

102 West Austin Street, Suite 205
Jefferson, Texas 75657



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Hon. Leward J. LaFleur

Marion County Judge

CLERK, MARION CO.

Commissioner J.R. Ashley
Commissioner Paul D. Webb

Commissioner Jacob Pattison
Commissioner Gered R. Lee

Notice is hereby given that the next meeting of the Marion County Commissioners Court will be held on the 13th January, 2025 at 9:00 a.m. in the County Commissioners Courtroom, 114 W. Austin 2nd Floor, Jefferson, TX and that the following subjects will be discussed:

Prayer

Pledges of the American and Texas Flag.

1. Consent agenda:
 - a. Consider approval of minutes - December 30, 2024, January 2, 2025
 - b. Court to examine all accounts and reports relating to finances of County
 - c. Court to audit and settle all accounts against County and direct their payment
2. Consider for approval payroll from December 1-15, 2024 and December 16-31, 2024.
3. Consider for approval Proclamation declaring the month of January National Human Trafficking Prevention Month.
4. Consider for approval Proclamation declaring December 13th, 2025 as James "Jimmy" Blackburn, M.D. Memorial Day.
5. Consider for approval Rod L Abbott, CPA PLLC to perform year -end audit for December 31, 2024 at a cost of \$24,750 plus actual cost of mileage, lodging, etc. authorizing County Judge to sign engagement letter.
6. Acknowledge 10 CPE hours for Texas Public Funds Investment Act for County Auditor.
7. Consider for approval Investment Policy, Strategy and Resolution for 2025.
8. Consider for approval revised Marion County Employee Handbook.
9. Consider for approval revised Purchasing policy.
10. Enter into record Karen G. Jones, Tax Assessor-Collector's Continuing Education Transcript for 2024 as required by Section 6.231 of the Texas Property Tax Code.
11. Consider for approval Resolution Opposing Elimination of Countywide Polling Place Program.


Leward J. LaFleur
County Judge
Marion County, Texas

MINUTES OF MARION COUNTY COMMISSIONERS' COURT

JANUARY 13, 2025

The Commissioners' Court of Marion County met in Regular Session at 9:00 a.m. on January 13, 2025. All members present with County Judge Leward LaFleur presiding.

J.R. (JOHN ROSS) ASHLEY, COMMISSIONER, PRECINCT #1
JACOB PATTISON, COMMISSIONER, PRECINCT #2
PAUL D. WEBB, COMMISSIONER, PRECINCT #3
GERED R. LEE, COMMISSIONER, PRECINCT #4

ITEM NO. 1

CONSENT AGENDA:

a. ORDER APPROVING MINUTES OF MEETING ON DECEMBER 30, 2024, JANUARY 2, 2025

b. ORDER APPROVING REPORTS OF COUNTY OFFICIALS

J.P. Pct. #2	November	2024
Treasurer	November	2024
District Clerk	October-November	2024
County Clerk	December	2024
Sheriff	December	2024
J.P. Pct. #1	October-November	2024
J.P. Pct. #2	December	2024
Treasurer	December	2024
Treasurer	4 th Quarter	2024

c. ORDER TO AUDIT AND SETTLE ALL ACCOUNTS AGAINST COUNTY AND DIRECT THEIR PAYMENT

Motion by Lafleur, seconded by Pattison to add manual checks as presented by the county treasurer.

Motion by Ashley, seconded by Lee to approve the consent agenda with the addition of the manual checks as presented. All members present voted Aye. Motion carried 4-0.

ITEM NO. 2**ORDER APPROVING PAYROLL FOR DECEMBER 1-15, 2024 AND DECEMBER 16-31, 2024.**

Motion by Lee, seconded by Pattison as presented. All members present voted Aye. Motion carried 4-0.

See Exhibit "A" attached

ITEM NO. 3**ORDER TO APPROVE PROCLAMATION DECLARING THE MONTH OF JANUARY NATIONAL HUMAN TRAFFICKING PREVENTION MONTH AUTHORIZING OUR COUNTY JUDGE TO SIGN.**

Motion by Ashley, seconded by Pattison as presented. All members present voted Aye. Motion carried 4-0.

See Exhibit "B" attached

ITEM NO. 4**ORDER TO APPROVE PROCLAMATION DECLARING DECEMBER 13TH, 2025 AS JAMES "JIMMY" BLACKBURN, M.D. MEMORIAL DAY.**

Motion by Ashley, seconded by Lafleur. All members present voted Aye. Motion carried 4-0.

See Exhibit "C" attached

ITEM NO. 5**ORDER TO APPROVE ROD L ABBOTT, CPA PLLC TO PERFORM YEAR-END AUDIT FOR DECEMBER 31, 2024 AT A COST OF \$24,750.00 PLUS ACTUAL COST OF MILEAGE, LODGING, ETC. AUTHORIZING COUNTY JUDGE TO SIGN ENGAGEMENT LETTER.**

Motion by Pattison, seconded by Ashley. All members present voted Aye. Motion carried 4-0.

See Exhibit "D" attached

ITEM NO. 6**ORDER TO ACKNOWLEDGE 10 CPE HOURS FOR TEXAS PUBLIC FUNDS
INVESTMENT ACT FOR COUNTY AUDITOR.**

Motion by Lee, seconded by Pattison. All members present voted Aye. Motion carried 4-0.

See Exhibit "E" attached

ITEM NO. 7**ORDER TO APPROVE INVESTMENT POLICY, STRATEGY AND RESOLUTION
FOR 2025.**

Motion by Ashley, seconded by Pattison. All members present voted Aye. Motion carried 4-0.

See Exhibit "F" attached

ITEM NO. 8**ORDER TO APPROVE REVISED MARION COUNTY EMPLOYEE HANDBOOK.**

Motion by Ashley, seconded by Pattison. All members present voted Aye. Motion carried 4-0.

See Exhibit "G" attached
See folder for copy of handbook

ITEM NO. 9**ORDER TO APPROVE REVISED PURCHASING POLICY.**

Motion by Lee, seconded by Pattison. All members present voted Aye. Motion carried 4-0.

