



NAVARRO COUNTY AUDITOR'S OFFICE

Natalie Robinson, First-Assistant  
Patty Wells, Assistant  
Lisa Clay, Assistant  
Jan Wise, Assistant  
Krystal McCollum, Assistant

Terri Gillen, County Auditor  
Phone: (903) 654-3095

300 W 3<sup>rd</sup> Ave., Suite 4  
Corsicana, TX 75110

e-mail: auditor@navarrocounty.org

Fax: (903) 654-3097

INTEROFFICE MEMO

The attached item is being returned for the following reasons:

- Item incurred before purchase order issued
- Purchase order number is inconsistent with invoice
- Amount billed does not match the purchase order
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- Insufficient documentation to process payment
- Signature or date not present
- System shows invoice paid
- Budget Account Number (Line Item) is missing – Acct # \_\_\_\_\_
- Insufficient budget in Line Item
- Payment Request inconsistent with County Policy
- Other \_\_\_\_\_

RECEIVED  
OCT 19 2023  
NAVARRO COUNTY  
AUDITOR'S OFFICE

Please provide the additional documentation or explanation necessary to process this payment request. This notice must remain attached to the payment request

Additional explanation: BEG Inv 646634 - PO # not requested.

The Department Head or Elected or Appointed Official must sign this form confirming notification that the Navarro County Purchasing Policy was not followed on this purchase.

Morris Steward  
Signature

10/18/23  
Date

# B & G AUTO PARTS

646634

—PARTS AND SUPPLIES—

104 N. Beaton St.

Corsicana, Texas 75110

Phone 874-4706 & 07

Sold to NAVARRO COUNTY SHERIFF Date 10-5-23  
 Street \_\_\_\_\_  
 City \_\_\_\_\_  
 Salesman \_\_\_\_\_ Customer's Order No. 31897 Rec'd on Acct. \_\_\_\_\_ Shipped VIA \_\_\_\_\_

RECEIVED  
OCT 17 2023

	Cash	Charge
	20	<u>23</u>
	C.O.D.	Credit Memo

NAVARRO COUNTY AUDITOR'S OFFICE TERMS

QUAN. SHIPPED	QUAN. ORD'D.	NUMBER	DESCRIPTION	LIST	NET	AMOUNT
1	1	26RP	Batteries OK	1600	1050	1050
1	1	8693	Milton	200	1395	1395
			KUBOTA BATT A.R. CHUCK (FOR JIM)			118.95
					Reserve Fee	300
						171.95

RECEIVED  
OCT 19 2023  
NAVARRO COUNTY AUDITOR'S OFFICE  
Tax

Debra Kelly 10/17/23

ALL Claims and returned goods MUST be accompanied by this bill.

**CUSTOMER COPY**

Received By Paul [Signature]

TOTAL

Subject to approval, please ship the above articles on terms stated. This as well as all previous and all subsequent purchases and indebtedness is payable at our office in Corsicana, Navarro County, Texas, with interest after maturity at 10 per cent per annum, and 10 per cent attorney's fees if placed in hands of an attorney for collection. Goods F. O. B. your store.



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Other

RECEIVED
NOV 01 2023
NAVARRO COUNTY
AUDITOR'S OFFICE

Please provide the additional documentation or explanation necessary to process this payment request. This notice must remain attached to the payment request.

Additional explanation: PO # not requested for Unit 2331
Inv 40609 / K & S.

The Department Head or Elected or Appointed Official must sign this form confirming notification that the Navarro County Purchasing Policy was not followed on this purchase.

Morris Steward
Signature

10/31/23
Date

**Huffman Communications Sales, Inc.**

903.872.6032 Fax  
 P.O. Box 1753  
 Corsicana, Texas 75151

**Sales Invoice**

DATE	INVOICE NO.
10/25/2023	40609

RECEIVED

OCT 31 2023

NAVARRO COUNTY  
AUDITOR'S OFFICE

BILL TO
Navarro County S. O. 834 312 W. 2nd Avenue Corsicana, Texas 75110

SHIP TO
Navarro County S. O. 834 County Courthouse Corsicana, Texas 75110

P.O. NO.	TERMS	REP	SHIP DATE	SHIP VIA	FOB	PROJECT
Keith Lewis	Net 30	SCH	10/25/2023			

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
Labor	Labor to Troubleshoot and Resolve GPS Power Issue <span style="color: red;">2331</span> Unit# 133 New Tahoe  Debit: <u>101-560-445</u> Desc: <u>Unit 2331 - Labor - Resolved GPS Power</u> PO#: <u>NA</u> Invoice#: <u>40609</u> Vendor#: <u>2319</u>  Unit # 2331  ** ARPA FUNDS **	1	125.00	125.00

