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HUNT COUNTY

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at 10:20 o'clock 02 M

INVESTMENT POLICY

May 2018

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JENNIFER LINDENZWEIG  
County Clerk, Hunt County, TX  
By 

It is the policy of Hunt County that, giving due regard to the safety and risk of investment, all available funds shall be invested in conformance with State and Federal Regulations, applicable Bond Resolution requirements, formal Investment Policy and informal investment strategy.

Effective cash management is recognized as essential to good fiscal management. Aggressive cash management and effective investment strategy development will be pursued to take advantage of interest earnings as viable and material revenue to all County funds. The County's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with this policy.

**SCOPE**

This Investment Policy applies to all of the investment activities of Hunt County. This policy establishes guidelines for those authorized to invest funds, for how County funds will be invested and for when and how a periodic review of investments will be made. In addition to this policy, bond funds (as defined by the Internal Revenue Service) shall be managed by their governing resolution and all applicable State and Federal Law.

**SAFETY OF PRINCIPAL**

The primary objective of all investment activity is the preservation of capital and the safety of principal in the overall portfolio. Each investment transaction shall seek to ensure that capital losses are avoided, whether they are from securities defaults or erosion of market value.

**MAINTENANCE OF ADEQUATE LIQUIDITY**

The investment portfolio will remain sufficiently liquid to meet the cash flow requirements that might be reasonably anticipated. Liquidity shall be achieved by matching investment maturities with forecasted cash flow requirements; investing in securities with active secondary markets; and maintains appropriate portfolio diversification. "THE COUNTY AUDITOR SHALL COORDINATE WITH THE COUNTY TREASURER AND ADVISE WHEN FUNDS ARE AVAILABLE FOR INVESTMENT AND REQUIRED MATURITY DATE, OR WITHDRAWAL."

**RETURN ON INVESTMENTS**

Consistent with Article 4413(34) © V.A.S., the County "shall invest local funds in investments which yield the highest possible rate of return while providing necessary protection of the principal consistent with the operating requirements as determined by the governing body."

For bond proceeds to which Federal yield or arbitrage restrictions apply, the primary objectives shall be to obtain maximum market yields and to minimize the costs associated with the investment of such funds within the constraints of all applicable regulations.

**STANDARD OF CARE**

The standard of care used by Hunt County shall be the "prudent person rule" and shall be applied in the context of managing the overall portfolio within the applicable legal constraint. The Public Funds Act 2256.006(a) states:

“Investments shall be made with judgment and care, under prevailing circumstances that a person of prudence, discretion and intelligence would exercise in the management of the person’s own affairs, not for speculation, but for investment, considering the probable safety of capital and as the probable income to be derived.”

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the County.

### **ELIGIBLE INVESTMENTS**

Investments described below are authorized by the Public Funds Investment Act of 1987 (Article 842 a-2, Texas Revised Civil Statutes), as amended as eligible securities for the County. County funds governed by the policy may be invested in:

1. Obligations of the United States or its agencies and instrumentalities.
2. Repurchase Agreements, (Sweep), and or Certificates of deposit issued by State and National banks domiciled Texas that are:
  - a. guaranteed or insured by the Federal Deposit Insurance Corporation, or its successor; or secured by obligations that are described by item 1 above, which are intended to include all direct Federal agency or instrumentality issued mortgage backed securities that have a market value of not less than the principal amount of the certificates or in any other manner and amount provided by law for deposits of the County; except no CMO’s are to be used for collateral.
  - b. governed by a Depository Contract that complies with Federal and State regulation to properly secure a pledged security interest.
3. SEC-registered money market mutual funds with a dollar-weighted average portfolio maturity of 90 days or less; whose assets consist exclusively of the obligations that are eligible under the Public Funds Investment Act, as amended; that fully invest dollar-for dollar all County funds without sales commissions or loads; and, whose investments objectives include seeking to maintain a stable net asset value of \$1 per share. The County may not invest funds under its control in an amount that exceeds 10% of the total assets of any individual money market mutual fund.
4. Local government investment pool organized in accordance with the Interlocal Cooperation Act (Article 4413 (32c), V.T.C.S.) as amended, whose assets consist exclusively of the obligations of the United States or its agencies and instrumentalities and repurchase agreements involving those same obligations, money market mutual funds registered with and regulated by the United States Securities and Exchange Commission (SEC), is rated “AAA” or the equivalent, maintains a dollar-weighted average stated maturity of 90 days or less and a dollar-weighted average maturity of 60 days or less, and whose investment philosophy and strategy are consistent with the policy and the County’s ongoing investment strategy.