See Exhibit "H" attached

ITEM NO. 10

**ENTER INTO RECORD KAREN G. JONES, TAX ASSESSOR – COLLECTOR’S
CONTINUING EDUCATION TRANSCRIPT FOR 2024 AS REQUIRED BY SECTION
6.231 OF TEXAS PROPERTY TAX CODE.**

No action needed
See Exhibit “I” attached

ITEM NO. 11

**ORDER TO APPROVE RESOLUTION OPPOSING ELIMINATION OF
COUNTYWIDE POLLING PLACE PROGRAM.**

Motion by Ashley, seconded by Lee. All members present voted Aye. Motion carried 4-0.

See Exhibit “J” attached

ORDER TO ADJOURN

Motion by Ashley, seconded by Lee. All members present said Aye. Motion carried 4-0.
Meeting adjourned at 9:31 a.m.

**There being no further business brought to the attention of the Commissioners’ Court,
it is ordered that the Commissioners’ Court of Marion County, Texas, adjourn and
stand adjourned until the next Regular Session, unless and until called together in
Special Session before that time**

I attest to the accuracy of
the foregoing minutes.



COUNTY CLERK

COUNTY JUDGE

**NOTE: ALL REPORTS, LETTERS OR OTHER ATTACHMENTS MENTIONED IN
THE ABOVE MINUTES ARE ON FILE IN THE OFFICE OF THE COUNTY CLERK**

PAYROLL.....M MARION COUNTY
HOME EMPR.....1 MARION COUNTY
HOME FUND.....10 GENERAL FUND

PAYROLL CALCULATION TOTALS
PERIOD 1 DATING 12/01/2024-12/15/2024 CHECK DATE 12/13/2024

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PAY CODE & DESCRIPTION	AMOUNT	HOURS	PAY CODE & DESCRIPTION	AMOUNT	HOURS
01-01 SALARIES-OFFI	20,695.03	1,040.00	02-01 SALARY-EMPLOY	43,521.18	2,492.50
03-01 EXTRA HELP	3,006.20	217.33	06-01 ELECT STIPEND	187.50	80.00
05-05 OVERTIME	2,732.13	86.00	07-05 ALT OVERTIME	7,890.46	285.00
30-30 VAC ACCRUED		16.70	32-31 VAC TAKEN-EMP	4,519.60	240.00
40-40 SL LV ACCRUED		96.86	42-41 SK LV TAK-EMP	1,209.18	73.50
SP-70 STATE SUP PAY	1,050.00		TT-70 TRAVEL ALLOW	904.16	
99-99 NET PAY	65,546.77				
GROSS PAY	85,915.44	4,514.33			
ABT CODE & DESCRIPTION	AMOUNT		ABT CODE & DESCRIPTION	AMOUNT	
CA-30 CAFETERIA	713.99		H1-30 HEALTH CHILD	343.32	
TAX CODE & DESCRIPTION	AMOUNT	TAXABLE	TAX CODE & DESCRIPTION	AMOUNT	TAXABLE
MC-10 MEDICARE TAX	1,230.49	84,858.13	SS-10 FICA W/H	5,261.21	84,858.13
TC-20 TCDS W/H	5,843.03	83,471.08	FD-40 FEDERAL W/H	5,891.44	79,015.10
DED CODE & DESCRIPTION	AMOUNT		DED CODE & DESCRIPTION	AMOUNT	
A1-02 COLONIAL ADDL	970.39		NF-02 CIGNA	47.30	
UG-02 UNI GUARANTY	67.50				
BEN CODE & DESCRIPTION	AMOUNT		BEN CODE & DESCRIPTION	AMOUNT	
SX-05 SUTA-EX HELP	5.85		MC-10 MEDC TAX OFF	330.28	
MR-10 MEDC TAX XHEP	100.12		MT-10 MEDC TAX EMP	800.09	
SR-10 FICA-EX HELP	427.99		SS-10 FICA-OFF	1,412.21	
ST-10 FICA-EMP	3,421.01		SD-15 SUP DEATH-OFF	100.33	
SE-15 SUP DEATH-EMP	292.01		TC-15 TCDS-OFF	2,552.73	
TD-15 TCDS-EMP	7,430.44		AF-20 AFLAC	29.97	
A1-20 COLONIAL ADDL	359.65		CI-20 DEP. CHILD	343.32	
DF-20 DENT. FAMILY	168.14		DI-20 DENT INS-OFF	230.94	
DJ-20 DENT INS-EMP	769.80		HI-20 MED INS-OFF	8,475.40	
HJ-20 MED INS-EMP	25,426.20		TK-20 TERM LIFE/OFF	30.60	
TM-20 TERM LIFE-EMP	88.74		VE-20 VISION EMPLOY	38.93	
VF-20 VISION FAMILY	6.76		VP-20 VSP VISION	101.82	
VS-20 VISION SPOUSE	8.72				

Exhibit "A"

PAY CODE & DESCRIPTION	AMOUNT	HOURS	PAY CODE & DESCRIPTION	AMOUNT	HOURS
01-01 SALARIES-OFFI	6,715.84	320.00	02-01 SALARY-EMPLOY	12,670.91	712.00
03-01 EXTRA HELP	1,788.00	120.00	30-30 VAC ACCRUED		3.34
40-40 SL LV ACCRUED		30.06	42-41 SK LV TAK-EMP	131.44	8.00
CT-70 TRAVEL ALLOW	999.99		TT-70 TRAVEL ALLOW	333.33	
99-99 NET PAY	17,120.52				
GROSS PAY	22,639.51	1,160.00			

ABT CODE & DESCRIPTION	AMOUNT	ABT CODE & DESCRIPTION	AMOUNT
CA-30 CAFETERIA	332.80	H2-30 HEALTH CHILDR	242.14

TAX CODE & DESCRIPTION	AMOUNT	TAXABLE	TAX CODE & DESCRIPTION	AMOUNT	TAXABLE
MC-10 MEDICARE TAX	319.93	22,064.57	SS-10 FICA W/H	1,367.99	22,064.57
TC-20 TCDRS W/H	1,423.40	20,334.19	FD-40 FEDERAL W/H	1,333.99	20,101.17