Customer Signature <u>K Lewis</u> 10.25.23	<b>Total</b> <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">\$125.00</span>
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Please provide the additional documentation or explanation necessary to process this payment request. This notice must remain attached to the payment request.

Additional explanation: PO # was not requested for  
Haweth. Inv 20791  
This was an after hours emergency call by Kitchen Staff

The Department Head or Elected or Appointed Official must sign this form confirming notification that the Navarro County Purchasing Policy was not followed on this purchase.

Morris Steward  
Signature

11/02/23  
Date

DEALER FOR COMMERCIAL  
ICE SYSTEMS

"Regulated by The Texas Department of  
Licensing and Registration, P.O. Box 12157  
Austin, TX 78711. 1-800-803-9202"

DEALER FOR COMMERCIAL  
REACH-IN AND WALK-IN  
COOLERS AND FREEZERS

# HOWETH COMMERCIAL REFRIGERATION COMPANY

OWNER—JOHN M. REMONTE, JR.  
TACLA011036R

807 W. 2nd Ave. • 903/874-4943  
Corsicana, Texas 75110

RECEIVED

NOV 02 2023

101-512-445

Customer's  
Order No.

NAVARRO COUNTY  
AUDITOR'S OFFICE

Date Nov. 1 2023

Sold To

NAVARRO COUNTY JUSTICE CENTER

Address

312 W. 2<sup>ND</sup> AVE, CORSICANA, TX.

QUAN.	NUMBER	ARTICLES	PRICE	AMOUNT
		WORK ON ICE MAKERS IN THE KITCHEN, REPLACED & ACTIVATED THE WATER FILTERS, TURNED ON BOTH MACHINES & TEST RAN THROUGH 3 COMPLETE CYCLES - O.K. AT THIS TIME.		
		ALSO WORKED ON THE COOLER IN THE STEAM TABLE. THE SYSTEM IS COOLING BUT NEEDS A LOW PRESSURE CONTROL TO ACT AS A SAFETY & A DEFROST CONTROL.		
3		FILTERS	125.00	375.00
		LABOR (2 HRS.)		150.00
		<b>RECEIVED</b>	<b>TOTAL</b>	<b>\$525.00</b>
		NOV 06 2023		
		NAVARRO COUNTY AUDITOR'S OFFICE		
		Thomas Steward		
		11/02/23		
		THANK YOU,		

Salesman

John Remonte

NO 20791

Rec'd by

Yvonne Wall



NAVARRO COUNTY AUDITOR'S OFFICE

RECEIVED

NOV 03 2023

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RECEIVED

NOV 06 2023

NAVARRO COUNTY AUDITOR'S OFFICE

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Please provide the additional documentation or explanation necessary to process this payment request. This notice must remain attached to the payment request.

Additional explanation: PO # NOT REQUESTED Unit 2688  
to be winched out.  
INV NCL0904

The Department Head or Elected or Appointed Official must sign this form confirming notification that the Navarro County Purchasing Policy was not followed on this purchase.

Morris Steward  
Signature

11/06/23  
Date



**B&W Tire and Towing Inc.**  
 428 Southeast Dr. , Corsicana TX 75110  
 Phone: (903) 872-3349 | Fax: (903) 872-9384

Payments can be made online by visiting [twbk.co/qrhCbm](http://twbk.co/qrhCbm)

