



Date: July 6, 2015

To: Williamson County  
Commissioner's Court

Deborah M Hunt, C T A  
Tax Assessor Collector

From: Deborah M. Hunt, CTA  
Tax Assessor-Collector

Subject: Request for \$650.00 Additional Cash for Change Funds

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The Motor Vehicle Division would greatly benefit from an increase to its change funds. These funds are used to make change during ordinary business transactions; however, as the number of transactions continues to increase, we find the current balances inadequate. It is especially difficult at our busiest times like the beginning and end of the month and during the heavy property tax payment season. Because it takes two days before we receive change from the bank through the courier service, we often find ourselves in a bind for change and have to make in person trips to the bank, leaving the office more shorthanded and increasing security risks. Additionally, the County's new bank charges a fee for in person change orders.

Increasing the change funds in the Cedar Park, Georgetown and Round Rock location to \$1100.00 and the Taylor fund to \$700.00 would be tremendous help to our office and our customers. The total necessary to accomplish this is \$650.00.

Thank you for your consideration.



#### WILLIAMSON COUNTY

**Main Office and Mailing Address:**

904 South Main Street  
Georgetown, Texas 78626  
Phone: (512) 943-1602  
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



## WILLIAMSON COUNTY

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