

**THE FORT BEND CENTRAL APPRAISAL DISTRICT
MINUTES OF BOARD OF DIRECTORS MEETING
July 10, 2017**

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

Board members absent none.

District personnel present: Glen Whitehead, Chief Appraiser; Aleida McDaniel, Assistant Chief Appraiser; Krisha Langton, HR Director; Victor Grandmaiter, IT Manager; Irene Klein, Residential Appraisal Supervisor; Georgia Moncrief, Residential Modeler; Mark Smith, Commercial Supervisor and LaJuan Lewis-Paris, Personal Property Supervisor.

Districts Legal Counsel: Veronique Hutchinson, Attorney

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 Director Mayson and Secretary Zacharias.

Minutes of previous meeting: Chairman Kij asked the Board to review the June 19, 2017 minutes. Director Mayson made a motion to approve the minutes as presented with amendments. Financial Officer Abramczyk seconded the motion, and the motion carried.

Employee of the Month Award: Krisha Langton, presented to the Board of Directors the Employee of the month for July, JoAnn Ortega.

Recognition of Employee anniversary: Jim Kij presented a certificate to Melinda Kelley for her 20 years working at the CAD.

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

Recess for Public Hearing for 2017-2018 Budget at 5:06 p.m.

Reconvene meeting at 5:06 p.m. – no public present

Chief Appraiser's Staff Reports:

Monthly Financials:

Chief Appraiser Whitehead went over the monthly financials and staff reports. He stated that the steel had arrived for both buildings and the September deadline has been pushed back.

June 2017

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|---------------------------|------------------------|--------------------------|------------------------|
| Total CAD Budget | \$11,941,313.00 | Pro-rata% | 83.01% |
| Total Accum. Expenditures | <u>\$ 8,173,999.60</u> | Budget % Expended | <u>68.45 %</u> |
| Remaining Balance | \$ 3,767,313.40 | Running under budget | 14.56% |
| | | | |
| Total Revenue | \$2,048,720.17 | Current YTD Revenue | \$10,538,373.63 |
| Total Expenditures | <u>\$1,566,844.03</u> | Current YTD Expenditures | <u>\$ 8,173,999.60</u> |
| Monthly Overage | \$ 481,876.14 | YTD Overage | \$ 2,364,374.03 |

Mr. Moody, Liaison Officer, went over his reports for June and year to date.

New Business:

Consideration and action on annual maintenance contract with James J. Kim for customized TIPS software: Financial officer Abramczyk made a motion to approve the contract with James Kim for \$4500.00. Director Mayson seconded the motion, and the motion carried.

Consideration and action on AT&T contract: Victor Grandmaiter went over the contract details from AT&T. Table item until next month.

Consideration and action on district budget 2017-2018: Financial officer Abramczyk made a motion to accept the budget in the amount of \$13,082,283.00. Vice Chairman Stamatis seconded the motion, and the motion carried.

Consideration and action on Resolution No. 2017-01 adopting the 2017-2018 budget: Financial Officer Abramczyk made a motion to accept the resolution and for it to be signed. Director Mayson seconded the motion, and the motion carried.

Consideration and action on auctioning of furniture and equipment: Director Mayson made a motion to auction off the listed furniture and equipment. 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 \$519,294.77 as presented. Financial Officer Abramczyk seconded the motion, and the motion carried.

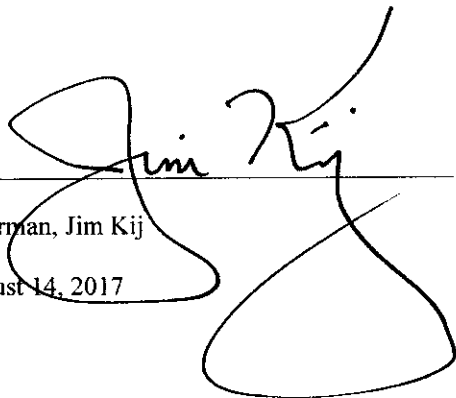
The Board convened into closed executive session at approximately 5:44 p.m.

The Board reconvened from the closed executive session at approximately 6:47 p.m.

Items from the Board Members: Financial Officer Abramczyk asked Chief Appraiser Whitehead how the Board elections were going. Chief Appraiser Whitehead stated one was late, but after talking to our legal it would be authorized. Financial Officer Abramczyk stated the BOD needs to meet with Chief Appraiser Whitehead for his yearly performance evaluation.

Announcements: The next Board of Directors meeting will be held Monday, August 14, 2017 at 5:00 p.m. at the Appraisal District.

Adjournment: The meeting adjourned at 7:00 p.m.

A large, stylized handwritten signature in black ink, appearing to read "Jim Kij". The signature is written over a horizontal line and extends significantly below it.

Chairman, Jim Kij

August 14, 2017