

Administration, Communication & Technology Committee of Borough Council

Date: Tuesday, October 7, 2025@ 5:30 PM

Committee Members: Bryan Travis, Chair
Brian McGinnis
Sheila Vaccaro - **ABSCENT**

Staff: William Mann, Chief Information Security Officer
Nicholas Fink, Manager of Data and Enterprise Applications
Will Williams, Director of Sustainability
Sean Metrick, Borough Manager

MEETING MINUTES

II. Announcements

Announce Public Hearings – October 15, 2025 @ 6:30 PM:

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

III. Comments, suggestions, petitions by residents, property owners, and visitors in attendance regarding items not on the agenda. (Please be advised that all public comments have a 5-minute time limit.)

IV. Reports

V. Old business

A) Approve September 2025 meeting minutes – **APPROVED 2-0**

B) Discuss special event procedures for discounted fee

*Issue: Continue discussion on definition and process of public events – **DISCUSSION ONLY DRAFT/DOCUMENT TO BE INCLUDED AT THE WORKSESSION (VII-A.1)***

VI. New business

A) Motion to approve a Resolution for participation in PA Audubon Society Bird Town Program - *Issue: Review and consider Resolution to commit to ecological initiatives and be recognized as a Bird Town Pennsylvania community - **APPROVED 2-0 (VII-A.2)***