



Finance & Revenue Committee Meeting
August 12, 2026 @ 5:30 PM
This meeting is recorded for public record.

Committee Members:

Brian McGinnis, Chair
Bernie Flynn
Jerome Szczepaniak

Director of Finance & Revenue: Barbara Lioni

Borough Manager: Sean Metrick

Assistant Borough Manager: Ramsey Reiner

Finance & Revenue Committee Meeting:

I. Call to Order

II. Announcements

- A. West Chester Borough is participating in a friendly “Food Fight” with East & West Bradford Townships from July 1st to August 31, to collect non-perishable food items. Collection site is in the lobby at West Chester Borough Hall

III. Comments

Comments, suggestions, petitions by residents, taxpayers and visitors in attendance regarding items that are not on the agenda. Please be advised there is a 5-minute time limit which is at the discretion of the Council President and/or Chair.

IV. Reports

- A. Director’s report on monthly financials (attachment)
- B. Finance Committee – Chair Report, workplan and issues raised at prior meetings (attachment)

V. Old Business

- A. Approve July 2026 meeting minutes (attachment)
- B. Discuss public safety tax
Issue: Raise funding for emergency medical services with a specific tax

VI. New Business

- A. Discuss Payment in Lieu of Taxes programs in PA
Issue: Implement payment in lieu of taxes agreements with tax exempt properties
- B. Motion to approve the request for sponsorship from West Chester Foundation (attachment)

Issue: Approve \$900 Serpentine donation for the October 15, 2026, West Chester Downtown Foundation 2026 Preservation Awards Event

- C. Motion to approve Code Elevator repair rates for the West Chester Library (attachment)
Issue: Approve repair rates for Code Elevator for repairs at the West Chester Public Library
- D. Motion to approve five-year contract with Granicus (SmartGov) to provide licensing, enforcement, and permit information management and services (attachment)
Issue: Approve five-year contract with Granicus
- E. Motion to approve bid award for Brick Sewer Relining
Issue: Approve bid for Brick Sewer Relining 2026 capital project
- F. Motion to approve the bid for the paving project at Taylor Run Wastewater Treatment Plant and the following parking lots: Green Field and the Market Street Lot.
Issue: Approve bid for paving projects
- G. Motion to approve extension of Brendan Stanton Inc. (Electrical Substation upgrade) contract for 60 days to complete change order work and punch list items for Yale Electric
- H. Discuss West Chester Area Council of Governments Regional Fire and EMS Study (attachment)
Issue: WCCOG is requesting funding support in 2027 for a regional study for Fire and EMS services
- I. Motion to adopt budget modification for the Fire Fund and purchase of dedicated blocking vehicle for WCFD (attachment)
- J. Motion to approve grant resolution for PA DCED Main Street Matters program for the South High Street Streetscape Improvements Project (attachment)
issue: Public resolution required for grant application
- K. Motion to approve purchasing requests (attachment):
Issue: Review and recommend the approval of qualifying purchase orders
 - a. Code Elevator for \$10,000.00
 - b. Cody Computer Services, Inc for \$20,815.11
 - c. McClure Company for \$41,793.00
 - d. Pennoni for \$37,750.00
 - e. Petroleum Traders for \$42,081.60
 - f. Pix4DSA for \$17,079.00
 - g. RW Communications for \$64,432.02

h. CDW-G for \$39,082.46

VII. Other Business

VIII. Adjournment

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.

The Friendly 2026

Food Fight

July 1st to August 31st

*West Chester Borough vs
East & West Bradford*



*Non-Perishable Food Collection
Drive for the Chester County
Food Bank*

The West Chester Food Collection
site will be in the Municipal Building
from July 1st thru August 31st:
401 E. Gay Street
West Chester, PA 19380

Help the Borough beat the Bradfords by
collecting the most non-perishable food!



www.west-chester.com

Borough of West Chester
Cash Position
July 31, 2026

A/C#	Description	Beginning Balance 7/1/2026	July Receipts	July Expenditures	Ending Balance 7/31/2026	Purpose
01-10000	GF Truist Cash	258,759	327,753	372,664	213,848	unrestricted-GF operations
01-10036	PLGIT EIT Pension Pay Down Cash	1,570,360	64,409	-	1,634,769	restricted-MMO
01-10037	Santander GF Cash	1,129,661	1,796,582	2,383,716	542,527	unrestricted-GF operations
01-10040	PLGIT Pcard Cash	16,263	10,032	12,688	13,607	unrestricted-GF operations
01-12000	PLGIT GF Cash	4,240,996	35,183	308,278	3,967,901	restricted- reserve
	Total General Fund	7,216,039	2,233,959	3,077,346	6,372,652	
05-10045	Santander Fire Cash	789,497	-	66,341	723,156	unrestricted- Fire Dept operations
05-10053	PLGIT Fire Reserve	964,400	100,591	-	1,064,991	restricted-Fire capital
	Total Fire Fund	1,753,897	100,591	66,341	1,788,147	
10-10006	PLGIT Rec In Lieu Cash	44,725	132	-	44,857	restricted-Rec capital
	Total Recreation Fund	44,725	132	-	44,857	
08-10038	Santander Sewer Cash	909,238	1,200,508	1,562,838	546,908	unrestricted-WW operations
08-10052	PLGIT Sewer Cash Reserve	5,352,004	17,755	-	5,369,759	restricted-Sewer capital
	Total Sewer Fund	6,261,242	1,218,263	1,562,838	5,916,667	
09-10026	Truist Parking Cash	930,324	236	1,040	929,520	unrestricted-Parking operations
09-10039	Santander Parking Cash	776,617	534,605	456,179	855,043	unrestricted-Parking operations
09-10103	TD Parking Cash	37,671	15,552	6	53,217	unrestricted-Parking operations
09-10051	PLGIT Parking Cash Reserve	3,100,718	9,079	-	3,109,797	restricted-Parking capital
	Total Parking Fund	4,845,330	559,472	457,225	4,947,577	
10-10700	PLGIT Capital Improvement Fund	354	1	-	355	restricted-capital projects-GF
10-10701	Santander Capital Fund	150,645	-	56,526	94,119	restricted-capital projects-GF
	Total Capital Improvement Fund	150,999	1	56,526	94,474	
11-10900	PLGIT UDAG Fund	47,688	141	-	47,829	restricted- need RLP approval
	Total UDAG Fund	47,688	141	-	47,829	
15-10015	BBT Highway Aid	516,089	5,653	9,282	512,460	restricted-Penn Dot allocation
	Total Highway Aid Fund	516,089	5,653	9,282	512,460	
16-10034	Fulton SPF Cash	1,395,647	-	87	1,395,560	unrestricted-SPF operations
16-10054	PLGIT SPF Reserve	502,044	202,343	0	704,387	unrestricted-SPF operations
16-100-41	Santander SPF Cash	450,421	345,041	8,330	787,132	restricted-SPF capital
	Total Stream Protection Fund	2,348,112	547,384	8,417	2,887,079	
18-120-03	BBT Capital Operating Investments	5,477,167	-	-	5,477,167	restricted-only by BC approval

Borough of West Chester**Cash Position****July 31, 2026**

A/C#	Description	Beginning Balance 7/1/2026	July Receipts	July Expenditures	Ending Balance 7/31/2026	Purpose
18-120-04	US Bank Capital Operating Investments	3,672,177	-	-	3,672,177	restricted-only by BC approval
	Total Capital Operating Reserve Fund	9,149,344	-	-	9,149,344	
	Total-All Funds	32,333,465	4,665,596	5,237,975	31,761,086	
					Total Unrestricted Cash	5,977,773
					Total Restricted Cash	25,783,313
						31,761,086

Due To/ Due From Balances
7/31/2026

G/L A/C#	Description	DUE FROM	G/L A/C#	Description	DUE TO	Difference
01-13010	Due from Capital	1,055,152	10-23001	Due to GF	(1,055,152)	-
11-13001	Due from GF	873	01-23011	Due to UDAG	(873)	-
		1,055,152			(1,055,152)	-

2026 Capital Projects

Project Description	Department	Approved 2026		Adjusted Budget	Total Spent		Status
		Approved Budget	Bud. Mod		thru 7/31/2026		
Accounting Software Upgrade	Admin	115,000	-	115,000	1,000	Will be completed in September	
Workstations	IT	20,000	-	20,000	14,471	Expected to be completed by YE	
Cameras - security	IT	15,000	-	15,000	8,372	Expected to be completed by YE	
Council Chamber audio	IT	12,414	-	12,414	-	Expected to be completed by YE	
Server Replacements	IT	15,000	-	15,000	-	Expected to be completed by YE	
Chestnut Garage Solar Inverter	Parking	65,000	-	65,000	-	Expected to be completed by YE	
Handhelds	Parking	-	-	-	980		
Camera upgrades for garages	Parking	84,000	20,000	104,000	-	Expected to be completed by YE	
Wayfinding Signage	Parking	20,000	(20,000)	-	-	Reallocated to Cameras	
Elevator upgrades	Parking	197,807	-	197,807	5,960	Expected to be completed by YE	
Lot Paving & Improvements	Parking	100,000	-	100,000	-	Expected to be completed by YE	
WC Raquet Center	Rec	-	-	-	300		
JOG splashpad Phase 1	Rec	118,000	95,871	213,871	10,334	Expected to be completed by YE	
Horace Pippin-2025-Bud Mod 2026-5	Rec	-	61,426	61,426	61,426	Completed	
JOG park Phase 2	Rec	15,000	-	15,000	-	Expected to be completed by YE	
Hoopes Park Renovations	Rec	20,000	(20,000)	-	-	Reallocated to JOG Phase1	
Body-worn Camera & MVRs	Police	145,000	-	145,000	145,000	Completed	
Vehicle Upfitting (4)	Police	95,000	-	95,000	-	Expected to be completed by YE	
Gay St- Phase I open air market	PW	1,844,000	(75,871)	1,768,129	1,671,748	Expected to be completed by YE	
Gay St- Intersection repair at High St	PW	135,000	-	135,000	-	Expected to be completed by YE	
South High St Streetscape	PW	75,000	-	75,000	35,944	Expected to be completed by YE	
Borough Hall HVAC	PW	73,000	-	73,000	3,037	Expected to be completed by YE	
Bus Shelter	PW	25,000	-	25,000	660	Expected to be completed by YE	
Big Belly Replacement	PW	10,000	-	10,000	-	Expected to be completed by YE	
Brick sewer relining	SPF	400,000	-	400,000	-	Expected to be completed by YE	
Taylor Run Stream Restoration	SPF	350,000	-	350,000	42,922	Completed	
ATV-2025	Fire	64,184	-	64,184	68,130	Expected to be completed by YE	
Goose Creek Electrical Substation	WW	2,200,000	-	2,200,000	1,346,732	Expected to be completed by YE	
Goose Creek Sludge Dewatering System	WW	200,000	(200,000)	-	7,522	Reallocated to Clarifier Drive	
Goose Creek Digester Gate	WW	30,000	-	30,000	19,944	Expected to be completed by YE	
College Ave Pump Station pump backup	WW	52,000	-	52,000	48,513	Expected to be completed by YE	
New St Pump Station pump backup	WW	32,000	-	32,000	29,378	Expected to be completed by YE	
Taylor Run driveway replacement	WW	150,000	-	150,000	-	Expected to be completed by YE	
Technology upgrades to both plants	WW	20,000	-	20,000	-	Expected to be completed by YE	
Conveyance upgrade - Maple Alley	WW	1,092,000	(145,200)	946,800	10,394	Expected to be completed by YE	
Goose Creek Clarifier Drive replacement	WW	-	345,200	345,200	-	Expected to be completed by YE	
Total		7,789,405	61,426	7,850,831	3,532,768		

Budget to Actual Report-7/31/2026

Budget to Actual Report
July 31, 2026

FUND: GENERAL
DEPT: ADMINISTRATION

REVENUE

		Percent Total						
Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Budget Remaining	Prior Year Actual	
30110	RE TAX REV-CY LEVY	6,229,440	48,096	5,929,558	299,882	5%	5,878,749	
30120	RE TAXES-PY LEVY	110,000	6,299	139,361	(29,361)	-27%	182,643	
31010	REAL ESTATE TRANSFER TAX	630,000	74,311	384,017	245,983	39%	386,029	
31020	EARNED INCOME TAX	6,706,325	297,344	3,993,369	2,712,956	40%	3,874,934	
31030	BUSINESS PRIVILEGE TAX	140,000	4,481	83,933	56,067	40%	195,830	
31050	LOCAL SERVICES TAX	700,000	75,103	462,005	237,995	34%	412,501	
32180	CABLE TV FRANCHISE	250,000	-	155,937	94,063	38%	164,246	
34100	INTEREST INCOME	145,000	20,244	122,691	22,309	15%	209,536	
35505	GEN MUN PENSION- STATE AID	1,191,169	-	-	1,191,169	100%	-	
35600	PAYMENT IN LIEU TAXES	14,000	-	-	14,000	100%	-	
36165	TAX CERTIFICATION FEES	67,000	4,450	28,995	38,005	57%	38,956	
36561	LIBRARY/BID MED. INS REIMB.	100,487	14,584	113,370	(12,883)	-13%	15,185	
36562	PHMIC REFUND	275,000	-	-	275,000	100%	145,704	
38019	W/C REIMBURSEMENT	-	-	6,543	(6,543)	#DIV/0!	58,520	
38030	UCOMP REIMBURSEMENT	3,000	-	-	3,000	100%	-	
38902	MISC REVENUE	20,000	9,578	24,901	(4,901)	-25%	21,846	
39205	TRF FROM FIRE FUND	61,108	-	61,108	-	0%	59,328	
39208	TRF FROM SEWER FD	600,000	-	600,000	-	0%	600,000	
39209	TRF FROM PARKING FD	2,217,384	184,782	1,293,474	923,910	42%	1,408,375	
39216	TRF FROM SPF	262,815	-	262,815	-	0%	242,632	
39217	TRF FROM OPEB	192,755	-	-	192,755	100%	-	
39218	TRF FROM CAP RESERVE	143,646	-	-	143,646	100%	-	
39230	TRF FROM DEBT	-	-	41,425	(41,425)	#DIV/0!	-	
Total Revenue		20,059,129	739,272	13,703,502	6,355,627	32%	13,895,014	

