

MINUTES OF REGULAR MEETING
READING HOUSING AUTHORITY
BOARD OF COMMISSIONERS
September 23, 2025 – 5:00 PM

The Reading Housing Authority Board of Commissioners held a Workshop and Commissioners Meeting on Tuesday, September 23, 2025, at the William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, PA.

WORKSHOP MEETING

Lorena Keely opened the meeting by providing updates on current programs at the Oakbrook Center for Community Services (OCCS). The food pantry officially opened on September 9, and the chess club and Zumba classes continue to be well attended. Workforce development initiatives are progressing in collaboration with Reading Area Community College (RACC), and Walk-It Out Recovery Services has engaged with residents. At the Patton Avenue Learning Center, operations continue to go well. A Halloween Parade is planned for October 30.

Joshua Dodd of American Bank presented a proposal to the Board that included a \$1.9 million bridge loan/construction line of credit. He noted that the variable interest rate has recently decreased by one-quarter of a percent, which is favorable for the project. These funds will be satisfied through draws from the Community Project Funding grant supported by Congresswoman Chrissy Houlahan. Stacey Keppen stated that with the Board's consideration and adoption of the financing resolution with American Bank at tonight's meeting, the next steps will be to re-engage the project architect to finalize the Phase I design and prepare the construction bid package. Dave Talarico added that, before finalizing the design, a site walkthrough will be conducted to refine project details and ensure accuracy in the final plans.

The Board of Commissioners discussed matters related to the property located at 107 River Road, Reading, PA, currently owned by River Oak Development, LLC, a limited liability company formed to own River Oak Apartments. It was noted that Reading Housing Authority is the sole member of River Oak Development, LLC. After review and discussion, it was determined that it is in the best interest of River Oak Development, LLC to sell and convey the property at 107 River Road to Reading Housing Authority, and likewise, in the best interest of Reading Housing Authority to purchase the property.

Ms. Keely then reviewed the remaining board resolutions scheduled for presentation at the Commissioner's Meeting.

Dave Talarico, Vice-President and Director of Facilities, provided an update on several ongoing and upcoming projects within the Facilities Department. A pre-construction meeting was held with Ebersole, the contractor for the *Glenside Homes Ventilation Project*. The projected start date is December 1, 2025, as the permit process requires approximately 30 days. Due to the Thanksgiving holiday period, beginning work earlier would not be practical. The project involves the purchase and installation of 400 range hoods and bathroom exhaust fans, with materials expected to arrive by mid-November. Work is scheduled to begin on December 1, 2025, with an estimated duration of 120 days. The contractor anticipates completing 8–10 units per day.

Mr. Talarico reported that last year RHA was awarded a PHARE Grant for accessibility improvements at Glenside Homes, covering 12 units. Work for the *Glenside Homes Accessibility Project* began approximately one and a half weeks ago but was temporarily delayed due to a supply issue with the

precast concrete stoops and porch sets. The precast company is about one and a half weeks behind schedule. Once the materials arrive, installation will resume. The new design replaces existing benches with planter boxes.

The *Oakbrook Recreation Park Project – Phase II* is now in its final 30 days of construction. Foundations and footers for the announcer’s booth and dugouts have been poured, and the pathway has been excavated. Trenches for light poles and cameras are in place. The roof of the concession stand has been removed, and all components for completion have been shipped. Work is proceeding on schedule.

Phase IV (final) Boiler Decentralization Project was completed on May 26th and is reported to be performing well.

Stacey Keppen reported that the Yardi software transition is progressing successfully. Staff have completed two weeks of intensive training, primarily within the Programs Division. This transition is expected to significantly improve operations and support compliance with HUD regulations.

In the President’s Report, Ms. Keely highlighted that on September 16, 2025, RHA satisfied the outstanding bank note with TD Bank, using funds from the Central Office Cost Center and Operating Budget Reserves to conclude the RHA Energy Performance Contract Program.

EXECUTIVE SESSION: None.

COMMISSIONERS’ MEETING

Ms. Keely then called the REGULAR MEETING to order and upon roll call those present and absent were as follows:

Commissioners Present: Chairwoman Lorena P. Keely
Vice-Chairwoman Myra Maldonado
Commissioner Ineavelle Ruiz
Commissioner Maria Delgado

Commissioners Absent: None

RHA Staff Present: Stacey Keppen, President & CEO
Mya Hornberger, Communications Manager, Recording Secretary
David C. Talarico, Vice President & Director of Facilities
Josh K. Smith, Director of Programs
Jonathan P. Runkle, Director of Administration
Rory Ulrich, Maintenance Superintendent
Gregg Snook, Maintenance Officer
Theresa A. Reustle, Comptroller, Secretary-Treasurer
Steve Notario, Administrative Officer
Anders Smith, Information Technology Manager
Yasaira Modesto, Property Manager, North Campus
Nydia Runkle, Property Manager, South Campus
Grisel Saez, Property Manager, Center City Campus
Tom Stianche, Voucher Programs Manager
Jack Knockstead, Resident Services Manager
Gregory Zawilla, Neighborhood Safety & Engagement Coordinator

Matt Smith, Maintenance Foreman, North Campus
Dave Oley, Maintenance Foreman, South Campus
Derek DeLong, Maintenance Foreman, Center City Campus
Tad Geisler, Inspection Manager, Center City Campus
Edwin Stock, Solicitor, Legal Staff
Bill Clemmons, Project Manager, Foundation Housing & Services, Inc.
Raquel Ceden0, Customer Service Specialist

RHA Staff Absent: Leonilda Feliciano, Applications Manager

ACKNOWLEDGEMENT OF VISITORS: None.

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – August 26, 2025

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

COMMUNICATIONS: None

APPROVAL OF THE SECRETARY/TREASURER’S REPORT

MOTION TO APPROVE: Commissioner Delgado

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

APPROVAL OF THE PRESIDENT’S REPORT

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Delgado

DISCUSSION: None.

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 6584: Approving the Terms and Authorizing the Execution of a Contract with J.P. Mascaro & Sons for Professional Waste Removal Services of Various RHA Properties

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Delgado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Delgado, and Ruiz.

VOTES AGAINST: None

RESOLUTION NO. 6585: Approving the Capital Fund Action Plan for FY2025 - 2029

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Delgado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Delgado, and Ruiz.

VOTES AGAINST: None

RESOLUTION NO. 6586: Approving the Purchase of the Property Located at 107 River Road, Reading, PA from River Oak Development, LLC

MOTION TO APPROVE: Commissioner Delgado

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Delgado, and Ruiz.

VOTES AGAINST: None

Resolution NO. 6587: Resolution of RHA in its Capacity as the Sole Member of River Oak Development, LLC

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Delgado, and Ruiz.

VOTES AGAINST: None

RESOLUTION NO. 6588: Authorizing a Bridge Loan from American Bank for the Oakbrook Center for Early Education (Patton Avenue Learning Center)

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Delgado, and Ruiz.

VOTES AGAINST: None

RESOLUTION NO. 6589: Revising the Section 8 HCVP Payment Standards

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Delgado, and Ruiz.

VOTES AGAINST: None

ADJOURNMENT:

MOTION TO ADJOURN: Vice-Chairwoman Maldonado

SECOND: Commissioner Delgado

A handwritten signature in dark ink, appearing to read "Mya M. Hornberger", written over a horizontal line.

Minutes Respectfully Submitted By:

Mya M. Hornberger

Communications Manager

Executive Assistant/Recording Secretary