



Finance & Revenue Committee Meeting
March 11, 2026 @ 6:00 PM
This meeting is recorded for public record.

Committee Members:

Brian McGinnis, Chair
Bernie Flynn
Jerome Szczepaniak

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 Committee – *Chair Report, workplan and issues raised at prior meetings (attachment)*
- V. Old Business
 - A. Approve February 2026 meeting minutes (attachment)
- VI. New Business
 - A. Discuss public safety tax *Issue: Discuss adding a public safety tax*
 - B. Motion to approve Budget Modification #2026-2 for salt purchases (attachment)
Issue: Additional purchases for salt and snow removal for Winter exceeded budget
 - C. Motion to approve establishing a revolving loan fund for building improvements (attachment)
Issue: Use proceeds from Keystone grant to lend funds for community development projects to improve buildings, housing units, and infrastructure
 - D. Motion to approve purchasing requests (attachment):
 1. All Seasons Landscaping for \$54,600.00

2. Brandywine Valley SPCA for \$15,000.00
3. Butts Tickets for \$36,180.00
4. USALCO-Taylor Run for \$15,280.00
5. USALCO-Goose Creek for \$10,230.00
6. Chemical Equipment for \$33,677.10
7. Colonial Parking for \$48,475.00
8. Mowery for \$17,400.00

Issue: Review and recommend the approval of qualifying purchase orders

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.

Borough of West Chester
Cash Position
February 28,2026

A/C#	Description	Beginning Balance 2/1/2026	February Receipts	February Expenditures	Ending Balance 2/28/2026	Purpose
01-10000	GF Truist Cash	131,002	1,208,686	1,061,110	278,578	unrestricted-GF operations
01-10036	PLGIT EIT Pension Pay Down Cash	1,359,889	230,478	-	1,590,367	restricted-MMO
01-10037	Santander GF Cash	-	-	-	-	unrestricted-GF operations
01-10044	Santander ARPA Cash	319,583	-	-	319,583	restricted-Gay Street Proj
01-10040	PLGIT Pcard Cash	43,807	76	17,589	26,294	unrestricted-GF operations
01-12000	PLGIT GF Cash	2,819,925	8,597	-	2,828,522	restricted- reserve
	Total General Fund	4,674,206	1,447,837	1,078,699	5,043,344	
05-10045	Santander Fire Cash	53,368	377,191	242,300	188,259	unrestricted- Fire Dept operations
05-10053	PLGIT Fire Reserve	947,589	4,897	-	952,486	restricted-Fire capital
	Total Fire Fund	1,000,957	382,088	242,300	1,140,745	
10-10006	PLGIT Rec In Lieu Cash	44,014	196	-	44,210	restricted-Rec capital
	Total Recreation Fund	44,014	196	-	44,210	
08-10038	Santander Sewer Cash	778,465	553,384	405,009	926,840	unrestricted-WW operations
08-10052	PLGIT Sewer Cash Reserve	5,284,336	17,187	-	5,301,523	restricted-Sewer capital
	Total Sewer Fund	6,062,801	570,571	405,009	6,228,363	
09-10026	Truist Parking Cash	934,241	168	1,006	933,403	unrestricted-Parking operations
09-10039	Santander Parking Cash	372,565	472,339	352,753	492,151	unrestricted-Parking operations
09-10103	TD Parking Cash	10,926	2,953	-	13,879	unrestricted-Parking operations
09-10051	PLGIT Parking Cash Reserve	2,790,795	9,815	-	2,800,610	restricted-Parking capital
	Total Parking Fund	4,108,527	485,275	353,759	4,240,043	
10-10700	PLGIT Capital Improvement Fund	348	2	-	350	restricted-capital projects-GF
10-10701	Santander Capital Fund	245,315	-	5,000	240,315	restricted-capital projects-GF
	Total Capital Improvement Fund	245,663	2	5,000	240,665	
15-10015	BBT Highway Aid	161,101	6	48,520	112,587	restricted-Penn Dot allocation
	Total Highway Aid Fund	161,101	6	48,520	112,587	
16-10034	Fulton SPF Cash	1,309,166	21,121	282	1,330,005	unrestricted-SPF operations
16-10054	PLGIT SPF Reserve	296,075	859	-	296,934	unrestricted-SPF operations
16-100-41	Santander SPF Cash	342,137	183,231	6,254	519,114	restricted-SPF capital
	Total Stream Protection Fund	1,947,378	205,211	6,536	2,146,053	
18-120-03	BBT Capital Operating Investments	5,469,463	-	-	5,469,463	restricted-only by BC approval
18-120-04	US Bank Capital Operating Investments	3,603,687	-	-	3,603,687	restricted-only by BC approval

**Borough of West Chester
Cash Position
February 28,2026**

A/C#	Description	Beginning Balance 2/1/2026	February Receipts	February Expenditures	Ending Balance 2/28/2026	Purpose
	Total Capital Operating Reserve Fund	9,073,150	-	-	9,073,150	
30-100-31	PLGIT 2016 GOB Bond	41,311	115	-	41,426	restricted-debt service
	Total 2016 Bond Funds	41,311	115	-	41,426	
	Total-All Funds	27,359,108	3,091,301	2,139,823	28,310,586	
				Total Unrestricted Cash	4,486,343	
				Total Restricted Cash	23,824,243	
					<u>28,310,586</u>	

BUDGET TO ACTUAL REPORT-2/28/206

A/R Balances

2/28/2026

Description	Balance 2/28/2026
Aqua Sewer Receivables due- 60+ days	107,942
Sewer-Portnoff Collections Balance	326,342
C/Y Real Estate Taxes	5,709,191
C/Y SPF	2,084,757
Real Estate Taxes- Portnoff Collections Balance	257,313
SPF-Munibilling Prior Balances	105,976
Rental Permits- prior years	11,575
Total AR due at 2/28/2026	8,603,096

Due To/ Due From Balances
2/28/2026

G/L A/C#	Description	DUE FROM	G/L A/C#	Description	DUE TO	Difference
01-13010	Due from Capital	251,509	10-23001	Due to GF	(251,509)	-
						-
		251,509			(251,509)	-

Borough of West Chester

Budget to Actual Report Summary

For the year ended February 28, 2026

A. Administration:

- a. Cash Basis accounting- revenues and expenses booked in January relate primarily to December.
- b. Real Estate tax bills mailed in early February. G/L 0130110: \$457,328.00.
- c. RE Taxes- Prior Year Levey- G/L 01-30120: \$63,540.00
- d. Earned Income Tax- G/L 01-31020: \$1,499,127
- e. Will Renew 5 CDs @ \$250,000 each (GF, Sewer, Parking, Fire, and SPF) in PLGIT Reserves
- f. Received \$16,485.00 from WCU for their portion of Good Fellowship Ambulance contractual expenses.
- g. Goal is to build GF cash reserves, 01-12000 to \$3.5M. Account balance through 2/28/2026 is \$2,828,522.00.

B. Police:

- a. Body cameras purchased for \$145,000.00. Multi-year PO and offset by a grant.

C. Public Works:

- a. G/L 01-43200-80: Snow removal expenses approved last month.
- b. Salary Expense-O/T, G/L 01-41018 overspent by \$3,920 due to staffing needed for winter storms.

D. Highway Aid:

- a. Will not receive annual 2026 allocation until April.
- b. G/L 15-43200: \$44,908 is the total amount of salt ordered through purchasing partnership with West Bradford. Additional salt invoices are not eligible for liquid fuels because the total is above the bidding thresholds. Budget modification required for use of GF PLGIT Reserve cash to pay for additional salt and snow removal invoices received in February.

E. Stream Protection:

- a. G/L 16-38015, SPF Revenue: \$889,161.

BUDGET TO ACTUAL REPORT-2/28/206

FUND: GENERAL
DEPT: ADMINISTRATION

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
30110	RE TAX REV-CY LEVY	6,229,440	457,328	457,328	5,772,112	93%	181,276
30120	RE TAXES-PY LEVY	110,000	25,778	63,540	46,460	42%	61,965
31010	REAL ESTATE TRANSFER TAX	630,000	48,573	100,609	529,391	84%	85,547
31020	EARNED INCOME TAX	6,706,325	1,106,622	1,499,127	5,207,198	78%	1,522,306
31030	BUSINESS PRIVILEGE TAX	140,000	11,022	33,632	106,368	76%	58,357
31050	LOCAL SERVICES TAX	700,000	144,807	183,413	516,587	74%	180,970
32180	CABLE TV FRANCHISE	250,000	20,142	23,502	226,498	91%	-
34100	INTEREST INCOME	145,000	12,963	27,911	117,089	81%	21,089
35505	GEN MUN PENSION- STATE AID	1,191,169	-	-	1,191,169	100%	-
35600	PAYMENT IN LIEU TAXES	14,000	-	-	14,000	100%	-
36165	TAX CERTIFICATION FEES	67,000	3,010	6,460	60,540	90%	12,240
36561	LIBRARY/BID MED. INS REIMB.	100,487	-	63,225	37,262	37%	15,185
36562	PHMIC REFUND	275,000	-	-	275,000	100%	-
38019	W/C REIMBURSEMENT	-	-	6,453	(6,453)	#DIV/0!	24,769
38030	UCOMP REIMBURSEMENT	3,000	-	-	3,000	100%	10,600
38902	MISC REVENUE	20,000	150	150	19,850	99%	19,430
39205	TRF FROM FIRE FUND	61,108	-	61,108	-	0%	-
39208	TRF FROM SEWER FD	600,000	-	600,000	-	0%	-
39209	TRF FROM PARKING FD	2,217,384	184,782	369,564	1,847,820	83%	-
39216	TRF FROM SPF	262,815	-	262,815	-	0%	-
39217	TRF FROM OPEB	192,755	-	-	192,755	100%	-
39218	TRF FROM CAP RESERVE	143,646	-	-	143,646	100%	-
Total Revenue		20,059,129	2,015,178	3,758,837	16,300,292	81%	2,193,734

