

**COMMISSIONERS COURT**  
**REGULAR SESSION**  
*October 27, 2003*

The Hunt County Commissioners Court met this day at 10:00A.M. with all Commissioners present with Judge Joe Bobbitt presiding. Minutes of the previous meeting were approved as submitted with change added.

OLD BUSINESS:

**8908** On the motion by Kenneth Thornton, second by Phillip Martin, the Court approved the Quarterly Report from the Audie Murphy/American Cotton Museum presented by Adrien Witkofsky.

NEW BUSINESS:

**8909** On the motion by Jim Latham, second by Martin, the Court approved the Quarterly Investment Report presented by County Treasurer – Delores Shelton.

**8910** On the motion by Ralph Green, second by Thornton, the Court approved the Annual Investment Policy presented by County Treasurer – Delores Shelton. *See Attachment.*

**8911** On the motion by Green, second by Latham, the Court approved the re-appointment of John Clark to the Hunt County Appraisal District Board. *See Attachment.*

**8912** On the motion by Latham, second by Green, the Court approved the Quarterly Report from the Boys & Girls Club presented by David LaVasser.

— ‘Discuss & possibly approve the appointment to the Local Board 044 of the Selective Service Board.’ Judge Bobbitt advised the Court, this would be a volunteer appointment, represented by 4 people from Hunt County & 1-person from Rains County, this local Board would be assigned to review all deferments if the draft is put back into operation at anytime in the future. There would be no pay involved, with 2 days training per year in San Antonio/all expenses would be paid by the Board. The Court agreed to plan this item on OLD BUSINESS to allow time to supply a list of applicants.

— ‘Discuss & possibly take action on approval of Inter-Local Agreements between Hunt County & the City of Josephine.’ Drew Brinkly-Mayor of Josephine was present to discuss subdivision in the City of Josephine’s ETJ. After much discussion concerning this contract agreement, Commissioner Green stated he was not in favor of giving any City absolute authority to regulate plats or to use their requirements on roads, drainage,

etc. This contract states the City would have exclusive jurisdiction within their ETJ/the County would no longer have any function within the City's ETJ. Judge Bobbitt advise Mayor Brinkly the County must have input on the composition on roads built in subdivisions, upgrades have to be done. ETJ's within the subdivisions will be maintained by the County. The City can't have exclusive rights for roads. The Court agreed to get all of the City's specification requirements on roads & let Commissioner Green review. Additionally, the County Attorney needs to review this contract. Agreement made to drop this Agenda item, to resubmit at a later date.

— 'Discuss & possibly take action on approval of Inter-Local Agreement between City of Quinlan & Hunt County:' Chief White was present stating this agreement would be to allow housing of City inmates from Quinlan in the Hunt County Jail. Judge Bobbitt advised the Court 2 modifications were made to this agreement (1) County would not put precedence over Federal prisoners as for the housing of prisoners; (2) lowered from 180 to 60 days for notice of dismissal. Fees would be \$45 book in fee and \$45 per day room rate. These requirements were all accepted by the City and the Jail. Judge Bobbitt to contact the County Attorney concerning this contract. Placed on OLD BUSINESS until next Court.

**8913** On the motion by Martin, second by Latham, the Court approved the following minimum bid for re-sale properties: (\*R29832 to be pulled/has been sold), R29837, R34334, R34360, R36957, R40819, R42359, R42376, R44156, R48938, R49099, R50109, R52132, R53775, R53789, R53790, R53859, R74664/665, R76057, R76061-64, R76071-94, R762052, R76368, R77104, R77646, R77661, R79251, R87548, R88319, R88340, R89230, R89293, R89356, R104727, R104728. *See Attachment.*

**8914** On the motion by Green, second by Martin, the Court approved the preliminary plat for Henson Addition in Pct 2.

**8915** On the motion by Green, second by Thornton, the Court approved request from Aqua Source Water System to bury a 4 in. waterline in the ROW of CR2400 south of CR2412 for approximately 3/10 of a mile, to be installed in the ditch at a depth of 4ft., to bore all driveways.

**8916** On the motion by Green, second by Latham, the Court approved road upgrade for CR2246 in Pct 2, with the usual stipulations.

