

# Travel Approval Form

**Department:** District Clerk

**Event Name:** 129th Annual CDCAT Conference

**Location:** Rockwall, TX

**Event Dates:** July 7th - 11th, 2024

**Purpose:**

- Required Continuing Education/Certification
- Job Training
- Other: \_\_\_\_\_

**Name of Attendees:**

Chris Taylor \_\_\_\_\_

Kristine Bock \_\_\_\_\_

\_\_\_\_\_

<b>Court Decision:</b> <small>This section to be completed by County Judge's Office</small>

<b>March 25, 2024</b>

**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:**



Please make checks payable to:

Texas Association Of Counties

P.O. Box 2711 San Antonio, TX 78299  
(800) 456-5974



## Meeting Confirmation / Invoice

**Mr. Christopher Taylor**

Johnson County District Clerk, Chief Deputy  
PO Box 495  
Cleburne TX 76033-0495

Member ID: 229332

Invoice Ref: 354793

**MEETING NAME:** 129th Annual County & District Clerks Association Conference

**MEETING DATE:** Sunday, July 7, 2024 through Thursday, July 11, 2024

**MEETING LOCATION:** Hilton Dallas Rockwall Lakefront  
2055 Summer Lee Dr.  
Rockwall, TX 75032

**CONTACT US:**

**YOU ARE REGISTERED FOR THE FOLLOWING:**

Function(s)	Quantity	Rate	Amount
Registration	1	\$250.00	\$250.00
Total:			<b>\$250.00</b>

Payment: \$0.00

**Balance: \$250.00**

**PLEASE REMIT WITH PAYMENT**

Please make checks payable to: Texas Association Of Counties

**Invoice Ref: 354793**

**Balance: \$250.00**

Bill To ID: 229332

Mr. Christopher Taylor  
Johnson County, Chief Deputy District Clerk  
PO Box 495  
Cleburne TX 76033-0495

Amount Enclosed: \_\_\_\_\_

Texas Association Of Counties  
P.O. Box 2711  
San Antonio, TX 78299  
(800) 456-5974

002500010229332503547938TJ0HN

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## Meeting Confirmation / Invoice

**Ms. Kristine Bock**

Johnson County, Supervisor - Courts/Jury Services  
204 S Buffalo  
Cleburne TX 76033-5500

Member ID: 252434

Invoice Ref: 354794

**MEETING NAME:** 129th Annual County & District Clerks Association Conference

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# 129th Annual County and District Clerks' Association of Texas Conference

📅 July 07, 2024 - July 11, 2024

🕒 08:00 AM - 11:00 AM

📍 Hilton Dallas Rockwall Lakefront (DALRW)  
2055 Summer Lee Dr.  
Rockwall, TX 75032

📞 Contact Luz Hinojosa or Sam Burke at (800) 456-5974.

Contact Us

Registration

OVERVIEW

HOTEL

**AGENDA**

CONTINUING  
EDUCATION

**Noon - 5 p.m.: Registration and Information Desk Open**

**Location:** Foyer, Hilton Dallas/Rockwall Lakefront

**1 - 5 p.m.: Exhibits Setup**

**Location:** Bella Harbor Ballroom ABC, Hilton Dallas/Rockwall Lakefront

**6:30 - 9:30 p.m.: Welcome Reception: 80's Night and Poolside Karaoke**

\*Clerk Nominees Recognized



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EDUCATION

**6:30 - 7:30 a.m.: Fitness Class: Sunrise Walk & Talk**

**Location:** The Harbor

**8 a.m. - 4:30 p.m.: Registration and Information Desk Open**

**Location:** Foyer, Hilton Dallas/Rockwall Lakefront

**8 a.m. - 5 p.m.: Silent Auction and CDCAT Store**

**Location:** Schooner, Hilton Dallas/Rockwall Lakefront

**8 - 9 a.m.: Breakfast and Coffee With Vendors**

**Location:** Hilton Dallas/Rockwall Lakefront

**9 - 9:30 a.m.: Opening Ceremony**

Welcome • Invocation • Presentation of Colors • National Anthem • Pledges of Allegiance • Recognition of Dignitaries

