

**Fort Bend Central Appraisal District
Minutes of Board of Directors Meeting
December 5, 2024**

Board members present: Jim Kij, Chairman; Paul Stamatis, Vice Chairman; Mike Rozell, Secretary; Pam Gaskin, Financial Officer; Jim Rice, Director; Sam Chatriwala, Director; Andrew Johnson, Director

Board members absent: Larry Indermuehle, Director; Carmen Turner, Assessor/Collector

District personnel present: Jordan Wise, Chief Appraiser; Tara Strine, Deputy Chief Appraiser; Rex Wogan, Deputy Chief Appraiser; Krisha Langton, Chief Human Resources Officer; Michael Gary, Chief Legal & Compliance Officer; Christene Garza, Director of Litigation; Brandon Thompson, Director of Appraisal Operations; Tiffany BenJebbour, Director of Special Projects; Michael Higgins, Chief Financial Officer.

District's Legal Counsel: Matthew Tepper, McCreary Veselka Bragg & Allen PC (MVBA)

District's Liaison Officer: Myron Green

Others present: None

Call to order: Chairman Jim Kij, opened the regular meeting at 4:30 p.m.

Public Comments: None

Consent Agenda: Financial Officer Pam Gaskin made a motion to approve all items on the consent agenda as presented. Secretary Mike Rozell seconded the motion, and the motion passed unanimously.

- a. Review and consider approval of minutes for the regular meeting of October 15, 2024.
- b. Review and consider approval of payment for outstanding vouchers and review of financial reports.

Recognition of Service Awards: The following individuals were recognized for their years of service with FBCAD: Jerrica Boettcher (10 years) and Chuck Wharton (10 years).

Accomplishments: Chairman Jim Kij presented a plaque to Director Jim Rice in recognition of his years of dedicated service on the Board of Directors. Director Rice had recently announced that he would not be seeking reappointment to the Board.

Chief Appraiser Reports: Chief Appraiser Jordan Wise presented his report on the following topics: Tax Year 2025 Planning, 2025 Legislative Session, School District Property Value Study (SDPVS), Assessor-Collector Meeting, Tyler Technologies Update, and other miscellaneous projects and activities.

Liaison Officer Reports: Myron Green presented the liaison officer report.

Department Status Reports: The department status reports were presented.

The Board convened into closed executive session at approximately 4:44 p.m. for the following items:

- Private consultation with board's attorney regarding property litigation, other litigation, personnel matters, and security matters. No action taken.
- Discussion and possible action over the contemplated purchase of real property located in central Fort Bend County. No action taken.

Minutes of Board of Directors Meeting Minutes

December 5, 2024

Page 2

- **Annual evaluation and contract for Chief Appraiser.** Financial Officer Pam Gaskin made a motion to renew the Chief Appraiser contract with an increase of 10.5% to his base salary effective September 1, 2024. Director Andrew Johnson seconded the motion, and the motion passed unanimously.

The Board reconvened from the closed executive session at approximately 5:40 p.m.

New Business:

Consideration, discussion, and possible action to appoint members to the Appraisal Review Board (ARB) for Fort Bend County and to set the terms of the appointed members. Financial Officer Pam Gaskin provided an update on behalf of the ARB Selection Committee and announced the individuals who were selected to serve on the Appraisal Review Board effective January 1, 2025.

Vice Chairman Paul Stamatis made a motion to appoint members to the Appraisal Review Board with the term beginning January 1, 2025. Secretary Mike Rozell seconded the motion, and the motion passed unanimously.

Consideration, discussion, and possible action to appoint officers for the tax year 2025 for the Appraisal Review Board of Fort Bend County. Secretary Mike Rozell made a motion to appoint Cheryl Harper as the Chairperson for a term of one year, and Dayana Roda as the Secretary for a term of two years. Director Sam Chatriwala seconded the motion, and the motion passed unanimously.

Consideration, discussion, and possible action to approve a master services agreement with Dialpad, Inc. for telephone line software and services. Vice Chairman Paul Stamatis made a motion to approve a master services agreement with Dialpad. Financial Officer Pam Gaskin seconded the motion, and the motion passed unanimously.

Consideration, discussion, and possible action to award the bid for Homestead Exemption Services as submitted in response to the Request for Proposals (RFP) and authorize the Chief Appraiser to execute all necessary agreements. Vice Chairman Paul Stamatis made a motion to select TrueRoll for Homestead Exemption Services. Secretary Mike Rozell seconded the motion, and the motion passed unanimously.

Consideration, discussion, and possible action to approve the renewal of a Small Governmental Platform Program Enterprise Agreement (SGDPP EA) with Environmental Systems Research Institute, Inc. (Esri). Vice Chairman Paul Stamatis made a motion to approve the renewal of the Esri agreement. Secretary Mike Rozell seconded the motion, and the motion passed unanimously.

Consideration, discussion, and possible action on approving board members attendance at the Texas Association of Appraisal Districts (TAAD) Annual Conference on February 16-19, 2025, in Austin, Texas. Vice Chairman made a motion to approve board members attendance at the TAAD Annual Conference. Secretary Mike Rozell seconded the motion, and the motion passed unanimously.

Discussion regarding the 2025 Board of Directors election. Chairman Jim Kij said there were five (5) candidates for five (5) spots on the Board of Directors. The deadline to submit votes is before December 15, 2024.

Other Business:

Items from the Board Members: None.

Minutes of Board of Directors Meeting Minutes

December 5, 2024

Page 3

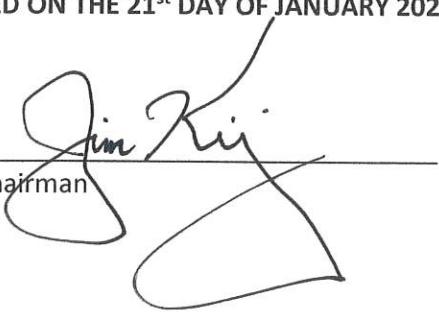
Discussion between members of the Board of Directors and the Chief Appraiser regarding appraisal as permitted by Sec. 6.15, Tax Code. None

Announcements: The next Board of Directors meeting will be on Tuesday, January 21, 2025, at 4:30 p.m. at the Appraisal District.

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

APPROVED ON THE 21st DAY OF JANUARY 2025.

Jim Kij, Chairman

A handwritten signature in black ink that reads "Jim Kij". The signature is fluid and cursive, with a large, sweeping "J" at the beginning.

Michael Rozell, Secretary

A handwritten signature in blue ink that reads "Michael Rozell". The signature is fluid and cursive, with a large, sweeping "M" at the beginning.