EXPENSE

		Percent Total						
Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Budget Remaining	Prior Year Actual	
40005	SALARY EXP-MAYOR/COUNCIL	33,000	-	16,500	16,500	50%	16,500	
40045	GOOD FELL AMB CONT EXPENSE	298,215	149,107	281,730	16,485	6%	86,763	
40110	SALARY EXP-BM	176,391	19,666	104,871	71,520	41%	98,351	
40121	OFFICE SUPPLIES	6,000	1,049	3,330	2,670	45%	3,706	
40122	POSTAGE & PRINTING	23,500	592	8,685	14,815	63%	10,953	
40123	HR EXPENSE	22,500	1,191	5,871	16,629	74%	19,650	
40124	LEASE EXPENSE	5,130	427	3,592	1,538	30%	6,342	
40131	FIDELITY BOND MGR/TREAS	1,700	-	1,619	81	5%	-	
40133	ADMIN EXPENSE	4,000	34	2,205	1,795	45%	15,083	
40134	CODIFICATION	12,000	1,782	4,641	7,359	61%	8,685	
40212	SAL EXP- FINANCE DEPT	271,986	30,851	164,167	107,819	40%	143,651	
40332	QUALIFYING VOL TAX CREDIT	12,000	-	10,254	1,746	15%	11,081	
40345	COLECTION FEES	13,000	-	735	12,265	94%	5,408	

Budget to Actual Report-7/31/2026

40431	LEGAL FEES	124,000	10,386	76,204	47,796	39%	57,733
40449	LEGAL FEES-EMPLOYMENT	60,000	-	-	60,000	100%	42,320
40612	SAL EXP-ADMINISTRATION	458,030	54,830	275,772	182,258	40%	228,462
40634	ADVERTISING EXPENSE	8,000	452	3,294	4,706	59%	5,438
40639	BANK FEES	16,050	3,311	27,007	(10,957)	-68%	23,041
40931	UTILITIES	50,000	5,553	46,061	3,939	8%	54,921
40938	FIRE HYDRANTS	83,000	8,507	42,533	40,467	49%	44,031
41337	STENOGRAPHER EXPENSE	1,200	-	2,696	(1,496)	-125%	-
43822	SOFTWARE MAINT FEES	132,132	470	145,584	(13,452)	-10%	82,228
43823	PAYROLL PROCESSING FEES	68,000	5,787	39,179	28,821	42%	33,705
45311	BOARDS & COMMISSIONS EXP	10,000	11,500	17,810	(7,810)	-78%	1,314
45650	LIBRARY ALLOCATION	110,000	-	110,000	-	0%	36,666
45657	AUDIT EXPENSE	60,000	5,000	44,500	15,500	26%	28,000
45760	OFF SITE STORAGE	4,100	293	1,905	2,195	54%	2,278
45774	TRAINING	30,320	529	17,954	12,366	41%	11,847
45837	TUITION REIMBURSEMENT	3,600	-	-	3,600	100%	1,200
47180	PRIN PYMT- 2014 ENERGY	49,000	-	49,000	-	0%	48,000
47181	PRINCIPAL PAYMENS-2016 BUILD	260,000	-	-	260,000	100%	-
47182	PRIN PYMNT- 2016 STREAM PROT	60,000	-	-	60,000	100%	-
47184	PRIN PYMT- 2016 FIRE TK	125,000	-	-	125,000	100%	-
47230	INT EXP- 2016 Building	131,936	-	65,968	65,968	50%	70,968
47250	INT EXP- 2016 FIRE TRUCK	57,026	-	28,513	28,513	50%	30,913
47294	INT EXP- 2014 ENERGY	42,885	10,139	22,538	20,347	47%	27,964
47297	INT EXP- 2016 STREAM	53,783	-	26,891	26,892	50%	27,991
48110	FICA EXPENSE	71,865	8,059	42,940	28,925	40%	37,253
48330	NU DEFINED CONTRB EXPENSE	33,249	1,622	22,107	11,142	34%	23,735
48400	WC INSURANCE EXPENSE	9,151	2,058	9,151	-	0%	13,252
48610	INSURANCE EXP	55,000	5,918	25,873	29,127	53%	42,274
48700	INSURANCE EXP- MEDICAL	358,445	27,659	202,104	156,341	44%	147,150
49205	TRF TO FIRE	559,987	-	559,987	-	0%	524,059
49210	TRF TO CAPITAL	115,000	-	115,000	-	0%	-
49216	TRF TO SPF	52,105	-	52,105	-	0%	-
49265	TRF TO NU PENSION	232,321	-	-	232,321	100%	120,000
Total Expense		4,364,607	366,773	2,680,876	1,683,731	39%	2,192,916
INC/(DEC) NET POSITION			372,499	11,022,626			11,702,098

Budget to Actual Report-7/31/2026

Budget to Actual Report
July 31, 2026

FUND: GENERAL
DEPT: POLICE

REVENUE

		Percent Total					
Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Budget Remaining	Prior Year Actual
33112	ORDINANCE VIOLATIONS	280,000	-	130,608	149,392	53%	111,873
35810	POL SERV CONTRACT-EBT	1,911,053	477,763	1,433,289	477,764	25%	1,369,066
36210	POLICE SERVICES	155,920	46,734	159,632	(3,712)	-2%	103,243
36211	POLICE REPORTS-COPIES	9,060	860	3,875	5,185	57%	6,039
36213	SECURITY ALARM FEE	30,000	750	6,950	23,050	77%	20,612
38002	RESTITUTION PYMTS	16,670	3,653	15,186	1,484	9%	11,117
Total Revenue		2,402,703	529,760	1,749,540	653,163	27%	1,621,950

EXPENSE

		Percent Total					
Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Budget Remaining	Prior Year Actual
40121	OFFICE SUPPLIES	5,000	592	2,231	2,769	55%	2,704
40122	POSTAGE & PRINTING	6,062	532	2,550	3,512	58%	3,015
40124	LEASE EXPENSE	159,500	13,055	91,422	68,078	43%	96,921
40133	ADMIN EXPENSE	3,000	183	2,273	727	24%	697
40280	CIVIL SERVICE	20,000	-	23,488	(3,488)	-17%	12,033
40931	UTILITIES	56,776	6,055	55,780	996	2%	26,973
41010	SAL EXP-LTS	561,699	64,764	360,341	201,358	36%	331,734
41012	SAL EXP-POLICE OFF	5,451,894	590,086	3,299,142	2,152,752	39%	2,820,051
41014	SALARY EXP-POL ADMIN/DISP	881,232	91,788	493,744	387,488	44%	411,447
41015	SALARY EXP- POLICE CHIEF	195,619	22,571	128,272	67,347	34%	116,125
41018	SALARY EXPENSE-OT	372,500	47,138	240,960	131,540	35%	255,572
41023	SMALL EQUIPMENT	23,000	357	6,857	16,143	70%	12,719
41031	CONTRACT EXPENSES	116,453	15,541	57,584	58,869	51%	27,701
41032	CELL BLOCK	2,000	-	1,017	983	49%	580
41034	FALSE ARREST INSURANCE	27,625	-	-	27,625	100%	15,054
42010	UNIFORMS	65,000	1,486	25,371	39,629	61%	21,007
43031	FUEL EXPENSE	58,000	7,109	42,747	15,253	26%	30,878
43822	SOFTWARE MAINT FEES	20,500	-	-	20,500	100%	18,750
45300	DONATIONS EXPENSE	500	-	-	500	100%	-
45655	ARMORY	33,700	-	-	33,700	100%	23,495
45712	INFORMANT FEES	5,000	-	-	5,000	100%	5,000
45756	MEDICAL SERVICES	11,770	3,380	5,995	5,775	49%	9,995
45760	OFF SITE STORAGE	-	65	458	(458)	#DIV/0!	458
45762	MAYOR	5,000	185	4,804	196	4%	1,961
45772	UNIT	92,250	4,683	22,517	69,733	76%	60,821
45774	TRAINING	70,000	5,346	40,628	29,372	42%	32,848
45800	SPCA	15,000	357	14,864	136	1%	9,221
45810	TRANSLATION	2,500	283	1,409	1,091	44%	1,376
48330	NU DEFINED CONTRB EXPENSE	13,663	1,372	10,572	3,091	23%	5,778
48400	WC INSURANCE EXPENSE	374,177	65,316	293,233	80,944	22%	236,268

48610	INSURANCE EXP	95,064	22,427	103,021	(7,957)	-8%	80,865
48700	INSURANCE EXP- MEDICAL	1,551,378	119,808	886,881	664,497	43%	907,714
48720	FICA EXPENSE	162,849	17,528	96,188	66,661	41%	82,566
49210	TRF TO CAPITAL	115,000	-	115,000	-	0%	241,225
49217	TRF TO OPEB	85,000	-		85,000	100%	-
49260	TRF TO POL PENSION	1,424,902	-		1,424,902	100%	900,000
Total Expense		<u>12,083,613</u>	<u>1,102,007</u>	<u>6,429,349</u>	<u>5,654,264</u>	<u>47%</u>	<u>6,803,552</u>
INC/(DEC) NET POSITION			<u>(572,247)</u>	<u>(4,679,809)</u>			<u>(5,181,602)</u>

Budget to Actual Report-7/31/2026

Budget to Actual Report
July 31, 2026

FUND: GENERAL
DEPT: HOUSING

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
32176	MECHANICAL PERMITS	60,000	-	-	60,000	100%	-
33112	ORDINANCE VIOLATIONS	70,000	3,072	39,020	30,980	44%	57,126
36134	ZONING HEARING BOARD	40,000	2,700	9,650	30,350	76%	11,144
36135	ZONING SITE INSPECTIONS	3,000	-	-	3,000	100%	-
36241	BUILDING PERMITS	300,000	20,141	223,879	76,121	25%	298,355
36242	ELECTRICAL PERMITS	30,000	6,343	37,351	(7,351)	-25%	30,729
36243	PLUMBING PERMITS	20,000	1,779	12,420	7,580	38%	18,763
36245	RENTAL PERMITS	388,000	87,348	208,042	179,958	46%	169,343
38007	LAND DEVELOPMENT FEES	-	-	1,595	(1,595)	#DIV/0!	-
Total Revenue		911,000	121,383	531,957	379,043	42%	585,460

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40122	POSTAGE & PRINTING	3,000	-	140	2,860	95%	208
40124	LEASE EXPENSE	9,558	1,195	8,363	1,195	13%	5,206
40745	SOFTWARE EXPENSE	-	-	5,855	(5,855)	#DIV/0!	-
40931	UTILITIES	4,000	496	5,068	(1,068)	-27%	4,786
41018	SALARY EXPENSE-OT	1,500	551	901	599	40%	809
41310	SAL EXP-HOUSING	517,024	48,883	299,497	217,527	42%	187,189
41331	ZONING HEARING	50,000	14,978	36,165	13,835	28%	48,809
41332	ELECTRICAL INSPECTOR	15,000	-	2,251	12,749	85%	6,594
41333	MECHANICAL INSPECTOR	20,000	2,679	7,162	12,838	64%	2,565
41340	OTHER THRID PARTY INSP	75,000	-	-	75,000	100%	62,348
43031	FUEL EXPENSE	1,500	128	1,013	487	32%	1,030
43612	DCED FILING FEES	3,000	-	-	3,000	100%	-
45760	OFF SITE STORAGE	3,500	301	1,841	1,659	47%	1,430
45774	TRAINING	24,000	69	4,298	19,702	82%	1,025
48330	NU DEFINED CONTRB EXPENSE	25,851	1,973	14,942	10,909	42%	8,866
48400	WC INSURANCE EXPENSE	5,484	-	6,714	(1,230)	-22%	5,852
48700	INSURANCE EXP- MEDICAL	205,447	12,449	100,726	104,721	51%	55,167
48720	FICA EXPENSE	39,667	3,782	22,980	16,687	42%	14,382
Total Expense		1,003,531	87,484	517,916	485,615	48%	406,266
INC/(DEC) NET POSITION			33,899	14,041			179,194

