

## MINUTES

### ROCKWALL HOUSING AUTHORITY BOARD OF DIRECTORS MEETING

Thursday, March 14, 2024 6:00 PM

101 Lake Meadows Dr. – Rockwall, TX 75087

**1. Call Public Meeting to Order/Declare a Quorum**

Board Member Matt Neyland called the public meeting to order and declared a quorum at 6:05 p.m. Present were board members Matt Neyland, Teresa Sevier, Rick Crowley, and Judy Johnson. Also present were City of Rockwall City Manager Mary Smith, City of Rockwall Director of Administrative Services David Sweet, and Rockwall City Councilmember Tim McCallum.

**2. Pledge of Allegiance**

Board Members recited the Pledge of Allegiance.

**3. Open Forum**

Board Member Matt Neyland explained how Open Forum is conducted, asking if anyone would like to come forth and speak at this time. There being no one indicating such, Mr. Neyland then closed Open Forum.

**4. Consent Agenda Items**

- a. Discuss / Act / approval of Minutes from January 11, 2024 Meeting.

This agenda item is being moved to a future meeting for approval.

**5. Discuss / act on Rockwall Housing Authority Programs and Related Reports, including**

- a. Management and Maintenance of RHA facilities
- b. Monthly financial update, including review of budget performance
- c. Handling of payments and other financial obligations
- d. Selection of RHA Board Officers (Chairman, Vice Chairman, and Secretary)

There was no action taken for items a, b, and c.

Regarding Item d., Judy Johnson made a motion to nominate Matt Neyland as Chairman. Rick Crowley seconded the motion, which passed by 4 ayes and 0 nays.

Rick Crowley made a motion to nominate Teresa Sevier as Vice Chair Matt Neyland seconded the motion, which passed by a vote of 4 ayes and 0 nays.

Matt Neyland made a motion to nominate Rick Crowley as Secretary. Teresa Sevier seconded the motion, which passed by a vote of 4 ayes and 0 nays.

**6. Executive Session: The Board of Directors recessed the public meeting at 6:12 p.m. to go into Executive Session to discuss the following matters, as authorized by Chapter 551 of the Texas Government Code:**

- a. to deliberate compensation and benefits due the Executive Director following his unexpected death (pursuant to: Personnel Matters, Consultation with Attorney)
- b. to deliberate the appointment, employment, evaluation, reassignment and duties of an interim RHA Executive Director (pursuant to: Personnel Matters, Consultation with Attorney)

**7. Call the public meeting back to order, and take any action necessary as a result of Executive Session.**

**Board Chairman, Matt Neyland called the public meeting back to order at 7:08 p.m. and took the following actions as a result of the Executive Session:**

**Teresa Sevier made a motion to approve a Resolution expressing condolences to the family of Tony Rios and recognize his service to the Rockwall Housing Authority. Matt Neyland seconded the motion, which passed by a vote of 4 ayes to 0 nays.**

**Matt Neyland made a motion to authorize Rockwall City Manager Mary Smith to assist the RHA in preparation of final payroll check to Tony Rios to be issued on March 15, 2024. Rick Crowley seconded the motion, which passed by a vote of 4 ayes to 0 nays.**

**Rick Crowley made a motion to authorize Rockwall City Manager Mary Smith and RHA legal counsel Lea Ream to examine Mr. Rios' contract and applicable RHA policies to determine whether additional benefits are due to Mr. Rios, and with the concurrence of the Board Chairman, authorize the RHA to make any additional payments that are owed. Matt Neyland seconded the motion, which passed by a vote of 4 ayes to 0 nays.**

**Matt Neyland made a motion to authorize Rockwall City Manager Mary Smith to contact the RHA's Accounting consulting firm and the RHA's independent auditors to conduct business on behalf of the RHA. Teresa Sevier seconded the motion, which passed by a vote of 4 ayes to 0 nays.**

**Judy Johnson made a motion to authorize Rockwall City Manager Mary Smith and her designee/s to assist the RHA in management duties associated with the RHA until other arrangements are made. Rick Crowley seconded the motion, which passed by a vote of 4 ayes to 0 nays.**

**Teresa Sevier made a motion authorizing retaining a locksmith to unlock any locked file cabinets, drawers, and facilities or other similarly locked containers of the RHA and to rekey and resecure same with new locks. Matt Neyland seconded the motion, which passed by a vote of 4 ayes to 0 nays.**

**Judy Johnson made a motion to authorize Rockwall City Manager Mary Smith to examine all financial and contractual documents of the RHA, as needed. Rick Crowley seconded the motion, which passed by a vote of 4 ayes to 0 nays.**

**Matt Neyland made a motion to formally advise Lakeside National Bank, by letter, of Mr. Rios' death and direct that he be removed as a signatory on all accounts. Teresa Sevier seconded the motion, which passed by a vote of 4 ayes to 0 nays.**

**Rick Crowley made a motion to authorize Rockwall City Manager Mary Smith and her designee/s to coordinate removal of computer/s from the RHA offices for the purposes of copying hard drives and/or making the information contained thereon accessible for use by the RHA. Rick Crowley seconded the motion, which passed by a vote of 4 ayes to 0 nays.**

**Rick Crowley made a motion to authorize Rockwall City Manager Mary Smith and her designee/s to gather the personal belongings of Mr. Tony Rios so that said items may be collected by a person authorized by Mrs.**

Rios to collect them on her behalf. Matt Neyland seconded the motion, which passed by a vote of 4 ayes to 0 nays.

Rick Crowley made a motion to authorize Rockwall City Manager Mary Smith to do business with American National Bank, Rockwall Texas and Lakeside National Bank, Rockwall Texas including access to information related to prior RHA business conducted with each bank and information as to deposits and any other assets of the RHA held by each bank. Teresa Sevier seconded the motion, which passed by a vote of 4 ayes to 0 nays.

Rick Crowley made the motion to authorize Rockwall City Manager Mary Smith to secure audit proposals for consideration by the RHA Board of Directors. Matt Neyland seconded the motion, which passed by a vote of 4 ayes to 0 nays.

Matt Neyland made a motion to authorize Board Members Rick Crowley and Teresa Sevier to interview potential candidates to develop and return alternatives for interim management services and make a recommendation to the Chairman who may set a special meeting of the Board to consider same. Judy Johnson seconded the motion, which passed by a vote of 4 ayes to 0 nays.

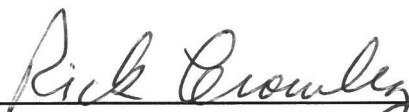
8. Adjournment

The meeting adjourned at 7:35 p.m.

PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE ROCKWALL HOUSING AUTHORITY (RHA)  
ON THIS 22<sup>nd</sup> DAY OF MARCH, 2024.

  
Matthew ("Matt") Neyland, RHS Chair

ATTEST:

  
Richard ("Rick") R. Crowley, Secretary