

Travel Approval Form

Department: Precinct 4 Road and Bridge

Event Name: 2025 VG Young Institute School for
County CC

Location: Brazos County Expo Center, Bryan Tx

Event Dates: 02/18/25-02/20/25

Purpose: ☒ Required Continuing Education/Certification
☐ Job Training
☐ Other: _____

Name of Attendees:

Larry Woolley _____

<p>Court Decision:</p> <p><small>This section to be completed by County Judge's Office</small></p> <div style="text-align: center;">  <p>11-25-2024</p> </div>
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Required Documents Checklist:

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

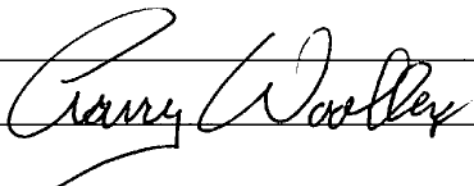
Overnight Travel

- ☒ 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:



Sandra L. Long

From: do-not-reply@county.org
Sent: Monday, November 4, 2024 9:05 AM
To: Precinct #4
Subject: Confirmation

Some people who received this message don't often get email from do-not-reply@county.org. [Learn why this is important](#)

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

Dear Hon. Larry Woolley,

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

Order Number: 265039

Order Date: Nov 4, 2024 9:03 AM

Bill To: Hon. Larry Woolley

Order Total: 250.00

Payment Method: You will be billed for the balance due - Purchase Order Number .

Item	Price	Qty	Total
2025 Annual V.G. Young Institute School for County CC - Hon. Larry Woolley	250.00	1	250.00
<i>When:</i> Feb 18, 2025 - Feb 20, 2025			
<i>Where:</i> Brazos County Expo Center			
5827 Leonard Rd.			
Bryan, TX 77807 United States			

Registration option: Feb 18, 2025 - Elected Official/County Staff

Program Items:

- Feb 18, 2025 5:00 PM: Welcome Reception & Aggie Prime Rib Dinner
- Feb 18, 2025: Guest Registration

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 [Member Portal](#).

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

SAVE THE DATE

V.G. YOUNG INSTITUTE OF COUNTY GOVERNMENT

67TH ANNUAL SCHOOL FOR COUNTY COMMISSIONERS COURTS

FEBRUARY 18-20, 2025

ONLINE REGISTRATION OPENS

NOVEMBER 4, 2024 @9AM

[HTTPS://WWW.COUNTY.ORG/CALENDAR-OF-](https://www.county.org/calendar-of-events/2024/vg-young-institute-school-for-commissioners-courts)

[EVENTS/2024/VG-YOUNG-INSTITUTE-SCHOOL-FOR-](https://www.county.org/calendar-of-events/2024/vg-young-institute-school-for-commissioners-courts)

[COMMISSIONERS-COURTS](https://www.county.org/calendar-of-events/2024/vg-young-institute-school-for-commissioners-courts)

HOST HOTEL

THE STELLA HOTEL

4100 LAKE ATLAS DR. BRYAN, TX

OVERFLOW PROPERTIES

HILTON COLLEGE STATION

801 UNIVERSITY DR E, COLLEGE STATION, TX 77840

EMBASSY SUITES BY HILTON COLLEGE STATION

201 UNIVERSITY DR E, COLLEGE STATION, TX

77840

DRAFT AGENDA

TUESDAY, FEBRUARY 18

8:00 AM - 12:00 PM

EARLY BIRD SESSION- COUNTY ADMINISTRATIVE

TRAINING: EMERGENCY MANAGEMENT

1:00 - 5:00 PM

EDUCATIONAL SESSIONS

5:00 PM

WELCOME RECEPTION & DINNER

BRAZOS COUNTY EXPO CENTER

WEDNESDAY, FEBRUARY 19

8:00 AM - 5:00PM

EDUCATIONAL SESSIONS

THURSDAY, FEBRUARY 20

8:00AM - 12:00PM

EDUCATIONAL SESSIONS

CONFERENCE EVENTS WILL BE HELD AT THE

BRAZOS COUNTY EXPO CENTER

5827 LEONARD RD, BRYAN, TX 77807

CONFERENCE REGISTRATION IS REQUIRED TO RESERVE A HOTEL ROOM IN THE CONFERENCE BLOCK OF THE HOST HOTEL. HOTEL RESERVATIONS ARE SUBJECT TO CANCELLATION OR AN INCREASED HOTEL RATE. ONCE ONLINE REGISTRATION IS COMPLETED, A CONFIRMATION EMAIL INCLUDING A HOTEL ROOM RESERVATION LINK WILL BE SENT TO THE EMAIL ADDRESS ON THE REGISTRATION FORM.

Thank you for booking with us, Leslie Woolley.

Craft your next story

Mon, Feb 17, 2025 – Thu, Feb 20, 2025

Confirmation Number: 85660004



Check-In: Monday, February 17, 2025 04:00 PM

Check-Out: Thursday, February 20, 2025 12:00 PM

Number of rooms 1 Room

Guests per room 1 Adult

Guarantee Method Credit Card Guarantee, Discover Card

Total for Stay (all rooms)

586.85 USD

Room 1

Room Type >

Deluxe Queen, Guest room, 2 Queen

Guaranteed Requests:

None

[ALL REQUESTS >](#)

[Modify or Cancel Reservation](#)

Important Information About Your Stay



In order to prepare for your upcoming stay, we invite you to [learn more](#) about what to expect when you arrive and the experiences that await you.



Upon early departure, an Early Departure Charge of one night room and applicable tax may apply.