

**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, October 17, 2018 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. Report on IAAO Distinguished Jurisdiction Award submission.
5. Presentation of Service Awards.
6. Recognition of Employees of the Month.
7. Comments from members of the public.

a. 3 minutes

A speaker whose intended comment as submitted relates to an identifiable item 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 intended comment as submitted does not relate to an identifiable item 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 intended comment as submitted does not relate to an identifiable item 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 September 19, 2018.

- b. Authorize the chief appraiser to exercise a renewal option on a contract with PropertyInfo, Inc. for property transaction information. The cost will remain the same at \$27,000 per month.
- c. Authorize the chief appraiser to exercise a renewal option on a contract with CourthouseDirect.com for on-line ownership information. The cost will remain the same \$4,000 a month.
- d. Authorize the chief appraiser to exercise the first renewal option on a contract with Colliers Property Management Service LLC for property management services. Cost for 2019 will be \$174,600, an increase of \$4,800 from the 2018 cost.
- e. Review and approve 2019 holiday schedule.
- f. Receive the district's monthly financial reports.
- g. Authorize payment of bills and payroll and transfer of funds between line items.

ACTION ITEMS

- 9. Review and approve renewal of contracts for utilities, minerals, and industrial appraisal services.
- 10. Review and approve a lease agreement with Pitney Bowes for a Relay7000 inserting system through the Texas Buyboard term contract.
- 11. Review bids and award a contract for the renovations to level 6 of the HCAD building.
- 12. Authorize contract renewals of Employee Insurance Plans and Programs.
- 13. Review and approve a supplemental lump sum contribution to the district's TCDRS (Texas County & District Retirement) account and maintain other TCDRS plan provisions for Plan Year 2019.

DISCUSSION ITEMS

- 14. Report on 2018 jurisdiction valuation estimates.
- 15. Report on status of prior year holds.
- 16. Report on protests and hearings, including iFile and iSettle activities.

17. Report from the Taxpayer Liaison Officer concerning the status of all comments, suggestions, and complaints in accordance with Sec. 6.052(c), Tax Code.
18. 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.
19. Discussion between members of the Board of Directors and the Chief Appraiser regarding matters covered by Sec. 6.15, Tax Code.
20. 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

21. Consider and approve settlement of pending litigation, pending appeals to the State Office of Administrative Hearings, and pending arbitrations.
22. Report on corrections under Sec. 25.25(b), Tax Code.
23. Consider authorization of appeals under Sec. 42.02, Tax Code.
24. Adjournment.

WITNESS MY HAND AND OFFICIAL SEAL of the district this 11th day of October 2018.
CONTACT 713/957-5299




Glenn E. Peters, Secretary