



CITY OF WASHINGTON, ILLINOIS

City Council Agenda Communication

Meeting Date: October 21, 2024

Prepared By: Jon Oliphant, AICP, Planning & Development Director

Agenda Item: Washington Commercial Building and Property Improvement Grant Program Pay Request – Brooks Accounting & Tax Service, Inc., 2165 Washington Road

Explanation: Redevelopment agreements were approved on July 15 for seven projects as part of the inaugural Washington Commercial Building and Property Improvement Grant Program. Among those was an agreement with Brooks Accounting & Tax Service, Inc. to assist with parking lot improvements at 2165 Washington Road. The estimated project cost was \$54,249 and the agreement requires the City to pay 25% of the actual cost up to \$14,531.

Fiscal Impact: The project is complete and staff has received a copy of the paid invoice in an amount of \$54,249. As a result, the City is responsible for reimbursing \$14,531 of the expense.

Action Requested: Approval of the payment in an amount of \$14,531 to Scott Brooks of Brooks Accounting & Tax Service, Inc., at the October 21 City Council meeting on the consent agenda.