RECEIVED

OCT 31 2023

NAVARRO COUNTY  
 AUDITOR'S OFFICE

Invoice  
 #NC60904

Printed 10/30/2023

Invoice # NC60904  
 Purchase Order Number Unit 2688 - *Espana*  
 Call # 60904  
 Reason Winch Out  
 Driver Nick Parker  
 Truck 904 International Wrecker  
 Truck TDLR# TDLR0005649167039IM  
 Date/Time Requested 10/28/2023 @ 6:46 PM  
 Date/Time Enroute: 10/28/2023 @ 6:47 PM  
 Date/Time Arrival: 10/28/2023 @ 6:47 PM  
 Date/Time Completed 10/28/2023 @ 7:09 PM  
 Notes Patrol Unit # 2688

Authorized by NCSO (Patrol Units ONLY)  
 312 W 2nd Ave, Corsicana TX 75110  
 Phone: (903) 654-3001  
 Service Location 17011 NW County Road 3130, Purdon, 76679, TX

RECEIVED

OCT 31 2023

NAVARRO COUNTY  
 AUDITOR'S OFFICE

Year	Make	Model	Color	VIN	Plate	Odometer
2016	Chevrolet	Tahoe	-	1GNLCDEC6GR251357	1319850 TX	-

Charge Description	Quantity	Price	Line Total
Recovery & Winching	1	\$45.00	\$45.00
		<b>Grand Total</b>	<b>\$45.00</b>
		<b>Amount Due:</b>	<b>\$45.00</b>

B&W Tire and Towing Inc. appreciates your business; if you have any questions regarding this invoice, please contact us at (903) 872-3349

*Arena Kelly* 10/31/23

Signature: \_\_\_\_\_

View photos for this tow online at <https://app.towbook.com/PublicAccess/Invoice2.aspx?id=172297421&sc=b73dcf4a29>

TDLR# 005649167C VSF# 0645760VSF

You may direct all complaints to Texas Department of Licensing & Regulation at P.O. Box 12157, Austin TX 78711 or call 800-803-9202 or through the website <http://www.tdlr.texas.gov> or email to [intake@tdlr.texas.gov](mailto:intake@tdlr.texas.gov).





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- Other \_\_\_\_\_

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Additional explanation: PO # not requested for Unit 2795  
K&S / INV 83593

The Department Head or Elected or Appointed Official must sign this form confirming notification that the Navarro County Purchasing Policy was not followed on this purchase.

Morris Steward  
 \_\_\_\_\_  
Signature

11/08/23  
\_\_\_\_\_   
Date

RECEIVED

NOV 07 2023

K & S TIRE TOWING AND RECOVERY, INC.  
1310 N. BUSINESS 45  
CORSICANA, TX. 75110  
Phone: 903-872-0745 Fax: 903-872-3363

INVOICE

83593

INVOICE

NAVARRO COUNTY  
AUDITOR'S OFFICE

Printed Date: 11/02/2023

Work Completed: 11/02/2023

NAVARRO COUNTY SHERIFF - Keith

312 W 2ND AVE.  
CORSICANA, TX 75110  
Office 903-654-3001 DISP Keith Lewis 903-654-4048  
Fax 903-654-3044 FAX Debra Kelley 903-654-3002

2023 OPEN INVOICE - OPEN INVOICE -

Lic #: 2795  
Unit #: OPEN INVOICE  
VIN #:

Odometer In : 0

Aldo  
Hernandez

Part Description / Number	Qty	Sale	Ext	Labor Description	Ext
---------------------------	-----	------	-----	-------------------	-----

				WRECKER CALL TO 215 FORDICE ST. BARRY, TX---DRY RUN CALLED -12:28 CANCELED 1:00 AM-- WAS ON HWY 22	150.00
--	--	--	--	--	--------

had a flat

C23-28112

Debit: 101560-445  
 Desc: Unit 2795 - TOWED  
 PO#: N/A  
 Invoice#: 83593  
 Vendor#: 2319

Org. Estimate 0.00 Revisions 0.00 Current Estimate 0.00

Labor:	150.00
Parts:	0.00
SubTotal:	150.00
Tax:	0.00
Total:	150.00
Bal Due:	\$150.00

[Payments - ]

Vehicle Received: 11/2/2023

Customer Number : 363

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose to testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. Warranty on parts and labor is 3 Months or 3000 miles whichever comes first. Warranty work has to be performed in our shop & cannot exceed the original cost of repair.

