

MINUTES

ROCKWALL HOUSING AUTHORITY BOARD OF DIRECTORS

REGULAR MEETING

Thursday, December 19, 2024 – 10:00 a.m.

100 Lake Meadows Dr. - Rockwall, TX 75087

1. Call Public Meeting to Order / Declare a Quorum

Chairman Matt Neyland called the meeting to order at 10:04 a.m. In addition to Chairman Neyland, Board Members Maryann Hall, Carla Wise, Teresa Sevier and Rick Crowley were also present as well as RHA Executive Director Aurora Bueno, Rockwall City Manager Mary Smith, Rockwall Assistant City Manager Joey Boyd, City of Rockwall's Administrative Services Director David Sweet, and legal counsel Lea Ream (who was present virtually by telephone).

2. Pledge of Allegiance

Those present recited the Pledge of Allegiance.

3. Open Forum for Public Comments

No one came forth to speak at this time.

4. Consent Agenda Items

- a) Discuss / act on approval of minutes from the Oct. 17, 2024 special board meeting

Board Member Sevier moved to approve the minutes. Board Member Crowley seconded the motion, which passed by a vote of 5 ayes to 0 nays.

5. Discuss / act on RHA's Official Business, Programs and Reports Related to Management of RHA including:

- a) Hear update from RHA's Executive Director regarding management of the RHA

Aurora Bueno, Executive Director briefed the board on management of the RHA and its units. She mentioned that the RHA has gone from a 'standard' to a 'high performance' agency. She gave an update on the Section 8 waiting list. An informative process packet will be placed on the website. She will also reach out to local apartments and advertise in local newspaper. She indicated that the RHA is receiving an increase in imported Section 8 vouchers from other agencies due to an increased awareness of a well-run RHA. She informed the board of a webinar training that is occurring Thursday, January 23, and she encouraged board members to register for this.

Rockwall Assistant City Manager, Joey Boyd briefed the board on reporting requirements to the Railroad Commission relative to the Section 114 Protecting our Infrastructure of Pipelines of 2020 ("the PIPES Act"). He explained that RHA is treated just like Atmos Energy since RHA has a master gas meter. Indication was given that Aurora will be responding to the rejection letter and request a meeting with the Commission to find out what needs to be done in order for the RHA to be compliant with "the Act."

Chairman Neyland then read the discussion item below into the record before recessing the public meeting to go into Executive Session at 10:27 a.m.

6. Executive Session: The Board of Directors will recess the public meeting to go into Executive Session to discuss the following matters, as authorized by Chapter 551 of the Texas Government Code:

- a) discussion regarding classification or qualification as Section 8 landlord, pursuant to §551.071 - Consultation with Attorney.

7. Call meeting back to order

Chairman Neyland reconvened the meeting at 10:28 a.m.

8. Take Any Action as a Result of Executive Session

No action was taken as a result of Executive Session.

9. Adjournment

Board Member Crowley moved to adjourn the meeting at 10:28 a.m. Board Member Sevier seconded the motion, which passed unanimously.

PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE ROCKWALL HOUSING AUTHORITY (RHA)
ON THIS 20th DAY OF FEBRUARY, 2025



~~Matthew Neyland, Chair~~

TERESA SEVIER, VICE CHAIR

ATTEST:



Richard R. Crowley, Secretary

MINUTES

ROCKWALL HOUSING AUTHORITY BOARD OF DIRECTORS REGULAR MEETING

Thursday, October 17, 2024 – 10:00 a.m.
100 Lake Meadows Dr. - Rockwall, TX 75087

1. Call Public Meeting to Order / Declare a Quorum

Vice Chair, Sevier, called the public meeting to order at 10:02 a.m. Present were Vice Chair Teresa Sevier, Board Secretary Rick Crowley, and Board Member Carla Wise. Also present were RHA Executive Director, Aurora Bueno, Rockwall City Manager Mary Smith and Rockwall's Director of Administrative Services, David Sweet, and RHA legal Counsel, Lea Ream. Rockwall Councilmember Tim McCallum joined the meeting at 10:06 a.m. Board Chairman Matthew Neyland and Board Member Maryann Hall were absent from the meeting.

2. Pledge of Allegiance

Those present recited the Pledge of Allegiance.

3. Open Forum for Public Comments

No one came forth to speak at this time.

4. Consent Agenda Items

- a. Discuss / act on approval of minutes from the Sept. 30, 2024 special board meeting

Board Member Crowley moved to approve the minutes. Board Member Wise seconded the motion, which passed by a vote of 3 ayes with 2 absences (Neyland and Hall).

5. Discuss / act on RHA's Official Business, Programs and Reports Related to Management of RHA including:

- a) Authorizing the Executive Director to execute an agreement and any related documents with City of Rockwall for securing a maintenance worker and for financial services management;

Board Member Crowley moved to authorize the Executive Director to work with the RHA's legal counsel and City of Rockwall (City Manager, Mary Smith) to finalize and execute necessary agreement(s). Board Member Wise seconded the motion, which passed by a vote of 3 ayes with 2 absences (Neyland and Hall).

- b) Approval of resolution moving all bank accounts to American National Bank, including establishing signatories on said accounts, and granting authorization to the Rockwall City Manager to change ACH deposit instructions to HUD (Housing & Urban Development).

Board Member Crowley moved to approve the resolution. Vice Chair Sevier seconded the motion, which passed by a vote of 3 ayes with 2 absences (Neyland and Hall).

- c) Hear update from RHA's Executive Director regarding management of the RHA

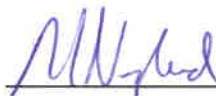
Executive Director, Aurora Bueno provided brief updates related to management of the RHA, including vouchers and associated online wait list(s), ongoing remodeling in residential units (i.e. new flooring being laid and existing traditional bathtubs being removed and replaced with accessible walk-in showers). Board Member Crowley shared that he may speak with Chairman Matthew Neyland about needs related to rewiring electrical systems and plumbing systems in RHA facilities over time (perhaps make a long-term plan). He mentioned that there may be money available to do those sorts of improvements utilizing HUD money.

Following general discussion, the Board took no action as a result of this agenda item.

6. Adjournment

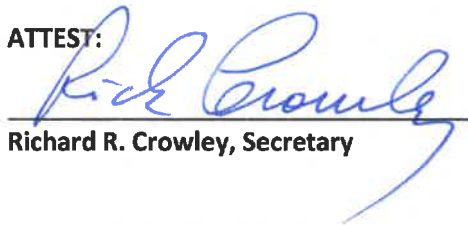
The meeting was adjourned at 10:16 a.m.

PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE ROCKWALL HOUSING AUTHORITY (RHA)
ON THIS 19th DAY OF DECEMBER, 2024.



