



Finance & Revenue Committee Meeting
October 8, 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)

V. Old Business

A. Approve September 2025 meeting minutes (attachment)

VI. New Business

A. Motion to approve purchasing requests (attachment):

1. All Event Party Rentals for \$12,185.45
2. Butts Tickets for \$40,000.00
3. USALCO for \$15,280.00
4. Cody for \$18,536.57
5. Horgan Tree Experts for \$10,720

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

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.

Budget to Actual Report- 9/30/2025

Borough of West Chester
Cash Position
September 30, 2025

A/C#	Description	Beginning Balance 9/1/2025	September Receipts	September Expenditures	Ending Balance 9/30/2025
01-10000	GF Truist Cash	860,396	1,477,482	793,614	1,544,264
01-10036	PLGIT EIT Pension Pay Down Cash	809,876	73,758	-	883,634
01-10037	Santander GF Cash	-	-	-	-
01-10044	Santander ARPA Cash	347,469	-	-	347,469
01-10040	PLGIT Pcard Cash	-	-	-	-
01-12000	PLGIT GF Cash	4,482,037	16,676	30,000	4,468,713
	Total General Fund	6,499,778	1,567,916	823,614	7,244,080
05-10045	Santander Fire Cash	613,167	-	8,504	604,663
05-10053	PLGIT Fire Reserve	758,567	3,241	-	761,808
	Total Fire Fund	1,371,734	3,241	8,504	1,366,471
10-10006	PLGIT Rec In Lieu Cash	105,017	351	-	105,368
	Total Recreation Fund	105,017	351	-	105,368
08-10038	Santander Sewer Cash	2,133,859	287,089	257,939	2,163,009
08-10052	PLGIT Sewer Cash Reserve	3,824,038	14,142	-	3,838,180
	Total Sewer Fund	5,957,897	301,231	257,939	6,001,189
09-10026	Truist Parking Cash	831,203	766	1,091	830,878
09-10039	Santander Parking Cash	1,342,592	540,476	348,470	1,534,598
09-10103	TD Parking Cash	351,077	9,462	-	360,539
09-10051	PLGIT Parking Cash Reserve	2,221,968	8,487	-	2,230,455
10-10012	PLGIT 2011 Bond	48,555	158	-	48,713
	Total Parking Fund	4,795,395	559,349	349,561	5,005,183
15-10015	BBT Highway Aid	256,620	12	7,697	248,935
	Total Highway Aid Fund	256,620	12	7,697	248,935
16-10034	Fulton SPF Cash	1,169,503	3,230	-	1,172,733
16-10054	PLGIT SPF Reserve	281,550	1,538	-	283,088
16-100-41	Santander SPF Cash	212,678	21,733	5,448	228,963
	Total Stream Protection Fund	1,663,731	26,501	5,448	1,684,784
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	40,642	138	-	40,780
	Total 2016 Bond Funds	40,642	138	-	40,780

Budget to Actual Report- 9/30/2025

Borough of West Chester
 Cash Position
 September 30, 2025

A/C#	Description	Beginning Balance 9/1/2025	September Receipts	September Expenditures	Ending Balance 9/30/2025
	Total-All Funds	29,715,303	2,458,739	1,452,763	30,721,279

Budget to Actual Report- 9/30/2025

Borough of West Chester
Budget to Actual Report -Variances
For the year ended September 30, 2025

Revenue Trends:

Business Privilege Tax (01-31095-90) better than budget by \$62k

P/Y Real Estate Taxes In Collections (01-30125-90) better than budget by \$91k

Interest Income (01-34100-90) better than budget by \$93k

State Aid received in September and is better than budget by \$98,000. State Aid was sent to RBC to satisfy MMO for both plans for 2025.

Received \$139,095.87 from Auditor General to be passed through to Volunteer Fire Relief Associations.

Received second payment from PA Municipal Health. Revenue better than budget by \$92k. Will not need to transfer from Capital Operating Reserve to made budgeted revenues for 2025.

Interest Income (08-34100-08) better than budget by \$25k

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

Recreation Special Event Revenue (01-34323-07) is overbudget by \$20k. Budget did not account for all special events and new fee structure.

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 \$70k.

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.

Budget to Actual Report- 9/30/2025

Borough of West Chester
Budget to Actual Report -Variances
For the year ended September 30, 2025

Expense Trends:

Admin 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.

Recreation Capital Expense (01-43013-07) includes payment made to contractor for Hoopes Park. This project includes grant revenue that has not yet been received.

Parking Garage Maint (09-44545-09): overbudget by \$50k-line item includes additional expenses for elevator repairs. There are expenses booked for garage management that need to be reclassified.

Transfer to NU (01-44891): additional MMO payment of \$148,771 made from EIT .25 monies.

Transfer to Police Pension (01-44871): additional of \$304,195 MMO payment from EIT .25 monies

Refunds (01-48951): over budget by \$139,096- this is passthrough expense to two volunteer fire relief associations from revenue received from Auditor General.

Legal Fees-Employment (01-40430-90) is overbudget by \$40k. 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.

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 \$35k 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.

PW OT (01-43825): overbudget by \$8k.

Traffic Light Maint (15-43331-15) is overbudget by \$20k.
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 \$248,935. Still need to pay remaining balance on paving project.

**Due To/ Due From Balances
9/30/2025**

G/L A/C#	Description	DUE FROM	G/L A/C#	Description	DUE TO	Difference
01-13016	Due from SPF	(9,604)	16-23001	Due from GF	9,604	-
01-13010	Due from Capital	98,804	10-23001	Due to GF	(98,804)	-
11-13001	Due from GF	3,491	01-23013	Due to UDAG	(3,491)	-
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	-
16-13001	Due from GF	577	01-23016	Due to SPF	(577)	-
		<u>132,467</u>			<u>(132,467)</u>	-

Budget to Actual Report- 9/30/2025

90 - ADMINISTRATION

Revenue

Account Code	Account Title	Total Budget -			Total Budget Variance -		Percent Total Budget Remaining -	
		Original	Current Period	YTD Actual	Original	Original	Prior Year	
30000	CASH RESERVE	305,512	-	305,112	400		0%	-
30115	REAL ESTATE TAX REVENUE	6,180,098	76,608	5,963,986	216,112		3%	5,656,491
30125	LIENED REAL ESTATE TAX	110,000	5,038	200,686	(90,686)		-82%	76,465
31090	EARNED INCOME TAX	6,510,996	316,085	5,172,164	1,338,832		21%	4,970,230
31091	DEED TRANSFER TAX	530,000	67,538	504,930	25,070		5%	396,549
31093	LOCAL SERVICES TAX	700,000	12,953	569,888	130,112		19%	537,733
31095	BUSINESS PRIVILEGE TAX	144,000	3,931	206,931	(62,931)		-44%	113,202
34100	INTEREST INCOME	100,000	(46,296)	193,132	(93,132)		-93%	291,546
34302	LIBRARY/BID MED. INS REIMB.	105,153	9,726	24,911	80,242		76%	23,842
34304	PA MUNCP HEALTH MED INS REF	200,000	145,763	291,467	(91,467)		-46%	248,526
35415	TRANSFER FROM CAP RESERVE	189,078	-	-	189,078		100%	-
35429	TRANSFER FROM SPF	242,632	-	242,632	-		0%	-
35442	TRF FROM OPEB	64,931	-	-	64,931		100%	-
35500	GRANT REVENUE	-	-	79,386	(79,386)		#DIV/0!	408,990
35501	STATE PENSION AID	995,170	1,093,170	1,093,170	(98,000)		-10%	1,044,398
35596	FOREIGN FIRE INS REIMB	-	139,096	139,096	(139,096)		#DIV/0!	134,773
38000	MISCELLANEOUS REVENUE	18,900	4,750	29,206	(10,306)		-55%	14,540
38001	PAYMENT IN LIEU TAXES	14,000	-	-	14,000		100%	990
38009	CERTIF FEES	45,000	5,600	49,256	(4,256)		-9%	57,137
38014	CELL TOWER/CABLE FRAN REV	245,000	3,360	170,965	74,035		30%	201,290
38019	W/C REIMBURSEMENT	-	5,388	66,646	(66,646)		#DIV/0!	3,500
38030	UCOMP REIMBURSEMENT	3,300	-	5,075	(1,775)		-54%	5,092
39208	TRF FROM SEWER FD	600,000	-	600,000	-		0%	-
39209	TRF FROM PARKING FD	2,132,100	-	1,762,050	370,050		17%	-
39298	TRF FROM FIRE	59,328	-	59,328	-		0%	-
Total Revenue		19,495,198	1,842,709	17,730,017	1,765,181		10%	14,185,293

