



Tree Commission Meeting  
**December 15, 2025 @ 6:00 PM**  
*This meeting is recorded for public record.*

Jimmer Breen, Chair
John Bajer
Ray Ott
Greg Radford
Molly Dwyer
Tim Vaughn
Leigh Green
Kendra Beitzel
Jo Anne Durako
Michael Hartman
Sahara Widmayer

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**Tree Commission Meeting:**

- A. Public Comments Regarding Items Not on the Agenda.
- B. Discuss the status of the America250 Mural Project.
  - 1. *Call for Art was a success*
    - b) *Time to focus on fundraising*
      - i) *Restaurant night*
      - ii) *Submissions for promotion*
    - c) *Organizing for judging session*
      - i) *Submitters to be notified by end of January*
- C. Review Draft Agreement
  - 1. *Review draft agreement for the PAC to use the plaza at 44 West as an event space in lieu of them fulfilling their requirement of installing public art.*
- D. Discuss the ideas brought forth by Michael Hartman
  - 1. a) *Utilize Phippen Park as an Art Park*

- b) Incorporate/encourage all arts through the PAC (e.g., music, dance, etc.)*
- c) Highlight local artists through PAC social media.*

E. Approval of the Minutes

1. *Approval of the Minutes for October 2025*
2. *Approval of the Minutes for November 2025*

F. Other Business

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

## DRAFT AGREEMENT

Between 44 West Landlord and the Public Arts Commission (“PAC”)

Regarding Use of the Plaza at 44 W. Gay Street, West Chester, PA

Date: \_\_\_\_\_

This Agreement (“Agreement”) is made between \_\_\_\_\_, the owners/managers of 44 West, 44 W. Gay Street, West Chester, PA (“Landlord”), and the Public Arts Commission (“PAC”) of the Borough of West Chester.

The purpose of this Agreement is to establish terms for PAC’s use of the outdoor plaza space at 44 West for public arts programming known as “Arts in the Plaza” or similar events (“Public Art Events”).

### 1. Grant of Use

1.1 Use of Plaza. Landlord grants PAC the right to use the entire plaza located at 44 W. Gay St. for Public Art Events.

1.2 PAC may configure the plaza as needed for a variety of artistic uses, including but not limited to:

- Pop-up gallery exhibitions with easels throughout the plaza,
- Live musical or theatrical performances,
- Dance, light shows, or other artistic activities,
- Small individual performances.

### 2. Event Scheduling and Control

2.1 PAC Control of Programming. PAC shall have sole authority over scheduling events, reviewing artists, and event content, provided content is not political in nature.

2.2 First-Come First-Served Scheduling. Public Art Events shall be scheduled on a first-come, first-served basis and may not be displaced by paid events.

2.3 Notice Requirements. PAC will provide advance notice of event dates in accordance with Landlord policies.

2.4 Future Event Expansion. Parties agree to explore a pilot series such as First Fridays during the 2026 Gay Street closure.

### 3. Term

3.1 Length of Agreement. PAC requests a 10-year term or such duration as mutually agreed.

3.2 Continuity. A rider shall ensure this Agreement remains valid if management or ownership changes.

### 4. Fees and Monetization

4.1 No Fees. Landlord shall permit PAC to use the plaza at no cost.

4.2 Non-Commercial Nature. Events are free to the public. Artists may display contact information but may not sell onsite.

### 5. Utilities and Services

5.1 Electricity. PAC shall have access to on-site electric.

5.2 Trash Removal. Landlord will provide post-event trash pickup.

### 6. Insurance and Liability

6.1 Insurance Coverage. PAC is covered under existing event insurance maintained by Landlord and does not need separate proof of insurance.

6.2 Indemnification. Standard indemnification language may be added by counsel.

### 7. Landlord's Role and Contact

7.1 Primary Contact. The primary contact will be Adam Loew or his designee.

7.2 Content Restrictions. Landlord does not review content except for the political content prohibition.

## 8. Branding and Promotion

8.1 Event Name and Logo. PAC may use names such as “Arts in the Plaza” or similar.

8.2 Posting Notices. PAC is responsible for advertising events.

8.3 Kickoff Event. Parties will collaborate on a kickoff event after execution.

## 9. Additional Provisions

9.1 Types of Use. Events may include music, theater, dance, art exhibits, temporary installations, light shows, and similar artistic activities as decided by PAC.

