



Finance & Revenue Committee Meeting
September 10, 2025 @ 5:30 PM
This meeting is recorded for public record.

Committee Members:

Brian McGinnis, Chair
Nicole Scimone
Bryan Travis

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

Finance & Revenue Committee Meeting:

- I. Call to Order
- II. Announcements
- 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/Administration Department 2026 preliminary budget (attachment)
 - C. Stream Protection 2026 preliminary budget (attachment)
- V. Old Business
 - A. Approve August 2025 meeting minutes (attachment)
- VI. New Business
 - A. Motion to approve purchasing requests (attachment):
 - i. CDW-Barracuda Firewall Renewals - \$11,034.72
 - ii. Hewlett Packard - Lease Servers (3 of 5) - \$15,816.76
 - iii. Munibilling SPF Software – 2026 - \$20,181.00
 - iv. Platelogiq – \$11,200.00
 - v. Battavio - \$18,584.04
 - vi. Univar Soda Ash September 2025 – 16,268.16
 - vii. Usalco 57 - \$15,280.00
 - viii. William S Malany and Sons - Chestnut Garage EV Charging - \$11,770.00

Issue: Approve monthly purchase orders over \$10,000

- B. Discuss Borough-related groups paying vendors/contractors invoices for repairs
Issue: Discuss groups directly paying vendors/contractors for repairs, etc., related to Borough property
- C. Motion to approve the 2026 Minimum Municipal Obligation prepared by Acrisure for police, non-uniform and defined contribution plans (attachment)

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.

**Borough of West Chester
Cash Position
August 31, 2025**

<u>A/C#</u>	<u>Description</u>	<u>Beginning Balance 8/1/2025</u>	<u>August Receipts</u>	<u>August Expenditures</u>	<u>Ending Balance 8/31/2025</u>
01-10000	GF Truist Cash	194,593	950,168	578,478	566,283
01-10036	PLGIT EIT Pension Pay Down Cash	580,184	229,692	-	809,876
01-10037	Santander GF Cash	-	-	-	-
01-10044	Santander ARPA Cash	373,834	-	26,366	347,468
01-10040	PLGIT Pcard Cash	-	-	-	-
01-12000	PLGIT GF Cash	4,495,183	2,447	-	4,497,630
	Total General Fund	5,643,794	1,182,307	604,844	6,221,257
05-10045	Santander Fire Cash	633,148	5,000	43,523	594,625
05-10053	PLGIT Fire Reserve	756,327	2,240	-	758,567
	Total Fire Fund	1,389,475	7,240	43,523	1,353,192
10-10006	PLGIT Rec In Lieu Cash	104,650	367	-	105,017
07-10047	Santander Recreation Cash	5,159	10,004	-	15,163
	Total Recreation Fund	109,809	10,371	-	120,180
08-10038	Santander Sewer Cash	2,132,991	651,824	617,341	2,167,474
08-10052	PLGIT Sewer Cash Reserve	3,810,537	13,501	-	3,824,038
	Total Sewer Fund	5,943,528	665,325	617,341	5,991,512
09-10026	Truist Parking Cash	932,744	27,980	5,780	954,944
09-10039	Santander Parking Cash	1,036,888	929,015	649,034	1,316,869
09-10103	TD Parking Cash	340,663	10,414	-	351,077
09-10051	PLGIT Parking Cash Reserve	2,214,385	7,583	-	2,221,968
10-10012	PLGIT 2011 Bond	46,390	166	-	46,556
	Total Parking Fund	4,571,070	975,158	654,814	4,891,414
15-10015	BBT Highway Aid	507,700	22	251,101	256,621
	Total Highway Aid Fund	507,700	22	251,101	256,621
16-10034	Fulton SPF Cash	1,167,440	2,062	-	1,169,502
16-10054	PLGIT SPF Reserve	281,205	345	-	281,550
16-100-41	Santander SPF Cash	233,480	18,416	25,298	226,598
	Total Stream Protection Fund	1,682,125	20,823	25,298	1,677,650
18-120-03	BBT Capital Operating Investments	5,317,588	-	-	5,317,588
18-120-04	US Bank Capital Operating Investments	3,706,901	-	-	3,706,901
	Total Capital Operating Reserve Fund	9,024,489	-	-	9,024,489
30-100-31	PLGIT 2016 GOB Bond	40,372	270	-	40,642

Borough of West Chester
 Cash Position
 August 31, 2025

<u>A/C#</u>	<u>Description</u>	<u>Beginning Balance</u> <u>8/1/2025</u>	<u>August</u> <u>Receipts</u>	<u>August</u> <u>Expenditures</u>	<u>Ending Balance</u> <u>8/31/2025</u>
	Total 2016 Bond Funds	40,372	270	-	40,642
	Total-All Funds	28,912,362	2,861,516	2,196,921	29,576,957

**Due To/ Due From Balances
8/31/2025**

G/L A/C#	Description	DUE FROM	G/L A/C#	Description	DUE TO	Difference
01-13005	Due from Fire	2,240	05-23001	Due to GF	(2,240)	-
01-13008	Due from Sewer	33,948	08-23001	Due to GF	(33,948)	-
01-13009	Due from Parking	2,009	09-23001	Due to GF	(2,009)	-
01-13010	Due from Capital	685,039	10-23001	Due to GF	(685,039)	-
11-13001	Due from GF	2,618	01-23013	Due to UDAG	(2,618)	-
08-13010	Due from Capital	105,838	10-23008	Due to Sewer	(105,838)	-
10-13001	Due from GF	(66,639)	01-23011	Due to Capital	66,639	(0)
16-13001	Due from GF	431	01-23016	Due to SPF	(431)	-
		765,484			(765,484)	(0)

Borough of West Chester
Budget to Actual Report -Variances
For the year ended August 31, 2025

Revenue Trends:

Business Privilege Tax (01-31095-90) better than budget by \$59k

P/Y Real Estate Taxes In Collections (01-30125-90) better than budget by \$86k

Interest Income (01-34100-90) better than budget by \$124k

Interest Income (08-34100-08) better than budget by \$11k

WC Reimbursement (01-38019-90) offsets salary expense paid out to police officers on Workers comp.

Parking Garage Revenue (09-36323-09): do not anticipate meeting budget. Revenue is averaging around \$184k/month- anticipating \$300k budget shortfall.

Parking Meter Revenue (09-36321-09): trailing budget

Housing Violations (01-33104-50) better than budget by \$49k.

Street Openings revenue (01-38026-80) better than budget by \$105k due to Aqua/Peco reimbursements.

Police Grant Revenue (01-35500-40)- two grants received that were not budgeted. \$7,500 for K9 and \$40,000 for body cameras.

Fire Grant Revenue (05-35500-05)-did not budget \$50k grant for attenuator.

Turks Head Revenue (01-34330-07)- was \$10K. Revenue from event did not meet budget. Budget was \$16k. Revenue shortfall of \$6k.

Expense Trends:

Capital Expense (01-43013-90) is overbudget for final payment made to Premier Concrete for High and Miner project. Will receive grant reimbursement for this project.

Legal Fees-Employment (01-40430-90) is overbudget by \$13k. Line item used for employment related issues.

Other Expense (01-40133-90): over budget due to temp services paid to People Share. Hired full time position in the Finance Department. Will no longer be paying People Share for staffing service within the department.

Other Expense (01-40133-50) is not a budgeted expense within the Housing department for 2025. Line item is being used to account for People Share invoice being paid for temporary staffing.

Borough of West Chester

Budget to Actual Report -Variances

For the year ended August 31, 2025

Trf to Police Pension (01-44870-40): transferred \$250,000 to police pension. YTD transferred to police pension to meet MMO: \$900k

Funds come directly from EIT .25 cash account.

Zoning Hearing (01-41331-50 overbudget by \$32k due to third party zoning services. Expense is partially offset by revenue overage of \$13k in 01-36244-50

Training (01-45836-90) overbudget by \$12k.

Budget number did not account for all admin trainings and dues.

Traffic Light Maint (15-43331-15) is overbudget by \$13k. Line item overage is expected to be higher with additional purchasing requests. Fund is a special revenue fund and has one source of revenue which is the annual allocation from the state for liquid fuels.

Utilities (15-40931-15) is overbudget by \$4k.

Cash balance in fund is \$256,621. Still need to pay remaining balance on paving project.

90 - ADMINISTRATION

REVENUE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original	Prior Year Actual
30000	CASH RESERVE	305,512	-	-	305,512	100%	-
30115	REAL ESTATE TAX REVENUE	6,180,098	48,321	5,520,060	660,038	11%	5,613,353
30125	LIENED REAL ESTATE TAX REVENUE	110,000	13,005	195,648	(85,648)	-78%	67,499
31090	EARNED INCOME TAX	6,510,996	992,344	4,856,079	1,654,917	25%	4,755,850
31091	DEED TRANSFER TAX	530,000	51,364	437,392	92,608	17%	352,390
31093	LOCAL SERVICES TAX	700,000	144,433	556,935	143,065	20%	526,174
31095	BUSINESS PRIVILEGE TAX	144,000	7,170	203,000	(59,000)	-41%	107,203
34100	INTEREST INCOME	100,000	11,442	224,327	(124,327)	-124%	252,935
34302	LIBRARY/BID MED. INS REIMB.	105,153	-	15,185	89,968	86%	23,842
34304	PA MUNCPL HEALTH MED INS REF	200,000	-	145,704	54,296	27%	248,526
35415	TRANSFER FROM CAP RESERVE	189,078	-	-	189,078	100%	-
35429	TRANSFER FROM SPF	242,632	-	242,632	-	0%	232,183
35442	TRF FROM OPEB	64,931	-	-	64,931	100%	-
35500	GRANT REVENUE	-	-	79,386	(79,386)	#DIV/0!	233,990
35501	STATE PENSION AID	995,170	-	-	995,170	100%	-
38000	MISCELLANEOUS REVENUE	18,900	2,610	24,456	(5,556)	-29%	14,540
38001	PAYMENT IN LIEU TAXES	14,000	-	-	14,000	100%	990
38005	RECYCLING REVENUE	-	-	175	(175)	#DIV/0!	-
38009	CERTIF FEES	45,000	4,850	43,656	1,344	3%	21,735
38014	CELL TOWER/CABLE FRAN REV	245,000	3,360	167,606	77,394	32%	179,812
38019	W/C REIMBURSEMENT	-	5,388	61,258	(61,258)	#DIV/0!	2,546
38030	UCOMP REIMBURSEMENT	3,300	5,075	5,075	(1,775)	-54%	5,092
39208	TRF FROM SEWER FD	600,000	-	600,000	-	0%	600,000
39209	TRF FROM PARKING FD	2,132,100	176,000	1,584,375	547,725	26%	1,351,667
39298	TRF FROM FIRE	59,328	-	59,328	-	0%	57,600
Total Revenue		19,495,198	1,465,363	15,022,277	4,472,921	23%	14,647,927

EXPENSE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original	Prior Year Actual
40110	SAL EXP- Mayor/Council	33,000	-	16,500	16,500	50%	13,338
40112	SAL EXP- ADMIN DEPT	430,774	26,452	254,914	175,860	41%	261,380
40121	OFFICE SUPPLIES	10,000	240	3,946	6,054	61%	2,918
40122	POSTAGE & PRINTING	25,000	-	13,511	11,489	46%	14,642
40123	HR EXPENSE	41,900	-	19,650	22,250	53%	(2,231)
40124	LEASE PAYMENTS	8,139	628	8,114	25	0%	2,558
40131	FIDELITY BOND MGR/TREAS	1,800	-	1,619	181	10%	1,619
40133	ADMIN EXPENSE	2,500	-	14,871	(12,371)	-495%	17,857
40134	CODIFICATION	10,000	-	7,490	2,510	25%	-
40140	BANK FEES	15,000	1,858	24,402	(9,402)	-63%	13,324
40310	TAX COLLECTION FEES	13,000	-	5,408	7,592	58%	19,940
40332	QUALIFYING VOL TAX CREDIT	12,000	-	11,081	919	8%	-
40410	LEGAL FEES	130,000	3,225	60,958	69,042	53%	49,729
40430	LEGAL FEES-EMPLOYMT	30,000	1,505	43,824	(13,824)	-46%	133,433
40510	SAL EXP- FINANCE	267,699	19,871	163,522	104,177	39%	150,427
40931	UTILITIES	30,603	4,550	34,440	(3,837)	-13%	54,847
40938	FIRE HYDRANTS	90,000	-	54,031	35,969	40%	39,946
41337	STENOGRAPHER EXPENSE	1,000	-	-	1,000	100%	425
42000	ADVERTISING	5,500	-	5,438	62	1%	3,582
43013	CAPITAL EXPENSE	-	-	59,241	(59,241)	#DIV/0!	553,178
43031	FUEL EXPENSE	1,000	62	288	712	71%	703
43815	SAL EXP-BOROUGH MANAGER	169,223	13,080	105,143	64,080	38%	112,352
43822	SOFTWARE MAINT FEES	105,684	-	82,228	23,456	22%	92,054
43823	PAYROLL PROCESSING FEES	62,400	5,563	44,444	17,956	29%	58,130
44579	TRF TO FIRE	541,708	-	524,059	17,649	3%	524,059
44580	TRF TO SPF	60,695	-	60,695	-	0%	52,105
44891	TRF TO NU	297,543	-	120,000	177,543	60%	100,000
44892	TRF TO LIQUID FUELS	44,196	-	44,196	-	0%	-
45311	BOARDS & COMMISSIONS EXP	10,000	-	1,314	8,686	87%	4,431
45650	LIBRARY ALLOCATION	110,000	36,667	73,333	36,667	33%	72,500
45657	AUDIT EXPENSE	50,000	13,000	41,000	9,000	18%	46,000
45760	OFF SITE STORAGE	4,000	251	2,529	1,471	37%	2,084
45836	TRAINING	789	1,181	12,628	(11,839)	-1501%	17,154
45837	Tuition Reimbursement	3,600	-	1,200	2,400	67%	2,400
47180	PRIN PYMT- 2014 ENERGY	48,000	-	48,000	-	0%	47,000
47181	PRINCIPAL PAYMENS-2016 BUILD	250,000	-	-	250,000	100%	-
47182	PRIN PYMNT- 2016 STREAM PROT	55,000	-	-	55,000	100%	-
47184	PRIN PYMT- 2016 FIRE TK	120,000	-	-	120,000	100%	-
47230	INT EXP- 2016 Building	141,936	-	70,968	70,968	50%	75,068
47250	INT EXP- 2016 FIRE TRUCK	121,826	-	30,913	90,913	75%	33,213
47290	INT EXP- 2013 LIBRARY	-	-	-	-	#DIV/0!	563
47294	INT EXP- 2014 ENREGY	47,250	-	27,964	19,286	41%	23,998
47297	INT EXP- 2016 STREAM	55,983	-	27,991	27,992	50%	29,091
48600	INS EXPENSE-W/C/UNEMP	19,191	-	13,089	6,102	32%	(402,836)
48610	INSURANCE EXP	41,428	-	47,281	(5,853)	-14%	59,746
48700	INSURANCE EXP- MEDICAL	350,037	22,957	166,974	183,063	52%	218,226
48715	PENSION EXP-DEF CONTB	31,990	1,417	16,761	15,229	48%	24,102

48720	FICA EXPENSE	68,903	4,544	41,316	27,587	40%	300,279
48952	GOODFELLOWSHIP AMBULANCE ALLOC	167,510	-	86,763	80,747	48%	158,299
	Total Expense	<u>4,137,807</u>	<u>157,049</u>	<u>2,494,039</u>	<u>1,643,768</u>	40%	<u>2,981,633</u>
	NI/(NL)		<u>1,308,314</u>	<u>12,528,237.82</u>			

40 - POLICE

REVENUE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original	Prior Year Actual
33104	DISTRICT COURT VIOLATIONS	310,000	47,849	159,722	150,278	48%	208,843
34317	ALARM REVENUE	18,335	-	19,580	(1,245)	-7%	9,755
35500	GRANT REVENUE	-	-	47,500	(47,500)	#DIV/0!	-
36203	EBT POL PROT CONTRACT	1,828,454	-	1,369,066	459,388	25%	1,312,037
36235	POLICE SVCS OT REIMB	120,000	705	103,948	16,052	13%	121,094
38002	RESTITUTION PYMTS	20,000	-	11,117	8,883	44%	14,854
38017	POLICE RECORDS	6,700	-	6,039	661	10%	6,992
Total Revenue		2,303,489	48,554	1,716,973	586,516	25%	1,673,574