DED CODE & DESCRIPTION	AMOUNT	DED CODE & DESCRIPTION	AMOUNT
A1-02 COLONIAL ADDL	253.24	CC-10 CHILDR SUPPORT	245.50

BEN CODE & DESCRIPTION	AMOUNT	BEN CODE & DESCRIPTION	AMOUNT
MC-10 MEDC TAX OFF	110.08	MR-10 MEDC TAX XHEP	25.92
MT-10 MEDC TAX EMP	183.93	SR-10 FICA-EX HELP	110.85
SS-10 FICA-OFF	470.66	ST-10 FICA-EMP	786.48
SD-15 SUP DEATH-OFF	31.56	SE-15 SUP DEATH-EMP	64.01
TC-15 TCDRS-OFF	803.20	TD-15 TCDRS-EMP	1,628.75
AF-20 AFLAC	89.84	A1-20 COLONIAL ADDL	133.82
DF-20 DENT. FAMILY	48.04	DI-20 DENT INS-OFF	76.98
DJ-20 DENT INS-EMP	256.60	E2-20 CHILDREN HINS	242.14
HT-20 MED INS-OFF	1,695.08	HJ-20 MED INS-EMP	7,627.86
TK-20 TERM LIFE/OFF	12.24	TM-20 TERM LIFE-EMP	27.54
VE-20 VISION EMPLOY	9.16	VF-20 VISION FAMILY	6.76
VP-20 VSP VISION	40.82	VS-20 VISION SPOUSE	4.36

PAYROLL.....M MARION COUNTY
HOME EMPR.....1 MARION COUNTY
HOME FUND.....49 SALARY ASST SB22 GRA PERIOD 1 DATING 12/01/2024-12/15/2024 CHECK DATE 12/13/2024 PR302R-V14.23
PAYROLL CALCULATION TOTALS
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PAY CODE & DESCRIPTION	AMOUNT	HOURS	PAY CODE & DESCRIPTION	AMOUNT	HOURS
01-01 SALARIES-OFFI	1,680.21	240.00	02-01 SALARY-EMPLOY	6,890.45	1,760.00
30-30 VAC ACCRUED		1.67	40-40 SL LV ACCRUED		3.34
99-99 NET PAY	6,743.78				
GROSS PAY	8,570.66	2,000.00			

ABT CODE & DESCRIPTION	AMOUNT	ABT CODE & DESCRIPTION	AMOUNT
CA-30 CAFETERIA	52.13		

TAX CODE & DESCRIPTION	AMOUNT	TAXABLE	TAX CODE & DESCRIPTION	AMOUNT	TAXABLE
MC-10 MEDICARE TAX	123.54	8,518.53	SS-10 FICA W/H	528.17	8,518.53
TC-20 TCDRS W/H	599.96	8,570.66	FD-40 FEDERAL W/H	514.83	7,918.57

DED CODE & DESCRIPTION	AMOUNT	DED CODE & DESCRIPTION	AMOUNT
A1-02 COLONIAL ADDL	8.25		

BEN CODE & DESCRIPTION	AMOUNT	BEN CODE & DESCRIPTION	AMOUNT
MC-10 MEDC TAX OFF	24.37	MT-10 MEDC TAX EMP	99.17
SS-10 FICA-OFF	104.17	ST-10 FICA-EMP	424.00
SD-15 SUP DEATH-OFF	7.89	SE-15 SUP DEATH-EMP	32.40
TC-15 TCDRS-OFF	200.95	TD-15 TCDRS-EMP	824.09
A1-20 COLONIAL ADDL	21.35	DF-20 DENT. FAMILY	24.02
VF-20 VISION FAMILY	6.76		

PAY CODE & DESCRIPTION	AMOUNT	HOURS	PAY CODE & DESCRIPTION	AMOUNT	HOURS
02-01 SALARY-EMPLOY	103.00	80.00	99-99 NET PAY	87.91	
GROSS PAY	103.00	80.00			
TAX CODE & DESCRIPTION	AMOUNT	TAXABLE	TAX CODE & DESCRIPTION	AMOUNT	TAXABLE
MC-10 MEDICARE TAX	1.49	103.00	SS-10 FICA W/H	6.39	103.00
TC-20 TCDRS W/H	7.21	103.00	FD-40 FEDERAL W/H		95.79
BEN CODE & DESCRIPTION	AMOUNT		BEN CODE & DESCRIPTION	AMOUNT	
MT-10 MEDC TAX EMP	1.49		ST-10 FICA-EMP	6.39	
SE-15 SUP DEATH-EMP	0.48		TD-15 TCDRS-EMP	12.32	

PAYROLL.....M MARION
HOME EMPLR.....1 MARION COUNTY
HOME FUND.....51 SECURITY FUND

PAYROLL CALCULATION TOTALS
PERIOD 1 DATING 12/01/2024-12/15/2024 CHECK DATE 12/13/2024 PR302R-V14.23
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PAY CODE & DESCRIPTION	AMOUNT	HOURS	PAY CODE & DESCRIPTION	AMOUNT	HOURS
02-01 SALARY-EMPLOY	1,504.17	80.00	40-40 SL LV ACCRUED		3.34
99-99 NET PAY	1,166.23				
GROSS PAY	1,504.17	80.00			
ABT CODE & DESCRIPTION					
CA-30 CAFETERIA	AMOUNT		ABT CODE & DESCRIPTION	AMOUNT	
	55.39				
TAX CODE & DESCRIPTION					
MC-10 MEDICARE TAX	AMOUNT	TAXABLE	SS-10 FICA W/H	AMOUNT	TAXABLE
TC-20 TCERS W/H	21.01	1,448.78	FD-40 FEDERAL W/H	89.82	1,448.78
	105.29	1,504.17		66.43	1,343.49
BEN CODE & DESCRIPTION					
MT-10 MEDC TAX EMP	AMOUNT		ST-10 FICA-EMP	AMOUNT	
SE-15 SUP DEATH-EMP	21.01		TD-15 TCERS-EMP	89.82	
A1-20 COLONIAL ADDL	7.07		DF-20 DENT. FAMILY	179.90	
DJ-20 DENT INS-EMP	20.11		HJ-20 MED INS-EMP	24.02	
	25.66		VP-20 VSP VISION	847.54	
TM-20 TERM LIFE-EMP	3.06			11.26	

