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AGENDA ITEM

15

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: 20 July 2010

Submitted By: Chief Deputy Aaron W Tyksinski

Department: Constable, Pct 3 (5503)

Court Agenda Date: 27 July 2010

Phone Number: 281-491-7226

**SUMMARY OF ITEM:** Approve grant from Texas Comptroller's Office for Tobacco Education and Prevention in the amount of \$5,500.

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

List Supporting Documents Attached: Acceptance Agreement and Compliance Standards

**FINANCIAL SUMMARY:**

BUDGETED ITEM: YES ☐ NO ☒

FUNDNG SOURCE: Accounting Unit: Account Number:  
Activity (If Applicable):

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 ☐ (✓ 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:

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

**RECOMMENDATION / ACTION REQUESTED:**

**Special Handling Requested (specify):** Please approve the acceptance of the grant, have the County Judge sign the document, and return to me for mailing to the Comptroller. Thank you.

7-28-10 copy received



## CONSTABLE PRECINCT 3

Fort Bend County, Texas

**ROB COOK**

Constable

(281) 491-7226

Fax (281) 491-0678

TO: Judge Robert Hebert  
Commissioner Robert Morrison  
Commissioner Grady Prestage  
Commissioner Andy Meyers  
Commissioner James Paterson

FR: Chief Deputy Aaron W. Tyksinski  
DT: Monday, 19 July 2010  
RE: Acceptance of Awarded Tobacco Grant Monies

Dear Sirs:

We respectfully request Commissioner's Court review, accept and approve the \$5,500 in grant monies awarded to our office by the state Comptroller for the use of enforcing tobacco compliance under the provisions of the Texas Health and Safety Code. There are no matching funds required by Fort Bend County. This is the 5<sup>th</sup> straight year we have been awarded grant money by the state for this purpose.

Please sign the attached form and return it to our office so I can send the form back to the state Comptroller. The grant monies will then be mailed after their acceptance of the approval form.

This grant award is in the amount of \$5,500 and covers the period from 1 September 2010 through 31 August 2011.

If you have any questions, please feel free to contact me for more information. Thank you for your assistance.

Sincerely,

A handwritten signature in black ink, reading "Aaron W. Tyksinski". The signature is fluid and cursive, with the first name "Aaron" being the most prominent.

Aaron W. Tyksinski  
Chief Deputy

**TEXAS COMPTROLLER'S 2011 TOBACCO GRANT  
ACCEPTANCE AGREEMENT AND COMPLIANCE STANDARDS  
FOR LOCAL LAW ENFORCEMENT AGENCIES  
(This signed document must be returned before grant funds will be awarded)**

By this Agreement, **Fort Bend County Constable's Office, Precinct 3** (hereinafter "Grantee") hereby agrees and certifies that Grantee shall comply with all requirements in the *2011 Scope of Work* provided to Grantee contemporaneously with this Agreement and all applicable provisions of the Uniform Grant and Contract Management Standards (UGCMS) promulgated by the Office of the Governor pursuant to the Uniform Grant and Contract Management Act, Chapter 783, Government Code. A copy of the UGCMS may be obtained from the Office of the Governor at [www.governor.state.tx.us/files/state-grants/UGMS062004.doc](http://www.governor.state.tx.us/files/state-grants/UGMS062004.doc).

Grantee acknowledges that appropriate approvals have been obtained from its governing body (city council or county commissioners' court) to accept and utilize all grant funds as specified in this Agreement.

Grantee shall use or expend grant funds exclusively for the following tobacco compliance and enforcement activities, unless directed otherwise by the Texas Comptroller of Public Accounts (Comptroller):

- Grantee shall provide compliance education to each local court involved in adjudicating grant agency's tobacco-related citations.
- Grantee shall provide ongoing and consistent compliance education to tobacco retailers and local court personnel concerning the tobacco laws.
- Grantee shall provide an ongoing and consistent enforcement initiative that utilizes on-site compliance inspections of cigarette or tobacco retail outlets by law enforcement and other officers and fully acknowledges that the foregoing may result in the issuance of citations.
- Grantee shall provide an ongoing and consistent enforcement initiative that utilizes on-site controlled buys at cigarette or tobacco permitted retail outlets by officers, using minors as decoys (i.e., "stings") that may result in the issuance of citations.
- Grantee shall allocate grant fund expenditures for enforcement and compliance activities as recommended by the Comptroller's office.
- Grantee shall provide monthly enforcement activity reports and quarterly compliance education and financial status reports to the Comptroller's contractor for the Texas Statewide Tobacco Education and Prevention (Texas STEP) initiative.

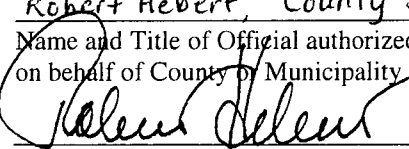
Approval of grant funding, based on the application submitted by the prospective Grantee or agency, does not constitute approval of any or all plans or requests as listed in the submitted application. Appropriate use of grant funds and proper protocols for education and enforcement activities will be covered in the grant training.

Comptroller reserves the right, under this Agreement, to unilaterally amend the terms of the Agreement at any time and to impose additional requirements on Grantee at the sole discretion of the Comptroller.

Grantee understands and acknowledges that failure to comply with the terms of this Agreement, including grant usage restrictions, or with any applicable state or federal law or regulation, shall result in the forfeiture of grant funds. Upon forfeiture, Grantee shall also be responsible for the return of the full amount of the original grant to the Comptroller.

This grant award is in the amount of **\$5,500** and covers the period from Sept. 1, 2010, through Aug. 31, 2011. Grantee shall return all unexpended grant funds within 45 days of the close of this grant period.

Robert Hebert, County Judge  
Name and Title of Official authorized to accept grant funds  
on behalf of County or Municipality (Please print)

  
Signature of Authorized Official

7-27-2010  
Date

Fort Bend County  
Department or Agency Name

\_\_\_\_\_  
FEI Number (required)