

From: [Todd Hutchison](#)
To: [Colin Murphy](#)
Cc: [Bob Swain](#)
Subject: Services provided by the Clerk in Interlocal Agreement
Date: Wednesday, December 16, 2020 1:16:31 PM

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Colin,

It has become clear to me after the first 2.5 months under the new interlocal agreement that my office is not the best fit for the types of accounting services that the Children's Trust of Alachua County (CTAC) needs on a long-term basis. I am letting you know now via this email that the Clerk's Finance & Accounting Office will not be extending the term of the current interlocal agreement after it expires on September 30, 2021. I'm providing you notice now as a professional courtesy so that you have ample time, 9.5 months, to search for a new CPA firm or hire your own staff to perform accounting and treasury services.

My office's overall organizational structure and accounting positions are defined based on the official duties and responsibilities required of the Clerk as Comptroller to the County and Library District. I have worked hard over the years alongside with management from the County & Library to strengthen the internal control framework for each agency while continuously improving their organizational efficiencies through integrated systems and databases. This collective effort and use of integrated systems has allowed the Clerk's Office to stay at the same staffing levels, 25 FTE, for 20+ years despite significant growth in government and the added complexities of new governmental accounting standards that have been issued over the last 15 years.

Under the original interlocal agreement between the County, Clerk and CTAC I was able to maintain the same internal control framework and organizational efficiencies for CTAC that are in place for the County & Library because CTAC's procurement processes and staffing were under the County's Procurement Code and ERP system, more specifically the County's HR/Payroll system. That is no longer the case with the new FY2021 interlocal agreement and long term my office is not structured to provide ongoing accounting services under this new arrangement. It would not be financially prudent for the County or CTAC for me to try and ramp up staffing levels in order to continue to provide services long term under the current interlocal model.

I'm proud of the work my office has done in assisting County staff and subsequently CTAC staff on getting the trust up and running. CTAC is off to a great start. We are putting the finishing touches on CTAC's first annual financial statements and I'm certain CTAC is going to get a very clean audit report for FY20 from the independent CPA firm hired to perform the audit.

My office will continue to work diligently for the remainder of the term of the current interlocal agreement to deliver the services that we've contracted to provide for CTAC. We will also work closely with the new accounting firm or staff you hire to transition the accounting records to them for the FY2022 fiscal year.

Best of luck in your search.

Todd

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