The Fort Bend Central Appraisal District
Minutes of Board of Directors Meeting
May 18, 2020

Board members present: Jim Kij, Chairman; Paul Stamatis, Vice Chairman; Michael Rozell, Secretary; Al Abramczyk, Financial Officer; Pam Gaskin, Director and Carrie Surratt, Ex-officio Member

Board members absent: None

District personnel present: Jordan Wise, Chief Appraiser; Irene Klein, Deputy Chief Appraiser; Tara Strine, Deputy Chief Appraiser; Krisha Langton, HR Director and David Cryer, Litigation Manager

Districts Legal Counsel: Joe Longoria, Attorney

Districts Liaison Officer: Allan Moody, absent.

Others present: None

Call to order: Chairman Kij opened the regular meeting at 4:30 p.m. and declared a quorum present.

Minutes of previous meeting: Chairman Kij asked the Board to review the March 16, 2020 minutes. Secretary Rozell made a motion to accept the minutes as presented. Vice Chairman Stamatis seconded the motion, and the motion carried. Financial Officer Abramczyk abstained from the vote.

Recognition of Employee of the Month: Chairman Kij presented to the Board of Directors the Employee of the Month for April, Victor Grandmaiter; May, Michael Garza, who were not present.

Recognition of Service Awards: Chairman Kij stated there is a five-year service award for Kimberly Rodriguez who was not present.

Public Comments: Chairman Kij asked if there were any comments from the public. None were present.

** Chairman Kij changed the order of the agenda **

Discussion and possible action on District budget for Fiscal Year 2021: Secretary Rozell made a motion to approve the District budget for Fiscal Year 2021. Director Gaskin made a motion, and the motion carried.

Discussion and possible action on Resolution No. 2020-02 adopting the Fiscal Year 2021 Budget: Secretary Rozell made a motion to approve the District Budget for Fiscal Year 2021. Director Gaskin seconded the motion, and the motion carried.

The Board convened into closed executive session at approximately 4:41 p.m.

The Board reconvened from the closed executive session at approximately 5:17 p.m.
Director Gaskin made a motion to increase the salary of Chief Appraiser Wise to $160,000 for the remainder of the contract term through August 31, 2020, based on performance. Financial Officer Abramczyk made a motion to amend the motion. He stated pursuant to the existing contract, Article III it states ‘Chief Appraiser shall receive a performance review after six months of employment. At the time of the six month performance review, FBCAD may increase the Chief Appraiser’s salary if the Board of Directors in their total discretion deems such an increase appropriate’ Financial Officer Abramczyk stated the Board has deemed that appropriate due to great performance; therefore will consider an additional adjustment as part of the renegotiation on the update of the new contract effective September 1, 2020. Chairman Kij added this is a merit increase based on performance and the full contract will be renewed again effective September 1, 2020. Vice Chairman Stamatis seconded the motion, and the motion carried.

Chief Appraiser Reports: Chief Appraiser Wise went over his written report for the month.
**Liaison Officer Reports:** The written reports were provided for the agenda item, but they were not verbally discussed.

**Department Status Reports:** The written reports were provided for the agenda item, but they were not verbally discussed.

**New Business:**

**Report on the 2020 Market Update Final Report prepared by The Segal Group to determine the market competitiveness of the District's jobs:** Financial Officer Abramczyk asked that we also get salary information from Collin and Denton counties as well. Vice Chairman Stamatis commented this is what he expected for this report that in some areas the district would be under and some areas over, that is the nature of salaries. Chief Appraiser Wise stated this report will help when looking at key positions and making sure they are at market value and to address and inequalities.

**Report on status of 2020 appraisal and values noticing activities:** Chief Appraiser Wise stated one of the most asked questions was, what was the year to year change on residential property? He went over this information and stated it was also given to Senator Bettencourt who asked for it as well. The data provided showed when combining the resident homestead and nonresident homestead the change is 4.8%. Senator Bettencourt had a press release with all this information and show FBCAD when compared to other districts where we fell in the middle between Collin County at 2.3% and Harris County at 8.74%. On May 13 when asked by KHOU if there was an increase in protests due to COVID? On that date there was a 15% increase; in 2019 there was approx. 44,000 protests and 2020 approx. 50,700. A few days later, May 16, it increased to 74,000 protests. Chief Appraiser Wise stated as of today, of the 74,000 protests, 8,000 have been resolved.

**Report on providing the 2020 preliminary rolls to the taxing jurisdictions and certified estimates to the school districts, county, cities, and special districts:** Chief Appraiser Wise went over the letter and data that was sent to taxing jurisdictions. This letter and the amount of data was changed, each jurisdiction received more information and detail than they have in the past, and a suggested reduction amount. The feedback from the jurisdictions on the letters were positive.

**Discussion and possible action to waive penalty and interest fees for late quarterly payments for the second and third quarter billing:** No action was taken since no formal request was made.

**Consideration and action on payment of outstanding vouchers and review of financial reports:** Vice Chairman Stamatis made a motion to approve the outstanding vouchers as presented for March totaling $390,960.95, and for April totaling $210,044.09. Director Gaskin seconded the motion, and the motion carried.

**Monthly Financials**

| March 2020 | Total CAD Budget | $15,033,735.00 | Pro-rata% | 58.36% |
| Total Accum. Expenditures | $6,733,381.76 | Budget % Expended | 44.79% |
| Remaining Balance | $8,300,353.24 | Running under budget | 13.57% |

| April 2020 | Total CAD Budget | $15,033,735.00 | Pro-rata% | 66.58% |
| Total Accum. Expenditures | $7,737,322.00 | Budget % Expended | 51.47% |
| Remaining Balance | $7,296,413.00 | Running under budget | 15.11% |

**Items from the Board Members:** None.

**Announcements:** The next Board of Directors meeting will be on Monday, June 15, 2020 at 4:30 p.m. at the Appraisal District.

**Adjournment:** The meeting adjourned at 5:51 p.m.