EXPENSE

Account Code	Account Title	Total Budget -			Total Budget Variance -		Percent Total	
		Original	Current Period Actual	YTD Actual	Original	Budget Remaining - Original	Prior Year Actual	
40121	OFFICE SUPPLIES	10,700	-	2,699	8,001	75%	6,276	
40122	POSTAGE & PRINTING	6,420	24	3,039	3,381	53%	5,487	
40124	LEASE PAYMENTS	108,480	16	95,161	13,319	12%	32,784	
40133	ADMIN EXPENSE	5,350	49	772	4,578	86%	1,407	
40280	CIVIL SERVICE	25,000	-	12,033	12,967	52%	17,435	
40931	UTILITIES	61,175	6,634	39,961	21,214	35%	56,390	
41010	SAL EXP-LTS	535,369	41,458	373,192	162,177	30%	335,450	
41012	SAL EXP-POLICE OFF	4,947,276	380,859	3,200,910	1,746,366	35%	3,363,174	
41014	SALARY EXP-POL ADMIN/DISP	819,320	64,672	476,120	343,200	42%	465,246	
41023	SMALL EQUIPMENT	23,190	1,040	16,578	6,612	29%	4,800	
41031	CONTRACT EXPENSES	105,866	3,388	30,939	74,927	71%	51,638	
41032	CELL BLOCK	6,000	-	580	5,420	90%	-	
41034	FALSE AREST INSURANCE	25,579	-	15,054	10,525	41%	-	
42010	UNIFORMS	75,000	750	21,841	53,159	71%	39,573	
43013	CAPITAL EXPENSE	-	(241,225)	-	-	#DIV/0!	10,849	
43031	FUEL EXPENSE	60,000	5,173	36,052	23,948	40%	44,984	
43819	SAL EXP-POLICE CHIEF	187,076	14,455	130,580	56,496	30%	181,287	
43822	SOFTWARE MAINT FEES	19,260	-	18,750	510	3%	38,762	
43825	SALA EXP-OT	350,000	41,499	297,071	52,929	15%	260,607	
44571	TRF TO CAPITAL	100,544	-	-	100,544	100%	-	
44871	TRF TO POLICE PENS	1,362,661	-	900,000	462,661	34%	1,050,000	
45300	DONATIONS EXPENSE	500	-	-	500	100%	-	
45655	ARMORY	32,100	-	23,495	8,605	27%	26,003	
45712	INFORMANT FEES	5,000	-	5,000	-	0%	3,000	
45756	MEDICAL SERVICES	10,700	35	7,372	3,328	31%	11,426	
45760	OFF SITE STORAGE	1,605	65	523	1,082	67%	413	
45762	MAYOR	6,955	-	2,271	4,684	67%	1,651	
45772	UNIT	85,150	2,289	62,831	22,319	26%	37,550	
45774	TRAINING/DUES	64,200	10,225	39,904	24,296	38%	36,071	
45800	SPCA	20,000	-	9,221	10,779	54%	10,897	
45810	TRANSLATION	3,210	-	1,376	1,834	57%	1,150	
45851	TRF TO OPEB	85,000	-	-	85,000	100%	-	
48600	INS EXPENSE-W/C/UNEMP	408,360	-	222,706	185,654	45%	208,356	
48610	INSURANCE EXP	96,935	-	80,865	16,070	17%	54,889	
48700	INSURANCE EXP- MEDICAL	1,585,378	103,595	1,007,878	577,500	36%	1,114,786	
48715	PENSION EXP-DEF CONTB	12,152	967	6,619	5,533	46%	6,007	
48720	FICA EXPENSE	149,968	11,281	90,141	59,827	40%	91,850	
48951	REFUNDS	-	-	650	(650)	#DIV/0!	1,025	
Total Expense		11,401,479	447,249	7,232,182	4,169,297	37%	7,571,222	
NI/(NL)			(398,695)	(5,515,209)				

50 - BUILDING & HOUSING

REVENUE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Original	Prior Year Actual
33104	DISTRICT COURT VIOLATIONS	20,000	11,774	68,931	(48,931)	-245%	11,393
35507	ELECTRICAL PERMITS	40,000	2,584	38,526	1,474	4%	35,356
36241	BUILDING PERMITS	600,000	19,038	315,537	284,463	47%	263,586
36242	MECHANICAL PERMITS	35,000	-	-	35,000	100%	18,812
36243	PLUMBING PERMITS	50,000	4,503	24,320	25,680	51%	34,990
36244	ZONING HEARING BOARD	10,000	2,450	23,076	(13,076)	-131%	6,744
36245	RENTAL PERMITS	258,280	23,931	199,698	58,582	23%	18,887
38007	LAND DEVELOPMENT FEES	2,000	-	2,027	(27)	-1%	3,523
Total Revenue		1,015,280	64,280	672,114	343,166	34%	393,291

EXPENSE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Original	Prior Year Actual
40121	OFFICE SUPPLIES	-	-	398	(398)	#DIV/0!	2,099
40122	POSTAGE & PRINTING	2,500	-	208	2,292	92%	53
40124	LEASE PAYMENTS	4,065	369	4,779	(714)	-18%	2,788
40133	ADMIN EXPENSE	-	-	23,594	(23,594)	#DIV/0!	-
40931	UTILITIES	4,000	-	4,434	(434)	-11%	2,333
41310	SAL EXP-HOUSING	512,560	34,250	221,439	291,121	57%	237,392
41331	ZONING HEARING	20,000	3,609	52,418	(32,418)	-162%	13,825
41332	ELECTRICAL INSPECTOR	15,000	2,573	9,167	5,833	39%	8,519
41333	MECHANICAL INSPECTOR	20,000	-	2,565	17,435	87%	7,199
41339	THIRD PARTY RENT INSP	65,000	-	-	65,000	100%	-
41340	3rd Party Consultation	240,000	947	59,995	180,005	75%	-
42010	UNIFORMS	-	-	652	(652)	#DIV/0!	-
42011	CONSULTANTS	-	902	4,203	(4,203)	#DIV/0!	1,215
43031	FUEL EXPENSE	3,000	113	917	2,083	69%	2,176
43612	DCED FILING FEES	3,000	-	-	3,000	100%	-
43822	SOFTWARE MAINT FEES	-	500	500	(500)	#DIV/0!	2,862
43825	SALA EXP-OT	1,500	318	1,126	374	25%	846
45716	LAND DEVELOPMENT EXPENSES	-	-	7,058	(7,058)	#DIV/0!	45,826
45760	OFF SITE STORAGE	3,500	301	3,612	(112)	-3%	1,806
45774	TRAINING/DUES	8,000	-	1,025	6,975	87%	1,724
45836	TRAINING	-	-	150	(150)	#DIV/0!	-
48600	INS EXPENSE-W/C/UNEMP	6,728	-	5,701	1,027	15%	7,153
48700	INSURANCE EXP- MEDICAL	201,605	9,445	64,425	137,180	68%	75,749
48715	PENSION EXP-DEF CONTB	25,628	1,703	10,690	14,938	58%	11,520
48720	FICA EXPENSE	39,326	2,644	17,026	22,300	57%	18,225
Total Expense		1,175,412	57,673	496,081	679,331	58%	443,310
NI/(NL)			6,606	176,033			

70 - IT

EXPENSE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original	Prior Year Actual
40122	POSTAGE & PRINTING	-	-	52	(52)	#DIV/0!	13
40931	UTILITIES	2,700	-	2,052	648	24%	1,225
40933	SALARIES IT	-	-	84,487	(84,487)	#DIV/0!	122,156
43013	CAPITAL EXPENSE	-	(18,770)	(18,770)	18,770	#DIV/0!	-
43817	SALARY EXPENSE- IT	183,335	14,080	35,200	148,135	81%	-
43829	MICROSOFT	40,000	180	20,032	19,968	50%	21,140
44571	TRF TO CAPITAL	50,817	-	-	50,817	100%	-
45659	BACKUP & SUPP SVC	48,000	-	29,402	18,598	39%	30,934
45722	LICENSES	6,000	4,287	4,170	1,830	31%	4,825
45766	PARTS	20,000	234	14,776	5,224	26%	7,190
45774	TRAINING/DUES	7,000	-	2,297	4,703	67%	3,284
45782	REMOTE ACCESS POINTS	4,000	-	2,223	1,777	44%	3,211
45792	SERVICES	6,000	4,282	5,643	357	6%	3,314
45798	SOFTWARE	8,000	-	7,156	844	11%	3,696
45802	ADVANCED THREAT	72,000	-	53,988	18,012	25%	42,423
45820	WEBSITE	25,000	-	24,615	385	2%	11,614
48600	INS EXPENSE-W/C/UNEMP	2,753	-	2,288	465	17%	2,998
48700	INSURANCE EXP- MEDICAL	68,824	4,892	47,089	21,735	32%	49,009
48715	PENSION EXP-DEF CONTB	3,115	235	1,995	1,120	36%	2,150
48720	FICA EXPENSE	14,025	1,077	2,693	11,332	81%	1,617
Total Expense		561,569	10,497	321,387	240,182	43%	310,801
NI/(NL)			(10,497)	(321,387)			

80 - PUBLIC WORKS

REVENUE

Account Code	Account Title	Total Budget			Total Budget Variance		Percent Total	
		- Original	Current Period Actual	YTD Actual	- Original	Budget Remaining - Original	Prior Year Actual	
34318	DUMPSTER FEES	5,000	90	771	4,229	85%	1,569	
34320	GRANT-RECYCLING	90,020	-	-	90,020	100%	-	
35103	WINTER MAINTENANCE	33,000	-	-	33,000	100%	-	
38000	MISCELLANEOUS REVENUE	-	-	4,700	(4,700)	#DIV/0!	302	
38005	RECYCLING REVENUE	10,000	2,182	11,311	(1,311)	-13%	7,166	
38026	STREET OPENING REIMB	60,000	8,530	165,130	(105,130)	-175%	33,150	
39120	TRASH BAG FEES	20,000	2,386	19,295	705	4%	13,713	
Total Revenue		218,020	13,188	201,207	16,813	8%	55,901	

EXPENSE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original	Prior Year Actual
40121	OFFICE SUPPLIES	2,000	-	1,281	719	36%	1,706
40122	POSTAGE & PRINTING	3,000	-	1,350	1,650	55%	1,433
40124	LEASE PAYMENTS	59,013	(7)	43,814	15,199	26%	33,718
40133	ADMIN EXPENSE	5,500	-	834	4,666	85%	248
40920	MAT & SUPPLIES	25,000	1,495	(47,081)	72,081	288%	11,096
40931	UTILITIES	63,338	2,173	58,564	4,774	8%	199,734
40936	UTILITIES - STREET LIGHTS	110,000	-	72,317	37,683	34%	-
40940	SERVICE CONTRACTS	115,000	(22,636)	73,603	41,397	36%	107,296
41400	LANDSCAPE MAINTENANCE	83,000	7,620	30,815	52,185	63%	37,942
42000	ADVERTISING	5,000	-	4,717	283	6%	1,845
42007	PROFESSIONAL FEES	-	-	468	(468)	#DIV/0!	-
42010	UNIFORMS	24,000	730	13,645	10,355	43%	13,723
42011	CONSULTANTS	117,000	-	102,790	14,210	12%	55,042
42730	TRASH	240,000	4,113	145,736	94,264	39%	139,479
42732	RECYCLING	92,000	156	51,114	40,886	44%	60,311
43012	SAL EXP-PW	2,018,046	150,949	1,295,846	722,200	36%	1,260,828
43013	CAPITAL EXPENSE	15,000	(356,304)	-	15,000	100%	7,068
43031	FUEL EXPENSE	115,000	10,104	71,264	43,736	38%	81,081
43200	WINTER MAINTENANCE	92,673	-	98,529	(5,856)	-6%	-
43331	TRAFFIC LIGHT MAINT	-	-	-	-	#DIV/0!	325
43435	WEST NILE VIRUS	-	-	-	-	#DIV/0!	(25)
43720	VEHICLE REPAIR	220,000	12,172	160,148	59,852	27%	182,128
43725	TOOLS	22,000	789	23,208	(1,208)	-5%	14,121
43800	ALLEYS	10,000	35	6,505	3,495	35%	11,455
43822	SOFTWARE MAINT FEES	-	-	-	-	#DIV/0!	2,500
43825	SALA EXP-OT	50,000	2,921	52,398	(2,398)	-5%	53,114
44571	TRF TO CAPITAL	322,702	-	-	322,702	100%	-
45430	PARK MAINTENANCE	-	-	460	(460)	#DIV/0!	46
45540	TREES	235,000	(2,667)	112,738	122,262	52%	169,218
45630	LIBRARY MAINT	15,000	-	12,589	2,411	16%	7,126
45774	TRAINING/DUES	7,500	400	2,623	4,877	65%	5,510
45836	TRAINING	-	-	728	(728)	#DIV/0!	972
48600	INS EXPENSE-W/C/UNEMP	176,966	-	102,260	74,706	42%	121,256
48610	INSURANCE EXP	60,061	-	76,468	(16,407)	-27%	81,715
48700	INSURANCE EXP- MEDICAL	729,696	49,150	444,675	285,021	39%	447,250
48715	PENSION EXP-DEF CONTB	47,032	3,321	28,655	18,377	39%	24,561
48720	FICA EXPENSE	158,206	11,771	103,141	55,065	35%	100,517
Total Expense		5,238,733	(123,715)	3,146,202	2,092,531	40%	3,234,338
NI/(NL)			136,903	(2,944,995)			

07 -REC

REVENUE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Original	Prior Year Actual
34323	SPECIAL EVENT APP FEE	20,000	250	25,367	(5,367)	-27%	22,380
34324	REST FESTIVAL REVENUE	45,000	5,887	23,464	21,536	48%	20,229
34325	POP UP EVENT REVENUE	2,000	234	234	1,766	88%	70
34330	TURKS HEAD FEST REVENUE	16,000	-	10,643	5,357	33%	8,800
36731	SPONSORSHIP REVENUE	30,200	-	8,050	22,150	73%	26,324
36737	PARK RENTAL FEES	10,000	300	3,405	6,595	66%	6,182
36739	CLASS REVENUE	55,000	4,186	32,498	22,502	41%	45,314
Total Revenue		178,200	10,857	103,660	74,540	42%	129,299

EXPENSE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Original	Prior Year Actual
40122	POSTAGE & PRINTING	-	-	200	(200)	#DIV/0!	40
40140	BANK FEES	-	-	-	-	#DIV/0!	814
40931	UTILITIES	-	-	1,902	(1,902)	#DIV/0!	2,082
42000	ADVERTISING	21,000	1,825	18,385	2,615	12%	7,976
43013	CAPITAL EXPENSE	63,832	(64,106)	-	63,832	100%	15,923
43820	SAL EXP- RECREATION	175,078	14,051	116,249	58,829	34%	85,701
43822	SOFTWARE MAINT FEES	4,000	-	-	4,000	100%	3,295
44571	TRF TO CAPITAL	130,635	-	-	130,635	100%	-
45430	PARK MAINTENANCE	51,000	(15,576)	25,399	25,601	50%	20,669
45432	TRIPS/CLASS EXPENSE	76,000	11,397	47,894	28,106	37%	42,020
45436	REST FESTIVAL	39,000	2,142	2,142	36,858	95%	11,900
45438	REST FEST - SETUP/EQUIP	-	-	218	(218)	#DIV/0!	-
45450	TURKS HEAD FESTIVAL	19,500	940	20,935	(1,435)	-7%	18,709
45452	TOUCH TRUCK EVENT	4,000	2,368	2,368	1,632	41%	2,784
45457	HALLOWEEN PARADE	4,000	-	3,058	942	24%	2,783
45480	SMALL EVENTS EXPENSE	16,500	3,575	8,578	7,922	48%	3,175
45485	PARADE EXP	-	-	-	-	#DIV/0!	535
45760	OFF SITE STORAGE	-	50	400	(400)	#DIV/0!	240
45774	TRAINING/DUES	4,000	-	1,506	2,494	62%	-
45836	TRAINING	-	-	-	-	#DIV/0!	450
48600	INS EXPENSE-W/C/UNEMP	-	-	2,668	(2,668)	#DIV/0!	2,968
48610	INSURANCE EXP	2,151	-	-	2,151	100%	-
48700	INSURANCE EXP- MEDICAL	68,348	3,509	33,283	35,065	51%	29,244
48715	PENSION EXP-DEF CONTB	2,750	227	1,925	825	30%	480
48720	FICA EXPENSE	13,393	1,075	8,893	4,500	34%	6,556
Total Expense		695,187	(38,523)	296,004	399,183	57%	258,342
NI/NL			49,380	(192,343)			

