

MINUTES

Parking Committee of Borough Council

Date: Tuesday, December 9th, 2025 @ 6:00 PM

Committee Members: Sheila Vaccaro, Chair
Lisa Dorsey
Bernie Flynn

Staff: Ramsey Reiner, Director of Parking Services/Assistant Borough Manager
Sean Metrick, Borough Manager

I. **Call to order** at 6:29 PM by Sheila Vaccaro

II. **Announcements**

The Borough will be collecting canned goods to benefit the West Chester Food Cupboard at Borough Hall during business hours. Please stop by to contribute. More information can be found on the Borough website.

III. **Comments, suggestions, petitions by residents, property owners, and visitors in attendance regarding items not on the agenda. (Please be advised that all public comments have a 5-minute time limit.)**

IV. **Reports**

A. **Garage management report (see attachment)** Chris Hankins ran through the combined parking reports for the month of November. Chris shared data and the difference in prior year. Chris went over the fees for the Christmas Parade.

B. **Director's report (see attachment)** Ramsey Reiner went over November totals as well as items parking is working on.

V. **Old business**

A. **Motion to approve November 2025 Parking Committee meeting minutes (see attachment)**
Approved 3-0

B. **Motion to approve Wayfinding Phase 2 sign– 2026 Capital project. (see attachment)**
Issue: Choose between 3 types of signs.

Approved 3-0

VI. **New business**

A. **Motion to approve request from Downtown West Chester to share parking garage revenue for Christkindl Market and all future events in the Central Business District.**
Issue: John O' Brien, ED of Downtown West Chester, is requesting garage revenue sharing for Christkindl Market and future BID events, based on the new Special Event Parking Policy.

2-1 (Work Session)

VII. Other business

VIII. Adjournment at 7:26 PM by Sheila Vaccaro

Visit www.west-chester.com for access to all attachments. Agendas are posted to www.west-chester.com by noon 3 business days prior to the meeting.