Budget to Actual Report- 9/30/2025

90 - ADMINISTRATION
EXPENSE

Account Code	Account Title	Total Budget -			Total Budget Variance -		Percent Total Budget Remaining -	
		Original	Current Period Actual	YTD Actual	Original	Original	Original	Prior Year Actual
40110	SAL EXP- Mayor/Council	33,000	8,250	24,750	8,250		25%	21,588
40112	SAL EXP- ADMIN DEPT	430,774	25,047	279,961	150,813		35%	291,903
40121	OFFICE SUPPLIES	10,000	-	3,946	6,054		61%	2,884
40122	POSTAGE & PRINTING	25,000	1,000	14,511	10,489		42%	22,200
40123	HR EXPENSE	41,900	-	19,650	22,250		53%	(2,063)
40124	LEASE PAYMENTS	8,139	628	8,742	(603)		-7%	3,157
40131	FIDELITY BOND MGR/TREAS	1,800	-	1,619	181		10%	1,619
40133	ADMIN EXPENSE	2,500	135	15,007	(12,507)		-500%	22,378
40134	CODIFICATION	10,000	-	7,490	2,510		25%	-
40140	BANK FEES	15,000	2,969	27,371	(12,371)		-82%	17,698
40310	TAX COLLECTION FEES	13,000	3,972	9,380	3,620		28%	19,940
40332	QUALIFYING VOL TAX CREDIT	12,000	-	11,081	919		8%	-
40410	LEGAL FEES	130,000	(636)	60,322	69,678		54%	57,860
40430	LEGAL FEES-EMPLOYMT	30,000	26,073	69,897	(39,897)		-133%	110,483
40510	SAL EXP- FINANCE	267,699	19,871	183,393	84,306		31%	165,490
40931	UTILITIES	30,603	16,070	66,609	(36,006)		-118%	62,029
40938	FIRE HYDRANTS	90,000	-	54,031	35,969		40%	47,436
41337	STENOGRAPHER EXPENSE	1,000	-	-	1,000		100%	425
42000	ADVERTISING	5,500	460	5,898	(398)		-7%	4,296
43013	CAPITAL EXPENSE	-	-	59,241	(59,241)		#DIV/O!	579,997
43031	FUEL EXPENSE	1,000	-	288	712		71%	857
43815	SAL EXP-BOROUGH MANAGER	169,223	13,080	118,223	51,000		30%	124,929
43822	SOFTWARE MAINT FEES	105,684	-	83,163	22,521		21%	92,864
43823	PAYROLL PROCESSING FEES	62,400	5,405	49,849	12,551		20%	39,437
44579	TRF TO FIRE	541,708	-	524,059	17,649		3%	-
44580	TRF TO SPF	60,695	-	60,696	(1)		0%	-
44891	TRF TO NU	297,543	-	446,314	(148,771)		-50%	-
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	-	73,333	36,667		33%	72,500
45657	AUDIT EXPENSE	50,000	18,000	59,000	(9,000)		-18%	51,075
45760	OFF SITE STORAGE	4,000	251	2,781	1,219		30%	2,285
45774	TRAINING/DUES	-	-	80	(80)		#DIV/O!	-
45836	TRAINING	789	-	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 PAYMENTS-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/O!	563
47294	INT EXP- 2014 ENREGY	47,250	-	27,964	19,286		41%	23,998

Budget to Actual Report- 9/30/2025

90 - ADMINISTRATION

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	256	47,537	(6,109)	-15%	59,746
48700	INSURANCE EXP- MEDICAL	350,037	23,650	191,371	158,666	45%	256,716
48715	PENSION EXP-DEF CONTB	31,990	1,417	27,683	4,307	13%	28,650
48720	FICA EXPENSE	68,903	31,501	32,354	36,549	53%	36,642
48951	REFUNDS	-	139,096	139,096	(139,096)	#DIV/0!	134,773
48952	GOODFELLOWSHIP AMBULANCE	167,510	-	86,763	80,747	48%	158,299
Total Expense		4,137,807	336,493	3,143,751	994,056	24%	2,318,176
NI/(NL)			1,506,216	14,586,266			

Budget to Actual Report- 9/30/2025

40 - POLICE

REVENUE

Account Code	Account Title	Total Budget -		YTD Actual	Total Budget Variance -		Percent Total Budget Remaining -		Prior Year Actual
		Original	Current Period Actual		Original	Original	Original		
33104	DISTRICT COURT	310,000	-	159,722	150,278		48%	230,406	
34317	ALARM REVENUE	18,335	2,980	23,592	(5,257)		-29%	12,355	
35500	GRANT REVENUE	-	-	47,500	(47,500)		#DIV/0!	-	
36203	EBT POL PROT	1,828,454	459,388	1,828,454	0		0%	1,312,037	
36235	POLICE SVCS OT REIMB	120,000	38,928	142,876	(22,876)		-19%	161,784	
38002	RESTITUTION PYMTS	20,000	2,023	13,141	6,859		34%	14,854	
38017	POLICE RECORDS	2,296,789	1,320	7,359	2,289,430		100%	8,671	
Total Revenue		4,593,578	504,639	2,222,644	2,370,934		52%	1,740,105	

Budget to Actual Report- 9/30/2025

**40 - POLICE
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	10,700	975	3,701	6,999	65%	6,541
40122	POSTAGE & PRINTING	6,420	10	3,049	3,371	53%	5,487
40124	LEASE PAYMENTS	108,480	13,078	108,239	241	0%	38,809
40133	ADMIN EXPENSE	5,350	148	1,170	4,180	78%	1,407
40280	CIVIL SERVICE	25,000	515	14,664	10,336	41%	17,449
40931	UTILITIES	61,175	6,657	41,155	20,020	33%	66,298
41010	SAL EXP-LTS	535,369	41,458	414,650	120,719	23%	374,996
41012	SAL EXP-POLICE OFF	4,947,276	374,975	3,574,171	1,373,105	28%	3,712,715
41014	SALARY EXP-POL	819,320	51,930	528,049	291,271	36%	515,859
41023	SMALL EQUIPMENT	23,190	717	17,295	5,895	25%	9,303
41031	CONTRACT EXPENSES	105,866	1,500	32,589	73,277	69%	59,018
41032	CELL BLOCK	6,000	-	580	5,420	90%	-
41034	FALSE AREEST	25,579	-	15,054	10,525	41%	-
42010	UNIFORMS	75,000	9,993	32,290	42,710	57%	41,544
43031	FUEL EXPENSE	60,000	4,149	40,201	19,799	33%	44,984
43819	SAL EXP-POLICE CHIEF	187,076	14,455	145,035	42,041	22%	195,000
43822	SOFTWARE MAINT FEES	19,260	-	18,750	510	3%	38,762
43825	SALA EXP-OT	350,000	35,082	332,153	17,847	5%	296,589
44571	TRF TO CAPITAL	100,544	-	77,081	23,463	23%	-
44871	TRF TO POLICE PENS	1,362,661	-	1,666,856	(304,195)	-22%	-
45300	DONATIONS EXPENSE	500	-	-	500	100%	250
45655	ARMORY	32,100	2,248	25,743	6,357	20%	26,003
45712	INFORMANT FEES	5,000	-	5,000	-	0%	3,000
45756	MEDICAL SERVICES	10,700	180	9,403	1,297	12%	13,759
45760	OFF SITE STORAGE	1,605	65	588	1,017	63%	464
45762	MAYOR	6,955	442	2,714	4,241	61%	1,994
45772	UNIT	85,150	18,084	82,176	2,974	3%	42,093
45774	TRAINING/DUES	64,200	2,698	42,602	21,599	34%	38,618
45800	SPCA	20,000	3,062	12,282	7,718	39%	13,097
45810	TRANSLATION	3,210	91	1,467	1,743	54%	1,200
45851	TRF TO OPEB	85,000	-	-	85,000	100%	-
48600	INS EXPENSE-	408,360	46,990	269,696	138,664	34%	223,866
48610	INSURANCE EXP	96,935	-	80,865	16,070	17%	54,889
48700	INSURANCE EXP-	1,585,378	115,917	1,129,630	455,748	29%	1,220,814
48715	PENSION EXP-DEF CONTB	12,152	977	7,949	4,203	35%	7,017
48720	FICA EXPENSE	149,968	10,220	100,337	49,631	33%	101,563
48951	REFUNDS	-	-	650	(650)	#DIV/0!	1,025
Total Expense		11,401,479	756,619	8,837,832	2,563,647	22%	7,174,412
NI/(NL)			(251,980)	(6,615,188)			

Budget to Actual Report- 9/30/2025

50 - HOUSING

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	20,000	21,173	90,103	(70,103)	-351%	11,703
35507	ELECTRICAL PERMITS	40,000	12,923	51,449	(11,449)	-29%	41,668
36241	BUILDING PERMITS	600,000	63,406	393,411	206,589	34%	283,950
36242	ELECTRICAL PERMITS	35,000	-	(2,390)	37,390	107%	21,241
36243	PLUMBING PERMITS	50,000	3,659	27,979	22,022	44%	41,492
36244	ZONING HEARING	10,000	750	24,576	(14,576)	-146%	22,402
36245	RENTAL PERMITS	258,280	73,038	274,943	(16,663)	-6%	30,475
38007	LAND DEVELOPMENT	2,000	50	2,077	(77)	-4%	3,591
Total Revenue		1,015,280	174,997	862,148	153,132	15%	456,521

Budget to Actual Report- 9/30/2025

50 - HOUSING
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	-	42	439	(439)	#DIV/0!	2,131
40122	POSTAGE &	2,500	-	208	2,292	92%	53
40124	LEASE PAYMENTS	4,065	797	5,576	(1,511)	-37%	2,788
40133	ADMIN EXPENSE	-	-	23,594	(23,594)	#DIV/0!	-
40931	UTILITIES	4,000	319	4,955	(955)	-24%	3,073
41310	SAL EXP-HOUSING	512,560	34,051	255,490	257,070	50%	264,907
41331	ZONING HEARING	20,000	2,583	55,000	(35,000)	-175%	16,526
41332	ELECTRICAL	15,000	-	9,167	5,833	39%	8,519
41333	MECHANICAL	20,000	-	2,565	17,435	87%	7,531
41339	THIRD PARTY RENT	65,000	-	-	65,000	100%	-
41340	3rd Party	240,000	3,056	63,051	176,949	74%	-
42010	UNIFORMS	-	-	652	(652)	#DIV/0!	-
42011	CONSULTANTS	-	-	4,203	(4,203)	#DIV/0!	1,215
43031	FUEL EXPENSE	3,000	193	1,110	1,890	63%	2,312
43612	DCED FILING FEES	3,000	-	-	3,000	100%	-
43822	SOFTWARE MAINT	-	-	500	(500)	#DIV/0!	2,862
43825	SALA EXP-OT	1,500	10	1,137	363	24%	866
45716	LAND DEVELOPMENT	-	-	7,058	(7,058)	#DIV/0!	45,963
45760	OFF SITE STORAGE	3,500	903	4,515	(1,015)	-29%	2,117
45774	TRAINING/DUES	8,000	-	1,025	6,975	87%	1,793
45836	TRAINING	-	-	150	(150)	#DIV/0!	-
48600	INS EXPENSE-	6,728	-	5,701	1,027	15%	7,153
48700	INSURANCE EXP-	201,605	9,919	74,490	127,115	63%	87,409
48715	PENSION EXP-DEF	25,628	1,703	12,919	12,709	50%	13,410
48720	FICA EXPENSE	39,326	2,606	19,632	19,694	50%	20,332
	Total Expense	1,175,412	56,181	553,136	622,276	53%	470,626
	NI/(NL)		118,816	309,012			

