FORT BEND COUNTY AUDITOR ACCOUNTS PAYABLE County Auditor Form 1016 (Rev. 11/07)

INVOICE TRANSMITTAL

Accounting Unit (9 digit)	Vendor #		
100543100	Vendor Name		
Account (5 digit)	Michael Voorhies		
51290	Address		
Grants & Projects (If needed)	1769 County Road 291		
Activity	City		
	Sargent	HE E	
Account Category	State	Zip Code	Date
	TX	77414	04.19.2024
Invoice #/Invoice Date/Desc		Amount	
Pizza Hut #0005 (food)			65.62
Lowes #105 (water & ice)			
See Attached	,,		
		Total	65.62
County Auditor's Use Only	1		
CC Approval Date	Section Committee		
Check Type			
Audited By		Authorized Departm	
Received		Treasurer's Register Sta	amp and Number
	19		
Paid			
and the second s	" p		
	N 0 20		

PIZZA HUT CARRY_OUT

Ticket # 0005

Item Count: 3

ENTERE		
KARE 03542 i	N 03/14/24	11:07AM
MIKE		
	12-3177	
01 !	Large	19.39
	Turin Moal Lvi	15.00
02 1	Larye Thin	15.99
	Cheese Pepperoni	
03 1	Medium	16.19
	Thin Supreme	
	Subtotal	51.57
	SALES TAX Balance Due	4.25 55.82
	ICONIC CHE YOUR ORDER WAS CHECK	

THAT WERE ON SCENE OUER
18 475.0N 3/14/24
6430 FENSKE LANE
CRE # 2024-142

Fool

Mike VOORNIES

LOWES #105 3214 SCHOOL ST NEEDVILLE, TX 77461 979-793-4464

LOWE'S ICE 10 2 @ \$1.99 PANHANDLE PURE	3.98 TFA 5.49 FA
SUBTOTAL TAX TOTAL DEBIT CARD CASH BACK	9.47 0.33 9.80 9.80 0.00
THANK YOU SHOPPING WI	FOR TH US!
Date Time Lane 03/14/2/ 03:38 PM 3 U S T O M E R LOWES #10 3214 SCHOOL NEEDVILLE, 979-793-4	CÔPY
Thursday, March 14, 2024 MID XXXX31 TID 00000003 Sequence # 030314203832	3:38:36 PM
PURCHASE Debit Visa APN: US DEBIT ************************************	5258

WATER & ICE

On 03.14.2024 Fort Bend County Fire Marshal's Office was on scene of an arson/fatality fire at 6430 Fenske Lane. The investigators had been on the scene for more than ten (10) hours and Assistant Chief Michael Voorhies went a bought them food and water. He used his personal funds to provide this to the investigators, as he was told a P-card could not be used.

Galicia, Melissa

From:

Sturdivant, Ed

Sent:

Thursday, March 21, 2024 10:04 AM

To:

Galicia, Melissa

Cc:

Jurek, Justin; Ford, AmandaP RE: Investigation on 03.14.2024

Subject:

Attachments:

Invoice Transmittal.xls

Melissa,

There is no set form for this, therefore I suggest using an invoice transmittal (attached) as the cover for your listing of expenditures. The list should include date, payee, amount, and purpose. You will also need to attach copies of all receipts to support the expenses. We will need to know who will be reimbursed as well. This will need to go to Court before we can process the payment. I have included Amanda on this email so she is aware. Her Team will audit the documentation and guide you on the wording for the Court action.

Thanks,

Ed

From: Galicia, Melissa < Melissa. Galicia@fortbendcountytx.gov>

Sent: Thursday, March 21, 2024 9:48 AM

To: Sturdivant, Ed <Ed.Sturdivant@fortbendcountytx.gov> **Cc:** Jurek, Justin <Justin.Jurek@fortbendcountytx.gov>

Subject: Investigation on 03.14.2024

Importance: High

Good Morning Ed,

I understand Justin spoke with you regarding the investigation last week that required us to feed and take care of our personnel.

My questions:

What form do I use to turn in the necessary documentation to be reimbursed?

Who does the form go to once completed?

Are original receipts required or are copies ok?

Thank You,

Melissa Galicía

Sr. Administrative Assistant
Fort Bend County Fire Marshal's Office
281.238.1521 direct
832.471.2440 fax

Melissa.galicia@fortbendcountytx.gov

For where your treasure is, there your heart will be also. Matthew 6:21