



Finance & Revenue Committee Meeting
June 10, 2026 @ 5:30 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 May 2026 meeting minutes (attachment)
 - B. Discuss public safety tax
Issue: Discuss adding a public safety tax
- VI. New Business
 - A. Motion to approve Budget Modification #2026-4 for capital improvements to splash pad at John O. Green Park (attachment)
Issue: increased costs for project exceed budget.
 - B. Motion to approve purchasing requests (attachment):
Issue: Review and recommend the approval of qualifying purchase orders:
 - 1. VIPR Ai, LLC for \$11,200
 - 2. Abel Recon- N.Everhart Street Stormwater Culvert Relining for \$198,000.00

3. McClure Company for \$17,985

C. Rescind the 2026 paving award to T. Schiefer Contractors; and, award the 2026 paving contract to Longs Asphalt for a total base bid amount of \$243,587.35 (attachment)

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-Cash Basis for the month ended May 31, 2026

Borough of West Chester
Cash Position
May 31, 2026

A/C#	Description	Beginning Balance 5/1/2026	May Receipts	May Expenditures	Ending Balance 5/31/2026	Purpose
01-10000	GF Truist Cash	265,701	1,231,055	77,026	1,419,730	unrestricted-GF operations
01-10036	PLGIT EIT Pension Pay Down Cash	1,462,688	325,530	-	1,788,218	restricted-MMO
01-10037	Santander GF Cash	3,010,817	1,270,086	3,361,597	919,306	unrestricted-GF operations
01-10044	Santander ARPA Cash	-	-	-	-	restricted-Gay Street Proj
01-10040	PLGIT Pcard Cash	1,023	30,047	12,594	18,476	unrestricted-GF operations
01-12000	PLGIT GF Cash	3,444,533	105,607	-	3,550,140	restricted- reserve
	Total General Fund	8,184,762	2,962,325	3,451,217	7,695,870	
05-10045	Santander Fire Cash	666,164	270,723	37,868	899,019	unrestricted- Fire Dept operations
05-10053	PLGIT Fire Reserve	958,442	3,007	-	961,449	restricted-Fire capital
	Total Fire Fund	1,624,606	273,730	37,868	1,860,468	
10-10006	PLGIT Rec In Lieu Cash	44,468	130	-	44,598	restricted-Rec capital
	Total Recreation Fund	44,468	130	-	44,598	
08-10038	Santander Sewer Cash	1,093,983	1,025,719	1,098,301	1,021,401	unrestricted-WW operations
08-10052	PLGIT Sewer Cash Reserve	5,334,893	17,500	-	5,352,393	restricted-Sewer capital
	Total Sewer Fund	6,428,876	1,043,219	1,098,301	6,373,794	
09-10026	Truist Parking Cash	931,921	208	1,016	931,113	unrestricted-Parking operations
09-10039	Santander Parking Cash	538,612	590,990	501,043	628,559	unrestricted-Parking operations
09-10103	TD Parking Cash	25,501	356,779	349,585	32,695	unrestricted-Parking operations
09-10051	PLGIT Parking Cash Reserve	3,233,508	8,706	-	3,242,214	restricted-Parking capital
	Total Parking Fund	4,729,542	956,683	851,644	4,834,581	
10-10700	PLGIT Capital Improvement Fund	351	1	-	352	restricted-capital projects-GF
10-10701	Santander Capital Fund	194,270	412,427	527,184	79,513	restricted-capital projects-GF
	Total Capital Improvement Fund	194,621	412,428	527,184	79,865	
11-10900	PLGIT UDAG Fund	47,413	139	-	47,552	restricted- need RLP approval
	Total UDAG Fund	47,413	139	-	47,552	
15-10015	BBT Highway Aid	529,234	23	3,890	525,367	restricted-Penn Dot allocation
	Total Highway Aid Fund	529,234	23	3,890	525,367	
16-10034	Fulton SPF Cash	1,395,040	1,175	481	1,395,734	unrestricted-SPF operations
16-10054	PLGIT SPF Reserve	498,987	1,528	-	500,515	unrestricted-SPF operations
16-100-41	Santander SPF Cash	481,594	17,370	35,624	463,340	restricted-SPF capital
	Total Stream Protection Fund	2,375,621	20,073	36,105	2,359,589	

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Borough of West Chester
Cash Position
May 31, 2026

A/C#	Description	Beginning Balance 5/1/2026	May Receipts	May Expenditures	Ending Balance 5/31/2026	Purpose
18-120-03	BBT Capital Operating Investments	5,477,167	-	-	5,477,167	restricted-only by BC approval
18-120-04	US Bank Capital Operating Investments	3,672,177	-	-	3,672,177	restricted-only by BC approval
	Total Capital Operating Reserve Fund	9,149,344	-	-	9,149,344	
Total-All Funds		33,308,487	5,668,750	6,006,209	32,971,028	
					Total Unrestricted Cash	7,766,548
					Total Restricted Cash	25,204,480
						<u>32,971,028</u>

Borough of West Chester

Budget to Actual Report Summary

For the year ended May 31, 2026

A. Fund: GF; Dept: Administration:

- a. Inc/(Dec) Net Position: \$9,979,304
- b. Cash Basis accounting- revenues and expenses booked in January relate primarily to December.
- c. YTD Real Estate tax Revenue. 01-30110-90: \$5,625,858
- d. YTD RE Taxes- Prior Year Levey- 01-30120-90: \$126,959. Better than budget by \$16,959
- e. YTD Earned Income Tax- 01-31020-90: \$3,445,875
- f. 2026 GF cash reserve,01-12000, Reserve goal for 2026 is \$3.5M.
Cash balance through 5/31/2026 is \$3,550,410.
- g. ARPA monies are extinguished. Payment Certification #1 was paid to Marino for Gay Street Project. ARPA monies required to be spent by 12/31/2026.
- h. Waiting on remaining one grant reimbursement for Hoopes Park.
- i. Worker's Comp Insurance Expense- 01-48400-90: overspent due to additional premium due from audit performed in 2026.

B. Fund: GF; Dept: Police:

- a. Inc/(Dec) Net Position: (\$3,687,277)
- b. MMO liability due at 5/31/2026: \$1,124,902

C. Fund: GF; Dept: B&H:

- a. Inc/(Dec) Net Position: (\$111,090)
- b. Software expense, 01-40745-50, is overspent by \$5,855. T2, handheld license expense was not budgeted for in 2026.
- c. Land Development expense-01-45716-50 overspent. Expense was not budgeted for 2026. YTD land development revenue, 01-38007-50 received: \$1,595. Revenues and expenses should be the same.
- d. Worker's Comp Insurance Expense- 01-48400-50: overspent due to additional premium due from audit performed in 2026.

D. Fund: GF; Dept: IT:

- a. Inc/(Dec) Net Position: (\$347,279)
- b. Department does not have revenue. Expenses are in line with approved 2026 budget expectations.

E. Fund: GF; Dept: Public Works:

- a. Inc/(Dec) Net Position: (\$2,122,429)
- b. Winter Maintenance: 01-43200-80: Additional 2025 expenses submitted for payment in April 2026. These expenses could not be accrued for YE 2025 because 2025 has been closed and is under audit. Line item overspent by \$2,365.
- c. Salary Expense-O/T, 01-41018-80 overspent by \$20,852.

F. Fund: GF; Dept: Recreation

- a. Inc/(Dec) Net Position: (\$32,107)
- b. Grant received from Chester County Community Foundation received for \$7,500 for COG America250 expenses. Revenue was not budgeted for in 2026. Monies are for COG. Remitted to COG in May.

G. Fund: Fire

- a. Inc/(Dec) Net Position: \$708,359
- b. Governmental Fund.
- c. Fire fund revenues and expenses are contractually bound by 5-year intermunicipal fire protection agreement between WC Borough, and the townships of West Goshen, East Bradford, Birmingham, Thornbury and Westtown.

H. Fund: Sewer:

- a. Inc/(Dec) Net Position: \$2,105,868
- b. Business type fund. Charge user fees for services. Fees charged offset expenses.
- c. YTD capital expense, 08-43013-08: \$487,476

I. Fund: Parking:

- a. Inc/(Dec) Net Position: \$619,112
- b. Business type fund. Charge user fees for services. Fees charged offset expenses.
- c. Interest Income, 09-34100-09: \$42,128. Better than budget by \$7,128
- d. Enforcement software, 09-44521-09: overspent by \$3,001.