PAYROLL CALCULATION TOTALS

PAY CODE & DESCRIPTION	AMOUNT	HOURS	PAY CODE & DESCRIPTION	AMOUNT	HOURS
01-01 SALARIES-OFFI	29,291.08	1,600.00	02-01 SALARY-EMPLOY	64,689.71	5,124.50
03-C1 EXTRA HELP	4,794.20	337.33	06-01 ELECT STIPEND	187.50	80.00
05-05 OVERTIME	2,732.13	86.00	07-05 ALT OVERTIME	7,890.46	285.00
30-30 VAC ACCRUED		21.71	32-31 VAC TAKEN-EMP	4,519.60	240.00
40-40 SL LV ACCRUED	999.99	133.60	42-41 SK LV TAK-EMP	1,340.62	81.50
CT-70 TRAVEL ALLOW	1,237.49		SP-70 STATE SUP PAY	1,050.00	
TT-70 GROSS PAY	118,732.78	7,834.33	99-99 NET PAY	90,665.21	

ABT CODE & DESCRIPTION	AMOUNT	ABT CODE & DESCRIPTION	AMOUNT
CA-30 CAFETERIA	1,154.31	H1-30 HEALTH CHILD	343.32
H2-30 HEALTH CHILDR	242.14		

TAX CODE & DESCRIPTION	AMOUNT	TAX CODE & DESCRIPTION	AMOUNT	TAXABLE
MC-10 MEDICARE TAX	1,696.46	SS-10 FICA W/H	7,253.58	116,993.01
TC-20 TCDRS W/H	7,978.89	FD-40 FEDERAL W/H	7,806.69	108,474.12

DED CODE & DESCRIPTION	AMOUNT	DED CODE & DESCRIPTION	AMOUNT
A1-02 COLONIAL ADDL	1,231.88	NF-02 CIGNA	47.30
UG-02 UNI GUARANTY	67.50	CC-10 CHILD SUPPORT	245.50

BEN CODE & DESCRIPTION	AMOUNT	BEN CODE & DESCRIPTION	AMOUNT
SX-05 SUTA-EX HELP	5.85	MC-10 MEDC TAX OFF	464.73
MR-10 MEDC TAX XHEP	126.04	MT-10 MEDC TAX EMP	1,105.69
SR-10 FICA-EX HELP	538.84	SS-10 FICA-OFF	1,987.04
ST-10 FICA-EMP	4,727.70	SD-15 SUP DEATH-OFF	139.78
SE-15 SUP DEATH-EMP	395.97	TC-15 TCDRS-OFF	3,556.88
TD-15 TCDRS-EMP	10,075.50	AF-20 AFLAC	119.81
A1-20 COLONIAL ADDL	534.93	CI-20 DEP. CHILD	343.32
DF-20 DENT. FAMILY	264.22	DI-20 DENT INS-OFF	307.92
DJ-20 DENT INS-EMP	1,052.06	E2-20 CHILDREN HINS	242.14
HI-20 MED INS-OFF	10,170.48	HJ-20 MED INS-EMP	33,901.60
TK-20 TERM LIFE/OFF	42.84	TM-20 TERM LIFE-EMP	119.34
VE-20 VISION EMPLOY	48.09	VF-20 VISION FAMILY	20.28
VP-20 VSP VISION	153.90	VS-20 VISION SPOUSE	13.08

NET PAY**12/15/2024**

GENERAL	10.000.1012	\$65,546.77
ROAD & BRIDGE	15.000.1012	\$17,366.02
LAKE PATROL	41.000.1012	\$0.00
SB22 GRANT	49.000.1012	\$6,743.78
PRETRIAL DEVERS.	50.000.1012	\$87.91
SECURITY FUND	51.000.1012	<u>\$1,166.23</u>
		<u><u>\$90,910.71</u></u>

TAXES**GENERAL FUND**

F.I.C.A.	10.000.2203	\$10,522.42
MEDICARE	10.000.2203	\$2,460.98
W/HOLDINGS	10.000.2202	\$5,891.44

ROAD & BRIDGE

F.I.C.A.	15.000.2203	\$2,735.98
MEDICARE	15.000.2203	\$639.86
W/HOLDINGS	15.000.2202	\$1,333.99

LAKE PATROL FUND

F.I.C.A.	41.000.2203	\$0.00
MEDICARE	41.000.2203	\$0.00
W/HOLDINGS	41.000.2202	\$0.00

SB22 GRANT FUND

F.I.C.A.	49.000.2203	\$1,056.34
MEDICARE	49.000.2203	\$247.08
W/HOLDINGS	49.000.2202	\$514.83

PRETRIAL DEVERS.

F.I.C.A.	50.000.2203	\$12.78
MEDICARE	50.000.2203	\$2.98
W/HOLDINGS	50.000.2202	\$0.00

SECURITY FUND

F.I.C.A.	51.000.2203	\$179.64
MEDICARE	51.000.2203	\$42.02
W/HOLDINGS	51.000.2202	<u>\$66.43</u>

\$25,706.77

J. D. W.
David R. Z.
Paul D. W.
David & Patricia

PAYROLL.....M MARION
HOME EMPR.....1 MARION COUNTY
HOME FUND.....10 GENERAL FUND

PAYROLL CALCULATION TOTALS
PERIOD 2 DATING 12/16/2024-12/31/2024 CHECK DATE 12/31/2024
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PAY CODE & DESCRIPTION	AMOUNT	HOURS	PAY CODE & DESCRIPTION	AMOUNT	HOURS
01-01 SALARIES-OFFI	20,895.03	1,248.00	02-01 SALARY-EMPLOY	45,103.51	3,088.00
03-01 EXTRA HELP	3,822.75	273.00	06-01 ELECT STIPEND	187.50	96.00
11-01 HOLIDAY PAY	7,964.16	408.00	05-05 OVERTIME	710.22	28.00
07-05 ALT OVERTIME	8,482.28	314.00	30-30 VAC ACCRUED		16.14
32-31 VAC TAKEN-EMP	2,009.03	133.00	40-40 SL LV ACCRUED		92.68
42-41 SK LV TAKEN-EMP	2,277.37	132.00	SP-70 STATE SUP PAY	1,050.00	
TT-70 TRAVEL ALLOW	904.16		99-99 NET PAY	70,688.84	
GROSS PAY	93,406.01	5,720.00			

