

## MINUTES

Of The

WILLIAMSON COUNTY ROAD DISTRICT MEETINGOCTOBER 14, 2003

STATE OF TEXAS            )(

COUNTY OF WILLIAMSON )(

BE IT REMEMBERED that at 11:10 A.M. on October 14, 2003, a REGULAR SESSION of the Commissioners Court of Williamson County, Texas, was held pursuant to V.A.C.S. art. 6702, acting as ex-officio road commissioners of their respective precincts, the following being present, to-wit:

	JOHN C. DOERFLER, County Judge
ABSENT	MICHAEL L. HEILIGENSTEIN, Commissioner, Precinct 1
ABSENT	GREGORY W. BOATRIGHT, Commissioner, Precinct 2
	DAVID HAYS, Commissioner, Precinct 3
	FRANKIE LIMMER, Commissioner, Precinct 4
	NANCY E. RISTER, County Clerk

I.

Read and approve the minutes of the last meeting.

Moved: **Commissioner Hays**

Seconded: **Judge Doerfler**

Motion: To approve the minutes of the meeting of Tuesday, September 30, 2003.

Vote: 3 – 0. **Commissioner Heiligenstein** and **Commissioner Boatright** were absent from the dais.

II.

Discuss and take appropriate action on the Southeast Williamson County Road District #1, including, but not limited to payment of bills.

Moved: **Commissioner Hays**

Seconded: **Judge Doerfler**

Motion: To approve the payment of bills of the Southeast Williamson County Road District #1 in the amount of \$17,601.34, for the district's share of the Road District Specialist.

Vote: 3 – 0. **Commissioner Heiligenstein** and **Commissioner Boatright** were absent from the dais.

Moved: **Commissioner Limmer**

Seconded: **Commissioner Hays**

Motion: To approve the payment of bills of the Southeast Williamson County Road District #1 in the amount \$5,565.00, for administrative fees owed to JP Morgan.

Vote: 3 – 0. **Commissioner Heiligenstein** and **Commissioner Boatright** were absent from the dais.

< Attachment >

PLEASE SEND CORRESPONDENCE TO  
JPMorgan Chase Bank  
Institutional Trust Services  
P.O.Box 2320  
Dallas, Tx. 75221-2320



## INVOICE

SE WILLIAMSON CO ROAD DIST #1  
ATTN: CHARLIE CROSSFIELD  
309 EAST MAIN  
ROCK ROUND, TX 78664

Customer Number: 530-20666-00  
Invoice Date: 9/25/2003  
Invoice Number: 20030189824  
Amount Due: \$5,565.00

09-29-03 01:44 RCVD

DESCRIPTION: SE WILLIAMSON COUNTY ROAD DISTRICT #1, SERIES 1999

## DETAIL LISTING OF TRANSACTIONS

PDC	Description	Quantity	Rate	Fees	Expenses
	Administrative Fees:				
TE010	ANNUAL ADMINISTRATIVE FEE PERIOD OF 09/01/2003 TO 08/31/2004	1.00	5000.00	5,000.00	
TE050	ANNUAL REGISTRAR AND PAYING AGENT FEE PERIOD OF 09/01/2003 TO 08/31/2004	1.00	250.00	250.00	
	SUBTOTAL			5,250.00	
LOOPDX	OUT OF POCKET EXPENSES <i>6% Chg. based on Invoice amt. for bond issues.</i>				315.00
	INVOICE TOTAL			5,250.00	315.00
	PLEASE PAY THIS AMOUNT			\$5,565.00	

Please direct inquiries to REBECCA NEWMAN at (713) 216-4931.

A CUMULATIVE LATE CHARGE OF 2 PERCENT WILL BE ASSESSED EACH MONTH  
ON INVOICES OUTSTANDING IN EXCESS OF 30 DAYS.

*Approved 10-14-03  
John C. Daehler*

IF MAILING YOUR PAYMENT, PLEASE DETACH AND RETURN WITH YOUR REMITTANCE

WIRE INSTRUCTIONS  
JPMorgan Chase Bank  
ABA #021 000 021  
Credit Account #323-335128  
ITS Fee Billing  
Please reference Customer No.  
& Invoice No.

