

Nicholas Thomas

Gadsden County, Florida

Clerk of the Circuit Court



Clerk of the County Court

Clerk to the Board of County Commissioners
County Recorder
County Auditor

April 11, 2008

Mr. Clayton Wilder, Administrator
Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, FL 32308

RE: 2008-JAGC-GADS-1-Q9-198
Signature Authority

Dear Mr. Wilder:

We are in receipt of State issued warrant # 1240206 in the amount of \$5,180.76 which covers Report # 4 (01/01/08 – 01/31/08) for the Gadsden County Sheriff's Office Area Drug Task Force. During our review of this Grant, it was brought to our attention that Project Expenditure Reports have been submitted to your Agency without the proper signature authority.

The Sub-Grant Recipient for the above-referenced Grant is the Gadsden County Board of County Commissioners, and the County's Chief Financial Officer is Ms. Connie McLendon.

According to Standard Condition Number 25 – Signature Authority – it states that Financial and Closeout Packages require the signature of the Chief Financial Officer of the Sub-Grant Recipient or an authorized designee. Please be advised that there is no authorized designee for signature purposes on this Grant. **Therefore, we are requesting that no further reimbursements to Gadsden County be issued for this Grant unless the signature of Ms. McLendon is affixed thereto.**

Mr. Clayton Wilder, Administrator

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As you are aware, signature of the County's Chief Financial Officer represents that all entries have been reviewed and verified as allowable expenses of this Grant prior to submission to FDLE for payment. Should you have any questions regarding this request, please feel free to contact me.

Thanking you in advance for your immediate attention to this matter, I remain

Sincerely,



Connie McLendon
Chief Financial Officer -- Gadsden County

CM/jc

Cc: Honorable Nicholas Thomas, Clerk of Circuit Court
Honorable Morris A. Young, Sheriff, Gadsden County
Marlon Brown, County Manager, Gadsden County ✓
Nancy Gee, Grant Resource Administrator, Sheriff's Office
Katherine Pondexter, Chief Financial Officer, Sheriff's Office