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40005	SALARY EXP-MAYOR/COUNCIL	33,000	-	-	33,000	100%	-
40045	GOOD FELL AMB CONT EXPENSE	298,215	(16,485)	(16,485)	314,700	106%	-
40110	SALARY EXP-BM	176,391	13,110	24,259	152,132	86%	23,806
40121	OFFICE SUPPLIES	6,000	-	(257)	6,257	104%	309
40122	POSTAGE & PRINTING	23,500	786	2,470	21,030	89%	5,905
40123	HR EXPENSE	22,500	748	748	21,752	97%	(5,460)
40124	LEASE EXPENSE	5,130	427	1,055	4,075	79%	2,809
40131	FIDELITY BOND MGR/TREAS	1,700	1,619	1,619	81	5%	-
40133	ADMIN EXPENSE	4,000	945	(3,433)	7,433	186%	6,209
40134	CODIFICATION	12,000	-	1,295	10,705	89%	-
40212	SAL EXP- FINANCE DEPT	271,986	20,567	38,152	233,834	86%	32,694
40332	QUALIFYING VOL TAX CREDIT	12,000	-	-	12,000	100%	-
40345	COLECTION FEES-BERKHEIMER	13,000	-	225	12,775	98%	5,408

BUDGET TO ACTUAL REPORT-2/28/206

40431	LEGAL FEES	124,000	9,377	19,414	104,586	84%	9,359
40449	LEGAL FEES-EMPLOYMENT	60,000	(10,037)	(10,037)	70,037	117%	11,888
40612	SAL EXP-ADMINISTRATION	458,030	33,908	62,910	395,120	86%	62,347
40634	ADVERTISING EXPENSE	8,000	279	717	7,283	91%	2,308
40639	BANK FEES	16,050	4,039	8,790	7,260	45%	10,375
40931	UTILITIES	50,000	9,486	10,923	39,077	78%	1,735
40938	FIRE HYDRANTS	83,000	-	-	83,000	100%	4,983
41337	STENOGRAPHER EXPENSE	1,200	-	-	1,200	100%	-
43822	SOFTWARE MAINT FEES	132,132	68,872	119,182	12,950	10%	46,774
43823	PAYROLL PROCESSING FEES	68,000	7,173	12,436	55,564	82%	6,316
45311	BOARDS & COMMISSIONS EXP	10,000	-	(320)	10,320	103%	480
45650	LIBRARY ALLOCATION	110,000	-	-	110,000	100%	-
45657	AUDIT EXPENSE	60,000	-	-	60,000	100%	-
45760	OFF SITE STORAGE	4,100	299	550	3,550	87%	980
45774	TRAINING	30,320	5,300	5,300	25,020	83%	-
45837	TUITION REIMBURSEMENT	3,600	-	-	3,600	100%	-
47180	PRIN PYMT- 2014 ENERGY	49,000	-	-	49,000	100%	48,000
47181	PRINCIPAL PAYMENS-2016 BUILD	260,000	-	-	260,000	100%	-
47182	PRIN PYMNT- 2016 STREAM PROT	60,000	-	-	60,000	100%	-
47184	PRIN PYMT- 2016 FIRE TK	125,000	-	-	125,000	100%	-
47230	INT EXP- 2016 Building	131,936	-	-	131,936	100%	-
47250	INT EXP- 2016 FIRE TRUCK	57,026	-	-	57,026	100%	-
47294	INT EXP- 2014 ENREGY	42,885	-	61,399	(18,514)	-43%	15,399
47297	INT EXP- 2016 STREAM	53,783	-	-	53,783	100%	-
48110	FICA EXPENSE	71,865	5,170	9,587	62,278	87%	9,092
48330	NU DEFINED CONTRB EXPENSE	33,249	894	2,799	30,450	92%	-
48400	WC INSURANCE EXPENSE	9,151	7,882	13,910	(4,759)	-52%	2,820
48610	INSURANCE EXP	55,000	27,605	26,575	28,425	52%	40,937
48700	INSURANCE EXP- MEDICAL	358,445	26,946	101,671	256,774	72%	47,448
49205	TRF TO FIRE	559,987	-	-	559,987	100%	-
49210	TRF TO CAPITAL	115,000	115,000	115,000	-	0%	-
49216	TRF TO SPF	52,105	-	-	52,105	100%	-
49265	TRF TO NU PENSION	232,321	-	-	232,321	100%	-
Total Expense		4,364,607	333,912	610,456	3,754,151	86%	392,920
INC/(DEC) NET POSITION			1,681,266	3,148,380			

BUDGET TO ACTUAL REPORT-2/28/206

FUND: GENERAL

DEPT: POLICE

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
33112	ORDINANCE VIOLATIONS	280,000	24,461	51,554	228,446	82%	29,500
35810	POL SERV CONTRACT-EBT	1,911,053	-	477,763	1,433,290	75%	454,839
36210	POLICE SERVICES	155,920	14,770	61,500	94,420	61%	32,570
36211	POLICE REPORTS-COPIES	9,060	215	275	8,785	97%	825
36213	SECURITY ALARM FEE	30,000	1,900	3,950	26,050	87%	6,275
38002	RESTITUTION PYMTS	16,670	-	1,375	15,295	92%	2,713
Total Revenue		2,402,703	41,346	596,417	1,806,286	75%	526,722

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40121	OFFICE SUPPLIES	5,000	84	543	4,457	89%	-
40122	POSTAGE & PRINTING	6,062	711	925	5,137	85%	609
40124	LEASE EXPENSE	159,500	13,183	26,237	133,263	84%	18,281
40133	ADMIN EXPENSE	3,000	553	978	2,022	67%	10
40280	CIVIL SERVICE	20,000	5,874	7,852	12,148	61%	194
40931	UTILITIES	56,776	12,322	22,952	33,824	60%	4,998
41010	SAL EXP-LTS	561,699	43,155	122,959	438,740	78%	77,569
41012	SAL EXP-POLICE OFF	5,451,894	382,099	1,152,803	4,299,091	79%	693,400
41014	SALARY EXP-POL ADMIN/DISP	881,232	61,257	156,635	724,597	82%	98,896
41015	SALARY EXP- POLICE CHIEF	195,619	15,048	45,510	150,109	77%	27,127
41018	SALARY EXPENSE-OT	372,500	23,689	62,156	310,344	83%	39,950
41023	SMALL EQUIPMENT	23,000	678	6,500	16,500	72%	1,050
41031	CONTRACT EXPENSES	116,453	9,017	13,907	102,546	88%	13,997
41032	CELL BLOCK	2,000	-	-	2,000	100%	166
41034	FALSE AREEST INSURANCE	27,625	-	-	27,625	100%	9,429
42010	UNIFORMS	65,000	3,771	4,670	60,330	93%	1,834
43013	CAPITAL EXPENSE	-	145,000	145,000	(145,000)	#DIV/0!	70,725
43031	FUEL EXPENSE	58,000	4,910	11,855	46,145	80%	5,006
43822	SOFTWARE MAINT FEES	20,500	-	-	20,500	100%	-
45300	DONATIONS EXPENSE	500	-	-	500	100%	-
45655	ARMORY	33,700	-	(1,130)	34,830	103%	-
45712	INFORMANT FEES	5,000	-	-	5,000	100%	5,000
45756	MEDICAL SERVICES	11,770	404	808	10,962	93%	1,142
45760	OFF SITE STORAGE	-	65	131	(131)	#DIV/0!	131
45762	MAYOR	5,000	-	3,499	1,501	30%	109
45772	UNIT	92,250	165	231	92,019	100%	20,990
45774	TRAINING	70,000	1,718	7,015	62,985	90%	11,741
45800	SPCA	15,000	3,772	3,772	11,228	75%	-

BUDGET TO ACTUAL REPORT-2/28/206

45810	TRANSLATION	2,500	50	225	2,275	91%	178
48330	NU DEFINED CONTRB EXPENSE	13,663	686	2,339	11,324	83%	1,043
48400	WC INSURANCE EXPENSE	374,177	-	36,990	337,187	90%	69,737
48610	INSURANCE EXP	95,064	47,711	47,711	47,353	50%	79,913
48700	INSURANCE EXP- MEDICAL	1,551,378	100,570	431,055	1,120,323	72%	436,203
48720	FICA EXPENSE	162,849	11,414	32,042	130,807	80%	19,717
49210	TRF TO CAPITAL	115,000	-	-	115,000	100%	-
49217	TRF TO OPEB	85,000	-	-	85,000	100%	-
49260	TRF TO POL PENSION	1,424,902	-	-	1,424,902	100%	-
Total Expense		12,083,613	887,907	2,346,171	9,737,442	81%	1,709,146
INC/(DEC) NET POSITION			(846,560)	(1,749,754)			

BUDGET TO ACTUAL REPORT-2/28/206

FUND: GENERAL

DEPT: HOUSING

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
32176	MECHANICAL PERMITS	60,000	-	-	60,000	100%	-
33112	ORDINANCE VIOLATIONS	70,000	2,750	4,874	65,126	93%	18,000
36134	ZONING HEARING BOARD	40,000	800	1,800	38,200	96%	400
36135	ZONING SITE INSPECTIONS	3,000	-	-	3,000	100%	-
36241	BUILDING PERMITS	300,000	4,768	42,736	257,264	86%	44,124
36242	ELECTRICAL PERMITS	30,000	5,703	10,737	19,263	64%	5,724
36243	PLUMBING PERMITS	20,000	1,688	3,747	16,254	81%	2,969
36245	RENTAL PERMITS	388,000	4,225	6,689	381,311	98%	-
38007	LAND DEVELOPMENT FEES	-	841	1,151	(1,151)	#DIV/0!	771
Total Revenue		911,000	20,775	71,734	839,267	92%	71,989

