

**RESOLUTION BY THE GOVERNING BODY OF THE COLLEGE
STATION INDEPENDENT SCHOOL BOARD APPROVING THE
PURCHASE OF PROPERTY AND CONSTRUCTION OF A NEW
OFFICE BUILDING BY THE BRAZOS CENTRAL APPRAISAL
DISTRICT**

WHEREAS, pursuant to Chapter 6 of the *Texas Property Tax Code*, College Station Independent School District appoints members to the Board of Directors of the Brazos Central Appraisal District ("Brazos CAD"); and

WHEREAS, pursuant to Section 6.051 of the *Texas Property Tax Code*, Brazos CAD has the legal right to purchase or lease real property as necessary to establish and operate the Brazos CAD appraisal office; and

WHEREAS, the College Station Independent School Board has received a Resolution, dated November 20, 2014 adopted by the Brazos CAD Board of Directors recommending the purchase of the property known as a part of Lot 1 Block 4 Park Hudson Phase 4, by replat to contain 1.75 acres more or less which is situated in Bryan, Brazos County, Texas (the "Property") and construct a building approximately 14,000 square feet to operate the Brazos CAD office;

NOW, THEREFORE, BE IT RESOLVED BY THE COLLEGE STATION INDEPENDENT SCHOOL BOARD:

1. That the above recitals are true and correct.
2. That the College Station Independent School Board hereby approves the Brazos Central Appraisal District acquiring the Property and constructing an office building at a maximum total project cost not to exceed \$3,800,000.
3. That it is officially found and determined that this meeting was open to the public as required by law, and that notice of the time, place and subject matter of this meeting has been posted in the manner required by law.

RESOLVED THIS ____ DAY OF _____, 2015

COLLEGE STATION INDEPENDENT SCHOOL
BOARD

By: _____

ATTEST:

By: _____

Brazos Central Appraisal District
1673 Briarcrest Dr., Suite A-101
Bryan, Texas 77802
Telephone: (979) 774-4100
Facsimile: (979) 774-4196



Mark W. Price
Chief Appraiser
mprice@brazoscad.org

RESOLUTION NUMBER 2014-100

RESOLUTION BY THE BOARD OF DIRECTORS OF THE BRAZOS CENTRAL APPRAISAL DISTRICT, BRAZOS COUNTY, TEXAS REQUESTING AUTHORIZATION TO PURCHASE LAND AND CONSTRUCT AN IMPROVEMENT TO OPERATE THE BRAZOS CAD OFFICE

Whereas, Section 6.051 of the Texas Tax Code authorizes the Board of Directors of an appraisal district to purchase real property and improvements as necessary to establish and operate the appraisal office.


Whereas, the Board of Directors of the Brazos Central Appraisal District will notify the presiding officer of each governing body entitled to vote on the approval to purchase property which is situated in Brazos County.


Whereas, Section 6.051 Texas Tax Code requires that an appraisal district's purchase of such real property and improvements must be approved by three-fourths (3/4) of the taxing units entitled to vote on the appointment of board member(s).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Brazos Central Appraisal District the desire to seek approval to purchase land for \$8.50 per square foot with a final purchase price to be determined upon completion of a land survey and construct an improvement not to exceed \$3,120,000 to establish and operate the Brazos CAD office located on land known as a part of Lot 1 Block 4 Park Hudson Phase 4, by replat to contain approximately 1.75 acres more or less which is situated in Bryan, Brazos County.

Approved and adopted by the Board of Directors of the Brazos Central Appraisal District, Bryan, Texas on this 20th day of November, 2014.

ATTEST:

By: 
William Lero, Chairman

By: 
John P. Flynn, Vice-Chairman

Brazos Central Appraisal District
1673 Briarcrest Dr., Suite A-101
Bryan, Texas 77802
Telephone: (979) 774-4100
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Mark W. Price
Chief Appraiser
mprice@brazoscad.org

January 7, 2015

Valerie Jochen
Board President
College Station Independent School District
1812 Walsh
College Station, Texas 77840

Dear Mrs. Jochen:

At the November 20th meeting of the Brazos Central Appraisal District Board of Directors, the Board unanimously adopted a resolution recommending the purchase of land and construction of a building to establish and operate the Brazos Central Appraisal District office pursuant to Section 6.051 of the *Texas Property Tax Code*.

Section 6.051 of the *Texas property tax code* authorizes the board of directors of an appraisal district to purchase real property and to construct improvements necessary to establish and operate an appraisal office. The acquisition must be approved by the governing bodies of three-fourths of the taxing unit's entitled to vote on the appointment of board members. Each governing body must act by resolution on or before the 30th day after the date the presiding officer receives the notice of the proposal and file the resolution with the chief appraiser on or before the 10th day after that 30th day. If a taxing unit fails to meet these deadlines, the proposal is treated as if it were disapproved by the governing body.

The Board of Directors began the process of exploring our options to provide an alternative office space several years ago. Our goal is to relocate the office to a site that will be more accessible to property owners and to expand into a more functional building. In June 2011, I sent you a letter regarding the preliminary discussions with the Brazos County Commissioners Court about relocating our office to a County complex currently under development on Pendleton Drive. After looking into our financing options under the ground lease scenario, the Board determined it was in the best interest of all taxing units to purchase a separate lot and build the office on land wholly owned by all taxing units of Brazos County.