**8917** On the motion by Green, second by Martin, the Court approved the final plat & drainage plan for Bridle Trails Estates- Phase II in Pct 2, contingent upon receiving road bond. Agreement was made by the Court for plat to be signed in the Commissioners Office once request of bond is completed. Commissioner Green also advised the Court that his copy of the plat does have the developer's seal.

**8918** On the motion by Thornton, second by Green, the Court approved 600' of road upgrade of dirt to rock on CR1050 and .350' of dirt to rock road upgrade on CR1118 in Pct 1. Commissioner Thornton stated money has been deposited into Escrow.

**8919** On the motion by Thornton, second by Green, the Court approved the final plat for Dickerson Addition in Pct 1. Commissioner Thornton advised the Court the private road in this subdivision has been established by the Home Owners Association and has been maintained well.

— 'Hear & Discuss problems concerning garbage collection in Hunt County – Jimmy Williams:' Mr. Williams was present to discuss this issue and his concerns over garbage being dumped in his area asking the Court for a county-wide garbage pick-up & to assess service fees to the utility bills. The Court noted several re-cycle programs that some Commissioners have done in their precincts. Judge Bobbitt agreed to contract FEC & Cash Water Corporation on this issue. The Court agreed to take issue under consideration, but noted that a county trash pick-up will not solve all of the trash problems. Court noted Kaufman County will have a public meeting on this same issue and has ask our Environmental Officers to attend.

— 'Discuss & possibly take action on the maximum number of Reserve Deputies each Constable is authorized to obtain – Marilyn Green:' Ms. Green advised the Court each time a deputy constable is hired, an application must be filled out in Personnel Office to allow insurance and workers comp coverage, as it is now, we do not have a correct list. After much discussion, item placed on OLD BUSINESS. Judge Bobbitt ask for a letter to be sent to each Constable requesting the current reserve deputy constables now in place for each Constable-action to be taken next Court on the maximum number of reserve deputy constables for each Constables Office. In addition, after Court action, each Constable will be required each January to have an annual review with the Court of retained reserve deputy constables.



**8920** On the motion by Thornton, second by Latham, the Court approved bid received for rock hauling. Bid on file in Personnel Office.

**8921** On the motion by Martin, second by Latham, the Court approved match funding of \$6,600.00 to allow Hunt County Community on Aging to receive \$20,000.00 in funding. Payment to be paid through county match contingency funds.

**8922** On the motion by Martin, second by Green, the Court approved accounts payable. Judge Bobbitt abstained from the vote.

— There were no line-item budget transfers.

PERSONNEL AND PAYROLL:

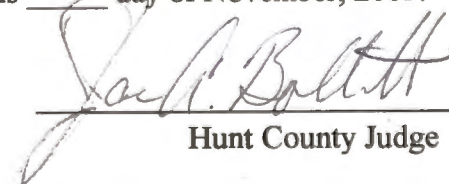
County Attorney:	Melissa Strickland no longer employed by Hunt County, effective 10-17-03.  Add Abigail Spain as Asst. County Atty. G-11 at \$45,637.00, effective 10-27-03.
Commissioner Pct 4:	Raise Kenneth Shaw- hourly Pct. Worker from \$9.00 to \$10.00 per hour, effective 10-27-03.  Raise Justin Morris- hourly Pct. Worker from \$9.00 to \$10.00 per hour, effective 10-27-03.  Raise Thomas Burris, Sr.- hourly Pct. Worker from \$9.00 to \$10.00 per hour, effective 10-27-03.  Raise Ron White- hourly Pct. Worker from \$8.15 to \$9.15 per hour, effective 10-27-03.  Raise Jose Ramirez-Senior Equipment Operator G-6 from \$27,592.00 to \$28,930.00, effective 10-27-03.  Raise Grady Jones- Pct. Worker G-4 from \$27,690.00 to \$28,965.00, effective 10-27-03  Raise David Ketner- Senior Equipment Operator G-6 from \$27,592.00 to \$28,951.00, effective 10-27-03.  Raise Darin Dawson- Senior Equipment Operator G-6 from \$28,353.00 to \$29,732.00, effective 10-27-03.  Raise Pilar Larios- Senior Equipment Operator G-6 from \$27,592.00 to \$29,291.00, effective 10-27-03.  Raise Jeffery White- Pct Worker G-4 from \$26,272.00 to \$27,547.00, effective