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40122	POSTAGE & PRINTING	3,000	-	-	3,000	100%	61
40124	LEASE EXPENSE	9,558	1,195	2,390	7,169	75%	797
40621	GEN GOV-OFFICE SUPPLIES	-	418	675	(675)	#DIV/0!	43
40745	SOFTWARE EXPENSE	-	-	5,855	(5,855)	#DIV/0!	-
40931	UTILITIES	4,000	475	913	3,087	77%	541
41018	SALARY EXPENSE-OT	1,500	64	74	1,426	95%	82
41310	SAL EXP-HOUSING	517,024	39,205	92,170	424,854	82%	49,592
41331	ZONING HEARING	50,000	2	1,958	48,042	96%	(401)
41332	ELECTRICAL INSPECTOR	15,000	2,251	2,251	12,749	85%	-
41333	MECHANICAL INSPECTOR	20,000	-	-	20,000	100%	(1,995)
41340	OTHER THRID PARTY INSP	75,000	1,712	2,162	72,838	97%	(4,258)
43031	FUEL EXPENSE	1,500	78	279	1,221	81%	150
43612	DCED FILING FEES	3,000	-	-	3,000	100%	-
45716	LAND DEVELOPMENT EXPENSES	-	748	1,192	(1,192)	#DIV/0!	(1,723)
45760	OFF SITE STORAGE	3,500	-	301	3,199	91%	(75)
45774	TRAINING	24,000	1,180	2,074	21,926	91%	-
48330	NU DEFINED CONTRB EXPENSE	25,851	876	3,105	22,746	88%	1,999
48400	WC INSURANCE EXPENSE	5,484	-	527	4,957	90%	928
48700	INSURANCE EXP- MEDICAL	205,447	12,735	47,066	158,381	77%	20,399
48720	FICA EXPENSE	39,667	3,004	7,057	32,610	82%	3,800
Total Expense		1,003,531	63,943	170,047	833,484	83%	69,939
INC/(DEC) NET POSITION			(43,168)	(98,314)			

BUDGET TO ACTUAL REPORT-2/28/206

FUND: GENERAL

DEPT:IT

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40712	SALARY EXPENSE-IT	189,476	14,575	36,143	153,333	81%	26,660
40931	UTILITIES	2,700	242	754	1,946	72%	2,298
43829	MICROSOFT	45,000	2,690	8,064	36,936	82%	2,620
45659	BACKUP & SUPP SVC	54,000	24,259	24,259	29,741	55%	1,361
45754	MEDIA USB	-	-	64	(64)	#DIV/0!	-
45766	PARTS	30,000	6,476	8,613	21,387	71%	3,588
45774	TRAINING	10,000	1,250	1,250	8,750	88%	1,797
45782	REMOTE ACCESS POINTS	4,000	-	1,137	2,863	72%	-
45798	SOFTWARE	24,000	1,258	1,258	22,742	95%	2,223
45802	ADVANCED THREAT	80,000	130	130	79,870	100%	7,138
45820	WEBSITE	25,000	20,045	20,045	4,955	20%	24,615
48330	NU DEFINED CONTRB EXPENSE	3,212	122	475	2,737	85%	349
48400	WC INSURANCE EXPENSE	1,922	-	185	1,737	90%	446
48700	INSURANCE EXP- MEDICAL	70,280	5,391	22,087	48,193	69%	21,249
48720	FICA EXPENSE	14,495	1,115	2,765	11,730	81%	2,039
49210	TRF TO CAPITAL	62,414	-	-	62,414		-
Total Expense		616,499	77,552	127,227	489,272	79%	96,383
INC/(DEC) NET POSITION			(77,552)	(127,227)			

BUDGET TO ACTUAL REPORT-2/28/206

FUND: GENERAL

DEPT:PW

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
32280	STREET OPEN/SIDEWALK PERMITS	125,000	2,694	71,354	53,646	43%	15,200
35500	GRANT-RECYCLING	60,000	-	-	60,000	100%	-
35510	WINTER MAINTENANCE	33,000	-	-	33,000	100%	-
36451	SALE OF RECYCLING BINS	10,000	182	887	9,113	91%	2,216
36481	DUMPSTER FEES	5,000	479	980	4,020	80%	90
36482	TRASH BAG FEES	28,000	2,605	5,850	22,150	79%	4,674
Total Revenue		261,000	5,960	79,070	181,930	70%	22,180

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40121	OFFICE SUPPLIES	2,000	832	832	1,168	58%	302
40122	POSTAGE & PRINTING	3,000	462	610	2,390	80%	396
40124	LEASE EXPENSE	63,332	5,278	10,555	52,777	83%	12,031
40133	ADMIN EXPENSE	5,500	-	-	5,500	100%	(169)
40920	MAT & SUPPLIES	22,000	-	3,177	18,823	86%	1,285
40931	UTILITIES	67,000	7,213	13,654	53,346	80%	1,613
40936	UTILITIES - STREET LIGHTS	108,486	10,891	21,743	86,743	80%	-
40940	REPAIR/MAINT BUILDINGS	130,000	7,622	10,209	119,791	92%	18,421
41018	SALARY EXPENSE-OT	50,000	23,745	53,920	(3,920)	-8%	23,964
41400	LANDSCAPE MAINTENANCE	76,000	-	-	76,000	100%	-
42000	ADVERTISING	-	803	1,166	(1,166)	#DIV/0!	878
42010	UNIFORMS	21,000	3,236	5,576	15,424	73%	3,769
42011	CONSULTANTS	90,000	8,641	20,278	69,722	77%	12,511
42730	TRASH	232,000	8,842	14,290	217,710	94%	27,516
42732	RECYCLING	81,000	7,118	14,697	66,303	82%	8,203
43012	SAL EXP-PW	2,030,035	134,531	361,369	1,668,666	82%	288,561
43013	CAPITAL EXPENSE	-	4,005	4,005	(4,005)	#DIV/0!	-
43031	FUEL EXPENSE	110,000	11,168	18,707	91,293	83%	11,263
43200	WINTER MAINTENANCE	-	173,809	173,809	(173,809)	#DIV/0!	-
43720	VEHICLE REPAIR	255,000	19,924	49,453	205,547	81%	30,654
43725	TOOLS	23,100	369	1,004	22,096	96%	4,693
43800	ALLEYS	10,000	254	677	9,323	93%	979
45430	PARK MAINTENANCE	47,047	260	260	46,787	99%	(127)
45540	TREES	225,000	3,380	3,380	221,620	98%	29,276
45630	LIBRARY MAINT	30,000	2,120	3,525	26,475	88%	2,281
45774	TRAINING	7,500	2,679	3,267	4,233	56%	958
48330	NU DEFINED CONTRB EXPENSE	42,342	1,215	6,317	36,025	85%	4,818
48400	WC INSURANCE EXPENSE	183,137	-	18,034	165,103	90%	24,643
48610	INSURANCE EXP	92,360	46,654	46,654	45,706	49%	74,727
48700	INSURANCE EXP- MEDICAL	733,961	50,396	199,277	534,684	73%	196,143

BUDGET TO ACTUAL REPORT-2/28/206

48720	FICA EXPENSE	159,123	12,108	31,770	127,353	80%	23,908
49210	TRF TO CAPITAL	399,500	-	-	399,500	100%	-
Total Expense		5,299,423	547,558	1,092,217	4,207,206	79%	803,496
INC/(DEC) NET POSITION			(541,598)	(1,013,147)			

BUDGET TO ACTUAL REPORT-2/28/206

FUND: GENERAL
DEPT:RECREATION

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
36731	SPONSORSHIP REVENUE	30,000	-	-	30,000	100%	1,050
36732	SPECIAL EVENT FEES	50,000	16,537	17,537	32,463	65%	12,141
36733	REST. FESTIVAL REVENUE	30,000	3,470	3,470	26,530	88%	830
36734	TURKS HEAD REVENUE	11,000	975	975	10,025	91%	1,850
36738	PARK RENTAL FEES	7,000	4,192	4,217	2,783	40%	880
36739	TRIP/CLASS REVENUE	53,000	8,323	8,419	44,581	84%	2,223
Total Revenue		181,000	33,497	34,618	146,382	81%	18,974

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40931	UTILITIES	-	396	647	(647)	#DIV/0!	251
42000	ADVERTISING	21,000	-	-	21,000	100%	-
43013	CAPITAL EXPENSE	-	-	-	-	#DIV/0!	22
43820	SAL EXP- RECREATION	180,673	13,667	33,936	146,737	81%	24,989
45432	TRIPS/CLASS EXPENSE	53,000	750	1,382	51,618	97%	(3,336)
45436	REST FESTIVAL	40,000	-	-	40,000	100%	-
45450	TURKS HEAD FESTIVAL	20,000	-	-	20,000	100%	-
45452	TOUCH TRUCK EVENT	5,000	-	-	5,000	100%	-
45457	HALLOWEEN PARADE	6,000	-	-	6,000	100%	-
45458	250 AMERICA EVENT	20,000	-	-	20,000	100%	-
45480	SMALL EVENTS EXPENSE	22,000	-	-	22,000	100%	-
45760	OFF SITE STORAGE	-	50	100	(100)	#DIV/0!	100
45774	TRAINING	4,000	-	-	4,000	100%	-
45798	SOFTWARE EXPENSE	6,500	-	-	6,500	100%	-
48330	NU DEFINED CONTRB EXPENSE	3,053	117	312	2,741	90%	337
48400	WC INSURANCE EXPENSE	1,922	-	458	1,464	76%	365
48700	INSURANCE EXP- MEDICAL	50,191	3,809	15,858	34,333	68%	10,574
48720	FICA EXPENSE	13,821	1,046	2,596	11,225	81%	1,912
Total Expense		447,160	19,835	55,289	391,871	88%	35,214
INC/(DEC) NET POSITION			13,662	(20,671)			

BUDGET TO ACTUAL REPORT-2/28/206

FUND: FIRE

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
34100	INTEREST INCOME	33,075	4,897	7,153	25,923	78%	1,845
36202	CONTRACTED FIRE PROT REV	818,665	368,413	368,413	450,252	55%	201,505
39201	TRF FROM GF	559,987	-	-	559,987	100%	-
Total Revenue		1,411,727	373,310	375,566	1,036,162	73%	203,350