Budget to Actual Report
July 31, 2026

FUND: GENERAL
DEPT:IT

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40712	SALARY EXPENSE-IT	189,476	21,863	116,306	73,170	39%	105,607
40931	UTILITIES	2,700	210	2,417	283	10%	2,217
43829	MICROSOFT	45,000	2,883	25,991	19,009	42%	19,672
45659	BACKUP & SUPP SVC	54,000	-	24,259	29,741	55%	30,763
45754	MEDIA USB	-	-	64	(64)	#DIV/0!	-
45766	PARTS	30,000	222	18,925	11,075	37%	14,667
45774	TRAINING	10,000	-	5,057	4,943	49%	2,297
45782	REMOTE ACCESS POINTS	4,000	-	4,438	(438)	-11%	2,223
45798	SOFTWARE	24,000	203	17,146	6,854	29%	7,156
45802	ADVANCED THREAT	80,000	625	58,773	21,227	27%	53,988
45820	WEBSITE	25,000	-	20,330	4,670	19%	24,615
48330	NU DEFINED CONTRB EXPENSE	3,212	243	2,053	1,159	36%	1,760
48400	WC INSURANCE EXPENSE	1,922	-	1,798	124	6%	2,288
48700	INSURANCE EXP- MEDICAL	70,280	5,284	43,537	26,743	38%	42,354
48720	FICA EXPENSE	14,495	1,673	8,897	5,598	39%	8,079
49210	TRF TO CAPITAL	62,414	-	62,414	-	0%	16,981
Total Expense		616,499	33,206	412,405	204,094	33%	334,667
INC/(DEC) NET POSITION			(33,206)	(412,405)			(334,667)

Budget to Actual Report-7/31/2026

Budget to Actual Report
July 31, 2026

FUND: GENERAL
DEPT:PW

REVENUE

		Percent Total						
Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Budget Remaining	Prior Year Actual	
32280	STREET OPEN/SIDEWALK PERMITS	125,000	2,181	127,245	(2,245)	-2%	156,600	
35500	GRANT-RECYCLING	60,000	-	-	60,000	100%	-	
35510	WINTER MAINTENANCE	33,000	-	-	33,000	100%	-	
36451	SALE OF RECYCLING BINS	10,000	1,414	5,811	4,189	42%	8,940	
36481	DUMPSTER FEES	5,000	90	3,792	1,208	24%	681	
36482	TRASH BAG FEES	28,000	8,656	24,659	3,341	12%	16,885	
Total Revenue		261,000	12,341	161,507	99,493	38%	183,106	

EXPENSE

		Percent Total						
Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Budget Remaining	Prior Year Actual	
40121	OFFICE SUPPLIES	2,000	136	1,072	928	46%	1,281	
40122	POSTAGE & PRINTING	3,000	388	1,571	1,429	48%	1,350	
40124	LEASE EXPENSE	63,332	5,221	37,750	25,582	40%	43,821	
40133	ADMIN EXPENSE	5,500	-	4,720	780	14%	814	
40920	MAT & SUPPLIES	22,000	619	11,436	10,564	48%	-	
40931	UTILITIES	67,000	4,940	44,908	22,092	33%	41,318	
40936	UTILITIES - STREET LIGHTS	108,486	10,380	78,449	30,037	28%	72,317	
40940	REPAIR/MAINT BUILDINGS	130,000	378	44,029	85,971	66%	97,668	
41018	SALARY EXPENSE-OT	50,000	7,900	87,111	(37,111)	-74%	49,477	
41400	LANDSCAPE MAINTENANCE	76,000	1,632	12,341	63,659	84%	23,195	
42000	ADVERTISING	-	-	1,590	(1,590)	#DIV/0!	4,717	
42010	UNIFORMS	21,000	2,997	27,132	(6,132)	-29%	11,613	
42011	CONSULTANTS	90,000	11,790	55,430	34,570	38%	109,682	
42730	TRASH	232,000	12,264	120,189	111,811	48%	141,623	
42732	RECYCLING	81,000	11,508	47,078	33,922	42%	67,765	
43012	SAL EXP-PW	2,030,035	211,801	1,118,405	911,630	45%	1,144,897	
43031	FUEL EXPENSE	110,000	10,369	74,067	35,933	33%	61,159	
43200	WINTER MAINTENANCE	224,887	-	227,252	(2,365)	-1%	98,529	
43720	VEHICLE REPAIR	255,000	12,632	177,323	77,677	30%	140,467	
43725	TOOLS	23,100	1,238	9,747	13,353	58%	22,320	
43800	ALLEYS	10,000	3,720	13,254	(3,254)	-33%	6,883	
45430	PARK MAINTENANCE	47,047	3,513	17,326	29,721	63%	41,290	
45540	TREES	225,000	44,180	146,896	78,104	35%	114,778	
45630	LIBRARY MAINT	30,000	1,711	16,781	13,219	44%	10,859	
45774	TRAINING	7,500	2,000	5,267	2,233	30%	2,951	
48330	NU DEFINED CONTRB EXPENSE	42,342	2,667	22,544	19,798	47%	25,334	
48400	WC INSURANCE EXPENSE	183,137	21,789	111,640	71,497	39%	102,497	
48610	INSURANCE EXP	92,360	21,789	88,818	3,542	4%	76,468	
48700	INSURANCE EXP- MEDICAL	733,961	48,682	373,791	360,170	49%	400,256	
48720	FICA EXPENSE	159,123	16,807	92,222	66,901	42%	91,370	
49210	TRF TO CAPITAL	399,500	-	399,500	-	0%	356,304	

Total Expense	5,524,310	473,051	3,469,639	2,054,671	37%	3,363,003
INC/(DEC) NET POSITION		(460,710)	(3,308,132)			(3,179,897)

Budget to Actual Report
July 31, 2026

FUND: GENERAL
DEPT:RECREATION

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
36731	SPONSORSHIP REVENUE	30,000	-	28,750	1,250	4%	8,050
36732	SPECIAL EVENT FEES	50,000	15,472	36,313	13,687	27%	25,117
36733	REST. FESTIVAL REVENUE	30,000	2,975	16,785	13,215	44%	17,577
36734	TURKS HEAD REVENUE	11,000	425	9,402	1,598	15%	10,643
36738	PARK RENTAL FEES	7,000	100	7,494	(494)	-7%	3,105
36739	TRIP/CLASS REVENUE	53,000	4,099	49,337	3,663	7%	29,994
Total Revenue		181,000	23,071	148,081	32,919	18%	94,486

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
41018	SALARY EXPENSE-OT	-	242	242	(242)	#DIV/0!	-
42000	ADVERTISING	21,000	-	7,784	13,216	63%	12,960
43820	SAL EXP- RECREATION	180,673	20,586	109,192	71,481	40%	102,198
45432	TRIPS/CLASS EXPENSE	53,000	2,456	22,450	30,550	58%	39,940
45436	REST FESTIVAL	40,000	-	-	40,000	100%	218
45450	TURKS HEAD FESTIVAL	20,000	70	23,367	(3,367)	-17%	19,995
45452	TOUCH TRUCK EVENT	5,000	-	-	5,000	100%	-
45457	HALLOWEEN PARADE	6,000	-	-	6,000	100%	3,058
45458	250 AMERICA EVENT	20,000	1,200	1,581	18,419	92%	-
45480	SMALL EVENTS EXPENSE	22,000	1,360	9,667	12,333	56%	5,002
45760	OFF SITE STORAGE	-	50	350	(350)	#DIV/0!	350
45774	TRAINING	4,000	-	791	3,209	80%	1,506
45798	SOFTWARE EXPENSE	6,500	-	1,904	4,596	71%	-
48330	NU DEFINED CONTRB EXPENSE	3,053	235	1,750	1,303	43%	1,698
48400	WC INSURANCE EXPENSE	1,922	-	1,798	124	6%	2,719
48700	INSURANCE EXP- MEDICAL	50,191	3,790	31,082	19,109	38%	29,890
48720	FICA EXPENSE	13,821	1,593	8,372	5,449	39%	7,818
Total Expense		447,160	31,582	220,330	226,830	51%	227,352
INC/(DEC) NET POSITION			(8,512)	(72,249)			(132,866)

Budget to Actual Report-7/31/2026

Budget to Actual Report
July 31, 2026

FUND: FIRE

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
34100	INTEREST INCOME	33,075	3,060	22,127	10,948	33%	2,800
36202	CONTRACTED FIRE PROT REV	818,665	-	796,522	22,143	3%	529,426
39201	TRF FROM GF	559,987	-	559,987	-	0%	524,059
Total Revenue		1,411,727	3,060	1,378,636	33,091	2%	1,056,285

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40133	ADMIN EXPENSE	23,764	1,135	8,135	15,629	66%	8,677
40931	UTILITIES	97,490	6,333	59,355	38,135	39%	46,308
41110	OFFICER STIPENDS	10,927	-	-	10,927	100%	-
41120	EQUIP MAINT/REPAIR	37,662	1,299	11,586	26,076	69%	39,086
41150	ALLOC TO FIRE COMPANIES	343,332	-	240,000	103,332	30%	255,000
43013	CAPITAL EXPENSE	486,720	-	68,130	418,590	86%	66,218
43031	FUEL EXPENSE	40,495	4,770	29,654	10,841	27%	19,307
43720	VEHICLE REPAIR	162,240	7,135	107,999	54,241	33%	93,921
48610	INSURANCE EXP	147,989	30,507	152,041	(4,052)	-3%	123,585
49201	TRF TO GF	61,108	-	61,108	-	0%	59,328
Total Expense		1,411,727	51,179	738,008	673,719	48%	711,430
INC/(DEC) NET POSITION			(48,119)	640,628			344,855

Budget to Actual Report
July 31, 2026

FUND: SEWER

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
29600	FUND BALANCE	1,969,968	-	1,969,968	-	0%	-
34100	INTEREST INCOME	90,000	17,755	117,386	(27,386)	-30%	67,702
34332	SEWER REV-CCH/ARKEMA	200,000	34,234	122,557	77,443	39%	90,160
35500	GRANT REVENUE	900,000	-	-	900,000	100%	225,000
36401	TAP IN FEES	25,000	-	15,347	9,653	39%	-
36460	OUTSIDE HAULING REVENUE	410,000	-	91,428	318,572	78%	190,266
37811	SEWER REVENUE	5,317,006	1,046,763	3,694,253	1,622,753	31%	3,221,826
Total Revenue		8,911,974	1,098,752	6,010,939	2,901,035	33%	3,794,954

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40121	OFFICE SUPPLIES	7,000	719	4,555	2,445	35%	3,998
40122	POSTAGE & PRINTING	-	160	822	(822)	#DIV/0!	399
40140	BANK FEES	-	10,952	11,831	(11,831)	#DIV/0!	70
40931	UTILITIES	405,400	27,802	219,451	185,949	46%	215,853
40940	SERVICE CONTRACTS	11,500	1,382	3,484	8,016	70%	8,715
41018	SALARY EXPENSE-OT	20,000	4,205	15,206	4,794	24%	7,359
42007	ENGINEERING FEES	80,000	1,035	29,455	50,545	63%	28,552
42010	UNIFORMS	9,000	1,155	4,588	4,412	49%	3,170
42913	SAL EXPENSE-WW	1,170,595	126,343	669,145	501,450	43%	643,337
42922	LAB SUPPLIES	50,000	6,312	35,996	14,004	28%	22,395
42925	SEWER MAINT INFLOW/INFILT	75,000	5,899	10,969	64,031	85%	23,504
42933	SLUDGE REMOVAL	980,000	127,720	525,509	454,491	46%	461,837
43013	CAPITAL EXPENSE	3,776,000	962,985	1,462,483	2,313,517	61%	394,080
43031	FUEL EXPENSE	10,000	652	3,550	6,450	65%	3,864
45691	UTILITIES-PS	30,600	1,731	14,670	15,930	52%	1,267
45702	EQUIP - PUMPING STATIONS	30,000	-	-	30,000	100%	14,467
45705	HEATING OIL	43,000	2,662	31,927	11,073	26%	38,703
45708	GRIT REMOVAL	42,550	452	6,792	35,758	84%	9,241
45724	PUMP STATION REPAIRS	8,000	-	165	7,835	98%	135
45728	ALM SULFATE	360,000	48,388	134,662	225,338	63%	93,149
45730	CHLORINE	13,000	-	10,696	2,304	18%	8,001
45736	LIQUID BIO	3,000	-	-	3,000	100%	1,419
45738	EQUIPMENT	70,000	5,459	31,484	38,516	55%	39,779
45740	POLYMER	10,000	-	-	10,000	100%	6,263
45744	SODA ASH	60,000	-	17,532	42,468	71%	37,439
45748	SODIUM BI	6,000	-	2,192	3,808	63%	2,049
45750	SULPHUR DI	5,000	-	1,809	3,191	64%	2,500

45751	STATE APP FEES	13,000	753	10,084	2,916	22%	8,021
45774	TRAINING	10,000	200	2,995	7,005	70%	3,267
45778	LAB PROFESSIONAL FEES	34,000	1,267	11,079	22,921	67%	14,386
45822	PLANT REPAIRS	120,000	3,889	36,003	83,997	70%	53,429
45826	GENERATOR MAINT	6,000	-	-	6,000	100%	-
45828	HVAC MAINT	10,000	-	612	9,388	94%	-
45830	INSTRUMENTATION	7,500	-	-	7,500	100%	2,023
47115	EMERGENCY CONTINGENCY	30,000	-	-	30,000	100%	-
48110	FICA EXPENSE	91,081	9,987	52,353	38,728	43%	49,778
48330	NU DEFINED CONTRB EXPENSE	27,652	1,810	14,406	13,246	48%	14,269
48400	WC INSURANCE EXPENSE	75,818	27,877	75,818	-	0%	76,334
48610	INSURANCE EXP	112,704	26,589	96,669	16,035	14%	51,226
48700	INSURANCE EXP- MEDICAL	436,026	28,590	234,045	201,981	46%	284,969
49201	TRF TO GF	600,000	-	600,000	-	0%	600,000
49265	TRF TO NU PENSION	62,548	-	62,548	-	0%	-
Total Expense		8,911,974	1,436,975	4,445,585	4,466,389	50%	3,229,247
INC/(DEC) NET POSITION			(338,223)	1,565,354			565,707

