

**THE FORT BEND CENTRAL APPRAISAL DISTRICT
MINUTES OF BOARD OF DIRECTORS MEETING
March 28, 2016**

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

Board members absent: Rhonda Zacharias, Secretary and Patsy Schultz, Ex-officio Member.

District personnel present: Glen Whitehead, Chief Appraiser, Krisha Langton, HR Director and David Cryer, Commercial Department.

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 Al Abramczyk and pledges of allegiance by Director Mayson and Chief Appraiser Whitehead.

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 February 15, 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's Real Estate Dept. The County's legal team is working on a new lease contract for the future building modifications.

February 2016

Total CAD Budget	\$10,313,497.00	Pro-rata%	49.86%
Total Accum. Expenditures	<u>\$ 4,285,804.87</u>	Budget % Expended	<u>41.56%</u>
Remaining Balance	\$ 6,027,692.13	Running under budget	8.30%
Total Revenue	\$ 56,689.18	Current YTD Revenue	\$5,213,379.13
Total Expenditures	<u>\$ 804,640.28</u>	Current YTD Expenditures	<u>\$4,285,804.87</u>
Monthly Underage	\$(747,951.10)	YTD Overage	\$ 927,574.26

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

Old Business:

Consideration and action on bank signatures: Director Mayson has decided to add his name to the bank signature cards. Secretary Zacharias and Assistant Chief Appraiser McDaniel were absent so the cards cannot be completed until they are signed by everyone. All others signed the cards

New Business:

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 ArcGIS training class and one day extended training: Financial officer Abramczyk made a motion for upto a \$12,000 budget addition for an ArcGIS one week training class with a one day extended training. Director Mayson seconded the motion, and the motion carried.

Consideration and action on County Phase II expansion: No action taken

Consideration and action on payment of outstanding vouchers: Vice Chairman Stamatis made a motion to authorize the payment of \$415,340.78 for outstanding vouchers as presented. Financial Officer Abramczyk seconded the motion, and the motion carried.

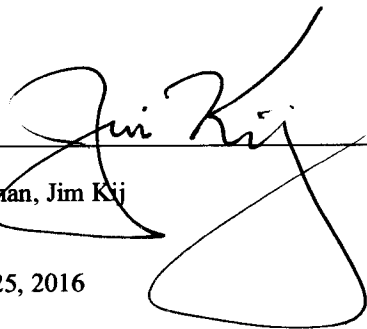
The Board convened into closed executive session at approximately 5:18 p.m.

The Board reconvened from the closed executive session at approximately 5:28 p.m.

Items from the Board Members: Director Abramczyk asked if the board of directors could start having workshops for discussion and information purposes. It was agreed that a workshop would be scheduled in the near future.

Announcements: The next Board of Directors meeting will be held Monday April 25, 2016 at 4:30 p.m.

Adjournment: The meeting adjourned at 5:38 p.m.

A handwritten signature in black ink, appearing to read "Jim Kij", is written over a horizontal line. The signature is stylized and extends below the line.

Chairman, Jim Kij

April 25, 2016