05 - FIRE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original	Prior Year Actual
30000	CASH RESERVE	36,249	-	36,249	-	0%	-
34100	INTEREST INCOME	31,500	2,240	19,660	11,840	38%	18,598
34317	ALARM REVENUE	-	-	280	(280)	#DIV/0!	1,500
35500	GRANT REVENUE	-	-	50,000	(50,000)	#DIV/0!	-
36202	CONTRACTED FIRE PROT REV	791,941	-	529,426	262,515	33%	682,727
39205	TRF FROM FIRE FUND	541,708	-	524,059	17,649	3%	-
Total Revenue		1,401,398	2,240	1,159,674	241,724	17%	702,825

EXPENSE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original	Prior Year Actual
40133	ADMIN EXPENSE	23,072	1,000	3,000	20,072	87%	1,000
40931	UTILITIES	93,740	1,578	40,193	53,547	57%	87,059
41110	OFFICER STIPENDS	10,609	-	-	10,609	100%	-
41120	EQUIP MAINT/REPAIR	72,814	-	30,047	42,767	59%	3,281
41121	EQUIP SMALL MAINT & REPL FIRE	-	74	9,113	(9,113)	#DIV/0!	637
41135	REPORTING FEES - FIRE	-	-	6,000	(6,000)	#DIV/0!	7,000
41150	ALLOC TO FIRE COMPANIES	336,600	-	255,000	81,600	24%	245,000
43013	CAPITAL EXPENSE	468,000	-	66,218	401,782	86%	332,951
43031	FUEL EXPENSE	38,938	3,058	22,365	16,573	43%	25,306
43720	VEHICLE REPAIR	156,000	986	94,908	61,092	39%	51,346
44573	TRF TO GF	59,328	-	59,328	-	0%	57,600
45760	OFF SITE STORAGE	-	-	677	(677)	#DIV/0!	-
48610	INSURANCE EXP	142,297	7,538	110,278	32,019	23%	114,477
Total Expense		1,401,398	14,235	697,126	704,272	50%	925,657
NI/(NL)			(11,995)	462,548			

08 - SEWER

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	Prior Year Actual
		- Original			- Original	Original	
30000	CASH RESERVE	2,644,226	-	-	2,644,226	100%	-
34100	INTEREST INCOME	70,000	13,501	81,212	(11,212)	-16%	41,616
34332	SEWER REV-CCH/SARTOMER	160,000	55,678	145,839	14,161	9%	128,918
35500	GRANT REVENUE	1,350,000	-	225,000	1,125,000	83%	71,100
36401	TAP IN FEES	25,575	-	-	25,575	100%	-
36412	MONTHLY SEWER BILLINGS REV	5,301,421	499,399	3,721,224	1,580,197	30%	4,366,542
36460	OUTSIDE HAULING REVENUE	410,000	-	190,266	219,734	54%	310,279
Total Revenue		9,961,222	568,578	4,363,541	5,597,681	56%	4,918,455

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	Prior Year Actual
		- Original			- Original	Original	
40121	OFFICE SUPPLIES	6,000	-	3,998	2,002	33%	2,297
40122	POSTAGE & PRINTING	-	-	775	(775)	#DIV/0!	1,831
40140	BANK FEES	-	-	70	(70)	#DIV/0!	204
40931	UTILITIES	-	(53,645)	(429)	429	#DIV/0!	6,242
40940	SERVICE CONTRACTS	11,880	-	8,715	3,165	27%	9,406
42007	PROFESSIONAL FEES	80,000	-	28,552	51,448	64%	77,740
42010	UNIFORMS	9,000	-	3,170	5,830	65%	3,818
42913	SAL EXPENSE-WW	1,114,621	85,551	728,889	385,732	35%	706,307
42922	LAB SUPPLIES	50,000	141	22,186	27,814	56%	25,920
42925	SANITARY SEWER	75,000	6,905	30,410	44,590	59%	848
42933	SLUDGE REMOVAL	960,000	77,517	539,355	420,645	44%	646,265
43013	CAPITAL EXPENSE	4,915,954	-	394,080	4,521,874	92%	373,326
43031	FUEL EXPENSE	10,000	479	4,343	5,657	57%	5,939
43720	VEHICLE REPAIR	-	(1,605)	-	-	#DIV/0!	-
43825	SALA EXP-OT	32,000	296	7,655	24,345	76%	21,286
44573	TRF TO GF	600,000	-	600,000	-	0%	-
44579	TRF TO FIRE	22,000	-	-	22,000	100%	-
44891	TRF TO NU	80,108	-	-	80,108	100%	-
45689	Utilities	343,518	58,375	257,185	86,333	25%	270,618
45691	Utilties- Pump Stations	22,866	-	498	22,368	98%	4,985
45702	EQUIP - PUMPING STATIONS	30,000	-	14,467	15,533	52%	-
45705	Heating Oil	35,000	-	38,703	(3,703)	-11%	39,024
45708	GRIT REMOVAL	12,000	-	8,858	3,143	26%	6,779
45724	Pump Station Repairs	8,000	-	135	7,865	98%	438
45728	ALM SULFATE	270,000	-	93,149	176,851	66%	88,735
45730	CHLORINE	13,000	-	8,001	4,999	38%	8,579
45736	LIQUID BIO	2,000	-	1,419	581	29%	691
45738	Equipment	70,000	1,434	40,522	29,478	42%	41,783
45740	POLYMER	25,000	-	6,263	18,737	75%	16,306
45744	SODA ASH	70,000	-	37,439	32,562	47%	36,716
45748	SODIUM BI	6,000	-	2,049	3,951	66%	-
45750	SULPHUR DI	6,000	-	2,500	3,500	58%	1,908
45751	STATE APP FEES	13,000	-	8,021	4,979	38%	7,939
45774	TRAINING/DUES	10,000	-	3,267	6,733	67%	915
45778	Lab Professional Fees	32,000	1,113	15,045	16,955	53%	20,027
45794	Aqua Sewer Billing	132,000	-	-	132,000	100%	84,590
45822	Plant Repairs	120,000	374	53,803	66,197	55%	47,502
45826	Generator Maint	7,000	-	-	7,000	100%	(1,729)
45828	HVAC Maint	13,000	-	-	13,000	100%	-
45830	INSTRUMENTATION	5,000	-	2,023	2,978	60%	2,475
47115	EMERGENCY CONTINGENCY	30,000	-	-	30,000	100%	(28,930)
48600	INS EXPENSE-W/C/UNEMP	161,352	46,990	134,809	26,543	16%	46,720
48610	INSURANCE EXP	39,797	-	51,226	(11,429)	-29%	54,720
48700	INSURANCE EXP- MEDICAL	406,034	(817)	286,225	119,809	30%	248,420
48715	PENSION EXP-DEF CONTB	24,376	1,963	16,140	8,236	34%	13,941
48720	FICA EXPENSE	87,716	6,567	56,346	31,370	36%	55,661
Total Expense		9,961,222	231,638	3,509,859	6,451,363	65%	2,950,241
NI/(NL)			336,940	853,683			

09 - PARKING

REVENUE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original	Prior Year Actual
30000	CASH RESERVE	547,895	-	547,895	-	0%	-
33103	PARKING TICKET REVENUE	1,161,456	106,390	897,630	263,826	23%	914,969
33104	DISTRICT COURT VIOLATIONS	146,000	28,436	100,519	45,481	31%	99,449
33110	DISTRICT COURT-CONSTABLE	50,000	7,368	30,411	19,589	39%	32,763
34100	INTEREST INCOME	50,000	7,697	27,935	22,065	44%	27,776
36321	PARKING METER REVENUE	1,950,000	161,534	1,248,689	701,311	36%	1,227,048
36322	PARKING PERMIT/LOT REVENUE	145,000	115,979	183,400	(38,400)	-26%	62,803
36323	PARKING GARAGE REVENUE	2,500,000	179,623	1,470,463	1,029,537	41%	835,347
36326	PARKING GARAGE LEASED SPACE	90,530	9,007	81,657	8,873	10%	215,810
36736	SOLAR/EV REVENUE	8,500	1,292	9,424	(924)	-11%	-
Total Revenue		6,649,381	617,324	4,598,024	2,051,357	31%	3,415,965

EXPENSE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original	Prior Year Actual
40121	OFFICE SUPPLIES	6,000	-	6,275	(275)	-5%	1,140
40122	POSTAGE & PRINTING	14,000	-	17,505	(3,505)	-25%	8,534
40124	LEASE PAYMENTS	9,558	(797)	9,572	(14)	0%	12,529
40133	ADMIN EXPENSE	3,000	-	300	2,700	90%	1,166
40140	BANK FEES	250,000	18,343	78,205	171,795	69%	97,655
40430	LEGAL FEES-EMPLOYMT	20,000	(368)	10	19,991	100%	-
40616	CONSTABLE FEES	50,000	138	28,435	21,565	43%	46,613
40931	UTILITIES	75,231	1,721	35,356	39,875	53%	86,700
40940	SERVICE CONTRACTS	-	-	-	-	#DIV/0!	210
41313	SALARY EXPENSE-PARKING	690,730	45,317	390,032	300,698	44%	400,837
42007	PROFESSIONAL FEES	40,000	-	3,793	36,207	91%	517
42010	UNIFORMS	4,000	249	3,005	995	25%	2,609
43013	CAPITAL EXPENSE	1,012,896	18,173	194,478	818,418	81%	153,745
43031	FUEL EXPENSE	2,000	212	1,217	783	39%	953
43825	SALA EXP-OT	30,000	1,046	12,490	17,510	58%	27,949
43832	EV CHARGING EXP	4,000	-	2,480	1,520	38%	-
44518	WC BUS IMP DIST ALLOC	100,000	-	100,000	-	0%	-
44521	ENFORCEMENT SOFTWARE	42,000	-	16,409	25,591	61%	34,782
44525	PARKING METER MAINT	20,000	-	2,609	17,391	87%	8,893
44545	PARKING GARAGE MAINT	145,000	-	124,304	20,696	14%	82,497
44549	PARKING GARAGE MGMT	536,000	-	-	536,000	100%	-
44573	TRF TO GF	2,132,100	176,000	1,584,375	547,725	26%	1,351,667
44891	TRF TO NU	68,664	-	-	68,664	100%	-
44922	ARMORED CAR SERVICE	6,000	676	5,408	592	10%	4,992
45758	PARKING METER SOFTWARE	138,000	-	117,109	20,891	15%	75,321
45760	OFF SITE STORAGE	275	-	1,267	(992)	-361%	246
45774	TRAINING/DUES	18,000	-	89	17,911	100%	2,650
47140	PRIN PAYMENTS	525,000	-	-	525,000	100%	-
47291	INT EXP- 2012C FT	21,123	-	11,061	10,062	48%	11,461
47296	INT EXP- 2016 2010 REFUND	339,108	-	169,554	169,554	50%	173,654
47299	Interest Exp 2013 Bicentennial	20,906	-	10,453	10,453	50%	13,491
48600	INS EXPENSE-W/C/UNEMP	22,755	-	16,649	6,106	27%	14,617
48610	INSURANCE EXP	74,324	-	64,587	9,737	13%	46,821
48700	INSURANCE EXP- MEDICAL	159,691	(350)	117,429	42,262	26%	145,905
48715	PENSION EXP-DEF CONTB	13,884	739	7,641	6,243	45%	8,943
48720	FICA EXPENSE	55,136	3,547	30,793	24,343	44%	31,066
Total Expense		6,649,381	264,647	3,162,888	3,486,493	52%	2,848,161
NI/(NL)			352,677	1,435,135			

15 - HIGHWAY AID

REVENUE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original	Prior Year Actual
34100	INTEREST INCOME	2,500	22	116	2,384	95%	93
36735	LIQUID FUELS REVENUE	419,499	-	428,077	(8,578)	-2%	427,930
	Total Revenue	421,999	22	428,194	(6,195)	-1%	428,024

EXPENSE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original	Prior Year Actual
40140	BANK FEES	-	23	185	(185)	#DIV/0!	185
40931	UTILITIES	-	654	4,098	(4,098)	#DIV/0!	-
43200	WINTER MAINTENANCE	50,000	-	2,263	47,737	95%	44,832
43331	TRAFFIC LIGHT MAINT	46,300	-	62,108	(15,808)	-34%	29,990
43333	TRAFFIC CONTROL DEVICES	10,000	689	6,212	3,788	38%	10,566
43800	ALLEYS	15,699	-	-	15,699	100%	(2,901)
49515	ROAD PAVING PROJECT	300,000	-	244,008	55,992	19%	5,802
Total Expense		421,999	1,366	318,875	103,124	24%	88,473
NI/(NL)			(1,344)	109,319			

16 - STREAM

REVENUE

Account Code	Account Title	Total Budget - Original	Current Period Actual	YTD Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original	Prior Year Actual
30000	CASH RESERVE	346,000	-	-	346,000	100%	-
34100	INTEREST INCOME	25,000	345	23,514	1,486	6%	29,566
35500	GRANT REVENUE	750,000	-	-	750,000	100%	-
38015	STREAM PROT REVENUE	1,100,000	18,198	1,225,845	(125,845)	-11%	1,185,332
39205	TRF FROM GF	60,695	-	60,695	-	0%	-
	Total Revenue	2,281,695	18,543	1,310,054	971,641	43%	1,214,898

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total Budget Remaining - Original	Prior Year Actual
		- Original			- Original		
40122	POSTAGE & PRINTING	-	-	27,097	(27,097)	#DIV/0!	16,505
40133	ADMIN EXPENSE	38,000	-	2,500	35,500	93%	-
40140	BANK FEES	-	-	420	(420)	#DIV/0!	305
40410	LEGAL FEES	75,000	-	11,819	63,181	84%	17,845
42007	PROFESSIONAL FEES	95,500	-	26,697	68,803	72%	25,955
43013	CAPITAL EXPENSE	1,561,000	-	366,892	1,194,108	76%	186,329
43620	STORMWATER MAINTENANCE	244,563	-	214,477	30,086	12%	9,427
44573	TRF TO GF	242,632	-	-	242,632	100%	-
45540	TREES	25,000	(2,667)	25,000	-	0%	17,504
Total Expense		2,281,695	(2,667)	674,902	1,606,793	70%	273,870
NI/(NL)			21,210	635,152			

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Check Number	Vendor Name	Effective Date	Check Amount
10015 - CASH-TRUIST HIGHWAY AID			
2363	SIGNAL SERVICE, INC.	8/6/2025	2,860.00
2364	GOSHEN SIGN PRODUCTS	8/15/2025	165.00
2365	LENNI ELECTRIC CORPORATION	8/15/2025	315.66
2366	LENNI ELECTRIC CORPORATION	8/15/2025	510.00
2367	LENNI ELECTRIC CORPORATION	8/15/2025	360.22
2368	LENNI ELECTRIC CORPORATION	8/15/2025	296.27
2369	PECO acct 5483214000	8/15/2025	654.25
2370	SIGNAL SERVICE, INC.	8/15/2025	1,384.00
2371	NATIONAL HIGHWAY PRODUCTS, INC	8/22/2025	523.74
2372	GLASGOW INC	8/26/2025	244,008.36
Total 10015 - CASH-TRUIST HIGHWAY AID			<u>251,077.50</u>

