

**THE FORT BEND CENTRAL APPRAISAL DISTRICT  
BOARD OF DIRECTORS MEETING  
June 18, 2012**

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

**Board members absent:** None.

**District personnel:** Glen Whitehead, Chief Appraiser, Aleida McDaniel, Deputy Chief Appraiser.

**Others present:** Joe Longoria and Allan Moody.

**Call to order:** Chairman Jim Kij opened the regular meeting at 5:17pm and declared a quorum present.

**Public Comments:** Chairman Kij asked if there were any comments from the public. Mike Parsons stated he wanted a meeting with the Chief and Deputy Chief Appraiser. He said that property values in his neighborhood have declined except for his property. Chief Appraiser Glen Whitehead stated he will get that meeting scheduled.

**Minutes of previous meeting:** Chairman Kij asked the Board to review the May 21, 2012 minutes. Vice Chairman Paul Stamatis made a motion to accept the minutes, as amended. Director Rhonda Zacharias seconded the motion, and the motion carried.

A discussion was had whether or not to approve the Chief Appraiser's reports or just to accept them. It was agreed to just accept the reports.

**Chief Appraiser's Staff Reports:**

**Monthly Financials:**

May 2012

Total CAD Budget	\$6,725,428.00	Pro-rata%	75.07%
Total Accum. Expenditures	<u>\$4,243,636.93</u>	Budget % Expended	<u>63.10%</u>
Remaining Balance:	\$2,481,791.07	Running under budget	11.97%
Total Revenue	\$ 47,918.13	Current YTD Revenue	\$4,974,969.93
Total Expenditures	<u>\$ 615,088.61</u>	Current YTD Expenditures	<u>\$4,243,636.93</u>
Monthly Underage	\$(567,090.48)	YTD Overage	\$ 731,333.00

**Liaison Officer:** Mr. Moody briefly went over his report for May 2012.

**Old Business**

**Consideration and action on Board Policy Manual:** Tabled. Secretary Abramczyk gave Joe Longoria a copy of the draft Policy manual for his review and input prior to it being formalized at the next Board meeting.

**Consideration and action on district sick pool:** Tabled. Chief Appraiser Whitehead stated he does not have time right now to get everything together for the proper procedures at this time. It will be done at a later date.

**Consideration and action on Texas County and District Retirement System rate for 2012:** Tabled.

**Consideration and action on District office lease:** Briefly discussed final outstanding details. The lease appears to be almost complete. Chairman Kij has the approval to sign the lease when finalized.

**New Business:**

**Consideration and action on 2012 – 2013 budget calendars:**

- a. **Set date for Budget hearing**
- b. **Set date for adoption**

The regular meeting will be July 16, 2012 and start at 5:15 pm. At 5:20pm the Board will convene the Budget hearing. When done the Board will reconvene the regular meeting.

**Consideration and action on payment of outstanding vouchers:** Chief Appraiser Whitehead stated there is \$168,203.59 in vouchers.

**Report on Litigation:** To be discussed in closed executive session.

**Convened into closed session:** Closed session started at approx. 6:00pm.

**Reconvened from closed session:** Came out of closed session at approx. 6:20pm.

**Items for the Board Members:** Chief Appraiser Whitehead stated that an Investment Advisory Committee, consisting of two Board members in addition to the District's investment officer (Chief Appraiser) needs to be appointed at the next Board meeting in order to review the District's Investment Policy.

**Announcements:** The next Board of Directors meeting will be held July 16, 2012 at 5:15pm.

**Adjournment:** Meeting was adjourned at 6:30pm.

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Chairman, Jim Kij

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Vice Chairman, Paul Stamatis

July 23, 2012