Matthew Neyland, Chair

ATTEST:



Richard R. Crowley, Secretary

MINUTES

ROCKWALL HOUSING AUTHORITY BOARD OF DIRECTORS SPECIAL MEETING

Monday, September 30, 2024 – 10:00 a.m.

100 Lake Meadows Dr. - Rockwall, TX 75087

1. Call Public Meeting to Order / Declare a Quorum

Chairman Neyland called the meeting to order at 10:01 a.m. with the following being present: Chairman Matthew Neyland; Assistant Chair Teresa Sevier; and Board Members Rick Crowley, Maryann Hall, and Carla Wise. Also present were RHA Executive Director, Aurora Bueno, Rockwall City Manager Mary Smith and Rockwall's Director of Administrative Services, David Sweet.

2. Pledge of Allegiance

Those present recited the Pledge of Allegiance.

3. Open Forum for Public Comments

No public comments took place.

4. Consent Agenda Items

- a. Discuss / act on approval of minutes from the Sept. 19, 2024 board meeting

Board Member Crowley moved to approve the minutes. Board Member Wise seconded the motion, which passed by a vote of 5 ayes to 0 nays.

5. Discuss / act on RHA's Official Business, Programs and Related Reports, including:

- a. Discuss and act on resolution approving Operating Budget for Public Housing for fiscal year 2025 (ending Sept. 30, 2025)

Brief discussion took place related to the updated/revised budget proposal (Exhibit A of the resolution). Board Member Crowley then moved to approve the resolution and associated budget for FY 2025. Board Member Sevier seconded the motion, which passed by a vote of 5 ayes to 0 nays.

6. Adjournment

Board Member Wise motioned to adjourn the meeting at 10:06 a.m. Board Member Hall seconded the motion, which passed unanimously of those present (5 ayes to 0 nays).

**PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE ROCKWALL HOUSING AUTHORITY (RHA)
ON THIS 17th DAY OF OCTOBER, 2024.**


Teresa Sevier, Assistant Chair

ATTEST:


Richard R. Crowley, Secretary



Rockwall Housing Authority
Where everyday is a new beginning

MINUTES

ROCKWALL HOUSING AUTHORITY BOARD OF DIRECTORS REGULAR MEETING

Thursday, September 19, 2024 - 10:00 a.m.
100 Lake Meadows Dr. - Rockwall, TX 75087

1. Call Public Meeting to Order / Declare a Quorum

Chair Matt Neyland called the meeting to order at 10:04 a.m. Present were Chair Matt Neyland, Vice Chair Teresa Sevier and Board Members Rick Crowley, Maryann Hall, and Carla Wise. Also present were RHA Executive Director Aurora Bueno, Rockwall City Councilmember Tim McCallum, Rockwall City Manager Mary Smith, and Rockwall Director of Administrative Services David Sweet. RHA's legal counsel, Lea Ream attended via telephone.

2. Pledge of Allegiance

Chairman Neyland led the Pledge of Allegiance.

3. Open Forum for Public Comments

No public comments took place.

4. Consent Agenda Items

- a. Discuss / act on approval of minutes from the July 18, 2024 board meeting

Board Member Sevier moved to approve the minutes. Board Member Crowley seconded the motion, which passed unanimously.

5. Discuss / act on RHA's Official Business, Programs and Related Reports, including:

- a. Discuss and act on resolution approving Operating Budget for Public Housing for fiscal year 2025 (ending Sept. 30, 2025)

Extensive discussion took place related to the draft budget document recently sent out to board members for review. It was agreed that the document needs some modifications, and some additional clarification is needed. Ms. Bueno indicated she believes the due date to have the budget submitted to HUD falls on October 18. The next, regular board meeting is slated for October 17. So, it was decided to wait on taking formal action to approve the resolution and associated budget until a future board meeting. In the meantime, the document will be revised and redistributed to the board members for review prior to the meeting. Board Member Hall indicated she will be out of town and unable to attend if the meeting is held on October 17; however, a quorum of board members (which is five) did indicate availability to be present on that meeting date. No formal action took place at this time concerning the budget.

- b. Hear update from Executive Director regarding management of RHA

Ms. Bueno updated the board regarding efforts to publicize and assimilate a new waiting list for Sec. 8 public housing. She will take 100 people and then begin putting additional people on the waiting list. She will be putting all related information on the RHA's website. She went on to share that five bathroom showers will initially be installed (and bathtubs removed) in some of the housing units, likely starting in the next couple of weeks. She knows of one vacancy that is upcoming, as one resident is moving to a nursing home. Other than that, the units

are totally full. She anticipates 39 vouchers (currently at about 35). Indication was given that new programs (such as a Veteran's voucher program) will be brought to the RHA board prior to implementation. Ms. Bueno will be working towards bringing those sorts of things to the board in the future.

Mrs. Smith, Rockwall City Manager, shared that now that the City of Rockwall recently surpassed the 50,000 population mark, the city is now eligible for "Community Development Block Grant Funding." She went on to explain a couple of examples related to the possibilities this sort of grant funding may present to the city and to residents in the city (i.e. some grants could possibly benefit an elderly lady who cannot afford to replace her hot water heater or an air conditioning unit). Indication was given that she and the city council members will likely begin discussing some of these sorts of grant opportunities and will collaboratively work with the RHA Board to work out how to move forward with applying for, accepting these sorts of grant funds, and managing them. She also spoke about gradual transitions that will begin occurring, such as bringing RHA staff onto the city's payroll, moving bank accounts, and related matters.

Board Member Crowley asked for clarification on a certain Section 8 landlord and his tenant. He requested that this topic be placed on an upcoming Executive Session agenda so that they board may seek legal counsel on this matter and receive an update on this topic.

c. Hear update regarding RHA financials

Discussion regarding financials mainly transpired during the above-noted discussions. Indication was given by Mrs. Smith that she will work to clean up the budget proposal document and provide some additional clarification on it, ensuring it gets sent out to board members for review in advance of the future board meeting.

Chairman Neyland read the below-listed discussion item into the record before recessing the public meeting to go into Executive Session at 10:40 a.m.

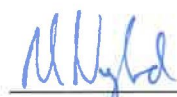
6. Executive Session: The Board of Directors will recess the public meeting to go into Executive Session to discuss the following matters, as authorized by Chapter 551 of the Texas Government Code:
 - a. discussion regarding pending or contemplated litigation (pursuant to §551.071 - Consultation with Attorney).
7. Call public meeting back to order, and take any action as a result of Executive Session.

Chairman Neyland reconvened the public meeting at 10:47 a.m.

8. Adjournment

Board Member Hall moved to adjourn. Board Member Crowley seconded the motion. The meeting was adjourned at 10:47 a.m.

**PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE ROCKWALL HOUSING AUTHORITY (RHA)
ON THIS 30th DAY OF SEPTEMBER, 2024.**



Matthew Neyland, RHA President

ATTEST:



Richard R. Crowley, RHA Secretary



Rockwall Housing Authority
Where everyday is a new beginning

MINUTES

ROCKWALL HOUSING AUTHORITY BOARD OF DIRECTORS REGULAR MEETING

Thursday, July 18, 2024 – 10:00 a.m.

100 Lake Meadows Dr. - Rockwall, TX 75087

1. Call Public Meeting to Order / Declare a Quorum

Chair Matt Neyland called the meeting to order at 10:01 a.m. Present were Chair Matt Neyland, Vice Chair Teresa Sevier and Board Members Rick Crowley, Maryann Hall, and Carla Wise. Also present were RHA Executive Director Aurora Bueno, Rockwall City Councilmember Tim McCallum, Rockwall City Manager Mary Smith, and Rockwall Director of Administrative Services David Sweet (arrived at 10:23 a.m., as noted below). RHA's legal counsel, Lea Ream attended the meeting via telephone.

2. Pledge of Allegiance

Attendees stood and recited the Pledge of Allegiance.

3. Open Forum / Public Comment

One person came forth to speak at this time, as follows:

Mrs. Marie Markley, resident living at RHA in Unit 311, came forth and complimented Aurora and all the city staff for all they've done. She has observed a lot of good changes, and she thanked everyone for making things better. She hopes she lives to see things that are outlined in the RHA's five year plan come to fruition.

No one else came forth to speak, so Open Forum was closed.

4. Consent Agenda Items

- a. Discuss / act on approval of minutes from the June 18, 2024 board meeting

Board Member Sevier made a motion to approve the minutes. Board Member Wise seconded the motion, which passed unanimously (5 ayes, 0 nays).

5. Hold public hearing to receive input regarding the RHA's Annual & 5 Year Plans, and take any action necessary.

Chairman Neyland indicated that the plan has been available in the RHA offices and also on its website. He asked if anyone would like to comment on the plan(s) during this Public Hearing time. No one indicated a desire to do so. Board Member Crowley then moved to accept the proposed Five Year Plan, as presented. Board member Sevier seconded the motion, which passed by a vote of 5 ayes to 0 nays.

6. Discuss / act on RHA's Official Business, Programs and Related Reports, including:

- a. Discussion / action regarding RHA's 2023 audit with report from Auditor, Lori Ann Cannon, CPA

Lori Ann Cannon briefed the board on the audit of the Housing Authority for the fiscal year that ended Sept. 30, 2023. She indicated she has issued an 'unmodified' opinion, which, in the auditing world, is considered to be a good, 'clean' opinion.

Rockwall Councilmember Tim McCallum joined the meeting at this point (10:08 AM).

This year, the audit conveys the minimum amount of information that's required. Next time, however, it will reflect updates related to progress on the Housing Authority's Five Year Plan. Details such as those can help with things like if the Authority ever wants to go out to obtain Capital Funds to finance things.

She went on to brief the board in more detail regarding the financial statements, including a status of the Authority's assets, receivables, capitals, liabilities (what it owns), pointing out the Authority is pretty 'liquid'. Brief discussion took place related to "202 Loans" and how those are repaid over time. Ms. Cannon shared that the type of loan referenced in the audit this time is one that is no longer offered or provided by HUD. She explained that this type of loan is one that never has to be paid back over time. It eventually just goes away.

Ms. Cannon also went over the Authority's incomes, expenses, rental rates, and helpful information on how HUD vouchers work. The Authority is not generating a ton of revenue, and with HUD money comes a lot of rules and restrictions on how the funds may be spent and how they are handled over time. This type of money from HUD causes the financials of the Authority to ebb and flow over time.

Ms. Cannon has encouraged the Authority to have good financial policies in place and ensure the policies align with practices that are actually being done day-to-day and overall.

She encouraged anyone who has questions or concerns to reach out to her / call her at any time. Her info is shown on her cover letter.

She shared that she pulled random receipts and traced each of them throughout the entire process to make sure that things were being handled as they should be. This is part of an 'internal controls' system to ensure that abuse of funds, misallocation of funds, etc. is something that is not happening and that, if it is happening, it is identified in a timely manner.

"Uniform Guidance" – she went through files to ensure that tenants are eligible and that all residents have proper HUD-required paperwork on file and they do qualify to be utilizing HUD vouchers. All of this checked out okay. RHA has been identified as 'low risk,' so she only had to pull a small percentage of resident files to review them and ensure compliance. No issues at all were found in the review of the residents' files.

Sweet joined the meeting at this point (10:23 a.m.)

Ms. Cannon shared that the biggest estimate is depreciation. Documentation of HUD funds and allocation needs to be done and it needs to be consistent and reasonable and align with the Authority's financial policies. The policies should be reviewed about once every other year or so to ensure they're valid, being followed, etc.

The board thanked Ms. Cannon for her audit and associated report and briefing to the board. The board took no action following Ms. Cannon's briefing.

b. Hear update from Executive Director regarding management of RHA

Aurora Bueno, Ex. Director, shared that drains are being addressed and drained/cleared on A/C units throughout the properties. All doors of residential units have been being repainted. Also, an estimate has been obtained for one of the units that needs some more noteworthy work done. The Authority's waiting list

is being cleaned up, and likely about 20 vouchers will be issued sometime next week. Information about the waiting list will be pushed out to the Authority's website soon. Rockwall Councilmember McCallum expressed great appreciation for the 'list' being addressed, cleaned up, and pushed out to the website. Ms. Bueno shared that she is going over the entire waiting list, cleaning it up, and basically starting over from scratch. There are some voucher properties that will become available in Rockwall soon. She is working with HUD to start issuing vouchers. She shared that the Housing Authority has the money for it, but the waiting list has not been reliable, and it seems it has not been being used. Brief discussion took place related to income requirements for someone wanting to enter the voucher program and receive public housing assistance. Ms. Bueno also shared about a program that helps tenants work towards eventually purchasing their own home and discontinuing the need for public housing / HUD vouchers. She shared that there is also a veteran's program and a program for those who are disabled. Eventually she wants to grow Rockwall's program to expand to include offering veterans and disabled assistance, but she wants to first ensure the existing program gets 'in order' and is running well. As people move, Ms. Bueno is going to be renovating the units. She is going to utilize the same flooring throughout, and carpet will eventually be eliminated in all units, over time. She shared that one of the RHA's units has been partially renovated, and it's beautiful. It has nice flooring and cabinets, and she wants to utilize it as a starting point to try and renovate all of the units eventually so they'll all look the same. The next thing she will focus on is removing all bathtubs and replacing them all with showers. She mentioned that one of the units (in which the ceiling fell) has cost over \$17k for repairs and renovations.