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Check Number	Vendor Name	Effective Date	Check Amount
10037 - CASH- SANTANDER BANK GF			
017093	RAYMOND J MACNAMARA	8/6/2025	105.00
017094	ABILA	8/6/2025	934.22
017095	ACE HARDWARE OF WEST CHESTER	8/6/2025	1,012.13
017096	AM CONSTRUCTION SUPPLY INC	8/6/2025	299.99
017097	ASSOCIATED TRUCK PARTS	8/6/2025	109.19
017098	AXON ENTERPRISES INC	8/6/2025	1,428.00
017099	BATTAVIO HEATING COOLING	8/6/2025	2,494.13
017100	BELLWOAR KELLY LLP	8/6/2025	112.50
017101	BRANDYWINE REPORTING,INC.	8/6/2025	656.25
017102	BERKSHIRE SYSTEMS GROUP, INC.	8/6/2025	3,055.00
017103	BUCKLEY,BRION,MCGUIRE,MORRIS	8/6/2025	2,235.00
017104	CALIBER COLLISION	8/6/2025	1,911.17
017105	CHESTER COUNTY HEALTH DEPT	8/6/2025	4,863.98
017106	KEYSTONE PARTNERS, LLC	8/6/2025	3,135.00
017107	COMMUNICATIONS DEPLOYMENT	8/6/2025	4,046.32
017108	CDW GOVERNMENT INC	8/6/2025	3,084.44
017109	CHESTER COUNTY SOLID WASTE AUT	8/6/2025	12,831.81
017110	COMM OF PA STATE POLICE	8/6/2025	500.00
017111	CTH ENTERPRISES	8/6/2025	1,868.00
017112	DSC SOLUTIONS LLC	8/6/2025	3,995.00
017113	EAGLE POINT GUN	8/6/2025	17,807.44
017114	ENSURITY MOBILE CORP.	8/6/2025	384.00
017115	ESRI Environ Systems Res Inst	8/6/2025	7,283.00
017116	FRED BEANS FORD - WEST CHESTER	8/6/2025	619.90
017117	H A DEHART & SON	8/6/2025	664.96
017118	HORGAN TREE EXPERTS	8/6/2025	1,640.00
017120	LUCKY SIGN SHOP	8/6/2025	2,273.00
017121	MARKET STREET PRINT	8/6/2025	490.75
017122	MATTHEW BENDER & CO	8/6/2025	73.08
017123	MCDONALD UNIFORM COMPANY	8/6/2025	1,926.80

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Check Number	Vendor Name	Effective Date	Check Amount
017124	NEW HOLLAND AUTO GROUP	8/6/2025	327.55
017125	Nexgen Automation, Inc.	8/6/2025	18,171.00
017126	Null's Towing Inc.	8/6/2025	1,282.50
017127	OFFICE BASICS, INC.	8/6/2025	339.90
017128	OTIS ELEVATOR CO	8/6/2025	560.76
017129	PENNONI ASSOCIATES, INC.	8/6/2025	3,874.25
017130	PIPE XPRESS INC	8/6/2025	246.66
017131	ROBERT E. LITTLE INC	8/6/2025	78.66
017132	ROBERT S. SWANSON, INC	8/6/2025	350.00
017133	REMINGTON & VERNICK ENGINEERS	8/6/2025	10,137.00
017134	SHERWIN-WILLIAMS CO	8/6/2025	330.05
017135	TPS GRAPHICS	8/6/2025	345.00
017136	US MUNICIPAL SUPPLY - KOP	8/6/2025	675.00
017137	WB MASON C2657532	8/6/2025	249.67
017138	WEST CHESTER OUTDOOR ADVERT	8/6/2025	800.00
017139	WC SECURITY, LLC	8/6/2025	576.00
017140	WINDLES WATER WORKS INC	8/6/2025	202.00
017141	WM P MCGOVERN, INC.	8/6/2025	224.00
017142	YERKES ASSOCIATES, INC.	8/6/2025	5,366.25
017143	21st CENTURY MEDIA	8/15/2025	1,508.02
017144	ACE HARDWARE OF WEST CHESTER	8/15/2025	331.41
017145	ARTS & ATHLETICS CLUB	8/15/2025	900.00
017146	ASSOCIATED TRUCK PARTS	8/15/2025	7.09
017147	BATTAVIO HEATING COOLING	8/15/2025	115.00
017148	FISHER AUTO PARTS	8/15/2025	417.29
017149	BFI King of Prussia - 4586	8/15/2025	5,536.50
017150	BRANDYWINE REPORTING,INC.	8/15/2025	636.00
017151	BUCKLEY,BRION,MCGUIRE,MORRIS	8/15/2025	164.00
017152	BUILDING INSPECT UNDERWRITERS	8/15/2025	585.00
017153	BUREAU VERITAS NORTH AMERICA	8/15/2025	2,572.80
017155	CALLTOWER, INC	8/15/2025	6,551.19

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Check Number	Vendor Name	Effective Date	Check Amount
017156	CDW GOVERNMENT INC	8/15/2025	852.86
017157	CHESTER COUNTY SOLID WASTE AUT	8/15/2025	9,329.68
017158	COLLIFLOWER, INC	8/15/2025	294.40
017159	E.M. KUTZ, INC.	8/15/2025	340.52
017160	GAILLYNN GILES	8/15/2025	500.00
017161	GL SAYRE INC - CONSHOHOCKEN	8/15/2025	889.39
017162	GRAINGER acct 851582056	8/15/2025	210.24
017163	HEIDELBERG MATERIALS NE LLC	8/15/2025	258.73
017164	HORGAN TREE EXPERTS	8/15/2025	9,440.00
017165	INTERSTATE BATTERIES	8/15/2025	639.80
017166	LANGUAGE LINE SERVICES INC	8/15/2025	105.55
017167	LENAPE BRASS ENSEMBLE	8/15/2025	500.00
017168	MACARONI KID	8/15/2025	99.00
017169	MCDONALD UNIFORM COMPANY	8/15/2025	817.45
017170	NEW HOLLAND AUTO GROUP	8/15/2025	1,837.93
017171	OFFICE BASICS, INC.	8/15/2025	181.70
017172	PENNSYLVANIA ONE CALL SYSTEM	8/15/2025	208.16
017173	PA TRNPK TOLL BY PLATE	8/15/2025	4.14
017174	PARTY MAN RENTALS	8/15/2025	1,175.04
017175	PIPE XPRESS INC	8/15/2025	87.12
017176	REIT LUBRICANTS CO	8/15/2025	1,318.53
017177	SAFELITE AUTO GLASS	8/15/2025	491.08
017178	ESTER SANTIAGO	8/15/2025	75.00
017179	SCRAPE AND SCOOP	8/15/2025	776.00
017180	SIANA LAW, LLP	8/15/2025	269.50
017181	THOMAS COMMITTA ASSOCIATES	8/15/2025	2,305.80
017182	US MUNICIPAL SUPPLY - KOP	8/15/2025	820.27
017183	VERIZON 842448578-00001	8/15/2025	410.68
017184	WB MASON C2657532	8/15/2025	87.65
017185	WB MASON C3107820	8/15/2025	2,008.14
017186	WEAVER MULCH LLC	8/15/2025	485.00

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Check Number	Vendor Name	Effective Date	Check Amount
017187	WETZEL GAGLIARDI FETTER LAVIN	8/15/2025	2,952.00
017188	WINDLES WATER WORKS INC	8/15/2025	62.50
017189	WM P MCGOVERN, INC.	8/15/2025	100.00
017190	WC PUBLIC LIBRARY	8/19/2025	36,667.00
017191	3 J BLUE	8/21/2025	700.00
017192	PA DEPT OF LABOR & INDUSTRY	8/21/2025	7,538.00
017193	21st CENTURY MEDIA	8/22/2025	1,825.00
017194	ACE HARDWARE OF WEST CHESTER	8/22/2025	24.81
017195	ALL EVENT PARTY RENTAL	8/22/2025	3,057.57
017197	ANDREW'S LAWN & LANDSCAPING	8/22/2025	7,620.00
017199	BOYCE RECREATION	8/22/2025	9,119.20
017200	BERKSHIRE SYSTEMS GROUP, INC.	8/22/2025	3,388.00
017201	BUCKLEY,BRION,MCGUIRE,MORRIS	8/22/2025	11,018.50
017202	CHESAPEAKE CONS. LANDSCAPING	8/22/2025	400.00
017203	CDA PRINTING	8/22/2025	2,142.00
017204	CDW GOVERNMENT INC	8/22/2025	8,582.61
017205	CORPORATE LAMP & ELEC RECYCL	8/22/2025	156.00
017207	GENERAL CODE, LLC	8/22/2025	1,887.00
017208	HILL ARCHIVE	8/22/2025	366.54
017209	Just Tennis LLC	8/22/2025	4,522.00
017210	MAILLIE. LLP	8/22/2025	13,000.00
017211	MCDONALD UNIFORM COMPANY	8/22/2025	73.34
017212	NEW HOLLAND AUTO GROUP	8/22/2025	94.96
017213	OBERMAYER REBMANN MAXWELL	8/22/2025	6,912.00
017214	OCCUPATIONAL HEALTH CENTER	8/22/2025	35.00
017215	PENNONI ASSOCIATES, INC.	8/22/2025	1,650.00
017216	ROBERT S. SWANSON, INC	8/22/2025	35.00
017217	REMINGTON & VERNICK ENGINEERS	8/22/2025	1,395.00
017218	THOMAS COMITTA ASSOCIATES	8/22/2025	362.10
017219	UNIVERSAL RACKETS	8/22/2025	2,856.00
017220	US MUNICIPAL SUPPLY - KOP	8/22/2025	287.35

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Check Number	Vendor Name	Effective Date	Check Amount
017221	WATER GUN FUN	8/22/2025	800.00
017222	WB MASON C3107820	8/22/2025	1,494.76
017223	WM P MCGOVERN, INC.	8/22/2025	1,164.00
017224	PA MUNICIPAL HEALTH - BENECON	8/26/2025	199,139.28
017225	T2 SYSTEMS, INC.	8/26/2025	500.00
ACH 081525-01	CINTAS (19892321 POLICE)	8/15/2025	175.61
ACH 081525-02	CINTAS (21395723 PUBLIC WORKS)	8/15/2025	353.15
ACH 081525-03	NAPA DOWNINGTOWN	8/15/2025	317.12
ACH 081525-04	NEW HORIZON COMMUNICATIONS	8/15/2025	1,385.05
ACH 081525-05	PECO group acct 1669154111	8/15/2025	38,736.08
ACH 081525-06	SPECTROTEL	8/15/2025	92.19
ACH 081525-07	T-MOBILE USA - acct 973101227	8/15/2025	2,356.58
ACH 081525-08	VERIZON 550-028-687-0001-46	8/15/2025	94.29
AUTO 082125-01	CINTAS (21395723 PUBLIC WORKS)	8/21/2025	1,012.42
AUTO 082125-02	NAPA DOWNINGTOWN	8/21/2025	530.97
AUTO 082125-03	T-MOBILE USA - acct 973101227	8/21/2025	2,687.75
AUTO 082125-04	VERIZON CONNECT #100000100806	8/21/2025	592.77
AUTO 082625-01	CINTAS (21395723 PUBLIC WORKS)	8/26/2025	729.52
Total 10037 - CASH- SANTANDER BANK GF			563,110.99

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Check Number	Vendor Name	Effective Date	Check Amount
10038 - CASH-SANTANDER BANK SEWER			
12270	ACE HARDWARE OF WEST CHESTER	8/6/2025	114.43
12271	STEPHANIE ANTELL	8/6/2025	107.78
12272	ATC GROUP SERVICES LLC (ATLAS)	8/6/2025	41,014.00
12273	COMMUNICATIONS DEPLOYMENT	8/6/2025	391.74
12274	CDW GOVERNMENT INC	8/6/2025	197.08
12275	CHARLES BLOSENSKI DISPOSAL CO.	8/6/2025	330.00
12276	CHESTER COUNTY SOLID WASTE AUT	8/6/2025	483.65
12277	COASTAL TECHNICAL SALES, INC.	8/6/2025	17,757.94
12278	COLLIFLOWER, INC	8/6/2025	277.78
12279	CUSTOM ENVIRONMENTAL TECHNOLOG	8/6/2025	1,518.70
12280	DECKMAN MOTOR & PUMP INC	8/6/2025	2,375.00
12281	ENVIRONMENTAL SVC & EQUIP CO	8/6/2025	3,093.46
12282	EUROFINS ENVIRONMENT TESTING	8/6/2025	525.00
12283	FEL - WEST CHESTER, PA #501	8/6/2025	282.73
12284	GRAINGER acct 851582031	8/6/2025	506.12
12285	HACH COMPANY	8/6/2025	161.70
12286	KELLY INDUSTRIAL SUPPLY	8/6/2025	3.93
12287	MCGOVERN ENVIRONMENT LLC	8/6/2025	129,306.19
12288	MCMASTER-CARR SUPPLY COMPANY	8/6/2025	403.27
12289	Nexgen Automation, Inc.	8/6/2025	6,056.50
12290	OFFICE BASICS, INC.	8/6/2025	311.79
12291	PENNONI ASSOCIATES, INC.	8/6/2025	4,984.50
12292	SC PIPELINE PLASTICS, INC.	8/6/2025	519.95
12293	PYRZ WATER SUPPLY CO	8/6/2025	23,820.00
12294	SHERWOOD LOGAN	8/6/2025	30,020.52
12295	TIFCO INDUSTRIES	8/6/2025	79.95
12297	UNIVAR SOLUTIONS USA INC.	8/6/2025	4,817.02
12298	USA BLUE BOOK	8/6/2025	2,899.24
12299	USALCO	8/6/2025	13,832.64
12300	WILSON OF WALLINGFORD INC	8/6/2025	3,331.96

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Check Number	Vendor Name	Effective Date	Check Amount
12301	WINDLES WATER WORKS INC	8/6/2025	184.00
12302	ACE HARDWARE OF WEST CHESTER	8/15/2025	129.22
12303	CALLTOWER, INC	8/15/2025	134.06
12304	COLLIFLOWER, INC	8/15/2025	82.02
12305	EUROFINS ENVIRONMENT TESTING	8/15/2025	935.00
12306	GRAINGER acct 851582031	8/15/2025	179.19
12307	MCCROMETER INC.	8/15/2025	6,905.26
12308	MCDAL CORPORATION	8/15/2025	374.00
12309	MCGOVERN ENVIRONMENT LLC	8/15/2025	17,658.53
12310	MCMaster-CARR SUPPLY COMPANY	8/15/2025	56.04
12311	PHONEAMERICA CORP	8/15/2025	938.93
12312	USA BLUE BOOK	8/15/2025	140.90
12313	Hajoca Corporation	8/15/2025	38.23
12314	WINDLES WATER WORKS INC	8/15/2025	184.00
12315	ACE HARDWARE OF WEST CHESTER	8/22/2025	149.50
12316	EUROFINS ENVIRONMENT TESTING	8/22/2025	177.50
12317	GRAINGER acct 851582031	8/22/2025	99.65
12318	LAKESIDE EQUIPMENT CORPORATION	8/22/2025	640.00
12319	MCGOVERN ENVIRONMENT LLC	8/22/2025	12,342.00
ACH 081525-10	NAPA DOWNINGTOWN	8/15/2025	572.36
ACH 081525-11	NEW HORIZON COMMUNICATIONS	8/15/2025	946.35
ACH 081525-12	PECO group acct 1669154111	8/15/2025	42,325.28
ACH 081525-13	T-MOBILE USA - acct 973101227	8/15/2025	330.66
AUTO 082125-05	T-MOBILE USA - acct 973101227	8/21/2025	296.00
Total 10038 - CASH-SANTANDER BANK SEWER			375,343.25

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Check Number	Vendor Name	Effective Date	Check Amount
10039 - CASH-SANTANDER PARKING TICKET			
8911	ACE HARDWARE OF WEST CHESTER	8/6/2025	34.17
8912	BUTTS TICKET COMPANY	8/6/2025	12,335.45
8913	COMMUNICATIONS DEPLOYMENT	8/6/2025	3,047.48
8914	CITIFORMS, INC.	8/6/2025	2,815.41
8915	STEVE FORCE	8/6/2025	1,100.00
8916	GOSHEN SIGN PRODUCTS	8/6/2025	143.10
8917	LESLIE HENRY	8/6/2025	962.50
8918	Nexgen Automation, Inc.	8/6/2025	6,056.50
8919	OTIS ELEVATOR CO	8/6/2025	6,032.19
8920	MATTHEW WILDMAN	8/6/2025	16.00
8921	YALE ELECTRIC SUPPLY CO	8/6/2025	30.19
8922	HNR Associates	8/15/2025	5.00
8923	GARY ARNOLD	8/15/2025	330.00
8924	CALLTOWER, INC	8/15/2025	223.43
8925	Eastern Armored Services, Inc.	8/15/2025	676.00
8927	LESLIE HENRY	8/22/2025	137.50
8929	T2 SYSTEMS, INC.	8/26/2025	17,681.84
ACH 081525-15	CINTAS (21452567 PARKING)	8/15/2025	249.18
ACH 081525-16	NEW HORIZON COMMUNICATIONS	8/15/2025	1,153.45
ACH 081525-17	PECO group acct 1669154111	8/15/2025	4,469.55
ACH 081525-18	T-MOBILE USA - acct 973101227	8/15/2025	55.11
AUTO 082125-06	REPUBLIC SERVICES #319	8/21/2025	3,216.51
AUTO 082125-07	T-MOBILE USA - acct 973101227	8/21/2025	157.50
AUTO 082625-02	CINTAS (21452567 PARKING)	8/26/2025	249.18
Total 10039 - CASH-SANTANDER PARKING TICKET			61,177.24

