



Borough Council Meeting Public Hearing
October 15, 2025 @ 6:30 PM
This meeting is recorded for public record.

Patrick McCoy, President	Member, 1st Ward	Term Expires: 12/31/25
Nicole Scimone, Vice President	Member, 4th Ward	Term Expires: 12/31/27
Bryan Travis	Member, 2nd Ward	Term Expires: 12/31/27
Brian McGinnis	Member, 3rd Ward	Term Expires: 12/31/25
Sheila Vaccaro	Member, 5th Ward	Term Expires: 12/31/25
Bernie Flynn	Member, 6th Ward	Term Expires: 12/31/27
Lisa Dorsey	Member, 7th Ward	Term Expires: 12/31/25

Mayor: Lillian L. DeBaptiste

Borough Manager: Sean Metrick

Borough Council Meeting:

I. Public Hearings

- A. Public Hearing regarding Comcast's past performance under its current franchise agreement
- B. Public Hearing to amend certain regulations in Subsection 3-38.T - Community Campus Committee
- C. Public Hearing to enact an Ordinance reauthorizing the West Chester Business Improvement District five-year Final Plan.

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.

PUBLIC NOTICE

**Public Hearing Regarding Comcast Cable Franchise Renewal
for West Chester Borough.**

Notice is hereby given that West Chester Borough will hold a public hearing regarding cable franchise renewal. The public hearing will take place on October 15, 2025 at 6:30 p.m. in Borough Council Chambers at the West Chester Borough Hall, 401 East Gay Street, West Chester, PA 19380. Citizens are invited to testify. The purpose of the public hearing is to review the past performance of the cable operator, Comcast, and to identify the future cable-related community needs of the Borough. Questions may be directed to Sean Metrick, Borough Manager, at 484-319-4118.

Those individuals with disabilities and ADA accommodations for effective participation in the meeting should call 610-692-7574 at least two days prior to the meeting. All attempts will be made for reasonable accommodations.

Sean Metrick
Borough Manager

Please publish in the Daily Local News (Chester County) on October 6, 2025

ORDINANCE NO. ____ - 2025

BOROUGH OF WEST CHESTER

CHESTER COUNTY, PENNSYLVANIA

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 3 OF THE WEST CHESTER BOROUGH CODE, TITLED "ADMINISTRATIVE CODE", SECTION 3-38, TITLED "ADVISORY BOARDS AND COMMISSIONS", SUBSECTION 3-38.T TO AMEND CERTAIN REGULATIONS FOR THE COMMUNITY CAMPUS COMMITTEE.

BE IT ENACTED AND ORDAINED, and it is hereby enacted by the authority of the Council of the Borough of West Chester that Chapter 3 of the Code of the Borough of West Chester, titled, "ADMINISTRATIVE CODE," shall be amended as follows:

SECTION 1. Section 3-38, titled, "Advisory Boards and Commissions", is amended by amending Subsection T, titled "COMMUNITY CAMPUS COMMITTEE, as follows:

"T. Community Campus Committee. Pursuant to the authority in § 3-38A, there is hereby established for the Borough of West Chester an Advisory Committee known as the "Community Campus Committee" which may also be referred to as "West Chester Together" which shall be organized for the purposes hereinafter set forth.

- (1) Mission. The purpose of the Community Campus Committee is to promote and increase communication and collaboration between Borough of West Chester community leaders and residents and West Chester University officials and students on issues that affect health, safety, and quality of life for the campus and Borough community.
- (2) Responsibilities of Committee. The Committee shall serve in an advisory capacity to Borough Council and to West Chester University administration and shall perform the following duties:
 - (a) Partner in community engagement and conduct regular meetings with Borough and University community members to discuss issues and concerns about University activities, events, policies and affairs.
 - (b) Promote and encourage cooperation and planning for University events that will have an impact on Borough residents such as move in and move out days, homecoming, graduation and other functions or events that impact the residents of the Borough in and around the University Campus.

- (c) Develop and foster relationships and liaise with leaders and committees of the Borough and University.
 - (d) Promote and encourage cooperation and planning for Borough events that encourage engagement between permanent residents and students.
 - (e) Identify issues of mutual concern to the Borough and University while maintaining open and transparent communications with all relevant parties and departments within both the Borough and the University.
 - (f) Initiate and implement solutions for issues or problems that impact the quality of life for Borough residents.
 - (g) Provide reports to Borough Council on the activities and accomplishments of the Committee either by submission of a written report sent to Council members or by a Committee member presenting an oral report at Council meetings. The Committee shall submit at least one report per University semester to Borough Council.
- (3) Membership and Terms of Office. The Committee shall consist of four members representing the Borough (the "Borough Members") who are appointed by Borough Council. The Borough members shall consist of the following:
- (a) The West Chester Borough Mayor or his/her designee;
 - (b) A representative from the West Chester Borough Police Department;
 - (c) A member of Borough Council; and
 - (d) A Borough employee.

