

**THE FORT BEND CENTRAL APPRAISAL DISTRICT  
MINUTES OF BOARD OF DIRECTORS MEETING  
January 23, 2017**

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

**Board members absent:** Patsy Schultz, Ex-officio Member

**District personnel present:** Glen Whitehead, Chief Appraiser; Krisha Langton, HR Director; David Cryer, Commercial Real Estate Modeler and Irene Klein, Residential Appraisal Supervisor

**Districts Legal Counsel:** Veronique Hutchinson, Attorney

**Others present:** David Vershek and John Stephen Spears

**Call to order:** Chairman Kij opened the regular meeting at 4:40 p.m. and declared a quorum present.

**Invocation:** The invocation was led by Director Mayson and pledges of allegiance by Financial Officer Abramczyk and Secretary Zacharias.

**Minutes of previous meeting:** Chairman Kij asked the Board to review the December 14, 2016 minutes. Financial Officer Abramczyk made a motion to accept the minutes with one correction. Director Mayson seconded the motion, and the motion carried.

**Public Comments:** Chairman Kij asked if there were any comments from the public.

David Vershek – Wants someone from the appraisal district to explain to him the neighborhood codes. He also wanted the BOD to be aware that the meetings are never on the same day or time month to month. He also stated it was hard for him to find a posting of the agenda for the meetings.

John Stephen Spears – Stated from the last board meeting he was under the impression that the minutes from the meetings would be on the website, which he didn't find. Also, he wanted to know if any of the board of directors is an elected official. He said according to the proposed Senate Bill 2 and House Bill 934, it will require any member of the board of directors to be an elected official in the county that the Appraisal district is in to make them responsible to the tax payers of the county.

**Employee of the Month Award:** Krisha Langton, presented to the Board of Directors the Employee of the month for January, Katie Stark.

**Recognition of Employee anniversary:** None

**Chief Appraiser's Staff Reports:**

**Monthly Financials:**

Chief Appraiser Whitehead went over the monthly financials and staff reports. The renovations on the CAD and ARB building will start soon, but they must make a temporary parking lot for construction. The completion date is still set for the end of September. The only concern is the rain.

**December 2016**

Total CAD Budget	\$11,941,313.00	Pro-rata%	33.42%
Total Accum. Expenditures	<u>\$ 2,939,426.37</u>	Budget % Expended	<u>24.62%</u>
Remaining Balance	\$ 9,001,886.63	Running under budget	8.80%
Total Revenue	\$ 2,848,541.11	Current YTD Revenue	\$ 5,782,627.04
Total Expenditures	<u>\$ 914,964.52</u>	Current YTD Expenditures	<u>\$ 2,939,426.37</u>
Monthly Overage	\$ 1,933,576.59	YTD Overage	\$ 2,843,200.67

Liaison Officer Mr. Moody went over his reports for December and the year to date report.

**New Business:**

**Consideration and action on a request from Fort Bend County Municipal Utility District No. 41 to remove penalty & interest for late quarterly payment:** Director Mayson made a motion to not remove the penalty and interest to be consistent with past requests. Vice Chairman Stamatis seconded the motion, and the motion carried.

**Consideration and action to appoint an Appraisal Review Board (ARB) Chairperson and Secretary:** Vice Chairman Stamatis made a motion to appoint the current Chairperson, Tom DeMont, and the current Secretary, Rita Garrett, as Chairperson and Secretary. Financial Officer Abramczyk seconded the motion, and the motion carried.

**Consideration and action to appoint a voting delegate and alternate for Texas Association of Appraisal Districts (TAAD):** Director Mayson made a motion to appoint Chief Appraiser Glen Whitehead as the voting delegate and Assistant Chief Appraiser Aleida McDaniel as the alternate delegate. Secretary Zacharias seconded the motion, and the motion carried.

**Consideration and action of ESRI Software maintenance contract:** Financial Officer Abramczyk made a motion to accept the contract with ESRI for one year starting April 19, 2017 for \$24,600.00. Financial Officer Abramczyk made an amendment to add the \$2000.00 optional developer support to the motion. Director Mayson seconded the motion and the amended motion, and the motions carried.

**Consideration and action on payment of outstanding vouchers:** Vice Chairman Stamatis made a motion to approve the outstanding vouchers in the amount of \$327,973.92 as presented. Financial Officer Abramczyk seconded the motion, and the motion carried.

**Old Business:**

**Discussion regarding Chief Appraiser's performance review standards:** This has been deferred to the next meeting.

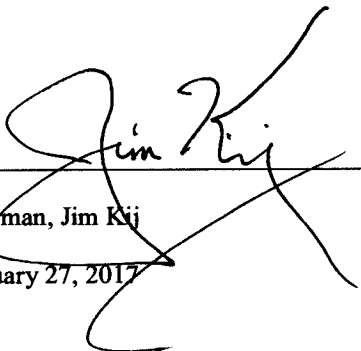
**The Board convened into closed executive session at approximately 5:32 p.m.**

**The Board reconvened from the closed executive session at approximately 6:02 p.m.**

**Items from the Board Members:** Financial Officer Abramczyk wanted to remind everyone of the TAAD conference in February held in Houston. Chief Appraiser Whitehead stated all of the Board of Directors are registered for the conference.

**Announcements:** The next Board of Directors meeting will be held Monday, February 13, 2017 at 11:30 a.m.

**Adjournment:** The meeting adjourned at 6:05 p.m.



---

Chairman, Jim Kij

February 27, 2017



---