



# TRAVEL APPROVAL FORM

Department: Auditor's Office

Event Name: Basics of County Investments Course

Location: San Marcos, TX

Event Dates: 02.27.24 - 03.01.24

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

**Name of Attendees:**

Steven Watson                      Jennifer Lyon

\_\_\_\_\_  
\_\_\_\_\_

<p>Court Decision: <small>This section to be completed by County Judge's Office</small></p> <p>COMMISSIONERS COURT DEC 11 2023</p> <p><b>Approved</b></p>
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**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:

Approved in CC on 9/11/2023



# Basics of County Investments Course

📅 February 27, 2024 - March 01, 2024

🕒 10:00 AM - 12:30 PM

📍 Embassy Suites San Marcos Hotel Spa & Conference Center  
1001 E McCarty Ln  
San Marcos, TX 78666

📞 Contact Deanna Auert or Amy Lawson at (800) 456-5974.

Contact Us

Registration

OVERVIEW

HOTEL

AGENDA

CONTINUING EDUCATION

CANCELLATION

**Education co-sponsor:** McCoy College of Business Administration at Texas State University



In today's economy, sound management of county financial assets can mean the difference between an embarrassing financial disaster and investment returns that supplement precious tax dollars. Prudent, professional management of public funds requires specialized knowledge and expertise. Investment laws, the state of the economy and other factors must be taken into consideration when developing a county's financial strategy. Proper and frequent training for public funds investors can prevent costly errors.

The Basics of County Investments Course offers 14.75 hours of classroom instruction appropriate for all levels interested in the essentials of investing public funds. An additional 7.75 hours of in-depth, hands-on learning is offered for those actively investing funds. At the completion of the course, a final assessment will be given.

### Why is TAC investment training valuable?

The Basics of County Investments Course meets the education requirements of the Texas Public Funds Investment Act and includes discussion of basic laws and regulations governing investment operations. Presentations will cover products and services in the public funds markets and updates on the latest laws and strategies. Course topics include putting together an investment policy, understanding allowable investment options, managing various types of risk and computing investment yields.

This introductory course will prove to be especially helpful to commissioners court members and anyone directly involved in managing portfolios. Attendees will learn to make sense of financial jargon and concepts that may be unfamiliar. They will also learn how to avoid mistakes that could jeopardize a county's financial standing.

Course graduates will be in a better position to ensure the safety of principal, portfolio liquidity and appropriate returns — all key areas of concern for county investments.

### **County Investment Academy Membership**

This training course is required for membership in the TAC County Investment Academy. The academy provides investment education through a variety of conferences. Through the training, attendees have access to accurate, in-depth information, as well as a network of experienced county investors from across the state.

In 2013, the McCoy College of Business Administration at Texas State University became a cooperative partner with the TAC County Investment Academy, which produces the basics course. Through the partnership, McCoy faculty sit on the County Investment Academy Education Committee, help plan academy trainings, review course content and teach the courses. Academy membership is acquired through the completion of the Basics of County Investments Course.

Each year, the academy offers two education events at which members may earn credits toward the 15 hours required annually to maintain academy member standing. Members are recognized with special awards on the five-, 10-, 15-, 20- and 25-year anniversaries of completing the basics course.

### **Who should attend?**

Any county official or county staff member may attend the County Investment Academy courses. Anyone who oversees public investments, such as auditors, commissioners court members, county investment officers and treasurers, are especially encouraged to participate. TAC recommends that all counties, especially those with considerable assets, have at least one person on staff who has completed the basics course.

### **History of TAC's county investment training**

TAC has offered training to public funds investors for more than 30 years. The program was born when the need to keep public funds investors up-to-date and knowledgeable about investment strategies was realized. In 1992, TAC's first investment course was attended by 10 county investors. Since then, the education program has grown to include more advanced training and opportunities for continuing education.

