



Hidalgo County Planning Department

T.J. Arredondo, CFM
Director of Planning

Precinct No. 1 Substation

1900 Joe Stephens Ave.
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Weslaco, Texas 78596
(956)968-4734
(956)973-7850

Main Office

1304 S. 25th Street
Edinburg, Texas 78542
Phone (956) 318-2840
Fax (956) 318-2844

Precinct No. 3 Substation

2401 N. Moorefield Road
Mission, Texas 78572
Phone (956) 205-7045
Fax (956) 205-7049

March 23, 2022

Mrs. Arcelia Duran, CPA
Hidalgo County Auditor
2802 South Business Highway 281
Edinburg, Texas 78539

RE: Request Change Fund for Edinburg Planning Dept. Main Office

As per Local Government Code Sec. 130.902, Hidalgo County Planning Department is requesting a change fund of \$75.00 for the purpose of receiving money for subdivision processing fees, escrows for subdivisions, etc. Planning Department Subdivision Division will be situated in a separate office from the Building Permit Fees Division and therefore need another change fund box of \$75.00.

The money will be safeguarded by locked cash drawer box.

Please make check payable to Irma Celia Castillo, Administrative Assistant IV, Hidalgo County Planning Dept., 1304 S. 25th St., Edinburg, Texas 78542 from Planning Dept. account 2-1100-152-00-210-001-0-000.

Should you have any questions or need additional information, please do not hesitate to contact me at ext. 7454 or call my office at (956) 318-2840. Thank you.

Respectfully,
Hidalgo County Planning Department

Irma Celia Castillo
Administrative Assistant IV
Hidalgo County Planning Dept.