In addition to the Borough Members, the Committee shall consist of five members representing the residents of the Borough (the "resident members") who are appointed by Borough Council. The resident members shall consist of the following:

- (a) A Borough resident from the 2nd Ward;
- (b) A Borough resident from the 4th Ward;
- (c) An at-large Borough resident;
- (d) A student rental permit holder within the Borough; and
- (e) A Borough business owner.

In addition to the members appointed by Council, the Committee shall include five representatives from West Chester University (the "University members") who shall be selected by the University and represent one of the following departments:

- (a) Student Affairs;
- (b) Civic Engagement and Social Impact;
- (c) External Relations;
- (d) Fraternity and Sorority Life;
- (e) Student Government Association;
- (f) Off Campus and Commuter Services;
- (g) Public Safety;
- (h) Student Conduct; and
- (i) Wellness Promotion.

Members shall be appointed to serve a three-year term except for the initial terms which shall be staggered so that the terms of at least three members shall expire every year.

The Committee shall have Co-Chairpersons. One Chairperson shall represent the Borough members and be selected by the Borough members of the Committee. The second Chairperson shall represent the University members and be selected by the University members of the Committee. A Secretary will also be appointed as selected by the full membership. The Co-Chairpersons and Secretary will serve a 2-year term for a maximum of up to two consecutive terms.

- (4) Vacancy. A vacancy on the Committee shall be filled in the same manner as the original appointment by the Borough Council for Borough members and by the University for University members.

SECTION 2. SEVERABILITY. If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts hereof. It is hereby declared as the intent of Council of the Borough of West Chester that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included therein.

SECTION 3. REPEALER. All Ordinances or parts of Ordinances conflicting with any provision of this Ordinance are hereby repealed insofar as the same affects this Ordinance.

SECTION 4. EFFECTIVE DATE. This Ordinance shall become effective upon enactment as provided by law.

ENACTED AND ORDAINED THIS _____ DAY OF _____, 2025.

ATTEST:

**COUNCIL FOR THE BOROUGH
OF WEST CHESTER**

Sean Metrick, Secretary

By: _____
Patrick McCoy, President

APPROVED THIS _____ DAY OF _____, 2025.

Lillian L. DeBaptiste, Mayor

PUBLIC NOTICE

NOTICE IS GIVEN that the Borough Council of the Borough of West Chester will hold a public hearing as part of their regularly scheduled public meeting to consider passage of the following ordinance on October 15 , 2025 at 6:30 PM at the West Chester Borough Hall at 401 East Gay Street, West Chester, PA 19380. A summary of the text of the ordinance is as follows:

**AN ORDINANCE OF THE BOROUGH OF WEST CHESTER,
CHESTER COUNTY, PENNSYLVANIA, AUTHORIZING A
NEW FIVE-YEAR TERM FOR THE WEST CHESTER
BUSINESS IMPROVEMENT DISTRICT COMMENCING
JANUARY 1, 2026 AND ENDING DECEMBER 31, 2030.**

Section 1 of the Ordinance provides that Borough Council finds that it is desirable for the Borough to continue its efforts to improve the Business Improvement District under the Neighborhood Improvement District “NID” Act for the purpose of providing business improvement and administrative service to benefit the West Chester Business Improvement District, which is defined on the map and boundary description attached to the Ordinance as Exhibit “A”.

Section 2 of the Ordinance provides that The name of the Neighborhood Improvement District shall be referred to as the “West Chester Business Improvement District.”

Section 3 of the Ordinance provides that Council adopts The Neighborhood Improvement District Final Business Plan, in the form attached as Exhibit “B”.

Section 4 of the Ordinance provides that the West Chester Business Improvement District Authority will be the Managing Authority of the District with all the rights and powers of a neighborhood improvement management association as defined under the NID Act.

Section 5 of Ordinance provides that all prior Ordinances, Resolutions and any parts thereof which are inconsistent with this Ordinance are hereby repealed and Section 6 provides an effective date upon enactment as provided as law.

An opportunity will be afforded to all interested persons in attendance to address Council in the matter of this ordinance. The full text of the Ordinance is available for inspection without charge on the Borough’s website at www.west-chester.com and at the Borough of West Chester administrative offices, 401 East Gay Street, West Chester, Pennsylvania 19380, Monday through Friday from 8:30 a.m. to 5:00 p.m. A copy of the full text of the Ordinance may be obtained for a charge not greater than the cost thereof. In addition, a certified copy of the proposed Ordinance is also on file and available for inspection by members of the public at the Chester County Law Library, Chester County Justice Center, Suite 2400, 201 West Market Street, West Chester, Pennsylvania 19380-0989.

Sean Metrick

Borough Manager

Please publish one time on October 2 and send proof of publication and statement to: Sean Metrick, Borough Manager, 401 East Gay Street, West Chester, PA 19380.