J. Fund: Capital

- a. Inc/(Dec) Net Position: \$244,538
- b. YTD transfer from GF: \$292,414. General Fund needs to transfer \$399,500 to capital fund for PW capital expense.
- c. Rec In Lieu cash reserve balance is \$44,598; this is less than budget by \$50,402.

- d. Fund is for General Fund capital projects. Revenues are comprised of three grants for Gay Street and bus shelter. The remaining revenues are comprised of Rec in Lieu fund balance, ARPA, and general fund 2025 cash reserves.

K. Fund: Highway Aid:

- a. Inc/(Dec) Net Position: \$357,611
- b. Annual 2026 allocation received in April. Allocation was better than budget due to additional additions made by Penn Dot.
- c. Fund will be used to pay for street sign/traffic light awarded bids and paving project to be approved by Penn Dot and awarded in the upcoming months.

L. Fund: Stream Protection:

- a. Inc/(Dec) Net Position: \$1,055,915
- b. Total SPF billing for 2026: \$1,445,680.49.
- c. YTD SPF Revenue-16-38015-16: \$1,084,724
- d. Paid final invoice to Green Team Industries for \$29,864.70. Final payment included a change order of \$16,985 which is 6% more than approved project costs and did not require additional BC approval as it was under 10% threshold in purchasing policy.

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Budget to Actual Report
May 31, 2026

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	110,839	5,625,858	603,582	10%	5,596,927
30120	RE TAXES-PY LEVY	110,000	13,888	126,959	(16,959)	-15%	139,908
31010	REAL ESTATE TRANSFER TAX	630,000	48,641	235,532	394,468	63%	209,628
31020	EARNED INCOME TAX	6,706,325	1,355,755	3,445,875	3,260,450	49%	3,326,185
31030	BUSINESS PRIVILEGE TAX	140,000	12,332	77,854	62,146	44%	174,651
31050	LOCAL SERVICES TAX	700,000	156,903	374,712	325,288	46%	337,894
32180	CABLE TV FRANCHISE	250,000	19,614	149,217	100,783	40%	157,722
34100	INTEREST INCOME	145,000	21,885	79,839	65,161	45%	104,892
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	3,420	19,780	47,220	70%	31,806
36561	LIBRARY/BID MED. INS REIMB.	100,487	35,561	98,786	1,701	2%	15,185
36562	PHMIC REFUND	275,000	-	-	275,000	100%	145,704
38019	W/C REIMBURSEMENT	-	-	6,543	(6,543)	#DIV/0!	37,232
38030	UCOMP REIMBURSEMENT	3,000	-	-	3,000	100%	-
38902	MISC REVENUE	20,000	14,700	15,143	4,857	24%	19,648
39205	TRF FROM FIRE FUND	61,108	-	61,108	-	0%	-
39208	TRF FROM SEWER FD	600,000	-	600,000	-	0%	600,000
39209	TRF FROM PARKING FD	2,217,384	184,782	923,910	1,293,474	58%	1,053,025
39216	TRF FROM SPF	262,815	-	262,815	-	0%	242,632
39217	TRF FROM OPEB	192,755	-	-	192,755	100%	-
39218	TRF FROM CAP RESERVE	143,646	-	-	143,646	100%	-
39230	TRF FROM DEBT	-	-	41,425	(41,425)	#DIV/0!	-
Total Revenue		20,059,129	1,978,320	12,145,356	7,913,773	39%	12,193,039

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	-	8,250	24,750	75%	8,250
40045	GOOD FELL AMB CONT EXPENSE	298,215	149,107	132,622	165,593	56%	-
40110	SALARY EXP-BM	176,391	13,111	72,094	104,297	59%	65,651
40121	OFFICE SUPPLIES	6,000	630	2,280	3,720	62%	1,972
40122	POSTAGE & PRINTING	23,500	2,244	8,065	15,435	66%	6,526
40123	HR EXPENSE	22,500	572	3,696	18,804	84%	-
40124	LEASE EXPENSE	5,130	427	2,737	2,393	47%	5,287
40131	FIDELITY BOND MGR/TREAS	1,700	-	1,619	81	5%	-
40133	ADMIN EXPENSE	4,000	54	2,032	1,968	49%	14,615
40134	CODIFICATION	12,000	-	2,859	9,141	76%	5,061
40212	SAL EXP- FINANCE DEPT	271,986	20,567	112,748	159,238	59%	93,974
40332	QUALIFYING VOL TAX CREDIT	12,000	10,254	10,254	1,746	15%	9,139
40345	COLECTION FEES-BERKHEIMER	13,000	-	225	12,775	98%	5,405

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

40431	LEGAL FEES	124,000	11,376	56,418	67,582	55%	41,309
40449	LEGAL FEES-EMPLOYMENT	60,000	-	-	60,000	100%	4,006
40612	SAL EXP-ADMINISTRATION	458,030	33,908	186,286	271,744	59%	163,400
40634	ADVERTISING EXPENSE	8,000	572	2,515	5,485	69%	4,886
40639	BANK FEES	16,050	2,304	18,551	(2,501)	-16%	17,770
40931	UTILITIES	50,000	5,599	34,127	15,873	32%	12,172
40938	FIRE HYDRANTS	83,000	8,507	25,520	57,480	69%	28,015
41337	STENOGRAPHER EXPENSE	1,200	1,564	2,696	(1,496)	-125%	-
43822	SOFTWARE MAINT FEES	132,132	150	145,114	(12,982)	-10%	72,957
43823	PAYROLL PROCESSING FEES	68,000	5,517	28,535	39,465	58%	22,819
45311	BOARDS & COMMISSIONS EXP	10,000	-	10,000	9,490	95%	814
45650	LIBRARY ALLOCATION	110,000	110,000	110,000	-	0%	36,666
45657	AUDIT EXPENSE	60,000	30,000	30,000	30,000	50%	18,000
45760	OFF SITE STORAGE	4,100	251	1,304	2,796	68%	1,776
45774	TRAINING	30,320	5,529	17,425	12,895	43%	11,050
45837	TUITION REIMBURSEMENT	3,600	-	-	3,600	100%	1,200
47180	PRIN PYMT- 2014 ENERGY	49,000	-	49,000	-	0%	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	65,968	65,968	65,968	50%	70,968
47250	INT EXP- 2016 FIRE TRUCK	57,026	28,513	28,513	28,513	50%	30,913
47294	INT EXP- 2014 ENREGY	42,885	-	12,399	30,486	71%	15,399
47297	INT EXP- 2016 STREAM	53,783	26,891	26,891	26,892	50%	27,991
48110	FICA EXPENSE	71,865	5,170	29,022	42,843	60%	25,343
48330	NU DEFINED CONTRB EXPENSE	33,249	2,144	18,342	14,907	45%	20,589
48400	WC INSURANCE EXPENSE	9,151	1,980	12,454	(3,303)	-36%	7,122
48610	INSURANCE EXP	55,000	-	19,955	35,045	64%	41,975
48700	INSURANCE EXP- MEDICAL	358,445	317	157,934	200,511	56%	98,469
49205	TRF TO FIRE	559,987	-	559,987	-	0%	524,059
49210	TRF TO CAPITAL	115,000	-	115,000	-	0%	-
49216	TRF TO SPF	52,105	-	52,105	-	0%	-
49265	TRF TO NU PENSION	232,321	-	-	232,321	100%	120,000
Total Expense		4,364,607	543,226	2,166,052	2,198,555	50%	1,683,548
INC/(DEC) NET POSITION			1,435,094	9,979,304			

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Budget to Actual Report
May 31, 2026

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	12,276	109,766	170,234	61%	95,122
35810	POL SERV CONTRACT-EBT	1,911,053	-	955,526	955,527	50%	909,679
36210	POLICE SERVICES	155,920	8,806	110,458	45,462	29%	79,938
36211	POLICE REPORTS-COPIES	9,060	820	2,265	6,795	75%	4,780
36213	SECURITY ALARM FEE	30,000	1,500	6,200	23,800	79%	12,342
38002	RESTITUTION PYMTS	16,670	4,668	11,533	5,137	31%	6,835
Total Revenue		2,402,703	28,070	1,195,748	1,206,955	50%	1,108,696