Mr. Sweet from City of Rockwall shared that the Authority has passed all of its fire inspections. Also, a tree is being removed today from out in front of one of the units. Ms. Buenos shared that Curtis has been painting all of the doors, and he is serving as a handyman throughout the various units. Mr. Sweet commented he does very good work, and he can be trusted. One of the residents commented that the job Curtis did at Unit 410 is not up-to-par. Staff shared they will check on this concern.

c. Hear update regarding RHA financials

Ms. Smith shared that she has no update to provide at this time.

At 10:38 a.m., Chairman Neyland indicated that the board will recess the public meeting to go into Executive Session. He read the below-listed discussion items into the record and then respectfully excused the guest attendees at this time. Executive Session began at 10:41 a.m.

7. Executive Session: The Board of Directors will recess the public meeting to go into Executive Session to discuss the following matters, as authorized by Chapter 551 of the Texas Government Code:
 - a. discussion regarding the appointment, employment, and duties of RHA Executive Director, including proposed employment agreement (pursuant to: Personnel Matters, Consultation with Attorney).
 - b. discussion regarding pending or contemplated litigation (Consultation with Attorney).

The Board adjourned from Executive Session at 10:56 a.m.

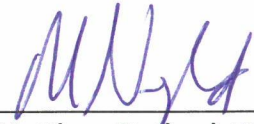
8. Call public meeting back to order, and take any action as a result of Executive Session.

The public meeting reconvened, and Board Member Crowley moved to approve the Executive Director Employment Agreement between the RHA and (newly hired Executive Director) Aurora Bueno and authorize its execution. Board Member Hall seconded the motion, which passed unanimously (5 ayes to 0 nays).

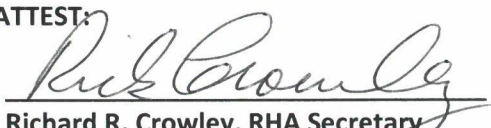
9. Adjournment

Chairman Neyland adjourned the meeting at 10:57 a.m.

PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE ROCKWALL HOUSING AUTHORITY
(RHA) ON THIS 19th DAY OF SEPTEMBER, 2024.



Matthew Neyland, RHA President

ATTEST:


Richard R. Crowley, RHA Secretary

MINUTES

ROCKWALL HOUSING AUTHORITY BOARD OF DIRECTORS REGULAR MEETING

Tuesday, June 18, 2024 – 10:00 a.m.

100 Lake Meadows Dr. - Rockwall, TX 75087

1. Call Public Meeting to Order / Declare a Quorum

Vice Chair Sevier called the meeting to order at 10:06 a.m. Present were Vice Chair Teresa Sevier and Board Members Rick Crowley, Maryann Hall, and Carla Wise. Also present were RHA Executive Director Aurora Bueno, Rockwall City Councilmember Tim McCallum, Rockwall City Manager Mary Smith, and Rockwall Director of Administrative Services David Sweet. RHA's legal counsel, Lea Ream attended via telephone. Chairman Matthew Neyland was absent from the meeting.

2. Pledge of Allegiance

Attendees stood and recited the Pledge of Allegiance.

3. Open Forum / Public Comment

No one was present or came forth for public comments.

4. Consent Agenda Items

- a. Discuss / act on approval of minutes from the May 16, 2024 board meeting

Board Member Hall moved to accept the minutes. Board Member Wise seconded the motion. The minutes passed unanimously (4 ayes with Neyland being absent).

5. Discuss / act on Rockwall Housing Authority's Official Business, Programs and Related Reports, including:

- a. Hear update regarding maintenance of RHA facilities

Mr. Sweet from City of Rockwall updated the board on this agenda item. He shared that Lakepointe Church has a vendor (Cambridge Construction) who will begin replacing the deck this Thursday. The playground for Throckmorton has been delivered, and city Parks Department staff will be scheduling the installation. Regarding the residential unit at 46 Storrs - mold and asbestos remediation efforts have been ongoing, with the total project estimating to take about two weeks to complete. During this time, Lakepointe Church will be paying for the resident's hotel stay at the local Residence Inn while his unit is being repaired and work is being completed. His belongings are being treated very carefully by staff, and he was also provided assistance in moving some of his belongings to/from his temporary hotel stay location. The city fire department came through and did fire inspections at RHA buildings and in RHA residential units. In doing so, every single smoke detector (64 of them) was replaced. As part of the fire inspection, a list of concerns was developed (i.e. fire lane striping, elevator phone, fire extinguishers, key boxes, clearance in front of electrical panels, storage under the stairs, etc.). Indication was given that some things on the fire inspection report are of larger concern than other things; however, work is ongoing to address concerns. Regarding ongoing work on air conditioning units at RHA buildings

and within RHA units – most of the plenums (a box that connects to the HVAC system) have been removed, and ongoing cleanup work is anticipated to take place in most of the apartments. Also, roof damage occurred at RHA units located on Emma Jane (specifically 207 and 207 Emma Jane will have roofs replaced (which will be covered by TML insurance) during the May 28 severe weather storm event (which was primarily characterized by very high winds). A significant number of trees were damaged during the storm, resulting in a lot of tree removal and associated cleanup efforts at RHA units (i.e. in and around the Boydston area). Three very large trees will have to entirely be removed, and the contractor will get to them as soon as possible. Indication was given that some existing contractors / vendors have been being utilized (i.e. ones that have assisted RHA in the past); however, some additional vendors have also begun to be called upon to assist with various things (i.e. vendors/contractors that the City of Rockwall has vetted and established relationships with over time – ones that are known by the City of Rockwall to be reliable, licensed, and have a good track record of doing good work for the City).

The board took no action as a result of this update.

b. Hear update from Executive Director regarding management of RHA

Ms. Bueno shared that some vegetation has been removed. Also, the back deck at the main RHA building (on Storrs) will soon be redone (by Lakepointe Church). Today, the board will be finalizing the five year plan and approving it. Also, annual Section 8 recertification efforts are ongoing, and Ms. Bueno is diligently working to bring all units / facilities up-to-date and in compliance. The public housing portion is ok at 95%, but the Section 8 ones are still being brought up-to-date. A resident recently passed away, so that unit plus one additional unit will soon be available. Also, three Section 8 units are available. Letters have been being sent out to those that have been on the RHA waiting list for a long time; however, some of the letters end up getting returned. She shared that the former Executive Director was not handling the waiting list in an equitable, complaint manner. So, she is working hard to get the list cleaned up and get into compliance related to its accuracy and management as far as administration of the list as residential units become available. Indication was given that the only 'preference' that can be given is if someone on the waiting list is already a Rockwall resident. Ms. Bueno further explained that right now the files regarding the waiting list are so old, and the files are so incredibly incomplete that it has been challenging to make sense of the records and get the list in good condition. Ms. Bueno shared that in her past role at the Mesquite (Housing Authority), everything was done and kept electronically, so the ability to keep up with things was far better / easier. She assured she is working to get documents and files in order here at the RHA at this time.