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Check Number	Vendor Name	Effective Date	Check Amount
10041 - CASH-SANTANDER BANK SPF			
7287	21st CENTURY MEDIA	8/6/2025	193.80
7288	ACE HARDWARE OF WEST CHESTER	8/6/2025	184.35
7289	WILDLAWN - ARCHEWILD	8/6/2025	3,579.00
7290	EAGLE CONTRACTING, INC.	8/6/2025	7,425.00
7291	PENNONI ASSOCIATES, INC.	8/6/2025	1,405.00
7292	REMINGTON & VERNICK ENGINEERS	8/6/2025	465.00
7293	CRESTLINE SOFTWARE, LLC	8/15/2025	9,379.02
Total 10041 - CASH-SANTANDER BANK SPF			<u>22,631.17</u>

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Check Number	Vendor Name	Effective Date	Check Amount
10044 - CASH-SANTANDER ARP			
1120	JOHNSON MIRMIRAN THOMPSON INC	8/15/2025	26,365.50
	Total 10044 - CASH-SANTANDER ARP		<u>26,365.50</u>

Check Register
August 31, 2025

Check Number	Vendor Name	Effective Date	Check Amount
10045 - CASH-SANTANDER BANK FIRE FUND			
1591	KISTLER O'BRIEN FIRE PROTECTIO	8/6/2025	658.70
1592	SERVICE TIRE TRUCK CENTER, INC	8/6/2025	3,465.71
1593	TONY'S EMERGENCY SERVICES	8/6/2025	75.00
1594	Justin McClure WCFD Reporting	8/15/2025	1,000.00
1595	KISTLER O'BRIEN FIRE PROTECTIO	8/15/2025	73.78
1596	PHOENIX FIRE LLC	8/15/2025	1,500.00
1597	SERVICE TIRE TRUCK CENTER, INC	8/15/2025	986.46
1598	TONY'S EMERGENCY SERVICES	8/15/2025	1,500.00
1599	10-8 EMERGENCY VEHICLE SERVICE	8/22/2025	420.00
1600	10-8 EMERGENCY VEHICLE SERVICE	8/22/2025	11,293.36
ACH 081525-20	NEW HORIZON COMMUNICATIONS	8/15/2025	66.89
ACH 081525-21	T-MOBILE USA - acct 973101227	8/15/2025	55.11
AUTO 082125-08	AT&T MOBILITY #287321500167	8/21/2025	150.92
AUTO 082125-09	T-MOBILE USA - acct 973101227	8/21/2025	63.00
Total 10045 - CASH-SANTANDER BANK FIRE FUND			21,308.93

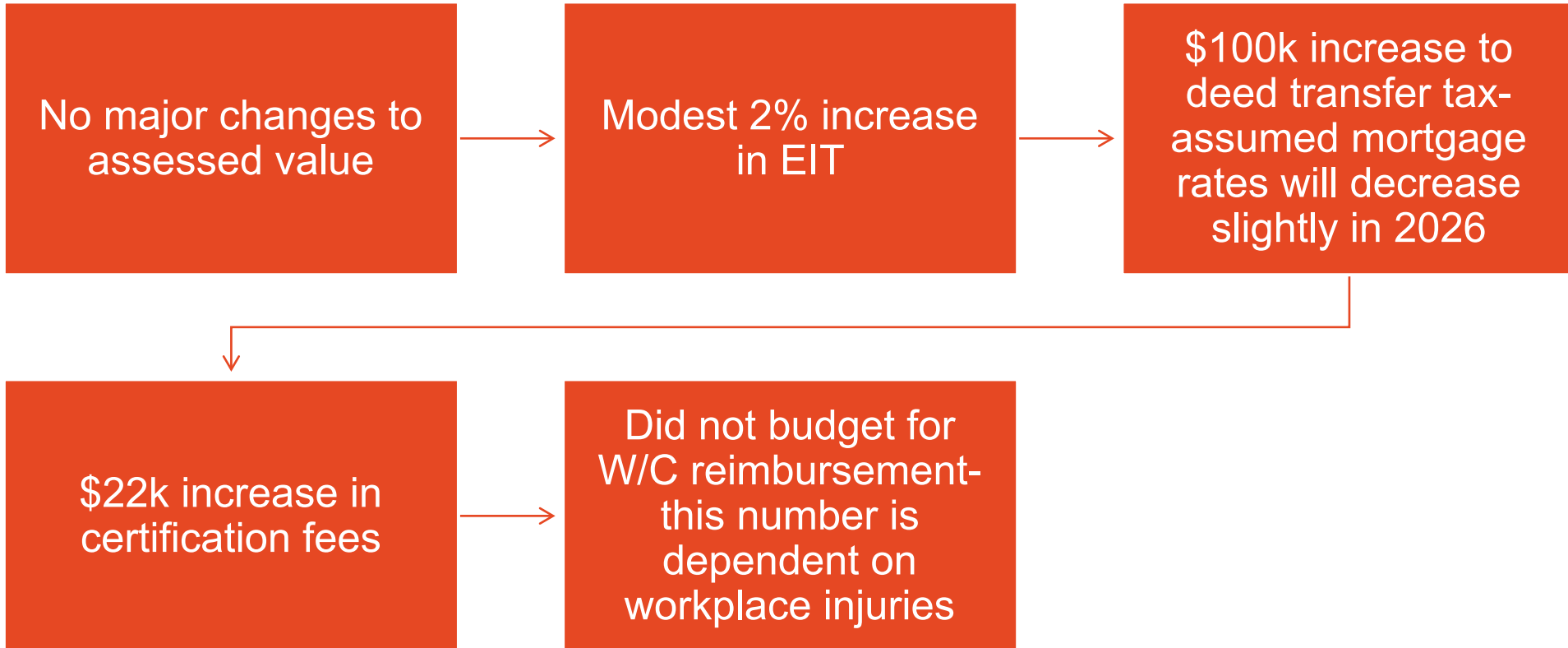
**Borough of West Chester
Administration and
Finance
2026 Preliminary Budget**



Staff

Title	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Borough Manager	1	1	1	1	1
Assistant Manager/Parking Director	0	0	0	.50	.50
Director of Human Resources	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Administrative Assistant	0	0	1	0	0
Manager of Enterprise Data and Applications	1	1	1	1	1
Sustainability Director	1	1	1	1	1
Director of Finance	1	1	1	1	1
Staff Accountant	3	3	2	1	1
AR Specialist	0	0	0	1	1
TOTAL	9	9	9	8.50	8.50

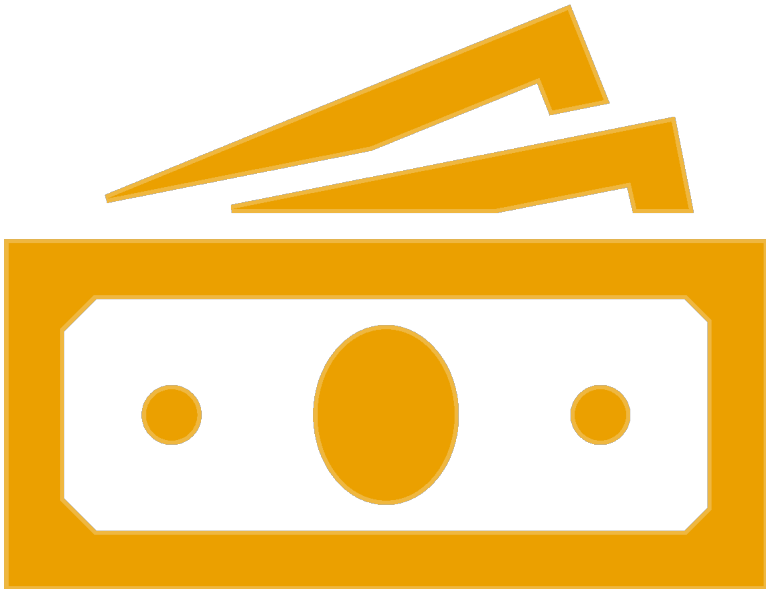
Revenue Assumptions



			2026	2025		Inc/(Dec)
FUND	G/L CODE	Account Name	Budget	Budget	Variance	over P/Y
01	29600	Fund Balance	-	66,348	(66,348)	-100%
01	30110	Real Estate Tax Revenue-CY Levy	6,135,004	6,180,098	(45,094)	-1%
01	30120	Real Estate Tax Revenue-PY Levy	115,000	110,000	5,000	5%
01	31020	Earned Income Tax	6,620,000	6,510,996	109,004	2%
01	31010	Real Estate Transfer Tax	630,000	530,000	100,000	19%
01	31050	Local Services Tax	700,000	700,000	-	0%
01	31030	Business Privilege Tax	140,000	144,000	(4,000)	-3%
01	34101	Interest Income	90,000	100,000	(10,000)	-10%
01	36561	Library/BID Medical Ins. Reimbursement	103,914	105,153	(1,239)	-1%
01	36562	PHMIC Refund	150,000	200,000	(50,000)	-25%
01	35505	Gen Mun Pension-State Aid	1,133,172	995,170	138,002	14%
01	35101	Gen Gov Federal Grant- ARPA	373,834	-	373,834	#DIV/0!
01	38902	Misc Revenue	-	18,900	(18,900)	-100%

TRANSFERS IN			2026	2025		Inc/(Dec)
FUND	G/L CODE	Account Name	Budget	Budget	Variance	over P/Y
01	39208	Trf from Sewer Fund	600,000	600,000	-	0%
01	39209	Trf from Parking Fund	2,196,063	2,132,100	63,963	3%
01	39218	Trf from Capital Operating Fund	-	189,078	(189,078)	-100%
01	39216	Trf from Stream Protection Fund	113,783	242,632	(128,850)	-53%
01	39217	Trf from OPEB	203,519	64,931	138,588	213%
01	39205	Trf from Fire Fund	61,108	59,328	1,780	3%
		Total Transfers In	3,174,472	3,288,069	113,597	3%

Expense Assumptions:



-
- No new staff for 2026
 - 8.50% health insurance premium rate increase
 - 4% W/C rate increase based on contractual pay rate increases
 - No increases made to Good Fellowship Ambulance- will finalize once received
 - \$60k decrease in debt service payments from amortization schedules
 - \$65k decrease to transfer to non uniform pension plan based on 2026 MMO
 - \$101k transfer to capital fund for accounting system upgrade

SALARY EXPENSE			2026	2025		Inc/(Dec)
FUND	G/L CODE	Account Name	Budget	Budget	Variance	over P/Y
01	40005	Salary Expense- Mayor/Council	33,000	33,000	-	0%
01	40612	Salary Expense- Administration	458,030	430,774	27,256	6%
01	40212	Salary Expense- Finance	271,986	267,699	4,287	2%
01	40110	Salary Expense- Borough Manager	176,391	169,223	7,168	4%
01	48400	WC Insurance Expense	9,151	19,191	(10,040)	-52%
01	48330	NU Defined Contribution Expense	33,249	31,990	1,259	4%
01	48700	Insurance Expense- Medical	373,285	350,037	23,248	7%
01	48110	FICA Expense	71,865	68,903	2,962	4%
		Total Salary Expense	1,426,957	1,370,817	56,140	4%

Operating Expenses						
FUND	G/L CODE	Account Name	2026 Budget	2025 Budget	Variance	over P/Y
01	40621	Office Supplies	10,000	10,000	-	0%
01	40623	Postage/Printing	25,000	25,000	-	0%
01	40649	Human Resource Dept. Expense	20,000	41,900	(21,900)	-52%
01	40638	Lease Expense	5,130	8,139	(3,009)	-37%
01	48660	Fidelity Bond-Mgr/Treas	1,700	1,800	(100)	-6%
01	40149	Admin Expense	3,000	2,500	500	20%
01	40550	Codification Expense	10,000	10,000	-	0%
01	40639	Bank Fees	13,050	15,000	(1,950)	-13%
01	40345	Collection Fees-Berkheimer	13,000	13,000	-	0%
01	40349	Qualifying Volunteer Tax Credit	12,000	12,000	-	0%
01	40431	Legal Fees	130,000	130,000	-	0%
01	40449	Legal Fees- Employment	30,000	30,000	-	0%
01	40136	Utilities Expense	37,850	30,603	7,247	24%
01	40936	Fire Hydrants Expense	95,000	90,000	5,000	6%
01	40685	Stenographer Expense	1,000	1,000	-	0%
01	40634	Advertising Expense	10,000	5,500	4,500	82%
01	40005	LE	500	1,000	(500)	50%

01	40150	Boards and Commissions Expense	10,000	10,000	-	0%
01	40049	Library Allocation	110,000	110,000	-	0%
01	40231	Audit Expense	60,000	50,000	10,000	20%
01	40686	Off Site Storage Expense	4,100	4,000	100	3%
01	40646	Training Expense	20,000	789	19,211	2435%
01	40654	Tuition Reimbursement Expense	2,400	3,600	(1,200)	-33%
01	47121	Principal -2014 Energy	49,000	48,000	1,000	2%
01	47122	Principal -2016 Building	260,000	250,000	10,000	4%
01	47123	Principal -2016 Stream Protection	60,000	55,000	5,000	9%
01	47124	Principal -2016 Fire Truck	125,000	120,000	5,000	4%
01	47222	Interest Expense- 2016 Building	131,936	141,936	(10,000)	-7%
01	47223	Interest Expense- 2016 Fire Truck	57,026	121,826	(64,800)	-53%
01	47220	Interest Expense- 2014 Energy	42,885	47,250	(4,365)	-9%
01	47225	Interest Expense- 2016 Stream Protection	53,783	55,983	(2,201)	-4%
01	48620	Liab/Cas/Auto Insurance Expense	66,393	41,428	24,965	60%
01	40045	Good Fellowship Ambulance Co Alloc	167,510	167,510	-	0%
TOTAL OPERATING EXPENSES				1,824,624	1,822,848	1,776 0%

TRANSFERS OUT			2026	2025		Inc/(Dec)	
FUND	G/L CODE	Account Name	Budget	Budget	Variance	over P/Y	
01	49265	Trf to NonUniform Pension Fund	232,321	297,543	(65,222)	-22%	
01	49210	Trf to Capital	100,160	-	100,160	#DIV/0!	
01	49205	Trf to Fire Fund	525,099	541,708	(16,609)	-3%	
01	49216	Trf to Stream Protection	-	60,695	(60,695)	-100%	
TOTAL TRANSFERS OUT				857,580	899,946	(42,366)	-5%