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	201	1,679	3,321	66%	1,499
40122	POSTAGE & PRINTING	6,062	640	1,793	4,269	70%	1,507
40124	LEASE EXPENSE	159,500	13,055	65,312	94,188	59%	57,410
40133	ADMIN EXPENSE	3,000	-	1,665	1,335	45%	380
40280	CIVIL SERVICE	20,000	7,909	23,488	(3,488)	-17%	7,833
40931	UTILITIES	56,776	6,677	42,333	14,443	25%	16,014
41010	SAL EXP-LTS	561,699	43,155	252,423	309,276	55%	228,643
41012	SAL EXP-POLICE OFF	5,451,894	416,569	2,335,645	3,116,249	57%	1,891,900
41014	SALARY EXP-POL ADMIN/DISP	881,232	61,492	340,659	540,573	61%	264,056
41015	SALARY EXP- POLICE CHIEF	195,619	15,048	90,653	104,966	54%	80,180
41018	SALARY EXPENSE-OT	372,500	33,422	163,647	208,853	56%	152,018
41023	SMALL EQUIPMENT	23,000	-	6,500	16,500	72%	6,666
41031	CONTRACT EXPENSES	116,453	16,435	31,493	84,960	73%	21,681
41032	CELL BLOCK	2,000	250	1,000	1,000	50%	580
41034	FALSE ARREST INSURANCE	27,625	-	-	27,625	100%	15,054
42010	UNIFORMS	65,000	10,720	16,245	48,755	75%	5,020
43031	FUEL EXPENSE	58,000	7,216	28,868	29,132	50%	22,061
43822	SOFTWARE MAINT FEES	20,500	-	-	20,500	100%	-
45300	DONATIONS EXPENSE	500	-	-	500	100%	-
45655	ARMORY	33,700	-	-	33,700	100%	3,769
45712	INFORMANT FEES	5,000	-	-	5,000	100%	5,000
45756	MEDICAL SERVICES	11,770	648	1,681	10,089	86%	8,049
45760	OFF SITE STORAGE	-	65	327	(327)	#DIV/0!	327
45762	MAYOR	5,000	250	4,492	508	10%	1,767
45772	UNIT	92,250	1,328	15,462	76,788	83%	41,393
45774	TRAINING	70,000	4,433	22,287	47,713	68%	19,744
45800	SPCA	15,000	1,871	13,068	1,932	13%	7,905
45810	TRANSLATION	2,500	120	865	1,635	65%	1,137
48330	NU DEFINED CONTRB EXPENSE	13,663	1,372	7,828	5,835	43%	3,866
48400	WC INSURANCE EXPENSE	374,177	80,942	197,636	176,541	47%	164,886

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

48610	INSURANCE EXP	95,064	-	80,594	14,470	15%	79,913
48700	INSURANCE EXP- MEDICAL	1,551,378	3,974	653,107	898,271	58%	670,314
48720	FICA EXPENSE	162,849	12,073	67,275	95,574	59%	54,315
49210	TRF TO CAPITAL	115,000	-	115,000	-	0%	-
49217	TRF TO OPEB	85,000	-	-	85,000	100%	-
49260	TRF TO POL PENSION	1,424,902	-	300,000	1,124,902	79%	650,000
Total Expense		<u>12,083,613</u>	<u>739,865</u>	<u>4,883,025</u>	<u>7,200,588</u>	<u>60%</u>	<u>4,484,887</u>
INC/(DEC) NET POSITION			<u>(711,795)</u>	<u>(3,687,277)</u>			

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Budget to Actual Report
May 31, 2026

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	7,242	31,739	38,261	55%	42,331
36134	ZONING HEARING BOARD	40,000	1,400	5,900	34,100	85%	9,544
36135	ZONING SITE INSPECTIONS	3,000	-	-	3,000	100%	-
36241	BUILDING PERMITS	300,000	31,819	162,092	137,908	46%	234,578
36242	ELECTRICAL PERMITS	30,000	2,960	22,615	7,385	25%	21,471
36243	PLUMBING PERMITS	20,000	1,059	7,763	12,237	61%	13,701
36245	RENTAL PERMITS	388,000	10,292	24,990	363,010	94%	55,056
38007	LAND DEVELOPMENT FEES	-	-	1,595	(1,595)	#DIV/0!	1,379
Total Revenue		911,000	54,772	256,694	654,306	72%	378,060

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	64	140	2,860	95%	150
40124	LEASE EXPENSE	9,558	1,195	5,974	3,584	37%	3,186
40745	SOFTWARE EXPENSE	-	-	5,855	(5,855)	#DIV/0!	-
40931	UTILITIES	4,000	918	2,546	1,454	36%	2,456
41018	SALARY EXPENSE-OT	1,500	202	275	1,225	82%	574
41310	SAL EXP-HOUSING	517,024	39,847	211,213	305,811	59%	125,730
41331	ZONING HEARING	50,000	12,497	18,056	31,944	64%	42,068
41332	ELECTRICAL INSPECTOR	15,000	-	2,251	12,749	85%	4,183
41333	MECHANICAL INSPECTOR	20,000	-	-	20,000	100%	2,470
41340	OTHER THRID PARTY INSP	75,000	672	4,034	70,966	95%	49,188
43031	FUEL EXPENSE	1,500	201	785	715	48%	613
43612	DCED FILING FEES	3,000	-	-	3,000	100%	-
45716	LAND DEVELOPMENT EXPENSES	-	707	3,449	(3,449)	#DIV/0!	2,729
45760	OFF SITE STORAGE	3,500	326	1,540	1,960	56%	828
45774	TRAINING	24,000	110	4,124	19,876	83%	1,025
48330	NU DEFINED CONTRB EXPENSE	25,851	1,973	10,997	14,854	57%	1,053
48400	WC INSURANCE EXPENSE	5,484	2,740	6,714	(1,230)	-22%	2,470
48700	INSURANCE EXP- MEDICAL	205,447	-	73,652	131,795	64%	35,303
48720	FICA EXPENSE	39,667	3,064	16,179	23,488	59%	9,662
Total Expense		1,003,531	64,516	367,784	635,747	63%	283,688
INC/(DEC) NET POSITION			(9,744)	(111,090)			

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Budget to Actual Report
May 31, 2026

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	79,868	109,608	58%	70,407
40931	UTILITIES	2,700	397	1,472	1,228	45%	1,197
43829	MICROSOFT	45,000	3,063	16,988	28,012	62%	10,660
45659	BACKUP & SUPP SVC	54,000	-	24,259	29,741	55%	11,413
45754	MEDIA USB	-	-	64	(64)	#DIV/0!	-
45766	PARTS	30,000	1,797	15,757	14,243	47%	9,134
45774	TRAINING	10,000	-	5,057	4,943	49%	2,297
45782	REMOTE ACCESS POINTS	4,000	3,301	4,438	(438)	-11%	625
45798	SOFTWARE	24,000	4,914	16,942	7,058	29%	7,158
45802	ADVANCED THREAT	80,000	625	57,523	22,477	28%	41,650
45820	WEBSITE	25,000	86	20,310	4,690	19%	24,615
48330	NU DEFINED CONTRB EXPENSE	3,212	243	1,566	1,646	51%	1,290
48400	WC INSURANCE EXPENSE	1,922	416	1,645	277	14%	1,049
48700	INSURANCE EXP- MEDICAL	70,280	-	32,866	37,414	53%	31,803
48720	FICA EXPENSE	14,495	1,115	6,110	8,385	58%	5,386
49210	TRF TO CAPITAL	62,414	-	62,414	-	0%	-
Total Expense		616,499	30,532	347,279	269,220	44%	218,684
INC/(DEC) NET POSITION			(30,532)	(347,279)			

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Budget to Actual Report
May 31, 2026

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	21,016	102,195	22,805	18%	116,960
35500	GRANT-RECYCLING	60,000	-	-	60,000	100%	-
35510	WINTER MAINTENANCE	33,000	-	-	33,000	100%	-
36451	SALE OF RECYCLING BINS	10,000	1,040	2,252	7,748	77%	5,044
36481	DUMPSTER FEES	5,000	195	3,476	1,524	30%	498
36482	TRASH BAG FEES	28,000	1,858	12,857	15,143	54%	11,846
Total Revenue		261,000	24,109	120,780	140,220	54%	134,348