Budget to Actual Report

July 31, 2026

FUND: PARKING

REVENUE

		Percent Total					
Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Budget Remaining	Prior Year Actual
33110	SERVER FEE REVENUE-CONST	45,600	1,443	20,755	24,845	54%	23,044
33112	ORDINANCE VIOLATIONS	150,000	50	88,026	61,974	41%	72,363
33114	PARKING TICKET REVENUE	1,200,000	95,037	698,821	501,179	42%	793,162
34100	INTEREST INCOME	35,000	9,125	59,999	(24,999)	-71%	20,181
36311	PARKING PERMIT REVENUE	200,000	96,446	250,146	(50,146)	-25%	67,820
36321	PARKING METER REVENUE	2,028,000	182,045	1,206,528	821,472	41%	1,088,933
36324	PARK GARG REVENUE-NET	2,000,000	161,576	1,297,764	702,236	35%	1,312,465
36325	PARKING GARG-LEASED SPACES	122,000	11,574	62,745	59,255	49%	72,650
36736	SOLAR/EV REVENUE	14,000	1,408	7,616	6,384	46%	8,132
Total Revenue		5,794,600	558,704	3,692,400	2,102,200	36%	3,458,750

EXPENSE

		Percent Total					
Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Budget Remaining	Prior Year Actual
40121	OFFICE SUPPLIES	7,000	144	1,872	5,128	73%	6,275
40122	POSTAGE & PRINTING	20,000	186	7,834	12,166	61%	17,166
40124	LEASE EXPENSE	4,779	398	2,788	1,991	42%	8,740
40133	ADMIN EXPENSE	3,000	-	393	2,607	87%	1,567
40400	LEGAL FEES	10,000	-	-	10,000	100%	377
40616	SERVER FEE EXP-CONST	60,000	7,013	28,958	31,042	52%	28,298
40639	BANK FEES	310,000	21,647	157,073	152,927	49%	45,205
40931	UTILITIES	55,551	6,201	56,375	(824)	-1%	27,051
41018	SALARY EXPENSE-OT	30,000	4,376	15,874	14,126	47%	11,444
41313	SALARY EXPENSE-PARKING	692,248	66,979	378,430	313,818	45%	344,714
42007	PROFESSIONAL FEES	60,000	4,225	9,225	50,775	85%	3,793
42010	UNIFORMS	4,000	263	2,232	1,768	44%	2,028
43013	CAPITAL EXPENSE	466,807	4,656	6,940	459,867	99%	176,304
43031	FUEL EXPENSE	1,800	293	1,241	559	31%	1,005
43832	EV CHARGING EXP	4,000	-	230	3,770	94%	2,812
44518	WC BUS IMP DIST ALLOC	100,000	-	100,000	-	0%	100,000
44521	ENFORCEMENT SOFTWARE	42,000	2,711	49,042	(7,042)	-17%	16,409
44525	PARKING METER MAINT	20,000	-	24,290	(4,290)	-21%	2,609
44545	PARKING GARAGE MAINT	230,000	11,956	66,800	163,200	71%	129,775
44922	ARMORED CAR SERVICE	8,200	753	5,271	2,929	36%	4,732
45758	PARKING METER SOFTWARE	154,000	49,713	104,830	49,170	32%	117,109
45774	TRAINING	18,000	2,043	6,299	11,701	65%	89
47140	PRIN PAYMENTS	550,000	-	45,000	505,000	92%	40,000
47291	INT EXP- 2011 CHESTNUT	20,873	-	10,661	10,212	49%	11,061

47296	INT EXP- 2016 2010 REFUND	330,708	-	165,354	165,354	50%	169,554
47299	INTEREST EXP 2013 BICENTENNIAL	14,375	-	7,188	7,187	50%	10,453
48110	FICA EXPENSE	55,252	5,459	30,164	25,088	45%	27,246
48330	NU DEFINED CONTRB EXPENSE	12,853	1,150	7,933	4,920	38%	7,218
48400	WC INSURANCE EXPENSE	8,189	8,539	17,078	(8,889)	-109%	15,325
48610	INSURANCE EXP	62,313	14,701	71,186	(8,873)	-14%	64,587
48700	INSURANCE EXP- MEDICAL	167,655	2,462	42,510	125,145	75%	118,279
49201	TRF TO GF	2,217,384	184,782	123,474	2,093,910	94%	1,054,033
49265	TRF TO NU PENSION	53,613	-	-	53,613	100%	-
Total Expense		5,794,600	400,650	1,546,545	4,248,055	73%	2,565,258
INC/(DEC) NET POSITION			158,054	2,145,855			893,492

Budget to Actual Report

July 31, 2026

FUND: CAPITAL

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
29600	CASH RESERVE-REC IN LIEU	95,000	-	43,682	51,318	54%	-
29600	CASH RESERVE-GAY STREET	318,596	-	318,596	-	0%	-
29600	CASH RESERVE- HOOPES PARK	58,000	-	58,000	-	0%	-
29600	CASH RESERVE- ARPA	328,606	-	319,583	9,023	3%	-
35500	GRANT REVENUE-BODY CAMERAS	125,000	-	-	125,000	100%	-
35500	GRANT REVENUE- CHES COUNTY GAY ST	677,798	-	412,427	265,371	39%	-
35500	GRANT REVENUE- CHES COUNTY GAY ST II	425,000	-	-	425,000	100%	-
35500	GRANT REVENUE- BUS SHELTER	12,500	-	-	12,500	100%	-
35500	GRANT REVENUE- HOOPES PARK	-	-	168,315	(168,315)	#DIV/0!	-
35410	TRF FROM GF	691,914	-	691,914	-	0%	-
Total Revenue		2,732,414	-	2,012,517	719,897	26%	-

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
43013	CAPITAL EXPENSE-POLICE	240,000	-	145,000	95,000	40%	241,225
43013	CAPITAL EXPENSE-REC	153,000	61,426	72,060	80,940	53%	64,106
43013	CAPITAL EXPENSE-IT	62,414	-	22,843	39,571	63%	16,981
43013	CAPITAL EXPENSE-ADMIN	115,000	-	1,000	114,000	99%	59,241
43013	CAPITAL EXPENSE-PW	2,162,000	6,427	1,711,389	450,611	21%	356,304
Total Expense		2,732,414	67,853	1,952,292	780,122	29%	737,857
INC/(DEC) NET POSITION			(67,853)	60,225			(737,857)

Budget to Actual Report

July 31, 2026

FUND: LIQUID FUELS

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
34100	INTEREST INCOME	1,200	22	106	1,094	91%	94
36735	LIQUID FUELS REVENUE	412,306	-	422,152	(9,846)	-2%	428,077
Total Revenue		413,506	22	422,258	(8,752)	-2%	428,171

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40639	BANK FEES	-	23	161	(161)	#DIV/0!	162
43200	WINTER MAINTENANCE	50,000	-	44,908	5,092	10%	1,707
43331	TRAFFIC LIGHT MAINT	46,300	4,229	26,815	19,485	42%	62,736
43333	TRAFFIC CONTROL DEVICES	10,000	-	3,781	6,219	62%	5,523
49515	ROAD PAVING PROJECT	307,206	-	-	307,206	100%	-
Total Expense		413,506	4,252	75,665	337,841	82%	70,128
INC/(DEC) NET POSITION			(4,230)	346,593			358,043

Budget to Actual Report

July 31, 2026

FUND: SPF

REVENUE

		Percent Total					
Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Budget Remaining	Prior Year Actual
34100	INTEREST INCOME	40,000	1,596	8,520	31,480	79%	23,169
35500	GRANT REVENUE	225,000	118,088	543,835	(318,835)	-142%	-
38015	STREAM PROTECTION REVENUE	1,200,000	1,853	1,086,577	113,423	9%	1,213,124
39201	TRF FROM GF	52,105	-	52,105	-	0%	60,695
Total Revenue		1,517,105	121,537	1,691,037	(173,932)	-11%	1,236,293

EXPENSE

		Percent Total					
Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Budget Remaining	Prior Year Actual
40133	ADMIN EXPENSE	37,000	87	6,433	30,567	83%	30,332
42007	PROFESSIONAL FEES	93,000	1,117	16,655	76,345	82%	29,332
45540	TREE PLANTING	25,000	-	-	25,000	100%	27,667
40410	LEGAL	75,000	588	1,134	73,866	98%	11,819
43620	STORMWATER MAINT	274,290	6,095	10,520	263,770	96%	214,477
43013	CAPITAL EXPENSE	750,000	8,329	42,922	707,078	94%	366,892
49201	TRF TO GF	262,815	-	262,815	-	0%	242,632
Total Expense		1,517,105	16,216	340,479	1,176,626	78%	923,151

Check Register
7/31/2026

Check Number	Vendor Name	Effective Date	Check Amount
10015 - CASH-TRUIST HIGHWAY AID			
2421	KUHARCHIK CONSTRUCTION	7/15/2026	1,878.54
2422	LENNI ELECTRIC CORPORATION	7/15/2026	361.22
2423	LENNI ELECTRIC CORPORATION	7/21/2026	1,388.80
Total 10015 - CASH-TRUIST HIGHWAY AID			3,628.56
10037 - CASH- SANTANDER BANK GF			
018396	COUNTRYWIDE ABSTRACT LP	7/8/2026	345.73
018398	MIKE MARCUS	7/8/2026	750.00
018399	AED BRANDS	7/8/2026	1,599.80
018400	BERKSHIRE SYSTEMS GROUP, INC.	7/8/2026	674.00
018401	IDI DATA	7/8/2026	1.50
018402	PA DEPT OF TRANSPORTATION	7/8/2026	72.00
018403	VIPR.ai, LLC	7/8/2026	11,200.00
018404	TPS GRAPHICS	7/8/2026	340.00
018405	TREEMENDOUS INC.	7/8/2026	32,840.00
018406	Al Moretti	7/10/2026	11,500.00
018407	CHRISTOPHER LANDY	7/15/2026	50.00
018408	21st CENTURY MEDIA	7/15/2026	451.76
018409	ACE HARDWARE OF WEST CHESTER	7/15/2026	306.96
018410	ANDREW'S LAWN & LANDSCAPING	7/15/2026	930.00
018411	BAIRD & RUDOLPH TIRE CO,INC.	7/15/2026	4,583.97
018412	BENECON GROUP	7/15/2026	213.91
018413	FISHER AUTO PARTS	7/15/2026	12.19
018414	BFI King of Prussia - 4586	7/15/2026	5,754.12
018415	BOYCE RECREATION	7/15/2026	606.80
018416	BRANDYWINE REPORTING,INC.	7/15/2026	1,581.50
018417	CDW GOVERNMENT INC	7/15/2026	33.26
018418	SIMON CHANDLER	7/15/2026	50.00
018419	CHESTER COUNTY SOLID WASTE AUT	7/15/2026	8,452.94
018420	COLLIFLOWER, INC	7/15/2026	220.88
018421	FEL - WEST CHESTER, PA #501	7/15/2026	13.33
018422	GAILLYNN GILES	7/15/2026	260.00
018423	GLASGOW INC	7/15/2026	348.00
018424	GOOD FELLOWSHIP CLUB OF CC	7/15/2026	149,107.36
018425	Hi-Viz Safety Wear, LLC	7/15/2026	1,055.15
018426	HUMAN SERVICES INC	7/15/2026	487.50
018427	IN-FLEET TRUCK SERVICE	7/15/2026	1,132.60
018428	INTERSTATE BATTERIES	7/15/2026	157.95
018429	KELLY INDUSTRIAL SUPPLY	7/15/2026	24.22
018430	KNOX EQUIPMENT RENTALS INC.	7/15/2026	175.00
018431	LANGUAGE LINE SERVICES INC	7/15/2026	283.45