Councilmember McCallum asked questions regarding Section 8 vouchers and how they work. He gave indication that some years ago, he did some research on those vouchers and essentially learned some concerning things about Section 8 vouchers from Rockwall not being accepted in other cities. He had been doing this research because he was looking for a place for his mother to potentially live. At that time, indication was given that those other cities did not accept vouchers from Rockwall because "the relationship with the Rockwall Housing Authority" was not good / was not a positive one. Ms. Bueno indicated that she will reach out and being trying to introduce herself and establish good relationships and a good rapport with the other cities related to Section 8 vouchers. Mr. McCallum shared that his strong preference is that RHA's Section 8 vouchers be utilized here, within our own city (in Rockwall). He did acknowledge that he looked into these matters a while back (several years ago), so things may currently be a little bit different.

Ms. Bueno shared that she is working to upgrade the software and migrate it to the cloud. Indication was given that, with the new software, resident payments may eventually be able to be accepted electronically (an ACH debit). Mrs. Smith shared that this is very doable, and the RHA will work with the City to get this option established. Mrs. Smith indicated that accepting checks for payment is far less expensive, as credit card processing fees are quite hefty. However, she recognizes that electronic payments do provide convenience for those needing to pay their rent.

Ms. Bueno shared that Eagle Scouts want to paint addresses at RHA units, so she will soon be working with them on that project.

Board Member Crowley asked if all a/c units were being looked at when Honea Air was recently brought in to look at the air conditioners. Mr. Sweet shared that we are still working with Honea Air. It seems there was a new staff member from Honea Air that was sent out, and the communication was not great with him. So, Mr. Sweet has been working with others at Honea Air to clarify things regarding air conditioning units. In general, efforts related to air conditioning units are ongoing. Ms. Bueno indicated that several residents have been coming in and commenting that their a/c units are working a lot better, and the residents have expressed appreciation in this regard.

Ms. Bueno shared that the auditors were on site last week, and the audit process is ongoing.

Regarding bathroom showers, Board Member Wise acknowledged that changing all of the residential units' bathtubs into showers is on the five-year plan; however, she hopes those efforts will be a high priority. Indication was given that there are a lot of plumbing related concerns that will make these efforts very, very challenging and likely quite expensive.

c. Hear update regarding RHA financials

The auditors have been here, and it – relatively speaking – is a small audit. Results are due by the end of June and have to be submitted to the Feds in D.C. She is still working with Charles Schwab on updating account information from Tony Rios' (former RHA Executive Director) and former RHA Board Members to Mary Smith and current RHA board members so that the account may be closed. She has switched things over to QuickBooks online, so she is now able to see all financials real time. Board Member Crowley wants to ensure that operating monies are sufficient. Mrs. Smith shared that she has not looked at the amounts in the last couple of weeks; however, she assured Crowley that the financials are fine. She plans to bring forth a formal, quarterly financial report at next month's board meeting.

Board Member Crowley shared that the past Executive Director has often shared that plumbing related costs have been quite expensive over the years. He wonders if the RHA Board can look into plumbing related projects that could possibly be funded with public funds (i.e. through grants perhaps). Ms. Bueno share that, yes, funding is available for large projects. The project(s) would have to be presented for consideration, and the funding agency would either accept and fund the project or reject it. This is a possibility. Councilmember McCallum shared that the past executive director brought a piece of led pipe to a meeting some time ago as a visual representation of how bad the plumbing is in RHA facilities/units.

d. Review and approve RHA's five-year action plan

Board Member Crowley moved to approve the RHA's five-year action plan as was discussed at the last board meeting. Board Member Hall seconded the motion. The motion passed unanimously (4 ayes with Neyland being absent).

e. Authorize Executive Director to execute agreement with MRI Software, LLC for upgrade/migration of Lindsey Software to Cloud Version

Board Member Hall moved to authorize the Executive Director to execute said agreement. Board Member Crowley seconded the motion, which passed unanimously (4 ayes with Neyland being absent).

Vice Chair Sevier then read the below-listed discussion items into the record before recessing the public meeting to go into Executive Session at 10:44 a.m.

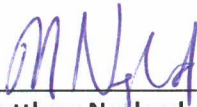
6. **Executive Session:** The Board of Directors will recess the public meeting to go into Executive Session to discuss the following matters, as authorized by Chapter 551 of the Texas Government Code:
- a. to deliberate the appointment, employment, and duties of RHA Executive Director (pursuant to: Personnel Matters, Consultation with Attorney)
 - b. to deliberate duties, assignments, and staffing restructure (pursuant to: Personnel Matters, Consultation with Attorney)
7. **Call public meeting back to order, and take any action as a result of Executive Session.**

Vice Chair Sevier reconvened the public meeting at 10:53. No action was taken as a result of Ex. Session.

8. **Adjournment**

The meeting was adjourned at 10:54 a.m.

PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE ROCKWALL HOUSING AUTHORITY
(RHA) ON THIS 18th DAY OF JULY, 2024.



Matthew Neyland, RHA President

ATTEST:



Richard R. Crowley, RHA Secretary



Rockwall Housing Authority
Where everyday is a new beginning

MINUTES

ROCKWALL HOUSING AUTHORITY BOARD OF DIRECTORS REGULAR MEETING

Thursday, May 16, 2024 – 10:00 a.m.

100 Lake Meadows Dr. - Rockwall, TX 75087

1. Call Public Meeting to Order / Declare a Quorum

Chairman Neyland called the meeting to order at 10:03 AM. The following members were present: Board Chairman Matt Neyland, Assistant Chair Teresa Sevier, Secretary Rick Crowley and Board Members Carla Wise and Maryann Hall. Also present were Interim RHA Director, Aurora Bueno, Rockwall City Manager, Mary Smith, City of Rockwall's Director of Administrative Services, David Sweet, City of Rockwall facilities staff member, Jared Yancey, and RHA legal counsel, Lea Ream.

2. Pledge of Allegiance

The Board recited the Pledge of Allegiance.

3. Open Forum / Public Comment

No one came forth to speak at this time.

4. Introduction of newly appointed board members

This item was not addressed at this time since it was covered at the last board meeting.