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	1,168	58%	1,246
40122	POSTAGE & PRINTING	3,000	416	1,184	1,816	61%	973
40124	LEASE EXPENSE	63,332	5,365	27,028	36,304	57%	27,864
40133	ADMIN EXPENSE	5,500	-	4,720	780	14%	739
40920	MAT & SUPPLIES	22,000	29	8,481	13,519	61%	6,089
40931	UTILITIES	67,000	7,717	33,177	33,823	50%	15,929
40936	UTILITIES - STREET LIGHTS	108,486	10,204	57,452	51,034	47%	13,270
40940	REPAIR/MAINT BUILDINGS	130,000	290	32,267	97,733	75%	55,417
41018	SALARY EXPENSE-OT	50,000	6,656	70,852	(20,852)	-42%	35,111
41400	LANDSCAPE MAINTENANCE	76,000	3,960	3,960	72,040	95%	1,400
42000	ADVERTISING	-	-	1,166	(1,166)	#DIV/0!	4,043
42010	UNIFORMS	21,000	1,288	11,916	9,084	43%	7,909
42011	CONSULTANTS	90,000	6,939	53,955	36,045	40%	66,849
42730	TRASH	232,000	9,201	80,310	151,690	65%	87,238
42732	RECYCLING	81,000	6,944	29,912	51,088	63%	25,968
43012	SAL EXP-PW	2,030,035	140,538	767,443	1,262,592	62%	755,254
43031	FUEL EXPENSE	110,000	12,617	52,586	57,414	52%	44,236
43200	WINTER MAINTENANCE	224,887	-	227,252	(2,365)	-1%	98,529
43720	VEHICLE REPAIR	255,000	33,185	136,172	118,828	47%	96,921
43725	TOOLS	23,100	534	4,562	18,538	80%	13,492
43800	ALLEYS	10,000	1,776	8,983	1,017	10%	2,661
45430	PARK MAINTENANCE	47,047	4,982	7,329	39,718	84%	10,074
45540	TREES	225,000	19,025	79,983	145,017	64%	79,279
45630	LIBRARY MAINT	30,000	1,694	13,615	16,385	55%	3,950
45774	TRAINING	7,500	-	3,267	4,233	56%	958
48330	NU DEFINED CONTRB EXPENSE	42,342	2,994	17,294	25,048	59%	18,602
48400	WC INSURANCE EXPENSE	183,137	39,616	97,033	86,104	47%	67,127
48610	INSURANCE EXP	92,360	-	67,028	25,332	27%	76,468
48700	INSURANCE EXP- MEDICAL	733,961	-	279,320	454,641	62%	294,972
48720	FICA EXPENSE	159,123	11,260	64,130	94,993	60%	60,463
49210	TRF TO CAPITAL	399,500	-	-	399,500	100%	-

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Total Expense	<u>5,524,310</u>	<u>327,230</u>	<u>2,243,209</u>	<u>3,281,101</u>	<u>59%</u>	<u>1,973,031</u>
INC/(DEC) NET POSITION		<u>(303,121)</u>	<u>(2,122,429)</u>			

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Budget to Actual Report
May 31, 2026

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
35500	GRANT REVENUE-COG AMER250	-	-	7,500	(7,500)	#DIV/0!	-
36731	SPONSORSHIP REVENUE	30,000	3,500	20,500	9,500	32%	1,050
36732	SPECIAL EVENT FEES	50,000	1,340	20,017	29,983	60%	22,707
36733	REST. FESTIVAL REVENUE	30,000	4,985	13,110	16,890	56%	8,935
36734	TURKS HEAD REVENUE	11,000	1,825	7,000	4,000	36%	8,700
36738	PARK RENTAL FEES	7,000	1,975	7,119	(119)	-2%	2,130
36739	TRIP/CLASS REVENUE	53,000	8,889	40,879	12,121	23%	23,942
Total Revenue		181,000	22,514	116,125	64,875	36%	67,464

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
42000	ADVERTISING	21,000	3,000	3,154	17,846	85%	198
43820	SAL EXP- RECREATION	180,673	13,667	74,939	105,734	59%	67,031
45432	TRIPS/CLASS EXPENSE	53,000	-	3,829	49,171	93%	34,813
45436	REST FESTIVAL	40,000	-	-	40,000	100%	-
45450	TURKS HEAD FESTIVAL	20,000	16,709	16,985	3,015	15%	2,253
45452	TOUCH TRUCK EVENT	5,000	-	-	5,000	100%	-
45457	HALLOWEEN PARADE	6,000	-	-	6,000	100%	-
45458	250 AMERICA EVENT	20,000	7,734	7,734	12,266	61%	-
45480	SMALL EVENTS EXPENSE	22,000	4,825	7,325	14,675	67%	200
45760	OFF SITE STORAGE	-	50	250	(250)	#DIV/0!	250
45774	TRAINING	4,000	396	791	3,209	80%	1,506
45798	SOFTWARE EXPENSE	6,500	-	1,081	5,419	83%	-
48330	NU DEFINED CONTRB EXPENSE	3,053	235	1,280	1,773	58%	1,244
48400	WC INSURANCE EXPENSE	1,922	416	1,645	277	14%	1,449
48700	INSURANCE EXP- MEDICAL	50,191	-	23,486	26,705	53%	22,324
48720	FICA EXPENSE	13,821	1,046	5,733	8,088	59%	5,128
Total Expense		447,160	48,078	148,232	298,928	67%	136,396
INC(DEC) NET POSITION			(25,564)	(32,107)			

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Budget to Actual Report
May 31, 2026

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	3,007	16,115	16,960	51%	9,878
36202	CONTRACTED FIRE PROT REV	818,665	270,723	698,931	119,734	15%	395,363
39201	TRF FROM GF	559,987	-	559,987	-	0%	524,059
Total Revenue		1,411,727	273,730	1,275,033	136,694	10%	929,300

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	2,000	6,000	17,764	75%	5,000
40931	UTILITIES	97,490	5,644	40,555	56,935	58%	28,104
41110	OFFICER STIPENDS	10,927	-	-	10,927	100%	-
41120	EQUIP MAINT/REPAIR	37,662	876	9,537	28,125	75%	35,127
41150	ALLOC TO FIRE COMPANIES	343,332	-	165,000	178,332	52%	125,000
43013	CAPITAL EXPENSE	486,720	8,292	68,130	418,590	86%	36,249
43031	FUEL EXPENSE	40,495	4,852	20,548	19,947	49%	14,071
43720	VEHICLE REPAIR	162,240	9,467	82,000	80,240	49%	49,995
48610	INSURANCE EXP	147,989	15,476	113,796	34,193	23%	108,469
49201	TRF TO GF	61,108	-	61,108	-	0%	-
Total Expense		1,411,727	46,607	566,674	845,053	60%	402,015
INC/(DEC) NET POSITION			227,123	708,359			

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Budget to Actual Report
May 31, 2026

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	17,500	82,565	7,435	8%	41,465
34332	SEWER REV-CCH/ARKEMA	200,000	-	88,323	111,677	56%	62,243
35500	GRANT REVENUE	900,000	-	-	900,000	100%	-
36401	TAP IN FEES	25,000	-	5,116	19,884	80%	-
36460	OUTSIDE HAULING REVENUE	410,000	-	91,428	318,572	78%	91,636
37811	SEWER REVENUE	5,317,006	263,269	2,479,641	2,837,365	53%	2,456,332
Total Revenue		8,911,974	280,769	4,717,041	4,194,933	47%	2,651,676