2026 Finance Departmental Goals:



Consolidate payment platform processors



Continue efforts to increase Sewer receivables



Enhancing customer service

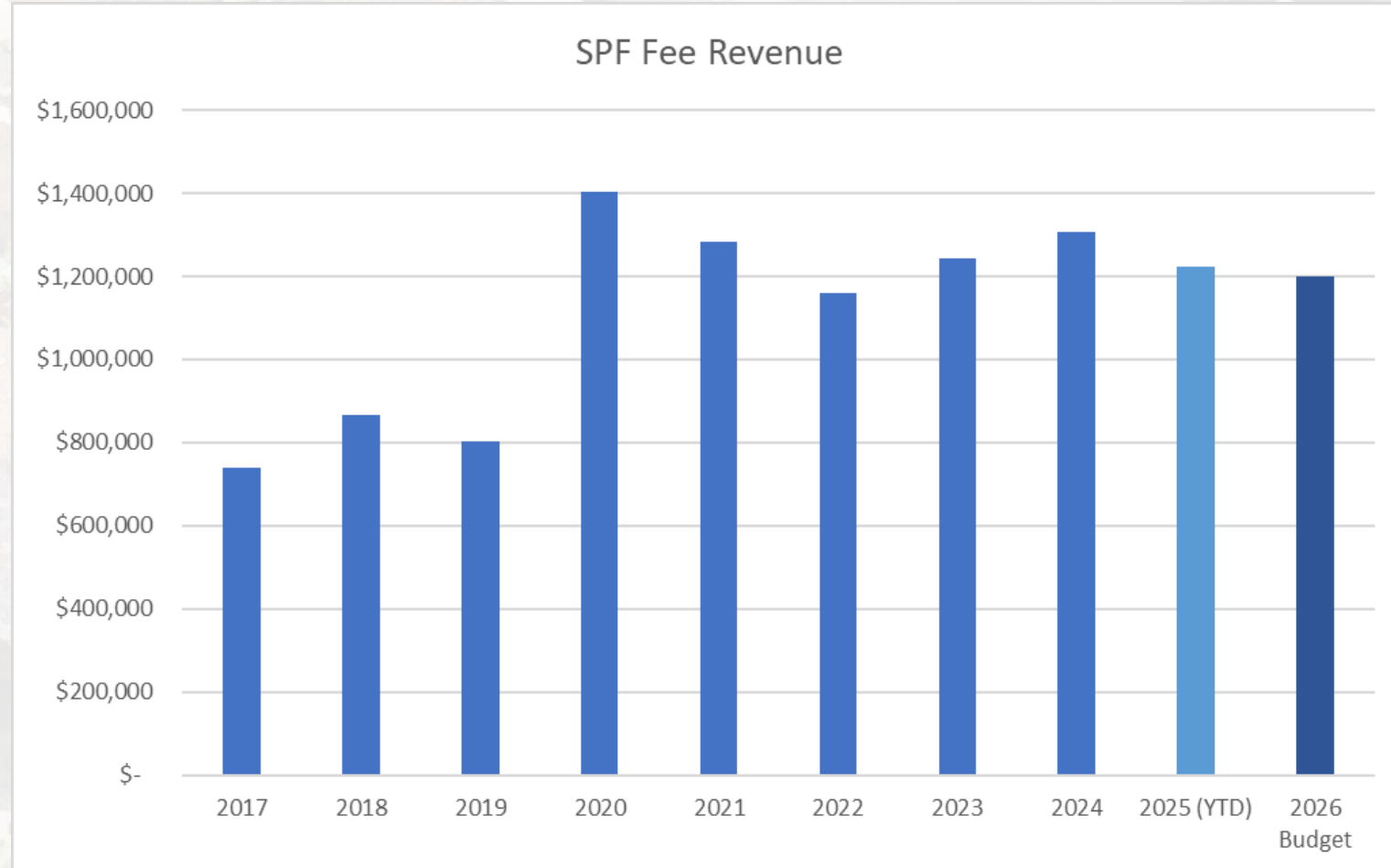


Implement new accounting system

A photograph of a stream flowing over a series of large, dark brown rocks. The water is clear and creates white foam as it cascades over the rocks. The surrounding area is lush with green grass and various plants, including some large green leaves in the foreground. The background shows more rocks and trees, suggesting a forest setting.

**STREAM PROTECTION FEE
2026 PRELIMINARY BUDGET
SEPTEMBER 2025**

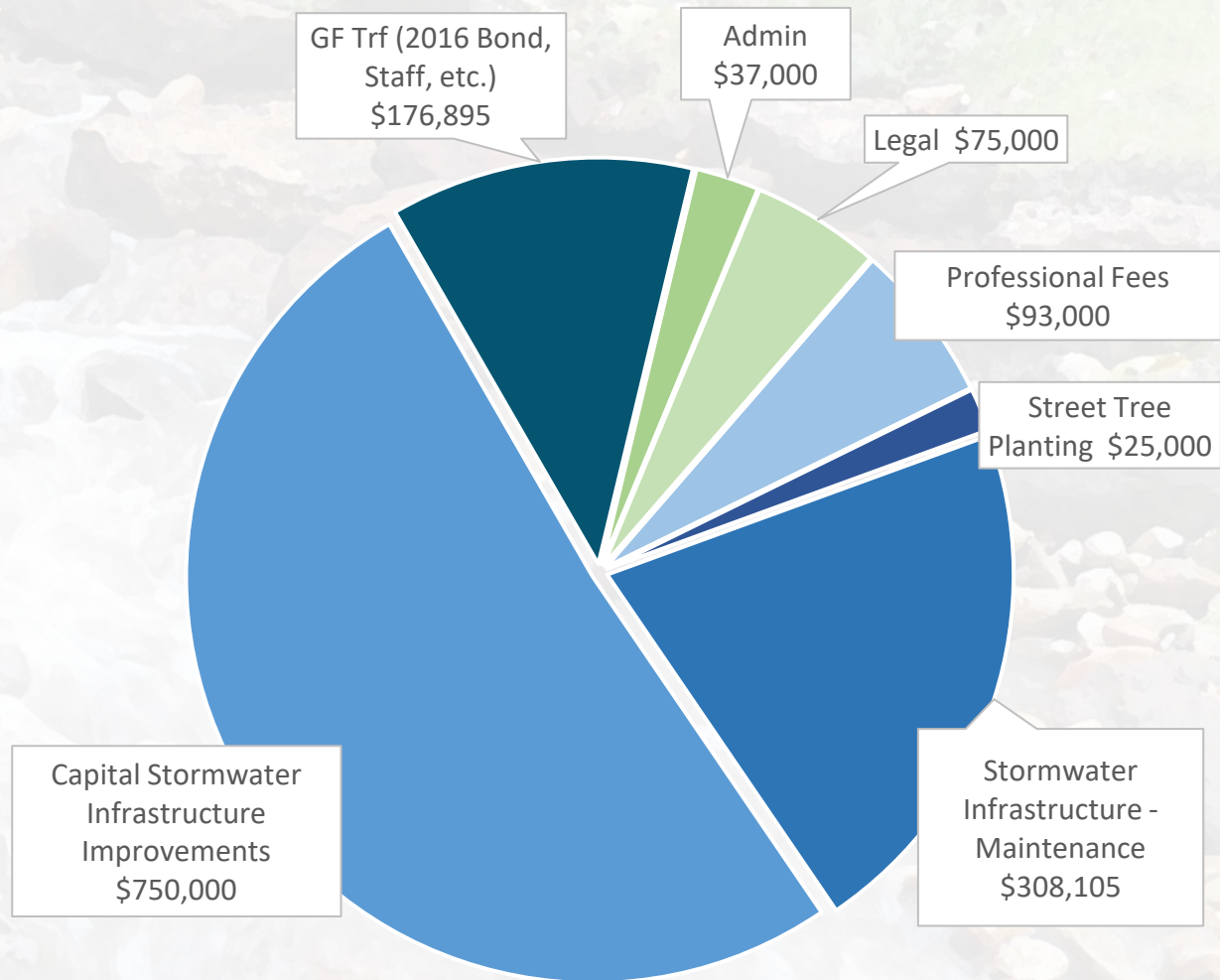
2026 STREAM PROTECTION FEE BUDGET: \$1,465,000



Fee Revenue: \$1,200,000
Grant Revenue: \$225,000
Interest: \$40,000
Total Revenue \$1,465,000

BUDGET DETAIL

- **Maintenance** **\$308,105**
 - Planned replacement, relining, repairs to MS4 components (pipes, inlets, manholes, curbs, junction boxes, headwalls, basins, trench drains, endwalls, outfalls, etc.)
 - Emergency repairs
 - Maintenance of stormwater BMPs
- **Professional Fees** **\$93,000**
 - IDD&E Testing and Consulting
 - MS4 permit and annual reporting
 - PRP and TMDL Revisions
 - Capital planning/preliminary design
 - Grant deliverables (stamped cost estimates & plans)
- **Capital Projects** **\$750,000**
 - Taylor Run Stream Restoration
 - Brick Sewer Relining



HANNUM AVENUE STREAM RESTORATION CONSTRUCTION/GRANT CLOSEOUT

What

Construction of stream restoration project, in accordance with DEP guidelines, on Taylor Run tributary by Hannum Ave & Everhart Street

Why

Taylor Run Flood Mitigation
Taylor/Plum/Blackhorse Run PRP credit

How Much?

- \$350,000 Budgeted
- Construction anticipated to begin in October 2025 and conclude in 2026
- Two grants secured covering 100% of construction costs



AGENDA

Finance & Revenue Committee of Borough Council

Date: Wednesday, August 13, 2025 @ 5:30 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)
- V. Old business
 - A. Approve July 2025 meeting minutes (attachment)
 - B. Discussion of purchasing policy related to capital projects
- VI. New business
 - A. Motion to issue a request for proposals for pension plan actuarial services. **Approved 3-0**
Issue: The Pension Plan Committee recommends a review of plan actuarial services.
 - B. Motion to approve proposal from Urban Engineers to partner with West Goshen Township for review of West Chester University conditional use plan (attachment) **Item was tabled until next month**
Issue: West Goshen and West Chester propose to share engineering review of the proposed plan using a 3rd party engineer.
 - C. Motion to approve writing off internal due to/due from account balances in Fund 07 (attachment) **Approved 3-0**
Issue: Fund 07 is no longer an active fund and liabilities due to other funds need to be extinguished.
 - D. Motion to approve purchasing requests (attachment): **Approved 3-0**
 - a. 10-8 Emergency Vehicle Services for \$11,293.36
 - b. Johnson Controls for \$16,250.00
 - c. Cumberland Marine Repair LLC for \$21,299.00
 - d. Friends of Marshall Square Park for \$16,385.00
 - e. Petroleum Traders for \$41,974.40
 - f. USALCO for \$12,835.20
 - g. Signal Service for \$16,930.00
 - h. Watchkeep for \$24,258.54

- i. *Costars certified purchase of an ATV for the Fire Department - total vendor combination \$71,064.99*

Issue: Review and recommend the approval of qualifying purchase orders

- E. Motion to approve 2025 West Chester Preservation Awards Sponsorship (attachment)

Approved 3-0

Issue: Approve annual sponsorship

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.

BOROUGH OF WEST CHESTER



PURCHASE ORDER REQUEST

TO:

FROM:

SUB: PURCHASE ORDER REQUEST

DATE:

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor

Contact

Address

Phone

Email

Fax

Justification

TOTAL AMOUNT TO BE PAID:

Reference (select one) [] Quote [] SOW [] SA State Contract

SHIP TO:

BOROUGH OF WEST CHESTER
ATTENTION:
401 EAST GAY STREET
WEST CHESTER, PA 19380

BILL TO:

BOROUGH OF WEST CHESTER
ATTENTION: FINANCE DEPARTMENT
401 EAST GAY STREET
WEST CHESTER, PA 19380
610-692-7574

SHIP METHOD & PRICING

QUOTATION NUMBER

PAYMENT TERMS

TAX STATUS

TAX EXEMPT – REFER TO ATTACHED TAX EXEMPT FORM

Authorized Department Manager

Date

Sean Metrick, Borough Manager

Date

Account # _____

P.O. RECEIVED _____

MAT. RECEIVED _____

P.O. FORWARDED _____

FINANCE DEPARTMENT ONLY

	Yes	No	Notes
Budget Approval			
Budget Available			
Support Complete			
Exempt Support			

Processing Initials _____

WILLIAM S. MALANY & SONS

Electrical Construction & Maintenance



Will Williams
Borough of West Chester
Chestnut Street Parking Garage
RE: EV Charger 2nd Floor

Supply all labor, materials, permit, and inspection for the following:

Option 1:

- Supply and install (1) ChargePoint #CT4023-GW1 EV charger
- Install approx. 125' of 8/4 PVC jacketed parking deck cable from existing panel to charger
- Install (2) 2/40 amp breakers in panel
- Verify and test equipment

\$11,770.00

Option 2:

- Supply and install (1) ChargePoint #CT4023-GW1 EV charger
- Install approx. 125' of 1" galvanized rigid conduit from existing panel to charger
- Install #8 THHN conductor x 4 and #10 THHN ground x1 in conduit
- Install (2) 2/40 amp breakers in panel
- Make all terminations at each end. Verify and test

\$14,860.00

BOROUGH OF WEST CHESTER



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FROM:

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DATE:

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Vendor

Contact

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Phone

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Fax

Justification

TOTAL AMOUNT TO BE PAID:

Reference (select one) [] Quote [] SOW [] SA [] State Contract



USALCO

www.usalco.com
Phone: 800-453-2586
Email: orders@usalco.com

Quote #: Q-14888-2
Date: 2/18/2025, 1:04 PM
Effective Date: 4/1/2025

Bill To
West Chester PA (Borough Of)
401 E. Gay St.
West Chester, PA 19380
US

SALESPERSON	PAYMENT TERMS
Thomas Dobson tdobson@usalco.com	Net 30

WAREHOUSE	PRODUCT CODE	PRODUCT NAME	PRODUCT TYPE	FREIGHT TERM	LEAD TIME	UNIT PRICE	ADDITIONAL SURCHARGE	QTY	UOM
BT	DELPAC 1000	DELPAC 1000 - CARGO TANK	TT	Prepaid	3-5 Bus Days	\$3.3056	\$0.0000	22.50	GAL
Ship To Address: Taylor Run WWTP; 795 Downingtown Pike; West Chester, PA 19380									

***Please note that Additional Surcharge will appear as separate line item on invoice.

Terms & Conditions

This order quotation is subject, and its acceptance is expressly limited, to the terms stated on its face and USALCO's Standard Terms and Conditions, attached and also posted at <https://www.usalco.com/stcs/> which are hereby incorporated herein by reference. Unless otherwise specifically accepted by USALCO in writing, any additional or different terms, whether or not materially different, set forth in any communication from Buyer to USALCO are hereby objected to and rejected.

Signature: _____

Effective Date: ____/____/____

Name (Print): _____

Title: _____

Please sign and email to Thomas Dobson at tdobson@usalco.com

BOROUGH OF WEST CHESTER



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WEST CHESTER, PA 19380

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Authorized Department Manager

Date

Sean Metrick, Borough Manager

Date

Account # _____

P.O. RECEIVED _____

MAT. RECEIVED _____

P.O. FORWARDED _____

FINANCE DEPARTMENT ONLY

	Yes	No	Notes
Budget Approval			
Budget Available			
Support Complete			
Exempt Support			

Processing Initials _____

Borough of West Chester - 2026 Service

Quote created: August 20, 2025 Reference: 20250820-155225662

Borough of West Chester

Stream Protection Fee, 401 E Gay St
West Chester, Pennsylvania 19380
United States

Will Williams

wwilliams@west-chester.com
484-887-2761

Comments

Subscription as a Service is for up to 4500 Parcels. MuniBilling helps you handle every aspect of your customer billing process, from the collection of usage data, managing property & ownership information, generating bills, processing payments, assessing late fees, and producing collection notices.

*** THIS IS A QUOTE - NOT AN INVOICE ***

Once you approve the quote, you will be sent an updated agreement.

This quote is for a 1-year contract for up to 4500 parcels.

Bill Printing is \$.31 per page printed (one side). Quantity will be based on printed pages. Postage is extra. We will use the best mailing rate we are able to receive. A minimum fee may apply if printing is less than 200 pages.

Convenience Fees for processing online credit card payments will be provided at the following tiered rates to your customers:

Charge Amount	Fee
\$0.01 - \$50.00	\$1.49
\$50.01 - \$100.00	\$2.94
\$100.01 - \$150.00	\$4.39
\$150.01 - \$200.00	\$5.84
Over \$200.00	2.99%

The Echeck/ACH Fee is \$1.00 per transaction.

Convenience fees can be passed directly to your customers. If there are any chargebacks or returned checks, you are also charged these fees.

Jai Lewis - Solutions Consultant MuniBilling



Products & Services

Software as a Service (SaaS)

Licensed user access to the MuniBilling SaaS platform includes customer support, maintenance updates, and tailored client success consulting.

Payment starts: January 1, 2026

1 x ~~\$2,295.00 / month~~ Monthly
after 35% discount
\$1,491.75 / month
for 1 year

Bill Print as a Service (BPaaS)

Bill printing and mailing services are provided via MuniBilling's preferred commercial vendor at \$0.31 per printed page (postage not included).

Payment starts: January 1, 2026

[BPaaS](#)
[Statement of](#)
[Work](#)

1 x \$60.00 / month Monthly
for 1 year

Electronic Payment as a Service (EPaaS)

Electronic payments are processed which supports real-time and scheduled autopay transactions

[EPaaS Statement of Work](#)

1 x \$130.00 / month
for 1 year Monthly

Payment starts: January 1, 2026

Due now \$0.00

Future Payments Summary

Software as a Service (SaaS)	\$1,491.75 / month starting on January 1, 2026 for 12 payments
Bill Print as a Service (BPaaS)	\$60.00 / month starting on January 1, 2026 for 12 payments
Electronic Payment as a Service (EPaaS)	\$130.00 / month starting on January 1, 2026 for 12 payments

This quote expires on November 18, 2025

Purchase Terms and Conditions

This proposal is subject to your acceptance of the terms and conditions outlined in MuniBilling's standard Software Subscription Agreement, which defines the rights, responsibilities, and expectations for both parties.