5. Consent Agenda Items

- a. Discuss / act on approval of minutes from the April 18, 2024 board meeting

Board Member Wise moved to approve the minutes, as presented. Secretary Crowley seconded the motion, which passed unanimously.

6. Discuss / act on Rockwall Housing Authority Programs and Related Reports, including:

- a. Update on maintenance of RHA facilities

Mr. Sweet introduced the City of Rockwall Facilities Manager, Jared Yancey, indicating he has been instrumental in assisting with various repairs with RHA units / facilities. Mr. Sweet shared that computers and printers have been delivered and installed for RHA staff. He then provided an update to the board concerning various facility-related repairs and outstanding needs and projects as well as extensive cleaning efforts that have transpired and/or are ongoing.

Lakepointe Church is stepping up to assist with taking down and replacing the old deck.

In one of the residential units (406 Storrs), the condensation line from the air conditioner (a/c) was cracked. As a result, it leaked and caused damage throughout the bedroom and bathroom ceilings, with the bedroom ceiling eventually falling in. The a/c line has now been fixed, the wet insulation was removed, and the hole has been secured with plastic. An environmental consultant did a test for organic growth. What was identified is not growing since the insulation was removed, and it is not harmful to the resident; however, an air purifier has been placed in the residential unit. Neither staff nor HUD was able to find the asbestos report for the unit, so staff had one conducted and should receive the report today. After much discussion, Aurora did file a claim with the insurance company, and they will be onsite today. Staff will have to move the resident out of the unit for about a month. The resident will be temporarily moved to a hotel that is handicap accessible, and Lakepointe Church will be paying for his complete stay. Staff believes his belongings will be able to be moved from the bedroom to the living room, depending on the contractor visit.

Regarding one other residential unit, a painter is currently working to get it ready to lease, and the cleaning crew did an amazing job.

At 100 Lake Meadows, each resident unit has one wall a/c unit. A local company, Honea Central Air, is going to perform an inspection/clean on every unit. In all one-bedroom apartments, there is one AC that is in the living room. In some of the one bedrooms, there is a PLEM mounted to the top of the AC with a hole in the wall to the bedroom that is intended to provide cold air to the bedroom. It's not efficient, it's not ideal, and it blocks the ability to clean the unit properly. Through this inspection, staff will identify all apartments with this set up and work to remove them. Each year new units are ordered and replaced as needed, staff will continue this practice. Also, with the inspections, staff will continue to identify older units and plan replacement for them. Staff has also requested a bid for inspection of the AC in the units outside of the building and plans to have those inspected as well. Staff pointed out that all of those AC units are 20-25 years old, and there has already been the need for 3 service calls over the last month alone. One of the AC problems on an outside unit was exactly what happened at 406 Storrs, we just caught it early and had the condenser line replaced.

Mr. Sweet also provided brief updates regarding the RHA phone system, electrical service, ramps that were recently replaced, a door stop that was recently replaced by Dallas Doors, and the playground on Throckmorton that is currently being addressed. He indicated that ongoing facility-related concerns that the RHA Board should be mindful of include: a/c units (are old, need servicing and/or replacements); hot water heaters (are very old); bathtubs and showers (need bathtubs removed and replaced with ADA/wheelchair accessible showers in the units); electrical amperage-related concerns as well as electrical meter-related concerns (need to address these issues so as to ensure 'fire safety' in the buildings/units).

The Board took no action related to these updates.

b. Update from Interim Executive Director regarding management of RHA

Ms. Bueno shared that she will be focusing on creation of a 5 year plan, which is being developed in conjunction with Wright Consulting and is due by July 18, 2024. One of the things she will be focusing on is removing all bathtubs within the units and replacing them with walk-in showers as well as ensuring that they eventually all become ADA accessible / ADA compliant. She also touched on eLOCCS (HUD's electronic Line of Credit Control System), indicating that as of May 14, she finally obtained access to draw down funds for Operating & Capital expenses. Also, the 2021 and 2022 years of capital funds were recently closed out. A draw down of \$68k is to fund today, Thurs., May 16, for the Operating Fund. She briefly touched on the Lindsey Software, sharing that the total anticipated cost for the cloud version conversation and other modules is \$14,440. This will be billed on a monthly basis if the decision is made to move financials to the City. Regarding Admission and Continued Occupancy Policy (ACOP) for Public Housing and Administrative Plan for Housing Choice Vendor Program – both will need to be updated by the end of the year. The ACOP has not been located as of today. She explained that the ACOP and Administrative Plan is a guidebook on how to plan and run your programs with policies and

procedures in place. Regarding files and documentation, the plan is for all documents to be updated and corrected in files by end of this year. She shared that the RHA's reporting rate is below 95%, but it has to be at least 95% or higher in order to be considered a 'high performing' agency. General discussion took place regarding INSPIRE inspections.

The Board took no action as a result of this agenda item and associated discussions.

- c. Update regarding RHA financials

City Manager, Mary Smith updated the board at this time. She indicated that LPL account has been closed, and that the check is in the bank. The Ameritrade Account has been transitioned to Charles Schwab due to their merger. Ms. Smith continues to attempt to get the Schwab Trust Department to update the contact information to current board members. Attempts are being made to get the former RHA Chairman's name (Bruce Payton) removed from the account as well as former board member Charles Bealmear (deceased) and former executive director, Tony Rios (deceased).

Following Mrs. Smith's update, Board Chairman Neyland read the below-listed discussion items into the record before recessing the public meeting to go into Executive Session at 10:40 a.m.

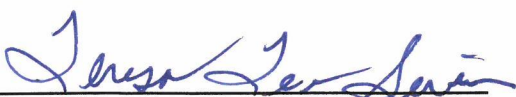
7. Executive Session: The Board of Directors will recess the public meeting to go into Executive Session to discuss the following matters, as authorized by Chapter 551 of the Texas Government Code:
 - a. to deliberate compensation and benefits due to the former Executive Director (pursuant to: Personnel Matters, Consultation with Attorney)
 - b. to deliberate the appointment, employment, and duties of RHA Executive Director (pursuant to: Personnel Matters, Consultation with Attorney)
 - c. to deliberate duties, assignments, and staffing restructure (pursuant to: Personnel Matters, Consultation with Attorney)
8. Call public meeting back to order, and take any action as a result of Executive Session.

Chairman Neyland reconvened the public meeting at 10:45 a.m. Board Member Crowley then moved to authorize the RHA Board Chairman to work with the RHA's legal counsel to negotiate the terms of an employment agreement with Aurora Bueno in order to make Ms. Bueno the permanent RHA Executive Director and bring it back to the board for consideration. Board Member Wise seconded the motion, which passed unanimously.

