

MINUTES OF REGULAR MEETING
READING HOUSING AUTHORITY
BOARD OF COMMISSIONERS
March 24, 2026 – 5:00 PM

The Reading Housing Authority Board of Commissioners held a Workshop and Commissioners Meeting on Tuesday, March 24, 2026, at the William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, PA.

WORKSHOP MEETING

Lorena Keely called the meeting to order and welcomed staff. She noted that several employees were absent due to the NSPIRE inspection taking place at Glenside Homes. Employee service milestones were recognized, including Cathy LeBron and Leonilda Feliciano for 30 years of service, and Jack Knockstead for 25 years of service. Migdalia Rivera was also recognized for her promotion to South Campus Property Manager.

The President's Report began with a safety update presented by Greg Zawilla, Neighborhood Safety and Engagement Coordinator. He provided an overview of ALICE training, which is designed to prepare individuals to respond effectively during critical incidents such as active shooter situations. Management staff completed training on March 18, with agency-wide training scheduled for April. Plans include extending the training to all RHA properties to reinforce safety procedures and preparedness during critical incidents.

The Board then reviewed the final 2026–2027 Operating Budgets. Jon Runkle, Director of Administration, outlined the changes made since the draft budget was previously presented. Adjustments included a significant reduction in projected costs related to building access and security contracts, as well as the redistribution of IT-related expenses across programs. Additional changes included increasing the public housing contract for painting and allocating funds for HVAC replacements. These revisions contributed to a reduction in the Voucher Program deficit and changes to overall budget distributions.

Discussion followed regarding the American Bank revolving line of credit associated with the Neighborhood Resource Center project. The outstanding balance is approximately \$933,000. The Authority is awaiting reimbursement from a state grant, with approximately \$975,000 expected following approval. Stacey Keppen indicated that reimbursement is anticipated within eight to ten weeks and proposed using funds from the Business Opportunities account to pay off the balance in the interim to avoid additional interest costs.

Lorena Keely and Stacey Keppen reported on their attendance at the NAHRO Legislative Conference held March 16–19, 2026, in Washington, D.C. The conference focused on current federal housing policy and funding uncertainties. During "Hill Day," they met with congressional staff to advocate for housing priorities, including a meeting with a staff representative from Representative Chrissy Houlahan's office, who expressed continued support for the Reading Housing Authority. Conference sessions included discussions with NAHRO leadership and HUD officials regarding regulatory changes, administrative challenges, and policy impacts on housing authorities. Participation from both urban and rural agencies across Pennsylvania highlighted a range of operational challenges. Overall, the report reflected ongoing concerns but a generally positive outlook regarding continued advocacy and federal engagement.

Operational updates included rent collection rates of 87 percent for Public Housing and 91 percent for Affordable Rentals, which are below typical performance levels due to data transition issues and inclusion of retroactive charges. Updated figures are expected in the following month. Voucher Program expenditures for the first quarter were reported at 25.6 percent of prior-year funding levels, indicating appropriate utilization. Emergency Housing Voucher participants have been notified of the need to transition to the regular voucher program due to anticipated funding limitations.

An update on the NSPIRE inspection indicated that this is the first inspection in several years. Preliminary findings included concerns regarding smoke detector requirements and tenant-related conditions impacting compliance

scores. Staff indicated that steps will be taken to address these requirements and ensure compliance moving forward.

All resolutions were reviewed. Resolution 6623 was noted, authorizing a contract with M3T Corporation for upgraded security and building access systems, including improved access control, enhanced camera capabilities, and anticipated cost efficiencies.

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

Legal Staff Present: Edwin Stock, Solicitor

RHA Staff Present: Anders Smith, Information Technology Manager
Bill Clemmons, Project Manager, Foundation Housing & Services, Inc.
Danielle Hoffer, Third Party Administrator
Dave Oley, Maintenance Foreman, South Campus
David C. Talarico, Vice President & Director of Facilities
Gregory Zawilla, Neighborhood Safety & Engagement Coordinator
Jack Knockstead, Resident Services Manager
Jonathan P. Runkle, Director of Administration
Migdalia Rivera, Property Manager, South Campus
Mya Hornberger, Communications Manager, Recording Secretary
Nydia Runkle, Property Manager, Center City Campus
Rory Ulrich, Superintendent
Stacey Keppen, President & CEO
Steve Notario, Administrative Officer
Theresa A. Reustle, Comptroller, Secretary-Treasurer
Tom Stianche, Voucher Programs Manager
Yasaira Modesto, Compliance Manager, North Campus
Leonilda Feliciano, Assistant Property Manager