ABT CODE & DESCRIPTION	AMOUNT	ABT CODE & DESCRIPTION	AMOUNT
CA-30 CAFETERIA	713.99	H1-30 HEALTH CHILD	343.32

TAX CODE & DESCRIPTION	AMOUNT	TAXABLE	TAX CODE & DESCRIPTION	AMOUNT	TAXABLE
MC-10 MEDICARE TAX	1,339.04	92,348.70	SS-10 FICA W/H	5,725.65	92,348.70
TC-20 TCDS W/H	6,355.18	90,787.60	FD-40 FEDERAL W/H	7,142.90	85,993.52

DED CODE & DESCRIPTION	AMOUNT	DED CODE & DESCRIPTION	AMOUNT
A1-02 COLONIAL ADDL	982.29	NF-02 CIGNA	47.30
UG-02 UNI GUARANTY	67.50		

BEN CODE & DESCRIPTION	AMOUNT	BEN CODE & DESCRIPTION	AMOUNT
MC-10 MEDC TAX OFF	330.28	MR-10 MEDC TAX XHEP	77.18
MT-10 MEDC TAX EMP	931.58	SR-10 FICA-EX HELP	330.01
SS-10 FICA-OFF	1,412.21	ST-10 FICA-EMP	3,983.43
SD-15 SUP DEATH-OFF	100.33	SE-15 SUP DEATH-EMP	326.38
TC-15 TCDS-OFF	2,552.73	TD-15 TCDS-EMP	8,305.50
AF-20 AFLAC	29.97	A1-20 COLONIAL ADDL	359.65
CI-20 DEP. CHILD	343.32	DF-20 DENT. FAMILY	168.14
VE-20 VISION EMPLOY	38.93	VF-20 VISION FAMILY	6.76
VP-20 VSP VISION	101.82	VS-20 VISION SPOUSE	8.72

PAYROLL.....M MARION COUNTY
HOME EMPR.....1 MARION COUNTY
HOME FUND.....15 ROAD & BRIDGE FUND

FUND

PERIOD 2 DATING 12/16/2024-12/31/2024 CHECK DATE 12/31/2024

PAYROLL CALCULATION TOTALS

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Paymate

PAY CODE & DESCRIPTION	AMOUNT	HOURS	PAY CODE & DESCRIPTION	AMOUNT	HOURS
01-01 SALARIES-OFFI	6,715.84	384.00	02-01 SALARY-EMPLOY	6,321.03	474.00
03-01 EXTRA HELP	1,308.00	104.00	30-30 VAC ACCRUED		3.26
32-31 VAC TAKEN-EMP	5,011.97	299.00	40-40 SL LV ACCRUED		28.78
42-41 SK LV TAK-EMP	1,469.35	91.00	CT-70 TRAVEL ALLOW	999.99	
TT-70 TRAVEL ALLOW	333.33		99-99 NET PAY	16,720.78	
GROSS PAY	22,159.51	1,352.00			
ABT CODE & DESCRIPTION	AMOUNT		ABT CODE & DESCRIPTION	AMOUNT	
CA-30 CAFETERIA	332.80		H2-30 HEALTH CHILDR	242.14	
TAX CODE & DESCRIPTION	AMOUNT	TAXABLE	TAX CODE & DESCRIPTION	AMOUNT	TAXABLE
MC-10 MEDICARE TAX	312.97	21,584.57	SS-10 FICA W/H	1,338.23	21,584.57
TC-20 TCDRS W/H	1,404.92	20,070.19	FD-40 FEDERAL W/H	1,308.93	19,855.65
DED CODE & DESCRIPTION	AMOUNT		DED CODE & DESCRIPTION	AMOUNT	
A1-02 COLONIAL ADDL	253.24		CC-10 CHILDR SUPPORT	245.50	
BEN CODE & DESCRIPTION	AMOUNT		BEN CODE & DESCRIPTION	AMOUNT	
MC-10 MEDC TAX OFF	110.08		MR-10 MEDC TAX XHEP	18.96	
MT-10 MEDC TAX EMP	183.93		SR-10 FICA-EX HELP	81.09	
SS-10 FICA-OFF	470.66		ST-10 FICA-EMP	786.48	
SD-15 SUP DEATH-OFF	31.56		SE-15 SUP DEATH-EMP	62.76	
TC-15 TCDRS-OFF	803.20		TD-15 TCDRS-EMP	1,597.18	
AF-20 AFLAC	89.84		A1-20 COLONIAL ADDL	133.82	
DF-20 DENT. FAMILY	48.04		E2-20 CHILDREN HINS	242.14	
VE-20 VISION EMPLOY	9.16		VF-20 VISION FAMILY	6.76	
VP-20 VSP VISION	40.82		VS-20 VISION SPOUSE	4.36	

PAY CODE & DESCRIPTION	AMOUNT	HOURS	PAY CODE & DESCRIPTION	AMOUNT	HOURS
01-01 SALARIES-OFFI	1,680.21	288.00	02-01 SALARY-EMPLOY	6,890.45	2,112.00
30-30 VAC ACCRUED		1.59	40-40 SL LV ACCRUED		3.18
99-99 NET PAY	6,743.78				
GROSS PAY	8,570.66	2,400.00			
ABT CODE & DESCRIPTION	AMOUNT		ABT CODE & DESCRIPTION	AMOUNT	
CA-30 CAFETERIA	52.13				
TAX CODE & DESCRIPTION	AMOUNT	TAXABLE	TAX CODE & DESCRIPTION	AMOUNT	TAXABLE
MC-10 MEDICARE TAX	123.54	8,518.53	SS-10 FICA W/H	528.17	8,518.53
TC-20 TCDRS W/H	599.96	8,570.66	FD-40 FEDERAL W/H	514.83	7,918.57
DED CODE & DESCRIPTION	AMOUNT		DED CODE & DESCRIPTION	AMOUNT	
A1-02 COLONIAL ADDL	8.25				
BEN CODE & DESCRIPTION	AMOUNT		BEN CODE & DESCRIPTION	AMOUNT	
MC-10 MEDC TAX OFF	24.37		MT-10 MEDC TAX EMP	99.17	
SS-10 FICA-OFF	104.17		ST-10 FICA-EMP	424.00	
TC-15 SUP DEATH-OFF	7.89		SE-15 SUP DEATH-EMP	32.40	
TC-15 TCDRS-OFF	200.95		TD-15 TCDRS-EMP	824.09	
A1-20 COLONIAL ADDL	21.35		DF-20 DENT. FAMILY	24.02	
VF-20 VISION FAMILY	6.76				

