

**NOTICE OF REGULAR MEETING
BOARD OF DIRECTORS
HARRIS COUNTY APPRAISAL DISTRICT**

**STATE OF TEXAS
COUNTY OF HARRIS**

NOTICE is hereby given of a regular meeting of the Board of Directors of the Harris County Appraisal District, Harris County, State of Texas, to be Wednesday, February 20, 2013 at 9:30 a.m., at 13013 Northwest Freeway, 7th Floor, Houston, Texas, for the purpose of considering and acting upon the following:

AGENDA ITEMS

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Review and approve minutes of the regular meeting of January 16, 2013.
5. Review and approve minutes of the special meeting of January 28, 2013.
6. Presentation of employee service awards.
7. Recognition of Employees of the Month.
8. Comments from members of the public.

1. 3 minutes

A speaker whose subject matter as submitted relates to an identifiable item of business on this agenda will be requested by the chair to come to the podium where they will be limited to three (3) minutes. A speaker whose subject matter as submitted does not relate to an identifiable item of business on this agenda will be limited to three (3) minutes if they have not appeared at any of the four preceding board meetings.

2. 1 minute

A speaker whose subject matter as submitted does not relate to an identifiable item of business on this agenda and who has appeared at any of the four preceding board meetings will be limited to one (1) minute.

ACTION ITEMS

9. Declare certain furniture and equipment surplus and approve sale or disposal.
10. Review bids and award a contract for the purchase of mailing services.
11. Review and approve specifications for cleaning and janitorial services and authorize publication of bid request.
12. Discuss and possibly approve a contract for professional services related to a review of the district's organizational structure.
13. Authorize payment of bills and payroll and transfer of funds as necessary between line items.

DISCUSSION ITEMS


14. Report on mailing of 2013 personal property renditions.
15. Report on automatic Over-65 exemption mailing.
16. Report on 2013 valuation activities.
17. Report on pending legislation.
18. Report on response from consultant concerning analysis of hearing evidence.
19. Report on district succession planning.
20. Report on protests and hearings, including iFile and iSettle activities.
21. Receive the district's monthly financial reports.
22. Report from the Taxpayer Liaison Officer concerning the status of all complaints filed with the board under Section 6.04(g), Tax Code.
23. Report from the Appraisal Review Board Chairman concerning the progress of hearings, attendance by members of the appraisal review board at hearings, and activities of the executive office and the board's attorney.
24. Discussion of appraisal matters as provided by Sec. 6.15, Tax Code.
25. Executive session for the purpose of: (a) private consultation with the board's attorney regarding (i) pending and potential litigation, (ii) settlement of pending appeals to the State Office of Administrative Hearings, (iii) settlement of pending arbitrations under Texas Tax Code Chapter 41A, and (iv) settlement of pending litigation under Texas Tax Code Chapter 42; (b) considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer, or employee; (c) considering the deployment, or specific occasions for implementation of security personnel or devices; (d) deliberating the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person; and (e) considering the appointment and employment of a chief appraiser, as permitted by the Open Meetings Act, Chap. 551, Government Code.

OTHER MATTERS

26. Consider and approve settlement of pending litigation, pending appeals to the State Office of Administrative Hearings, and pending arbitrations.
27. Consider authorization of appeals under Sec. 42.02, Tax Code.
28. Adjournment.

WITNESS MY HAND AND OFFICIAL SEAL of the district this 13th day of February 2013. CONTACT 713/957-5291




Tom Trumbull, Secretary