

**FORT BEND COUNTY    FY 2010**  
**COMMISSIONERS COURT AGENDA REQUEST FORM**

Return Completed Form by E-Mail to: Agenda Coordinator, County Judge's Office

Date Submitted: 11/5/09

Submitted By: Jeff Braun

Court Agenda Date: 11/17/09

Department: Office of Emergency Management

Phone Number: 281-341-4665

**SUMMARY OF ITEM:** Take all appropriate action to approve and execute a letter from Fort Bend County to the Texas Division of Emergency Management requesting an extension to process 2007 Grant Year Project Expenditures.

**RENEWAL AGREEMENT/APPOINTMENT**      YES ☐      NO    X  
**REVIEWED BY COUNTY ATTORNEY'S OFFICE:**    YES ☐      NO    X

**FINANCIAL SUMMARY:**

**BUDGETED ITEM:** YES ☐      NO    X

**FUNDNG SOURCE:** Accounting Unit:  
Activity (If Applicable):

Account Number:

COUNTY JUDGE  
RECEIVED  
NOV 10 2009

**DESCRIPTION OF LAWSON ACCOUNT:** \_\_\_\_\_

**Instructions to submit Agenda Request Form:**

- Completely fill out agenda form: incomplete forms will not be processed.
- Agenda Request Forms should be submitted by e-mail, fax, or inter-office mail, and all back-up information must be provided by Wednesday at 2:00 p.m. to all those listed below.
- All original back-up must be received in the County Judge's Office by 2:00 p.m. on Wednesday.

**DISTRIBUTION:**

**Original Form** Submitted with back up to County Judge's Office X (✓ when completed)

If by E-Mail to [ospindon@co.fort-bend.tx.us](mailto:ospindon@co.fort-bend.tx.us)

If by Fax to (281) 341-8609

Distribute copies with back-up to all listed below. If by fax, send to numbers below:

X	Auditor	(281-341-3774)	X	Comm. Pct. 1	(281-342-0587)
X	Budget Officer	(281-344-3954)	X	Comm. Pct. 2	(281-403-8009)
X	Facilities/Planning	(281-633-7022)	X	Comm. Pct. 3	(281-242-9060)
X	Purchasing Agent	(281-341-8642)	X	Comm. Pct. 4	(281-980-9077)
X	Information Technology	(281-341-4526)	X	County Clerk	(281-341-8697)
X	Other:		X	County Atty	(281-341-4557)

**RECOMMENDATION / ACTION REQUESTED:**

Please return original signed letter to Bob Stone, Office of Emergency Management

Special Handling Requested (specify):

11-13-09 copy received



## COUNTY JUDGE

Fort Bend County, Texas

Robert E. Hebert  
County Judge

(281) 341-8608  
Fax (281) 341-8609

November 17, 2009

Jack Colley, Chief  
Division of Emergency Management  
Office of the Governor  
PO Box 4087  
Austin, Texas 78773-0220

Subject: Extension to Process 2007 Grant Year Project Expenditures

Dear Chief Colley,

Fort Bend County is requesting an extension to April 30, 2010 to process 2007 Grant Project Expenditures. This request is made due to the large amount of expenditures that need to be finalized and input into the Texas State Preparedness Assessment and Reporting Service database (SPARS). Fort Bend County managed eleven grant projects during this grant year and several incurred a large volume of activity and expenditures. Additional time will be needed in order to properly process the grant expenditures and complete these projects. Your consideration of this request is appreciated.

Sincerely

A handwritten signature in black ink, appearing to read "Robert E. Hebert", is written over the word "Sincerely".

Robert E. Hebert  
County Judge  
Fort Bend County