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40133	ADMIN EXPENSE	23,764	-	-	23,764	100%	-
40931	UTILITIES	97,490	11,829	14,116	83,374	86%	14,747
41110	OFFICER STIPENDS	10,927	-	-	10,927	100%	-
41120	EQUIP MAINT/REPAIR	37,662	3,476	5,074	32,588	87%	(4,653)
41135	REPORTING FEES - FIRE	-	-	1,000	(1,000)	#DIV/0!	1,000
41150	ALLOC TO FIRE COMPANIES	343,332	165,000	165,000	178,332	52%	50,000
43013	CAPITAL EXPENSE	486,720	7,400	34,756	451,964	93%	(4,149)
43031	FUEL EXPENSE	40,495	3,870	7,605	32,890	81%	2,765
43720	VEHICLE REPAIR	162,240	12,247	22,700	139,540	86%	(20,996)
48600	INS EXPENSE-W/C/UNEMP	-	-	7,742	(7,742)	#DIV/0!	13,327
48610	INSURANCE EXP	147,989	27,656	53,470	94,519	64%	64,930
49201	TRF TO GF	61,108	-	-	61,108	100%	-
Total Expense		1,411,727	231,480	311,463	1,100,264	78%	116,971
INC/(DEC) NET POSITION			141,831	64,102			

BUDGET TO ACTUAL REPORT-2/28/206

FUND: SEWER

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
29600	FUND BALANCE	1,969,968	-	1,969,968	-	0%	-
34100	INTEREST INCOME	90,000	17,187	31,695	58,305	65%	16,259
34332	SEWER REV-CCH/ARKEMA	200,000	-	28,621	171,379	86%	20,145
35500	GRANT REVENUE	900,000	-	-	900,000	100%	-
36401	TAP IN FEES	25,000	-	-	25,000	100%	-
36460	OUTSIDE HAULING REVENUE	410,000	-	-	410,000	100%	-
37811	SEWER REVENUE	5,317,006	546,081	1,268,171	4,048,835	76%	1,111,177
Total Revenue		8,911,974	563,267	3,298,455	5,613,519	63%	1,147,581

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40121	OFFICE SUPPLIES	7,000	703	945	6,055	87%	1,164
40122	POSTAGE & PRINTING	-	213	213	(213)	#DIV/0!	(193)
40140	BANK FEES	-	879	879	(879)	#DIV/0!	47
40931	UTILITIES	405,400	33,865	33,990	371,410	92%	2,784
40940	SERVICE CONTRACTS	11,500	548	548	10,952	95%	251
41018	SALARY EXPENSE-OT	20,000	1,428	1,419	18,581	93%	1,841
42007	ENGINEERING FEES	80,000	390	5,885	74,115	93%	2,019
42010	UNIFORMS	9,000	(373)	-	9,000	100%	2,771
42913	SAL EXPENSE-WW	1,170,595	84,560	202,293	968,302	83%	142,015
42922	LAB SUPPLIES	50,000	3,410	5,257	44,743	89%	2,685
42925	SEWER MAINT INFLOW/INFILT	75,000	654	654	74,346	99%	1,122
42933	SLUDGE REMOVAL	980,000	72,913	93,989	886,011	90%	62,802
43013	CAPITAL EXPENSE	3,776,000	23,140	37,501	3,738,499	99%	8,710
43031	FUEL EXPENSE	10,000	-	636	9,364	94%	705
45689	UTILITIES	-	126	28,567	(28,567)	#DIV/0!	31,328
45691	UTILITIES-PS	30,600	2,074	3,542	27,058	88%	-
45702	EQUIP - PUMPING STATIONS	30,000	-	-	30,000	100%	-
45705	HEATING OIL	43,000	5,324	16,263	26,737	62%	12,826
45708	GRIT REMOVAL	42,550	415	2,003	40,547	95%	1,943
45724	PUMP STATION REPAIRS	8,000	-	-	8,000	100%	-
45728	ALM SULFATE	360,000	13,860	37,823	322,177	89%	12,819
45730	CHLORINE	13,000	-	4,145	8,855	68%	-
45736	LIQUID BIO	3,000	-	-	3,000	100%	1,419
45738	EQUIPMENT	70,000	4,103	10,179	59,821	85%	6,714
45740	POLYMER	10,000	-	-	10,000	100%	-
45744	SODA ASH	60,000	-	-	60,000	100%	12,862
45748	SODIUM BI	6,000	-	2,192	3,808	63%	-
45750	SULPHUR DI	5,000	559	1,809	3,191	64%	-
45751	STATE APP FEES	13,000	3,750	5,625	7,375	57%	4,075

BUDGET TO ACTUAL REPORT-2/28/206

45774	TRAINING	10,000	250	250	9,750	98%	(12,412)
45778	LAB PROFESSIONAL FEES	34,000	2,130	3,708	30,292	89%	870
45822	PLANT REPAIRS	120,000	12,336	13,488	106,512	89%	15,137
45826	GENERATOR MAINT	6,000	-	-	6,000	100%	-
45828	HVAC MAINT	10,000	-	-	10,000	100%	-
45830	INSTRUMENTATION	7,500	-	-	7,500	100%	(270)
47115	EMERGENCY CONTINGENCY	30,000	-	-	30,000	100%	-
48110	FICA EXPENSE	91,081	6,578	15,584	75,497	83%	11,005
48330	NU DEFINED CONTRB EXPENSE	27,652	905	6,628	21,024	76%	3,043
48400	WC INSURANCE EXPENSE	75,818	-	7,485	68,333	90%	10,130
48610	INSURANCE EXP	112,704	56,580	56,580	56,124	50%	50,855
48700	INSURANCE EXP- MEDICAL	436,026	29,083	114,198	321,828	74%	133,038
49201	TRF TO GF	600,000	-	600,000	-	0%	600,000
49265	TRF TO NU PENSION	62,548	-	-	62,548	100%	-
Total Expense		8,911,974	360,403	1,314,278	7,597,696	85%	1,124,104
INC/(DEC) NET POSITION			202,864	1,984,177			

BUDGET TO ACTUAL REPORT-2/28/206

FUND: PARKING

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
33110	SERVER FEE REVENUE-CONST	45,600	2,253	5,435	40,165	88%	7,165
33112	ORDINANCE VIOLATIONS	150,000	12,048	25,880	124,120	83%	26,514
33114	PARKING TICKET REVENUE	1,200,000	84,975	166,498	1,033,502	86%	207,312
34100	INTEREST INCOME	35,000	9,828	17,531	17,469	50%	3,760
36311	PARKING PERMIT REVENUE	200,000	2,583	8,387	191,613	96%	4,991
36321	PARKING METER REVENUE	2,028,000	162,862	279,818	1,748,182	86%	260,646
36324	PARK GARG REVENUE-NET	2,000,000	343,816	268,392	1,731,608	87%	168,707
36325	PARKING GARG-LEASED SPACES	122,000	17,313	14,757	107,243	88%	22,749
36736	SOLAR/EV REVENUE	14,000	2,386	1,170	12,831	92%	1,666
Total Revenue		5,794,600	638,064	787,868	5,006,732	86%	703,510

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40121	OFFICE SUPPLIES	7,000	989	1,077	5,923	85%	3,098
40122	POSTAGE & PRINTING	20,000	329	882	19,118	96%	(808)
40124	LEASE EXPENSE	4,779	398	797	3,983	83%	2,817
40133	ADMIN EXPENSE	3,000	-	393	2,607	87%	300
40400	LEGAL FEES	10,000	-	-	10,000	100%	-
40616	SERVER FEE EXP-CONST	60,000	2,530	4,455	55,545	93%	5,555
40639	BANK FEES	310,000	19,862	42,648	267,352	86%	19,804
40931	UTILITIES	55,551	9,353	13,407	42,144	76%	1,839
41018	SALARY EXPENSE-OT	30,000	729	1,396	28,604	95%	1,718
41313	SALARY EXPENSE-PARKING	692,248	51,616	115,849	576,399	83%	95,839
42007	PROFESSIONAL FEES	60,000	-	-	60,000	100%	-
42010	UNIFORMS	4,000	335	756	3,244	81%	181
43013	CAPITAL EXPENSE	466,807	-	-	466,807	100%	-
43031	FUEL EXPENSE	1,800	191	357	1,443	80%	144
43832	EV CHARGING EXP	4,000	-	-	4,000	100%	2,480
44518	WC BUS IMP DIST ALLOC	100,000	-	-	100,000	100%	-
44521	ENFORCEMENT SOFTWARE	42,000	1,143	3,229	38,771	92%	5,388
44525	PARKING METER MAINT	20,000	2,505	15,047	4,953	25%	1,799
44545	PARKING GARAGE MAINT	230,000	12,207	12,775	217,225	94%	23,183
44922	ARMORED CAR SERVICE	8,200	753	1,506	6,694	82%	1,352
45758	PARKING METER SOFTWARE	154,000	-	-	154,000	100%	(296)
45774	TRAINING	18,000	-	1,100	16,900	94%	-
47140	PRIN PAYMENTS	550,000	-	-	550,000	100%	-
47291	INT EXP- 2011 CHESTNUT	20,873	-	-	20,873	100%	-
47296	INT EXP- 2016 2010 REFUND	330,708	-	-	330,708	100%	-
47299	INTEREST EXP 2013 BICENTENNIAL	14,375	-	-	14,375	100%	-
48110	FICA EXPENSE	55,252	4,004	8,969	46,283	84%	7,463