PAYROLL.....M MARION COUNTY
HOME EMPLR.....1 MARION COUNTY
HOME FUND.....50 PRETRIAL INTERVENTION PERIOD 2 DATING 12/16/2024-12/31/2024 CHECK DATE 12/31/2024 PR302R-V14.23
RUN-12/27/2024 09.05.11 PAGE 4

PAY CODE & DESCRIPTION		AMOUNT	HOURS	PAY CODE & DESCRIPTION		AMOUNT	HOURS
02-01	SALARY-EMPLOY	103.00	96.00	99-99	NET PAY	87.91	
	GROSS PAY	103.00	96.00				
TAX CODE & DESCRIPTION		AMOUNT	TAXABLE	TAX CODE & DESCRIPTION		AMOUNT	TAXABLE
MC-10	MEDICARE TAX	1.49	103.00	SS-10	FICA W/H	6.39	103.00
TC-20	TCDRS W/H	7.21	103.00	FD-40	FEDERAL W/H		95.79
BEN CODE & DESCRIPTION		AMOUNT		BEN CODE & DESCRIPTION		AMOUNT	
MT-10	MEDC TAX EMP	1.49		ST-10	FICA-EMP	6.39	
SE-15	SUP DEATH-EMP	0.48		TD-15	TCDRS-EMP	12.32	

PAYROLL.....M MARION
HOME EMPR.....1 MARION COUNTY
HOME FUND.....51 SECURITY FUND

PAYROLL CALCULATION TOTALS
PERIOD 2 DATING 12/16/2024-12/31/2024 CHECK DATE 12/31/2024
RUN-12/27/2024 09.05.11 PAGE 5
PR302R-V14.23 Paymate

PAY CODE & DESCRIPTION	AMOUNT	HOURS	PAY CODE & DESCRIPTION	AMOUNT	HOURS
02-01 SALARY-EMPLOY	1,504.17	96.00	40-40 SL LV ACCRUED		3.18
99-99 NET PAY	1,166.23				
GROSS PAY	1,504.17	96.00			
ABT CODE & DESCRIPTION	AMOUNT		ABT CODE & DESCRIPTION	AMOUNT	
CA-30 CAFETERIA	55.39				
TAX CODE & DESCRIPTION	AMOUNT	TAXABLE	TAX CODE & DESCRIPTION	AMOUNT	TAXABLE
MC-10 MEDICARE TAX	21.01	1,448.78	SS-10 FICA W/H	89.82	1,448.78
TC-20 TCDRS W/H	105.29	1,504.17	FD-40 FEDERAL W/H	66.43	1,343.49
BEN CODE & DESCRIPTION	AMOUNT		BEN CODE & DESCRIPTION	AMOUNT	
MT-10 MEDC TAX EMP	21.01		ST-10 FICA-EMP	89.82	
SE-15 SUP DEATH-EMP	7.07		TD-15 TCDRS-EMP	179.90	
A1-20 COLONIAL ADDL	20.11		DF-20 DENT. FAMILY	24.02	
VP-20 VSP VISION	11.26				

PAYROLL.....M MARION

PAYROLL CALCULATION TOTALS

RUN-12/27/2024 09.05.11 PAGE 6

PERIOD 2 DATING 12/16/2024-12/31/2024 CHECK DATE 12/31/2024 PR302R-V14.23 Paymate

PAY CODE & DESCRIPTION	AMOUNT	HOURS	PAY CODE & DESCRIPTION	AMOUNT	HOURS
01-01 SALARIES-OFFI	29,291.08	1,920.00	02-01 SALARY-EMPLOY	59,922.16	5,866.00
03-01 EXTRA HELP	5,130.75	377.00	06-01 ELECT STIPEND	187.50	96.00
11-01 HOLIDAY PAY	7,964.16	408.00	05-05 OVERTIME	710.22	28.00
07-05 ALT OVERTIME	8,482.28	314.00	30-30 VAC ACCRUED		20.99
32-31 VAC TAKEN-EMP	7,021.00	432.00	40-40 SL LV ACCRUED	999.99	127.82
42-41 SK LV TAK-EMP	3,746.72	223.00	CT-70 TRAVEL ALLOW		
SP-70 STATE SUP PAY	1,050.00		TT-70 TRAVEL ALLOW	1,237.49	
99-99 NET PAY	95,407.54				
GROSS PAY	125,743.35	9,664.00			

ABT CODE & DESCRIPTION	AMOUNT	ABT CODE & DESCRIPTION	AMOUNT
CA-30 CAFETERIA	1,154.31	H1-30 HEALTH CHILD	343.32
H2-30 HEALTH CHILDR	242.14		

TAX CODE & DESCRIPTION	AMOUNT	TAX CODE & DESCRIPTION	AMOUNT	TAXABLE
MC-10 MEDICARE TAX	1,798.05	SS-10 FICA W/H	7,688.26	124,003.58
TC-20 TCDRS W/H	8,472.56	FD-40 FEDERAL W/H	9,033.09	115,207.02

DED CODE & DESCRIPTION	AMOUNT	DED CODE & DESCRIPTION	AMOUNT
A1-02 COLONIAL ADDL	1,243.78	NF-02 CIGNA	47.30
UG-02 UNI GUARANTY	67.50	CC-10 CHILD SUPPORT	245.50