[Master Service Agreement](#)

The Master Service Agreement (MSA) outlines the overarching terms and conditions governing our services, detailing responsibilities, service standards, and limitations.

[MSA Terms and Billing Information](#)

MSA terms include billing schedules, invoicing details, and tailored contract provisions to meet client needs, with clear requirements for payment dates and remittance.

[Contract Information](#)

Contract details outline terms, deliverables, and timelines, with designated contacts and stakeholders to ensure seamless operations, issue escalation, and accurate invoice processing.

[Implementation Statement of Work](#)

The Implementation Statement of Work defines the professional services provided to onboard new clients, including timeline, deliverables, and client responsibilities.

[Client Service and Support Statement of Work](#)

The Client Service and Support Statement of Work details frontline support services for MuniBilling end users, addressing all application-related inquiries and assistance.

Questions? Contact me



Jai Lewis

Solutions Consultant
jai@munibilling.com
+13362171030

MuniBilling

3300 Battleground Ave
Greensboro NC 27410
United States

BOROUGH OF WEST CHESTER



PURCHASE ORDER REQUEST

TO:

FROM:

SUB: PURCHASE ORDER REQUEST

DATE:

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor

Contact

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Phone

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Fax

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610-692-7574

SHIP METHOD & PRICING

QUOTATION NUMBER

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Authorized Department Manager

Date

Sean Metrick, Borough Manager

Date

Account # _____

P.O. RECEIVED _____

MAT. RECEIVED _____

P.O. FORWARDED _____

FINANCE DEPARTMENT ONLY

	Yes	No	Notes
Budget Approval			
Budget Available			
Support Complete			
Exempt Support			

Processing Initials _____



Thank you for choosing CDW. We have received your quote.

QUOTE CONFIRMATION

JEFF CARBOHN,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PPDF149	8/27/2025	PPDF149	6429958	\$2,758.68

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Barracuda Malware Protection for Barracuda CloudGen Firewall F280 - subscri Mfg. Part#: BNGF280A-M UNSPSC: 43233205 Coverage Dates: 11/28/2025 - 11/27/2026 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753517	\$47.90	\$574.80
Barracuda Advanced Threat Protection - subscription license (1 month) - 1 a Mfg. Part#: BNGF280A-A Coverage Dates: 11/28/2025 - 11/27/2026 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753513	\$65.31	\$783.72
Barracuda Energize Updates - subscription license (1 month) - 1 license Mfg. Part#: BNGF280A-E UNSPSC: 43233204 Coverage Dates: 11/28/2025 - 11/27/2026 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753514	\$58.34	\$700.08
Barracuda Instant Replacement - extended service agreement - 1 month - ship Mfg. Part#: BNGF280A-H UNSPSC: 81111811 Coverage Dates: 11/28/2025 - 11/27/2026 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753516	\$58.34	\$700.08

SUBTOTAL	\$2,758.68
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$2,758.68

PURCHASER BILLING INFO	DELIVER TO
Billing Address: BOROUGH OF WEST CHESTER ACCTS PAYABLE 401 E GAY ST WEST CHESTER, PA 19380-2792 Phone: (610) 696-1773 Payment Terms: Net 30 Days-Govt State/Local	Shipping Address: BOROUGH OF WEST CHESTER 401 E GAY ST WEST CHESTER, PA 19380-2792 Phone: (610) 696-1773 Shipping Method: ELECTRONIC DISTRIBUTION
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Fred Wills | (866) 872-0845 | fred@cdw.com

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Thank you for choosing CDW. We have received your quote.

QUOTE CONFIRMATION

JEFF CARBOHN,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PPDF749	8/27/2025	PPDF749	6429958	\$2,758.68

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Barracuda Energize Updates - subscription license (1 month) - 1 license Mfg. Part#: BNGF280A-E UNSPSC: 43233204 Coverage Dates: 11/28/2025 - 11/27/2026 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753514	\$47.90	\$574.80
Barracuda Instant Replacement - extended service agreement - 1 month - ship Mfg. Part#: BNGF280A-H UNSPSC: 81111811 Coverage Dates: 11/28/2025 - 11/27/2026 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753516	\$65.31	\$783.72
Barracuda Advanced Threat Protection - subscription license (1 month) - 1 a Mfg. Part#: BNGF280A-A Coverage Dates: 11/28/2025 - 11/27/2026 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753513	\$58.34	\$700.08
Barracuda Malware Protection for Barracuda CloudGen Firewall F280 - subscri Mfg. Part#: BNGF280A-M UNSPSC: 43233205 Coverage Dates: 11/28/2025 - 11/27/2026 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753517	\$58.34	\$700.08

SUBTOTAL	\$2,758.68
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$2,758.68

PURCHASER BILLING INFO	DELIVER TO
Billing Address: BOROUGH OF WEST CHESTER ACCTS PAYABLE 401 E GAY ST WEST CHESTER, PA 19380-2792 Phone: (610) 696-1773 Payment Terms: Net 30 Days-Govt State/Local	Shipping Address: BOROUGH OF WEST CHESTER 401 E GAY ST WEST CHESTER, PA 19380-2792 Phone: (610) 696-1773 Shipping Method: ELECTRONIC DISTRIBUTION
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Fred Wills | (866) 872-0845 | fred@cdw.com

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QUOTE CONFIRMATION

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Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PPDG167	8/27/2025	PPDG167	6429958	\$2,758.68

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Barracuda Energize Updates - subscription license (1 month) - 1 license Mfg. Part#: BNGF280A-E UNSPSC: 43233204 Coverage Dates: 11/27/2025 - 11/27/2025 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753514	\$58.34	\$700.08
Barracuda Malware Protection for Barracuda CloudGen Firewall F280 - subscri Mfg. Part#: BNGF280A-M UNSPSC: 43233205 Coverage Dates: 11/27/2025 - 11/27/2025 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753517	\$47.90	\$574.80
Barracuda Instant Replacement - extended service agreement - 1 month - ship Mfg. Part#: BNGF280A-H UNSPSC: 81111811 Coverage Dates: 11/27/2025 - 11/27/2025 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753516	\$58.34	\$700.08
Barracuda Advanced Threat Protection - subscription license (1 month) - 1 a Mfg. Part#: BNGF280A-A Coverage Dates: 11/27/2025 - 11/27/2025 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753513	\$65.31	\$783.72

SUBTOTAL	\$2,758.68
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$2,758.68

PURCHASER BILLING INFO	DELIVER TO
Billing Address: BOROUGH OF WEST CHESTER ACCTS PAYABLE 401 E GAY ST WEST CHESTER, PA 19380-2792 Phone: (610) 696-1773 Payment Terms: Net 30 Days-Govt State/Local	Shipping Address: BOROUGH OF WEST CHESTER 401 E GAY ST WEST CHESTER, PA 19380-2792 Phone: (610) 696-1773 Shipping Method: ELECTRONIC DISTRIBUTION
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

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QUOTE CONFIRMATION

JEFF CARBOHN,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PPDF749	8/27/2025	PPDF749	6429958	\$2,758.68

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Barracuda Energize Updates - subscription license (1 month) - 1 license Mfg. Part#: BNGF280A-E UNSPSC: 43233204 Coverage Dates: 11/28/2025 - 11/27/2026 Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software (121923)	12	5753514	\$47.90	\$574.80
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SUBTOTAL	\$2,758.68
SHIPPING	\$0.00
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	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Fred Wills | (866) 872-0845 | fred@cdw.com

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BOROUGH OF WEST CHESTER



PURCHASE ORDER REQUEST

TO:

FROM:

SUB: PURCHASE ORDER REQUEST

DATE:

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor

Contact

Address

Phone

Email

Fax

Justification

TOTAL AMOUNT TO BE PAID:

Reference (select one) [] Quote [] SOW [] SA State Contract

SHIP TO:

BOROUGH OF WEST CHESTER
ATTENTION:
401 EAST GAY STREET
WEST CHESTER, PA 19380

BILL TO:

BOROUGH OF WEST CHESTER
ATTENTION: FINANCE DEPARTMENT
401 EAST GAY STREET
WEST CHESTER, PA 19380
610-692-7574

SHIP METHOD & PRICING

QUOTATION NUMBER

PAYMENT TERMS

TAX STATUS

TAX EXEMPT – REFER TO ATTACHED TAX EXEMPT FORM

Authorized Department Manager

Date

_____ Sean
Sean Metrick, Borough Manager

Date

Account # _____

P.O. RECEIVED _____

MAT. RECEIVED _____

P.O. FORWARDED _____

FINANCE DEPARTMENT ONLY

	Yes	No	Notes
Budget Approval			
Budget Available			
Support Complete			
Exempt Support			

Processing Initials _____



Battavio Plumbing, Heating, and Cooling

CALL US TODAY
(610) 692-7960

Your Proposal

(2) Wall Mount Units

Customer: Ed Jamieson

Address: 351 Snyder Avenue West Chester, PA 19382

Phone: [\(610\) 696-2320](tel:6106962320)

Email: ejamieson@west-chester.com

Consultation Code: ENGMEHHFC

Date Presented: Aug 25, 2025

Expiration Date: Nov 23, 2025

Presented by: Bill Hosier

Phone: [\(484\) 888-6012](tel:4848886012)

Email: Bill@Battavio.com

Since 1972, Battavio Plumbing, Heating and Cooling has been a leading HVAC services provider in Chester, Delaware, and Montgomery Counties.

Focused on serving the residential and commercial community, our local roots and commitment to our customers continues to define us as a proven reliable organization.

We are a second generation, family owned business that is passionate about providing local residents with reliable installation and 24/7 emergency repair services.

LIC PA000545

System Enhancements

SUBTOTAL: **\$18,584.04**

See total investment below

NOTES

This proposal includes two new mini split systems from start to finish

EQUIPMENT

Quantity: 0

ACCESSORIES

Quantity: 8

Category: Ductless

R454B 21.2 24k 29kHP ODU Ductless

37MAHAQ24AA3 / Quantity: 2



37MAHAQ24AA3. 3. = Horizontal Discharge / Product. 7. = Puron Advance (R-454B) / Refrigerant. MAH. = Model Type. A. = Major Series. Q. = Heat Pump / Unit Type. 24. = 24000 / Nominal...

Category: Ductless

R454B 21.2 24k 29kHP IDU Ductless

D5MAHAQ24XA3 / Quantity: 2



Category: HVAC Add-Ons

Kit Combines the TP-VRM-60A, TP-SPD-50, & 60A disconnect breaker in a NEMA 3R enclosure

TPVRMDCKIT / Quantity: 2



The TP-VRMDC-KIT combines the TP-VRM-60A, TP-SPD-50, & 60A disconnect breaker in a NEMA 3R enclosure, for an all-in-one equipment solution. The TP-SPD-50 uses Gas Discharge...

Category: Thermostats

Honeywell - TH9320WF5003 WiFi 9000 Color Touchscreen Thermostat

TH9320WF5003 / Quantity: 2



Honeywell - Wi-Fi 9000 allows remote access to the thermostat through a computer, tablet, or smart phone with Honeywell's Total Connect Comfort Service. Features. - Stages: up to 3 heat/2...

Category: HVAC Add-Ons

Quick-Sling® - QSWB2000 Wall Bracket w/Rail - Holds up to 350 lb.

QSWB2000 / Quantity: 2



DiversiTech® - QSWB2000 Wall Bracket w/Rail. Holds up to 350 lbs. Wall Bracket provides a quick safe, and stable way to mount your unit. They allow for easy access during installation, service, an...

Category: Ductless

KSAIC0301230 - 24V Interface Kit 230V

KSAIC0301230 / Quantity: 2



KSAIC0301230 - 24V Interface Kit 230V. - Allows the Ductless System to be controlled using a Third Party Thermostat.

Category: HVAC Add-Ons

TRADEPRO® 3/4" X 6' Non-Metallic Connector Whip

TPWHIP34X6NM / Quantity: 2



Liquid-tight flexible conduit system - a labor saving convenience kit for A/C unit hookup. Also use for heat pumps, refrigeration, hot tubs, swimming pools and outdoor lighting. Three distinct wire...

Category: Services

Battavio's 1 Year Platinum Warranty Included (\$439.00 Value)

CUSTOM-G9RYKU / Quantity: 1



Your New System is backed with ONE YEAR LABOR and PARTS WARRANTY. This starts the day of the final completion date. This also Includes TWO Additional Inspections. ONE Spring & ONE...

WHAT YOU'LL GET

Quantity: 10

Battavio Inc. licensed technicians will adjust refrigerant levels for optimum performance & efficiency and install a new equipment pad

Bryant 10 year parts warranty

Line Hide

Manufacturer recommended commissioning of equipment.

Permits will be pulled. ***PERMIT COST WILL BE ADDED TO THE FINAL INVOICE AT NO ADDITIONAL MARKUP***

Run new electrical to the outdoor disconnects and install new breakers as needed

Run New Refrigerant Lines.

The job supervisor will ensure that your home remains clean and everything is replaced properly

Unless otherwise noted, all labor is guaranteed for 1 years, as per the terms of service.

Wall mount units outside above flood levels

INVESTMENT DETAILS

Sale Price \$18,584.04

Total Investment

The Total Investment is the total cost of the goods and services described in this proposal

\$18,584.04

PAYMENT TERMS

Work will be scheduled upon receipt of signed proposal.

Proposals over \$1,000 require 50% deposit at acceptance. Balance is due upon completion.

Price shown reflects a cash or check payment method. Credit card payments are subject to a 4% processing fee.

REVIEW AND SIGN PROPOSAL

Date:

TERMS AND CONDITIONS

1.

[To View The HVAC Opcost website - CLICK THIS LINK!](#)

2.