Budget to Actual Report- 9/30/2025

70 - IT

EXPENSE

Account Code	Account Title	Total Budget -		YTD Actual	Total Budget Variance -		Percent Total Budget Remaining -	Prior Year Actual
		Original	Current Period Actual		Original	Original		
40122	POSTAGE & PRINTING	-	-	52	(52)		#DIV/0!	13
40931	UTILITIES	2,700	158	2,291	409		15%	1,546
43013	CAPITAL EXPENSE	-	-	(18,770)	18,770		#DIV/0!	-
43817	SALARY EXPENSE- IT	183,335	98,567	133,767	49,568		27%	-
43829	MICROSOFT	40,000	720	23,192	16,808		42%	24,260
44571	TRF TO CAPITAL	50,817	-	50,817	-		0%	-
45659	BACKUP & SUPP SVC	48,000	-	53,661	(5,661)		-12%	48,194
45722	LICENSES	6,000	-	4,170	1,830		31%	4,825
45766	PARTS	20,000	875	15,776	4,224		21%	8,750
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	-	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%	51,241
45820	WEBSITE	25,000	-	24,615	385		2%	11,614
48600	INS EXPENSE-	2,753	-	2,288	465		17%	2,998
48700	INSURANCE EXP- MEDICAL	68,824	5,198	52,416	16,408		24%	53,802
48715	PENSION EXP-DEF CONTB	3,115	235	2,348	767		25%	2,491
48720	FICA EXPENSE	14,025	7,540	10,233	3,792		27%	-
Total Expense		561,569	113,294	428,162	133,407		24%	223,240
NI/(NL)			(113,294)	(428,162)				

Budget to Actual Report- 9/30/2025

80 - PUBLIC WORKS

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
34318	DUMPSTER FEES	5,000	162	933	4,067	81%	1,704
34320	GRANT-RECYCLING	90,020	-	-	90,020	100%	-
35103	WINTER MAINTENANCE	33,000	-	-	33,000	100%	-
38000	MISCELLANEOUS	-	-	4,700	(4,700)	#DIV/0!	302
38005	RECYCLING REVENUE	10,000	1,180	12,491	(2,491)	-25%	7,741
38026	STREET OPENING REIMB	60,000	60	165,190	(105,190)	-175%	37,650
39120	TRASH BAG FEES	20,000	1,441	20,736	(736)	-4%	15,607
	Total Revenue	218,020	2,843	204,050	13,970	6%	63,005

Budget to Actual Report- 9/30/2025

80 - PUBLIC WORKS
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%	1,857
40122	POSTAGE & PRINTING	3,000	2,261	3,611	(611)	-20%	1,433
40124	LEASE PAYMENTS	59,013	5,317	49,131	9,882	17%	38,260
40133	ADMIN EXPENSE	5,500	-	834	4,666	85%	248
40920	MAT & SUPPLIES	25,000	2,260	(44,822)	69,822	279%	13,218
40931	UTILITIES	63,338	6,225	44,428	18,910	30%	205,649
40936	UTILITIES - STREET	110,000	19,864	52,920	57,080	52%	-
40940	SERVICE CONTRACTS	115,000	2,220	80,535	34,465	30%	88,571
41400	LANDSCAPE	83,000	7,220	38,035	44,965	54%	43,711
42000	ADVERTISING	5,000	121	4,944	56	1%	1,845
42007	PROFESSIONAL FEES	-	-	468	(468)	#DIV/0!	-
42010	UNIFORMS	24,000	645	14,291	9,709	40%	16,061
42011	CONSULTANTS	117,000	2,024	111,381	5,619	5%	68,080
42730	TRASH	240,000	7,992	157,288	82,712	34%	155,699
42732	RECYCLING	92,000	4,774	55,888	36,112	39%	72,488
43012	SAL EXP-PW	2,018,046	142,874	1,438,720	579,326	29%	1,390,250
43013	CAPITAL EXPENSE	15,000	-	-	15,000	100%	7,068
43031	FUEL EXPENSE	115,000	2,626	73,890	41,110	36%	83,615
43200	WINTER MAINTENANCE	92,673	-	98,529	(5,856)	-6%	-
43720	VEHICLE REPAIR	220,000	15,355	185,909	34,091	15%	190,195
43725	TOOLS	22,000	166	24,225	(2,225)	-10%	17,034
43800	ALLEYS	10,000	1,810	8,935	1,065	11%	14,746
43825	SALA EXP-OT	50,000	5,727	58,125	(8,125)	-16%	63,281
44571	TRF TO CAPITAL	322,702	-	322,702	-	0%	-
45430	PARK MAINTENANCE	-	-	460	(460)	#DIV/0!	46
45540	TREES	235,000	-	118,071	116,929	50%	186,658
45630	LIBRARY MAINT	15,000	3,586	12,990	2,010	13%	7,554
45774	TRAINING/DUES	7,500	742	5,365	2,135	28%	5,510
45836	TRAINING	-	-	728	(728)	#DIV/0!	972
48600	INS EXPENSE-	176,966	-	102,260	74,706	42%	136,767
48610	INSURANCE EXP	60,061	-	76,468	(16,407)	-27%	81,715
48700	INSURANCE EXP-	729,696	52,058	498,229	231,467	32%	492,880
48715	PENSION EXP-DEF	47,032	3,321	33,719	13,313	28%	28,802
48720	FICA EXPENSE	158,206	11,368	114,509	43,697	28%	111,195
Total Expense		5,238,733	300,555	3,744,047	1,494,686	29%	3,525,407
NI/(NL)			(297,713)	(3,539,998)			

Budget to Actual Report- 9/30/2025

07 - PARKS REC

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
34323	SPECIAL EVENT APP FEE	20,000	14,583	39,949	(19,949)	-100%	38,114
34324	REST FESTIVAL REVENUE	45,000	5,225	28,689	16,311	36%	26,499
34325	POP UP EVENT REVENUE	2,000	-	234	1,766	88%	165
34330	TURKS HEAD FEST	16,000	-	10,643	5,357	33%	8,800
36731	SPONSORSHIP REVENUE	30,200	4,555	12,605	17,595	58%	28,324
36737	PARK RENTAL FEES	10,000	3,290	6,695	3,305	33%	6,407
36739	CLASS REVENUE	55,000	3,790	36,288	18,712	34%	47,594
Total Revenue		178,200	31,443	135,103	43,097	24%	155,903

Budget to Actual Report- 9/30/2025

07 - PARKS REC
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	-	-	200	(200)	#DIV/0!	40
42000	ADVERTISING	21,000	1,600	19,985	1,015	5%	9,112
43013	CAPITAL EXPENSE	63,832	247,060	247,060	(183,228)	-287%	21,409
43820	SAL EXP- RECREATION	175,078	13,203	129,452	45,626	26%	93,137
43822	SOFTWARE MAINT FEES	4,000	-	-	4,000	100%	3,295
44571	TRF TO CAPITAL	130,635	-	130,635	-	0%	-
45430	PARK MAINTENANCE	51,000	2,891	44,675	6,325	12%	24,811
45432	TRIPS/CLASS EXPENSE	76,000	3,053	50,947	25,053	33%	42,135
45436	REST FESTIVAL	39,000	13,453	15,595	23,405	60%	27,773
45450	TURKS HEAD FESTIVAL	19,500	-	20,935	(1,435)	-7%	18,709
45452	TOUCH TRUCK EVENT	4,000	450	2,818	1,182	30%	2,784
45457	HALLOWEEN PARADE	4,000	-	3,058	942	24%	2,783
45480	SMALL EVENTS EXPENSE	16,500	275	8,853	7,647	46%	3,175
45760	OFF SITE STORAGE	-	50	450	(450)	#DIV/0!	270
45774	TRAINING/DUES	4,000	-	1,506	2,494	62%	-
48610	INSURANCE EXP	2,151	-	2,668	(517)	-24%	-
48700	INSURANCE EXP- MEDICAL	68,348	3,686	37,071	31,277	46%	31,643
48715	PENSION EXP-DEF CONTB	2,750	227	2,266	484	18%	480
48720	FICA EXPENSE	13,393	1,010	9,903	3,490	26%	7,125
Total Expense		695,187	286,959	728,078	(32,891)	-5%	288,681
NI/(NL)			(255,517)	(592,975)			

Budget to Actual Report- 9/30/2025

05 - FIRE

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	36,249	-	36,249	-	0%	-
34100	INTEREST INCOME	31,500	3,241	22,901	8,599	27%	20,844
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%	766,585
39205	TRF FROM FIRE FUND	541,708	-	524,059	17,649	3%	-
	Total Revenue	1,401,398	3,241	1,162,915	238,483	17%	788,929