BUDGET TO ACTUAL REPORT-2/28/206

48330	NU DEFINED CONTRB EXPENSE	12,853	483	1,770	11,083	86%	1,446
48400	WC INSURANCE EXPENSE	8,189	-	802	7,387	90%	1,717
48610	INSURANCE EXP	62,313	31,273	31,273	31,040	50%	64,587
48700	INSURANCE EXP- MEDICAL	167,655	7,230	27,949	139,706	83%	61,331
49201	TRF TO GF	2,217,384	184,782	369,564	1,847,820	83%	343,333
49265	TRF TO NU PENSION	53,613	-	-	53,613	100%	-
Total Revenue		5,794,600	330,711	656,001	5,138,599	89%	644,271
INC/(DEC) NET POSITION			307,352	131,867			

BUDGET TO ACTUAL REPORT-2/28/206

FUND: LIQUID FUELS

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
34100	INTEREST INCOME	1,200	6	13	1,187	99%	8
36735	LIQUID FUELS REVENUE	412,306	-	-	412,306	100%	-
Total Revenue		413,506	6	13	413,493	100%	8

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40639	BANK FEES	-	23	46	(46)	#DIV/0!	46
43200	WINTER MAINTENANCE	50,000	42,912	44,908	5,092	10%	29,830
43331	TRAFFIC LIGHT MAINT	46,300	4,045	6,096	40,204	87%	1,323
43333	TRAFFIC CONTROL DEVICES	10,000	-	-	10,000	100%	1,815
49515	ROAD PAVING PROJECT	307,206	-	-	307,206	100%	-
Total Expense		413,506	46,980	51,050	362,456	88%	33,014
INC/(DEC) NET POSITION			(46,973)	(51,037)			

BUDGET TO ACTUAL REPORT-2/28/206

FUND: STREAM PROTECTION

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
34100	INTEREST INCOME	40,000	859	1,814	38,186	95%	6,915
35500	GRANT REVENUE	225,000	-	-	225,000	100%	-
38015	STREAM PROT REVENUE	1,200,000	203,027	889,161	310,839	26%	899,212
39216	TRF FROM GF	52,105	-	-	52,105	100%	
Total Revenue		1,517,105	203,885	890,975	626,130	41%	906,127

BUDGET TO ACTUAL REPORT-2/28/206

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
40122	POSTAGE & PRINTING	-	-	4,925	(4,925)	#DIV/0!	4,810
40133	ADMIN EXPENSE	37,000	-	-	37,000	100%	-
40140	BANK FEES	-	105	105	(105)	#DIV/0!	210
40410	LEGAL FEES	75,000	-	-	75,000	100%	-
42007	PROFESSIONAL FEES	93,000	1,588	1,588	91,413	98%	970
43013	CAPITAL EXPENSE	750,000	-	-	750,000	100%	7,922
43620	STORMWATER MAINTENANCE	274,290	-	-	274,290	100%	-
45540	TREES	25,000	-	-	25,000	100%	-
49201	TRF TO GF	262,815	-	262,815	-	0%	242,632
Total Expense		1,517,105	1,693	269,433	1,247,672	82%	256,544
INC/(DEC) NET POSITION			202,193	621,542			

BUDGET TO ACTUAL REPORT-2/28/206

Check and Credit Card Register
2/28/2026

Check Number	Vendor Name	Effective Date	Check Amount
10015 - CASH-TRUIST HIGHWAY AID			
2399	SIGNAL SERVICE, INC.	2/5/2026	1,540.60
2400	SIGNAL SERVICE, INC.	2/12/2026	2,011.61
2402	CHEMICAL EQUIP LABS OF DE	2/26/2026	42,911.75
2403	LENNI ELECTRIC CORPORATION	2/26/2026	2,033.50
Total 10015 - CASH-TRUIST HIGHWAY AID			48,497.46

BUDGET TO ACTUAL REPORT-2/28/206

Check and Credit Card Register

2/28/2026

10037 - CASH- SANTANDER BANK GF

017808	BUCKLEY,BRION,MCGUIRE,MORRIS	2/5/2026	246.00
017809	BUILDING INSPECT UNDERWRITERS	2/5/2026	450.00
017810	CALLTOWER, INC	2/5/2026	6,291.55
017811	COMMUNICATIONS DEPLOYMENT	2/5/2026	1,461.86
017812	CDW GOVERNMENT INC	2/5/2026	4,167.00
017813	MICHAEL GALEY	2/5/2026	100.00
017814	GENERAL CODE, LLC	2/5/2026	1,295.00
017815	LUCKY SIGN SHOP	2/5/2026	1,149.00
017816	MUNICIPAL EMERGENCY SERVICES	2/5/2026	329.76
017817	MCDONALD UNIFORM COMPANY	2/5/2026	423.06
017818	Pennsylvania Chiefs of Police	2/5/2026	275.00
017819	PENNONI ASSOCIATES, INC.	2/5/2026	1,055.00
017820	R E MICHEL COMPANY LLC	2/5/2026	42.06
017821	ROBERT E. LITTLE INC	2/5/2026	123.96
017822	REMINGTON & VERNICK ENGINEERS	2/5/2026	852.50
017823	TD WEALTH OPERATIONS	2/5/2026	1,050.00
017824	WB MASON C3107820	2/5/2026	1,954.16
017825	WINDLES WATER WORKS INC	2/5/2026	69.00
017826	21st CENTURY MEDIA	2/12/2026	74.22
017827	ABILA	2/12/2026	934.22
017828	ACE HARDWARE OF WEST CHESTER	2/12/2026	30.57
017829	AXON ENTERPRISES INC	2/12/2026	145,000.00
017830	BUREAU VERITAS NORTH AMERICA	2/12/2026	2,251.40
017831	CDW GOVERNMENT INC	2/12/2026	5,099.19
017832	CHESTER COUNTY SOLID WASTE AUT	2/12/2026	2,858.12
017833	D&D AUTOWORKS	2/12/2026	49.95
017834	DSC SOLUTIONS LLC	2/12/2026	3,995.00
017835	E.M. KUTZ, INC.	2/12/2026	49.89
017837	IN-FLEET TRUCK SERVICE	2/12/2026	653.18
017838	INTERSTATE BATTERIES	2/12/2026	154.45
017839	KEYSTONE COLLECTIONS GROUP	2/12/2026	291.23
017840	LANGUAGE LINE SERVICES INC	2/12/2026	50.00
017841	MCDONALD UNIFORM COMPANY	2/12/2026	147.21

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Check and Credit Card Register

2/28/2026

017842	Nexgen Automation, Inc.	2/12/2026	2,480.91
017843	Null's Towing Inc.	2/12/2026	1,017.50
017844	OCCUPATIONAL HEALTH CENTER	2/12/2026	704.00
017845	Pennsylvania Chiefs of Police	2/12/2026	6,804.00
017846	PA DEPT OF LABOR & INDUSTRY	2/12/2026	7,738.00
017847	PA MUNICIPAL HEALTH - BENECON	2/12/2026	187,057.98
017848	PENNONI ASSOCIATES, INC.	2/12/2026	8,545.00
017849	PIPE XPRESS INC	2/12/2026	87.12
017850	JEFFERY RICCARDO	2/12/2026	5,728.50
017851	STRATEGIC INVESTIGATIVE RES.	2/12/2026	5,800.00
017852	PFM SOLUTIONS LLC	2/12/2026	9,500.00
017853	WESTTOWN-EAST GOSHEN POLICE	2/12/2026	590.00
017855	STARDUST ENTERTAINMENT	2/20/2026	250.00
017856	RENEE IRVIN	2/26/2026	150.50
017857	21st CENTURY MEDIA	2/26/2026	1,082.72
017858	ABEL BROTHERS TOWING	2/26/2026	350.00
017859	ACE HARDWARE OF WEST CHESTER	2/26/2026	24.61
017860	ALL AMERICAN POLY	2/26/2026	5,984.00
017861	AP BENEFIT ADVISORS, LLC	2/26/2026	1,619.00
017862	BATTAVIO HEATING COOLING	2/26/2026	375.00
017863	BFI King of Prussia - 4586	2/26/2026	6,962.43
017864	BUCKLEY,BRION,MCGUIRE,MORRIS	2/26/2026	9,461.00
017865	CALLTOWER, INC	2/26/2026	6,304.38
017866	CHESTER COUNTY HISTORY CENTER	2/26/2026	500.00
017867	CHESTER COUNTY TREASURER	2/26/2026	859.51
017868	COMMUNICATIONS DEPLOYMENT	2/26/2026	1,470.53
017870	CDW GOVERNMENT INC	2/26/2026	8,612.65
017871	CIVICPLUS	2/26/2026	19,419.85
017872	CORPORATE LAMP & ELEC RECYCL	2/26/2026	156.00
017873	COPPERHEAD REFINISHING	2/26/2026	958.00
017874	EAGLE CONTRACTING, INC.	2/26/2026	74,515.00
017875	EHRlich 1350575	2/26/2026	221.42
017876	EHRlich 1359462	2/26/2026	361.80
017877	EHRlich 1381139	2/26/2026	188.14

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Check and Credit Card Register

