

**THE FORT BEND CENTRAL APPRAISAL DISTRICT  
MINUTES OF BOARD OF DIRECTORS MEETING  
January 11, 2016**

**Board members present:** Jim Kij, Chairman; Paul Stamatis, Vice Chairman; Rhonda Zacharias, Secretary; Al Abramczyk, Financial Officer; Sam Mayson, Director; Director and Patsy Schultz, Ex-officio Member.

**Board members absent:** None.

**District personnel present:** Glen Whitehead, Chief Appraiser; Krisha Langton, HR Director and Michele Juarez, Administrative Assistant.

**Districts Legal Counsel:** Joe Longoria, Attorney.

**Others present:** Tom DeMont and Rita Garrett with the Appraisal Review Board.

**Call to order:** Chairman Kij opened the regular meeting at 5:30 p.m. and declared a quorum present.

**Invocation:** The invocation was led by Mr. Moody and pledges of allegiance by Al Abramczyk and Rhonda Zacharias.

**Public Comments:** Chairman Kij asked if there were any comments from the public. No members of the public were present.

**Oath of Office:**

The oath was given and read to all of the members of the board by Michele Juarez. Al Abramczyk made a motion to propose to reappoint Jim Kij as Chairman, Paul Stamatis as Vice Chairman, Rhonda Zacharias as Secretary and himself as Financial Officer. Paul Stamatis seconded the motion, and the motion carried. New member Sam Mayson abstained from the motion.

**Minutes of previous meeting:** Chairman Kij asked the Board to review the December 17, 2015 minutes. Financial Officer Abramczyk made a motion to approve the minutes as presented. Secretary Zacharias seconded the motion, and the motion carried. Director Mayson abstained from the motion.

**Chief Appraiser's Staff Reports:**

**Monthly Financials:**

Chief Appraiser Whitehead went over the monthly financials and staff reports.

**December 2015**

Total CAD Budget	\$10,313,497.00	Pro-rata%	33.42%
Total Accum. Expenditures	<u>\$ 2,634,672.24</u>	Budget % Expended	<u>25.55%</u>
Remaining Balance	\$ 7,678,824.76	Running under budget	7.87%
Total Revenue	\$2,531,285.77	Current YTD Revenue	\$5,106,718.38
Total Expenditures	<u>\$ 798,694.26</u>	Current YTD Expenditures	<u>\$2,634,672.24</u>
Monthly Overage	\$1,732,591.51	YTD Overage	\$2,472,046.14

Liaison Officer Mr. Moody went over his written report for December 2015, he also shared some of the comments he sends in to the Comptrollers officer from property owners.

**Old Business:**

**Personnel Manual:** Krisha Langton went over the changes that were made to the manual on the weapon policies. Vice Chairman Stamatis made a motion to approve the personnel rules and policy handbook as presented. Financial Officer Abramczyk seconded the motion, and the motion carried. Director Mayson abstained from the motion.