

**THE FORT BEND CENTRAL APPRAISAL DISTRICT
MINUTES OF BOARD OF DIRECTORS MEETING
February 15, 2016**

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

Board members absent: Rhonda Zacharias, Secretary.

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

Districts Legal Counsel: Veronique Hutchinson, Attorney.

Others present: Allen Moody, District's Liaison Officer.

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

Invocation: The invocation was led by Chairman Kij and pledges of allegiance by Director Mayson and Patsy Schultz.

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

Minutes of previous meeting: Chairman Kij asked the Board to review the January 11, 2016 minutes. Financial Officer Abramczyk made a motion to approve the minutes as presented. Director Mayson seconded the motion, and the motion carried.

Chief Appraiser's Staff Reports:

Monthly Financials:

Chief Appraiser Whitehead went over the monthly financials and staff reports and stated he met with Jamie Knight with the County. The County's legal team is working on a new lease contract for the future building modifications.

January 2016

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|---------------------------|------------------------|--------------------------|-----------------------|
| Total CAD Budget | \$10,313,497.00 | Pro-rata% | 41.92% |
| Total Accum. Expenditures | <u>\$ 3,481,164.59</u> | Budget % Expended | <u>33.75%</u> |
| Remaining Balance | \$ 6,832,332.41 | Running under budget | 8.17% |
| | | | |
| Total Revenue | \$ 49,971.57 | Current YTD Revenue | \$5,156,689.95 |
| Total Expenditures | <u>\$ 846,492.35</u> | Current YTD Expenditures | <u>\$3,481,164.59</u> |
| Monthly Underage | \$(796,520.78) | YTD Overage | \$1,675,525.36 |

Liaison Officer Mr. Moody went over his written reports for January 2016.

Old Business:

Consideration and action on bank signatures: Chief Appraiser Whitehead stated all information has been given and addressed, and Director Mayson will not be signing. Chief Appraiser Whitehead is waiting for the bank to draft the signature cards for everyone to sign. No action will be taken at this time.

New Business:

Consideration and action on auction of furniture and equipment: Vice Chairman Stamatis made a motion to authorize the 2016 inventory list of excess items to be auctioned in as is condition with no minimum. Financial Officer Abramczyk seconded the motion, and the motion carried.

Consideration and action on City of Rosenberg request to remove penalty & interest for a late quarterly payment: Vice Chairman Stamatis made a motion to deny the request from City of Rosenberg. Financial Officer Abramczyk seconded the motion, and the motion carried.

Consideration and action on joining Buy Board Local Government Purchasing Cooperative: Financial Officer Abramczyk made a motion to approve joining the Cooperative. Vice Chairman Stamatis seconded the motion, and the motion carried.

Consideration and action on ArcGIS Desktop Advance Concurrent Use License: Per request of Chief Appraiser Whitehead, no action taken.

Consideration and action ESRI maintenance contract: Director Mayson made a motion to approve the requested amount of \$29,449.46 for the ESRI maintenance contract. Vice Chairman Stamatis seconded the motion, and the motion carried.

Consideration and action on payment of outstanding vouchers: Vice Chairman Stamatis made a motion to authorize the payment of \$152,410.13 for outstanding vouchers as presented. Financial Officer Abramczyk seconded the motion, and the motion carried.

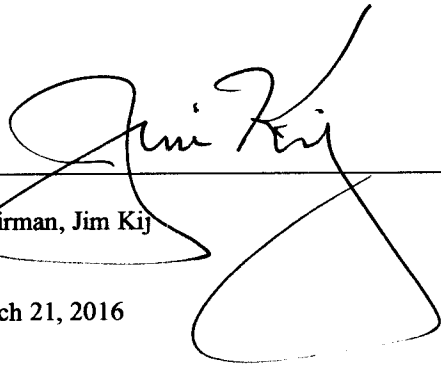
The Board convened into closed executive session at approximately 5:46 p.m.

The Board reconvened from the closed executive session at approximately 5:58 p.m.

Items from the Board Members: Financial Officer Abramczyk requested legal advice on the impact of House Bill 1295 on the FBCAD purchasing policy.

Announcements: The next Board of Directors meeting will be held Monday March 21, 2016 at 4:30 p.m.

Adjournment: The meeting adjourned at 6:03 p.m.



Chairman, Jim Kij

March 21, 2016
