

**THE FORT BEND CENTRAL APPRAISAL DISTRICT
MINUTES OF BOARD OF DIRECTORS MEETING
September 26, 2017**

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

Board members absent: Paul Stamatis, Vice Chairman and Rhonda Zacharias, Secretary.

District personnel present: Glen Whitehead, Chief Appraiser; Aleida McDaniel, Assistant Chief Appraiser; Krisha Langton, HR Director and LaJuan Lewis-Paris, Deputy Chief Appraiser.

Districts Legal Counsel: Veronique Hutchinson, Attorney.

Others present: Allan Moody, Liaison Officer; Burke Sunday, Gallagher and Michele Kwiatkowski, Seidel Schroeder.

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 Aleida McDaniel and pledges of allegiance by Director Mayson and Chairman Kij.

Minutes of previous meeting: Chairman Kij asked the Board to review the August 14, 2017 minutes. Financial officer Abramczyk made a motion to accept the minutes with amendments. The motion was carried, but there was not a second for it.

Employee of the Month Award: Krisha Langton, presented to the Board of Directors the Employee of the month for September, Damian Lee.

Recognition of Employee anniversary: None.

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

New Business:

Consideration and action on district audit report for 2015-2016 budget years: Michele Kwiatkowski from Seidel Schroeder went over the written audit with the Board. Director Mayson made a motion to accept the audit as presented. Financial officer Abramczyk seconded the motion, and the motion carried.

Old Business:

Consideration and action auditor for 2016-2017 budget years: Director Mayson made a motion to continue with the same audit firm Seidel Schroeder. Financial Officer Abramczyk seconded the motion, and the motion carried.

****New Business:**

Consideration and action on medical and supplemental insurance: Burke Sunday with Gallagher went over the proposed medical and supplemental plans. Director Mayson made a motion to accept the three proposed medical plans of 1-PPO plan, 1-EPO plan and 1-HSA plan, effective November 1, 2017 through October 31, 2018, with an employer contribution of \$860. The dental, vision, life and all supplemental lines of coverage will remain the same as presented. Financial Officer Abramczyk seconded the motion, and the motion carried.

Consideration and action on consulting agreement with Gallagher Benefits Services, Inc.: Chairman Kij made a motion to only allow a 6.25% increase which would make the new monthly payment \$2320.50. Financial Officer Abramczyk seconded the motion, and the motion carried.

Consideration and action on an agreement for Accurint for Government Plus with LexisNexis Risk: Director Mayson made a motion to accept the contact as presented, which is the same as last year. Financial Officer Abramczyk seconded the motion, and the motion carried.

Consideration and action on payment of outstanding vouchers: Financial Officer Abramczyk made a motion to approve the outstanding vouchers in the amount of \$445,065.05 as presented. Director Mayson seconded the motion, and the motion carried.

Chief Appraiser's Staff Reports:

Monthly Financials:

Chief Appraiser Whitehead went over the written reports and explained how the disaster appraisal process will work.

August 2017			
Total CAD Budget	\$11,941,313.00	Pro-rata%	100.00%
Total Accum. Expenditures	<u>\$10,191,861.56</u>	Budget % Expended	<u>85.35 %</u>
Remaining Balance	\$ 1,749,451.44	Running under budget	14.65%
Total Revenue	\$ 10,194.92	Current YTD Revenue	\$10,935,233.34
Total Expenditures	<u>\$ 1,229,197.00</u>	Current YTD Expenditures	<u>\$10,191,861.56</u>
Monthly Underage	\$(1,219,002.08)	YTD Overage	\$ 743,371.79

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

The Board convened into closed executive session at approximately 7:12 p.m.

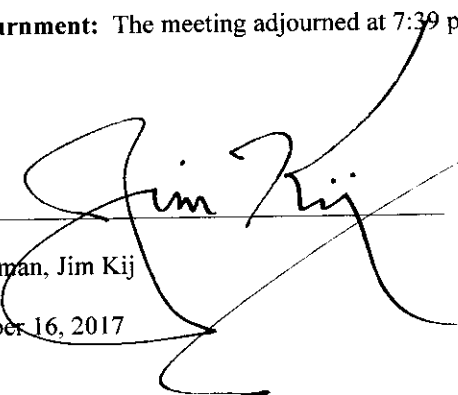
The Board reconvened from the closed executive session at approximately 7:35 p.m.

Personnel Matters- Chief Appraiser Review and Contract: Chairman Kij made a motion to extend Chief Appraiser Whitehead's current contract and salary through, to the end of the year. Director Mayson seconded the motion, and the motion carried.

Items from the Board Members: None.

Announcements: The next Board of Directors meeting will be held Monday, October 16, 2017 at 3:30 p.m. at the Appraisal District.

Adjournment: The meeting adjourned at 7:39 p.m.



Chairman, Jim Kij
October 16, 2017