AGENDA ITEM
CA11

Travel Approval Form

Department: Johson County Precinct 3

Event Name: 104th Annual CJCA of Texas Conference

Location: Waco, Texas

Event Dates: October 5-October 8, 2026

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

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

Johnson County ★ APPROVED ★ Commissioners Court

7.13.2026

Name of Attendees:

Mike White

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: Lacy Shaff - Road Supervisor

Approved in CC on 9/11/2023

Order Confirmation

Texas Association of Counties
P.O. Box 2131 Austin, Texas 78768

Order Number	288909
Order Date	6/30/2026
Bill To	Ms. Linda D. Ownbey
Payment Method	You will be billed for the balance due - Purchase Order Number .
Ship To	Ms. Linda D. Ownbey 10420 E FM 917 Alvarado,TX 76009-5171

Item	Quantity	Price	Total
104th Annual CJCA of Texas Conference - Mike White **When:** 10/5/2026 1:00 PM - 10/8/2026 12:00 PM **Where:** Waco Convention Center 100 Washington Ave Waco, TX 76701 United States **Registration Option:** Member County Commissioner Registration 10/5/2026	1	300.00	300.00

Item Total	300.00
TRANSACTION GRAND TOTAL	300.00

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104th Annual CJCA of Texas Conference

This CJCAT conference will provide valuable information on important topics to assist with your daily operations as an elected official. Plus it's a great opportunity to get to know fellow judges and commissioners.

Be sure to sign up ONSITE for conference tournaments and spouse event.

When 10/5/2026 1:00 PM - 10/8/2026 12:00 PM

Where Waco Convention Center 100 Washington Ave
Waco,TX 76701

Save Response

There was an error saving the data in one or more responses. Please contact the site administrator or try again.

Program - Mike White

Select programs by Day ☐ Only display program items in registrant's itinerary

Monday, 05 October 2026

President's Party and Exhibitor Appreciation Reception

Price	0.00
Time	4:00 PM - 5:30 PM

4:00 PM

Add

Tuesday, 06 October 2026

Spouse Event

Price	0.00
Time	11:30 AM - 2:30 PM

11:30 AM

Add

Host Court Night

Price	0.00
Time	6:00 PM - 9:00 PM

6:00 PM

Add

Wednesday, 07 October 2026

Luncheon Banquet and Installation of Officers

Price	0.00
Time	11:00 AM - 1:00 PM

11:00 AM

Add

42 Tournament

Price	0.00
Time	1:00 PM - 5:00 PM

1:00 PM

Add

Bobby Smith Memorial Golf Tournament

Price	0.00
Time	1:00 PM - 5:00 PM

1:00 PM

Add

Cornhole Tournament

Thursday, 08 October 2026

Proceed to Checkout

TEXAS ASSOCIATION *of* COUNTIES

1210 San Antonio Street
Austin, TX 78701

Phone: (512) 478-8753

TAC Legal Helpline: (888) ASK-TAC4

Toll Free: (800) 456-5974

Resources

Member Portal

Contact Us

Social Media

Linda Ownbey

From: Courtyard By Marriott Reservations <reservations@res-marriott.com>
Sent: Tuesday, June 30, 2026 9:48 AM
To: Purchasing Travel
Subject: Reservation Confirmation #8EKI9Z4ZUM for Courtyard by Marriott Waco

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

Courtyard by Marriott Waco

101 Washington Avenue Waco, Texas 76701 USA +1-254-752-8686

PURSUE YOUR PASSION

THANK YOU FOR BOOKING WITH US, MIKE WHITE.

We can't wait to host you and are getting everything ready to make your stay as comfortable as possible.

CHECK-IN	CHECK-OUT
Mon, Oct 05, 2026	Thu, Oct 08, 2026
04:00 PM	12:00 PM

Manage Stay

Key Stay Information

- Frequency of housekeeping services varies. Check with the hotel on arrival.

SUMMARY OF CHARGES

Room 1 Confirmation Number: 8EKI9Z4ZUM

1 Bedroom Suite, 1 King Bed

Guests per room: 1 Adult

Total Cash Rate	727.00 USD
Estimated Government Taxes & Fees	130.86 USD
State Cost Recovery Fee	4.38 USD

Total for Stay **862.24 USD**

Other Charges

Complimentary on-site parking

TRAVEL HOTEL RESERVATION REQUEST

(EMAIL TO PURCHASING at travel@johnsoncountytx.org

DATE: 06/30/2026 DEPARTMENT: Precinct3

PERSON SENDING REQUEST: Linda Ownbey EXT: 1430

Person (s) Name Attending:

*If LEOSE Funds are being used to pay for the room upon check out, please check LEOSE FUNDS below:

☐ LEOSE FUNDS

1. Mike White
2.
3.
4.
5.
6.

Function Attending: The County Judges and Commissioners Association

Hotel Name: Courtyard Waco
Hotel Address: 101 Washington Avenue
City: Waco State: Texas Zip: 76701
Hotel Phone# 254-752-8686
Special Requirements: none
Conference Hotel Block Code: conference room block
Conference/Training Website: TAC
How many rooms needed: 1
Date of Check In: 6/30/26 **Date of Check Out:** 6/30/26

NOTE: When the Purchasing Department reserves the hotel room, payment will be processed and paid for on the travel credit card. ALL Travel PO's MUST be in place prior to travel. The hotel receipt will need to be receipted on your PO upon return. If the traveler does not obtain a hotel receipt upon check out, it's the travelers responsibility to call the hotel and obtain a copy for receipting.