

**THE FORT BEND CENTRAL APPRAISAL DISTRICT
MINUTES OF BOARD OF DIRECTORS MEETING
October 17, 2016**

Board members present: Jim Kij, Chairman; Paul Stamatis, Vice Chairman; Rhonda Zacharias, Secretary, Al Abramczyk, Financial Officer.

Board members absent: Sam Mayson, Director and Patsy Schultz, Ex-officio Member.

District personnel present: Glen Whitehead, Chief Appraiser; Aleida McDaniel, Assistant Chief Appraiser, Krisha Langton, HR Director and David Cryer, Commercial Real Estate Modeler.

Districts Legal Counsel: Veronique Hutchinson, Attorneys.

Others present: Allan Moody, District Liaison Officer.

Call to order: Chairman Kij opened the regular meeting at 5:00 p.m. and declared a quorum present.

Invocation: The invocation was led by Vice Chairman Stamatis and pledges of allegiance by Financial Officer Abramczyk and Secretary Zacharias.

Minutes of previous meeting: Chairman Kij asked the Board to review the September 12, 2016 minutes. Secretary Zacharias made a motion to accept the minutes as presented. Financial Officer Abramczyk made an amendment to the motion with a correction to the minutes. Financial Officer Abramczyk seconded the corrected motion, and the motion carried.

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

Employee of the Month Award: Krisha Langton, presented to the Board of Directors the Employee of the month for October, Jeanine Morales.

Recognition of Employee anniversary: Krisha Langton stated there are no employees to recognize for this month.

Chief Appraiser's Staff Reports:

Monthly Financials:

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

August 2016

Total CAD Budget	\$ 10,313,497.00	Pro-rata%	100.27%
Total Accum. Expenditures	\$ 9,755,845.66	Budget % Expended	94.59%
Remaining Balance	\$ 557,651.34	Running under budget	5.68%
Total Revenue	\$ 13,656.14	Current YTD Revenue	\$9,536,997.29
Total Expenditures	\$1,332,263.45	Current YTD Expenditures	\$9,755,845.66
Monthly Underage	\$(1,318,607.31)	YTD Underage	\$(218,848.37)

September 2016

Total CAD Budget	\$11,941,313.00	Pro-rata%	8.22%
Total Accum. Expenditures	\$ 461,216.88	Budget % Expended	3.86%
Remaining Balance	\$11,480,096.12	Running under budget	4.36%
Total Revenue	\$2,731,358.18	Current YTD Revenue	\$2,731,358.18
Total Expenditures	\$ 461,216.88	Current YTD Expenditures	\$ 461,216.88
Monthly Overage	\$2,270,141.30	YTD Overage	\$2,270,141.30

Liaison Officer Mr. Moody went over his written reports for August 2016. The Board members asked again to put a fact sheet of the surveys on the website with no confidential information.

New Business:

Consideration and action on district auditor: Financial Officer Abramczyk made a motion to accept the bid from Seidel Schroeder for the amount of \$15,750.00. Vice Chairman Stamatis seconded the motion, and the motion carried.

Consideration and action on medical expense reimbursement plan: Financial Officer Abramczyk made a motion to accept the changes and approve the medical expense reimbursement plan. The high plan would be reimbursed \$1000 and the low plan would be reimbursed \$2000. Secretary Zacharias seconded the motion, and the motion carried.

Consideration and action on TDLR Complaints filed against Chief Appraiser: Vice Chairman Stamatis made a motion to approved resolutions of support of Chief Appraiser Whitehead and the engagement of Perdue Brandon Fielder Collins & Mott, L.L.P to provide legal consultation and representation to the FBCAD and Chief Appraiser Whitehead. Financial Officer Abramczyk seconded the motion, and the motion carried.

Consideration and action on payment of outstanding vouchers: Vice Chairman Stamatis made a motion to approve the outstanding vouchers in the amount of \$196,670.37. Financial Officer Abramczyk seconded the motion, and the motion carried.

The Board convened into closed executive session at approximately 5:35 p.m.

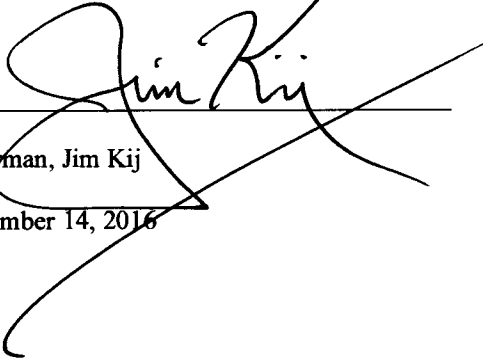
The Board reconvened from the closed executive session at approximately 5:45 p.m.

-Chairman Kij stated there will be a Holiday party for Board members and staff on December 1st at 7:00pm.

Items from the Board Members: Secretary Zacharias asked about the Chief Appraiser performance review standards. Financial Officer Abramczyk and Chairman Kij are going to meet with Chief Appraiser Whitehead to work on Chief Appraiser performance review standards.

Announcements: The next Board of Directors meeting will be held Monday, November 14, 2016 at 5:00 p.m.

Adjournment: The meeting adjourned at 5:56 p.m.



Chairman, Jim Kij

November 14, 2016