

## **TRAVEL APPROVAL FORM**

Department:	Road and Bridge Precinct 2	
Event Name:	VG Young Institute School for Co. Comm.	Court Decision:
Location:	Bryan, TX	This section to be completed by Courry Judge's Office
<b>Event Dates:</b>	February 20-23, 2024	COMMISSIONERS COURT
Purpose:	<ul> <li>Required Continuing Education/Certification</li> <li>Job Training</li> </ul>	NOV 2 7 2023
	□ Other:	Approved
Name of Atte	ndees:	
Kenneth Hov	well	

**Required Documents Checklist:** 

**\*\*** Same-Day Travel - Commissioners Court Approval is not required **\*\*** 

### **Overnight Travel**

- Travel Approval Form
- Registration Information or Confirmation
- Itinerary, Agenda, or Breakdown
- ☑ Hotel Information, Confirmation, or Hotel Reservation Request Form

### For Out of State Travel, please also include:

- □ Cost Estimation Breakdown for Trip with Airfare, Rental Car, Meals, Hotel, Etc.
- □ Narrative as to why the Out of State Travel is necessary

Signature of Elected Official/Department Head:

Approved in CC on 9/11/2023

#### **Roxann Rudzavice**

From: Sent: To: Subject: do-not-reply@county.org Thursday, November 16, 2023 9:32 AM Precinct #2 Confirmation

CAUTION: This email originated from outside of the Johnson County email system. Use care when opening links or attachments. Report suspicious emails.

Dear Hon. Kenny Howell,

Thank you for your recent online submission. Here are confirmation details for your records.

Order Number: 253870 Order Date: Nov 16, 2023 9:29 AM Bill To: Hon. Kenny R. Howell Order Total: 250.00 Payment Method: You will be billed for the balance due - Purchase Order Number 24-0142.

Item	Price	Qty	Total
2024 Annual V.G. Young Institute School for County CC - Hon. Kenny R. Howell	250.00	1	250.00
When: Feb 20, 2024 8:00 AM - Feb 22, 2024 12:00 PM Where: Brazos County Expo Center			
5827 Leonard Rd.			
Bryan, TX 77807 United States			

*Registration option:* Feb 20, 2024 8:00 AM - Elected Official/County Staff *Program Items:* 

 Feb 20, 2024 5:00 PM: Welcome Reception and Aggie Prime Rib Dinner

> Item Total 250.00 Item Grand Total 250.00 Transaction Grand Total 250.00

You may review your registration and event information at any time on our website by logging into your <u>Member Portal</u>.

Additional information will be emailed to you soon. If you have any questions, please contact Education Services at (800) 456-5974.

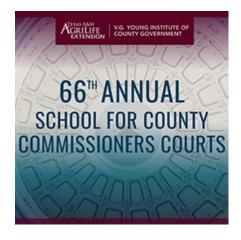
Texas Association of Counties This email was sent to PCT2@johnsoncountytx.org.

## V.G. Young Institute of County Government School for County Commissioners Courts

February 20 - 22, 2024

Brazos County Expo Center 5827 Leonard Rd. Bryan, TX 77807

### Registration (https://imis.county.org/imis/Event.aspx? EventKey=24AVGYCC)



For registration assistance please contact <u>Michele Ewerz</u> (<u>mailto:michelee@county.org</u>) or <u>Jackie Boone (mailto:jackieb@county.org</u>) at (800) 456-5974.

For more information, contact the <u>V.G. Young Institute of County Government</u> (<u>https://vgyi.tamu.edu/conferences/</u>) at (979) 845-4572.

### Tuesday, Feb. 20

8 a.mnoon	Early Bird Sessions — County Administrative Training: County Budgeting (Registration for this training will open on Nov. 29)
1-5 p.m.	Educational Sessions
5 p.m.	Welcome Reception and Dinner Brazos County Expo Center
Wednesday, Feb. 21	
8 a.m5 p.m.	Educational Sessions
Thursday, Feb. 22	
8 a.mnoon	Educational Sessions

#### **Roxann Rudzavice**

From: Sent: To: Subject: reservations@texasamhotelcc.com Thursday, November 16, 2023 9:56 AM Precinct #2 Reservation Confirmation

Some people who received this message don't often get email from reservations@texasamhotelcc.com. Learn why this is important

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**BENCHMARK RESORTS & HOTELS** 



Texas A&M Hotel and Conference Center DOUG PITCOCK '49

CONFIRMATION DETAILS ► • Call 888.65.GIGEM



# Your reservation has been confirmed.

Howdy Kenneth Howell!

Thank you for selecting the Texas A&M Hotel and Conference Center for your upcoming stay. We look forward to introducing you to Howdy Hospitality in the heart of Aggieland. Below are the details of your reservation: