

**Meeting Minutes**  
**Board Of Directors**  
**Central Texas Regional Mobility Authority (CTRMA)**

**Special Called Meeting**  
**Friday, December 5, 2003**

The meeting was called to order at approximately 10:20 a.m. by CTRMA Board Chairman Bob Tesch. The meeting notice was posted with the Secretary of State on December 1, 2003. Chairman Bob Tesch and board members Bob Bennett, Henry Gilmore, Jim Mills, Mike Robinson, and Johanna Zmud were present. Vice Chairman Lowell Lebermann participated via telephonic conference call.

I. Welcoming and Opening Remarks.

Chairman Tesch welcomed those in attendance, including the City of Cedar Park Mayor Pro Tem Phil Duprey.

II. Discussion and Action under Interlocal Agreement with Williamson County to administer CTRMA Benefits.

CTRMA General Counsel Brian Cassidy briefed the Board on this Interlocal Agreement. He noted that the Agreement was a means by which Williamson County would provide administrative functions related to CTRMA employees, including payroll functions and the coordination of the provision of various benefits. He noted that this was an economic way to provide this function for the CTRMA, since the Authority did not have enough employees to justify the economic investment of establishing those programs independently. The County agreed to provide these services for up to two employees of the CTRMA, and the County was not charging anything for the services being provided. Mr. Cassidy emphasized that the provision of these administrative functions by Williamson County did not make employees of the CTRMA employees of the County.

Mr. Tesch expressed his appreciation to Williamson County for its willingness to provide these services at no charge to the Authority. Other board members echoed Chairman Tesch's comments.

A motion was made by Mr. Bennett to approve the Interlocal Agreement. The motion was seconded by Ms. Zmud. The motion to approve the Agreement and the resolution authorizing execution of the Agreement were approved unanimously.

III. Discussion and Action on Employment Contract with Mike Heiligenstein for Executive Director Position.

Chairman Tesch reported that this item would enable the CTRMA to officially engage its first full-time executive director, Mike Heiligenstein. He expressed his appreciation to

Mr. Heiligenstein for accepting this position. Mr. Bennett echoed these comments and stated that the Authority was lucky to have the benefit of Mr. Heiligenstein's services.

Mr. Cassidy presented a brief overview of the material terms of Mr. Heiligenstein's employment contract and discussed a separate memorandum provided to the Board which described various of the contract provisions.

Mr. Lebermann moved that the contract be approved; Mr. Mills seconded the motion. The Board voted unanimously to approve the resolution authorizing adoption and execution of the employment contract between the CTRMA and Mr. Heiligenstein.

Mr. Tesch asked Mr. Heiligenstein if he had any comments he desired to make. Mr. Heiligenstein expressed his thanks to the Board for the opportunity he was being offered. He was looking forward to the challenge of the job and to the great things that the CTRMA will accomplish.

Mr. Robinson noted that in the executive director position it would be important to avoid issues and disputes of a political nature, particularly being involved in political campaigns. Mr. Heiligenstein expressed his agreement and reiterated his need to be neutral in any political matters.

IV. Executive Session Pursuant to Government Code, Chapter 551.

There were no items for the Board to consider or address in executive session.

V. Open Comment Period.

Linda Finley addressed the Board during the open comment period. She expressed concern over the conversion of improvements currently under construction to tolled facilities, and inquired about the ongoing rules adoption process. Chairman Tesch reminded her that the rules under consideration were TxDOT rules, and that comments on the substance of those rules should be submitted to TxDOT.

VI. Adjourn Meeting.

There being no further business for the Board consider, Mr. Robinson moved to adjourn. Mr. Gilmore seconded the motion, and all voted unanimously in favor of adjourning the meeting. The meeting ended at approximately 10:45 a.m.