

**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, January 20, 2016 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 December 16, 2015.
5. Review and approve minutes of the special meeting of December 22, 2015.
6. Administer Oath of Office to members of the board of directors.
7. Elect a board chair, secretary and assistant secretary for 2016.
8. Presentation of service awards.
9. Recognition of Employees of the Month.
10. 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

11. Authorize the chief appraiser to exercise the second renewal option of a three year contract with Smith Protective Services, Inc. for the purchase of security services.

12. Authorize the chief appraiser to exercise the third renewal option on a contract with Questmark Information Management, Inc. for mailing services.
13. Appoint a voting delegate and an alternate to the Texas Association of Appraisal Districts Annual Conference.
14. Approve travel for the board members who plan to attend the Texas Association of Appraisal Districts Annual Conference February 21 through February 24, 2016 in Dallas, Texas.
15. Review and approve the Harris County Appraisal District Restricted Operating Reserve Policy.
16. Authorize payment of bills and payroll.

DISCUSSION ITEMS

17. Process for filling board vacancy.
18. Update on appraisal activities.
19. Report on mailing dealer inventory reporting materials.
20. Report on automatic Over-65 exemption mailing.
21. Report on protests and hearings, including iFile and iSettle activities.
22. Report on legislative action.
23. Receive the district's monthly financial reports.
24. Report from the Taxpayer Liaison Officer concerning the status of all complaints filed with the board under Section 6.04(g), Tax Code.
25. 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.
26. Discussion of appraisal matters as provided by Sec. 6.15, Tax Code.
27. 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, including the duties and appointment of the chief appraiser ; (c) considering the deployment, or specific occasions for

implementation of security personnel or devices; and (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, as permitted by the Open Meetings Act, Chap. 551, Government Code.

OTHER MATTERS AND ADDITIONAL ACTION ITEMS

28. Consider and approve settlement of pending litigation, pending appeals to the State Office of Administrative Hearings, and pending arbitrations.
29. Report on corrections under Sec. 25.25(b), Tax Code.
30. Consider authorization of appeals under Sec. 42.02, Tax Code.
31. Discuss and approve the appointment of Roland Altinger as the chief appraiser of the Harris County Appraisal District effective on the first day of the month following the retirement of the current chief appraiser and to authorize the creation of the position of chief appraiser designee from February 1, 2016, until the effective date of his appointment as chief appraiser.
32. Discuss and approve revisions to the salary schedule to increase the compensation of the chief appraiser and to compensate the chief appraiser designee.
33. Adjournment.

WITNESS MY HAND AND OFFICIAL SEAL of the district this 13th day of January 2016.
CONTACT 713/957-5299




Ray Holtzapple, Secretary