Budget to Actual Report- 9/30/2025

05 - FIRE
EXPENSE

Account Code	Account Title	Total Budget -			Total Budget Variance -		Percent Total Budget Remaining		Prior Year Actual
		Original	Current Period Actual	YTD Actual	Original	Original	Original		
40133	ADMIN EXPENSE	23,072	-	3,000	20,072		87%	1,000	
40931	UTILITIES	93,740	5,602	40,972	52,768		56%	105,625	
41110	OFFICER STIPENDS	10,609	-	-	10,609		100%	-	
41120	EQUIP MAINT/REPAIR	36,565	132	30,179	6,386		17%	5,074	
41121	EQUIP SMALL MAINT & REPL FIRE	-	-	9,113	(9,113)		#DIV/0!	637	
41131	EQUIP RADIO MAINT - FIRE	-	165	165	(165)		#DIV/0!	372	
41135	REPORTING FEES - FIRE	-	1,000	7,000	(7,000)		#DIV/0!	8,000	
41150	ALLOC TO FIRE COMPANIES	336,600	-	255,000	81,600		24%	245,000	
43013	CAPITAL EXPENSE	504,249	31	66,249	438,000		87%	341,998	
43031	FUEL EXPENSE	38,938	2,480	24,846	14,092		36%	27,779	
43720	VEHICLE REPAIR	156,000	1,791	96,699	59,301		38%	60,398	
44573	TRF TO GF	59,328	-	-	59,328		100%	-	
45760	OFF SITE STORAGE	-	-	677	(677)		#DIV/0!	-	
48600	INS EXPENSE-W/C/UNEMP	-	15,076	89,718	(89,718)		#DIV/0!	13,740	
48610	INSURANCE EXP	142,297	-	110,278	32,019		23%	14,833	
	Total Expense	1,401,398	26,278	733,895	667,503		48%	824,456	
	NI/(NL)		(23,036)	429,021					

Budget to Actual Report- 9/30/2025

08 - SEWER

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	2,644,226	-	2,644,226	-	0%	-
34100	INTEREST INCOME	70,000	14,142	95,354	(25,354)	-36%	48,150
34332	SEWER REV-	160,000	27,002	172,840	(12,840)	-8%	159,322
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	5,301,421	269,032	3,990,257	1,311,164	25%	4,880,200
36460	OUTSIDE HAULING	410,000	-	190,266	219,734	54%	310,279
	Total Revenue	9,961,222	310,176	7,317,943	2,643,279	27%	5,469,051

Budget to Actual Report- 9/30/2025

08 - SEWER
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	-	4,834	1,166	19%	2,297
40122	POSTAGE & PRINTING	-	-	775	(775)	#DIV/0!	1,889
40140	BANK FEES	-	-	70	(70)	#DIV/0!	226
40931	UTILITIES	-	48,554	125,072	(125,072)	#DIV/0!	7,793
40940	SERVICE CONTRACTS	11,880	981	9,696	2,184	18%	9,406
42007	PROFESSIONAL FEES	80,000	60	29,959	50,041	63%	101,182
42010	UNIFORMS	9,000	350	3,520	5,480	61%	3,951
42913	SAL EXPENSE-WW	1,114,621	85,394	814,282	300,339	27%	786,489
42922	LAB SUPPLIES	50,000	1,254	24,862	25,138	50%	28,238
42925	SANITARY SEWER	75,000	-	30,410	44,590	59%	-
42933	SLUDGE REMOVAL	960,000	14,905	576,903	383,097	40%	669,241
43013	CAPITAL EXPENSE	4,915,954	42,378	496,012	4,419,942	90%	474,091
43031	FUEL EXPENSE	10,000	461	4,804	5,196	52%	6,425
43825	SALA EXP-OT	32,000	2,398	10,054	21,946	69%	24,566
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	3,187	282,786	60,732	18%	292,389
45691	Utilities- Pump	22,866	26	2,994	19,872	87%	4,985
45702	EQUIP - PUMPING	30,000	-	14,467	15,533	52%	7,048
45705	Heating Oil	35,000	-	38,703	(3,703)	-11%	40,970
45708	GRIT REMOVAL	12,000	-	9,652	2,348	20%	8,181
45724	Pump Station Repairs	8,000	-	135	7,865	98%	438
45728	ALM SULFATE	270,000	-	93,149	176,851	66%	102,136
45730	CHLORINE	13,000	-	8,001	4,999	38%	9,446
45736	LIQUID BIO	2,000	-	1,419	581	29%	691
45738	Equipment	70,000	5,106	48,657	21,343	30%	45,379
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	3,750	12,829	171	1%	11,689
45774	TRAINING/DUES	10,000	-	3,577	6,423	64%	950
45778	Lab Professional Fees	32,000	1,204	19,915	12,085	38%	24,624
45794	Aqua Sewer Billing	132,000	-	-	132,000	100%	95,466
45822	Plant Repairs	120,000	5,979	59,782	60,218	50%	69,227
45826	Generator Maint	7,000	-	-	7,000	100%	(511)
45828	HVAC Maint	13,000	-	-	13,000	100%	-
45830	INSTRUMENTATION	5,000	-	2,023	2,978	60%	2,475
47115	EMERGENCY	30,000	-	-	30,000	100%	(28,930)
48600	INS EXPENSE-	161,352	-	134,809	26,543	16%	62,230

Budget to Actual Report- 9/30/2025

08 - SEWER

48610	INSURANCE EXP	39,797	-	51,226	(11,429)	-29%	54,720
48700	INSURANCE EXP-	406,034	35,694	322,733	83,301	21%	273,415
48715	PENSION EXP-DEF	24,376	1,963	19,083	5,293	22%	16,432
48720	FICA EXPENSE	87,716	6,716	63,062	24,654	28%	62,046
Total Expense		9,961,222	260,359	3,968,504	5,992,718	60%	3,326,217
NI/(NL)			49,817	3,349,439			

Budget to Actual Report- 9/30/2025

09 - PARKING

REVENUE

Account Code	Account Title	Total Budget -			Total Budget Variance -		Percent Total Budget Remaining -	
		Original	Current Period Actual	YTD Actual	Original	Original	Prior Year Actual	
30000	CASH RESERVE	547,895	-	547,895	-		0%	-
33103	PARKING TICKET REVENUE	1,161,456	124,451	1,024,004	137,452		12%	1,063,964
33104	DISTRICT COURT VIOLATIONS	146,000	9,749	110,268	35,732		24%	110,070
33110	DISTRICT COURT-CONSTABLE	50,000	2,774	33,185	16,815		34%	38,820
34100	INTEREST INCOME	50,000	8,602	36,543	13,457		27%	30,005
36321	PARKING METER REVENUE	1,950,000	197,599	1,448,065	501,935		26%	1,459,288
36322	PARKING PERMIT/LOT REVENUE	145,000	10,102	193,900	(48,900)		-34%	73,718
36323	PARKING GARAGE REVENUE	2,500,000	165,361	1,657,450	842,550		34%	1,122,009
36326	PARKING GARAGE LEASED SPACE	90,530	12,576	94,233	(3,703)		-4%	86,573
36736	SOLAR/EV REVENUE	8,500	1,529	10,953	(2,453)		-29%	-
Total Revenue		6,649,381	532,743	5,156,495	1,492,886		22%	3,984,446

Budget to Actual Report- 9/30/2025

09 - PARKING
EXPENSE

Account Code	Account Title	Total Budget -			Total Budget Variance -		Percent Total Budget Remaining -	
		Original	Current Period Actual	YTD Actual	Original	Original	Prior Year Actual	
40121	OFFICE SUPPLIES	6,000	-	6,275	(275)		-5%	4,415
40122	POSTAGE & PRINTING	14,000	1,754	20,114	(6,114)		-44%	8,680
40124	LEASE PAYMENTS	9,558	797	10,369	(811)		-8%	14,255
40133	ADMIN EXPENSE	3,000	-	300	2,700		90%	1,166
40140	BANK FEES	250,000	20,092	227,819	22,181		9%	114,662
40430	LEGAL FEES-EMPLOYMT	20,000	-	10	19,991		100%	-
40616	CONSTABLE FEES	50,000	4,098	35,008	14,993		30%	51,590
40931	UTILITIES	75,231	7,147	44,522	30,709		41%	89,146
41313	SALARY EXPENSE-PARKING	690,730	47,083	437,114	253,616		37%	447,450
42007	PROFESSIONAL FEES	40,000	-	3,793	36,207		91%	517
42010	UNIFORMS	4,000	166	3,171	829		21%	3,254
43013	CAPITAL EXPENSE	1,012,896	10,284	204,761	808,135		80%	156,901
43031	FUEL EXPENSE	2,000	111	1,328	672		34%	953
43825	SALA EXP-OT	30,000	977	13,466	16,534		55%	30,891
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	24,442	42,312	(312)		-1%	42,080
44525	PARKING METER MAINT	20,000	42	2,694	17,306		87%	9,486
44545	PARKING GARAGE MAINT	145,000	54,578	194,797	(49,797)		-34%	89,489
44549	PARKING GARAGE MGMT	536,000	-	-	536,000		100%	-
44573	TRF TO GF	2,132,100	177,675	1,762,050	370,050		17%	-
44891	TRF TO NU	68,664	-	-	68,664		100%	-
44922	ARMORED CAR SERVICE	6,000	676	6,084	(84)		-1%	5,668
45758	PARKING METER SOFTWARE	138,000	455	129,071	8,929		6%	80,458
45760	OFF SITE STORAGE	275	-	1,267	(992)		-361%	281
45774	TRAINING/DUES	18,000	772	861	17,139		95%	2,650
47140	PRIN PAYMENTS	525,000	-	40,000	485,000		92%	-
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	9,533	127,394	32,297		20%	159,730
48715	PENSION EXP-DEF CONTB	13,884	739	8,810	5,074		37%	10,374
48720	FICA EXPENSE	55,136	3,677	34,469	20,667		37%	36,593
Total Expense		6,649,381	365,097	3,732,644	2,916,737		44%	1,620,731
NI/(NL)			167,646	1,423,851				