RHA Staff Absent: Derek DeLong, Maintenance Foreman, North Campus
Greg Snook, Maintenance Officer
Grisel Saez, Property Manager, North Campus
Josh K. Smith, Director of Programs
Tad Geisler, Inspection Manager, Center City Campus

ACKNOWLEDGEMENT OF VISITORS SEEKING PUBLIC COMMENT: None

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – February 24, 2026

MOTION TO APPROVE: Vice-Chairwoman Maldonado
SECOND: Commissioner Ruiz

DISCUSSION: None.

APPROVAL OF THE PRESIDENT'S REPORT

MOTION TO APPROVE: Commissioner Delgado

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

APPROVAL OF THE SECRETARY/TREASURER'S REPORT

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

RESOLUTIONS AND BOARD ACTION

Resolution NO. 6615: Approving the Terms & Authorizing the Execution of a Contract with M&M Odds & Ends, LLC for the Professional Cleaning Services of RHA Offices at Various RHA Locations

Commissioner Keely made a motion to take Resolution No. 6615 from the table.

MOTION TO APPROVE: Commissioner Delgado

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

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

VOTES AGAINST: None

Commissioner Ruiz then made a motion to approve the revised Resolution No. 6615 regarding the maintenance contract. The motion was seconded by Vice-Chairwoman Maldonado.

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

VOTES AGAINST: None

RESOLUTION NO. 6616: Approving & Authorizing the Adoption of Reading Housing Authority Low Income Public Housing Program Operating Budget for Fiscal Year Ending March 31, 2027

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Delgado

DISCUSSION: None.

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

VOTES AGAINST: None

RESOLUTION NO. 6617: Approving & Authorizing the Adoption of Reading Housing Authority Central Office Cost Center Operating Budget for Fiscal Year Ending March 31, 2027

MOTION TO APPROVE: Commissioner Ruiz

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

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

VOTES AGAINST: None

RESOLUTION NO. 6618: Approving & Authorizing the Adoption of the Voucher Programs Operating Budget for the Program Year Beginning January 1, 2026

MOTION TO APPROVE: Commissioner Ruiz
SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado.
VOTES AGAINST: None

RESOLUTION NO. 6619: Approving & Authorizing the Adoption of Reading Housing Authority Sylvania Homes Operating Budget for Fiscal Year Ending March 31, 2027

MOTION TO APPROVE: Commissioner Delgado
SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado.
VOTES AGAINST: None

RESOLUTION NO. 6620: Approving & Authorizing the Adoption of Reading Housing Authority River Oak Apartments Operating Budget for Fiscal Year Ending March 31, 2027

MOTION TO APPROVE: Commissioner Delgado
SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado.
VOTES AGAINST: None

RESOLUTION NO. 6621: Approving & Authorizing the Adoption of Reading Housing Authority Emma Lazarus Townhomes Operating Budget for Fiscal Year Ending March 31, 2027

MOTION TO APPROVE: Commissioner Ruiz
SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado.
VOTES AGAINST: None

RESOLUTION NO. 6622: Approving & Authorizing the Adoption of Business Opportunities Operating Budget for Fiscal Year Ending March 31, 2027

MOTION TO APPROVE: Commissioner Delgado
SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado.
VOTES AGAINST: None

RESOLUTION NO. 6623: Approving the Terms & Authorizing the Execution of a Costars Contract with M3T Corporation for Security & Building Access Management & Support of Various RHA Properties

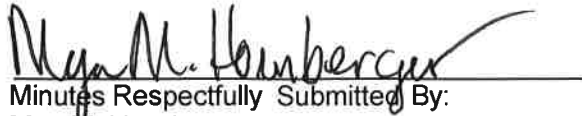
MOTION TO APPROVE: Vice-Chairwoman Maldonado
SECOND: Commissioner Delgado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado.
VOTES AGAINST: None

ADJOURNMENT OF PUBLIC MEETING:

Vice-Chairwoman Maldonado made a motion to adjourn the regular meeting at 5:19 p.m.

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

Minutes Respectfully Submitted By:

Mya M. Hornberger

Communications Manager

Executive Assistant/Recording Secretary