

**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, December 19, 2012 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 special meeting of November 14, 2012.
5. Presentation of employee service awards.
6. Recognition of Employees of the Month.
7. 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

8. Review and confirm appointments to the Agricultural Appraisal Advisory Board.
9. Review bids and award a contract for the purchase of custom envelopes.
10. Review bids and award a contract for the purchase of janitorial products.
11. Review and approve the renewal of photocopier leases through the Texas Comptroller of Public Accounts.
12. Review and approve specifications for the purchase of mailing services and authorize publishing of bid request.
13. Consider and authorize contract renewal for industrial, office market, tenant and comparable sales data.

14. Authorize the chief appraiser to review and approve a one-year contract with Apartment Data Services, Inc. (ADS), and the ADS Market-TRAC Online Service to provide software/database containing current and historical rent and occupancy data for use in apartment valuation.
15. Review and approve purchase of Disk SAN system, Computers, and Network switches from Texas Department of Information Resources vendor, Dell Computer Corporation.
16. Review and approve the purchase of production printer from OCE, model VP6250, through Texas Department of Information Resources vendor, Dell Computer Corporation.
17. Review and approve contract renewal of software maintenance and services with Thompson Reuters for Custom CAMA software for 2013.
18. Review and approve amendments to the Deferred Compensation 457(b) Plan document to reflect changes made by the Pension Protection Act (“PPA”), the Heroes Earnings Assistance and Relief Tax Act of 2008 (“HEART”), and the Worker, Retiree and Employer Recovery Act of 2008 (“WRERA”).
19. Authorize payment of bills and payroll and transfer of funds as necessary between line items.

DISCUSSION ITEMS

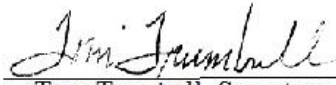
20. Report on homestead exemption confirmation cards.
21. Report on Houston Area GIS Day.
22. Report on protests and hearings, including iFile and iSettle activities.
23. Receive the district’s monthly financial reports.
24. Report from the Taxpayer Liaison Officer concerning the status of all complaints 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; (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

28. Consider and approve settlement of pending litigation, pending appeals to the State Office of Administrative Hearings, and pending arbitrations.
29. Consider authorization of appeals under Sec. 42.02, Tax Code.
30. Consider recommendations for merit salary increases.
31. Adjournment.

WITNESS MY HAND AND OFFICIAL SEAL of the district this 13th day of December 2012. CONTACT 713/957-5291




Tom Trumbull, Secretary