

Large, Kelley

From: Brewster, William
Sent: Tuesday, June 3, 2025 6:42 AM
To: Large, Kelley
Subject: FW: SMITH 022225 EXPENSE REIMBURSEMENT

Kelley,
Any progress with this? Can we put it on the agenda for court to approve the different rate?

Patricia is patiently waiting for her money back.

Thanks,
William Brewster
Chief Investigator
Fort Bend County Medical Examiner's Office
3840 Bamore Rd, Rosenberg, Tx 77471
Office: 832-471-4003
Fax: 832-471-1853
Direct Email: William.Brewster@fortbendcountytexas.gov
Office Email: Fbmeo@fortbendcountytexas.gov



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From: Simonton, Monica <Monica.Simonton@fortbendcountytexas.gov>
Sent: Monday, May 19, 2025 10:47 AM
To: Large, Kelley <Kelley.Large@fortbendcountytexas.gov>
Cc: Brewster, William <William.Brewster@fortbendcountytexas.gov>
Subject: Re: SMITH 022225 EXPENSE REIMBURSEMENT

Good Morning William

Unfortunately, the invoice simply stating "Group" is not acceptable.

From: Large, Kelley <Kelley.Large@fortbendcountytexas.gov>
Sent: Tuesday, May 13, 2025 10:56 AM
To: Simonton, Monica <Monica.Simonton@fortbendcountytexas.gov>
Cc: Brewster, William <William.Brewster@fortbendcountytexas.gov>
Subject: RE: SMITH 022225 EXPENSE REIMBURSEMENT

Good Morning Monica,

After much research and a phone call to the hotel, I was able to confirm that the room price on the attached

Receipt for Patricia Smith's stay during the AAFS Conference in Baltimore is the block room rate organized

By the conference. When I asked for a written confirmation, they told me to look at the top corner of the receipt where it says account number. If it says group, that is the group rate (block of rooms rate) for the conference booked through the conference website.

Since it does show group on the attached receipt, will this suffice to release Patricia's reimbursement?

Thanks,

Kelley Large

Operations/Administrative Assistant
Fort Bend County
Medical Examiner's Office
Rosenberg, TX 77471
(832) 471-4011



From: Brewster, William <William.Brewster@fortbendcountytexas.gov>
Sent: Monday, May 5, 2025 11:16 AM
To: Large, Kelley <Kelley.Large@fortbendcountytexas.gov>
Subject: FW: SMITH 022225 EXPENSE REIMBURSEMENT

See email below

William Brewster
Chief Investigator
Fort Bend County Medical Examiner's Office
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Office Email: Fbmeo@fortbendcountytexas.gov



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From: Simonton, Monica <Monica.Simonton@fortbendcountytexas.gov>
Sent: Tuesday, April 29, 2025 8:33 AM
To: Brewster, William <William.Brewster@fortbendcountytexas.gov>
Subject: Re: SMITH 022225 EXPENSE REIMBURSEMENT

Documentation of the lodging rate is still required. Without documentation one of the following can be done to remedy the issue:

1. The difference between the lodging rate charged and the GSA rate can be deducted from the expense reimbursement. That amount would be \$63.48.
2. Commissioner's court can provide an exception to the GSA to allow an increase in the amount of \$63.48.

From: Brewster, William <William.Brewster@fortbendcountytexas.gov>
Sent: Tuesday, April 29, 2025 7:22 AM
To: Simonton, Monica <Monica.Simonton@fortbendcountytexas.gov>
Subject: FW: SMITH 022225 EXPENSE REIMBURSEMENT

Good Morning Monica,
Just following back up with you on this. Is there anything else you need me to do?

Thank you ma'am,
William Brewster
Chief Investigator
Fort Bend County Medical Examiner's Office
3840 Bamore Rd, Rosenberg, Tx 77471
Office: 832-471-4003
Fax: 832-471-1853
Direct Email: William.Brewster@fortbendcountytexas.gov
Office Email: Fbmeo@fortbendcountytexas.gov



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From: Brewster, William
Sent: Monday, April 21, 2025 10:02 AM
To: Simonton, Monica <Monica.Simonton@fortbendcountytexas.gov>
Subject: RE: SMITH 022225 EXPENSE REIMBURSEMENT

Good Morning,
I just forwarded you my correspondence with the hotel on this matter. I have had no luck getting anything from them.

Thank you,
William Brewster
Chief Investigator
Fort Bend County Medical Examiner's Office

3840 Bamore Rd, Rosenberg, Tx 77471
Office: 832-471-4003
Fax: 832-471-1853
Direct Email: William.Brewster@fortbendcountytexas.gov
Office Email: Fbmeo@fortbendcountytexas.gov



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From: Simonton, Monica <Monica.Simonton@fortbendcountytexas.gov>
Sent: Monday, March 10, 2025 10:01 AM
To: Brewster, William <William.Brewster@fortbendcountytexas.gov>
Subject: Re: SMITH 022225 EXPENSE REIMBURSEMENT

Good Morning William

The receipt is sufficient. However, the conference charged a processing fee of \$27.75. Processing fees are not allowed unless they are with a state or govt entity.

For the hotel, do you have documentation that the hotel rate was \$159. I understand that is the conference hotel. I simply need documentation of the negotiated rate.

From: Brewster, William <William.Brewster@fortbendcountytexas.gov>
Sent: Monday, March 10, 2025 9:42 AM
To: Simonton, Monica <Monica.Simonton@fortbendcountytexas.gov>
Subject: RE: SMITH 022225 EXPENSE REIMBURSEMENT

Good Morning Monica,

The hotel selected was one of the suggested hotels on the conference website.

I have attached a more detailed receipt for registration, let me know if that doesn't work for you.

Thank you ma'am,
William Brewster
Chief Investigator
Fort Bend County Medical Examiner's Office
3840 Bamore Rd, Rosenberg, Tx 77471
Office: 832-471-4003
Fax: 832-471-1853
Direct Email: William.Brewster@fortbendcountytexas.gov
Office Email: Fbmeo@fortbendcountytexas.gov



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From: Simonton, Monica <Monica.Simonton@fortbendcountytexas.gov>
Sent: Friday, March 7, 2025 12:59 PM
To: Brewster, William <William.Brewster@fortbendcountytexas.gov>
Subject: SMITH 022225 EXPENSE REIMBURSEMENT

Good afternoon William

I reviewed the expense reimbursement request for Patricia's trip to Baltimore, MD for the AAFS conference.

1. The GSA rate for Baltimore is \$150. Do you have information on the negotiated room block rate to support the hotel charge of \$159.00 per night?
2. Please provide a detailed receipt for the registration.

Kindest Regards,

Monica L. Simonton

Accounts Payable Auditor | Fort Bend County Auditor's Office
301 Jackson | Richmond, TX 77469
281-344-3974

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