[To read about Battavio Plumbing Inc.. - CLICK THIS LINK!](#)

TERMS & CONDITIONS OF AGREEMENT 1. Purchaser hereby accepts the equipment and service described above and agrees to pay Battavio Plumbing Inc.. the price shown above. 2. All equipment and material are guaranteed by Battavio Plumbing Inc.. to be as specified. All work will be completed in a workmanlike manner according to normally accepted practices. 3. Materials and work in addition to that described herein will be furnished only on Purchaser's authorization and will be paid by Purchaser as an extra charge. 4. Upon failure to pay any sums due hereunder, Purchaser agrees to pay Battavio Plumbing Inc.. interest at the rate of one and one half percent (1½%) per month (annual rate of 18%) on all outstanding balances. 5. Battavio Plumbing Inc. shall not be liable for any default caused by events beyond its control, including but not limited to, fire, flood, strikes, accidents, or delays affecting this work or other operations in which it is involved, directly or indirectly. 6. Purchaser shall permit Battavio Plumbing Inc.. reasonable access to the property on which equipment is to be installed. Title to all provided equipment remains with Battavio Plumbing Inc.. until all amounts due thereon are paid in full, whether such equipment is affixed to the realty or not, and shall remain personal property and be deemed sever-able without injury to the freehold. On any payment default by Purchaser, then, Battavio Plumbing Inc. may without further notice enter the premises and remove or resell the equipment, and Purchaser shall be liable for any actual deficiency or loss sustained by Battavio Plumbing Inc.. in connection therewith. 7. Once equipment is connected at Purchaser's property, Purchaser assumes all risk of loss or damage to such equipment and shall insure same fully to protect all interests of Battavio Plumbing Inc., cost of insurance to be paid by Purchaser. Battavio Plumbing Inc. carries liability insurance and Worker's Compensation Insurance. 8. Battavio Plumbing Inc. provides a one-year limited labor warranty. Equipment or system failure due to lack of proper maintenance service or abuse is

expressly excluded. Normal maintenance check-ups and filter replacements are the responsibility of Purchaser. All other warranties, expressed or implied, are the responsibility of the manufacturer of the equipment, parts, or materials used in connection with the services. 9. There are no warranties, expressed or implied, for existing equipment, duct work, or other materials not installed by Battavio Plumbing Inc.. 10. All warranty work will be performed during Battavio Plumbing Inc. normal working hours, 8:00AM to 4:30PM, Monday through Friday. 11. Purchaser is responsible for all costs and reasonable attorney fees incurred by Battavio Plumbing Inc.. in connection with any action or proceeding (including arbitration and appeals) arising out of this agreement, including collection of any outstanding amounts due, only to the extent ordered by court or agreed by the parties. 12. Except as provided herein Battavio Plumbing Inc. makes no other representations or warranties, either express or implied, including, but not limited to, any implied warranties of merchantability or fitness for a particular purpose Battavio Plumbing Inc.. expressly disclaims all other warranties. Under no circumstances will Battavio Plumbing Inc.. be liable to any other person for any damages, including, without limitation, any indirect, incidental, special, or consequential damages, expenses, cost, profits, lost savings or earnings, lost or corrupted data, or other liability arising out of or related to this agreement, or the services or equipment provided hereunder. 13. This agreement shall be governed and construed solely according to the internal laws of the State of Pennsylvania, without reference to any conflicts of laws. 14. This agreement is the complete and exclusive statement of the agreement between Purchaser and Battavio Plumbing Inc.. and it supersedes all prior oral and written proposals and any prior or subsequent communications pertaining to the subject matter hereof. Signature of Authorized Purchaser: _____ Date _____ Payment to be made as follows: Balance on completion Battavio Plumbing Inc. proposes hereby to furnish and install the equipment and materials as described above on the terms and conditions provided herein. This proposal is good for thirty (30) days from the date hereof, but may be accepted at any later date at the sole discretion of Battavio Plumbing Inc.. Signature of Authorized Representative of Battavio Plumbing Inc.:

_____ Date _____



127 Garfield Ave
 West Chester PA 19380
 (610) 692-5252

Estimate

ESTIMATE #	73243
DATE	08/27/2025

CUSTOMER
Goose Creek Waste Water Treatm 351 Snyder Ave. West Chester, PA, 19380

SERVICE LOCATION
Goose Creek Waste Water Treatm 351 Snyder Ave. West Chester, PA, 19380

DESCRIPTION	New Heat Pump
--------------------	---------------

Estimate				
Description	Qty	Rate	Tax	Total
CARRIER DUCTLESS HEAT PUMP SYSTEM 1- 37MBHAQ48FA3 48,000 BTU 21 SEER HFPF 9 HEAT PUMP 2- 45MAHAQ24K 24,000 BTU High Wall. Unit will hang on wall. ACR Piping (copper tubing) Plastic cover. 10 Year Warranty	1.00	\$18,159.09	\$0.00	\$18,159.09

CUSTOMER MESSAGE
Estimate pricing is only valid for 15 days TERMS OF PAYMENT: 40% DEPOSIT BALANCE DUE ON COMPLETION All Piping Wiring and drain piping will be covered. Condensing unit will set on a plastic pad, not over 85' feet from coil. All control wiring and new thermostat supplied by us. All power wiring to equipment installed by us. All parts and labor for service are supplied for the first year after installation.



Wesley Wood
 319 A Westtown Road
 West Chester, PA 19382
 (610) 431-2626
 www.WesleyWood.com

Estimate 168708680
 Job 168686809
 Estimate Date 8/22/2025
 Customer PO

Billing Address
 EDWIN JAMIESON
 351 Snyder Avenue
 West Chester, PA 19382 USA

Job Address
 EDWIN JAMIESON
 351 Snyder Avenue
 West Chester, PA 19382 USA

Estimate Details

Mini Split 24k BTU (WIP)

Service #	Description	Quantity	Your Price	Your Total
Quote	Please enter description for items being quoted/estimated for	1.00	\$0.00	\$0.00
SYS-3MXS24RMVJU	Daikin, 24k BTU, Variable Capacity, 3-Zone, Heat Pump Mini Split System - Up to 20 SEER & 12.5 HSPF - As Quiet as 46 dB - 24,000 BTU - Outdoor Unit: 3MXS24NMVJUA - Indoor Unit:	1.00	\$7,283.10	\$7,283.10
UNT-FTXB12AXVJU	DAIKIN - 12,000 BTU/HR - UNT-FTXB12AXVJU	1.00	\$1,848.00	\$1,848.00
UNT-FTXB12AXVJU	DAIKIN - 12,000 BTU/HR - UNT-FTXB12AXVJU	1.00	\$1,848.00	\$1,848.00
Electrical Add-on 240v	Electrical Add-on 240v - 240volt high voltage add-on	1.00	\$1,098.00	\$1,098.00
Lineset up to 50ft	- Lineset up to 50ft - Includes filter drier and pump-down, not refrigerant	1.00	\$1,879.90	\$1,879.90
Lineset up to 50ft	- Lineset up to 50ft - Includes filter drier and pump-down, not refrigerant	1.00	\$1,879.90	\$1,879.90
DiffWar-005	Additional Difficulty, Person, or Warranty - Level 5. Includes 4 hours for additional difficulty or additional person	4.00	\$1,088.00	\$4,352.00
			Potential Savings	\$652.80
			Sub-Total	\$20,188.90
			Tax	\$0.00
			Total	\$20,188.90

Thank you for choosing Wesley Wood.

By signing below, I understand and agree to the following terms and conditions ("Specific Terms") that govern this Service Order:

Service Authorization & Payment. I authorize Service Experts to perform the work described above (the "Service") and agree to pay the total amount due upon completion.

General Terms and Conditions. I understand and agree to the Service Experts General Terms and Conditions, which are incorporated here by reference.

Residential Customer State Addenda & Right to Cancel. I have been notified verbally of my Right to Cancel. As a residential customer, I may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction or the time period afforded to me under applicable state law. See the Notice of Cancellation form and, if applicable, the state addendum attached to your Service Order for an explanation of this right.

E-Sign Consent. My electronic signature constitutes my acceptance of these Specific Terms and my consent to receive notices from Service Experts electronically. My electronic signature is the same as a handwritten signature for purposes of validity, enforceability, and admissibility. I am not required to sign documents or receive notices electronically and I may withdraw my consent at any time by notifying Service Experts and requesting future notices and documents be given to me in paper form. A future decision to withdraw my consent to conduct business electronically will not release me from obligations I previously entered into electronically with Service Experts.

Change Order Terms. This Service Order (1) constitutes the entire agreement between the parties, (2) supersedes any other written or oral agreements concerning its subject matter, and (3) may only be modified in writing by the parties.

Memberships and the Advantage Program. If you are receiving Services related to a membership agreement with us, the terms and conditions of your applicable membership agreement shall govern this transaction. If you are requesting Services related to

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: William Mann, CISO

SUB: PURCHASE ORDER REQUEST

DATE: 8/19/2025

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Hewlett Packard Financial Services Company

Contact

Address Hewlett Packard Financial Services Co
P.O. Box 402582
Atlanta, Georgia - 30384-2582

Phone (888) 277-0670

Email hpefs.invoicing@hpe.com

Fax

Justification

Annual HP Lease payment (3 of 5) for our 3 HP (host) Virtual servers which server the entire organization.

Account# 10000026000

COSTARS - 003-E22-586

TOTAL AMOUNT TO BE PAID:	\$ 15,816.76
---------------------------------	---------------------

Reference (select one) Quote SOW SA State Contract

SHIP TO:

Borough of West Chester
401 East Gay Street
West Chester, PA 19380

BILL TO:

BOROUGH OF WEST CHESTER
ATTENTION: FINANCE DEPARTMENT
401 EAST GAY STREET
WEST CHESTER, PA 19380
610-692-7574

SHIP METHOD & PRICING

n/1

QUOTATION NUMBER

100001299163

PAYMENT TERMS

purchase order

TAX STATUS

TAX EXEMPT – REFER TO ATTACHED TAX EXPEMPT FORM

Authorized Department Manager

Date

Sean Metrick, Borough Manager

Date

Account # 01-44568/70

P.O. RECEIVED _____

MAT. RECEIVED _____

P.O. FORWARDED _____

FINANCE DEPARTMENT ONLY

Budget Approval Yes No

Notes

Budget Available Yes No

Support Complete Yes No

Exempt Support Yes No

Processing Initials _____

BOROUGH OF WEST CHESTER



PURCHASE ORDER REQUEST

TO: Sean Metrick
FROM: Michael Findley
SUB: PURCHASE ORDER REQUEST
DATE: 8/28/2025

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Univar Solutions USA Inc.

Contact Vicki Meakim

Address 532 East Emaus St.
Middletown, PA 17057

Phone (215) 337-5403

Email www.univar.com

Fax (215) 337-6290

Justification

For a truckload of soda ash to treat the Taylor Run WWTP that is under contract.
32 tons @ \$508.38/ton

TOTAL AMOUNT TO BE PAID:	\$ 16,268.16
---------------------------------	---------------------

Reference (select one) Quote SOW SA State Contract

SHIP TO:

Taylor Run WWTP
795 Downingtown Pike
West Chester, PA 19380

BILL TO:

BOROUGH OF WEST CHESTER
ATTENTION: FINANCE DEPARTMENT
401 EAST GAY STREET
WEST CHESTER, PA 19380
610-692-7574

SHIP METHOD & PRICING

included

QUOTATION NUMBER

April 1, 2025 Contract

PAYMENT TERMS

net 30 days

TAX STATUS

TAX EXEMPT – REFER TO ATTACHED TAX EXPEMPT FORM

Michael Findley

Digitally signed by Michael Findley
DN: cn=Michael Findley, o=Wastewater,
ou=Borough of West Chester,
email=mfindley@west-chester.com, c=US
Date: 2025.08.28 10:04:23 -04'00'

8/28/2025

Authorized Department Manager

Date

_____ Sean

Sean Metrick, Borough Manager

Date

Account # 08-45746/08 _____

P.O. RECEIVED _____

MAT. RECEIVED _____

P.O. FORWARDED _____

FINANCE DEPARTMENT ONLY

Budget Approval Yes No

Notes

Budget Available Yes No

Support Complete Yes No

Exempt Support Yes No

Processing Initials _____

BOROUGH OF WEST CHESTER



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: Joshua B. Lee, Chief of Police

SUB: PURCHASE ORDER REQUEST

DATE: 8/13/2025

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Platelogiq

Contact

Address 600 Eagleview Blvd, Ste 300
Exton, PA 19341

Phone (610) 463-0100

Email accounts@vipr.ai

Fax

Justification

Annual LPR Service
COSTARS 033-E22-045

TOTAL AMOUNT TO BE PAID:	\$ 11,200.00
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Reference (select one) Quote SOW SA

SHIP TO:

WEST CHESTER POLICE DEPARTMENT
ATTN: CHIEF JOSHUA LEE
401 EAST GAY STREET
WEST CHESTER, PA 19380
610-436-1323

BILL TO:

BOROUGH OF WEST CHESTER
ATTENTION: FINANCE DEPARTMENT
401 EAST GAY STREET
WEST CHESTER, PA 19380
610-692-7574

SHIP METHOD & PRICING

QUOTATION NUMBER

PL-211151

PAYMENT TERMS

TAX STATUS

TAX EXEMPT – REFER TO ATTACHED TAX EXEMPT FORM

Joshua B. Lee

Digitally signed by Joshua B. Lee
Date: 2025.08.18 11:55:16
-04'00'

Authorized Department Manager

Date

Sean

Sean Metrick, Borough Manager

Date

Account # 01-410-31/40 Contracts

P.O. RECEIVED _____

MAT. RECEIVED _____

P.O. FORWARDED _____

FINANCE DEPARTMENT ONLY

Budget Approval Yes No

Notes

Budget Available Yes No

Support Complete Yes No

Exempt Support Yes No

Processing Initials _____

**PENSION PLAN FOR EMPLOYEES OF THE BOROUGH OF WEST CHESTER (DC)
FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION
FOR 2026 MUNICIPAL BUDGET**

A. Defined Contribution

1. Employer Defined Contribution as a Percent of Payroll	5.0%
2. Estimated 2026 Payroll	\$ <u>3,077,380</u>
3. Total Defined Contribution (A1 x A2)	\$ <u><u>153,869</u></u>

B. Financial Requirement and Minimum Municipal Obligation (MMO)

1. Total Defined Contribution (A3)	\$ 153,869
2. Anticipated Administrative Expense	<u>0</u>
3. Total Financial Requirement and MMO (B1 + B2)	\$ <u><u>153,869</u></u>

NOTES:

1. 2026 General Municipal Pension System State Aid may be used to fund part or all of the municipal obligation and must be deposited within 30 days of receipt. Any remaining balance must be paid from municipal funds.
2. Actual employer obligation for 2026 will depend on actual eligible participants and payroll for 2026.
3. Any delinquent Minimum Municipal Obligation from prior years must be included in the 2026 budget along with an interest penalty.

I hereby certify that the above calculations, to the best of my knowledge, are true, accurate, and conform with the provisions of Chapter 3 of Act 205 of 1984.

Certified By:

Chief Administrative Officer

Date

**BOROUGH OF WEST CHESTER POLICE PENSION PLAN
FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION
FOR 2026 MUNICIPAL BUDGET**

A. Normal Cost

1. Normal Cost as a Percent of Payroll	18.140%
2. Estimated 2025 Payroll for Active Participants	\$ <u>5,949,343</u>
3. Normal Cost (A1 x A2)	\$ <u>1,079,211</u>

B. Financial Requirement

1. Normal Cost (A3)	\$ 1,079,211
2. Anticipated Insurance Premiums	0
3. Anticipated Administrative Expense	172,531
4. Amortization Payment, if any ^	<u>470,627</u>
5. Financial Requirement (B1 + B2 + B3 + B4)	\$ <u>1,722,369</u>

C. Minimum Municipal Obligation

1. Financial Requirement (B5)	\$ 1,722,369
2. Anticipated Employee Contributions (5.0% of Estimated Payroll)	297,467
3. Funding Adjustment, if any	<u>0</u>
4. Minimum Municipal Obligation (C1 - C2 - C3)	\$ <u>1,424,902</u>

^The amortization payment from the January 1, 2023 valuation was adjusted to reflect amortization base(s) that have since expired. The amortization payment decreased by \$622,881.

NOTES:

1. 2026 General Municipal Pension System State Aid may be used to fund part or all of the municipal obligation and must be deposited within 30 days of receipt. Any remaining balance must be paid from municipal funds.
 2. Deposit into the Plan's assets must be made by December 31, 2026 to avoid an interest penalty.
 3. Any delinquent Minimum Municipal Obligation from prior years must be included in the 2026 budget along with an interest penalty.
-

I hereby certify that the above calculations, to the best of my knowledge, are true, accurate, and conform with the provisions of Chapter 3 of Act 205 of 1984.

Certified By:

Chief Administrative Officer

Date

Prepared using the January 1, 2023 Valuation.

**PENSION PLAN FOR EMPLOYEES OF THE BOROUGH OF WEST CHESTER
FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION
FOR 2026 MUNICIPAL BUDGET**

A. Normal Cost

1. Normal Cost as a Percent of Payroll	7.249%
2. Estimated 2025 Payroll for Active Participants	\$ <u>2,909,488</u>
3. Normal Cost (A1 x A2)	\$ <u>210,909</u>

B. Financial Requirement

1. Normal Cost (A3)	\$ 210,909
2. Anticipated Insurance Premiums	0
3. Anticipated Administrative Expense	87,285
4. Amortization Payment, if any ^	<u>151,770</u>
5. Financial Requirement (B1 + B2 + B3 + B4)	\$ <u>449,964</u>

C. Minimum Municipal Obligation

1. Financial Requirement (B5)	\$ 449,964
2. Anticipated Employee Contributions	101,482
3. Funding Adjustment, if any	<u>0</u>
4. Minimum Municipal Obligation (C1 - C2 - C3)	\$ <u>348,482</u>

^The amortization payment from the January 1, 2023 valuation was adjusted to reflect amortization base(s) that have since expired. The amortization payment decreased by \$130,670.

NOTES:

1. 2026 General Municipal Pension System State Aid may be used to fund part or all of the municipal obligation and must be deposited within 30 days of receipt. Any remaining balance must be paid from municipal funds.
2. Deposit into the Plan's assets must be made by December 31, 2026 to avoid an interest penalty.
3. Any delinquent Minimum Municipal Obligation from prior years must be included in the 2026 budget along with an interest penalty.

I hereby certify that the above calculations, to the best of my knowledge, are true, accurate, and conform with the provisions of Chapter 3 of Act 205 of 1984.

Certified By:

Chief Administrative Officer

Date

Prepared using the January 1, 2023 Valuation.