	<p>\$29,291.00, effective 10-27-03.</p> <p>Raise Jeffery White- Pct Worker G-4 from \$26,272.00 to \$27,547.00, effective 10-27-03.</p> <p>Raise Phillip Staten- Foreman G-8 from \$30,900.00 to \$32,441.00, effective 10-27-03.</p>
Hwy Patrol:	<p>Raise Sue Hass- Secretary 1/G2 from \$19,004.00 to \$19,504.00, effective 10-27-03. Funds are available.</p> <p>Raise Laura Lohmann-Ingalls Secretary 1/G2 from \$19,004.00 to \$19,504.00, effective 10-27-03. Funds are available.</p>
Maintenance:	<p>Remove Cornell Blakely due to his resignation, effective 10-17-03.</p> <p>Add Anthony Gunwall as part time Maintenance at \$8.00 per hour, effective 10-27-03.</p>
Sheriff Dept:	<p>Remove Deputy Mike Radney due to his resignation – on administrative leave Oct 5-18, 2003 after which his resignation of his position as Deputy will be effective.</p> <p>Change Jeremy Dickens from Jailer to Deputy Sheriff G-6 from \$23,509.00 to \$28,932.70 per yr, effective 10-24-03.</p>
Tax Office/Mtr. Vehicle:	<p>Remove Bobbie Jean Fugitt due to her resignation, effective 10-31-03.</p>


**8923** Approved on the motion by Martin, second by Latham.

\_\_\_\_\_ The Court went into Executive Session at 11:45A.M. as permitted by LGC 551.071-551.076 with no action being taken.

\_\_\_\_\_ Court Adjourned. Minutes approved this 10 day of November, 2003.

  
Hunt County Judge

Attest:

  
Hunt County Clerk

#8910

HUNT COUNTY

**INVESTMENT POLICY**

OCTOBER 2003

FILED FOR RECORD  
at 1:15 o'clock  
OCT 27 2003  
By County Clerk, Hunt County, Tex.  
LINDA BROOKS

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 a 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 be 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 that 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 state:

“Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well 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 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, 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 365 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 and County Treasurer are the "Investment Officers" of the County. 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.

**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 an 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.

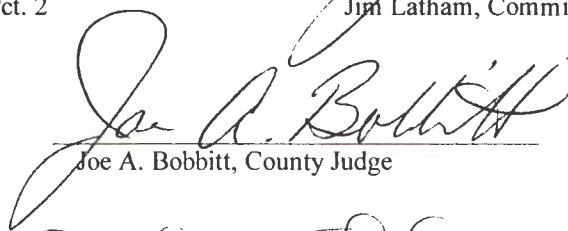
PASSED and APPROVED this the 27<sup>th</sup> day of October 2003.

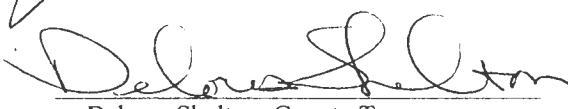
  
Kenneth Thornton, Commissioner Pct. 1

  
Phillip Martin, Commissioner Pct. 3

  
Ralph Green, Commissioner Pct. 2

  
Jim Latham, Commissioner Pct. 4

  
Joe A. Bobbitt, County Judge

  
Delores Shelton, County Treasurer

ATTEST:

  
Linda Brooks, County Clerk



JOE A. BOBBITT  
HUNT COUNTY JUDGE  
(903) 408-4146  
(903) 408-4299 Fax

# HUNT COUNTY

POST OFFICE BOX 1097 • GREENVILLE, TEXAS 75403-1097

#8911

## Resolution 112703

FILED FOR RECORD  
at 12:30 o'clock  
OCT 27 2003  
By County Clerk, Hunt County Tex.  
LINDA BROOKS

We the members of the Hunt County Commissioners Court do  
hereby reappoint John Clark to the Hunt County Appraisal  
Board.

