



COLLIN COUNTY

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Date: August 25, 2009
To: Ruben Delgado, Engineering
From: Donald W. Cozad, County Auditor 
Subject: Myer's Park Change of Office - Final

The Auditor's Office conducted a review of inventoried items assigned to Myers's Park as part of the change of office procedures for the departure of the Parks Manager, Linda Dixon. No discrepancies were noted during the review.

An initial inventory of assets was conducted on July 14, 2009, prior to the departure of the Manager and a subsequent inventory was conducted after the Manager's departure. The auditors identified and documented physical assets on site and at alternate locations. As defined under Appendix C of the Collin County Capitalization Policy, these assets were valued at \$5,000 or more or were classified as highly attractive items. The policy defines highly attractive items as satellite phones, video recorder/laser disk players, and/or portable data digital projections that are not valued at above the \$5,000 threshold.

The County Auditor's Office shall continue to conduct similar reviews in conjunction with the change of management personnel to ensure the safeguarding of County assets.

If you have any questions regarding the results of this review, please feel free to contact us.

CC: Jeff Durham