ORDINANCE 2025-
BOROUGH OF WEST CHESTER
CHESTER COUNTY, PENNSYLVANIA

**AN ORDINANCE OF THE BOROUGH OF WEST CHESTER,
CHESTER COUNTY, PENNSYLVANIA, AUTHORIZING A
NEW FIVE-YEAR TERM FOR THE WEST CHESTER
BUSINESS IMPROVEMENT DISTRICT COMMENCING
JANUARY 1, 2026 AND ENDING DECEMBER 31, 2030.**

WHEREAS, in Ordinance No. 10-1998, which was adopted by Borough Council for the Borough of West Chester (the “Council”) on October 21, 1998, Council authorized the creation of the West Chester Business Improvement District Authority (the “Authority”) and the West Chester Business Improvement District (the “Business Improvement District”) pursuant to the Municipality Authorities Act of 1945, 53 Pa.C.S.A. § 5601 *et seq.*, for the purposes of providing business improvement and administrative services to benefit the properties in the Business Improvement District; and

WHEREAS, Council also authorized the execution and filing of Articles of Incorporation for the Authority in Ordinance No. 10-1998; and

WHEREAS, in Ordinance No. 17-2005, adopted by Council on August 17, 2005, Council approved Amended and Reinstated Articles of Incorporation for the Authority and authorized the Authority to file the same with the Department of State; and

WHEREAS, since the formation of the original Business Improvement District and Authority, a new law was enacted known as the Neighborhood Improvement District Act, 73 P.S. § 831-840 (hereinafter the “NID Act”); and

WHEREAS, pursuant to the NID Act, in Ordinance No. 22-2005, adopted by Council on December 21, 2005, Council re-established the Business Improvement District and approved a five-year plan for a term from January 1, 2006 through December 31, 2010; and

WHEREAS, in Ordinance No. 22-2010, adopted by Council on November 17, 2010, Council agreed to continue the term of the Business Improvement District for another five-year term from January 1, 2010 through December 31, 2015; and

WHEREAS, in Ordinance No. 15-2015, adopted by Council on November 17, 2015, Council agreed to continue the term of the Business Improvement District for another five-year term from January 1, 2015 through December 31, 2020; and

WHEREAS, in Ordinance No. 12-2020, adopted by Council on December 15, 2020, Council agreed to continue the term of the Business Improvement District for another five-year term from January 1, 2021 through December 31, 2025; and

WHEREAS, pursuant to the NID Act, in order for Council to continue the term of the Business Improvement District, it is necessary for Council to adopt a new Ordinance in accordance with the procedures in the NID Act and to adopt a final business plan for the NID and to appoint a managing authority for the NID; and

WHEREAS, pursuant to the procedures in the NID Act, the Borough conducted a public hearing on July 16, 2025 in order to receive public comment on the Preliminary Business Plan which plan includes a description of the proposed improvements and services, the estimated costs thereof and proposed methods of assessment and charges to all property owners and commercial lessees and the benefited properties located within the NID; and

WHEREAS, by Motion at the public meeting on July 16, 2025, Council approved the Preliminary Business Plan (the “Business Plan”) for the West Chester Business Improvement District, titled, “West Chester Business Improvement District Five Year Plan 2026 - 2030”; and

WHEREAS, more than 45-days has elapsed since the public hearing and objections totaling 40% or more have not been filed to the Business Plan.

NOW, THEREFORE, be it enacted and ordained by Council of the Borough of West Chester:

SECTION 1. Organization of the Authority. Council finds that it is desirable for the Borough to continue its efforts to improve the Business Improvement District and the Neighborhood Improvement District (“NID”) under the NID Act for the purpose of providing business improvement and administrative service to benefit the West Chester Business Improvement District located in the Borough of West Chester, which is defined on the map and boundary description attached hereto as Exhibit “A” and made a part hereof.

SECTION 2. Name of District. The name of the Neighborhood Improvement District shall be referred to as the “West Chester Business Improvement District.”

SECTION 3. Adoption of the Neighborhood Improvement District Final Business Plan. The Neighborhood Improvement District Final Business Plan, in the form attached as Exhibit “B” and made a part hereof is hereby adopted by Council.

SECTION 4. Appointment of the Managing Authority. The Managing Authority of the Neighborhood Improvement District established herein, with all the rights and powers of a neighborhood improvement management association as defined under the aforementioned NID Act, shall be the existing West Chester Business Improvement District Authority.

SECTION 5. Repealer. All prior Ordinances, Resolutions and any parts thereof which are inconsistent with this Ordinance are hereby repealed.

SECTION 6. Effective Date. This Ordinance shall become effective upon enactment as provided as law.

ENACTED and ORDAINED on the 15th day of October, 2025.

**COUNCIL FOR THE BOROUGH
OF WEST CHESTER**

By: _____
Sean Metrick, Secretary

By: _____
Patrick McCoy, President

APPROVED this 15th day of October, 2025.

By: _____
Lillian L. DeBaptiste, Mayor