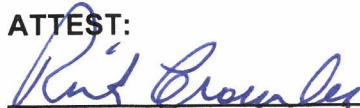
9. Adjournment

The meeting was adjourned at 10:46 a.m.

PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE ROCKWALL HOUSING AUTHORITY (RHA) ON THIS 18th DAY OF JUNE, 2024.


Teresa Sevier, RHA Vice Chair

ATTEST:


Richard R. Crowley, RHA Secretary



Rockwall Housing Authority
Where everyday is a new beginning

MINUTES

ROCKWALL HOUSING AUTHORITY BOARD OF DIRECTORS REGULAR MEETING

Thursday, April 18, 2024 – 6:00 p.m.

100 Lake Meadows Dr. - Rockwall, TX 75087

1. Call Public Meeting to Order / Declare a Quorum

Chairman Matt Neyland called the public meeting to order and declared a quorum at 6:00 p.m. Present were Board Members Matt Neyland, Teresa Sevier, Rick Crowley, Maryann Hall, and Carla Wise. Also present were RHA Interim Executive Director Aurora Bueno, City of Rockwall City Manager Mary Smith, and City of Rockwall Director of Administrative Services David Sweet. Rockwall Councilmember Tim McCallum was present but only to observe the public portion of the board meeting. City Attorney Lea Ream attended by video teleconference (ZOOM).

2. Pledge of Allegiance

Board Members recited the Pledge of Allegiance.

3. Open Forum / Public Comment

Board Member Matt Neyland explained how Open Forum is conducted, asking if anyone would like to come forth and speak at this time.

Elena Deleon (RHA Resident)
100 Lake Meadows Drive
Rockwall, TX

Ms. Deleon came forth and thanked the Board for STAR Transit for transportation to Mr. Rios funeral as well as all of those who cleaned up the storage room. She continued to thank the Board for coming in and signing checks. Lastly, she thanked the Board for the recent appointment of Interim Executive Director, Aurora Bueno, expressing her sentiments that Ms. Bueno is a mover and a shaker. She indicated that other RHA residents are also in agreement regarding Ms. Bueno.

Sandy Jackson (RHA Resident)
100 Lake Meadows Drive, #204
Rockwall, TX

Ms. Jackson had a question regarding the AC Unit and associated routine maintenance. Board Member Wise agreed with Sandy's comment regarding the AC and mentioned the AC badly needs cleaning. Other residents have mentioned the pear trees hitting window screens.

Marie Markley (RHA Resident)
(100 Lake Meadows no unit stated)

Ms. Markley indicated she would like the gardening/landscaping handled better. A comment was also made regarding the dump site along the creek. Indication was given that the City will contact its Code Enforcement Department.

There being no one else wishing to come forth and speak at this time, Chairman Matt Neyland closed Open Forum.

4. Introduction of newly appointed board members.

New Board Members Maryann Hall and Carla Wise were briefly introduced.

5. Consent Agenda Items

- a. Discuss / act on approval of minutes from March 22, 2024 meeting.

Board Member Crowley made a motion to approve the March 22, 2024 meeting minutes. Board Member Sevier seconded the motion, which passed by a vote of 5 ayes to 0 nays.

6. Discuss / act on Rockwall Housing Authority Programs and Related Reports, including:

- a. Management and Maintenance of RHA facilities

David Sweet reviewed and updated the board on the following list of maintenance items:

1. Computers - IT recommends the purchase of 1 laptop and 2 desktop computers and associated items needing to be replaced for a total of \$9,275. There are 2 options regarding printers. Option 1 - purchase price of \$1032.00, lease at \$25.96 a month. Option 2 - purchase price of \$1,722.00, lease at \$39.00 a month. Service agreements will be \$17.00 on either option, whether leased or purchased.
2. Deck at 100 Lake Meadows - existing deck needs to be removed. Two bids have been received.
3. The playground at Throckmorton Street is damaged and has safety issues. Estimated cost is around \$7,500. Indication was given that the city's Parks Department will cover it the parts and repair
4. Regarding 406 Storrs Street - Condensation line from the AC was cracked, and it leaked causing damage throughout the bedroom and bathroom ceilings. It fell in the bedroom. The line has been fixed, and the ceiling hole has been secured with plastic. An environmental consultant will be testing organic growth in the ceiling on Monday.
5. Regarding 707 Throckmorton Street – The resident was evicted, and the unit needs a complete make ready. Ms. Bueno is having staff clean the unit tomorrow. In addition, staff will meet with painters tomorrow who will paint that unit and two more in this building.
6. Regarding Door Control System – there are significant concerns with the vendor currently under contract. Staff will continue to get bids if the board chooses to move forward in a different direction.
7. Regarding the phone system - IT is assessing and will have a recommendation soon. It is believed the phone system will need to be replaced.
8. Regarding TXU – Rockwall Assistant City Manager, Joey Boyd is working to get access to the account history and will be assessing the service to ensure RHA is getting the best contract/best value.
9. Dallas Doors will be replacing the door stop on the door in the day room tomorrow.

10. Staff had a rolloff dumpster dropped off on Ross Street, and it ended up being filled up – in part – with items cleaned out of the garage.
 11. The hot water heater at 321 South Fannin was replaced.
 12. Sidewalk safety hazards have been repaired at 100 Lake Meadows.
 13. Locks have been rekeyed at 100 Lake Meadows, including 5 locks (i.e. rear door to match front door, office main door, Tammy's (RHA staff member's) office door).
 14. Staff also had 707 Throckmorton St. rekeyed. In addition, a storage area was set aside inside of the maintenance garage in order to secure a former resident's belongings.
 15. Locks were also replaced at 502 Storrs Street, which is an abandoned unit.
 16. Trees were removed behind 406 and 502 Storrs Street, and stump grinding has been scheduled.
 17. The RHA truck was moved to the garage.
 18. Things to be aware of for future consideration include: AC units and hot water heaters in project 1 and 2 are very old. The RHA truck is a 1998 Ford F150.
- a. Update from Interim Executive Director regarding management of RHA
Aurora Bueno, Interim RHA Executive Director gave an update regarding the management of RHA.
 1. She stated that much work is needed to report to HUD.
 2. An admin plan is needed.
 3. Spoke about letting some contractors go and also evaluating one
 4. She is currently working to get access reestablished with HUD.
 - b. Update regarding RHA financials
Mary Smith, City Manager of Rockwall gave an update on the RHA financials, including indicating that the Operating Budget is currently at 53%. Also, the capital account has a \$6k balance. Mrs. Smith also commented on the following: RHA needs to reestablish HUD access and is working to update official RHA contacts with HUD. She gave a Section 8 update. Mrs. Smith shared that she recently met with the Vice President of Lakeside Bank. She is still working to gain access to the Ameritrade account(s). She indicated that the account with LPL has been closed and a check will be mailed. Indication was given that RHA utilizes "Lindsey Software," and they will continue to do so. Staff is also working with auditors. Mrs. Smith pointed out concerns with legal budgeted funds. Board Member Hall briefly sought and received clarification regarding the RHA's calendar / fiscal year as well as availability of funds. Brief general discussion ensued related to the accounting, auditor(s), and the existing software ("Lindsey").

