

**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 held Wednesday, September 18, 2019 at 9:30 a.m., at 13013 Northwest Freeway, 7th Floor, Houston, Texas.

Doors will be open to the public 15 minutes prior to the scheduled meeting time.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below.

AGENDA ITEMS

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Presentation of Service Awards.
5. Recognition of Employees of the Month.
6. Recognition of Employee Designations.
7. Comments from members of the public.

a. 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.

b. 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.

CONSENT AGENDA

8. *“All matters listed under consent agenda are considered to be routine and will be enacted by one motion, there will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered separately.”*
 - a. Review and approve minutes of the regular meeting of August 21, 2019.
 - b. Review and approve renewal of a contract for human resources, applicant tracking, payroll and timekeeping software maintenance with Kronos, Inc., with an increase of \$2,389 or 4.3%.
 - c. Receive the district’s monthly financial reports.
 - d. Authorize payment of bills and payroll.

ACTION ITEMS

9. Discussion and possible action to elect a chairman of the board to fill Mr. Pete Pape’s unexpired term as chairman which ends on December 31, 2019, and, if needed, then to elect a secretary or assistant secretary of the board to fill any vacancy in any unexpired term of either of said offices resulting from the election of a new chairman.
10. Adopt Resolution 2019-04, setting the number of regular members to serve on the 2020 appraisal review board for said district and containing other provisions relating to the subject.
11. Review proposals and award contract for official depository of all or a portion of the funds of the appraisal district.
12. Review and approve specifications for replacement of two chilled water air conditioning system units and associated mechanical/electrical work to the Headquarters Building at 13013 Northwest Freeway and authorize the publication of the invitation for bids.
13. Review and approve specifications for replacement of one chiller and associated mechanical/electrical work to the Headquarters Building at 13013 Northwest Freeway and authorize the publication of the invitation for bids.
14. Authorize the chief appraiser to contract with Kronos, Inc. to migrate to Workforce Dimensions for payroll, timekeeping and human resources services.
15. Review and approve specifications for the remodel of the public restrooms on levels one (1) and three (3) to the Headquarters Building at 13013 Northwest Freeway and authorize the publication of the invitation for bids.

16. Discussion and possible action regarding acquisition of software and data services for tax transparency website, taxing unit portal, and related matters necessitated by the Texas Property Tax Reform and Transparency Act of 2019 (Senate Bill 2) from True Prodigy Tech Solutions; finding True Prodigy Tech Solutions to be the sole source provider of the required software and data services; authorizing the Chief Appraiser to enter into a contract with True Prodigy Tech Solutions; and related matters.
17. Review and approve the Chief Appraiser to sign 1-year agreement outsourcing printer management to Global Laser, Inc.
18. Review and approve the renewal of VMware licenses with an upgrade to Enterprise Plus licenses.
19. Review and approve the replacement of end user workstations and monitors that are approaching their End Of Life.
20. Approve appreciation luncheons for HCAD employees and ARB members.

DISCUSSION ITEMS

21. Report on protests and hearings, including iFile and iSettle activities.
22. Report from the Taxpayer Liaison Officer concerning the status of all comments, suggestions, and complaints in accordance with Sec. 6.052(c), 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 between members of the Board of Directors and the Chief Appraiser regarding matters covered 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, 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

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 11th day of September 2019. CONTACT 713/957-5299.



Ann Harris Bennett
Ann Harris Bennett, Secretary