

**THE FORT BEND CENTRAL APPRAISAL DISTRICT
BOARD OF DIRECTORS MEETING
July 23, 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, Allan Moody, Amy Campbell, Donna Svatek, Burke Sunday, Vicki Warren, Paula Stephens, Reid Garrett and Greg Ordeneaux.

Call to order: Chairman Jim Kij opened the regular meeting at 5:16pm and declared a quorum present.

Public Comments: Chairman Kij asked if there were any comments from the public, no comments were made.

Minutes of previous meeting: Chairman Kij asked the Board to review the June 18, 2012 minutes. Secretary Al Abramczyk made a motion to accept the minutes. Vice Chairman Paul Stamatis seconded the motion, and the motion carried.

Consideration and action on District employee Insurance: Burke Sunday went over the different options and prices for the health and dental insurance. Secretary Abramczyk made a motion to accept the plans T9WP/T9ZPP plus establish a medical reimbursement policy, whereby the district reimburses \$500 for the T9WP plan and \$1000 for the T9ZPP plan, after the employee has expended the amounts shown on the plans. The employee would have to show an EOB to prove the amount has been expended. Vice Chairman Stamatis stated that he proposed having a written procedure detailing the reimbursement policy prepared for approval at the next Board meeting. Director Kraig Warren seconded the motion with the amendment requiring a detailed reimbursement policy. The amended motion carried.

Convened for a Budget hearing at 6:18 pm.

Reconvened from the Budget hearing at 6:44 pm.

Chief Appraiser's Staff Reports:

Monthly Financials:

June 2012

Total CAD Budget	\$6,725,428.00	Pro-rata%	83.29%
Total Accum. Expenditures	<u>\$4,624,864.06</u>	Budget % Expended	<u>68.77%</u>
Remaining Balance:	\$2,100,563.94	Running under budget	14.52%
Total Revenue	\$1,408,089.24	Current YTD Revenue	\$6,383,059.17
Total Expenditures	<u>\$ 424,910.16</u>	Current YTD Expenditures	<u>\$4,624,864.06</u>
Monthly Overage	\$ 983,179.08	YTD Overage	\$1,758,195.11

Liaison Officer: Mr. Moody went over his report for June 2012.

Old Business

Consideration and action on Board Policy Manual: Tabled until the next Board meeting in order to include input from Joe Longoria, the District's attorney.

Consideration and action on Texas County and District Retirement System rate for 2013. Amy Campbell with TCDRS gave a presentation. Chief Appraiser Glen Whitehead requested a motion for the Board to approve the adoption

rate for TCDRS for 2013 at 12.27%. Secretary Abramczyk made a motion to approve the request. Vice Chairman Stamatis seconded the motion, and the motion carried.

New Business:

Consideration and action on district 2012 2013 budget resolution No. 2012-01: Vice Chairman Stamatis made a motion to accept the resolution as written. Secretary Abramczyk seconded the motion, and the motion carried.

Consideration and action on payment of outstanding vouchers: Chief Appraiser Whitehead stated checks had been signed. Vice chairman made a motion to approve the signed checks. Secretary Abramczyk seconded the motion, and the motion carried.

Consideration and action on district auditor: Director Kraig Warren made a motion to retain Whitley Penn LLP (successors to Null-Lairson P.C.) to audit the District's accounts for the year ending 8/31/12. Director Zacharias seconded the motion, and the motion carried.

Consideration and action on financial officer appointment: Secretary Al Abramczyk and Vice Chairman Paul Stamatis volunteered to serve as members along with Chief Appraiser Glen Whitehead. Chairman Kij made a motion to accept the volunteers. Director Zacharias seconded the motion, and the motion carried.

Convened into closed session: Closed session started at approx. 6:31pm.

Reconvened from closed session: Came out of closed session at approx. 6:41pm.

Items for the Board Members: It was suggested that the PR committee initiate the preparation of an annual report describing the District's operation for distribution to the public, as well as a press release about the new budget.

Announcements: The next Board of Directors meeting will be held August 20, 2012 at 5:15pm.

Adjournment: Meeting was adjourned at 8:51 pm.

Chairman, Jim Kij

Vice Chairman, Paul Stamatis

August 27, 2012