Check Register**7/31/2026**

018432	LENAPE BRASS ENSEMBLE	7/15/2026	500.00
018433	LULU SHRINE CLOWNS	7/15/2026	275.00
018434	MELANA MADONNA	7/15/2026	492.50
018435	MAILLIE. LLP	7/15/2026	5,000.00
018436	DAVE MARCH WCVFD	7/15/2026	134.60
018437	MCDONALD UNIFORM COMPANY	7/15/2026	626.46
018438	NEW HOLLAND AUTO GROUP	7/15/2026	621.81
018439	O'ROURKE & SONS INC.	7/15/2026	65.00
018440	OBERMAYER REBMANN MAXWELL	7/15/2026	2,173.00
018441	OCCUPATIONAL HEALTH CENTER	7/15/2026	1,056.00
018442	PA DEPT OF LABOR & INDUSTRY	7/15/2026	7,738.00
018443	PENNSYLVANIA ONE CALL SYSTEM	7/15/2026	437.40
018444	PENNONI ASSOCIATES, INC.	7/15/2026	4,033.50
018445	PERFECT SELF STORAGE	7/15/2026	301.00
018446	PIPE XPRESS INC	7/15/2026	503.96
018447	QNB BANK	7/15/2026	10,138.63
018448	ROCKWELL ASSOCIATES LLC	7/15/2026	2,100.00
018449	REMINGTON & VERNICK ENGINEERS	7/15/2026	5,382.50
018450	ELEANOR J. SCHWANDT,RMR	7/15/2026	1,321.00
018451	SHERWIN-WILLIAMS CO	7/15/2026	67.44
018452	BRANDYWINE VALLEY SPCA	7/15/2026	356.92
018453	THOMAS COMITTA ASSOCIATES	7/15/2026	6,672.00
018454	TREEMENDOUS INC.	7/15/2026	3,360.00
018455	UNIVERSAL RACKETS	7/15/2026	2,456.00
018456	VERDANT PLANT HEALTH CARE	7/15/2026	840.00
018457	VERIZON 842448578-00001	7/15/2026	410.68
018458	WB MASON C2657532	7/15/2026	198.84
018459	WETZEL GAGLIARDI FETTER LAVIN	7/15/2026	8,138.50
018460	WINDLES WATER WORKS INC	7/15/2026	142.00
018461	YALE ELECTRIC SUPPLY CO	7/15/2026	204.06
018462	CHRISTOPHER LANDY	7/21/2026	66.00
018463	PAVION CORPORATION	7/21/2026	150.00
018464	COUNTRYWIDE ABSTRACT LP	7/21/2026	50.00
018465	MIKE MARCUS	7/21/2026	4,590.00
018466	ACE HARDWARE OF WEST CHESTER	7/21/2026	131.26
018467	AMERICAN ARBOIST SUPPLIES	7/21/2026	13.98
018468	ANDREW'S LAWN & LANDSCAPING	7/21/2026	702.00
018469	BUCKLEY,BRION,MCGUIRE,MORRIS	7/21/2026	2,815.75
018470	BUILDING INSPECT UNDERWRITERS	7/21/2026	3,375.00
018471	CDW GOVERNMENT INC	7/21/2026	563.22
018472	CHESTER COUNTY SOLID WASTE AUT	7/21/2026	3,811.52
018473	CODE ELEVATOR, INC.	7/21/2026	3,632.00
018474	DELAWARE CO COMMUNITY COLLEGE	7/21/2026	2,478.00
018475	DRIVERS LICENSE GUIDE COMPANY	7/21/2026	104.94

Check Register**7/31/2026**

018476	HILL ARCHIVE	7/21/2026	408.54
018477	IN-FLEET TRUCK SERVICE	7/21/2026	663.06
018478	JAKE'S TREE SERVICE	7/21/2026	5,600.00
018479	LEADERSHIP GROWTH GROUP	7/21/2026	1,375.00
018480	LENAPE BRASS ENSEMBLE	7/21/2026	1,200.00
018481	Acrisure Mid-Atlantic Partners	7/21/2026	7,200.00
018482	MCDONALD UNIFORM COMPANY	7/21/2026	62.27
018483	O'DONNELL & NACCARATO	7/21/2026	4,225.00
018484	OCCUPATIONAL HEALTH CENTER	7/21/2026	273.25
018485	PA MUNICIPAL HEALTH - BENECON	7/21/2026	204,477.51
018487	US TREASURY - IRS	7/21/2026	852.48
018488	BARBARA VOLTZ	7/21/2026	2,500.00
Total 10037 - CASH- SANTANDER BANK GF			552,683.46

10038 - CASH-SANTANDER BANK SEWER

11796	3B SERVICES INC.	7/8/2026	1,461.00
11797	EHRlich 1350622	7/8/2026	549.22
11798	EUROFINS ENVIRONMENT TESTING	7/8/2026	363.50
11799	FEL - WEST CHESTER, PA #501	7/8/2026	187.22
11800	GRAINGER acct 851582031	7/8/2026	147.45
11801	LAKESIDE EQUIPMENT CORPORATION	7/8/2026	640.00
11802	ACE HARDWARE OF WEST CHESTER	7/15/2026	225.68
11803	BSC LABS	7/15/2026	125.00
11804	BRENDAN STANTON, INC.	7/15/2026	73,625.00
11805	EHRlich 1350622	7/15/2026	145.48
11806	LAWSON PRODUCTS, INC.	7/15/2026	798.17
11807	MCMaster-CARR SUPPLY COMPANY	7/15/2026	146.98
11808	O'ROURKE & SONS INC.	7/15/2026	115.00
11809	PETROLEUM TRADERS CORP.	7/15/2026	2,662.00
11810	PHILA BEARING & DRIVE SOLUTION	7/15/2026	508.74
11811	PIPE XPRESS INC	7/15/2026	762.38
11812	REIT LUBRICANTS CO	7/15/2026	574.16
11813	ROBERT J FITZMYER CO INC	7/15/2026	781.35
11814	TSQ & SON PLUMBING & HEATING	7/15/2026	4,987.45
11815	USALCO	7/15/2026	38,420.12
11816	WINDLES WATER WORKS INC	7/15/2026	187.00
11817	ACE HARDWARE OF WEST CHESTER	7/21/2026	138.45
11818	CES - CITY ELECTRIC SUPPLY	7/21/2026	32.58
11819	EHRlich 1350622	7/21/2026	388.40
11820	EUROFINS ENVIRONMENT TESTING	7/21/2026	225.00
11821	GRAINGER acct 851582031	7/21/2026	18.21
11822	GRAINGER acct 820017598	7/21/2026	92.19
11823	PA DEPT OF ENVIRO PROTECTION	7/21/2026	150.00
11824	PA MUNICIPAL HEALTH - BENECON	7/21/2026	29,171.74

Check Register**7/31/2026**

11825	PIPE XPRESS INC	7/21/2026	149.24
11826	USA BLUE BOOK	7/21/2026	8,485.28
11827	WB MASON C2657532	7/21/2026	388.13
11828	Hajoca Corporation	7/21/2026	30.43
11829	WINDLES WATER WORKS INC	7/21/2026	59.50
11830	YALE ELECTRIC SUPPLY CO	7/21/2026	884,480.00
11831	RBC Wealth Management	7/24/2026	1,579.45
Total 10038 - CASH-SANTANDER BANK			1,052,801.50

10039 - CASH-SANTANDER PARKING TICKET

9214	AJ BLOENSKI INC.	7/8/2026	754.08
9215	GARY ARNOLD	7/8/2026	55.00
9217	Eastern Armored Services, Inc.	7/8/2026	753.00
9218	FLASHPARKING, INC.	7/8/2026	1,950.42
9219	GLENN MARKLEY	7/8/2026	550.00
9220	ACE HARDWARE OF WEST CHESTER	7/15/2026	94.47
9221	BUTTS TICKET COMPANY	7/15/2026	49,663.55
9222	CDW GOVERNMENT INC	7/15/2026	1,133.74
9223	CODE ELEVATOR, INC.	7/15/2026	660.00
9224	STEVE FORCE	7/15/2026	1,100.00
9225	LESLIE HENRY	7/15/2026	412.50
9226	JOHNSON CONTROLS FIRE PROT LP	7/15/2026	3,563.70
9227	T2 SYSTEMS, INC.	7/15/2026	2,711.05
9229	STEVE FORCE	7/21/2026	550.00
9230	LESLIE HENRY	7/21/2026	715.00
9231	GLENN MARKLEY	7/21/2026	550.00
9232	PA MUNICIPAL HEALTH - BENECON	7/21/2026	4,987.34
9233	RBC Wealth Management	7/24/2026	854.02
Total 10039 - CASH-SANTANDER PARKING			71,057.87

10041 - CASH-SANTANDER BANK SPF

7328	WILDLAWN - ARCHEWILD	7/8/2026	3,657.00
7329	PENNONI ASSOCIATES, INC.	7/8/2026	99.00
7330	REMINGTON & VERNICK ENGINEERS	7/8/2026	2,596.88
7331	PENNONI ASSOCIATES, INC.	7/15/2026	1,927.00
Total 10041 - CASH-SANTANDER BANK SPF			8,279.88

10045 - CASH-SANTANDER BANK FIRE FUND

1712	BAIRD & RUDOLPH TIRE CO, INC.	7/15/2026	124.45
1713	CUSTOM FIRE APPARTUS INC.	7/15/2026	403.38
1714	DIVAL SAFETY EQUIPMENT INC.	7/15/2026	1,299.10
1715	GLICK FIRE EQUIPMENT CO., INC.	7/15/2026	3,642.62
1716	IN-FLEET TRUCK SERVICE	7/15/2026	85.00
1717	Justin McClure WCFD Reporting	7/15/2026	1,000.00

Check Register

7/31/2026

1718	DAVE MARCH WCVFD	7/15/2026	225.01
1719	TONY'S EMERGENCY SERVICES	7/15/2026	1,650.00
1720	ABEL BROTHERS TOWING	7/21/2026	620.94
1721	GLICK FIRE EQUIPMENT CO.,INC.	7/21/2026	383.36
	Total 10045 - CASH-SANTANDER BANK		<u><u>9,433.86</u></u>

10701 - CASH-SANTANDER CAPITAL

1008	BOYCE RECREATION	7/21/2026	61,426.00
1009	PENNONI ASSOCIATES, INC.	7/21/2026	1,500.00
	Total 10701 - CASH-SANTANDER CAPITAL		<u><u>62,926.00</u></u>

(attachmentAgenda

Finance & Revenue Committee of Borough Council

Date: Wednesday, July 8, 2026 @ 5:30 PM

Committee Members: Brian McGinnis, Chair
Bernie Flynn
Jerome Szczepaniak

Staff: Barbara Lioni, Director of Finance & Revenue
Sean Metrick, Borough Manager

- I. Call to order
- II. Announcements
- III. Comments, suggestions, petitions by residents in attendance regarding items not on the agenda.
(Please be advised that all public comments have a 5-minute time limit.)
- IV. Reports
 - A. 2025 Draft Financials- Christopher Fratinardo, Manager, Maillie- **tabled until WorkSession**
 - B. Quarterly Pension Investment Performance Update - Bruce Besecker, Senior Vice President, RBC Wealth Management
 - C. Director's report on monthly financials (attachment)
 - D. Finance Committee – *Chair Report, workplan and issues raised at prior meetings (attachment)*
- V. Old business
 - A. Approve June 2026 meeting minutes (attachment)-**Approved 3-0**
 - B. Discuss public safety tax- **will move forward to Work Session for full Council discussion**
Issue: Discuss adding a public safety tax
- VI. New business
 - A. Approve grant resolution for PA DCED Multimodal Transportation Fund application for the Adams and Nields Streets Road Rehabilitation Project (attachment)-**Approved 3-0**
Issue: Public resolution required for grant application
 - B. Approve Budget Modification # 2026-5 for playground equipment at Horrace Pippin Park and Parking Garage Capital Project. **Approved 3-0**
Issue: Recreation capital expense for Horrace Pippin was approved in 2025, and project was completed in 2026. The project expense was not budgeted for in 2026. Reallocate funds from various line items within the Parking Fund budget to complete necessary repairs.
 - C. Motion to approve purchasing requests (attachment): **Approved 3-0**
Issue: Review and recommend the approval of qualifying purchase orders
 - a. Nexgen Automation for \$39,870.00
 - b. Eagle Contracting for \$23,753.33
 - c. Otis Elevator for \$13,830.00
- VII. Other business

VIII. Adjournment

Visit www.west-chester.com to view and download attachments.

Agendas are posted to www.west-chester.com by noon 3 business days prior to the meeting.

the WEST CHESTER DOWNTOWN FOUNDATION



P.O. Box 3109 ✕ WEST CHESTER, PA 19381 ✕ 610-738-3350 ✕ WWW.WCDF.ORG

July 11, 2026

Dana DiDomenico
Office of the Borough Manager
401 E. Gay St.
West Chester, PA 19380

Dear Dana,

The West Chester Downtown Foundation's 15th Annual West Chester Preservation Awards Event is happening on October 15, 2026!

We love getting together to recognize the efforts that help make West Chester great. We are grateful for your past support and we hope you will join us again this year.

The mission of the Awards Program is to recognize those projects and individuals who have worked to maintain the historic character and preserve the historic integrity of the Borough of West Chester. Awards are given in four categories:

- Bricks and Mortar for architectural projects
- Preservation Service for educational and advocacy projects
- Special Recognition Award to individuals and organizations in recognition of significant contributions to the preservation of the Borough of West Chester.
- Preservation Legacy Award for long-term or far-reaching contributions to the preservation of West Chester.

We will have hors d'oeuvres and a light buffet from Limoncello with beer and wine. The award ceremony will take place on Thursday, October 15, 2026 at 5:30 pm at the Chester County History Center at 225 N. High. Please consider supporting the program by becoming a sponsor. The categories and benefits are outlined on the sponsorship form. Attendees will have the opportunity to see the winners announced and to socialize with local decision makers, members of the West Chester business and preservation communities, and residents of the Borough of West Chester.

Downtown West Chester event net proceeds go to support many of West Chester's most vital charitable institutions. Our 2026 grants will be announced at the event.

We would be grateful for your support of this valuable community preservation program.

Sincerely,

Allen Burke
2026 Committee Chair

Can you help us again with a sponsorship?