### **PROTECTION OF PRINCIPAL**

The County shall seek to control the risk of loss due to the failure of a security issuer or grantor. Such risk shall be controlled by investing only in the safest types of securities as defined in the policy; by qualifying the broker, dealer and financial institution with whom the County will transact; by collateralization as required by law; and through portfolio diversification by maturity and type.

In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the funds. Maturity guidelines by fund are as follows:

- a. **OPERATING FUND**  
The weighted average days to maturity for the operating fund portfolio shall be less than 367 days.
- b. **BOND PROCEEDS**  
The investment maturity of bond proceeds (excluding reserve and debt service funds) shall generally be limited to the anticipated cash flow requirement or the “temporary period,” as defined by Federal tax law.
- c. **DEBT SERVICE FUNDS**  
Debt Service Funds shall be invested to ensure adequate funding for each consecutive debt service payment. The Investment Officers shall invest in such a manner as not to exceed an “unfunded” debt service date with the maturity of any investment. An unfunded debt service date is defined as a coupon or principal payment date that does not have cash or investment securities available to satisfy said payment.
- d. **BOND RESERVE FUNDS**  
Market conditions, Bond Resolution constraints and, if applicable, Arbitrage regulation compliance will be considered when formulating Reserve Fund strategy. Maturity limitation shall generally not exceed the call provisions of the Bond Resolution and shall not exceed the final maturity of the bond issue.
- e. **OTHER FUNDS**  
The anticipated cash requirements of other County funds will govern the appropriate maturity mix. Appropriate portfolio strategy shall be determined based on market conditions, policy compliance, County financial condition, and risk/return constraints. Maximum maturity shall not exceed five years.

#### **COLLATERALIZATION**

Consistent with the requirements of State law, the County requires all bank and other deposits to be federally insured or collateralized with eligible securities as noted below. Financial institutions serving as County Depositories will be required to sign a Depository Agreement with the County and the County’s safekeeping agent. The safekeeping portion of the Agreement shall define the County’s rights to the collateral in case of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State Regulations, including:

1. the Agreement must be in writing;
2. the Agreement has to be executed by the Depository and the County contemporaneously with the acquisition of the asset;
3. the Agreement must be approved by the Board of Directors or the loan committee of the Depository and a copy of the meeting minutes must be delivered to the County;
4. the Agreement must be part of the Depository’s “official record” continuously since its executions.

#### **ALLOWABLE COLLATERAL**

Certificates of Deposit – Eligible securities for collateralization of deposits are defined as obligations of the United States or its agencies and instrumentalities that are acceptable under the “Public Funds Collateral Act,” as amended. No CMO’s shall be allowed as collateral.

#### **SAFEKEEPING**

The County shall contract with a financial institution(s) for the safekeeping of securities either owned by the County as a part of its investment portfolio or as part of its depository agreement(s). All collateral securing deposits must be held by a third-party banking institution acceptable to and under contract with the County.

**AUTHORITY TO INVEST**

The County Judge, County Treasurer and County Auditor are the "Investment Officers" of the County. The County Treasurer will process all investments unless by agreement of both County Judge and County Auditor which will result in a written notification to the Treasurer or her first assistant. As Investment Officers, they are authorized to invest, transfer, execute documentation, and otherwise manage County funds according to this policy. Subject to Commissioners Court approval, the Investment Officers may also contract with an Investment Advisor to assist the County in the development and implementation of an effective investment policy and strategy. The Investment Officers shall meet standard educations requirements as stated in PFIA Chapter 2256.

**PRUDENT INVESTMENT MANAGEMENT**

The Investment Officers shall perform their duties in accordance with this Investment Policy. Investment Officers acting in good faith and in accordance with these policies and procedures shall be relieved of personal liability.

**REPORTING**

Investment performance will be monitored and evaluated by the Investment Officers. The Investment Officers will provide a quarterly report as well as annual comprehensive report to the County Commissioners Court.

This Investment Policy shall be in full force and effect from and after its approval by the Commissioner Court of Hunt County, Texas.

PASSED and APPROVED this the 22 day of May 2018.

Eric Evans  
Eric Evans, Commissioner Pct. 1

absent  
Phillip Martin, Commissioner Pct. 3

Todd McMahan  
Todd McMahan, Commissioner Pct. 2

Jim Latham  
Jim Latham, Commissioner Pct. 4

John L. Horn  
John L. Horn, Hunt County Judge

Prepared and submitted by: Delores Shelton, Hunt County Treasurer

ATTEST:

Jennifer Lutzenweg  
Jennifer Lutzenweg, County Clerk

