

## AGENDA

### Finance & Revenue Committee of Borough Council

Date: Wednesday, September 11, 2024 @ 6:30 PM

Committee Members: Brian McGinnis, Chair  
Nicole Scimone  
Bryan Travis

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. Director's report on monthly financials (attachment)
  - B. Administration- 2025 Budget (attachment)
- V. Old Business
  - A. Discuss Special Events fee calculation (attachment)  
*Issue: The Borough charges fees for special events that require Public Works and Police overtime services and equipment. It also refunds a portion of those fees through a special event parking fee for certain large events in the Town Center. These rates are adopted annually by resolution of Borough Council.*
  - B. Discuss waiving the special event fees for Porch Fest and Chili Cook Off (attachment)  
*Issue: Two nonprofits are requesting a reduction of special event fees. The West Chester Green Team hosted the Porch Fest this past spring. The Chili Cook Off will be hosted by Fiorenza's Food for Friends.*
  - C. Approve August 2024 meeting minutes (attachment)
- VI. New Business
  - A. Motion to sell Ford Focus – Building and Housing vehicle
  - B. Motion to transfer funds from Capital Operating Reserve Fund to General Fund for health care refund
  - C. Motion to approve 2025 Minimum Municipal Obligation calculation for the Uniform and Non-Uniform pension plans (attachment)
  - D. Motion to approve purchasing requests (attachment):
    - a. USALCO for \$12,540.00 (attachment)
    - b. Darlington Equipment Company for \$46,995.00 (attachment)

- c. Darlington Equipment Company for \$22,475.00 (attachment)
- d. Watch Keep for \$17,259.85 (attachment)

VII. Other business

VIII. Adjournment

Visit [www.west-chester.com](http://www.west-chester.com) for access to all attachments.

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