West Chester Preservation Awards Committee

James Breen, Allen Burke, Jeff Burke, Cara Corridoni, Thomas Dougherty, Chris Hazley, Joseph Martino, Ray Ott, Kathleen Penney, Philip Yocum



A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION FOR THE WEST CHESTER DOWNTOWN FOUNDATION
MAY BE OBTAINED FROM THE PA DEPT. OF STATE BY CALLING (TOLL FREE WITHIN PA) 1-800-732-0999.
REGISTRATION, AS REQUIRED BY THE PA SOLICITATION OF FUNDS FOR CHARITABLE PURPOSES ACT,
DOES NOT IMPLY ENDORSEMENT. EIN#01-0641261

THE WEST CHESTER DOWNTOWN FOUNDATION IS A NON-PROFIT, 501(C)(3) ORGANIZATION.

OFFICE LOCATION: 137 NORTH HIGH STREET, WEST CHESTER, PA 19381



2025 WEST CHESTER PRESERVATION AWARDS SPONSORS

SERPENTINE

Susan & Vijay Aggarwal
Blue Dog Printing & Design
Sarah & Allen Burke
Hazley Builders
E. Kahn Development
Patricia Burton Loew
A. Roy Smith
Team Jean Homes
Timlyn Vaughan Photography
Borough of West Chester ✓

MARBLE

Archer & Buchanan Architecture
Arthur Hall Insurance, A Marsh & McLennan Agency LLC Company
Brandywine Valley Heating
and Air Conditioning, Inc
Chester County History Center
Thomas Comitta Associates, Inc.
Town Planners & Landscape Architects
County Lines/ValleyDel Publications
O'Rourke & Sons
Ray & Paula Ott
R&B Restoration Carpentry
Umbreit Wileczek & Associates, PC

LIMESTONE

Jeffrey P. Burke, Esq.
of MacElree Harvey LTD.
Krug Architects
Limoncello
Patterhn Ives Architecture
John & Barbara Spellman
Zukin Realty

BRICK

CORE Development
Church Street Gallery
James A. Cochrane Inc. Realtor - Michael Wallacavage,
Culbertson Restoration LTD.
DellaVecchia, Reilly, Smith
& Boyd Funeral Home Inc.
Jane Dorchester,
Architectural Historian
Michael Galey & Rachel Kagen
Diane Hammell & Ken Watterson
Corinne & Joe Martino

Paper Moon Custom Stationery
Kevin & Lynn Sherlock
Allan & Nancy Steenhusen
Laura M. Stokley, RA, NCARB, Architect
Visual Expansion Gallery
Tom Walsh, Commercial
Realtor – Long & Foster
West Chester University
David Wickard
Melissa & Joshua Willson
Philip & Sue Yocum



P.O. Box 3109
WEST CHESTER, PA 19381
610.738.3350 x WWW.WCDF.ORG

2026 WEST CHESTER PRESERVATION AWARDS SPONSORSHIP OPPORTUNITIES

Award Event held on October 15, 2026
at the Chester County History Center

	BRICK \$175	LIMESTONE \$350	MARBLE \$550	SERPENTINE \$900
Tickets to award ceremony	2	3	5	10
Announced at event by WCDF President				✓
Prominent recognition in event program				✓
Recognition in event program	✓	✓	✓	✓
Name on signage throughout the event	✓	✓	✓	✓
Name listed on mailing to winners, and sponsors	✓	✓	✓	✓
Recognition on WCDF and Downtown West Chester website	✓	✓	✓	✓
Customized individual recognition on WCPA Facebook page				✓
Group recognition on WCPA Facebook page	✓	✓	✓	✓
Name listed on the card that is distributed at the Up on the Roof event in September	✓	✓	✓	✓
Name featured in next year's event invitation	✓	✓	✓	✓

A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION FOR THE WEST CHESTER DOWNTOWN FOUNDATION
MAY BE OBTAINED FROM THE PA DEPT. OF STATE BY CALLING (TOLL FREE WITHIN PA) 1-800-732-0999.
REGISTRATION, AS REQUIRED BY THE PA SOLICITATION OF FUNDS FOR CHARITABLE PURPOSES ACT, DOES NOT IMPLY ENDORSEMENT. EIN#01-0641261
the West Chester Downtown Foundation is a non-profit, 501(c)(3) organization.
OFFICE LOCATION: 137 NORTH HIGH STREET, WEST CHESTER, PA 19381



P.O. Box 3109
West Chester, PA 19381
610-738-3350 or www.wcdf.org

2026 SPONSOR RSVP

The West Chester Downtown Foundation (WCDF) thanks you for your support of the 2026 West Chester Preservation Awards. Please complete this form and return it with your check to the address below in order for us to ensure proper recognition for your support.

*The deadline for inclusion in printed materials is Friday, August 15, 2026.

PLEASE SELECT ONE OF THE FOLLOWING SPONSORSHIP CATEGORIES:

..... SERPENTINE SPONSOR\$900 (CHARITABLE AMOUNT: \$550)
..... MARBLE SPONSOR\$550 (CHARITABLE AMOUNT: \$375)
..... LIMESTONE SPONSOR\$350 (CHARITABLE AMOUNT: \$245)
..... BRICK SPONSOR\$175 (CHARITABLE AMOUNT: \$105)

PLEASE TELL US WHOM TO CONTACT REGARDING YOUR SPONSORSHIP BENEFITS:

NAME

TITLE

COMPANY NAME

ADDRESS

PHONE EMAIL

PLEASE LIST YOUR NAME OR COMPANY NAME AS IT SHOULD APPEAR FOR SPONSORSHIP
RECOGNITION ON PRINTED MATERIALS:

Please make checks payable to "WCDF" and direct all calls and correspondence to:

Elizabeth McGuire
Downtown West Chester
P.O. Box 3109
West Chester, PA 19381

Email: emcguire@wcbid.com

*Please include "Preservation Awards" on the subject
line in your email message.*

Phone: 610-738-3350

Office location:
137 North High Street
West Chester, PA 19380

Kathy Brooks

From: Stephen Vogelman Jr. <Vogelman@codeelevator.com>
Sent: Tuesday, July 28, 2026 4:27 PM
To: Kathy Brooks
Subject: Code Elevator Rates Library - Borough of West Chester

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon,

This email is to confirm that the hourly billing rates currently provided to the Borough of West Chester will also be extended to the West Chester Library, located at 415 N. Church Street, West Chester, PA 19380.

The hourly billing rates for work performed outside the scope of the contract are as follows:

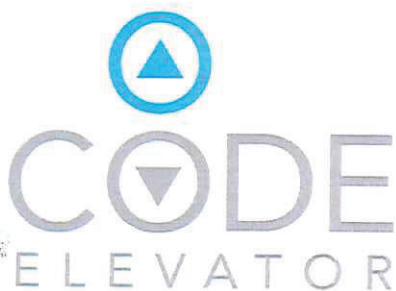
Rate Type	Mechanic	Helper	Team
Regular	\$315.00	\$252.00	\$567.00
Premium (1.7x)	\$535.50	N/A	N/A
Premium (0.7x)	\$220.50	N/A	N/A
Overtime (2.0x)	\$630.00	\$504.00	\$1,155.00

These rates will apply to all work performed outside the scope of the contract for the West Chester Library.

If you have any questions or concerns, please feel free to give me a call.

Thank you, and we appreciate the opportunity to continue serving your facilities.

Best regards,



Stephen Vogelman Jr. |Vice President

a: Code Elevator | 420 Feheley Drive, Suite B | King of Prussia, PA 19406
e: vogelman@codeelevator.com
m: 267.535.0863
w: <https://codeelevator.com/>

From: Kathy Brooks <KBrooks@west-chester.com>
Sent: Tuesday, July 28, 2026 9:17 AM

First Amendment to the Granicus Service Agreement between Granicus, LLC and West Chester PA

This First Amendment to the Granicus, LLC Service Agreement is effective on the date this document is signed and entered into by and between Granicus, LLC, a Minnesota Limited Liability Company d/b/a Granicus (hereinafter referred to as "Granicus"), and West Chester PA (hereinafter referred to as "Client"), with reference to the following:

WHEREAS, the Client and Granicus entered into an Agreement effective 17 Nov 2025 (the "Agreement"); and

WHEREAS, in addition to Client's existing solution, Client wishes to add certain products and services as detailed in Q-519412, which is attached as Exhibit A and incorporated herein by reference; and

WHEREAS, the Client and Granicus wish to extend the Agreement through 31 Dec 2031; and

NOW, THEREFORE, in consideration of the premises, the parties intend that the Agreement be amended as follows:

1. Compensation to be paid to Granicus under the Agreement shall be amended to include the fees detailed in Exhibit A. Exhibit A is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of the Client to provide applicable exemption certificate(s).
2. The Agreement shall be extended through 31 Dec 2031.
3. Except as amended by this First Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.
4. In the event of any inconsistency between the provisions of this First Amendment and the documents comprising the Agreement, the provisions of this First Amendment shall prevail.

IN WITNESS WHEREOF, the parties have caused this First Amendment to be executed by their duly authorized representatives.

Agreement and Acceptance

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

West Chester PA

Signature:

Name:

Title:

Date:

Granicus

Signature:

Name:

Title:

Date:

Exhibit A

ORDER DETAILS

Prepared By: Madelyn Bedard
Phone:
Email: madelyn.bedard@granicus.com
Order #: Q-519412
Prepared On: 27 Jul 2026
Expires On: 31 Dec 2026

ORDER TERMS

Currency: USD
Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Current Subscription End Date: 31 Dec 2026
Initial Order Term End Date: 31 Dec 2031
Period of Performance: 01 Jan 2027 - 31 Dec 2027

PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

Renewing Subscription Fees			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
SmartGov Connector Merchant	Annual	1 Each	\$966.50
SmartGov - Enterprise	Annual	1 Each	\$19,179.36
SmartGov Connector Active Directory	Annual	1 Each	\$966.50
SmartGov API	Annual	1 Each	\$3,183.21
SUBTOTAL:			\$24,295.57

FUTURE YEAR PRICING

Solution(s)	Period of Performance			
	01 Jan 2028 - 31 Dec 2028	01 Jan 2029 - 31 Dec 2029	01 Jan 2030 - 31 Dec 2030	01 Jan 2031 - 31 Dec 2031
SmartGov Connector Merchant	\$1,005.16	\$1,045.37	\$1,087.18	\$1,130.67
SmartGov - Enterprise	\$19,946.53	\$20,744.40	\$21,574.17	\$22,437.14
SmartGov Connector Active Directory	\$1,005.16	\$1,045.37	\$1,087.18	\$1,130.67
SmartGov API	\$3,310.54	\$3,442.96	\$3,580.68	\$3,723.91
SUBTOTAL:	\$25,267.39	\$26,278.10	\$27,329.21	\$28,422.39

PRODUCT UPDATES

FOR INFORMATION ON RECENT AND UPCOMING PRODUCT ENHANCEMENTS ACROSS THE GRANICUS PORTFOLIO, PLEASE REFER TO THE SEMIANNUAL UPDATE INFORMATION ON THIS WEBPAGE:

: [HTTPS://GRANICUS.COM/SEMIANNUAL-UPDATES/](https://granicus.com/semiannual-updates/)

PRODUCT DESCRIPTIONS

Solution	Description
SmartGov Connector Merchant	Connection to one merchant in the back office and/or portal from a list of available options. Subscriber remains responsible for the relationship with the provider.
SmartGov - Enterprise	Annual subscription to SmartGov software for: Permitting, Licensing, and Code Enforcement. Subscription includes the Public Portal.

REQUEST FOR INFORMATION (RFI)

Strategic Planning Services for West Chester Area Fire and Emergency Medical Services (EMS)

1. Introduction & Purpose

The participating municipalities and emergency service organizations are seeking information from qualified consultants to assist in the development of a regional strategic plan for fire and emergency medical services (EMS).

This Request for Information (RFI) is intended to:

- Gather information on consultant qualifications, experience, and approaches to similar engagements
- Understand methodologies for working with multiple stakeholders with differing priorities
- Identify potential cost ranges and project scopes
- Inform the potential development of a subsequent Request for Proposals (RFP), or, if appropriate, selection of a consultant directly through this process
- Provide recommendations on organizational structure options to optimize performance efficiency and cost/effect savings methodologies

This effort is intended to be exploratory and fact-finding in nature. The participating entities have not predetermined an outcome and are seeking objective, balanced input that reflects the interests of the broader group.

A central objective of this effort is to evaluate the short- and long-term sustainability of current fire and EMS service delivery models within the region. Respondents are encouraged to describe how they would assess sustainability and identify when structural or organizational changes may be warranted to ensure reliable and efficient service delivery into the future.

2. Project Context

2.1 Geographic Area

The West Chester Area covers approximately 65 square miles with a population of 97,261 based on the 2020 Census. This area constitutes approximately 18.2% of the total population of Chester County and includes the County Seat (West Chester Borough). Based on available data, there is continued growth in terms of housing, businesses, and assisted living facilities in the region, most notably in West Goshen and West Whiteland Townships. Finally, West Chester University is a critical regional resource and is currently completing a Master Campus Plan that will help guide its next ten (10) years.

