



Finance & Revenue Committee Meeting  
**November 12, 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

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**Finance & Revenue Committee Meeting:**

- I. Call to Order
- II. Announcements
  - A. The Borough will be collecting canned goods to benefit the West Chester Food Cupboard at Borough Hall during business hours. Please stop by to contribute. More information can be found on the Borough website.
  - B. Public Hearing on November 19, 2025 at 6:30 PM to adopt the 2026 Borough of West Chester Budget
- 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)
- V. Old Business
  - A. Approve October 2025 meeting minutes (attachment)
  - B. 2026 Budget Update (attachment)
- VI. New Business
  - A. Motion to approve purchasing requests (attachment):
    1. Butts Tickets for \$24,000
    2. Portnoff for \$10,366.16
    3. Univar Solutions for \$13,500.00
    4. Usalco for \$15,280.00

5. Munibilling for \$19,020.00

*Issue: Review and recommend the approval of qualifying purchase orders*

- B. Approve resolution for application to the DCED Local Share Account grant program, for Phase II of the Gay Street Closure Project (attachment)

*Issue: Review and approve Resolution for Phase II of the Gay Street Closure Project*

VII. Other Business

VIII. Adjournment

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

Agendas are posted to [www.west-chester.com](http://www.west-chester.com) by noon 3 business days prior to the meeting.