Moderator: Hon. Julie Smith, Potter County Clerk; President, CDCAT

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**9:30 - 10 a.m.: Special Introductions**

Introduction of Retired Clerks, Regional Directors, Past Presidents, Retirees, Committee Members, Sponsors, Sponsor Videos

Moderator: Hon. Julie Smith, Potter County Clerk; President, CDCAT

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**10 - 10:30 a.m.: Business Session**

Moderator: Hon. Julie Smith, Potter County Clerk; President, CDCAT

**Noon - 1:30 p.m.: Lunch on Your Own**

**10:30 - 11 a.m.: Refreshment Break With Vendors**

**Location:** Bella Harbor Ballroom ABC, Hilton Dallas/Rockwall Lakefront

**1:30 - 3 p.m.: Keynote: Closing the Gap Between What Sounds Good and What Gets Done**

Speaker: Jim Bearden, CSP, Bearden Resource Group

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**11 a.m. - noon: State Bar: Joint Mission**

Speaker: Hon. Velva L. Price, Tavis County District Clerk

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**3 - 3:30 p.m.: Refreshment Break With Vendors**

**Location:** Bella Harbor Ballroom ABC, Hilton Dallas/Rockwall Lakefront

**3:30 - 4:30 p.m.: Doing Retirement Right**

Speaker: Amy Bishop, Executive Director, Texas County & District Retirement System (TCDRS)




**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**7 - 10 p.m.: President's Welcome Reception Concert by the Lake**

**Location:** The Harbor

**Resources**

**Social Media**

ounties)  (<https://www.instagram.com/texascounties/>)  (<https://twitter.com/TexasCounties>)  (<http://www>



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**8 - 9 a.m.: Breakfast and Coffee With Vendors**

**Location:** Hilton Dallas/Rockwall Lakefront

**9 - 10:30 a.m.: All things Reporting-Declassified!**

Speaker: Sheri Woodfin, Court Consultant, Office of Court Administration

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**10:30 - 11 a.m.: Refreshment Break With Vendors**

**Location:** Bella Harbor Ballroom ABC, Hilton Dallas/Rockwall Lakefront

**11 a.m. - noon: Criminal Justice Information System (CJIS)**

Speaker: Allante Smith, CJIS Field Auditor II, Department of Public Safety

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**Noon - 1:30 p.m.: Lunch on Your Own**

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**1:30 - 2:30 p.m.: Office of Court Administration Reporting**

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**2:30 - 3:30 p.m.: Risk Management**

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**3:30 - 4 p.m.: Refreshment Break With Vendors**

**Location:** Bella Harbor Ballroom ABC, Hilton Dallas/Rockwall Lakefront

**4 - 5 p.m.: The Art of Negotiation: How To Get What You Want From Commissioners Court**




**Speaker:** Mike Pendley, Chief Deputy, Williamson County Constables Office

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**6 p.m.: Night on Your Own**

**Resources**

**Social Media**

ounties)  (<https://www.instagram.com/texascounties/>)  (<https://twitter.com/TexasCounties>)  (<http://www>

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**Location:** Schooner, Hilton Dallas/Rockwall Lakefront

**8 - 9 a.m.: Breakfast and Coffee With Vendors**

**Location:** Hilton Dallas/Rockwall Lakefront

**9 - 10:30 a.m.: Americans With Disabilities Act**

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**10:30 - 11 a.m.: Refreshment Break With Vendors (Silent Auction ends at 11 a.m.)**

**Location:** Bella Harbor Ballroom ABC, Hilton Dallas/Rockwall Lakefront

**11 a.m. - noon: Clerk General Roundtable**

Panelists: Hon. Beth Rothermel, Washington County Clerk  
Hon. Clarissa Webster, Ector County District Clerk  
Hon. Mary Anne Gonzalez, Schleicher County and District Clerk