9.2 Flexibility. PAC is afforded broad flexibility provided events are safe and non-political.

## 10. Legal Review

Both parties acknowledge this Agreement will undergo legal review and may be modified without changing its operational intent.

LANDLORD:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PUBLIC ARTS COMMISSION:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Public Art Commission

October 27, 2025  
Borough Hall, Room 240  
401 E. Gay St. West Chester, PA 19380  
6pm  
**Minutes**

Members in attendance: [Greg Radford](#), [John Baker](#), [Jo Anne Durako](#), [Kendra Beitzel](#), [Sahara Widmayer](#), [Leigh Green](#), [James Breen](#)

Members not in attendance: [Ray Ott](#), [Timlyn Vaughan](#), [Molly Dwyer](#), [Michael Hartman](#)

Also in attendance: [Mayor Lillian DeBaptiste](#), [Stephen Nadeau](#) (local artist)

**1) Public Comments Regarding Items Not on the Agenda.**

The Safe Harbor mural is now complete. [Kendra](#) received a lot of positive feedback from the community and positive engagement from the Safe Harbor clients throughout the process.

**2) Discuss the status of the Call for Art and fundraising for the America250 Mural Project.**

The Call for Art has been released. An interested artist attended tonight's PAC meeting. The Commission will continue to push it out on social media and through other network channels. [Kendra](#) asked about printed signs/flyers/posters to promote the project. The group discussed asking BID and other organizations like the Greater West Chester Chamber of Commerce to share the Call in their periodicals and printed materials. [Greg](#) to ask BID and [Jo Anne](#) to inquire with GWCC.

[Mayor DeBaptiste](#) reports that the donated funds will be tax deductible. The percentage that's tax deductible is TBD.

The Borough plans to set up a designated account to handle funds for this PAC project. Once established the Commission can begin to solicit donations. Additionally, [Mayor DeBaptiste](#) will start the ball rolling with a donation of \$1,000 from 2025 discretionary funds, and a second \$1,000 from 2026. She also expects the Borough to contribute \$3,000.

PAC suggested donations should be 100% tax deductible and inquired if the funds would be held in an interest-bearing account, and what may happen to any extra revenue. The Mayor is to report back with further details.

### **3) Review the status of the required public art for 44 West.**

John reported that his attempts to engage Eli Kahn with some artist suggestions were met with no response.

Greg brought up the idea of making a deal with the Kahn organization for the PAC to use the plaza at 44 West as a venue for gallery pop-ups, talks and other art-related community events in lieu of them installing a piece of permanent public art. It would be particularly useful when there is a captured audience, like during the Gay Street seasonal street closures. He has already spoken with Adam Loew, who expressed enthusiasm.

The PAC was a bit skeptical of the idea and had questions and thoughts about how implementation could/should look.

The Mayor encouraged further conversation and exploration of the idea. Greg requested that the PAC communicate concerns and requests to him, and he will bring these details to the table in continued talks with the Kahn organization.

### **4) Approval of the Minutes (September 2025).**

Sahara/Jo Anne

### **5) Other Business.**

Jo Anne spoke with Conor Hepp, Chester County History Center President, who agreed to allowing the PAC to use CCHC's name when exploring resources to develop an installation involving the Horace Engle buttonhole camera photos of West Chester. Mr. Hepp even offered the alley facing exterior wall of CCHC as a possible installation location.

Jimmer reported that Michael suggested highlighting local artists through the PAC's social media and incorporating more music into public art projects. One possible idea would be the Brandywine Singers publicly performing the music of Samuel Barber, possibly at the Samuel Barber house, possibly as part of America250 celebrations.

Michael also suggested the idea of utilizing Pippin Park as an art park, particularly of Pippin's work.

### **Adjourn:**

Jo Anne / Jimmer

Borough of West Chester – Chester County Pennsylvania – 401 E. Gay Street, West  
Chester, PA 19380  
[www.west-chester.com](http://www.west-chester.com) – 610.692.7574



Public Art Commission  
November 17, 2025  
Borough Hall, Room 240  
401 E. Gay St. West Chester, PA 19380  
6pm

## Minutes

**Members in attendance:**

**Members not in attendance:**

**Others in attendance:**

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A quorum was not present.

Therefore, the meeting did not take place.