



Burnet County Elections

220 S. Pierce St.
Burnet, TX 78611

July 17, 2026

Judge Wilson,

The Elections Department is requesting approval for Stephanie Cooper, Burnet County Elections Administrator, to travel to Kansas City, Missouri in August 2026. The purpose of the travel is to maintain a national certificate, Certified Elections Registration Administrator (CERA), awarded by the Election Center agency. Below is a breakdown of the travel costs.

Conference Registration: \$452.00

Hotel: \$490.49

Flight: \$257 (subject to change depending on time of purchase)

Meals: \$28 for one dinner, remaining meals are covered by conference.

Estimated Total: \$1227.49

This certification enables the Elections Department to stay apprised of election information at the national level and provides greater knowledge to serve the voters of Burnet County. The requirements to maintain this certification are a minimum of 2 Election Center national conferences and a renewal course in a 3-year period.

Thank you for your attention to this matter.

A handwritten signature in blue ink, appearing to read "S. Cooper".

Stephanie Cooper, C.E.R.A
Election Administrator
Burnet County, Texas