

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

June 19, 2017

Corrected

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

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

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

Districts Legal Counsel: Joe Longoria, Attorney

Others present: Allan Moody, District Liaison Officer.

Call to order: Chairman Kij opened the regular meeting at 5:16 p.m. and declared a quorum present.

Invocation: The invocation was led by Director Mayson and pledges of allegiance by Aleida McDaniel.

Minutes of previous meeting: Chairman Kij asked the Board to review the May 15, 2017 minutes. Financial Officer Abramczyk made a motion to approve the minutes as presented with amendments. Director Mayson 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 March, Jennifer Vasquez.

Recognition of Employee anniversary: Krisha Langton stated Maggie Guevara has worked at the CAD for 5 years and two others who were not present; Eva Rychlik and Melinda Kelley.

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

Tom DeMont – stated he is the Chairman of the ARB and wants to let the BOD get a better idea of what he does. He also wanted the BOD to know every ARB member has signed an Ethics Statement, and the ARB now has their own website.

**** Secretary Rhonda Zacharias showed up at 5:34 p.m.**

Chief Appraiser's Staff Reports:

Monthly Financials:

Chief Appraiser Whitehead went over the monthly financials and staff reports. He went over some legislation that passed recently and how it will affect the CAD.

May 2017

Total CAD Budget	\$11,941,313.00	Pro-rata%	74.79%
Total Accum. Expenditures	<u>\$ 649,600.72</u>	Budget % Expended	<u>55.33 %</u>
Remaining Balance	\$ 5,333,907.43	Running under budget	19.46%
Total Revenue	\$ 9,924.39	Current YTD Revenue	\$8,489,653.46
Total Expenditures	<u>\$ 649,600.72</u>	Current YTD Expenditures	<u>\$6,607,405.57</u>
Monthly Underage	\$(639,676.33)	YTD Overage	\$1,882,247.89

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

New Business:

Consideration and action on a quotation received from Edge Wave for iPrism Web Security service renewal and basic appliance maintenance renewal: Financial Officer Abramczyk made a motion to approve the contract as presented totaling \$6,693.60 for 39 months. Director Mayson seconded the motion, and the motion carried.

Consideration and action on Tyler Letter of Agreement software modifications: Financial Officer Abramczyk made a motion to accept the contract for \$5,000 plus expenses. Vice Chairman Stamatis seconded the motion, and the motion carried.

Consideration and action of an Agreement for Legal Services with Perdue, Brandon, Fielder, Collins & Mott, and L.L.P: Vice Chairman Stamatis made a motion to accept the fee rate increase with an effective date of September 1, 2017 and a 90 day notice of any future increases. Secretary Zacharias seconded the motion, and the motion carried.

Consideration and action on budget calendar:

- a. **Set date for budget hearing:** July 10, 2017 @ 5:00 pm
- b. **Set date for budget adoption:** July 10, 2017 @ 5:00 pm

Consideration and action on payment of outstanding vouchers: Vice Chairman Stamatis made a motion to approve the outstanding vouchers in the amount of \$462,768.54 as presented. Financial Officer Abramczyk seconded the motion, and the motion carried.

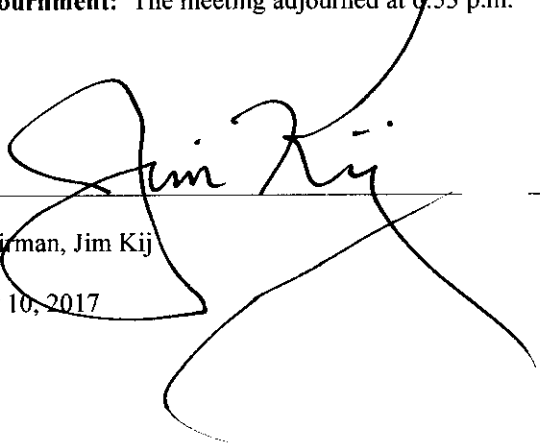
The Board convened into closed executive session at approximately 6:26 p.m.

The Board reconvened from the closed executive session at approximately 6:49 p.m.

Items from the Board Members: Secretary Zacharias wants the older cases either litigated or closed out in the next six months. She also asked Chief Appraiser Whitehead how the website was coming along. Chief Appraiser Whitehead stated the CAD is getting a web developer with the next budget who will work on it.

Announcements: The next Board of Directors meeting will be held Monday, July 10, 2017 at 5:00 p.m. at the Appraisal District.

Adjournment: The meeting adjourned at 6:53 p.m.



Chairman, Jim Kij

July 10, 2017