

**THE FORT BEND CENTRAL APPRAISAL DISTRICT  
MINUTES OF BOARD OF DIRECTORS MEETING**

August 14, 2017

\*\*Corrected\*\*

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

**Board members absent:** Sam Mayson, Director.

**District personnel present:** Glen Whitehead, Chief Appraiser; Aleida McDaniel, Assistant Chief Appraiser; Krisha Langton, HR Director and Irene Klein, Deputy Chief Appraiser.

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

**Others present:** Districts Liaison Officer, Allen Moody was absent.

**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 Secretary Zacharias and pledges of allegiance by Aleida McDaniel and Chief Appraiser Whitehead.

**Minutes of previous meeting:** Chairman Kij asked the Board to review the July 10, 2017 minutes. Financial officer Abramczyk made a motion to accept the minutes as presented. Secretary Zacharias 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 August, Lori Jackson.

**Recognition of Employee anniversary:** None.

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

**Chief Appraiser's Staff Reports:**

**Monthly Financials:**

Chief Appraiser Whitehead states that the CAD was able to certify at 97% on July 21, 2017.

<b>July 2017</b>			
Total CAD Budget	\$11,941,313.00	Pro-rata%	91.51%
Total Accum. Expenditures	<u>\$ 8,962,664.56</u>	Budget % Expended	<u>75.06 %</u>
Remaining Balance	\$ 2,978,648.44	Running under budget	16.45%
Total Revenue	\$ 386,664.79	Current YTD Revenue	\$10,925,038.42
Total Expenditures	<u>\$ 788,733.24</u>	Current YTD Expenditures	<u>\$ 8,962,664.56</u>
Monthly Underage	\$(402,068.45)	YTD Overage	\$ 1,962,373.86

**New Business:**

**Consideration and action on Hugh Landrum Mineral and Industrial Appraisal Contract:** Financial Officer Abramczyk made a motion to accept the Hugh Landrum Contract, effective January 1, 2018 with an increase in the annual fee currently at \$107,500.00 to \$110,000.00 with a provision of no increases for two years. Vice Chairman Stamatis seconded the motion, and the motion carried.

**Consideration and action on Experian licenses renewal:** Vice Chairman Stamatis made a motion to approve the renewal of the Experian licenses. Financial officer Abramczyk seconded the motion, and the motion carried.

**Consideration and action auditor for 2016-2017 budget year:** Tabled for next month.

**Consideration and action on ESRI Image Server software:** Vice Chairman Stamatis made a motion to accept the quote from ESRI. Financial Officer Abramczyk seconded the motion. Secretary Zacharias amended the motion to add an additional \$10,000 for upgrades. 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 \$185,586.26 as presented. Financial Officer Abramczyk seconded the motion, and the motion carried.

**The Board convened into closed executive session at approximately 5:38 p.m.**

**The Board reconvened from the closed executive session at approximately 6:06 p.m.**

**\*\* Chairman Kij needed to leave early at 5:55 p.m. so Vice Chairman Stamatis chaired the rest of the meeting. \*\***

**Property settlement on 15-DCV-225364 Lee v. FBCAD:**

Financial Officer Abramczyk made a motion to authorize our legal advisors and Chief Appraiser Whitehead to negotiate with Mr. Lee. Secretary Zacharias seconded the motion and the motion carried.

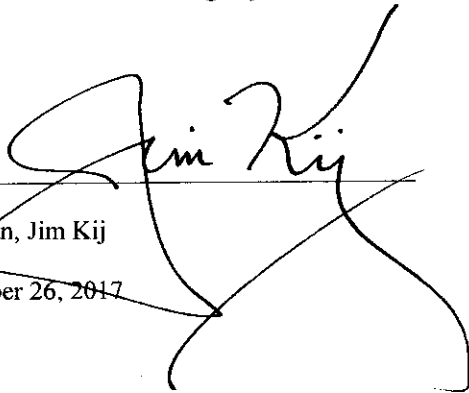
**Old Business:**

**Consideration and action on AT&T contract:** Secretary Zacharias made a motion to accept the 250 MB Ethernet contract for \$2071.80. Financial Officer Abramczyk seconded the motion and the motion carried.

**Items from the Board Members:** Secretary Zacharias asked each board member needs to send her their chief Appraiser performance evaluation forms so she can tabulate them before the next BOD meeting.

**Announcements:** The next Board of Directors meeting will be held Tuesday, September 26, 2017 at 5:00 p.m. at the Appraisal District.

**Adjournment:** The meeting adjourned at 6:13 p.m.



Chairman, Jim Kij

September 26, 2017