### **County Investment Education Committee**

Hon. Charles Bradley, co-chair  
Schleicher County Judge

Hon. Renee L. Couch  
Comal County Treasurer

Hon. Katherine Hudson  
Wise County Treasurer

Hon. Tandra Kile  
Ochiltree County Treasurer

Hon. Michael Lord Jr.  
Gaines County Treasurer

Mr. Carlos A. Pereda Jr.  
Dimmit County Auditor

Mrs. Amy Perez  
Harris County Deputy Executive Director, Office of Management & Budget

Hon. Tracy Soldan  
Kerr County Treasurer

Dr. William Chittenden, CTP, ex officio  
Texas State University Associate Professor of Finance, McCoy College of Business Administration, Texas State University

**Registration Fees**

	<b>Early Fee</b>	<b>After Jan. 27</b>
Basics (14.75-hour course, ends Thursday at noon)	\$350	\$400
Complete Course (22.5-hour course, ends Friday)	\$425	\$475

**Payment**

Checks payable to **Texas Association of Counties**




Mailed to:  
Texas Association of Counties  
PO Box 2711  
San Antonio, TX 78299

**Special Services**

To ensure that our conference is ADA accessible to all, please contact Deanna Auert or Amy Lawson at (800) 456-5974, if you need assistance.

**Resources**

**Social Media**

[m/TexasCounties](#))  (<https://www.instagram.com/texascounties/>)  (<https://twitter.com/TexasCounties>)  (<http://www.linkedin.c>



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10:00 AM - 4:25PM: Registration

10:30 AM - 10:45 AM: Program History/County Investment Academy Standards – Section 1

10:45 AM - 11:05 AM: Schematic of County Operations – Section 2

11:05 AM - 11:50 AM: Fiduciary Relationships – Section 3

11:50 AM - 12:50 PM: Lunch (provided)

12:50 PM - 1:50 PM: Public Funds Investment Act – Section 4

1:50 PM - 2:00 PM: Break




2:00 PM - 3:00 PM: The Federal Reserve & The Economy – Section 5

3:00 PM - 3:10 PM: Break

3:10 PM - 4:25 PM: Depository Contracts & Valuing Collateral – Section 6

### Resources

### Social Media

[m/TexasCounties](#))  (<https://www.instagram.com/texascounties/>)  (<https://twitter.com/TexasCounties>)  (<http://www.linkedin.c>

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8:00 AM - 9:00 AM: Cash Flow Forecasting – Section 7

9:00 AM - 9:10 AM: Break

9:10 AM - 10:50 AM: Investment Policies & Strategies – Section 8

10:50 AM - 11:00 AM: Break

11:00 AM - 12:15 PM: Structure of Securities – Section 9

12:15 PM - 1:15 PM: Lunch (provided)

1:15 PM - 2:30 PM: Eligible Securities and Hierarchy of Issuers – Section 10

2:30 PM - 2:40PM: Break




2:40 PM - 3:55 PM: Discussion of Risk – Section 11

3:55 PM - 4:05 PM: Break

4:05 PM - 5:05 PM: Investment Reporting – Section 12

#### Resources

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8:00 AM - 9:30 AM: Security Selection – Section 13

9:30 AM - 9:40 AM: Break

9:40 AM - 10:40 AM: Evaluating Broker/Client Relationships – Section 14

10:40 AM - 10:50 AM: Break

10:50 AM - 11:50 AM: Review – Section 20



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8:00 AM - 10:15 AM: Rate of Return Exercise – Section 18

10:15 AM - 10:30 AM: Break

10:30 AM - 12:30 PM: Math of Finance/Yield to Maturity – Section 19

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Social Media



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1001 E. McCarty Lane  
San Marcos, TX 78666  
(512) 392-6450

Embassy Suites Hotel and Conference Center is the host hotel. Call Central Reservations at (512) 392-6450 for hotel reservations. Ask for the "Texas Association of Counties" room block to receive the conference rate. You can also book your room online.

The conference rate is \$130 single/\$149 double, plus tax. **Hotel reservations must be secured by Saturday, Jan. 20. After Saturday, Jan. 20, all rooms are subject to availability and a price increase.**

Any reservation not cancelled 72 hours prior to arrival will be subject to one night room and tax cancellation fee.

**Parking:**

Self-Parking: Free

Check-in: 4 p.m.

Check-out: 11 a.m.

**Resources**