



COLLIN COUNTY

Tax Assessor Collector
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2300 Bloomdale
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TO: Commissioners Court

FROM: Kenneth L. Maun
Tax Assessor Collector

DATE: August 08, 2024


SUBJ: Change to Payment Process for Security Services for Off-Duty Law Enforcement in the Tax Assessor/Collector's Office

Beginning July 01, 2024, the process for paying off-duty law enforcement for security services in the Plano Tax Office has changed. Instead of payment made at the time of service to the off-duty law enforcement officer, the Tax Assessor-Collector's Office will receive an invoice from Extra Duty Solutions. The Tax Assessor-Collector's Office will submit a Request for Check along with the invoice for payment. Once the Request for Check is approved, the check will be mailed to Extra Duty Solutions.

The City of Plano has contracted Extra Duty Solutions (EDS) to manage the administration of extra-duty security for their off-duty law enforcement officers. We are currently paying \$125.00 per night from our petty cash fund to provide security in our Plano Tax Office on Tuesday evenings. Since we are grandfathered in, this amount will not change.

The money in the petty cash fund currently located in the Plano Tax Office was originally approved in Commissioner's Court on July 25, 2016 per Court Order Number 2016-525-07-25. This fund is used specifically to provide payment for security. Once this new procedure is approved in Commissioner's Court, the monies in this fund will be taken to the Collin County Treasury to be deposited in account number 0001-00000-0000-00-00-0000-105004.

Sincerely,


Karen Abner
Chief Deputy

 Kenneth L. Maun
Tax Assessor Collector

KLM:sej