



# COLLIN COUNTY

Auditor's Office  
2300 Bloomdale Rd.  
Suite 3100  
McKinney, Texas 75071  
[www.collincountytx.gov](http://www.collincountytx.gov)

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**To:** County Judge and Commissioners Court  
**From:** Linda Riggs, County Auditor  
**Date:** August 19, 2024  
**Re:** Removal of Petty Cash Box in the Plano Tax Office

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At the request of the Tax Office, we are removing the petty cash box from the Plano office in the amount of \$1000 due to the changes in procedures. See attached memo from Tax Office for details.

Thank you

LR/pc