BEN CODE & DESCRIPTION	AMOUNT	BEN CODE & DESCRIPTION	AMOUNT
MC-10 MEDC TAX OFF	464.73	MR-10 MEDC TAX XHEP	96.14
MT-10 MEDC TAX EMP	1,237.18	SR-10 FICA-EX HELP	411.10
SS-10 FICA-OFF	1,987.04	ST-10 FICA-EMP	5,290.12
SD-15 SUP DEATH-OFF	139.78	SE-15 SUP DEATH-EMP	429.09
TC-15 TCDRS-OFF	3,556.88	TD-15 TCDRS-EMP	10,918.99
AF-20 AFLAC	119.81	AI-20 COLONIAL ADDL	534.93
CI-20 DEP. CHILD	343.32	DF-20 DENT. FAMILY	264.22
E2-20 CHILDREN HINS	242.14	VE-20 VISION EMPLOY	48.09
VF-20 VISION FAMILY	20.28	VP-20 VSP VISION	153.90
VS-20 VISION SPOUSE	13.08		

NET PAY**12/31/2024**

GENERAL	10.000.1012	\$70,688.84
ROAD & BRIDGE	15.000.1012	\$16,966.28
LAKE PATROL	41.000.1012	\$0.00
SB22 GRANT	49.000.1012	\$6,743.78
PRETRIAL DEVERS.	50.000.1012	\$87.91
SECURITY FUND	51.000.1012	<u>\$1,166.23</u>
		<u><u>\$95,653.04</u></u>

TAXES**GENERAL FUND**

F.I.C.A.	10.000.2203	\$11,451.30
MEDICARE	10.000.2203	\$2,678.08
W/HOLDINGS	10.000.2202	\$7,142.90

ROAD & BRIDGE

F.I.C.A.	15.000.2203	\$2,676.46
MEDICARE	15.000.2203	\$625.94
W/HOLDINGS	15.000.2202	\$1,308.93

LAKE PATROL FUND

F.I.C.A.	41.000.2203	\$0.00
MEDICARE	41.000.2203	\$0.00
W/HOLDINGS	41.000.2202	\$0.00

SB22 GRANT FUND

F.I.C.A.	49.000.2203	\$1,056.34
MEDICARE	49.000.2203	\$247.08
W/HOLDINGS	49.000.2202	\$514.83

PRETRIAL DEVERS.

F.I.C.A.	50.000.2203	\$12.78
MEDICARE	50.000.2203	\$2.98
W/HOLDINGS	50.000.2202	\$0.00

SECURITY FUND

F.I.C.A.	51.000.2203	\$179.64
MEDICARE	51.000.2203	\$42.02
W/HOLDINGS	51.000.2202	<u>\$66.43</u>

\$28,005.71

J. P. d
David R Z
Paul D. Hall
David & Patricia

Date/Time 12-30-2024 / 02:13 PM
Submitted By bwestbrook257

671

Pay Date 12-31-2024

Employee Deposits	\$16,451.32
Employer Contributions	\$28,108.26
Group Term Life Premiums	\$1,104.59
Total	\$45,664.17

Comments

Payroll File DEC24.xlsx

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PROCLAMATION

2025 NATIONAL HUMAN TRAFFICKING PREVENTION MONTH

WHEREAS, human trafficking is a public health issue and crime that harms the health and well-being of individuals, families, and communities, often across generations; and

WHEREAS, human trafficking can happen to anyone, but certain populations are at greater risk, including people affected by abuse, violence, poverty, unstable living situations, social disconnection, or discrimination; and

WHEREAS, including the forced or fraudulent recruitment, harboring, or transportation of people for labor or commercial sex; and

WHEREAS, nearly 25 years since the passing of the Trafficking Victims Protection Act, an estimated 27.6 million people are subjected to human trafficking globally, including an estimated 313,000 victims in Texas, 79,000 of whom are minors and youth; and

WHEREAS, people can be trafficked in person and online; in industries such as restaurants, domestic work, construction, agriculture, and factories; and by strangers or someone they know, including employers, partners, and family members;

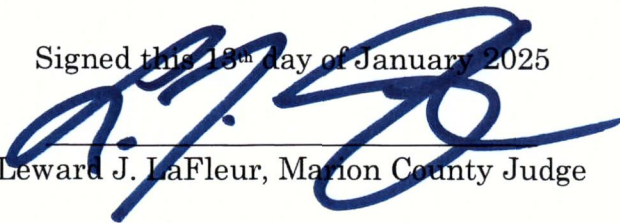
WHEREAS, "Connecting the Dots. Strengthening Communities. Preventing Trafficking." Underscores the need to understand how human trafficking relates to other forms of violence and how we can prevent it by strengthening protective factors at the individual, relational, community, and societal levels: and

WHEREAS, the Women's Center of East Texas is dedicated to ensuring anyone impacted by human trafficking can receive services that provide individualized care, understand the impact of trauma, and incorporate cultural and linguistic needs;

WHEREAS, every individual, family, community, and organization can contribute to enhancing human trafficking awareness, prevention, and response by learning about ways to help.

NOW, THEREFORE, WE, the COMMISSIONERS COURT OF MARION COUNTY, TEXAS do hereby proclaim the month of January 2025 to be ***HUMAN TRAFFICKING PREVENTION MONTH*** in Marion County, Texas.

Signed this 13th day of January 2025


Leward J. LaFleur, Marion County Judge

**Proclamation Declaring
December 13th, 2025 as James "Jimmy" Blackburn, M.D.
Memorial Day**

***WHEREAS**, Dr. James "Jimmy" Blackburn selflessly dedicated his life to the health and well-being of the citizens of Marion County, Texas, serving as the County Health Authority for an exemplary 17 years; and*

***WHEREAS**, Dr. Blackburn was a distinguished physician whose medical expertise and compassionate care touched the lives of countless individuals, earning him the respect and admiration of his patients, colleagues, and community; and*

***WHEREAS**, Dr. Blackburn's commitment extended beyond his medical practice as he actively contributed to the betterment of Marion County through his tireless efforts in public health, disease prevention, and community service; and*