Budget to Actual Report- 9/30/2025

15 - HIGHWAY

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	12	128	2,372	95%	112
36735	LIQUID FUELS REVENUE	419,499	-	428,077	(8,578)	-2%	427,930
	Total Revenue	421,999	12	428,205	(6,206)	-1%	428,042

Budget to Actual Report- 9/30/2025

15 - HIGHWAY
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	208	(208)	#DIV/0!	208
40931	UTILITIES	-	549	4,647	(4,647)	#DIV/0!	-
43200	WINTER MAINTENANCE	50,000	-	2,263	47,737	95%	44,832
43331	TRAFFIC LIGHT MAINT	46,300	2,526	66,758	(20,458)	-44%	31,315
43333	TRAFFIC CONTROL	10,000	2,499	8,711	1,289	13%	12,133
43800	ALLEYS	15,699	-	-	15,699	100%	(2,901)
49515	ROAD PAVING PROJECT	300,000	-	244,008	55,992	19%	652,881
Total Expense		421,999	5,596	326,595	95,404	23%	738,468

Budget to Actual Report- 9/30/2025

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	-	0%	-
34100	INTEREST INCOME	25,000	1,538	25,051	(51)	0%	33,549
35500	GRANT REVENUE	750,000	-	-	750,000	100%	-
38015	STREAM PROT	1,100,000	25,109	1,250,217	(150,217)	-14%	1,212,329
39205	TRF FROM GF	60,695	-	60,695	-	0%	52,105
Total Revenue		2,281,695	26,646	1,681,963	599,732	26%	1,297,982

Budget to Actual Report- 9/30/2025

16 - STREAM
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	-	-	27,097	(27,097)	#DIV/0!	20,582
40133	ADMIN EXPENSE	38,000	-	2,500	35,500	93%	-
40140	BANK FEES	-	-	420	(420)	#DIV/0!	515
40410	LEGAL FEES	75,000	-	11,819	63,181	84%	24,563
42007	PROFESSIONAL FEES	95,500	-	32,145	63,355	66%	38,024
43013	CAPITAL EXPENSE	1,561,000	-	366,892	1,194,108	76%	195,927
43620	STORMWATER	244,563	-	214,477	30,086	12%	9,427
44573	TRF TO GF	242,632	-	242,632	-	0%	-
45540	TREES	25,000	-	25,000	-	0%	17,504
Total Expense		2,281,695	-	922,982	1,358,713	60%	306,541
NI/(NL)			26,646	758,981			

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 9/30/2025

Check Number	Vendor Name	Effective Date	Check Amount
10015 - CASH-TRUIST HIGHWAY AID			
2373	SIGNAL SERVICE, INC.	9/8/2025	2,124.00
2374	LENNI ELECTRIC CORPORATION	9/16/2025	885.98
2375	NATIONAL HIGHWAY PRODUCTS, INC	9/16/2025	717.32
2376	PECO acct 5483214000	9/16/2025	548.96
2377	SIGNAL SERVICE, INC.	9/16/2025	1,639.60
2378	NATIONAL HIGHWAY PRODUCTS, INC	9/23/2025	1,781.40
	Total		<u><u>7,697.26</u></u>

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 Check Register
 9/30/2025

Check Number	Vendor Name	Effective Date	Check Amount
10037 - CASH- SANTANDER BANK GF			
017227	HNR Associates	9/8/2025	88.00
017228	DCM COMMERCIAL PROPERTIES LLC	9/8/2025	42.00
017229	10-8 EMERGENCY VEHICLE SERVICE	9/8/2025	19.24
017230	21st CENTURY MEDIA	9/8/2025	104.81
017231	ABILA	9/8/2025	934.22
017232	ACE HARDWARE OF WEST CHESTER	9/8/2025	109.73
017233	ALL SEASONS LANDSCAPING CO INC	9/8/2025	5,333.30
017234	BAIRD & RUDOLPH TIRE CO,INC.	9/8/2025	2,150.46
017235	BIO-ONE OF CHESTER COUNTY	9/8/2025	250.00
017236	BOYCE RECREATION	9/8/2025	3,250.00
017237	CALIBER COLLISION	9/8/2025	14,680.52
017238	CALLTOWER, INC	9/8/2025	6,152.54
017239	CDL SOLUTIONS LLC	9/8/2025	2,000.00
017240	COMMUNICATIONS DEPLOYMENT	9/8/2025	486.67
017241	CDW GOVERNMENT INC	9/8/2025	1,765.80
017242	CHESTER COUNTY SOLID WASTE AUT	9/8/2025	3,559.87
017243	DSC SOLUTIONS LLC	9/8/2025	3,995.00
017244	EHRlich 1359462	9/8/2025	351.26
017245	EHRlich 1381139	9/8/2025	182.66
017246	FEL - WEST CHESTER, PA #501	9/8/2025	366.14
017247	FRIENDS OF MARSHALL SQUARE PK	9/8/2025	16,385.00
017248	GLASGOW INC	9/8/2025	579.82
017249	IDI DATA	9/8/2025	150.00
017250	JAMAR TECHNOLOGIES INC	9/8/2025	92.00
017251	LUCKY SIGN SHOP	9/8/2025	1,149.00
017252	DEREK P LYONS	9/8/2025	2,970.38
017253	MACMAIN LEINHAUSER	9/8/2025	2,116.00
017254	MCDONALD UNIFORM COMPANY	9/8/2025	455.48
017255	PENNSYLVANIA RURAL WATER ASSOC	9/8/2025	310.00

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Check Number	Vendor Name	Effective Date	Check Amount
017256	PENNONI ASSOCIATES, INC.	9/8/2025	2,756.50
017257	REMINGTON & VERNICK ENGINEERS	9/8/2025	6,423.50
017258	SHERWIN-WILLIAMS CO	9/8/2025	781.53
017259	THOMAS COMITTA ASSOCIATES	9/8/2025	143.30
017260	WATCHKEEP	9/8/2025	24,258.54
017261	WB MASON C2657532	9/8/2025	27.46
017262	WEST GOSHEN AUTOMOTIVE	9/8/2025	459.28
017263	WOLANIN CONSULTING & ASSESS	9/8/2025	1,850.00
017264	21st CENTURY MEDIA	9/16/2025	368.14
017265	ACE HARDWARE OF WEST CHESTER	9/16/2025	111.52
017266	ALTITUDE HOBBIES	9/16/2025	21,136.35
017267	ANDREW'S LAWN & LANDSCAPING	9/16/2025	7,220.00
017268	ATLANTIC HEAVY DUTY	9/16/2025	1,017.50
017269	BELLWOAR KELLY LLP	9/16/2025	22.50
017270	BERGEY'S TRUCK CENTERS	9/16/2025	3,012.74
017271	FISHER AUTO PARTS	9/16/2025	53.76
017272	BFI King of Prussia - 4586	9/16/2025	4,774.12
017273	BLUES REINCARNATION PROJECT	9/16/2025	1,200.00
017274	BUCKLEY,BRION,MCGUIRE,MORRIS	9/16/2025	4,738.00
017275	BUILDING INSPECT UNDERWRITERS	9/16/2025	525.00
017276	CDW GOVERNMENT INC	9/16/2025	26.92
017277	CHESTER COUNTY SOLID WASTE AUT	9/16/2025	7,992.08
017278	CORDELIA BLUE - Luke Ferracone	9/16/2025	1,000.00
017279	D&D AUTOWORKS	9/16/2025	159.90
017280	DEAD FRIENDS - MIKE CAROTO	9/16/2025	1,800.00
017281	EHRlich 1350575	9/16/2025	429.94
017282	EHRlich 1381139	9/16/2025	357.22
017283	FRED BEANS FORD - WEST CHESTER	9/16/2025	1,748.51
017284	GLASGOW INC	9/16/2025	146.69
017285	GOSHEN SIGN PRODUCTS	9/16/2025	2,175.00

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Check Number	Vendor Name	Effective Date	Check Amount
017286	GUARDIAN ALLIANCE TECHNOLOGIES	9/16/2025	2,505.00
017287	HILL ARCHIVE	9/16/2025	366.54
017288	JOSEPH J DANIELLE LLC	9/16/2025	247,060.21
017289	LANGUAGE LINE SERVICES INC	9/16/2025	90.92
017290	MAIN LINE CONCRETE & SUPPLY IN	9/16/2025	185.00
017291	WILLIAM S MALANY & SONS	9/16/2025	150.00
017292	MCDONALD UNIFORM COMPANY	9/16/2025	9,992.95
017293	NASK DOOR INC.	9/16/2025	726.00
017294	NEW HOLLAND AUTO GROUP	9/16/2025	336.83
017295	OFFICE BASICS, INC.	9/16/2025	135.00
017296	OTIS ELEVATOR CO	9/16/2025	560.76
017297	PA DEPT OF LABOR & INDUSTRY	9/16/2025	7,538.00
017298	PA MUNICIPAL HEALTH - BENECON	9/16/2025	206,182.23
017299	PENNSYLVANIA ONE CALL SYSTEM	9/16/2025	337.53
017300	PA TRNPK TOLL BY PLATE	9/16/2025	21.28
017301	PENNONI ASSOCIATES, INC.	9/16/2025	629.00
017302	PERFECT SELF STORAGE	9/16/2025	301.00
017303	POP-A LOCK OF DEL VALLEY	9/16/2025	1,892.39
017304	DIRK QUINN	9/16/2025	1,400.00
017305	REMINGTON & VERNICK ENGINEERS	9/16/2025	10,857.50
017306	SANCO SOUND & LIGHT	9/16/2025	3,600.00
017307	STATE CHEMICAL SOLUTIONS	9/16/2025	521.60
017308	STONE THROWERS	9/16/2025	2,000.00
017309	TECHNICAL LEARNING COLLEGE	9/16/2025	200.00
017310	TPS GRAPHICS	9/16/2025	110.00
017311	TRAVELERS	9/16/2025	256.00
017312	UNTETHERED - PAUL GLESS	9/16/2025	1,750.00
017313	VERIZON 842448578-00001	9/16/2025	410.68
017314	WB MASON C2657532	9/16/2025	41.66
017315	WB MASON C3107820	9/16/2025	1,634.85