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	-	3,836	3,164	45%	2,181
40122	POSTAGE & PRINTING	-	192	662	(662)	#DIV/0!	124
40140	BANK FEES	-	-	879	(879)	#DIV/0!	70
40931	UTILITIES	405,400	30,678	162,185	243,215	60%	130,531
40940	SERVICE CONTRACTS	11,500	497	1,593	9,907	86%	1,005
41018	SALARY EXPENSE-OT	20,000	714	8,692	11,308	57%	5,311
42007	ENGINEERING FEES	80,000	5,335	24,967	55,033	69%	28,278
42010	UNIFORMS	9,000	-	3,433	5,567	62%	3,170
42913	SAL EXPENSE-WW	1,170,595	84,605	458,130	712,465	61%	427,357
42922	LAB SUPPLIES	50,000	3,008	23,644	26,356	53%	13,520
42925	SEWER MAINT INFLOW/INFILT	75,000	954	1,699	73,301	98%	15,925
42933	SLUDGE REMOVAL	980,000	44,860	290,015	689,985	70%	282,119
43013	CAPITAL EXPENSE	3,776,000	424,818	487,476	3,288,524	87%	219,357
43031	FUEL EXPENSE	10,000	739	2,200	7,800	78%	2,979
45691	UTILITIES-PS	30,600	1,630	10,677	19,923	65%	171
45702	EQUIP - PUMPING STATIONS	30,000	-	-	30,000	100%	14,089
45705	HEATING OIL	43,000	2,662	27,590	15,410	36%	30,895
45708	GRIT REMOVAL	42,550	-	4,989	37,561	88%	6,827
45724	PUMP STATION REPAIRS	8,000	-	-	8,000	100%	-
45728	ALM SULFATE	360,000	-	86,275	273,725	76%	51,522
45730	CHLORINE	13,000	4,817	9,829	3,171	24%	3,567
45736	LIQUID BIO	3,000	-	-	3,000	100%	1,419
45738	EQUIPMENT	70,000	3,429	21,988	48,012	69%	33,453
45740	POLYMER	10,000	-	-	10,000	100%	4,744
45744	SODA ASH	60,000	-	-	60,000	100%	25,029
45748	SODIUM BI	6,000	-	2,192	3,808	63%	-
45750	SULPHUR DI	5,000	-	1,809	3,191	64%	1,250

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

45751	STATE APP FEES	13,000	-	9,331	3,669	28%	7,721
45774	TRAINING	10,000	1,745	2,795	7,205	72%	2,217
45778	LAB PROFESSIONAL FEES	34,000	482	6,724	27,276	80%	10,984
45822	PLANT REPAIRS	120,000	6,366	22,684	97,316	81%	30,833
45826	GENERATOR MAINT	6,000	-	-	6,000	100%	-
45828	HVAC MAINT	10,000	-	-	10,000	100%	-
45830	INSTRUMENTATION	7,500	-	-	7,500	100%	1,170
47115	EMERGENCY CONTINGENCY	30,000	-	-	30,000	100%	-
48110	FICA EXPENSE	91,081	6,527	35,712	55,369	61%	33,099
48330	NU DEFINED CONTRB EXPENSE	27,652	1,810	10,785	16,867	61%	10,525
48400	WC INSURANCE EXPENSE	75,818	16,401	41,894	33,924	45%	49,035
48610	INSURANCE EXP	112,704	-	70,080	42,624	38%	50,855
48700	INSURANCE EXP- MEDICAL	436,026	-	176,408	259,618	60%	200,197
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	642,269	2,611,173	6,300,801	71%	2,301,529
INC/(DEC) NET POSITION			(361,500)	2,105,868			

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Budget to Actual Report
May 31, 2026

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	4,015	15,942	29,658	65%	18,159
33112	ORDINANCE VIOLATIONS	150,000	24,924	77,710	72,290	48%	64,113
33114	PARKING TICKET REVENUE	1,200,000	104,187	510,975	689,025	57%	581,479
34100	INTEREST INCOME	35,000	8,891	42,128	(7,128)	-20%	9,326
36311	PARKING PERMIT REVENUE	200,000	76,132	148,177	51,823	26%	9,122
36321	PARKING METER REVENUE	2,028,000	167,714	844,828	1,183,172	58%	815,661
36324	PARK GARG REVENUE-NET	2,000,000	177,720	919,386	1,080,614	54%	931,520
36325	PARKING GARG-LEASED SPACES	122,000	3,570	41,965	80,035	66%	49,524
36736	SOLAR/EV REVENUE	14,000	1,361	6,146	7,854	56%	6,621
Total Revenue		5,794,600	568,514	2,607,257	3,187,343	55%	2,485,525

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	212	1,316	5,684	81%	6,275
40122	POSTAGE & PRINTING	20,000	1,756	5,830	14,170	71%	9,985
40124	LEASE EXPENSE	4,779	398	1,991	2,788	58%	5,554
40133	ADMIN EXPENSE	3,000	-	393	2,607	87%	300
40400	LEGAL FEES	10,000	-	-	10,000	100%	10
40616	SERVER FEE EXP-CONST	60,000	2,915	18,645	41,355	69%	191,136
40639	BANK FEES	310,000	24,673	111,696	198,304	64%	20,559
40931	UTILITIES	55,551	8,916	40,789	14,762	27%	9,510
41018	SALARY EXPENSE-OT	30,000	3,949	9,438	20,562	69%	6,686
41313	SALARY EXPENSE-PARKING	692,248	47,183	263,845	428,403	62%	236,814
42007	PROFESSIONAL FEES	60,000	5,000	5,000	55,000	92%	3,720
42010	UNIFORMS	4,000	280	1,688	2,312	58%	909
43013	CAPITAL EXPENSE	466,807	1,304	2,284	464,523	100%	147,500
43031	FUEL EXPENSE	1,800	-	725	1,075	60%	694
43832	EV CHARGING EXP	4,000	-	230	3,770	94%	2,480
44518	WC BUS IMP DIST ALLOC	100,000	100,000	100,000	-	0%	-
44521	ENFORCEMENT SOFTWARE	42,000	1,688	45,001	(3,001)	-7%	15,380
44525	PARKING METER MAINT	20,000	4,320	19,717	283	1%	2,326
44545	PARKING GARAGE MAINT	230,000	9,654	43,309	186,691	81%	81,358
44922	ARMORED CAR SERVICE	8,200	753	3,765	4,435	54%	3,380
45758	PARKING METER SOFTWARE	154,000	16	30,063	123,937	80%	71,663
45774	TRAINING	18,000	-	4,215	13,785	77%	89
47140	PRIN PAYMENTS	550,000	45,000	45,000	505,000	92%	40,000
47291	INT EXP- 2011 CHESTNUT	20,873	10,661	10,661	10,212	49%	11,061

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

47296	INT EXP- 2016 2010 REFUND	330,708	165,354	165,354	165,354	50%	169,554
47299	INTEREST EXP 2013 BICENTENNIAL	14,375	7,188	7,188	7,187	50%	10,453
48110	FICA EXPENSE	55,252	3,912	20,906	34,346	62%	18,628
48330	NU DEFINED CONTRB EXPENSE	12,853	966	5,633	7,220	56%	5,739
48400	WC INSURANCE EXPENSE	8,189	1,771	7,886	303	4%	7,477
48610	INSURANCE EXP	62,313	-	56,486	5,827	9%	64,587
48700	INSURANCE EXP- MEDICAL	167,655	-	35,181	132,474	79%	93,355
49201	TRF TO GF	2,217,384	184,782	923,910	1,293,474	58%	875,350
49265	TRF TO NU PENSION	53,613	-	-	53,613	100%	-
Total Expense		5,794,600	632,651	1,988,145	3,806,455	66%	2,112,532
INC/(DEC) NET POSITION			(64,137)	619,112			

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Budget to Actual Report
May 31, 2026

FUND: CAPITAL

REVENUE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
29600	CASH RESERVE-REC IN LIEU	95,000	-	44,598	50,402	53%	-
29600	CASH RESERVE-GAY STREET	318,596	-	318,596	-	0%	-
29600	CASH RESERVE- HOOPES PARK	58,000	-	58,000	-	0%	-
29600	CASH RESERVE- ARPA	328,606	-	319,583	9,023	3%	-
35500	GRANT REVENUE-BODY CAMERAS	125,000	-	-	125,000	100%	-
35500	GRANT REVENUE- CHES COUNTY GAY ST	677,798	-	-	677,798	100%	-
35500	GRANT REVENUE- CHES COUNTY GAY ST II	425,000	412,427	412,427	12,573	3%	-
35500	GRANT REVENUE- BUS SHELTER	12,500	-	-	12,500	100%	-
35500	GRANT REVENUE- HOOPES PARK	-	-	130,315	(130,315)	#DIV/0!	-
35410	TRF FROM GF	691,914	-	292,414	399,500	58%	-
Total Revenue		2,732,414	412,427	1,575,933	1,156,481	42%	-