Following the discussion, Board Member Crowley made a motion to authorize the Rockwall City Manager to acquire computers and move forward with the option to lease printers. Board Member Hall seconded the motion, which passed by a vote of 5 ayes to 0 nays.

Brief discussion then took place regarding the capital budget and plans for future, related projects.

7. Discuss / act on approval of resolutions adopting the following:
 - a. an expenditure policy b. personnel policies
- a. Expenditure Policy

Mrs. Smith explained reasons to consider adopting the proposed expenditure policy, including the need to add language indicating that the new policy will supersede the old policy.

Board Member Crowley made a motion to approve the resolution adopting the expenditure policy. Board Member Wise seconded the motion, which passed by a vote of 5 ayes to 0 nays.

b. Personnel policies

Mrs. Smith briefly explained reasons behind the need to adopt personnel policies. Board Member Crowley then made a motion to approve the resolution adopting personnel policies. Board Member Sevier seconded the motion, which passed by a vote of 5 ayes to 0 nays.

Board Member Wise then made a motion to notify Netcom that their contract for the door control system is being terminated. Board Member Sevier seconded the motion, which passed by a vote of 5 ayes to 0 nays.

Board Member Wise made a motion to schedule future, regular board meetings at 10:00 a.m. on the 3rd Thursday of every month. Board Member Hall seconded the motion, which passed by a vote of 5 ayes to 0 nays.

8. Executive Session: Chairman Neyland recessed the public meeting at 7:12 p.m. for the Board to go into Executive Session to discuss the following matters, as authorized by Chapter 551 of the Texas Government Code. Chairman Neyland read the following discussion items into the public record before recessing:
- a. To deliberate compensation and benefits due to the former Executive Director (pursuant to: Personnel Matters, Consultation with Attorney)
 - b. To deliberate duties, assignments, and staffing restructure (pursuant to: Personnel Matters, Consultation with Attorney)

9. Call public meeting back to order, and take any action as a result of Executive Session.

Chairman Neyland called the public meeting back to order at 7:53 p.m. No action was taken by the Board as a result of Executive Session.

10. Adjournment

Chairman Neyland adjourned the meeting at 7:58 p.m.

PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE ROCKWALL HOUSING AUTHORITY (RHA) ON THIS 16th DAY OF MAY, 2024.

ATTEST:


Richard R. Crowley, RHA Secretary


Matthew Neyland, RHA President

MINUTES

ROCKWALL HOUSING AUTHORITY BOARD OF DIRECTORS SPECIAL MEETING

Friday, March 22, 2024 – 10:00 a.m.

100 Lake Meadows Dr. - Rockwall, TX 75087

1. Call Public Meeting to Order / Declare a Quorum

Chairman Matt Neyland called the public meeting to order and declared a quorum at 10:00 a.m. Present were board members Matt Neyland, Teresa Sevier, Rick Crowley, and Judy Johnson. Also present were City of Rockwall City Manager Mary Smith, and City of Rockwall Director of Administrative Services David Sweet.

2. Pledge of Allegiance

Board Members recited the Pledge of Allegiance.

3. Open Forum / Public Comment

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 on approval of minutes from March 14, 2024 meeting.

Rick Crowley made a motion to approve the March 14, 2024 meeting minutes. Teresa Sevier seconded the motion, which passed by a vote of 4 ayes to 0 nays.

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

- a. Management and Maintenance of RHA facilities

David Sweet reviewed and updated the board on the following list of maintenance items:

1. Star Transit transported 8 residents to Tony's memorial / funeral service.
2. Tony's personal belongings have been packed and Mrs. Rios has been contacted and plans to pick up his belongings soon. Staff will move his belongings to City Hall, secure them, and will assist his wife with loading them when picked up.
3. Closets/storage areas and maintenance rooms have been gone through and staff is working to remove trash/old damaged items, etc.
4. Tony's computer hard drive has been copied. Chris Minkler, City IT staff member, indicated his computer was not good to begin with and needed to be replaced.
5. Deck – The tree was removed, and the deck needs to be removed or replaced. Estimates are – around \$16k
6. Doors – Jared Yancey (city Internal Operations (maintenance) Department) met "Dallas Doors," and they adjusted the doors to slow them down when closing. The parts in the door will eventually give and the doors will need to be removed or replaced.
7. Parking lot – needs to be striped. Travis Sales (the city's Park Director), is coordinating scheduling.
8. Concrete panels – John Cranson (city staff member) will be handling them.

9. Security Camera – Issues with some cameras are being addressed.
 10. Control system – city staff is addressing concerns with the installation vendor.
 11. Plumbing leak – this is being looked at today.
6. Executive Session: the Board of Directors recessed the public meeting at 10:32 a.m. to go into Executive Session to discuss the following matters, as authorized by Chapter 551 of the Texas Government Code:
- a. to deliberate the appointment, employment, and duties of an interim RHA Executive Director (pursuant to: Personnel Matters, Consultation with Attorney)
7. Call public meeting back to order, and take any action as a result of Executive Session.

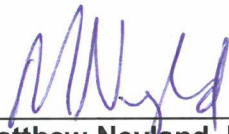
Board Chairman, Matt Neyland called the public meeting back to order at 11:15 a.m. and took the following actions as a result of the Executive Session:

Board Secretary Rick Crowley made a motion to authorize Board President Matthew Neyland and Rockwall City Manager Mary Smith to negotiate and execute an agreement with Aurora Bueno to be named as the Interim Executive Director of the Rockwall Housing Authority. Board Member Sevier seconded the motion, which passed unanimously of those present.

8. Adjournment

The meeting adjourned at 11:16 a.m.

PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE ROCKWALL HOUSING AUTHORITY (RHA)
ON THIS 18th DAY OF APRIL, 2024.



Matthew Neyland, RHA President

ATTEST:



Richard R. Crowley, RHA Secretary

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.

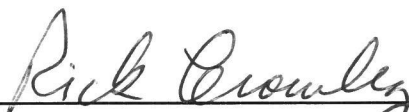
8. Adjournment

The meeting adjourned at 7:35 p.m.

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


Matthew ("Matt") Neyland, RHS Chair

ATTEST:


Richard ("Rick") R. Crowley, Secretary