\$ 28,832.31	\$ 40,000.00
Total Other Services & Charges	\$ 347,508.02	\$ 719,845.00	\$ 483,667.53	\$ 273,950.00
Capital Outlay				
TAP Grant Match	\$ -	\$ -	\$ -	\$ 65,000.00
Total Capital Outlay	\$ -	\$ -	\$ -	\$ 65,000.00
TOTAL	\$ 526,909.28	\$ 1,043,309.00	\$ 754,570.24	\$ 657,508.72

Police Department

Proposed Expenses	FY 23-24 Actual	FY 24-25 Budget	FY 24-25 Actual	FY 25-26 Adopted
Personnel Services				
Payroll & Benefits				
Health Benefits	Not recorded	\$ 22,000.00	\$ 24,597.46	\$ 18,546.72
Salaries & Wages	\$ 57,854.25	\$ 65,000.00	\$ 78,230.92	\$ 66,750.00
Overtime	\$ -	\$ -	\$ -	\$ 2,575.00
Retirement	\$ -	\$ -	\$ -	\$ 4,005.00
Total Personnel Services	\$ 57,854.25	\$ 65,000.00	\$ 78,230.92	\$ 73,330.00
Materials & Supplies				
Gasoline	\$ 7,031.22	\$ 10,500.00	\$ 10,000.00	\$ 10,000.00
Operating Supplies	\$ 14,094.08	\$ 15,000.00	\$ 12,195.58	\$ 15,000.00
Tools & Equipment	\$ 14,094.08	\$ 15,000.00	\$ 6,390.92	\$ 15,000.00
Total Materials & Supplies	\$ 35,219.38	\$ 40,500.00	\$ 28,586.50	\$ 40,000.00
Other Services & Charges				
Training	Not recorded	\$ 3,000.00	\$ 2,134.32	\$ 3,000.00
Total Other Services & Charges	\$ -	\$ -	\$ -	\$ 3,000.00
Capital Outlay				
Replace Charger	Not recorded	\$ -	\$ -	\$ 30,000.00
Total Capital Outlay	\$ -	\$ -	\$ -	\$ 30,000.00
TOTAL	\$ 93,073.63	\$ 105,500.00	\$ 106,817.42	\$ 146,330.00

Fire Department

Proposed Expenses	FY 23-24 Actual	FY 24-25 Budget	FY 24-25 Actual (Estimated)	FY 25-26 Adopted
Personnel Services				
Clothing Allowance/Run Checks	Not recorded	Not recorded	Not recorded	\$ 7,087.50
OSFA Dues	Not recorded	Not recorded	Not recorded	\$ 1,408.00
OSFA Pension				\$ 960.00
Total Personnel Services	\$ -	\$ -	\$ -	\$ 9,455.50
Materials & Supplies				
Fuel	Not recorded	Not recorded	Not recorded	\$ -
Operating Supplies	Not recorded	Not recorded	Not recorded	\$ 6,000.00
Tools & Equipment	Not recorded	Not recorded	Not recorded	\$ -
Total Materials & Supplies	\$ -	\$ -	\$ -	\$ 6,000.00
Other Services & Charges				
Training	Not recorded	Not recorded	Not recorded	\$ 3,000.00
Total Other Services & Charges	\$ -	\$ -	\$ -	\$ 3,000.00
Capital Outlay				
	Not recorded	Not recorded	Not recorded	\$ -
		\$ -	\$ -	
Total Capital Outlay	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 18,455.50



Annual Budget

Town of Washington Public Works Authority

Estimated Revenues	FY 23-24 Actual	FY 24-25 Budget	FY 24-25 Actual	FY 25-26 Adopted
Late Fees	\$ 3,023.51	\$ 2,800.00	\$ 6,720.28	\$ 4,500.00
Reconnection Fees	\$ 650.00	\$ 1,000.00	\$ 920.83	\$ 1,000.00
Sanitation	\$ 93,615.36	\$ 82,000.00	\$ 114,442.93	\$ 125,000.00
Sewer	\$ 52,629.87	\$ 50,000.00	\$ 81,106.82	\$ 70,000.00
Utility Refunds	Not recorded	\$ 250.00	\$ (364.48)	\$ -
Water	\$ 167,671.65	\$ 240,000.00	\$ 299,586.09	\$ 260,000.00
Total Public Works Authority Revenues	\$ 317,590.39	\$ 376,050.00	\$ 502,412.47	\$ 460,500.00

