AGENDA ITEM A 6

AGENDA PLACEMENT FORM

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Court Decision:
This section to be completed by County Judge's Office

Johnson County APPROVED Commissioners Court

11-25-2024

Date: November 15, 2024

Meeting Date: November 25, 2024

Submitted By: Rexann Knowles

Department: County Judge

Signature of Elected Official/Department Head:

Description:
Consider and Approve Mileage Reimbursement in the Amount of $266.66 to Commissioner Woolley for Travel to Vernon, Texas to Speak at the District 3 TAMU Extension Conference for Commissioners on November 7, 2024

(May attach additional sheets if necessary)

Person to Present: Rexann Knowles

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) ☑ PUBLIC ☐ CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

Estimated Length of Presentation: 1 minutes

Session Requested: (check one)

☑ Action Item ☐ Consent ☐ Workshop ☐ Executive ☐ Other

Check All Departments That Have Been Notified:

☑ County Attorney ☐ IT ☐ Purchasing ☑ Auditor

☐ Personnel ☐ Public Works ☐ Facilities Management

Other Department/Official (list) Commissioner Woolley

Please List All External Persons Who Need a Copy of Signed Documents In Your Submission Email

Approved in CC on 9/11/2023

JOHNSON COUNTY TRAVEL REIMBURSEMENT* FORM

**This form is to be used only to request reimbursement of expenses paid by traveler's personal cash or credit card. Completed & signed by traveler after return from travel.*

RECEIPT AGAINST APPROVED PURCHASE ORDER

PLEASE TYPE OR PRINT THE FOLLOWING:

TODAY'S DATE : 13-Nov-24

TRAVELER'S NAME : Larry Woolley

PURPOSE OF TRIP : District 3 TAMU Extension Conference for Commissioners (Speaker)

DESTINATION CITY : Vernon, TX

DEPARTURE DATE : 7-Nov-24 RETURN DATE : 7-Nov-24

TRAVEL COSTS		AMOUNT	Auditor Use Only
AIR FARE		$	$
AUTO RENTAL		$	$
MILEAGE	MILES 398 X $0.670 PER MILE ** (AS OF 01/01/24)	$ 266.66	$
MEALS (ACTUAL)	**NOTE: If there is no overnight stay, meals are reimbursed through payroll!**		
FULL DAY	# OF DAYS X $63 PER DAY (AS OF 10/01/24)	$ -	$
FIRST/LAST DAY	# OF DAYS X $47.25 PER DAY	$ -	$
SAME-DAY (SUBMIT TO PERSONNEL)	# OF DAYS X $31.50 PER DAY	$ -	$
HOTEL/MOTEL		$	$
SEMINAR/TRAINING REGISTRATION FEE		$	$
MISCELLANEOUS (Taxi, parking, etc.)		$	$
LESS AMOUNTS ADVANCED (from Advancement Form)		$ -	$
TOTAL AMOUNT REQUESTED FOR REIMBURSEMENT		$ **266.66**	$

I have reviewed the County's Travel Policy, and I understand reimbursement will only be made for audited expenses that fall within the limits of county policy and I have attached all appropriate receipts.

**Calculated from your place of work address to your destination address.

Larry Woolley

Signature of Traveler DATE: 11-13-24

CERTIFICATION OF OFFICIAL OR DEPARTMENT HEAD: "I certify that the above named employee received proper authorization for official county travel. I have examined the request and approve the same for payment."

Larry Woolley

Signature of Elected Official/Department Head DATE: 11-13-24

****REQUIRED****

0100	5100	54100	GG
FUND	**DEPT**	**OBJECT**	**FUNC**

ACCOUNT #

10-20-22

Google Maps

4300 FM 4, Cleburne, TX 76031 to Vernon, Texas 76384

Drive 199 miles, 3 hr 16 min

4300 FM 4
Cleburne, TX 76031

⚠ This route has tolls.

Get on I-35W N in Alvarado from FM2415 E and County Rd 401

16 min (9.9 mi)

↑ 1. Head north

118 ft

↰ 2. Turn left toward E FM 4

0.1 mi

↰ 3. Turn left onto E FM 4

0.1 mi

↱ 4. Turn right onto County Rd 312

0.7 mi

↰ 5. Turn left onto County Rd 415

0.9 mi

↱ 6. Turn right onto FM2415 E

4.4 mi

↰ 7. Turn left onto County Rd 401

3.1 mi

↰ 8. Turn left onto I-35BL N/S Pkwy Dr

0.3 mi

9. Turn left to merge onto I-35W N

0.2 mi

Follow I-35W N and US-287 N to US-287 BUS N in Wilbarger County. Take the US-287 BUS exit from US-287 N

2 hr 46 min (188 mi)

10. Merge onto I-35W N

1.4 mi

↰ 11. Keep left

0.5 mi

12. Merge onto I-35W N

24.4 mi

13. Use the left lane to take the exit toward Interstate 35W N
⚠ Toll road

0.6 mi

↑ 14. Continue onto N Fwy Toll Express
⚠ Toll road

8.2 mi

15. Exit onto US-287 N/US-81 N/Hwy 287 N

40.1 mi

16. Keep left to continue on US-287 N/US-81 N
Continue to follow US-287 N

62.2 mi

17. Keep right to stay on US-287 N

2.6 mi

18. Continue onto I-44 E/US-287 N

2.4 mi

19. Use the left 2 lanes to take exit 3A toward US-287 N/Vernon/Amarillo

0.6 mi

20. Continue onto US-287 N

44.2 mi

21. Use the left 2 lanes to take the US-287 BUS exit toward Vernon

0.2 mi

Continue on US-287 BUS N to your destination in Vernon

3 min (1.8 mi)

22. Continue onto US-287 BUS N

1.5 mi

23. Turn right onto Commerce St

0.1 mi

24. Turn left

0.2 mi

Vernon
Texas 76384