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017878	FBINAA EASTERN PA CHAPTER	2/26/2026	50.00
017879	GL SAYRE INC - CONSHOHOCKEN	2/26/2026	12,546.69
017880	GRAINGER acct 851582056	2/26/2026	14.11
017881	GRANICUS	2/26/2026	20,300.35
017882	Hi-Viz Safety Wear, LLC	2/26/2026	1,762.05
017883	HILL ARCHIVE	2/26/2026	414.54
017884	IDI DATA	2/26/2026	75.00
017885	JOHNSON MIRMIRAN THOMPSON INC	2/26/2026	6,400.00
017886	EMMA KAPLAN	2/26/2026	858.19
017887	KNOX EQUIPMENT RENTALS INC.	2/26/2026	9.00
017888	LL MACHINE	2/26/2026	6,311.90
017889	MUNICIPAL EMERGENCY SERVICES	2/26/2026	130.53
017890	MOWERY SERVICES LANDSCAPE	2/26/2026	99,293.75
017892	MCDONALD UNIFORM COMPANY	2/26/2026	3,404.12
017893	CRESTLINE SOFTWARE, LLC	2/26/2026	8,731.00
017894	OpenGov, Inc.	2/26/2026	29,406.70
017895	Organizational R&D Inc.	2/26/2026	5,000.00
017896	PENNSYLVANIA ONE CALL SYSTEM	2/26/2026	262.20
017897	ROCKWELL ASSOCIATES LLC	2/26/2026	2,840.00
017898	REMINGTON & VERNICK ENGINEERS	2/26/2026	8,973.70
017899	BRANDYWINE VALLEY SPCA	2/26/2026	3,772.08
017900	SERVICE TIRE TRUCK CENTER, INC	2/26/2026	1,540.76
017901	THOMAS COMITTA ASSOCIATES	2/26/2026	2,972.15
017902	TPS GRAPHICS	2/26/2026	110.00
017903	TRAVELERS	2/26/2026	1,545.00
017904	ULINE	2/26/2026	72.67
017905	UNITARIAN CONGREGATION OF WC	2/26/2026	540.00
017906	US MUNICIPAL SUPPLY - KOP	2/26/2026	147.50
017907	VERIZON 842448578-00001	2/26/2026	410.68
017908	WATCHKEEP	2/26/2026	24,258.54
017909	WM P MCGOVERN, INC.	2/26/2026	244.00
	Total 10037 - CASH- SANTANDER BANK GF		801,250.30

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Check and Credit Card Register

2/28/2026

10038 - CASH-SANTANDER BANK SEWER

11565	ACE HARDWARE OF WEST CHESTER	2/5/2026	17.26
11566	ATC GROUP SERVICES LLC (ATLAS)	2/5/2026	14,650.32
11567	CALLTOWER, INC	2/5/2026	125.59
11568	COMMUNICATIONS DEPLOYMENT	2/5/2026	130.58
11569	CES - CITY ELECTRIC SUPPLY	2/5/2026	475.00
11570	CHARLES BLOSENSKI DISPOSAL CO.	2/5/2026	341.50
11572	EHRlich 1350622	2/5/2026	273.97
11573	EUROFINS ENVIRONMENT TESTING	2/5/2026	559.00
11574	GRAINGER acct 851582031	2/5/2026	81.92
11575	KELLY INDUSTRIAL SUPPLY	2/5/2026	0.00
11576	PA DEPT OF ENVIRO PROTECTION	2/5/2026	3,750.00
11577	PETROLEUM TRADERS CORP.	2/5/2026	2,662.00
11578	SC PIPELINE PLASTICS, INC.	2/5/2026	13.58
11580	USALCO	2/5/2026	10,056.40
11581	WINDLES WATER WORKS INC	2/5/2026	88.00
11582	ERIC N FISCHER	2/12/2026	29.89
11583	ACE HARDWARE OF WEST CHESTER	2/12/2026	106.84
11584	ATC GROUP SERVICES LLC (ATLAS)	2/12/2026	18,989.00
11585	BSC LABS	2/12/2026	175.00
11586	EHRlich 1350622	2/12/2026	273.97
11587	EUROFINS ENVIRONMENT TESTING	2/12/2026	1,691.32
11588	GRAINGER acct 851582031	2/12/2026	735.52
11589	HACH COMPANY	2/12/2026	438.44
11590	PA MUNICIPAL HEALTH - BENECON	2/12/2026	29,171.74
11591	PETROLEUM TRADERS CORP.	2/12/2026	2,662.00
11592	REIT LUBRICANTS CO	2/12/2026	3,880.80
11593	SHERWOOD LOGAN	2/12/2026	2,614.74
11594	USA BLUE BOOK	2/12/2026	1,018.82
11595	Hajoca Corporation	2/12/2026	189.72
11596	ZEP SALES & SERVICE	2/12/2026	1,058.10
11597	ERIC N FISCHER	2/26/2026	29.00
11598	ACE HARDWARE OF WEST CHESTER	2/26/2026	250.31
11599	B & E OIL SERVICES INC	2/26/2026	135.00

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Check and Credit Card Register

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11600	BAILLIE FABRICATING & WELDING	2/26/2026	4,540.68
11601	CALLTOWER, INC	2/26/2026	126.01
11602	COMMUNICATIONS DEPLOYMENT	2/26/2026	130.58
11603	CHESTER COUNTY SOLID WASTE AUT	2/26/2026	1,331.95
11604	ENVIRONMENTAL RESOURCE ASSOC	2/26/2026	350.24
11605	EUROFINS ENVIRONMENT TESTING	2/26/2026	264.00
11606	GRAINGER acct 851582031	2/26/2026	952.43
11607	GRAINGER acct 820017598	2/26/2026	689.55
11608	HACH COMPANY	2/26/2026	402.42
11609	MARYLAND BIOCHEMICAL COMPANY	2/26/2026	4,228.50
11610	MCGOVERN ENVIRONMENT LLC	2/26/2026	72,912.71
11611	PENDERGAST SAFETY EQUIPMENT	2/26/2026	341.25
11612	PETROLEUM TRADERS CORP.	2/26/2026	2,662.00
11613	PHILA BEARING & DRIVE SOLUTION	2/26/2026	55.74
11614	SC PIPELINE PLASTICS, INC.	2/26/2026	19.35
11615	POTTER AND PARSONS	2/26/2026	1,612.00
11616	UNIVAR SOLUTIONS USA INC.	2/26/2026	6,896.47
11617	USA BLUE BOOK	2/26/2026	992.48
11618	USALCO	2/26/2026	13,860.00
11619	Hajoca Corporation	2/26/2026	34.48
11620	WINDLES WATER WORKS INC	2/26/2026	208.00
Total 10038 - CASH-SANTANDER BANK SEWER			209,286.17

BUDGET TO ACTUAL REPORT-2/28/206

Check and Credit Card Register

2/28/2026

10039 - CASH-SANTANDER PARKING TICKET

9066	ACE HARDWARE OF WEST CHESTER	2/5/2026	88.16
9067	CALLTOWER, INC	2/5/2026	209.32
9068	COMMUNICATIONS DEPLOYMENT	2/5/2026	1,375.90
9069	ESRI Environ Systems Res Inst	2/5/2026	393.15
9070	STEVE FORCE	2/5/2026	550.00
9071	LESLIE HENRY	2/5/2026	220.00
9072	GLENN MARKLEY	2/5/2026	550.00
9073	AJ BLOSENSKI INC.	2/12/2026	2,437.04
9074	GARY ARNOLD	2/12/2026	110.00
9075	BUTTS TICKET COMPANY	2/12/2026	517.36
9076	SHANE DANIELS	2/12/2026	14.00
9077	Eastern Armored Services, Inc.	2/12/2026	753.00
9078	FLASHPARKING, INC.	2/12/2026	434.00
9079	STEVE FORCE	2/12/2026	550.00
9080	JOHNSON CONTROLS FIRE PROT LP	2/12/2026	1,857.99
9081	CRAIG MILBOURNE	2/12/2026	20.00
9082	PA MUNICIPAL HEALTH - BENECON	2/12/2026	7,181.40
9083	T2 SYSTEMS, INC.	2/12/2026	1,122.84
9084	ACE HARDWARE OF WEST CHESTER	2/26/2026	89.08
9085	GARY ARNOLD	2/26/2026	137.50
9086	BUTTS TICKET COMPANY	2/26/2026	234.00
9087	CALLTOWER, INC	2/26/2026	210.02
9088	CHESTER COUNTY TREASURER	2/26/2026	2,589.88
9089	COMMUNICATIONS DEPLOYMENT	2/26/2026	1,392.26
9090	CODE ELEVATOR, INC.	2/26/2026	4,565.00
9091	DAVE COX JR	2/26/2026	550.00
9092	CUMMINS ALLISON CORP	2/26/2026	1,960.00
9093	GOSHEN SIGNS	2/26/2026	40.00
9094	LESLIE HENRY	2/26/2026	632.50
9095	IPS GROUP, INC	2/26/2026	47.67
9096	GLENN MARKLEY	2/26/2026	550.00
Total 10039 - CASH-SANTANDER PARKING TICKET			31,382.07

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Check and Credit Card Register

2/28/2026

10041 - CASH-SANTANDER BANK SPF

7312	ERIC N FISCHER	2/5/2026	1,156.62
7313	PENNONI ASSOCIATES, INC.	2/5/2026	3,317.25
7314	REMINGTON & VERNICK ENGINEERS	2/26/2026	1,587.50
Total 10041 - CASH-SANTANDER BANK SPF			<u>6,061.37</u>

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Check and Credit Card Register

2/28/2026

10045 - CASH-SANTANDER BANK FIRE FUND

1654	FAME FIRE CO.	2/5/2026	390.00
1655	GLICK FIRE EQUIPMENT CO.,INC.	2/5/2026	855.07
1656	KISTLER O'BRIEN FIRE PROTECTIO	2/5/2026	468.52
1657	DAVE MARCH	2/5/2026	257.90
1658	SERVICE TIRE TRUCK CENTER, INC	2/5/2026	360.91
1659	GLICK FIRE EQUIPMENT CO.,INC.	2/12/2026	681.02
1660	SERVICE TIRE TRUCK CENTER, INC	2/12/2026	4,998.16
1661	WITMER PUBLIC SAFETY GROUP	2/12/2026	3,213.08
1662	AP BENEFIT ADVISORS, LLC	2/26/2026	5,158.90
1663	FAME FIRE CO.	2/26/2026	25,000.00
1664	FIRST WEST CHESTER FIRE CO.	2/26/2026	25,000.00
1665	GLICK FIRE EQUIPMENT CO.,INC.	2/26/2026	3,436.39
1666	GOOD WILL FIRE COMPANY	2/26/2026	25,000.00
1667	GREAT VALLEY PROPANE	2/26/2026	841.55
1668	MUNICIPAL EMERGENCY SERVICES	2/26/2026	263.00
1669	SERVICE TIRE TRUCK CENTER, INC	2/26/2026	12,009.30
1670	WC FIRE DEPARTMENT	2/26/2026	90,000.00
Total 10045 - CASH-SANTANDER BANK FIRE FUND			197,933.80

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Check and Credit Card Register

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10040-PLGIT PCARD

BMO - Mastercard, Statement Period 12/28/2025 to 01/27/2026

Anderson Donald

Posting Date	Tran Date	Supplier	Amount
1/15/2026	1/14/2026	Associated Truck Parts	84.01
1/16/2026	1/15/2026	New Holland Auto Ford	62.72
1/16/2026	1/15/2026	Autozone #6424	135.38
1/16/2026	1/15/2026	Autozone #6424	187.63
1/16/2026	1/15/2026	New Holland Auto Ford	236.00
1/19/2026	1/15/2026	Autozone #6424	(165.63)
1/19/2026	1/16/2026	New Holland Auto Ford	71.23
1/19/2026	1/16/2026	Napa Store 8035115	85.92
1/21/2026	1/20/2026	Napa Store 8035115	5.64
1/21/2026	1/20/2026	Kelly Industrial Suppl	53.12
1/21/2026	1/20/2026	Copperhead Refinishing	150.00
1/21/2026	1/20/2026	Best Line Equipment-We	389.01
1/22/2026	1/21/2026	In Gsp Signs & Banner	40.00
1/23/2026	1/22/2026	Napa Store 8035115	77.12
1/23/2026	1/22/2026	New Holland Auto Ford	77.96
1/23/2026	1/22/2026	Sq Nathan David Fabri	120.00
1/23/2026	1/22/2026	New Holland Auto Ford	155.92
1/23/2026	1/22/2026	Pryor Learning	199.00
1/23/2026	1/22/2026	Interstate Batteries	463.35
1/23/2026	1/22/2026	L H Zimmerman Ltd Gara	590.40
1/23/2026	1/22/2026	Nassco, Inc.	2,480.00
1/26/2026	1/22/2026	The Home Depot #4137	254.02
1/26/2026	1/23/2026	Kelly Industrial Suppl	44.71
1/26/2026	1/23/2026	New Holland Auto Ford	83.05
1/26/2026	1/23/2026	Littles-Downingtown	228.65
1/27/2026	1/26/2026	New Holland Auto Ford	24.73
1/27/2026	1/26/2026	New Holland Auto Ford	116.94
1/27/2026	1/26/2026	Berrodin Parts 353	117.06
1/27/2026	1/26/2026	Best Line Equipment-We	188.89
		Debit Total USD	6,722.46
		Credit Total USD	(165.63)
		Total USD	6,556.83

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Check and Credit Card Register
2/28/2026

AP

Posting Date	Tran Date	Supplier	Amount
12/29/2025	12/27/2025	Amazon Mark 4q0le8sx3	30.98
1/6/2026	1/5/2026	Pa Background Check	22.00
1/8/2026	1/7/2026	Amazon Mktpl Un1wv0u53	95.26
1/8/2026	1/8/2026	Amazon Mark 0g1o48o93	744.96
1/9/2026	1/8/2026	Amazon Mktpl 6k3zu89b3	799.95
1/12/2026	1/11/2026	Amazon.Com Gz8mf9e63	32.31
1/12/2026	1/11/2026	Amazon Mark Lq2nw0ph3	295.92
1/14/2026	1/13/2026	Amazon.Com 8e7336f53	25.95
1/14/2026	1/13/2026	Jb Equipment Inc	653.51
1/15/2026	1/13/2026	Pennsylvania State Ass	300.00
1/15/2026	1/14/2026	Amazon.Com An6079au3	157.51
1/16/2026	1/15/2026	Amazon.Com 884j34ul3	128.97
1/27/2026	1/26/2026	Pa Background Check	22.00
		Debit Total USD	3,309.32
		Credit Total USD	-
		Total USD	3,309.32

Aaron Flook

Posting Date	Tran Date	Supplier	Amount
1/13/2026	1/12/2026	Pml	60.00
1/13/2026	1/12/2026	Paypal Chestercoun	160.00
1/23/2026	1/22/2026	Pml	480.00
		Debit Total USD	700.00
		Credit Total USD	-
		Total USD	700.00

Kurowski Keith

Posting Date	Tran Date	Supplier	Amount
1/16/2026	1/13/2026	Americas Pie	58.83
		Debit Total USD	58.83
		Credit Total USD	-
		Total USD	58.83

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Check and Credit Card Register
2/28/2026

Lee Joshua

Posting Date	Tran Date	Supplier	Amount
12/30/2025	12/29/2025	Chewy.Com	67.44
12/31/2025	12/29/2025	Metroline Inc	498.48
1/5/2026	1/3/2026	Chewy.Com	97.79
1/5/2026	1/5/2026	Amazon Prime 918e14m33	14.99
1/7/2026	1/6/2026	Amazon Prime Pmts	(14.99)
1/7/2026	1/7/2026	The Philadelphia Inqui	21.96
1/8/2026	1/8/2026	Facebk Shtd7cz3q2	2.00
1/9/2026	1/8/2026	Nms Labs	404.00
1/9/2026	1/9/2026	Facebk 57u7ycd3q2	2.00
1/12/2026	1/9/2026	Facebk X45g7dv3q2	2.00
1/12/2026	1/10/2026	Facebk Nnpr9dv3q2	2.17
1/12/2026	1/11/2026	Amazon Mktp1 Mw4pq9253	15.48
1/12/2026	1/12/2026	Amazon.Com Vo0ai7763	89.98
1/13/2026	1/12/2026	Facebk Xf3abch3q2	4.00
1/16/2026	1/15/2026	Staples Inc	68.20
1/19/2026	1/17/2026	Ptc Ez Pass Auto Re.	315.00
1/22/2026	1/21/2026	In Ycg, Inc.	2,138.00
1/26/2026	1/23/2026	21cm Pa2 Newspapers Ci	4.00
1/26/2026	1/23/2026	John E. Reid & Associa	875.00
1/26/2026	1/25/2026	Amazon Mktp1 5b9kx6kk3	179.97
		Debit Total USD	4,802.46
		Credit Total USD	(14.99)
		Total USD	4,787.47

Mann William

Posting Date	Tran Date	Supplier	Amount
1/5/2026	1/2/2026	Fusion Learning Partne	250.00
1/7/2026	1/5/2026	Fusion Learning Partne	1,000.00
1/9/2026	1/8/2026	Vistaprint	66.76
1/19/2026	1/16/2026	Gotocom Logmeincentral	625.03
1/21/2026	1/20/2026	Microsoft-G136171991	215.04
1/26/2026	1/23/2026	Ccsi Efax	20.13
		Debit Total USD	2,176.96
		Credit Total USD	-

BUDGET TO ACTUAL REPORT-2/28/206

Check and Credit Card Register
2/28/2026

Total USD 2,176.96

Mitchell Sean

Posting Date	Tran Date	Supplier	Amount
1/14/2026	1/13/2026	The Webstaurant Store	946.83
		Debit Total USD	946.83
		Credit Total USD	-
		Total USD	946.83
		Total 10040-PLGIT PCARD	18,536.24



Borough of West Chester
401 East Gay St West Chester PA 19380
www.west-chester.com
(610)-692-7574

Borough Council

Nicole Scimone, President
Bernie Flynn, Vice President
Jerome Szczepaniak
Bryan Travis
Brian McGinnis
Stephen Marvin
Lisa Kearns

Mayor

Lillian L. DeBaptiste

Borough Manager

Sean Metrick

Committee Chair Report

Goals and progress

1. **Balanced Budgets & Strong Reserves**
Keep recurring revenues ahead of expenses and maintain healthy fund balances to protect taxpayers.
2. **Protect the Borough's Credit Rating**
Preserve our AA bond rating to keep borrowing costs low and save residents money.
3. **Responsible Long-Term Planning**
Fund a realistic capital plan that reduces deferred maintenance and avoids emergency spending.
4. **Pension & Benefits Stability**
Ensure police and public works pensions remain solvent, affordable, and well-managed.
5. **Transparency & Accountability**
Make borough finances clear, accessible, and tied to real outcomes — so residents know where their money goes.

Issues Emerging

AGENDA

Finance & Revenue Committee of Borough Council

Date: Wednesday, February 11, 2026 @ 6:00 PM

Committee Members: Brian McGinnis, Chair
Bernie Flynn
Jerome Szczepaniak

Staff: Barbara Lioni, Director of Finance & Revenue
Sean Metrick, Borough Manager

I. Call to order

II. Announcements

Public Hearing -

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

IV. Reports

- A. Director's report on monthly financials (attachment)
- B. Finance Committee – Chair report – workplan and issues raised at prior meetings

V. Old business

A. Approve December 2025 meeting minutes (attachment)-Approved 3-0

VI. New business

- A. Motion to approve resolution for Verizon cable franchise renewal agreement (attachment)-
Approved 3-0**
- B. Motion to approve Budget Modification #2026-1 for Police firearms capital expense-Approved
3-0 (attachment)**
- C. Motion to certify qualifying volunteers (attachment)- Approved 3-0**
*Issue: Qualifying volunteers must be certified by Borough Council before March 1st to receive a
real estate tax credit for 2026*
- D. Motion to approve purchasing requests (attachment): Approved 3-0**
 - a. CDW-G for \$34,488.00
 - b. CivicPlus – Annual Website Renewal - \$12,804.85
 - c. Bergey's Truck Centers for \$16,591.63- **amended amount to \$20,510.68**
 - d. BFI Recycling for \$81,000.00 – blanket PO
 - e. Chemical Equipment Labs of DE for \$44,995.00- blanket PO
 - f. Eurofins for \$24,000.00-blanket PO
 - g. Fire Flow Services for \$13,830.85
 - h. Granicus LLC for \$20,300.35
 - i. OpenGov, Inc for \$29,406.70
 - j. Reiner Pump Systems -College Ave for \$48,513.00
 - k. Reiner Pump Systems- New St for \$29,378.00

- l. Rockwell Associates for \$18,000.00- blanket PO
- m. USALCO for \$15,280.00
- n. Watchkeep- Disaster Recovery for \$34,186.00
- o. Watchkeep- Network Engineering support contract for \$12,960.00

Issue: Review and recommend the approval of qualifying purchase orders

VII. Other business

Sean Metrick spoke about invoices that were received for snow removal that he authorized for the January snowstorm. These invoices were not budgeted for and will need to be paid by GF cash reserves. This item will be discussed on the Work Session agenda with more information.