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**Noon - 6:30 p.m.: Lunch and Afternoon on Your Own**

**6:30 p.m. - midnight: Evening Recognition**

BANQUET • OFFICERS SWEARING-IN • CLERKS OF THE YEAR  
Sponsored by Kofile Technologies

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront



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**AGENDA**

CONTINUING  
EDUCATION

## 8 - 11:30 a.m.: Information Desk Open

**Location:** Foyer, Hilton Dallas/Rockwall Lakefront

## 8 - 9 a.m.: Light Breakfast

**Location:** Hilton Dallas/Rockwall Lakefront

## 9 - 10 a.m.: Records Retention

**Speaker:** Sebastian Loza, Government Information Analyst, Texas State Library and Archives Commission (TSLAC)

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**10 - 11 a.m.: HR: From Onboarding to Redirecting the Mission**

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**11 - 11:30 a.m.: Closing Ceremony**

**Drawing of Prizes • Closing Remarks**

**Drawing — 2025 Conference Registration and Hotel Lodging**

Elected clerks will have an opportunity to earn free registration and hotel accommodations for the next annual conference. Five winners will be selected in a random drawing. Must be present to win.

**Location:** Bella Harbor Ballroom DEF, Hilton Dallas/Rockwall Lakefront

**12:30 - 2:30 p.m.: New Full Board of Directors Meeting**




**Location:** Schooner

**2:30 - 4:30 p.m.: Transition Meeting-Executive Board**

**Location:** Schooner

**Resources**

**Social Media**

ounties)  (<https://www.instagram.com/texascounties/>)  (<https://twitter.com/TexasCounties/>)  (<http://www>

**Chris Taylor**

**From:** SpringHill Suites By Marriott Reservations <reservations@res-marriott.com>  
**Sent:** Wednesday, March 13, 2024 11:49 AM  
**To:** Purchasing  
**Subject:** Reservation Confirmation #74466422 for SpringHill Suites Dallas Rockwall

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

[ENHANCE YOUR STAY](#) | [SUMMARY OF CHARGES](#) | [CONTACT US](#)



## SpringHill Suites Dallas Rockwall

📍 2601 Lakefront Trail Rockwall, Texas 75032 USA 📞 +1-972-961-5100

Thank you for booking with us, Chris Taylor.

# A Little Extra. A lot Less Ordinary.

Sun, Jul 07, 2024 – Thu, Jul 11, 2024

Confirmation Number: 74466422



Check-In: Sunday, July 7, 2024 03:00 PM

Check-Out: Thursday, July 11, 2024 12:00 PM

Number of rooms	1 Room
Guests per room	1 Adult
Guarantee Method	Credit Card Guarantee, Master Card
<hr/>	
Total for Stay (all rooms)	483.64 USD

## Room 1

---

Room Type > Suite, 1 King, Sofa bed, Trundle bed



### 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.
-  Guests will receive housekeeping every other day; additional services available upon request.



**Chris Taylor**

**From:** SpringHill Suites By Marriott Reservations <reservations@res-marriott.com>  
**Sent:** Wednesday, March 13, 2024 11:53 AM  
**To:** Purchasing  
**Subject:** Reservation Confirmation #74484743 for SpringHill Suites Dallas Rockwall

**CAUTION: This email originated from outside of the Johnson County email system.  
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## SpringHill Suites Dallas Rockwall

📍 2601 Lakefront Trail Rockwall, Texas 75032 USA 📞 +1-972-961-5100

Thank you for booking with us, Kristine Bock.

# A Little Extra. A lot Less Ordinary.

Sun, Jul 07, 2024 – Thu, Jul 11, 2024

Confirmation Number: 74484743



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Number of rooms	1 Room
Guests per room	1 Adult
Guarantee Method	Credit Card Guarantee, Master Card
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Total for Stay (all rooms)	483.64 USD

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