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Check Number	Vendor Name	Effective Date	Check Amount
017316	WEST CHESTER AREA SCHOOL DIST	9/16/2025	0.00
017317	WETZEL GAGLIARDI FETTER LAVIN	9/16/2025	1,066.00
017318	YALE ELECTRIC SUPPLY CO	9/16/2025	85.32
017319	YERKES ASSOCIATES, INC.	9/16/2025	2,666.25
017320	21st CENTURY MEDIA	9/23/2025	213.27
017321	ACE HARDWARE OF WEST CHESTER	9/23/2025	308.90
017322	BE ROOTED LLC	9/23/2025	72.00
017323	FISHER AUTO PARTS	9/23/2025	31.96
017324	BOYCE RECREATION	9/23/2025	5,869.20
017325	CALIBER COLLISION	9/23/2025	3,462.99
017326	CC PUBLIC SAFETY TRAINING CAMP	9/23/2025	200.00
017327	D&D AUTOWORKS	9/23/2025	119.90
017328	FEL - WEST CHESTER, PA #501	9/23/2025	120.11
017329	GL SAYRE INC - CONSHOHOCKEN	9/23/2025	7,522.48
017330	GOSHEN SIGN PRODUCTS	9/23/2025	345.00
017331	GUIDEMARK, INC	9/23/2025	1,600.00
017332	HEWLETT-PACKARD FINL SVCS CO	9/23/2025	15,816.76
017333	LULU SHRINE CLOWNS	9/23/2025	725.00
017334	MUNICIPAL EMERGENCY SERVICES	9/23/2025	31.25
017335	NEW HOLLAND AUTO GROUP	9/23/2025	343.08
017336	OBERMAYER REBMANN MAXWELL	9/23/2025	21,786.00
017337	OTIS ELEVATOR CO	9/23/2025	1,121.52
017338	PA DEPT OF LABOR & INDUSTRY	9/23/2025	7,538.00
017339	ROBERT E. LITTLE INC	9/23/2025	153.74
017340	BRANDYWINE VALLEY SPCA	9/23/2025	3,061.60
017341	THREE TWENTY-FOUR, LLC	9/23/2025	2,568.00
017342	US MUNICIPAL SUPPLY - KOP	9/23/2025	862.05
017343	WEST CHESTER AREA SCHOOL DIST	9/23/2025	3,971.62
017344	WINDLES WATER WORKS INC	9/23/2025	117.50
017345	WM P MCGOVERN, INC.	9/23/2025	100.00

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Check Number	Vendor Name	Effective Date	Check Amount
017346	GOOD FELLOWSHIP VOLUN. RELIEF	9/25/2025	13,909.59
017347	RBC Wealth Management	9/25/2025	1,093,169.71
017348	WC VOLUNTEER FIREMEN'S RELIEF	9/25/2025	125,186.28
AUTO 090825-01	VISION BENEFITS OF AMERICA	9/8/2025	987.48
AUTO 091025-01	AMERICAN UNITED LIFE INS CO	9/10/2025	6,365.93
AUTO 091025-02	CINTAS (19892321 POLICE)	9/10/2025	180.07
AUTO 091025-03	PECO acct 5483214000	9/10/2025	35,051.22
AUTO 091025-04	PITNEY BOWES - PURCHASE POWER	9/10/2025	1,000.00
AUTO 091025-05	SPECTROTEL	9/10/2025	92.26
AUTO 091025-06	T-MOBILE USA - acct 973101227	9/10/2025	2,321.54
AUTO 091025-07	VERIZON 550-028-687-0001-46	9/10/2025	94.29
AUTO 092525-01	CINTAS (21395723 PUBLIC WORKS)	9/25/2025	645.42
AUTO 092525-02	FEDEX acct 6440-7025-5	9/25/2025	85.81
AUTO 092525-03	NAPA DOWNINGTOWN	9/25/2025	1,511.90
AUTO 092525-04	NEW HORIZON COMMUNICATIONS	9/25/2025	1,384.28
AUTO 092525-05	TIREHUB LLC	9/25/2025	885.24
	Total		<u><u>2,033,289.35</u></u>

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Check Number	Vendor Name	Effective Date	Check Amount
10038 - CASH-SANTANDER BANK SEWER			
12321	ACE HARDWARE OF WEST CHESTER	9/8/2025	528.06
12322	AMERICAN AQUATIC TESTING INC	9/8/2025	2,950.00
12323	ATC GROUP SERVICES LLC (ATLAS)	9/8/2025	26,911.05
12324	CALLTOWER, INC	9/8/2025	121.06
12325	COMMUNICATIONS DEPLOYMENT	9/8/2025	130.58
12326	CES - CITY ELECTRIC SUPPLY	9/8/2025	116.64
12327	CHARLES BLOSENSKI DISPOSAL CO.	9/8/2025	330.00
12328	CHESTER COUNTY SOLID WASTE AUT	9/8/2025	464.10
12329	COASTAL TECHNICAL SALES, INC.	9/8/2025	33,990.83
12330	COLLIFLOWER, INC	9/8/2025	227.00
12331	EUROFINS ENVIRONMENT TESTING	9/8/2025	716.00
12332	GRAINGER acct 851582031	9/8/2025	405.25
12333	HACH COMPANY	9/8/2025	308.55
12334	KELLY INDUSTRIAL SUPPLY	9/8/2025	58.18
12335	MCGOVERN ENVIRONMENT LLC	9/8/2025	22,642.81
12336	MCMASTER-CARR SUPPLY COMPANY	9/8/2025	265.77
12337	OFFICE BASICS, INC.	9/8/2025	836.25
12338	PENDERGAST SAFETY EQUIPMENT	9/8/2025	211.86
12339	SC PIPELINE PLASTICS, INC.	9/8/2025	587.13
12340	USA BLUE BOOK	9/8/2025	1,884.10
12341	ACE HARDWARE OF WEST CHESTER	9/16/2025	234.43
12342	BATTAVIO HEATING COOLING	9/16/2025	220.00
12343	CES - CITY ELECTRIC SUPPLY	9/16/2025	27.01
12344	COLLIFLOWER, INC	9/16/2025	132.82
12345	EHRlich 1350622	9/16/2025	980.70
12346	EUROFINS ENVIRONMENT TESTING	9/16/2025	849.00
12347	GRAINGER acct 851582031	9/16/2025	1,554.97
12348	HACH COMPANY	9/16/2025	486.34
12349	JOHNSTONE SUPPLY	9/16/2025	155.87

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12350	MCGOVERN ENVIRONMENT LLC	9/16/2025	14,905.32
12351	PA MUNICIPAL HEALTH - BENECON	9/16/2025	35,600.31
12352	REIT LUBRICANTS CO	9/16/2025	154.39
12353	USA BLUE BOOK	9/16/2025	771.69
12354	WINDLES WATER WORKS INC	9/16/2025	192.00
12355	YALE ELECTRIC SUPPLY CO	9/16/2025	4.65
12356	ZEP SALES & SERVICE	9/16/2025	333.39
12357	ACE HARDWARE OF WEST CHESTER	9/23/2025	72.86
12358	CES - CITY ELECTRIC SUPPLY	9/23/2025	341.94
12359	COMMONWEALTH OF PA CHAPTER 92A	9/23/2025	3,750.00
12360	DECKMAN MOTOR & PUMP INC	9/23/2025	19.60
12361	GRAINGER acct 820017598	9/23/2025	237.45
12362	HACH COMPANY	9/23/2025	575.21
12363	KELLY INDUSTRIAL SUPPLY	9/23/2025	42.79
12364	PAONE ELECTRIC LLC	9/23/2025	4,963.00
12365	SHERWOOD LOGAN	9/23/2025	42,377.50
12366	TIFCO INDUSTRIES	9/23/2025	139.95
12367	TONY'S EMERGENCY SERVICES	9/23/2025	125.00
12368	WEAVER'S STORE INC	9/23/2025	350.00
AUTO 090825-02	VISION BENEFITS OF AMERICA	9/8/2025	143.52
AUTO 091025-10	AMERICAN UNITED LIFE INS CO	9/10/2025	767.29
AUTO 091025-11	PECO acct 5483214000	9/10/2025	47,480.09
AUTO 091025-12	T-MOBILE USA - acct 973101227	9/10/2025	255.21
AUTO 092525-06	NEW HORIZON COMMUNICATIONS	9/25/2025	942.85
	Total		<u><u>252,872.37</u></u>

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Check Number	Vendor Name	Effective Date	Check Amount
10039 - CASH-SANTANDER PARKING TICKET			
8930	ACE HARDWARE OF WEST CHESTER	9/8/2025	43.18
8931	GARY ARNOLD	9/8/2025	220.00
8932	BATTAVIO HEATING COOLING	9/8/2025	155.00
8933	BUTTS TICKET COMPANY	9/8/2025	12,692.20
8934	CALLTOWER, INC	9/8/2025	201.77
8935	COMMUNICATIONS DEPLOYMENT	9/8/2025	299.31
8936	CDW GOVERNMENT INC	9/8/2025	385.84
8937	FLASHPARKING, INC.	9/8/2025	15,651.26
8938	STEVE FORCE	9/8/2025	1,650.00
8939	GOSHEN SIGN PRODUCTS	9/8/2025	65.00
8940	GOSHEN SIGN PRODUCTS	9/8/2025	45.00
8941	LESLIE HENRY	9/8/2025	605.00
8942	J&J OUTDOOR SERVICES LLC	9/8/2025	6,453.00
8943	MARKET STREET PRINT	9/8/2025	549.00
8944	T2 SYSTEMS, INC.	9/8/2025	1,075.55
8945	ACE HARDWARE OF WEST CHESTER	9/16/2025	42.08
8946	GARY ARNOLD	9/16/2025	467.50
8947	BUTTS TICKET COMPANY	9/16/2025	455.00
8948	STEVE FORCE	9/16/2025	550.00
8949	LESLIE HENRY	9/16/2025	137.50
8950	MAIN LINE CONCRETE & SUPPLY IN	9/16/2025	833.00
8951	GLENN MARKLEY	9/16/2025	1,100.00
8952	OTIS ELEVATOR CO	9/16/2025	6,032.19
8953	PA MUNICIPAL HEALTH - BENECON	9/16/2025	9,594.63
8954	PSX, INC	9/16/2025	480.81
8955	T2 SYSTEMS, INC.	9/16/2025	11,963.76
8956	ACE HARDWARE OF WEST CHESTER	9/23/2025	183.20
8957	BUTTS TICKET COMPANY	9/23/2025	283.00
8958	CDW GOVERNMENT INC	9/23/2025	1,560.34