The Board of Directors has been working diligently to plan for a building that will be cost effective, low maintenance, long lasting and conveniently located for the property owners of Brazos County. We have looked at several options over the years such as purchasing and renovating an existing property, leasing a more suitable building or staying at our present location. The Board ultimately made the decision that purchasing land to construct an office during this time of favorable interest rates would be the most cost effective option for all taxing units. Additionally, the Park Hudson subdivision was determined to be the best fit for a building site given its accessibility for property owners in both Bryan and College Station,

as well as its close proximity to the new County tax office. We propose to construct a building approximately 14,000 square feet in size located at the corner of Copperfield and Sagebriar Drives with a total projected project cost of approximately \$3,800,000.

We are requesting that you place the attached resolution on your **January 20, 2015** agenda for consideration and action. Your appointed member(s) of our Board along with the Chief Appraiser will be present at your meeting to respond to any questions concerning this proposal.

I have enclosed a resolution to be completed by the CISD School Board authorizing us to move forward on this project. I have also enclosed a copy of the resolution passed by the BCAD Board of Directors requesting authorization to purchase land and construct an improvement, an aerial of the proposed building site, as well as our cost projections for the project including the impact it will have on you entity.

We appreciate your consideration and support. Please feel free to contact Mark Price at 979-774-4100 or mprice@brazoscad.org if you have any questions or concerns regarding this matter.

Sincerely,



William "Bill" Lero

Chairman-Board of Directors

Brazos Central Appraisal District

Enclosure

Schedule 1

Analysis of BCAD Current Building Occupancy Costs:

Building Area: 10,600SF

Lease Payment: \$10,400/mo or \$124,800/yr

Utilities Furnished: Water/Sewer

Annual Operating Cost Estimate:

Item	# Units	\$/Unit	Extension
Liability Insurance	10,600	\$0.17	\$1,802
Contents Insurance	10,600	\$0.24	\$2,544
Building Maintenance	10,600	\$0.50	\$5,300
Utilities	10,600	\$1.50	\$15,900
Janitorial	10,600	\$1.04	\$11,024
Pest Control	10,600	\$0.03	\$318
Security System	10,600	\$0.02	\$212
Subtotal Operating Expense	10,600	\$3.50	\$37,100
Building Rental	10,600	\$11.77	\$124,762
Total Current Operating Costs	10,600	\$15.27	\$161,862

Schedule 2

Analysis of BCAD Proposed Occupancy Costs:

BCAD financial advisors have indicated that mortgage financing is probably available for a 90% loan for 25 years at 3.75% interest on the proposed \$3,800,000 project cost assuming a \$400,000 down payment on land/building cost from BCAD reserve account. The annual operating cost estimate for this scenario is outlined below:

Assumptions:

Land: Purchase Estimate 1.75 AC - \$647,955

Building: New Construction of 14,000 SF

Building Cost Estimate: \$2,918,157

6% Contingency: \$233,888

Total Project Cost: \$3,800,000

Reserve Dollars Contribution: \$400,000

Mortgage Financing: \$3,400,000

Mortgage Financing: 25 years @ 3.75%

Mortgage/Debt Service: \$209,766/yr

Annual Operating Cost Estimate:

Item	# Units	\$/Unit	Extension
Building Insurance	14,000	\$0.29	\$4,060
Liability Insurance	14,000	\$0.13	\$1,820
Contents Insurance	14,000	\$0.18	\$2,520
Building Maintenance	14,000	\$1.00	\$14,000
Utilities	14,000	\$1.75	\$24,500
Water/Sewer	14,000	\$0.35	\$4,900
Janitorial	14,000	\$0.80	\$11,200
Pest Control	14,000	\$0.05	\$700
Security System	14,000	\$0.03	\$420
Subtotal Operating Expense	14,000	\$4.29	\$64,120
Building Rental	14,000	\$14.98	\$209,766
Total Current Operating Costs	14,000	\$19.27	\$273,886

Schedule 3**Costs Allocated to Voting Taxing Entities**

Taxing Entity	% BCAD Budget	Current Allocated Annual Occupancy costs	Projected Allocated Annual Occupancy Cost	Annual Increased Cost to Entities
COUNTY	0.2157	\$34,914	\$59,077	\$24,164
CITY BRYAN	0.0887	\$14,357	\$24,294	\$9,937
CITY COLLEGE STATION	0.0980	\$15,862	\$26,841	\$10,978
BISD	0.2634	\$42,634	\$72,142	\$29,507
CSISD	0.3261	\$52,783	\$89,314	\$36,531
TOTAL FOR ALL VOTING TAXING ENTITIES		\$160,550	\$271,668	\$111,118

Exhibit A



SAGEBRIAR DR

UNIVERSITY DR

COPPERFIELD DR

+ - 1.75 AC

00913

R300915

LD DR

R106627

100 200 Feet

This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