A handwritten signature in cursive script, reading "Joe A. Bobbitt".

Judge Joe A. Bobbitt  
Hunt County

# RESALE PROPERTIES

## COUNTY

<u>Acct#</u>	<u>Location</u>	<u>Prox/City</u>	<u>App. Value</u>	<u>Min. Bid</u>	<u>X's</u>
<b>R29832</b>	<b>Sold</b>				
R29837	CR 2534	Quinlan	\$11,230.00	\$1,423.94	1
R34334	Dogwood Loop	Quinlan	\$5,000.00	\$800.94	1
R34360	Dogwood Loop	Quinlan	\$7,650.00	\$1,065.94	1
R36957	CR 4701	Wolfe City	\$2,750.00	\$533.41	1
R40819	CR 2470	Royse City	\$24,000.00	\$2,475.00	1
R42359	Countess Country Rd	Quinlan	\$9,120.00	\$707.55	2
R42376	Jim Smith Rd	Quinlan	\$7,960.00	\$934.75	2
R44156	E-Z Living Addn.	Quinlan	\$1,500.00	\$450.94	1
R48938	CR 3605	Quinlan	\$1,910.00	\$335.73	2
R49099	CR 3605	Quinlan	\$2,020.00	\$341.23	2
R50109	Last Frontier	Quinlan	\$8,080.00	\$1,119.79	1
R52132	Robin Rd.	Quinlan	\$2,490.00	\$549.94	1
R53775	CR 2252	Cash	\$720.00	\$336.63	2
R53789	CR 2252	Quinlan	\$1,440.00	\$399.45	1
R53790	CR 2252	Cash	\$720.00	\$336.63	2
<b>R53859</b>	<b>CR 2250</b>	<b>Quinlan</b>	<b>\$3,750.00</b>	<b>\$615.23</b>	<b>2</b>
R74664/665	Williams St.	<i>Wolfe City</i>	\$12,840.00	\$2,079.50	1
R76057, R76061-64, R76071-94 (16 Lots = 101B, 104-107, 114-125, 126)					
	CR 2282	Quinlan	\$23,020.00	\$2,145.85	2
R762052	CR 2280	Quinlan	\$6,400.00	\$951.79	1
R76368	CR 2304	Quinlan	\$21,650.00	\$2,558.75	1
R77104	Shoreline Dr.	Lone Oak	\$3,170.00	\$569.64	2
*R77646	Valley View Dr.	Lone Oak	<u>\$8,840.00</u>	\$1,011.14	2
R77661	Hillside Circle	Lone Oak	\$1,560.00	\$259.36	3
R79251	Spence St.	<i>Wolfe City</i>	\$2,350.00	\$621.15	2
R87548	Silvey Dr.	<i>Hawk Cove</i>	\$1,470.00	\$1,049.80	2
R88319	Off CR 3613	Quinlan	\$1,560.00	\$337.14	2
R88340	Off CR 3613	Quinlan	\$1,560.00	\$337.14	2
R89230	Cardinal Rd.	Quinlan	\$830.00	\$300.64	2
R89293	Candy Ln.	Quinlan	\$2,030.00	\$360.64	2
R89356	Candy Ln.	Quinlan	\$1,130.00	\$315.64	2
R104727	Angela Way	Quinlan	\$3,310.00	\$418.55	2
R104728	Angela Way	Quinlan	\$3,340.00	\$418.55	2

(\* = Improvement on property = Old junk mobile home)

*Prox/City in BOLD Italic print indicated property within City Limits*

### Resale Schedule:

1<sup>st</sup> Time on Resale = 10% of Appraised Value plus cost

2<sup>nd</sup> Time on Resale = 5% of Appraised Value plus cost

3<sup>rd</sup> Time on Resale = Cost

4<sup>th</sup> Time On Resale = 10% Appraised Value

5<sup>th</sup> Time on Resale = 5% Appraised Value

6 or more times on Resale = Absolute Sale

# 8913

**FILED FOR RECORD**

at 2:15 o'clock 2 M

OCT 27 2003

LINDA BROOKS  
County Clerk, Hunt County, Tex.  
By A. Brash