

**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, June 15<sup>th</sup>, 2016 at 9:30 a.m., at 13013 Northwest Freeway, 7<sup>th</sup> 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 April 20, 2016.
5. Presentation of 28<sup>th</sup> Certificate of Achievement of Excellence in Financial Reporting to Theresa Paul.
6. Presentation of CPA Excellence Award.
7. Presentation of employee service awards.
8. Recognition of Employees of the Month.
9. 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**

10. Review taxing unit request(s) for waiver of penalty and interest on taxing unit quarterly assessments and authorize waiver if good cause shown.
11. Receive annual audit report from the district's external auditors.

12. Review bids and award a one year contract for the purchase of copy and print paper to Bosworth Paper.
13. Review and approve specifications for the addition of two new stairwells to the Headquarters Building at 13013 Northwest Freeway, and authorize publication of the request for competitive sealed proposals under Subchapter D, Texas Government Code Chapter 2269.
14. Review and approve the purchase of additional SharePoint 2013 project support services from state DIR vendor, Dell Marketing LP.
15. Review and approve the Harris County Appraisal District Investment Policy and Investment Strategies.
16. Set the scheduling of the date, time and place for a public hearing on the proposed 2017-2018 reappraisal plan.
17. Authorize payment of bills and payroll and transfer of funds as necessary between line items.

#### **DISCUSSION ITEMS**

18. Report on providing the 2016 preliminary rolls to the taxing jurisdictions and certified estimates to the school districts, county, and cities.
19. Report on Business & Industrial Property Division's 2016 reappraisal.
20. Report on activities relating to the April 2016 flood.
21. Report on protests and hearings, including iFile and iSettle activities and report on publication of the newspaper notice of property tax protest and appeal procedures.
22. Presentation on responsibilities and ethical duties of members of appraisal district boards of directors and chief appraisers.
23. Discuss possible audit of legal bills.
24. Receive the district's monthly financial reports.
25. Report from the Taxpayer Liaison Officer concerning the status of all complaints filed with the board under Section 6.04(g), Tax Code.
26. 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.
27. Discussion of appraisal matters as provided by Sec. 6.15, Tax Code.

28. 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, (iv) settlement of pending litigation under Texas Tax Code Chapter 42; and (v) questions related to directors' responsibilities and ethical duties subject to attorney-client privilege; (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; (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.

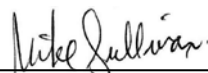
#### **OTHER MATTERS AND ADDITIONAL ACTION ITEMS**

29. Consider and approve settlement of pending litigation, pending appeals to the State Office of Administrative Hearings, and pending arbitrations.
30. Consider authorization of appeals under Sec. 42.02, Tax Code.
31. Approve application for extended sick leave.
32. Schedule the date, time and place for a public hearing on the proposed 2017 budget.
33. Conduct a board workshop on the proposed budget for 2017.
34. Adjournment.

WITNESS MY HAND AND OFFICIAL SEAL of the district this 9<sup>th</sup> day of June 2016.

CONTACT 713/957-5299



  
Mike Sullivan, Secretary