EXPENSE

Account Code	Account Title	Total Budget	Current Period Actual	YTD Actual	Total Budget Variance	Percent Total	
						Budget Remaining	Prior Year Actual
43013	CAPITAL EXPENSE-POLICE	240,000	-	145,000	95,000	40%	209,345
43013	CAPITAL EXPENSE-REC	153,000	1,411	12,105	140,895	92%	10,728
43013	CAPITAL EXPENSE-IT	62,414	1,943	18,510	43,904	70%	8,353
43013	CAPITAL EXPENSE-ADMIN	115,000	-	1,000	114,000	99%	59,241
43013	CAPITAL EXPENSE-PW	2,162,000	831,192	1,154,780	1,007,220	47%	1,255
Total Expense		2,732,414	834,546	1,331,395	1,401,019	51%	288,922
INC/(DEC) NET POSITION			(422,119)	244,538			

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Budget to Actual Report
May 31, 2026

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	23	63	1,137	95%	51
36735	LIQUID FUELS REVENUE	412,306	-	422,152	(9,846)	-2%	428,077
Total Revenue		413,506	23	422,215	(8,709)	-2%	428,128

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	115	(115)	#DIV/0!	115
43200	WINTER MAINTENANCE	50,000	-	44,908	5,092	10%	1,707
43331	TRAFFIC LIGHT MAINT	46,300	1,261	12,722	33,578	73%	40,710
43333	TRAFFIC CONTROL DEVICES	10,000	1,746	6,859	3,141	31%	6,604
49515	ROAD PAVING PROJECT	307,206	-	-	307,206	100%	-
Total Expense		413,506	3,030	64,604	348,902	84%	49,136
INC/(DEC) NET POSITION			(3,007)	357,611			

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

Budget to Actual Report
May 31, 2026

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	1,528	5,395	34,605	87%	17,550
35500	GRANT REVENUE	225,000	225,000	225,000	-	0%	-
38015	STREAM PROT REVENUE	1,200,000	17,161	1,084,724	115,276	10%	1,094,935
39216	TRF FROM GF	52,105	-	52,105	-	0%	60,695
Total Revenue		1,517,105	243,689	1,367,224	149,881	10%	1,173,180

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!	13,264
40133	ADMIN EXPENSE	37,000	-	-	37,000	100%	2,500
40140	BANK FEES	-	87	384	(384)	#DIV/0!	525
40410	LEGAL FEES	75,000	-	-	75,000	100%	2,422
42007	PROFESSIONAL FEES	93,000	810	5,053	87,947	95%	15,802
43013	CAPITAL EXPENSE	750,000	30,389	33,707	716,293	96%	192,540
43620	STORMWATER MAINTENANCE	274,290	4,425	4,425	269,865	98%	196,604
45540	TREES	25,000	-	-	25,000	100%	-
49201	TRF TO GF	262,815	-	262,815	-	0%	242,632
Total Expense		1,517,105	35,711	311,309	1,205,796	79%	666,289
INC/(DEC) NET POSITION			207,978	1,055,915			

Check Register

5/31/2026

10015 - CASH-TRUIST HIGHWAY AID			
2412	NATIONAL HIGHWAY PRODUCTS, INC	5/12/2026	860.02
2413	ESTABLISHED TRAFFIC CONTROL	5/29/2026	1,400.92
2414	KUHARCHIK CONSTRUCTION	5/29/2026	1,261.38
2415	NATIONAL HIGHWAY PRODUCTS, INC	5/29/2026	345.00
Total 10015 - CASH-TRUIST HIGHWAY AID			3,867.32

10037 - CASH- SANTANDER BANK GF

018130	MARINO CORPORATION	5/8/2026	831,191.53
018131	10-8 EMERGENCY VEHICLE SERVICE	5/12/2026	226.68
018132	21st CENTURY MEDIA	5/12/2026	88.13
018133	ACE HARDWARE OF WEST CHESTER	5/12/2026	67.45
018134	AmTrust Financial	5/12/2026	80,624.11
018135	ANDREW BECKER WCVFD	5/12/2026	616.26
018136	BIO-ONE OF CHESTER COUNTY	5/12/2026	250.00
018137	Borough of West Chester	5/12/2026	121,372.51
018138	KELLY BURNS WCVFD	5/12/2026	971.84
018139	CDW GOVERNMENT INC	5/12/2026	1,255.45
018140	CHEMICAL EQUIP LABS OF DE	5/12/2026	2,365.76
018141	WILLIAM CUMMINGS WCFD	5/12/2026	1,000.00
018142	DAVIS CULLAN WCVFD	5/12/2026	752.39
018143	JONATHAN EADIE WCVFD	5/12/2026	896.45
018144	GOOD FELLOWSHIP CLUB OF CC	5/12/2026	149,107.37
018145	GOSHEN SIGNS	5/12/2026	200.00
018146	HACKETT AND COMPANY	5/12/2026	1,600.00
018147	Justin McClure WCFD Reporting	5/12/2026	941.55
018148	KNOX EQUIPMENT RENTALS INC.	5/12/2026	195.00
018149	LANGUAGE LINE SERVICES INC	5/12/2026	119.92
018150	MAILLIE. LLP	5/12/2026	30,000.00
018151	DAVE MARCH WCVFD	5/12/2026	916.76
018152	HANNA MCCARTHY WCFD	5/12/2026	543.48
018153	DALE MCCLURE WCVFD	5/12/2026	1,000.00
018154	METROPOLITAN COMMUNICATIONS	5/12/2026	750.00
018155	DAVID MORRIS WCVFD	5/12/2026	1,000.00
018156	MCDONALD UNIFORM COMPANY	5/12/2026	1,761.34
018157	NAPA DOWNINGTOWN	5/12/2026	459.84

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

018158	Original Poop Bags	5/12/2026	1,619.88
018159	PA MUNICIPAL HEALTH - BENECON	5/12/2026	207,129.46
018160	PA MUNICIPAL LEAGUE	5/12/2026	4,779.78
018161	PERFECT SELF STORAGE	5/12/2026	326.00
018162	ROCKWELL ASSOCIATES LLC	5/12/2026	1,170.00
018163	SANCO SOUND & LIGHT	5/12/2026	3,200.00
018164	BRANDYWINE VALLEY SPCA	5/12/2026	502.94
018165	STEVEN BUCHHOLZ TOOLS INC	5/12/2026	164.99
018166	WEST CHESTER BID	5/12/2026	100,000.00
018167	WEST GOSHEN TOWNSHIP	5/12/2026	84.41
018168	PAUL WIDMAYER WCFD	5/12/2026	615.39
018169	JOSHUA WILSON WCFD	5/12/2026	1,000.00
018170	WXPB-FM RADIO	5/12/2026	3,000.00
018171	DRYVEBOX WEST CHESTER	5/14/2026	1,771.60
018172	4 LEAN HOUNDS -PETER CAPERONIS	5/28/2026	1,500.00
018173	GAILLYNN GILES	5/28/2026	510.00
018174	LULU SHRINE CLOWNS	5/28/2026	275.00
018175	LAMEEKA GAINES	5/29/2026	30.00
018176	CHEN YANAN	5/29/2026	633.74
018177	21st CENTURY MEDIA	5/29/2026	1,018.38
018178	ACE HARDWARE OF WEST CHESTER	5/29/2026	202.34
018179	ANDREW'S LAWN & LANDSCAPING	5/29/2026	3,960.00
018180	ATLANTIC TRACTOR	5/29/2026	6,348.34
018181	BATTAVIO HEATING COOLING	5/29/2026	620.00
018182	BERGEY'S TRUCK CENTERS	5/29/2026	5,348.29
018183	FISHER AUTO PARTS	5/29/2026	94.48
018184	BEST LINE EQUIPMENT	5/29/2026	41.36
018185	BFI King of Prussia - 4586	5/29/2026	6,093.16
018186	BLUELIGHT PROMOTIONS	5/29/2026	3,183.25

