

**THE FORT BEND CENTRAL APPRAISAL DISTRICT  
MINUTES OF BOARD OF DIRECTORS MEETING  
Amended  
March 24, 2014**

**Board members present:** Jim Kij, Chairman; Paul Stamatis, Vice Chairman; Al Abramczyk, Secretary; Rhonda Zacharias, Director, Albert Glover, Director, Patsy Schultz, Ex-officio Member.

**Board members absent:** None

**District personnel present:** Glen Whitehead, Chief Appraiser, Aleida McDaniel, Deputy Chief Appraiser.

**Others present:** Allan Moody, Liaison Officer.

**Call to order:** Chairman Kij opened the regular meeting at 4:03 p.m. and declared a quorum present.

**Invocation:** The invocation and pledge of allegiance was given by 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 24, 2014 minutes Secretary Abramczyk made a motion to accept the minutes as presented. Director Glover 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. The resulting discussion included an update on the building remodeling project and extra furniture & fixtures that will be needed.

February 2014

Total CAD Budget	\$8,191,276.00	Pro-rata%	49.59%
Total Accum. Expenditures	<u>\$3,268,645.19</u>	Budget % Expended	<u>39.90%</u>
Remaining Balance:	\$4,922,630.81	Running under budget	9.69%
Total Revenue	\$ 85,763.55	Current YTD Revenue	\$3,849,334.06
Total Expenditures	<u>\$ 532,270.93</u>	Current YTD Expenditures	<u>\$3,268,645.19</u>
Monthly Underage	\$(446,507.38)	YTD Overage	\$ 580,688.87

Liaison Officer Moody reviewed his monthly report for February, and went over the year to date reports.

**Old Business:**

**Discussion on staggered Board members terms of office:** Item tabled.

**Consideration and action on press release with Board of Directors pictures:** Chief Appraiser Whitehead handed out an example of the press release.

Chief Appraiser Whitehead had all the Board of Directors sign the bank signature forms and got copies of their driver's licenses.

**New Business:**

**Consideration and action on retaining Christopher Jackson to represent Chief Appraiser with Texas Department of licensing and Regulations complaint PTP2014000503:** Vice Chairman Stamatis made a motion to adopt the resolution as written. Director Glover seconded the motion, and the motion carried.

**Consideration and action on Investment Policy:** Item tabled.

**Consideration and action to authorize chief appraiser per Budget Resolution No. 2013-01 as stated in the resolution to do interfund transfers on fund balances for:** See actions below.

**Capital expenditures-**

**Facilities repair-**

**Technology replacement-**

**Consideration and action on alarm system and building access controls:** Secretary Abramczyk made a motion to spend \$42,167.73 after savings out of the facilities repair fund. Vice Chairman Stamatis seconded the motion, and the motion carried.

**Consideration and action on audio systems for Appraisal Review Board Building:** Vice Chairman Stamatis made a motion to authorize \$45,900 to purchase audio systems from Summit, out of the Technology replacement reserves. Director Glover seconded the motion, and the motion carried.

**Consideration and action on audio video systems for district building:** Vice Chairman Stamatis made a motion to give Chief Appraiser Whitehead the authority to spend up to \$25,000 to replace the Audio systems out of the Technology replacement reserves. Director Zacharias seconded the motion, and the motion carried.

**Consideration and action on internet wiring and wiring for fire, alarm and access system for district building and Appraisal Review Board Building:** Vice Chairman Stamatis made a motion to spend \$46,570 out of the appropriate reserves. Director Glover seconded the motion, and the motion carried.

**Consideration and action on office furniture for district building:** Secretary Abramczyk made a motion to approve \$51,927.84 to purchase office furniture from Carroll's out of the Capital expenditures reserves. Director Zacharias seconded the motion, and the motion carried.

**Consideration and action on office furniture for Appraisal Review Board Building:** Item tabled.

**Consideration and action on updating computers and office technology:** No bids for computers as of now. Director Zacharias made a motion to allow up to \$25,000 for lighting replacement out of the technology replacement reserves. 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 approve \$167,720.64 in outstanding vouchers as presented. Director Glover seconded the motion, and the motion carried.

**Items from the Board Members:** Secretary Abramczyk asked about doing an open house. Chief Appraiser Whitehead stated that if everything is ready he could do one the last week of April, before protest season starts.

**Announcements:** The next Board of Directors meeting will be held Monday April 21, 2014 at 4:00 p.m.

**Adjournment:** The meeting adjourned at 5:26 p.m.

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Chairman, Jim Kij

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Vice Chairman, Paul Stamatis

March 24, 2014