Signature Aldo 110 11-06-23 Date \_\_\_\_\_



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Phone: (903) 654-3095

e-mail auditor@navarrocounty.org

Fax (903) 654-3097

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- Other \_\_\_\_\_

Please provide the additional documentation or explanation necessary to process this payment request. This notice must remain attached to the payment request.

Additional explanation: PO # not requested for Unit 2581.  
K&S/INV 83584

The Department Head or Elected or Appointed Official must sign this form confirming notification that the Navarro County Purchasing Policy was not followed on this purchase.

X Morris Steward  
Signature

X 11/08/23  
Date

RECEIVED

NOV 0 / 2023

NAVARRO COUNTY  
AUDITOR'S OFFICE

K & S TIRE TOWING AND RECOVERY, INC.  
1310 N. BUSINESS 45  
CORSICANA, TX. 75110  
Phone: 903-872-0745 Fax: 903-872-3363

INVOICE

83584

INVOICE

Printed Date: 11/01/2023

Work Completed: 11/01/2023

NAVARRO COUNTY SHERIFF - Keith  
312 W 2ND AVE.  
CORSICANA, TX 75110  
Office 903-654-3001 DISP Keith Lewis 903-654-4048  
Fax 903-654-3044 FAX Debra Kelley 903-654-3002

2015 CHEVY - UNIT#2581 - *Spare*  
Lic # : 120-0932  
Unit # : UNIT#2581  
VIN # : 1GNLC2EC7 FR618673

Odometer In : 0

Part Description / Number	Qty	Sale	Ext	Labor Description	Ext
---------------------------	-----	------	-----	-------------------	-----

				WINCH OUT IN BARRY 5244 FM 1126 BARRY TX	170.00
--	--	--	--	---	--------

Debit: 101-560-445  
 Desc: Unit 2581 - Winched Out  
 PO#: N/A  
 Invoice#: 83584  
 Vendor#: 2319

Org. Estimate 0.00      Revisions 0.00      Current Estimate 0.00

Labor:	170.00
Parts:	0.00
SubTotal:	170.00
Tax:	0.00
Total:	170.00
Bal Due:	\$170.00

[ Payments - ]

Vehicle Received: 11/1/2023

Customer Number : 363

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose to testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. Warranty on parts and labor is 3 Months or 3000 miles whichever comes first. Warranty work has to be performed in our shop & cannot exceed the original cost of repair.

Signature 2 Rows 110 11-06-23 Date \_\_\_\_\_



RECEIVED

NOV 07 2023

K & S TIRE TOWING AND RECOVERY, INC.  
1310 N. BUSINESS 45  
CORSICANA, TX. 75110  
Phone: 903-872-0745 Fax: 903-872-3363

INVOICE

83572

INVOICE

Printed Date: 10/31/2023

Work Completed: 10/31/2023

NAVARRO COUNTY SHERIFF - Keith  
312 W 2ND AVE. AUDITOR'S OFFICE  
CORSICANA, TX 75110  
Office 903-654-3001 DISP Keith Lewis 903-654-4048  
Fax 903-654-3044 FAX Debra Kelley 903-654-3002

2017 Chevrolet - UNIT#2797 -  
Lic # : 1342939  
Unit # : UNIT#2797  
VIN # : 1GNLCDEC9 HR251418  
Odometer In : 0  
*M. Phillips*

Part Description / Number Qty Sale Ext Labor Description Ext

HAULED SKID STEER OUT TO 3906 NW CR 3110 IN 250.00  
DAWSON  
WINCHED OUT UNIT#2797 FROM DITCH.

Debit: 101-560-445  
Desc: Unit 2797 - Winched Out  
PO#: N/A  
Invoice#: 83572  
Vendor#: 2319

Org. Estimate 0.00 Revisions 0.00 Current Estimate 0.00

Labor:	250.00
Parts:	0.00
SubTotal:	250.00
Tax:	0.00
Total:	250.00
Bal Due:	\$250.00

[ Payments - ]

Vehicle Received: 10/31/2023

Customer Number : 363

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose to testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. Warranty on parts and labor is 3 Months or 3000 miles whichever comes first. Warranty work has to be performed in our shop & cannot exceed the original cost of repair.

Signature *Keith Lewis* 11.06.23 Date \_\_\_\_\_