Notable features within the region include:

- West Chester Area School District
- West Chester University
- U.S. Route 202
- U.S. Route 30

2.1 Participating Entities & Current Service Structure

The final list of participating entities is still evolving, but may include:

- East Bradford Township
- East Goshen Township
- Thornbury Township (Chester County)
- West Chester Borough
- West Goshen Township
- West Whiteland Township
- Westtown Township

Fire and EMS services across the region are currently delivered through a combination of models, which may include volunteer, career, and/or hybrid staffing structures. There are existing inter-municipal agreements, though these are described as a patchwork of arrangements that vary by municipality and service provider. While there are other providers, the West Chester Area primarily receives fire and EMS service from the following entities:

- West Chester Fire Department
- Goshen Fire Company
- Good Fellowship Ambulance

The chart below details the fire and EMS service structure for each (potentially) participating municipality. Providers who are likely peripheral to this study are shaded.

Municipality	2020 Population	Fire	EMS
East Bradford Township	10,339	West Chester Fire West Bradford Fire	Good Fellowship
East Goshen Township	18,410	Goshen Fire Malvern Fire	Good Fellowship (ALS) ¹ Goshen Fire (BLS) ² Malvern Fire (ALS)
Thornbury Township (Chester County)	3,177	West Chester Fire	Good Fellowship Concordville Fire
West Chester Borough	18,671	West Chester Fire	Good Fellowship
West Goshen Township	23,040	West Chester Fire Goshen Fire	Good Fellowship (ALS) Goshen Fire (BLS)
West Whiteland Township	19,632	West Whiteland Fire	Good Fellowship
Westtown Township	11,154	West Chester Fire Goshen Fire	Good Fellowship Goshen Fire (BLS part)

West Chester Fire Department operates as an all-volunteer fire department and is under the general budgetary supervision of West Chester Borough. It is important to note that West Chester Borough owns the equipment. The municipalities that receive service from West Chester Fire Department are part of an intermunicipal agreement that expires on December 31, 2028. This

¹ Advanced life-support (ALS)

² Basic life-support (BLS)

agreement outlines funding requirements for both capital and operating costs. There are three stations in the West Chester Fire Department. In 2025, the West Chester Fire Department responded to 1,775 calls for service and provides coverage across approximately 27 square miles.

Goshen Fire Company operates two stations using a combination of volunteer and career staff. The majority of the career staff are dual-function Firefighter/EMT's with part-time EMT's providing additional EMS coverage. The Fire Company also employs an Executive Director and a Deputy Chief of EMS who oversees EMS operations. In terms of coverage, Goshen Fire Company provides service to an area of approximately 25 square miles across four townships. Goshen Fire Company provides basic life-support (BLS) EMS services. In 2025, Goshen Fire Company responded to 6,270 calls for service, which broke down as follows:

- Fire calls – 805
- Fire Police calls – 393
- BLS calls – 5072

Good Fellowship Ambulance provides both advanced life-support (ALS) and BLS. They operate as a 501(c)(3) non-profit organization that includes emergency medical services and a large regional EMS Training Center. Currently, Good Fellowship Ambulance operates with a combination of career staff and volunteers, which includes 129 paid employees and 186 active volunteers across their operations and training departments. In terms of coverage, Good Fellowship Ambulance provides service to an area of approximately 75 square miles, covers an estimated 20% of Chester County's population, and accounts for an estimated 22% of all of Chester County's EMS dispatches. In 2025, Good Fellowship Ambulance responded to 8,994 calls for service.

3. Project Challenges & Considerations

The region is experiencing a range of challenges common to fire and EMS systems, including:

- Declining volunteer participation
- Increasing capital costs for apparatus and equipment
- Aging or failing equipment
- Rising staffing costs and potential transition pressures toward career staffing models
- Growing population and service demand
- Increasing financial pressures on municipalities
- Potential increased costs for career staff model (benefits/salaries)

The selected consultant will be expected to address these challenges from a regional perspective, recognizing the varied interests and conditions across participating entities. Collectively, these challenges raise questions regarding the long-term sustainability of existing service models, which this effort is intended to evaluate and make recommendations with costs associated with the recommendations.

4. Scope of Interest

Respondents are asked to describe their approach to addressing the following areas:

- Facilitating collaboration among diverse stakeholders with differing priorities
- Developing consensus around mission, vision, and strategic goals

- Evaluating regional service delivery options, including, but not limited to:
 - Regionalization and/or consolidation considerations
 - Funding mechanisms (tax-based, subscription, hybrid, etc.)
 - Alternative governance and funding structures (e.g., the potential formation of a regional authority or similar entity)
 - Staffing models (career, volunteer, hybrid options)
 - Facilities and apparatus deployment optimization
 - Response time and service coverage analysis
 - Community expectations and service level definitions
- Evaluating the sustainability of current fire and EMS service delivery models, including identification of risks, trends, and thresholds that may indicate the need for change
- Recommending strategies or structural changes to improve long-term sustainability, where needed
- Ensuring that recommendations reflect the collective interests of the region, rather than any single stakeholder group
- Developing practical, actionable implementation strategies to ensure the plan is usable and can be implemented with developed timelines for completion versus a conceptual document that is never utilized

5. Desired Deliverables

At a minimum, the anticipated outcomes of this effort include:

- A comprehensive regional fire/EMS strategic plan
- A clear and actionable implementation roadmap
- Financial modeling to assist in projecting future budgets for this service
- A plan for public engagement
- Recommendations on a potential governing structure

6. Information Requested from Respondents

Respondents are requested to provide the following information:

6.1 Firm Experience

- Description of experience with similar fire/EMS or regional service planning efforts
- Examples of comparable projects, including:
 - Client names
 - Stakeholder composition
 - Project outcomes

6.2 Project Approach

- Methodology for engaging and managing multiple stakeholders
- Approach to building consensus among organizations with differing priorities
- Strategies for ensuring objectivity and balanced representation
- Approach to evaluating system sustainability and identifying when governance, funding, or organizational changes (such as the formation of an authority) should be considered

6.3 Implementation Focus

- Approach to ensuring the strategic plan is actionable and implementable
- Examples of how prior plans have been successfully implemented
- Time frames for implementation and completion

6.4 Cost Information

- Estimated cost range for completing a project of this nature
- Factors that influence project cost
- List of additional items not covered in the cost estimate

6.5 Project Team

- Key personnel and their qualifications
- Relevant experience of team members

7. Additional Considerations

Respondents should be aware that:

- This is a sensitive and potentially complex regional issue, involving organizations with established identities and operational structures
- The process is intended to be objective and exploratory, without a predetermined outcome
- Success will depend heavily on the consultant's ability to build trust and facilitate productive dialogue among participants
- Confidentiality is critical during the study

8. Submission Requirements

Responses must be submitted in electronic format, either via email to Christopher Bashore, West Goshen Township Manager, at cbashore@westgoshen.org and Mandie Cantlin, East Bradford Township Manager, at mcantlin@eastbradford.org or via USB delivered to West Goshen Township, 1025 Paoli Pike, West Chester, PA 19380. Submissions shall be clearly identified as "RFI for West Chester Area Fire and EMS Study" in the subject line of an electronic submission or on the exterior of the package for physical submissions.

Responses must be received no later than June 12, 2026 at 4:00 pm.

The participating entities reserve the right to conduct interviews with selected respondents, at their discretion.

9. Disclaimer

This RFI is issued for informational purposes only and does not constitute a formal solicitation. The participating entities reserve the right to:

- Issue a subsequent RFI or RFP
- Select a consultant based on responses to this RFI
- Take no further action

Blocking Vehicle Project Funding Request

The coverage area for the West Chester Fire Department regularly experiences motor vehicle accidents, hazardous materials incidents, disabled vehicles, and other emergencies on heavily traveled roadways. These environments present significant dangers not only from the primary incident but also from secondary crashes involving approaching traffic. Despite the use of traffic cones, warning signs, emergency lighting, and other traffic control measures, responders and motorists remain at considerable risk while operating at emergency scenes.

To enhance roadway incident safety, our department is seeking to purchase a Truck Mounted Attenuator (TMA) vehicle. A TMA is specifically designed to absorb the kinetic energy of an impacting vehicle, significantly reducing the likelihood of serious injury or death to firefighters, emergency medical personnel, law enforcement officers, towing operators, public works employees, and other emergency responders working on the roadway. Just as importantly, the device helps protect occupants of striking vehicles by reducing crash severity.

Recognizing the importance of this safety initiative, the West Goshen Fire & EMS Coalition successfully secured a Commonwealth of Pennsylvania Economic Development & Community Development Initiatives Grant through the office of Senator Carolyn Comitta. The grant awarded \$50,000 toward the purchase of a blocking vehicle. These funds are currently being held by the Borough of West Chester.

Over the past year, we have worked closely with vendors to identify a vehicle that meets both our operational requirements and budget limitations. After an extensive search, we identified a suitable unit and arranged for a comprehensive inspection by a certified mechanic. The vehicle has been determined to be an appropriate and cost-effective solution for this project.

The proposed purchase consists of a used 2010 International 14' Truck Mounted Attenuator currently being offered by J-Tech of Chester Springs, Pennsylvania.



Project Costs

Item	Vendor	Cost
2010 International 14' TMA Vehicle	J-Tech	\$50,000.00
Emergency Lighting and Radio Equipment	Tony's Emergency Services	\$14,649.00
Vehicle Graphics	Signarama	\$442.34
Total Project Cost		\$65,091.34

Funding Summary

Description	Amount
Grant Funding Secured	\$50,000.00
Total Project Cost	\$65,091.34
Funding Needed	\$15,091.34

Conclusion

The acquisition of a dedicated blocking vehicle equipped with a Truck Mounted Attenuator will significantly improve the safety of emergency responders and the traveling public throughout our community. This unit will provide critical protection during roadway incidents, reduce the likelihood and severity of secondary crashes, and help safeguard both responders and motorists operating in hazardous traffic environments.

With \$50,000 already secured through state grant funding, only **\$15,091.34** is needed to complete this project and place this valuable safety resource into service. This investment will provide long-term benefits to the community by enhancing roadway safety, reducing injuries, and supporting the efficient management of emergency incidents throughout the region.



QUOTATION

102 Oscar Way
Chester Springs, PA 19425

610-458-4334 (office)
www.jtechusa.com

Bill To:

FIRE & EMS COALITION
1025 PAOLI PIKE
WEST CHESTER, PA 19380

ATTN:

SHIP TO:

Pickup

ATTN:

Phone:

Email:

Quote No.	Date	Cust No	Rep	Your Referenced Inquiry	Completion Date	F.O.B.	Terms
0036202	7/27/2026	11396	BW	8-242		J-TECH	
Quantity	Description					Price	Extension
1	8-242* '10 IHC 16' TMA Plus					50,000.00	50,000.00
	'10 International 4300, VIN 1HTMMAAN0AH263441, MFD diesel engine with 245HP, Allison automatic transmission, air brakes, GVWR 26,000 (under CDL), white cab, 221K miles						
	16' TMA Plus						
	J-Tech Engineer-Designed 16' TMA Plus						
	Body						
	- 16' ballasted flatbed						
	- Non-skid deck coating						
	- 38" stakesides powder coated Highway-Safety Red						
	- Heavy-duty bulkhead with viewing window						
	- All components powder coated finish						
	- Backup alarm						
	- Reflective tape sections on rub rail						
	J-Tech Hydraulic Arrow Board Stand						
	- Works in conjunction with Scorpion attenuator pump and controls						
	- Mounted to rear of body for optimal stability and protection						
	- Powder coated finish						
	Wanco 15-Lamp Arrow Board Kit						
	- In-cab controls						
	- High-efficiency LED display						
	- Solar panel mounted on bulkhead						
	- Battery box with maintenance-free batteries						
	Traffix Devices Scorpion Attenuator						
	- NCHRP350 TL-3 approved						
	- In-cab controls						
	- Full LED DOT lighting package						
	Warning Lights						
	- Two amber beacons mounted on bulkhead						
	- Two rear surface-mounted amber LEDs						
	- In-cab switch						
	Dual Camera Back-Up System						
	- Monitor on dash						
	- Cameras include infrared for night-vision						



QUOTATION

102 Oscar Way
Chester Springs, PA 19425

610-458-4334 (office)
www.jtechusa.com

Bill To:

FIRE & EMS COALITION
1025 PAOLI PIKE
WEST CHESTER, PA 19380

ATTN:

SHIP TO:

Pickup

ATTN:

Phone:

Email:

Quote No.	Date	Cust No	Rep	Your Referenced Inquiry	Completion Date	F.O.B.	Terms
0036202	7/27/2026	11396	BW	8-242		J-TECH	
Quantity	Description					Price	Extension
	Total for Quote \$						50,000.00
- Truck is out of the J-Tech Rental Fleet and is sold as-is with no warranty expressed or implied. Truck will be thoroughly cleaned. - All lead times are current as of the quote date but are subject to change. Please contact your account manager for the current lead time as of the date of your purchase order. - Prices are FOB J-Tech, Chester Springs, PA unless otherwise noted. Please contact your account manager for additional delivery options. - Price does not include applicable transfer taxes, tags, and fees required when registering the vehicle. Please contact your local tag and title agency for a list of fees that will be charged when registering the vehicle. J-tech offers limited tag and title services for an additional fee upon request. Please consult your account manager for additional information. - The pricing on this quotation is a good faith estimate. Due to extreme volatility in the availability and cost of raw materials, J-Tech reserves the right to pass along excessive material increases to the customer.							

Tony's EMERGENCY SERVICES

Putting First Responders, First.