Proposed Expenses

Personnel Services				
Payroll & Benefits				
Health Benefits	Not recorded	\$ 22,000.00	\$ 24,597.46	\$ 18,546.72
Salaries & Wages	\$ 35,580.00	\$ 85,000.00	\$ 80,476.30	\$ 91,000.00
Overtime	\$ -	\$ -	\$ -	\$ 4,000.00
Retirement	\$ -	\$ -	\$ -	\$ 5,460.00
Total Personnel Services	\$ 35,580.00	\$ 107,000.00	\$ 105,073.76	\$ 119,006.72

Materials & Supplies				
Gasoline	\$ 7,031.22	\$ 10,500.00	\$ 4,778.81	\$ 10,000.00
Sanitation Fees	\$ 61,407.51	\$ 65,000.00	\$ 84,926.63	\$ 100,000.00
Repairs & Maintenance	\$ 107,114.91	\$ 280,000.00	\$ 326,105.68	\$ 107,000.00
Sewer Pumping	\$ 10,833.05	\$ 18,000.00	\$ 16,322.41	\$ 18,000.00
Water Purchase	\$ -	\$ 17,000.00	\$ -	\$ 15,000.00
Water Testing	\$ 18,925.94	\$ 20,000.00	\$ 6,258.64	\$ 10,000.00
Well Repair	\$ 21,783.91	\$ 25,000.00	\$ 8,847.23	\$ 25,000.00
Total Materials & Supplies	\$ 227,096.54	\$ 435,500.00	\$ 447,239.40	\$ 285,000.00

Other Services & Charges				
Dues & Fees	\$ -	\$ -	\$ -	\$ 2,000.00
Training	\$ -	\$ -	\$ -	\$ 3,000.00
Total Other Services & Charges	\$ -	\$ -	\$ -	\$ 5,000.00

Capital Outlay				
	\$ -	\$ -	\$ -	\$ -
Total Capital Outlay	\$ -	\$ -	\$ -	\$ -

TOTAL \$ 54,913.86 \$ (166,450.00) \$ (49,900.69) \$ 56,493.28

TOWN OF WASHINGTON
204 N. MAIN ST.
WASHINGTON, OK. 73093
(405) 288-2578

Request to be Heard Before the City Council

City Council/Public Works Regular Meetings are held at 6 p.m. on the second Tuesday of the month.

In the event of a holiday the meeting will be the following day.

The location is 204 N. Main St. Washington, OK. 73093.

Instructions:

- This "Request to be Heard Before the City Council" must be turned into the City Clerk prior to the finalizing of the meeting agenda.
- Please limit your comments directly to the agenda item you are addressing.
- Please be mindful of the time and make your comments brief.
- You will be recognized by the mayor when it is your turn to speak.

Date: 7-23-25

Date of Council Meeting: 8-12-25

Name: Jacob Wallace

Address: 4405 SE 12th Ave Goldsby, OK 73093

Phone Number: 405-760-0626

Email Address: jake.wallace.06@aol.com

Item for Discussion: Fire dept budget, City manager actual power over fire dept, Why was the Billy fired, why the city has power to fire Billy with virtually no funding given to fire dept, how do you justify that, title 68 SS 3017 "since the city did not collect or receive the county sales tax, it should not be considered revenue to the city on their budget" Plain



The Town of Washington

204 North Main Street, PO Box 127
Washington, Oklahoma 73093

Clerk's Report

- Late penalties: 155 Customers Total: \$2,143.23
- Customers Disconnected due to Non-payment: 0
- Permits Issued: 3 Building Permit, 3 HVAC Permit, 1 Storm Shelter and 1 Residential Burn
- New Customers: (Existing Builds) 9
- Cemetery Lots Sold: 2
- Utility Customers Removed from Collections: 0
- Individuals Sent to Collections for Citations: 0
- Individuals Removed from Collections for Citations: 2, \$285.00