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Check Number	Vendor Name	Effective Date	Check Amount
8959	Eastern Armored Services, Inc.	9/23/2025	676.00
8960	LESLIE HENRY	9/23/2025	880.00
8961	JOHNSON CONTROLS FIRE PROT LP	9/23/2025	4,128.49
8962	OTIS ELEVATOR CO	9/23/2025	15,214.38
8963	T2 SYSTEMS, INC.	9/23/2025	21,312.93
8964	WEST CHESTER AREA SCHOOL DIST	9/23/2025	17,659.74
AUTO 090825-03	VISION BENEFITS OF AMERICA	9/8/2025	71.76
AUTO 090825-04	WINDCAVE INC.	9/8/2025	1,460.40
AUTO 091025-15	AMERICAN UNITED LIFE INS CO	9/10/2025	216.80
AUTO 091025-16	PECO acct 5483214000	9/10/2025	4,486.36
AUTO 091025-17	REPUBLIC SERVICES #319	9/10/2025	3,229.00
AUTO 091025-18	T-MOBILE USA - acct 973101227	9/10/2025	136.65
AUTO 091025-19	WINDCAVE INC.	9/10/2025	1,520.16
AUTO 092525-07	CINTAS (21452567 PARKING)	9/25/2025	166.12
AUTO 092525-08	NEW HORIZON COMMUNICATIONS	9/25/2025	1,153.65
AUTO 092525-09	WINDCAVE INC.	9/25/2025	3,057.00
	Total		<u><u>149,143.56</u></u>

Borough of West Chester
Check Register
9/30/2025

Check Number	Vendor Name	Effective Date	Check Amount
10041 - CASH-SANTANDER BANK SPF			
7295	PENNONI ASSOCIATES, INC.	9/8/2025	2,813.25
7296	REMINGTON & VERNICK ENGINEERS	9/8/2025	2,635.00
	Total		<u>5,448.25</u>

Budget to Actual Report- 9/30/2025

Borough of West Chester
 Check Register
 9/30/2025

Check Number	Vendor Name	Effective Date	Check Amount
10045 - CASH-SANTANDER BANK FIRE FUND			
1601	GRAINGER acct 858748874	9/8/2025	164.94
1602	ABEL BROTHERS TOWING	9/16/2025	1,125.00
1603	GLICK FIRE EQUIPMENT CO.,INC.	9/16/2025	520.61
1604	Justin McClure WCFD Reporting	9/16/2025	1,000.00
1605	ROBERTS OXYGEN, INC.	9/23/2025	132.00
1606	TONY'S EMERGENCY SERVICES	9/23/2025	145.00
1607	WITMER PUBLIC SAFETY GROUP	9/23/2025	4,147.00
AUTO 091025-20	PECO acct 5483214000	9/10/2025	3,632.99
AUTO 091025-21	T-MOBILE USA - acct 973101227	9/10/2025	110.22
AUTO 092525-11	AT&T MOBILITY #287321500167	9/25/2025	150.92
AUTO 092525-12	NEW HORIZON COMMUNICATIONS	9/25/2025	66.89
	Total		<u><u>11,195.57</u></u>

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 _____

All Event Party Rental

409 Elmwood Ave
 Sharon Hill, PA 19079
 Allevmentpartyrental.com

610-566-6450 Phone
 610-892-9026 Fax

Status: Closed

Invoice #: 450038-1
 Invoice Date: Mon 9/22/2025
 Event Beg: Sun 9/21/2025
 Event End: Sun 9/21/2025
 Operator: Mike Patterson
 Terms: On Account

Customer #: 21302

West Chester Recreation Department
 401 E Gay Street
 WEST CHESTER, PA 19380

Phone 610-436-9010

Job Descr: Restaurant Fest

Ordered By: Keith

Qty	Key	Items	Part#	Status	Event End Date	Price
6	1734#01	Griddle 20x36 prop 3dys \$90.00 1week \$180.00 4weeks \$630.00 +1week \$180.00 4weeks \$630.00 includes 2 extra \$50 cleaning chg if returned dirty Oven cleaner may be used on grills Customer initial here:		Returned	Mon 9/22/2025	\$540.00
2	1762-1	Fire extinguisher 3dys \$8.75 1week \$17.50 4weeks \$35.00		Returned	Mon 9/22/2025	\$17.50
4	LP40-1	Fryer,Propane 3dys \$180.00 6dys \$360.00 1week \$360.00 1month \$1,260.00 Must be returned without oil or there will be a \$100.00 cleaning charge Must be used outside Holds 12 Gallons of oil		Returned	Mon 9/22/2025	\$720.00
45	875-1	Table, 8' Banquet 3dys \$9.00 1week \$17.00 4weeks \$51.00 +1week \$17.00 4weeks \$51.00 Renters Responsibility to protect tables from Weather. Weather damage is not covered by DWC		Returned	Mon 9/22/2025	\$405.00
40	881-1	Table, 60" Round 3dys \$9.00 1week \$17.00 4weeks \$51.00 +1week \$17.00 4weeks \$51.00 church st Renters Responsibility to protect tables from Weather. Weather damage is not covered by DWC		Returned	Mon 9/22/2025	\$360.00
275	844-1	Chair, Bone Samsonite 3dys \$1.50 1week \$2.80 4weeks \$8.40 mainly church st		Returned	Mon 9/22/2025	\$412.50
13	1064-1	Propane tank 20lb 3dys \$29.50 1week \$59.00 4weeks \$206.50 +1week \$59.00 4weeks \$206.50		Returned	Mon 9/22/2025	\$383.50
3	1206-1	Grill, Lava Rock 2' x 5' 3dys \$130.00 1week \$260.00 4weeks \$910.00 +1week \$260.00 4weeks \$910.00		Returned	Mon 9/22/2025	\$390.00
4	193-1	Cooler, 100 qt or more 3dys \$24.00 1week \$48.00 4weeks \$96.00		Returned	Mon 9/22/2025	\$96.00
2	1425de-1	Tub, Black Plastic 3dys \$12.50 6dys \$25.00		Returned	Mon 9/22/2025	\$25.00
6	1425de-1	Tub, Black Plastic 3dys \$12.50 6dys \$25.00		Returned	Mon 9/22/2025	\$75.00
2	1425de-1	Tub, Black Plastic 3dys \$12.50 6dys \$25.00 total 10 tubs		Returned	Mon 9/22/2025	\$25.00
1	JMISC-1	DELIVERY, MISCELLANEOUS CHARGE		Sold	Sun 9/21/2025	\$95.00
1	LABOR-1	LABOR CHARGE		Sold	Sun 9/21/2025	\$2,500.00

Delivery Sun 9/21/2025

Pickup Sun 9/21/2025

matlack and gay St
 West Chester, PA 19380

matlack and gay St
 West Chester, PA 19380

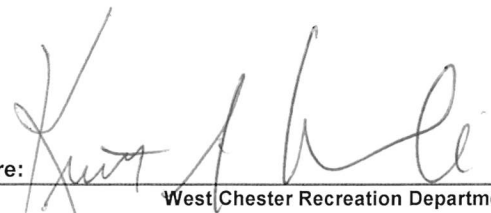
Please pay from this invoice.

OK Kalle
0145136-07

Rental Contract

This is a contract. The back of this contract contains important terms and conditions including lessor's disclaimer from all liability for injury or damage and details of customer's obligations. These terms and conditions are a part of this contract - READ THEM! EFFECTIVE 8/5 ALL CREDIT WILL INCUR A 3% TRANSACTION FEE
If equipment does not function properly notify lessor within 30 minutes of occurrence or no refund or allowance will be made. If this is a reservation, a reservation cancellation fee up to 1/2 of the total amount may be charged if reservation is cancelled within 72 hours of the scheduled "time and date out".

I certify that I have read and agree to all terms of this contract.
A LARGER FONT COPY OF THESE TERMS AND CONDITIONS IS AVAILABLE UPON REQUEST.