VIII. Adjournment

Visit www.west-chester.com to view and download attachments.

Agendas are posted to www.west-chester.com by noon 3 business days prior to the meeting.

Budget Modification Request

Budget Year: 2026
Modification#: 2026-2

Justification: A modification is needed to increase the winter maintenance line item, 01-43200-80, by \$51,077.10 in the General Fund due to unbudgeted salt and snow removal expenditures. Expenditures are not liquid fuels eligible.

Vendor	Invoice #	Date	G/L	Increase	Decrease
Chemical Equipment Labs	7135311	1/19/2026	01-43200-80	2,031.97	
Chemical Equipment Labs	7135312	1/19/2026	01-43200-80	1,887.99	
Chemical Equipment Labs	7135313	1/19/2026	01-43200-80	1,935.68	
Chemical Equipment Labs	7136946	1/26/2026	01-43200-80	431.20	
Chemical Equipment Labs	7138723	1/28/2026	01-43200-80	2,113.79	
Chemical Equipment Labs	7138724	1/28/2026	01-43200-80	2,040.80	
Chemical Equipment Labs	7138725	1/28/2026	01-43200-80	2,263.77	
Chemical Equipment Labs	7138726	1/28/2026	01-43200-80	2,323.77	
Chemical Equipment Labs	7138727	1/28/2026	01-43200-80	2,577.74	
Chemical Equipment Labs	7138728	1/28/2026	01-43200-80	2,330.77	
Chemical Equipment Labs	7138729	1/28/2026	01-43200-80	2,284.77	
Chemical Equipment Labs	7138730	1/28/2026	01-43200-80	2,288.77	
Chemical Equipment Labs	7142822	2/24/2026	01-43200-80	2,198.78	
Chemical Equipment Labs	7142824	2/24/2026	01-43200-80	2,251.77	
Chemical Equipment Labs	7142825	2/24/2026	01-43200-80	2,527.75	
Chemical Equipment Labs	7142828	2/24/2026	01-43200-80	2,187.78	
Mowery Services	2448	2/23/2026	01-43200-80	17,400.00	
Fund Balance- GF		3/11/2026	01-29600-90		51,077.10
Total				51,077.10	51,077.10

Revolving Loan Fund Policy

A. Purpose:

The revolving loan fund provides low interest loans for large public and private development projects which improve the buildings and infrastructure associated with downtown and commercial districts.

B. Use of RLF Funds:

1. RLF funding cannot be used for operations dollars or inventory/supplies.
2. Acquisition, rehabilitation, or restoration of older or under-utilized buildings for immediate reuse supporting other community development goals.
 - a. Each project cannot exceed \$200,000.00.
3. Acquisition, rehabilitation, and/or new construction of commercial buildings which support opportunities for the location of new businesses and commercial enterprises.
 - a. Each project cannot exceed \$200,000.00.
4. Facade Improvement for primary street-facing exterior building improvements in the downtown.
 - a. Each façade project cannot exceed \$10,000.00.
 - b. Loan proceeds cannot be used on out-buildings located on a property, any interior work, or landscaping and general site improvements to sidewalks and paved areas.
5. Business Improvement to stimulate business investment, business attraction, and retention and expansion in the downtown.
 - a. Each business improvement project cannot exceed \$100,000.00.
 - b. Loan proceeds can be used by established or new businesses for capital purchases, structural or interior improvements, hardware, software, connectivity upgrades, professional marketing and promotion activities, and operating expenses. ²

C. Eligibility:

1. Applicants must be the record owner of the subject property within the Borough of West Chester.
2. Each Applicant must complete a loan application.
3. Each Applicant must have the ability to repay the loan.
4. Each Applicant must provide cash flow projections and three years of financial

statements with application evidencing Applicant's ability to repay the loan.

5. Acquisition, rehabilitation or restoration of older or under-utilized buildings for immediate reuse and Acquisition, rehabilitation, and/or new construction of commercial buildings which support opportunities for the location of new businesses and commercial enterprises.
 - a. A 50% match of total projects cost is required.
6. Façade Improvements
 - a. Non-residential buildings, rental properties, and residential properties require a dollar-for-dollar match from the applicant.
 - b. Applicants must provide documented demand for façade funding to include the names, addresses, and estimated project costs for interested parties in the target area.
7. Business Improvement
 - a. Dollar-for-dollar match required by the applicant.
 - b. Applicants must provide documented demand for business improvement loan funding to include the names, addresses, and estimated project costs for interested parties in the target area.

D. Loan Requirements:

1. Borough Council will approve each loan application.
 - a. Loan terms: 5 years
 - b. Annual interest rate: 3% for the life of the loan.
 - c. Loan repayments: paid monthly until the loan is satisfied.
2. Each awarded application must obtain appropriate permits from BH Dept.
3. Applicant is responsible for paying all costs associated with setting up the loan.
4. Each approved loan from this fund will require a promissory note.
 - a. Applicant must secure this loan with approved collateral to be in the form of a Mortgage on the subject property.
 - b. Applicant must inform the Borough of any liens on the Property
 - c. Loans must be paid in full. There will be no loan forgiveness.

E. Process to approve funding requests:

1. Borough to adopt RLF policy.
2. Applications – rolling apps.
3. The Finance Director will prepare cash flow analysis before review by RLF committee.
4. Reviewed quarterly by RLF Committee – as needed. RLF Committee will make a recommendation to Borough Council for each application to award.
 - a. RLF committee will consist of:
 1. John O’Brien
 2. Sean Metrick
 3. Ramsey Reiner
 4. Barbara Lioni
 5. BC member

BOROUGH OF WEST CHESTER



PURCHASE ORDER REQUEST

TO: Sean Metrick

FROM: Michael Findley

SUB: PURCHASE ORDER REQUEST

DATE: 3/2/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Usalco

Contact Anja Doyle

Address 2601 Cannery Avenue
Baltimore, MD 21226

Phone (410) 354-0100

Email www.usalco.com

Fax (410) 918-2240

Justification

For purchase of DelPAC 1000 (Aluminum Chloride Hydroxide Sulfate) for phosphorus removal.
5,000 gallons @ \$3.056 a gallon.

TOTAL AMOUNT TO BE PAID:	\$ 15,280.00
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Reference (select one) Quote SOW SA State Contract

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick

FROM: Sean Mitchell

SUB: PURCHASE ORDER REQUEST

DATE: 3/3/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor USALCO

Contact Tom Dobson

Address 2601 Cannery Ave.
Baltimore, MD 21226

Phone (410) 354-0100

Email tdobson@usalco.com

Fax (410) 918-2240

Justification

Goose Creek purchase of Aluminum Chloride Hydroxide Sulfate(DelPac 1525) for phosphorous removal. Used 33,000# at \$0.3100 for total price per load.

TOTAL AMOUNT TO BE PAID:	\$ 10,230.00
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Reference (select one) Quote SOW SA State Contract

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: 3/2/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Chemical Equipment Labs of DE

Contact David Slusser

Address
3920 Providence Road, Ste. A
Newtown Square, PA 19073

Phone (610) 497-9390

Email

Fax

Justification

Salt purchases for snow events.

TOTAL AMOUNT TO BE PAID:	\$ 33,677.10
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Reference (select one) Quote SOW SA State Contract

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: Parking Services

SUB: PURCHASE ORDER REQUEST

DATE: 2/19/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Colonial Parking

Contact Colonial Parking

Address

Phone

Email

Fax

Justification

Working Capital for 1 month (Bicentennial and Chestnut Street Garage)

TOTAL AMOUNT TO BE PAID:	\$ 48,475.00
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Reference (select one) Quote SOW SA State Contract

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: 3/3/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Mowery Services Landscape & Tree LLC

Contact Mike Mowery

Address 952 Cornwallis Drive
West Chester, PA 19380

Phone (484) 983-5633

Email moweryservices@gmail.com

Fax

Justification

Snow plowing and hauling snow from borough quadrants.

TOTAL AMOUNT TO BE PAID:	\$ 17,400.00
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Reference (select one) Quote SOW SA State Contract

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: Will Williams, Sustainability Director

SUB: PURCHASE ORDER REQUEST

DATE: 3/2/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor All Seasons Landscaping Co., Inc.

Contact Steve Gansz

Address 3915 Market Street
Aston, PA 19014

Phone (610) 494-8050

Email steve@asplant.com

Fax

Justification

Spring tree planting campaign for 104 street and park trees
COSTARs pricing at \$525/tree

TOTAL AMOUNT TO BE PAID:	\$ 54,600.00
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Reference (select one) Quote SOW SA State Contract

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: Joshua B. Lee, Chief of Police

SUB: PURCHASE ORDER REQUEST

DATE: 2/20/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Brandywine Valley SPCA

Contact David Achuff

Address 1212 Phoenixville Pike
West Chester, PA 19380

Phone (484) 302-0018

Email accounting@bvspca.org

Fax

Justification

2026 Annual Contract

TOTAL AMOUNT TO BE PAID:	\$ 15,000.00
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Reference (select one) Quote SOW SA

BOROUGH OF WEST CHESTER



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: Parking Services

SUB: PURCHASE ORDER REQUEST

DATE: 3/3/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Butts Ticket Systems

Contact Mitch Butts

Address

Phone (610) 869-7450

Email

Fax

Justification

2026 Communications Fee

TOTAL AMOUNT TO BE PAID:	\$ 36,180.00
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Reference (select one) Quote SOW SA State Contract