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

018187	BRANDYWINE REPORTING,INC.	5/29/2026	1,247.00
018188	BROTHER JOHN - JOHNNY NEVER	5/29/2026	1,400.00
018189	BUCKLEY,BRION,MCGUIRE,MORRIS	5/29/2026	9,533.00
018190	CALLTOWER, INC	5/29/2026	6,169.98
018191	CHESTER COUNTY MASONRY	5/29/2026	1,500.00
018192	COMMUNICATIONS DEPLOYMENT	5/29/2026	1,470.11
018193	CDW GOVERNMENT INC	5/29/2026	3,842.25
018194	CHESTER COUNTY SOLID WASTE AUT	5/29/2026	9,201.48
018195	CORPORATE LAMP & ELEC RECYCL	5/29/2026	850.38
018204	COHEN LAW GROUP	5/29/2026	3,333.33
018205	D&D AUTOWORKS	5/29/2026	269.75
018206	JOHN EMIL	5/29/2026	750.00
018207	FLYING KOMOROWSKI BROS	5/29/2026	1,000.00
018208	FRED BEANS FORD - WEST CHESTER	5/29/2026	5,922.01
018209	DEMITRI GRIVAS	5/29/2026	1,200.00
018210	GROFF TRACTOR & EQUIPMENT	5/29/2026	1,210.11
018211	HILL ARCHIVE	5/29/2026	366.54
018212	IDI DATA	5/29/2026	155.00
018213	IN-FLEET TRUCK SERVICE	5/29/2026	6,148.05
018214	INDUSTRIAL TRUCK TRAINING CO	5/29/2026	1,495.00
018215	INTERSTATE BATTERIES	5/29/2026	157.95
018216	KNOX EQUIPMENT RENTALS INC.	5/29/2026	1,024.66
018217	LENNI ELECTRIC CORPORATION	5/29/2026	577.13
018218	LULU SHRINE CLOWNS	5/29/2026	450.00
018219	MARKET STREET PRINT	5/29/2026	273.50
018220	MATCO TOOLS - Craig Skotnicki	5/29/2026	199.95
018221	FOUND DESIGN LLC dba MERJE	5/29/2026	5,000.00
018222	MONK MODE - YUSUF MILLER	5/29/2026	1,000.00
018223	MOTOROLA SOLUTIONS INC	5/29/2026	7,854.96

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

018224	MCDONALD UNIFORM COMPANY	5/29/2026	1,036.71
018225	NATHAN DAVID FABRICATION LLC	5/29/2026	745.00
018226	NEW HOLLAND AUTO GROUP	5/29/2026	56.18
018227	OCCUPATIONAL HEALTH CENTER	5/29/2026	528.00
018228	OWL TALONS - BETH UHLER	5/29/2026	750.00
018229	PA DEPT OF LABOR & INDUSTRY	5/29/2026	7,738.00
018230	PA TRNPK TOLL BY PLATE	5/29/2026	65.40
018231	PARK PLACE TECHNOLOGIES LLC	5/29/2026	4,914.48
018232	PARTEK SOLUTIONS	5/29/2026	657.30
018233	PARTY MAN RENTALS	5/29/2026	3,576.00
018234	PENNONI ASSOCIATES, INC.	5/29/2026	7,206.25
018235	POWERDMS, INC	5/29/2026	8,196.53
018236	ROCKWELL ASSOCIATES LLC	5/29/2026	2,400.00
018237	REMINGTON & VERNICK ENGINEERS	5/29/2026	7,796.25
018238	ADRIANA SAMARGIA	5/29/2026	1,000.00
018239	ELEANOR J. SCHWANDT,RMR	5/29/2026	1,564.00
018240	SIANA LAW, LLP	5/29/2026	1,012.00
018241	BRANDYWINE VALLEY SPCA	5/29/2026	1,368.22
018242	STEPHENSON EQUIPMENT INC	5/29/2026	219.71
018243	STRATEGIC INVESTIGATIVE RES.	5/29/2026	6,000.00
018244	THOMAS COMITTA ASSOCIATES	5/29/2026	5,082.50
018245	TECHNICAL LEARNING COLLEGE	5/29/2026	250.00
018246	TONY'S EMERGENCY SERVICES	5/29/2026	8,065.00
018247	TREEMENDOUS INC.	5/29/2026	16,205.00
018248	US MUNICIPAL SUPPLY - KOP	5/29/2026	4,653.50
018249	VERIZON 842448578-00001	5/29/2026	410.68
018250	WB MASON C2657532	5/29/2026	257.91
018251	WC AREA COUNCIL OF GOVERNMENTS	5/29/2026	7,500.00
018252	WC PUBLIC LIBRARY	5/29/2026	110,000.00

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

018253	WEST END TOWING N' STORAGE	5/29/2026	115.00
018254	WETZEL GAGLIARDI FETTER LAVIN	5/29/2026	10,803.50
018255	WINDLES WATER WORKS INC	5/29/2026	72.00
018256	WITMER PUBLIC SAFETY GROUP	5/29/2026	7,900.00
018257	WM P MCGOVERN, INC.	5/29/2026	133.20
018258	MICHAEL WOLFE	5/29/2026	450.00
	Total 10037 - CASH- SANTANDER BANK GF		<u>1,887,827.07</u>

10038 - CASH-SANTANDER BANK SEWER

11717	ACE HARDWARE OF WEST CHESTER	5/12/2026	1,030.12
11718	AmTrust Financial	5/12/2026	10,616.24
11719	ATC GROUP SERVICES LLC (ATLAS)	5/12/2026	10,863.70
11720	BRENDAN STANTON, INC.	5/12/2026	333,514.10
11721	ENVIRONMENTAL RESOURCE ASSOC	5/12/2026	759.67
11722	EUROFINS ENVIRONMENT TESTING	5/12/2026	481.50
11723	EXCELSIOR BLOWER SYSTEMS INC	5/12/2026	997.50
11724	GRAINGER acct 851582031	5/12/2026	179.10
11725	GRAINGER acct 820017598	5/12/2026	196.92
11726	MCGOVERN ENVIRONMENT LLC	5/12/2026	44,860.25
11727	PA MUNICIPAL HEALTH - BENECON	5/12/2026	29,171.74
11728	PENNONI ASSOCIATES, INC.	5/12/2026	7,884.00
11729	PHILA BEARING & DRIVE SOLUTION	5/12/2026	131.90
11730	PIPE DATA VIEW	5/12/2026	945.00
11731	REINER PUMP SYSTEMS, INC	5/12/2026	77,891.00
11732	ROBERT J FITZMYER CO INC	5/12/2026	4,647.40
11733	TIFCO INDUSTRIES	5/12/2026	84.95
11734	ACE HARDWARE OF WEST CHESTER	5/29/2026	89.02
11735	CALLTOWER, INC	5/29/2026	121.63
11736	COMMUNICATIONS DEPLOYMENT	5/29/2026	130.58
11737	EHRlich 1350622	5/29/2026	496.84
11738	GRAINGER acct 851582031	5/29/2026	217.74
11739	HACH COMPANY	5/29/2026	446.00
11740	DENNIS HALLETT	5/29/2026	43.05
11741	INTERSTATE BATTERIES	5/29/2026	98.95
11742	LAWSON PRODUCTS, INC.	5/29/2026	100.76
11743	O'ROURKE & SONS INC.	5/29/2026	388.00
11744	PENDERGAST SAFETY EQUIPMENT	5/29/2026	422.33

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

11745	PETROLEUM TRADERS CORP.	5/29/2026	2,662.00
11746	TIFCO INDUSTRIES	5/29/2026	498.11
11747	UNIVAR SOLUTIONS USA INC.	5/29/2026	4,817.00
11748	USA BLUE BOOK	5/29/2026	1,606.90
11749	WINDLES WATER WORKS INC	5/29/2026	195.50
	Total 10038 - CASH-SANTANDER BANK SEWER		<u>536,589.50</u>

