



## Travis County Commissioners Court Agenda Request

**Meeting Date:** March 13, 2012

**Prepared By/Phone Number:** Brenda Rodriguez x44985

**Elected/Appointed Official/Dept. Head:** Dana DeBeauvoir x43996

**Commissioners Court Sponsor:** Judge Sam Biscoe

**AGENDA LANGUAGE:**

Enter agenda language here

Consider and take appropriate action on Reimbursement for Susan Bell

**BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:**

see attachment

**STAFF RECOMMENDATIONS:**

**ISSUES AND OPPORTUNITIES:**

**FISCAL IMPACT AND SOURCE OF FUNDING:**

**REQUIRED AUTHORIZATIONS:**

Dana DeBeauvoir, County Clerk

Rose Garcia, Purchasing

**AGENDA REQUEST DEADLINE:** All agenda requests and supporting materials must be submitted as a single pdf to Cheryl Aker in the County Judge's office, [Cheryl.Aker@co.travis.tx.us](mailto:Cheryl.Aker@co.travis.tx.us) by **Tuesdays at 5:00 p.m.** for the next week's meeting.



**Dana DeBeauvoir**  
Travis County Clerk

PO Box 149325, Austin TX 78714-9325  
Phone: (512) 854-9188 Fax: (512) 854-3942  
<http://www.co.travis.tx.us>

**Recording, Elections, Computer Resources,  
Accounting, and Administration Divisions**  
5501 Airport Boulevard, Austin, Texas 78751-1410

**Misdemeanor Records, Civil/Probate,  
and Records Management Divisions**  
1000 Guadalupe, Austin, Texas 78701-2328

March 7, 2012

Re: Reimbursement for Susan Bell

To Whom It May Concern:

This letter is to state that requisition # 551955 for the amount of \$110.00 is to reimburse Susan Bell for personal funds she used to reimburse the overnight stay at the Austin Motel for Dan Wallach. The travel was for a non County employee and the account number the funds are coming out of is 056-2021-532-6503.

Dan Wallach is a consultant from Rice University in Houston, TX. He visited with our office to consult on new Elections processes and equipment. He has met with our office previously, but this is the first time the visits required an overnight stay.

If you have any questions or need further information, please do not hesitate to contact me.

Sincerely,

Dana DeBeauvoir

It is a pleasure to have you as our guest!

08306

I.D. [REDACTED] D.O.B. [REDACTED]

NAME WALUCH, DAN RM# 143  
 Street \_\_\_\_\_ RATE 95.65  
 City, State H. TX 77030 #GUESTS 1  
 GUEST(S) \_\_\_\_\_ ARRIV 2/2/12  
 \_\_\_\_\_ TIME 6:00  
 Vehicle Plate # \_\_\_\_\_ State TX CLRK DJ  
 Make, Model, Color BUICK ACURA TR DEPT \_\_\_\_\_  
 Contact Phone # [REDACTED] TIME \_\_\_\_\_  
 CLRK \_\_\_\_\_



**AUSTIN MOTEL**  
**"Tourist Court"**  
 Since 1938  
 1220 South Congress Ave.  
 Phone/Fax: (512)441-1157

DATE OF STAY	ROOM RENT	ROOM TAX	COMMENTS	CREDIT	CASH	BALANCE
<u>2/2</u>	<u>95.65</u>	<u>14.35</u>		<u>110</u>		<u>0</u>

**DEPOSIT INFO:**

Form of Payment \_\_\_\_\_ Amount \_\_\_\_\_ Clerk \_\_\_\_\_

In consideration for renting room and parking at the Motel, using its facilities, pool and services, I do hereby forever waive, release and discharge The Austin Motel and its owners, officers, agents, employees, and all others acting on their behalf from any and all claims of liabilities for any injuries, loss, theft, or damages to my person and/or property, both inside my room or outside on the grounds, including those caused by the negligent act or omission of any persons mentioned. I understand that I will be held financially accountable for any missing items, unauthorized smoking or pets in rooms, lock changes resulting from key loss, and /or damages to any part of the motel property.

**Check Out time is 12 NOON**

GUEST SIGNATURE \_\_\_\_\_

Card # \_\_\_\_\_ Exp. \_\_\_\_\_

AUSTIN MOTEL  
 1220 S CONGRESS AVE  
 AUSTIN, TX 78704

TERMINAL ID: 004220687  
 MERCHANT #: 329228029990

VISA  
 #XXXXXXXXXXXX2182  
 CLK: 2  
 SALE  
 BATCH: 000252 FOLIO #: 000008306  
 DATE: FEB 02, 12 TIME: 17:59  
 SQ: 020 AUTH NO: 055950

SALE \$95.65  
 TAX \$14.35

TOTAL \$110.00