

**NOTICE OF SPECIAL MEETING  
(Rescheduled Regular Meeting from November 21, 2018)  
BOARD OF DIRECTORS  
HARRIS COUNTY APPRAISAL DISTRICT**

**STATE OF TEXAS  
COUNTY OF HARRIS**

NOTICE is hereby given of a special meeting of the Board of Directors of the Harris County Appraisal District, Harris County, State of Texas, to be held Wednesday, November 14, 2018 at 9:30 a.m., at 13013 Northwest Freeway, 7<sup>th</sup> Floor, Houston, Texas, in lieu of the regular meeting of November 21, 2018.

*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. 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**

7. *“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 October 17, 2018.

- b. Declare certain furniture and equipment surplus and approve sale or disposal.
- c. Review and approve final contract renewal of software maintenance and services with Thomson Reuters for Custom CAMA software for 2019 not to exceed \$601,689. (The requested amount remains the same as last year)
- d. Authorize the chief appraiser to exercise a renewal option for telecommunications and internet services with CenturyLink. (Cost for 2019 will be \$80,000, a decrease of \$16,000).
- e. Receive the district's monthly financial reports.
- f. Authorize payment of bills and payroll and transfer of funds between line items.

#### **ACTION ITEMS**

- 8. Authorize the chief appraiser to contract with Eccentex Corporation for the Litigation Tracking System (LTS) project.
- 9. Review and approve changes to the Board of Directors' Policy Manual by updating the district's mission statement and making other minor revisions.
- 10. Review and approve Resolution 2018-04 postponing deadline for the appraisal review board to complete the functions listed in Texas Tax Code Section 41.12(a) until August 30, or approve the appraisal records upon completion of certain number of protests.
- 11. Review and approve Resolution 2018-05 relating to the upcoming 86th Session(s) of the Texas Legislature and providing instructions to the chief appraiser relating thereto, and affirming the Board's interest in matters affecting the District.
- 12. Discussion and action on the formation of a Legislative Committee of the board of directors. All legislative issues that will be, or might be, considered in the 86th legislative session will be vetted by this committee. The chief appraiser, his designee, representative, or employee shall not advocate for or against a legislative issue without approval of the Legislative Committee. (Director Sullivan)

#### **DISCUSSION ITEMS**

- 13. Report on 2018 flu immunization program.
- 14. Report on Houston Chronicle's Top Workplaces.

15. Report on protests and hearings, including iFile and iSettle activities.
16. Report from the Taxpayer Liaison Officer concerning the status of all comments, suggestions, and complaints in accordance with Sec. 6.052(c), Tax Code.
17. 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.
18. Discussion between members of the Board of Directors and the Chief Appraiser regarding matters covered by Sec. 6.15, Tax Code.
19. 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**

20. Consider and approve settlement of pending litigation, pending appeals to the State Office of Administrative Hearings, and pending arbitrations.
21. Consider authorization of appeals under Sec. 42.02, Tax Code.
22. Adjournment.

WITNESS MY HAND AND OFFICIAL SEAL of the district this 8<sup>th</sup> day of November 2018. CONTACT 713/957-5299



  
Glenn E. Peters, Secretary