Signature: 
West Chester Recreation Department

Rental:	\$3,449.50
Damage Waiver:	\$344.95
Sales:	\$2,500.00
Delivery Charge:	\$95.00
Subtotal:	\$6,389.45
Total:	\$6,389.45
Paid:	\$0.00
Amount Due:	\$6,389.45

All Event Party Rental

409 Elmwood Ave
 Sharon Hill, PA 19079
 Alleventpartyrental.com

610-566-6450 Phone
 610-892-9026 Fax

Status: Closed

Invoice #: 450037-1
 Invoice Date: Mon 9/22/2025
 Event Beg: Sun 9/21/2025
 Event End: Sun 9/21/2025
 Operator: Mike Patterson
 Terms: On Account

Customer #: 21302

West Chester Recreation Department
 401 E Gay Street
 WEST CHESTER, PA 19380

Phone 610-436-9010

Job Descr: Restaurant Fest

Ordered By: Keith

Qty	Key	Items	Part#	Status	Event End Date	Price
36	1557-1	Canopy, 10'x10' Commerical 3dys \$80.00 6dys \$160.00 9dys \$240.00		Returned	Mon 9/22/2025	\$2,880.00
88	1574-1	Canopy, Sandbag Weight		Returned	Mon 9/22/2025	\$0.00
90	3065-1	Fence, Metal 6' 1/2' Long 3dys \$22.00 1week \$44.00 4weeks \$88.00 fencing comes off last		Returned	Mon 9/22/2025	\$1,980.00

Mike Patterson
 014543607

Delivery Sun 9/21/2025

DOWNTOWN WEST CHESTER

Pickup Sun 9/21/2025

DOWNTOWN WEST CHESTER

Deliver at 6:30am EXACTLY
 Pick up at 6:00pm EXACTLY

Sunday

Small Generator to Courthouse Steps

90 Fence

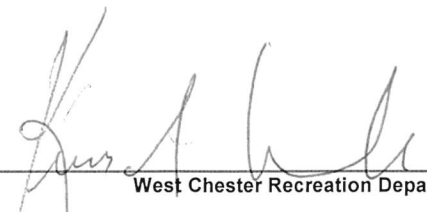
Generator to be delivered by Tom at Market and Church Sts. Fence from Gay to Market on Church St.

Please pay from this invoice.

Rental Contract

This is a contract. The back of this contract contains important terms and conditions including lessor's disclaimer from all liability for injury or damage and details of customer's obligations. These terms and conditions are a part of this contract - READ THEM! EFFECTIVE 8/5 ALL CREDIT WILL INCUR A 3% TRANSACTION FEE
 If equipment does not function properly notify lessor within 30 minutes of occurrence or no refund or allowance will be made. If this is a reservation, a reservation cancellation fee up to 1/2 of the total amount may be charged if reservation is cancelled within 72 hours of the scheduled "time and date out".

I certify that I have read and agree to all terms of this contract.
 A LARGER FONT COPY OF THESE TERMS AND CONDITIONS IS AVAILABLE UPON REQUEST.

Signature: 
 West Chester Recreation Department

Rental:	\$4,860.00
Damage Waiver:	\$486.00
Subtotal:	\$5,346.00
Total:	\$5,346.00
Paid:	\$0.00
Amount Due:	\$5,346.00

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 _____



September 5, 2025

Based off COSTARS 33 Contract

Quote #323280

Net30 terms

Sales Quote - Borough of West Chester			
Contact : Ramsey Reiner			
Flowbird CWT S5 Pay by Plate			
(Accepts credit card only)			
Includes:			
Solar Power Operation w/Autonomous Battery			
Credit/Debit Card Reader			
Modem and Antenna Kit			
Personalized Software Including Programming and Testing			
Instructional Graphics and Personalized Rate Plate			
Multi Lingual Button			
Increment and Max Buttons for Credit Card Payments			
Credit Card Software and WebOffice License Fees			
9" full color touchscreen display			
Limited One Year Warranty			
	QUANTITY	Price/Unit	TOTAL
Strada S5 Touch Pay by Plate	5	\$7,900	\$39,500
Shipping & Installation	5	\$445	\$2,225
TOTAL	5	\$8,345	\$41,725
Alternate Options	QUANTITY	Price/Unit	TOTAL
No Coins	5	-\$200	-\$1,000
NFC (Tap to Pay)	5	\$450	\$2,250
No Printer	5	-\$200	-\$1,000
5% kiosk discount with FB app	5	-\$395	-\$1,975
TOTAL with options	5	\$8,000	\$40,000

* Site prep not included

BOS Management Fees

myParkfolio Back-Office Software Management System

Monthly Fees/Unit Yearly Total/Unit

Includes:

\$74 (includes EMV gateway) **\$888**

2 way wireless connectivity

Wireless airtime fees

On-line access to hosted secure server

Processing and storage of all transactions, maintenance, alarms, & statistic.

Database space

PCI Level 1 Certified real-time credit card authorization account set-up and management

Secure user rights management

Point to point Credit Card Encryption

Back Office Options:

Rate Download Module

inc.

inc.

Validation/Discount Code System

\$10

\$120

Please send questions to:

Mitchell Butts

Butts Ticket Systems

484-832-6342

Mitch@ButtsTicket.com

151 Hood Rd. Cochranville, PA 19330

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

CODY COMPUTER SERVICES, INC.

1005 EAST HIGH ST.
 POTTSTOWN, PA 19464 US
 610-326-7476
 finance@codysystems.com

Invoice

BILL TO
Chief Joshua Lee West Chester Borough Police Dept 401 E Gay St. West Chester, PA 19380

SHIP TO
Chief Joshua Lee West Chester Borough Police Dept 401 E Gay St. West Chester, PA 19380

INVOICE #	DATE	TOTAL DUE	DUE DATE	ENCLOSED
13112	04/06/2025	\$18,536.57	07/01/2025	

DESCRIPTION	RATE	AMOUNT
This is your fee for CODY Annual Support and Maintenance for the term starting 07/01/2025 and ending 06/30/2026. This invoice billing period is from 07/01/2025 through 06/30/2026.		18,536.57
This is your subscription fee for CODY TraCS Interface for the term starting 07/01/2025 and ending 06/30/2026. This invoice billing period is from 07/01/2025 through 06/30/2026.		0.00

SUBTOTAL	18,536.57
TAX	0.00
TOTAL	18,536.57
BALANCE DUE	\$18,536.57

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



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

Finance Department Use Only
Purchase Order Number

--



PURCHASE ORDER REQUEST

TO: Sean Metrick

FROM: Donald Anderson

SUB: PURCHASE ORDER REQUEST

DATE: 9/26/2025

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Horgan Tree Experts

Contact Travis Shaw

Address
741 Contention Lane
Berwyn, PA 19312

Phone (484) 905-1616

Email horgantree@gmail.com

Fax

Justification

Removal of trees from John O'Green and Marshall Square Parks. Also, pruning trees interfering with Opticom and.

TOTAL AMOUNT TO BE PAID:	\$ 10,720.00
---------------------------------	--------------

Reference (select one) Quote SOW SA State Contract

SHIP TO:

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

Don Anderson

Digitally signed by Don Anderson
Date: 2025.09.26 11:48:18
-04'00'

9/26/2025

Authorized Department Manager

Date

_____ Sean

Sean Metrick, Borough Manager

Date

Account # 01-45540/80 _____

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 _____

Horgan Tree Experts
 741 Contention Lane
 Berwyn, PA 19312

Invoice

Date	Invoice #
9/11/2025	13401

Bill To
Borough of West Chester Finance Department 401 East Gay Street West Chester, Pennsylvania 19380

Terms	Rep
	TS

Quantity	Description	Rate	Amount
	8/4/25 Intersection of South High and Price Street Sycamore next to street light - Provide clearance to street light - Provide clearance to opticon on street light - Remove dead branches 2" diameter and larger - Clean up all debris 3 Person Crew @ 4 hours	960.00	960.00

Total	
--------------	--

Horgan Tree Experts
 741 Contention Lane
 Berwyn, PA 19312

Invoice

Date	Invoice #
9/11/2025	13401

Bill To
Borough of West Chester Finance Department 401 East Gay Street West Chester, Pennsylvania 19380

Terms	Rep
	TS

Quantity	Description	Rate	Amount
	9/8/25 John O. Green Memorial Park Two Declining White Pines located on S. Matlack Side of Park Declining Cherry and Crabapple located along S. Matlack Street - Remove and clean up all debris 3 Person Crew @ 5 Hours Declining Cherry and Crabapple located along S. Matlack Street - Grind stumps and leave grindings at level grade Stump Grinder Crew @ 1 Hour Matlack Square Park Trees in park - Remove dead, broken, diseased branches 2" diameter and larger - Clean up all debris 3 Person Crew @ 3 Hours	2,080.00	2,080.00
	9/9/25,9/10/25 Matlack Square Park Trees in park - Remove dead, broken, diseased branches 2" diameter and larger - Clean up all debris 3 Person Crew @ 16 Hours (2 days)	3,840.00	3,840.00
		Total	\$6,880.00

Horgan Tree Experts
 741 Contention Lane
 Berwyn, PA 19312

Invoice

Date	Invoice #
9/23/2025	13418

Bill To
Borough of West Chester Finance Department 401 East Gay Street West Chester, Pennsylvania 19380

Terms	Rep
	TS

Quantity	Description	Rate	Amount
	9/22/25-9/23/25 Marshall Square Park Trees in park - Remove dead, broken, diseased branches 2" diameter and larger - Clean up all debris 3 Person Crew @ 16 Hours (2 Days)	3,840.00	3,840.00
		Total	\$3,840.00

West Chester Borough						
2025 Shade Tree Maintenance						
Bid Analysis						
					Unit Prices	
No.	Description	Unit	Qty.	Horgan Tree Experts	Schreiner Tree Care	
1	4 Person Crew With Chip Truck, Chipper and Aerial Lift	Hour	10	\$ 320.00	\$	540.00
2	3 Person Crew With Chip Truck, Chipper and Aerial Lift	Hour	10	\$ 240.00	\$	405.00
3	2 Person Crew With Chip Truck and Chipper	Hour	10	\$ 160.00	\$	270.00
4	Flagger	Hour	5	\$ 75.00	\$	54.20
5	Cabling/Bracing	Hour	5	\$ 80.00	\$	75.00
6	Log Truck	Hour	5	\$ 200.00	\$	155.00
7	Crane Rate	Hour	5	\$ 175.00	\$	230.00
8	Stump Grinder	Hour	4	\$ 160.00	\$	275.00
9	Air Spade Crew	Hour	4	\$ 80.00	\$	230.00