

**THE FORT BEND CENTRAL APPRAISAL DISTRICT
MINUTES OF BOARD OF DIRECTORS MEETING
August 27, 2012**

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

Board members absent: Kraig Warren, Director.

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

Others present: Joe Longoria, Allan Moody and Burke Sunday.

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

Convened into closed executive session: Closed session started at approx. 5:16pm.

Reconvened from closed executive session: Came out of closed session at approx. 6:22pm.

Discussion from closed session:

- a. Filing suit on GIG/CWS Sugar Land LP; PID 194-00-000-0106-907 ARB Case Number: F-285107-2012– authorization to file suit against this property owner for 2012 tax year. After consideration by the Board of the proposal’s merits, Vice Chairman Paul Stamatis made a motion to file the proposed lawsuit. Secretary Al Abramczyk seconded the motion, and the motion carried.
- b. Chief Appraiser contract: The Board reviewed salaries paid to Chief Appraisers in other counties and determined to give Chief Appraiser Glen Whitehead a salary increase based on his performance. Vice Chairman Stamatis made a motion to increase the annual salary of Chief Appraiser Whitehead to \$140,250.00, effective September 1, 2012 and to renew his contract at the new salary level, with all other contract provisions remaining the same as last year. Secretary Abramczyk seconded the motion, and the motion carried.

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 July 23, 2012 minutes. Secretary Abramczyk suggested a few amendments. Vice Chairman Stamatis made a motion to accept the minutes as amended. Secretary Abramczyk seconded the motion, and the motion carried.

Public hearing to consider the 2013-2014 Reappraisal Plan Required by Section 6.05(I), Texas Property Tax Code: There were no comments from the public. See new business below for further discussion and action on the Reappraisal plan.

Chief Appraiser’s Staff Reports:

Monthly Financials:

July 2012

Total CAD Budget	\$6,725,428.00	Pro-rata%	91.78%
Total Accum. Expenditures	<u>\$5,140,989.93</u>	Budget % Expended	<u>76.44%</u>
Remaining Balance:	\$1,584,438.07	Running under budget	15.34%
Total Revenue	\$159,910.79	Current YTD Revenue	\$6,542,969.96
Total Expenditures	<u>\$516,125.87</u>	Current YTD Expenditures	<u>\$5,140,989.93</u>
Monthly Underage	<u>\$(356,215.08)</u>	YTD Overage	\$1,401,980.03

Secretary Abramczyk made a motion to accept the Chief Appraiser’s staff reports. Director Rhonda Zacharias seconded the motion, and the motion carried.

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

Old Business

Consideration and action on Board Policy Manual: A discussion was held with Board Attorney Joe Longoria regarding his recommended changes to the draft policy manual. Vice Chairman Stamatis then made a motion to approve the District Policy Manual with revisions, striking Wildlife Management Section 2.02 and removing the reference to section E in the last sentence in 6.01 paragraph K. The motion was seconded by Secretary Abramczyk, and the motion carried.

New Business:

Consideration and action on district 2013-2014 Reappraisal Plan: The proposed plan was detailed by Chief Appraiser Whitehead. Vice Chairman Stamatis then made a motion to accept the reappraisal plan as written with an amendment to include language that authorizes the Chief Appraiser to review, amend or alter the plan after the beginning of the plan year, with Board approval. Director Zacharias seconded the motion. Secretary Abramczyk proposed amending the motion, to incorporate any statistical data in the plan deemed desirable by the Chief Appraiser specifically where in the current draft there are references to that data elsewhere. Director Zacharias seconded the motion, and the amended motion carried.

Consideration and action on medical expense reimbursement plan: Burke Sunday with Sunday and Associates reviewed the proposed reimbursement plan. After a brief discussion Secretary Abramczyk made a motion to accept the plan as presented. Vice Chairman Stamatis seconded the motion, and the motion carried.

Consideration and action on payment of outstanding vouchers: Chief Appraiser Whitehead stated there were \$127720 in vouchers and checks to be signed. Vice chairman Stamatis made a motion to approve the vouchers. Secretary Abramczyk seconded the motion, and the motion carried.

Items for the Board Members: None.

Announcements: The next Board of Directors meeting will be held Monday September 24, 2012 at 5:15pm.

Adjournment: Meeting was adjourned at 7:19 pm.

Chairman, Jim Kij

Vice Chairman, Paul Stamatis

September 24, 2012