MINUTES OF REGULAR MEETING
CHESTER REDEVELOPMENT AUTHORITY
AUGUST 5, 2026

The Chester Redevelopment Authority Board of Directors convened in regular session on Wednesday, August 5, 2026, at 1:15 p.m. in the City Planning Conference Room, 1 Fourth Street, Chester, PA. The meeting was open to the public.

The Chairman called the meeting to order. The following persons were present:

Ms. Joan Neal	Chairman
Rev, Dr, William Rocky Brown	Vice Chairman
Ms. Janell Brown	Secretary (Telephonically)
Mr. Roland Taylor	Treasurer (Telephonically)
Ms. Lisa R. Gaffney	Executive Director
Mrs. Jo Ann Ruark	Assistant Secretary
Louis Kodumal, Esquire	Solicitor (Telephonically)

The Chairman declared a quorum present. The Board met in Executive Session prior to this Meeting to discuss real estate and legal matters.

The Chairman welcomed Mr. Shilvosky Buffalo of the Chester Receiver's team who is joining the meeting via telephone. She also welcomed Mr. Michael Lewis, a local resident, to the Meeting.

Secretary's Report

Upon a motion by Rev. Dr. Brown, seconded by Ms. Brown, the Board unanimously approved the Minutes of the Regular Meeting of July 1, 2026, as presented with any necessary additions, deletions, or corrections.

Treasurer's Report

Upon a motion by Rev. Dr. Brown, seconded by Ms. Brown, the Board unanimously accepted the Treasurer's Report for the period ending July 28, 2026, as presented.

Action Items

Ms. Gaffney presented to the Board for their consideration the draft audit for the fiscal year ending December 31, 2025. Board Members were provided a copy of the draft prior to the meeting. Mr. Edmund Fosu-Larea of Barbacane Thornton & Co. LLP provided an overview of the audit during the Executive Session of the Board. The Auditor has issued a clean Opinion, and there are no Findings or Deficiencies. The Chairman indicated that the staff is doing an excellent job as evidenced by the audit report. Upon a motion by Rev. Dr. Brown, seconded by Ms. Brown, the Board unanimously accepted the draft audit for the fiscal year ending December 31, 2025, as presented.

Ms. Gaffney advised that 116 Franklin Street is on the County's Repository List and is available for purchase. She distributed a copy of a map showing the lot location, which is close to a business that is interested in expanding. The cost to purchase is approximately $1,500 plus applicable fees, which will be paid with grant funding from the State through CEDA. Upon a motion by Rev. Dr. Brown, seconded by Ms. Brown, the Board unanimously authorized approved the purchase of 116 Franklin Street for potential redevelopment.

Ms. Gaffney reported that the owners of 604 McIlvain Street have made a request to purchase 606 and 608 McIlvain Street. The owners are currently encroaching on the CRA-owned properties, having installed fencing, play equipment, and a shipping container. They have been cited by the Planning Department and ordered to remove the container. In 2013, CRA's Executive Director notified the owners that 606 and 608 McIlvain Street was not for sale, since CRA owns all of the property from 606 to 630 McIlvain Street that is suitable for redevelopment. Ms. Gaffney suggested that the Board consider offering the owners a lease for 606 McIlvain Street only, which could be terminated should a developer of the parcels be identified. After some discussion, upon a motion by Rev. Dr. Brown, seconded by Ms. Brown, the Board unanimously authorized Ms. Gaffney to offer the owners of 604 McIlvain Street the option to lease 606 McIlvain Street for $100.00 per year plus a $250.00 refundable deposit, and evidence of insurance which names CRA as an Additional Insured. All requirements set forth by the Planning Department must be followed prior to the execution of a lease.

Ms. Gaffney presented to the Board for their consideration the establishment of a Non-Refundable Deposit Policy in connection with the issuance of a Memorandum of Understanding with a potential developer whereby CRA agrees to refrain from marketing certain properties until such time as the developer decides whether to purchase such properties. In the past, MOUs have tied up properties for a prolonged period of time during which costs are incurred by CRA that are never recouped. After some discussion, upon a motion by Rev. Dr. Brown, seconded by Ms. Brown, the Board unanimously approved a Non-Refundable Deposit Policy whereby staff can formulate a deposit amount, not less than $500.00, based on the complexity of a project and the number of properties being reserved,

Executive Director's Report

Ms. Gaffney reported that CEDA has been working with the Pennsylvania Horticultural Society to add additional CRA-owned properties to the PHS LandCare Program. In partnership with the District Attorney's office, approximately 100,000 square feet of CRA-owned property has been improved through clean-up, fencing, hydroseeding, and, in some cases, the installation of trees. Lots are located on the east side in the Morton Avenue corridor, Green Street, 9th and Crosby Streets, 9th and Tilghman Streets, and Keystone Road near the Bennett Homes. Additional funding from the Commonwealth is available to expand the Program to include an additional 33,000 square feet of property. CEDA is working to identify additional CRA-owned properties, including some in Highland Gardens, for inclusion in the Program. CEDA, PHS, and the District Attorney's Office have a Tri-Party Agreement in place for the Program. Rev. Dr. Brown asked what interest the DA's Office has in the Program. Ms. Gaffney stated that initial

funding came through the DA's Office, which was to be used to promote the reduction and elimination of violence. The improvements to the lots have made a very positive impact on the surrounding areas. Initial maintenance will be covered by the Program, and additional funding for maintenance will be identified.

Solicitor's Report

Mr. Kodumal provided an update on competing Bills moving through the State Legislature regarding amendments to the Pennsylvania Sunshine Act. Issues relate to Agendas, which currently must b made available to the public 24 hours before a meeting. Currently no items can be added to an Agenda after that time except in the case of emergencies and other small matters. There was a decision in 2025 concerning allowing exceptions for conducting a vote before a meeting. There is proposed legislation to disallow this since there is concern that some entity might use this to add a big project without notice. Mr. Kodumal will keep the Board informated on this matter.

Public Forum

Mr. Lewis asked if Minutes and Treasurer's Reports are available to the public. Mr. Lewis was provided with a copy of the July Minutes, and he was advised that approved Minutes are posted on the City's website. An Open Records Request can be filed in connection with Treasurer's Reports.

There being no further business to discuss, upon a motion by Rev. Dr. Brown, seconded by Ms. Brown, the Board unanimously voted to adjourn the meeting at 1:30 p.m.

Respectfully submitted,

JO ANN RUARK
Assistant Secretary