484-724-9232

twemservices@gmail.com

PROPOSAL

March 25, 2026

Prepared for:

First West Chester Fire

Steve Pelna

chief@wcfiredept.org

VEHICLE DESCRIPTION: 2011 International 4300 16' Attenuator Truck

PARTS:

6 - Mpower 4" LEDs Red/White
2 - Intersector 8-LED Surface Mount Green
1 - nFORCE 54" Lightbar Center Strobe, Front & Corners Red/White, Rear Red/Amber
1 - Code3 Siren Speaker
1 - Able2 Remote Siren Switch Box w/Mini Controller
1 - Tomar Pre-emption Module
4 - Soundoff Signal 7"x3" Mpower Legacy Amber/Red
4 - 7x3 Bezel
4 - Soundoff Signal 4" Mpower LED Amber/White
2 - Soundoff Signal 4" Mpower LED Red/White
Misc Parts

INSTALLATION DESCRIPTION:

(4) red/white LEDs on front grill. (2) red/white LEDs one under each door w/steady burn white with door open.
Mount lightbar on roof.

(2) green LEDs above rear taillights on w/crash guard open.

Mount (2) red/white LEDs - 1 on each side of front hood.

Mount (4) amber/white LEDs - 2 on each side of stake body with fabricated bracketing.

Mount (2) red/amber 7"x3" LEDs on crash bar with fabricated bracketing.

Mount (2) red/amber 7"x3" LEDs flush mount on arrow board.

Wire all lighting compete to existing switch box.

Mount siren speaker behind front bumper.

Remove existing strobe and work light switches.

Install switch box controller on dash.

Mount in rear of cab: switch box, siren unit, pre-emption module, lightbar module and power distribution fuse box.

Install Harris dash mount radio. Fabricate bracketing and mount in headliner storage pocket.

Speaker above headliner front panel.

Antenna roof mount.

.

PARTS \$8549.00 LABOR \$6100.00 **TOTAL \$14,649.00**



70 Buckwalter Road
Suite 407
Limerick, PA 19468
(484) 961-8802

The Way to Grow Your Business
www.signarama-limerick.com

EST-31416

Payment Terms: 50/50

Created Date: 7/29/2026

DESCRIPTION: Stake Body Truck Graphics

Bill To: West Chester Fire Department
PO Box 322
West Chester, PA 19381
US

Installed: West Chester Fire Department
70 Buckwalter Road
Suite 407
Limerick, PA 19468
US

Requested By: Stephen Pelna
Email: spelna@discoverlewis.com
Cell Phone: (610) 633-5999

Salesperson: Dane Dewees
Email: Dane.Dewees@signarama.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Stake Body Truck Graphics 3M Premium vinyl contour cut vehicle graphics (Two doors and back section. Approximate 2' x 3' areas) Includes installation at Signarama Limerick	1	\$420.96	\$420.96
2	Order Setup <i>Order Setup is per invoice to set machines according to job specifications. All orders include Signarama standard design setup if needed and 2 proof revisions if needed. After 3 proofs sent an additional \$40 per proof sent fee is added to the order. Signarama will supply any up front or additional design fees if necessary at any point throughout the process.</i> ** <i>Note: Some design changes could require price adjustments. Revised pricing will be sent and require written customer approval before the job is proceeded with any further. Verbal communications will not be accepted for price changes. Approval delays will effect job time tables accordingly. **</i>	1	\$0.00	\$0.00
Product Discount Applied: (100.00%) \$40.00				

All payments are non-refundable due to the custom nature of our products and services. Payment terms are as follows:
Orders under \$500 require 100% payment at order placement.
Orders \$501-\$9,999 require a 50% payment at order placement and balance due at pickup or prior to delivery.
Orders over \$10,000.00 require a 50% deposit at order placement, 30% due three weeks later and the remaining balance due prior to pickup, delivery or scheduled installation.

Subtotal:	\$420.96
Taxes:	\$21.38
Grand Total:	\$442.34

Installation projects will not be scheduled until final payment is received. Labor-only installation projects require 100% non-refundable payment at order placement. Invoices are due upon receipt unless otherwise stated. Past-due balances are subject to a \$25 late fee and interest at 1.5% per month (18% annually). Customer agrees to pay all collection costs, including reasonable attorney's fees, if legal action is required. Estimates listing multiple line items without a grand total do not include sales tax. Tax will be calculated once final selections are made and a grand total is issued.

Proof Approval & Liability

By signing or approving a proof (including email approval), the customer accepts full responsibility for all content, layout, spelling, sizing, and specifications. Please review proofs carefully. All production and installation dates are estimates and not guaranteed.

Vendor's liability is limited to the goods and services listed on the invoice and excludes indirect or consequential damages.

Signature: _____ **Date:** _____

ESTIMATES ARE VALID FOR 15 DAYS.



QUOTATION

102 Oscar Way
Chester Springs, PA 19425

610-458-4334 (office)
www.jtechusa.com

Bill To:

FIRE & EMS COALITION
1025 PAOLI PIKE
WEST CHESTER, PA 19380

ATTN:

SHIP TO:

Pickup

ATTN:

Phone:

Email:

Quote No.	Date	Cust No	Rep	Your Referenced Inquiry	Completion Date	F.O.B.	Terms
0036202	7/27/2026	11396	BW	8-242		J-TECH	
Quantity	Description					Price	Extension
1	8-242* '10 IHC 16' TMA Plus					50,000.00	50,000.00
	'10 International 4300, VIN 1HTMMAAN0AH263441, MFD diesel engine with 245HP, Allison automatic transmission, air brakes, GVWR 26,000 (under CDL), white cab, 221K miles						
	16' TMA Plus						
	J-Tech Engineer-Designed 16' TMA Plus						
	Body						
	- 16' ballasted flatbed						
	- Non-skid deck coating						
	- 38" stakesides powder coated Highway-Safety Red						
	- Heavy-duty bulkhead with viewing window						
	- All components powder coated finish						
	- Backup alarm						
	- Reflective tape sections on rub rail						
	J-Tech Hydraulic Arrow Board Stand						
	- Works in conjunction with Scorpion attenuator pump and controls						
	- Mounted to rear of body for optimal stability and protection						
	- Powder coated finish						
	Wanco 15-Lamp Arrow Board Kit						
	- In-cab controls						
	- High-efficiency LED display						
	- Solar panel mounted on bulkhead						
	- Battery box with maintenance-free batteries						
	Traffix Devices Scorpion Attenuator						
	- NCHRP350 TL-3 approved						
	- In-cab controls						
	- Full LED DOT lighting package						
	Warning Lights						
	- Two amber beacons mounted on bulkhead						
	- Two rear surface-mounted amber LEDs						
	- In-cab switch						
	Dual Camera Back-Up System						
	- Monitor on dash						
	- Cameras include infrared for night-vision						



QUOTATION

102 Oscar Way
Chester Springs, PA 19425

610-458-4334 (office)
www.jtechusa.com

Bill To:

FIRE & EMS COALITION
1025 PAOLI PIKE
WEST CHESTER, PA 19380

ATTN:

SHIP TO:

Pickup

ATTN:

Phone:

Email:

Quote No.	Date	Cust No	Rep	Your Referenced Inquiry	Completion Date	F.O.B.	Terms
0036202	7/27/2026	11396	BW	8-242		J-TECH	
Quantity	Description					Price	Extension
	Total for Quote \$						50,000.00
- Truck is out of the J-Tech Rental Fleet and is sold as-is with no warranty expressed or implied. Truck will be thoroughly cleaned. - All lead times are current as of the quote date but are subject to change. Please contact your account manager for the current lead time as of the date of your purchase order. - Prices are FOB J-Tech, Chester Springs, PA unless otherwise noted. Please contact your account manager for additional delivery options. - Price does not include applicable transfer taxes, tags, and fees required when registering the vehicle. Please contact your local tag and title agency for a list of fees that will be charged when registering the vehicle. J-tech offers limited tag and title services for an additional fee upon request. Please consult your account manager for additional information. - The pricing on this quotation is a good faith estimate. Due to extreme volatility in the availability and cost of raw materials, J-Tech reserves the right to pass along excessive material increases to the customer.							

**BOROUGH OF WEST CHESTER
CHESTER COUNTY, PENNSYLVANIA
RESOLUTION NO. #####**

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF WEST CHESTER,
CHESTER COUNTY, PENNSYLVANIA, TO AUTHORIZE THE APPLICATION TO THE
DCED MAIN STREET MATTERS GRANT PROGRAM FOR THE SOUTH HIGH STREET
STREETSCAPE IMPROVEMENTS PROJECT.**

BE IT RESOLVED, that the Borough of West Chester of Chester County hereby request a Main Street Matters Grant of \$619,290.00 for the South High Street Streetscape Improvements Project.

Be it **FURTHER RESOLVED**, that the Applicant does hereby designate Sean Metrick, Borough Manager and Nicole Scimone, Borough Council President, as the officials to execute all documents and agreements between the Borough of West Chester and the Department of Community and Economic Development, to facilitate and assist in obtaining the requested grant.

I, Sean Metrick, duly qualified Secretary of the Borough of West Chester, Chester County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Borough Council at a regular meeting held August 19th 2026, and said Resolution has been recorded in the Minutes of the Borough of West Chester and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Borough of West Chester, this 19th day of August, 2026.

Name of Applicant

County

Secretary

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick

FROM: Donald Anderson

SUB: PURCHASE ORDER REQUEST

DATE: 6/9/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Code Elevator

Contact

Address 420 Feheley Drive, Ste B
King of Prussia, PA19406

Phone (610) 275-1800

Email

Fax (610) 275-1815

Justification

Repairs to elevators at Library.

TOTAL AMOUNT TO BE PAID:	\$ 10,000.00
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Reference (select one) ☐ Quote ☐ SOW ☐ SA ☐ State Contract

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: Joshua B. Lee, Chief of Police

SUB: PURCHASE ORDER REQUEST

DATE: 7/20/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Cody Computer Services, Inc.

Contact Daniel Zebrowski

Address 1005 E. High Street
Pottstown PA 19464

Phone (484) 207-1799

Email dzebrowski@codysystems.com

Fax

Justification

Annual Support & Maintenance for the police department records management system for term
07/01/2026 - 06/30/2027

TOTAL AMOUNT TO BE PAID:	\$ 20,815.11
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Reference (select one) ☐ Quote ☐ SOW ☐ SA

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: Will Williams

SUB: PURCHASE ORDER REQUEST

DATE: 8/3/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor McClure Company

Contact Jakes Hayes

Address 4101 North Sixth Street
PO Box 1579
Harrisburg, PA 17105-1579

Phone (717) 233-6431

Email jakehayes@mcclureco.com

Fax

Justification

2026 Capital Project
COSTARS
Replace RTU 4 at Borough Hall, serving 24/7 areas of 1st floor
2026 Budget: \$73,000

TOTAL AMOUNT TO BE PAID:	\$ 41,793.00
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Reference (select one) ☒ Quote ☐ SOW ☐ SA ☒ State Contract

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: Ramsey Reiner

SUB: PURCHASE ORDER REQUEST

DATE: 7/21/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Pennoni

Contact Nate Cline

Address 158 West Gay Street, Suite 300 | West Chester, PA
19380

Phone

Email ncline@pennoni.com

Fax

Justification

Garage facilities assessment for Capital Planning.

TOTAL AMOUNT TO BE PAID:	\$ 37,750.00
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Reference (select one) ☒ Quote ☒ SOW ☐ SA ☒ State Contract

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick

FROM: Michael Findley

SUB: PURCHASE ORDER REQUEST

DATE: 7/24/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Petroleum Traders

Contact Cassidy Thompson

Address 7120 Pointe Inverness Way PO Box 2357
Fort Wayne, IN 46801-2357

Phone (260) 469-5821

Email cthompson@petroeu

Fax

Justification

For the purchase of heating oil for the wastewater department through the CCIU
Contract is from August 1, 2026 to July 31, 2027
16,000 gallons at \$2.6301 a gallon.
Combined 2026 & 2027

TOTAL AMOUNT TO BE PAID:	\$ 42,081.60
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Reference (select one) ☐ Quote ☐ SOW ☐ SA ☒ State Contract

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: Joshua B. Lee, Chief of Police

SUB: PURCHASE ORDER REQUEST

DATE: 7/28/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Pix4D SA

Contact Calvin Platt

Address Route de Renens 24
1008 Prilly
Switzerland

Phone

Email calvin.platt@pix4d.com

Fax

Justification

Crash and crime scene mapping equipment.
Vendor is a sole source supplier for the required equipment

TOTAL AMOUNT TO BE PAID:	\$ 17,079.00
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Reference (select one) ☐ Quote ☐ SOW ☐ SA

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: Ramsey Reiner, Parking Director

SUB: PURCHASE ORDER REQUEST

DATE: 7/10/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor RW Communications | CDW-G

Contact John Ward | Fred Wills

Address RWC - 5535 Allentown Blvd, Harrisburg, PA 17112

CDW - 200 N. Milwaukee Avenue, Vernon Hills, IL
60061

Phone (717) 566-8862

Email jward@rwcommunications.com

Fax

Justification

RW Communications - Project Cost: 64,432.02 | Member Number: COSTARS-003-E26-720
CDW-G - Project Cost: 39,082.46 | Member Number: Sourcewell 121923
Capital Project - Installing Ubiquiti cameras at the Chestnut parking garage to replace an outdated camera system.

TOTAL AMOUNT TO BE PAID:	\$ 103,514.48
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Reference (select one) ☒ Quote ☒ SOW ☐ SA ☒ State Contract