PLEASE SEND REMITTANCE TO  
JPMorgan Chase Bank  
ITS Fee Billing  
P.O.Box 911953  
Dallas, Tx. 75391-1953  
& Invoice No.

Customer Number: 530-20666-00  
Invoice Number: 20030189824  
Amount Due: \$5,565.00

**Williamson County**  
**Tax Assessor/Collector**  
**Deborah M. Hunt, CTA**

Date: October 2, 2003

To: Judge John Doerfler, Williamson County Judge

From: Deborah M. Hunt, <sup>dmh</sup>Williamson County Tax A/C

Subject: Road District Specialist Budget Monies, FY '04

Per our agreement with the court, we are requesting the money needed to fund the Road District Specialist be transferred from the Road District/Chase Manhattan Account to our operating line items for funding of the road District Specialist for salary, benefits, training, supplies, and equipment for FY '04. These are budgeted monies that will be spent through the TAC 499 FY '04 budget.

Attached is a copy of the approved budget.

Split between 3 Rd Dist:

Northeast Round Rock Rd Dist	\$ 17,601. <sup>33</sup>
Southwest Williamson Co. Rd Dist	17,601. <sup>33</sup>
Southeast Williamson Co. Rd Dist	17,601. <sup>34</sup>
	<u>\$52,804.00</u>

*approved 10-14-03  
John C. Doerfler*

**Main Office and Mailing Address:**

710 South Main Street, Ste. #102  
 Georgetown, Texas 78626  
 Phone: (512) 943-1601  
 Fax: (512) 943-1618  
[www.williamson-county.org](http://www.williamson-county.org)

**Annex Locations:**

211 Commerce Blvd., Ste. #101 Round Rock, Texas 78664 Phone: (512) 248-3278 Fax: (512) 248-3253	350 Discovery Blvd., Ste. #101 Cedar Park, Texas 78613 Phone: (512) 260-4290 Fax: (512) 260-4295	412 Vance St., Ste. #1 Taylor, Texas 76574 Phone: (512) 352-4140 Fax: (512) 352-4143
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**Budget For Road District Specialist**  
**Moved From Commissioner Boatright's Office to Tax Assessor-Collector's Office**  
**FY 2003**

001100	Salary	1 Full Time Employee for Road District, Road Assessments, & Property Tax Work.	18/2	\$ 27,446		\$ 27,446
				\$ 27,446	Total	\$ 27,446
001101	Part-Time Salary		1040 Hours @ \$10.75/Hr	\$ 11,180	Total	\$ 11,180
001101	FICA	Salary x .0765		\$ 2,955		
				\$ 2,955	Total	\$ 2,955
002020	Retirement	Salary x .1039		\$ 4,013		
				\$ 4,013	Total	\$ 4,013
002030	Insurance	Employee x \$5,400		\$ 5,400		
				\$ 5,400	Total	\$ 5,400
		Subtotal of salary items				\$ 50,994
003006	Office Equipment (Less than \$500/each)	5 Drawer letter file cabinet		\$ 260		
				\$ 260	Total	\$ 260
003010	Computer Equipment (Less than \$5,000/each)	2 PCs @ \$1710 (replacement recommended by ITS) 2 Wireless Keyboards & Mouse Sets @ \$90 each		\$ 3,420 \$ 180		
				\$ 3,600	Total	\$ 3,600
003100	Office Supplies			\$ 500	Total	\$ 500
003900	Memberships, Dues	TAAO State Dues TAAO Chapter Dues BTPE Registration		\$ 55 \$ 10 \$ 55		
				\$ 120	Total	\$ 120
004231	Travel	Yearly Travel to annexes and as needed. 1 Employees		\$ 230	Total	\$ 230
004232	Training	TAAO/Regional Migs TAAO Chapt Migs (Monthly) BTPE Certification Training Mileage for Training Various Workshops	Various Locations/Mileage 9 x \$5 Meal Mileage Course 8 RTA III Rev & Test	\$ 50 \$ 45 \$ 20 \$ 190 \$ 325 \$ 150 \$ 180		
				\$ 960	Total	\$ 960
		Subtotal of Training, Supply Items				\$ 1,810
		Total				\$ 52,804

III.

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