

**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 18<sup>th</sup>, 2014 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 May 21<sup>st</sup>, 2014.
5. Presentation of 26<sup>th</sup> Certificate of Achievement of Excellence in Financial Reporting to Billy Garton and Theresa Paul.
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. Review and approve the lease of a Pitney Bowes DI950 Fast Pac folder/inserter through the Texas Comptroller of Public Accounts term contract.
10. Review and approve updates to the Employee handbook.
11. Approve funds for an employee recognition activity in connection with the 2014 HCAD Christmas party.
12. Authorize payment of bills and payroll and transfer of funds as necessary between line items.

## DISCUSSION ITEMS

13. Report on protests and hearings, including iFile and iSettle activities.
14. Receive the district's monthly financial reports.
15. Report from the Taxpayer Liaison Officer concerning the status of all complaints filed with the board under Section 6.04(g), Tax Code.
16. 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.
17. Discussion of appraisal matters as provided by Sec. 6.15, Tax Code.
18. Executive session for the purpose of: (a) private consultation with the board's attorney regarding (i) pending and potential litigation, including a consultation relating to the challenge petitions filed by Harris County concerning the appraisal of vacant land, (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 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

19. Consider and approve settlement of pending litigation, pending appeals to the State Office of Administrative Hearings, and pending arbitrations.
20. Consider authorization of appeals under Sec. 42.02, Tax Code.
21. Approve application for extended sick leave.
22. Conduct a board workshop on the proposed budget for 2015.
23. Adjournment.

WITNESS MY HAND AND OFFICIAL SEAL of the district this 13<sup>th</sup> day of June 2014.  
CONTACT 713/957-5299



  
Ray Holtzapfle, Secretary