10039 - CASH-SANTANDER PARKING TICKET

9157	ACE HARDWARE OF WEST CHESTER	5/12/2026	82.91
9158	AJ BLOSENSKI INC.	5/12/2026	754.08
9159	AmTrust Financial	5/12/2026	1,146.65
9160	Borough of West Chester	5/12/2026	228,202.50
9161	BUTTS TICKET COMPANY	5/12/2026	38,481.35
9162	CODE ELEVATOR, INC.	5/12/2026	1,304.02
9163	Eastern Armored Services, Inc.	5/12/2026	753.00
9164	FLASHPARKING, INC.	5/12/2026	10,426.19
9165	STEVE FORCE	5/12/2026	1,100.00
9166	LESLIE HENRY	5/12/2026	82.50
9167	MARKET STREET PRINT	5/12/2026	1,014.62
9168	GLENN MARKLEY	5/12/2026	550.00
9169	MATTHEW BENDER & CO	5/12/2026	78.08
9170	PA MUNICIPAL HEALTH - BENECON	5/12/2026	7,181.40
9171	PENNONI ASSOCIATES, INC.	5/12/2026	907.00
9172	SPEEDPRO	5/12/2026	4,320.00
9173	ACE HARDWARE OF WEST CHESTER	5/29/2026	50.48
9174	APEX INSPECTION & TESTING LLC	5/29/2026	245.00
9175	GARY ARNOLD	5/29/2026	275.00
9176	BUTTS TICKET COMPANY	5/29/2026	535.50
9177	CALLTOWER, INC	5/29/2026	202.72
9178	COMMUNICATIONS DEPLOYMENT	5/29/2026	1,392.26
9179	STEVE FORCE	5/29/2026	550.00
9180	LESLIE HENRY	5/29/2026	357.50
9181	IPS GROUP, INC	5/29/2026	16.12
9182	MARIA ALEJANDRA JIMENEZ	5/29/2026	5.00
9183	MARKET STREET PRINT	5/29/2026	46.00
9184	PREMIER VERTICAL SOLUTIONS LLC	5/29/2026	5,604.00

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

9185	T2 SYSTEMS, INC.	5/29/2026	3,147.44
	Total 10039 - CASH-SANTANDER PARKING TICKET		<u>308,811.32</u>

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

10041 - CASH-SANTANDER BANK SPF

7318	GREEN TEAM INDUSTRIES	5/12/2026	29,864.70
7319	PENNONI ASSOCIATES, INC.	5/12/2026	524.75
7320	WILDLAWN - ARCHEWILD	5/29/2026	4,425.00
7321	REMINGTON & VERNICK ENGINEERS	5/29/2026	810.00
	Total 10041 - CASH-SANTANDER BANK SPF		35,624.45

10045 - CASH-SANTANDER BANK FIRE FUND

1688	ABEL BROTHERS TOWING	5/12/2026	787.50
1689	COMPRESSED AIR SYSTEMS, INC.	5/12/2026	637.11
1690	GLICK FIRE EQUIPMENT CO.,INC.	5/12/2026	1,509.33
1691	IN-FLEET TRUCK SERVICE	5/12/2026	170.00
1692	Justin McClure WCFD Reporting	5/12/2026	1,000.00
1693	METROPOLITAN COMMUNICATIONS	5/12/2026	240.00
1694	BAIRD & RUDOLPH TIRE CO.,INC.	5/29/2026	713.86
1695	COPPERHEAD REFINISHING	5/29/2026	3,728.50
1696	GLICK FIRE EQUIPMENT CO.,INC.	5/29/2026	550.44
1697	GRAINGER acct 858748874	5/29/2026	292.13
1698	METROPOLITAN COMMUNICATIONS	5/29/2026	344.00
1699	TONY'S EMERGENCY SERVICES	5/29/2026	1,370.00
Total 10045 - CASH-SANTANDER BANK FIRE FUND			11,342.87

Budget to Actual Report-Cash Basis for the month ended May 31, 2026

10701 - CASH-SANTANDER CAPITAL

1001	MARINO CORPORATION	5/29/2026	356,422.11
1002	PENNONI ASSOCIATES, INC.	5/29/2026	507.00
1003	REMINGTON & VERNICK ENGINEERS	5/29/2026	49,817.75
	Total 10701 - CASH-SANTANDER CAPITAL		406,746.86

AGENDA

Finance & Revenue Committee of Borough Council

Date: Wednesday, May 13, 2026 @ 5:30 PM

Committee Members: Brian McGinnis, Chair
Bernie Flynn
Jerome Szczepaniak

Staff: Barbara Lionti, 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 (attachment)*
Daryl Cook requested how much Gay St is costing the Borough each season. PW to provide an OT report.

V. Old business

A. Approve April 2026 meeting minutes (attachment)-**Approved 3-0**

B. Discuss public safety tax: **allowable fire and ems millage rates were presented and discussed. Item will be discussed further in June. FD to reach out to solicitor to determine legal definition of "other ems services". FD will provide an accounting of how much this tax would cost Borough residents.**

Issue: Discuss adding a public safety tax:

VI. New business

A. Motion to approve Budget Modification #2026-3 to approve \$14,600.00 for Civil Service Commission and \$345,200 for Clarifier at the Goose Creek Wastewater plant (attachment)
Issue: Increased costs of required hiring elements and broken equipment for Wastewater operations exceed current budgets. **Approved 3-0**

B. Motion to approve proposal for pension plan actuarial services. **Approved 3-0**

C. Motion to approve Resolution to amend Fee Schedule (attachment) **Approved 3-0**

Issue: Amend to include Police Report – Act 134 Records at \$175 per request

D. Motion to approve grant resolution for Chester County Department of Community Development – Phase 2 Goose Creek Conveyance. **Approved 3-0**

E. Motion to approve purchasing requests (attachment): **Approved 3-0**

Issue: Review and recommend the approval of qualifying purchase orders

a. America250 Mural Project for \$21,000.00

b. Abila for \$12,107.83

c. Butts Ticket Systems for \$183,162.00

VII. Other business

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 #:	2026-4

Justification:

Budget modification is needed for capital projects in the Recreation Department. Budgeted revenues for capital projects are below expectations by \$50,532 and expenses are over budget by \$45,339.

Requesting reallocations from the following capital projects to complete John O. Green park upgrades:

Hoopes Park Renovations	20,000.00
Gay Street project	75,871.00
Total	95,871.00

Vendor	Invoice #	Date	G/L	Increase	Decrease
Recreation Capital Project- JOG splashpad			10-43013-07	95,871.00	
Recreation Capital Project- Hoopes Park			10-43013-07		20,000.00
PW Capital Project- Gay Street (net savings)			10-43013-80	-	75,871.00
Total				95,871.00	95,871.00

BOROUGH OF WEST CHESTER



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: Joshua B. Lee, Chief of Police

SUB: PURCHASE ORDER REQUEST

DATE: 5/26/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor VIPR ai, LLC.

Contact Sean Petty

Address 600 Eagleview Blvd.
Suite 300
Exton, PA 19341

Phone

Email accounts@vipr.ai

Fax

Justification

VIPR Annual Subscription for cameras
(VIPR.ai, LLC was formerly known as Platelogiq)
CoStars #033-033

TOTAL AMOUNT TO BE PAID:	\$ 11,200.00
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Reference (select one) Quote SOW SA

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

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
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 _____

Memorandum

TO: Don Anderson, Public Works

FROM: Nate Cline, PE, Borough Engineer

DATE: June 4, 2026

SUBJECT: **Road Program**
PennDOT Prequalification of Bidders

As discussed, the low bidder (T. Schiefer Contractors, Inc.) provided a PennDOT pre-qualification certificate as part of their bid however, upon our review, this contractor is only prequalified as a subcontractor and not prime contractor. The PennDOT pre-qualification specifications require the contractor to be pre-qualified as a prime contractor. We have been in contact with PennDOT and they have confirmed that they cannot waive this requirement.

Below is a summary of results from the May 19th bid opening. After discussion with the Borough Solicitor, it was confirmed that the Borough can select the second low bidder and award the contract to Long's Asphalt at their base bid of \$243,587.35. We have confirmed Long's Asphalt is pre-qualified as a prime contractor.

Contractor	Base Bid	Alternate 1	Base Bid Plus Alternate
T. Schiefer Contractors, Inc.	\$ 233,993.20	\$ 22,204.40	\$ 256,197.60
Long's Asphalt	\$ 243,587.35	\$ 25,988.00	\$ 269,575.35
Marino Corporation	\$ 244,196.60	\$ 32,247.40	\$ 276,444.00
Glasgow Inc.	\$ 260,954.62	\$ 24,808.84	\$ 285,763.46

If you agree, we recommend a motion be made at the next meeting to rescind the award to T. Schiefer Contractors and award to Long's Asphalt at the total base bid amount of \$243,587.35, contingent upon their execution of the Contract and supply of the required Bonds and Insurance.

We will contact both T. Schiefer Contractors and Long's Asphalt to notify them of the change in award.

If you have any questions please contact me.