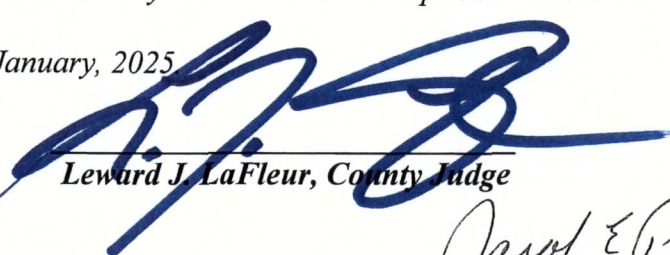
***WHEREAS**, Dr. Blackburn was a cherished family man, whose love and dedication to his family was a testament to his character and integrity, inspiring those around him with his unwavering devotion and kindness; and*

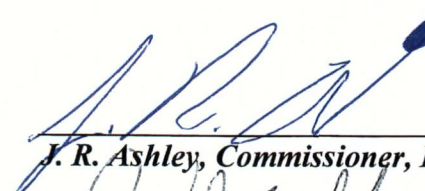
***WHEREAS**, the legacy of Dr. Blackburn will forever be remembered and celebrated, as his contributions have left an indelible mark on the fabric of our community, and his spirit of service will continue to guide and inspire future generations;*

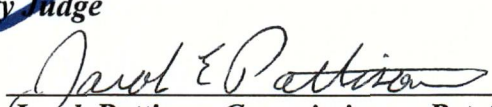
***NOW THEREFORE**, be it resolved that the Marion County Commissioners Court, do hereby honor and pay tribute to the memory of James "Jimmy" Blackburn, M.D., proclaiming December 13th, 2025 as Dr. James "Jimmy" Blackburn, M.D. Memorial Day, acknowledging his outstanding service, dedication, and the lasting impact he has made on our community.*

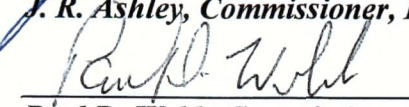
In witness whereof, this proclamation is made this day, in deep gratitude and profound respect for the life and legacy of Dr. James "Jimmy" Blackburn. We hope this honors his memory and service.

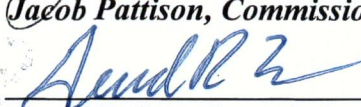
Signed this the 13th day of January, 2025


Leward J. LaFleur, County Judge


J. R. Ashley, Commissioner, Pct. 1


Jacob Pattison, Commissioner, Pct. 2


Paul D. Webb, Commissioner, Pct. 3


Gered R. Lee, Commissioner, Pct. 4

Attest:


Kimberly Wise
County Clerk





Rod L. Abbott, CPA PLLC
Certified Public Accountant

November 18, 2024

To the Honorable Judge LaFleur, Members of the Commissioners' Court, and Management of
Marion County, Texas
102 W. Austin
Jefferson, Texas 75657

I am pleased to confirm my understanding of the services I am to provide Marion County, Texas ("County") for the year ending December 31, 2024.

Audit Scope and Objectives

I will audit the financial statements of the governmental activities, the business-type activities, each major fund, the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the County as of and for the year ended December 31, 2024. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the County's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of my engagement, I will apply certain limited procedures to the County's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I will not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Schedule of Revenue, Expenditures, and Changes in Fund Balance: Budgetary Comparison – General Fund
- 3) Schedule of Revenue, Expenditures, and Changes in Fund Balance: Budgetary Comparison – Road and Bridge Fund
- 4) Schedule of Changes in Net Pension Liability and Related Ratios - T.C.D.R.S. - Last Ten Measurement Years
- 5) Schedule of Employer Pension Contributions - T.C.D.R.S. - Last Ten Fiscal Years
- 6) Schedule of Changes in the Total OPEB Liability and Related Ratios - T.C.D.R.S. - Last Ten Measurement Years
- 7) Schedule of Employer OPEB Contributions - T.C.D.R.S. - Last Ten Fiscal Years

I have also been engaged to report on supplementary information other than RSI that accompanies the County's financial statements. I will subject the following supplementary information to the auditing procedures applied in my audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and I will provide an opinion on it in relation to the financial statements as a whole in a report combined with my auditor's report on the financial statements.

- 1) Schedule of expenditures of federal awards.
- 2) Combining Statements for Non-Major Governmental Funds
- 3) Combining Statements for Trust Funds
- 4) Combining Statement for Agency Funds

The objectives of my audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes my opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

I will conduct my audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures I consider necessary to enable me to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, I exercise professional judgment and maintain professional skepticism throughout the audit.

I will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. I will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. I will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because I will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by me, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, I will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to my attention. I will also inform the appropriate level of management of any violations of laws or governmental regulations that come to my attention, unless clearly inconsequential. My responsibility as an auditor is limited to the period covered by my audit and does not extend to any later periods for which I am not engaged as an auditor.

I will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

My procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, funding sources, creditors, and financial institutions. I will also request written representations from your attorneys as part of the engagement.

I have identified the following significant risks of material misstatement as part of my audit planning:

- Management override of controls, and,
- Improper revenue recognition

My audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

I will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for my opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control.

Tests of controls may be performed to test the effectiveness of certain controls that I consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. My tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, I will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that I consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, my tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, I will express no such opinion. However, during the audit, I will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I will perform tests of County's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of my audit will not be to provide an opinion on overall compliance and I will not express such an opinion in my report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that I also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. My procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the County's major programs. For federal programs that are included in the Compliance Supplement, my compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the County's compliance with requirements applicable to each of its major programs in my report on compliance issued pursuant to the Uniform Guidance.

Other Services

I will also assist in preparing the financial statements, schedule of expenditures of federal awards (SEFA), and related notes of the County in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. I will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement and SEFA services previously defined. I, in my sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements, SEFA, and related notes and any other nonaudit services I provide. You will be required to acknowledge in the management representation letter my assistance with preparation of the financial statements, SEFA, and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit

My audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to me and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing me with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that I may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom I determine it necessary to obtain audit evidence. At the conclusion of my audit, I will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to me in the management representation letter that the effects of any uncorrected misstatements aggregated by me during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing me about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing me of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that I report.

Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. A summary schedule of prior audit findings is not applicable since there were no prior year findings.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include my report on the schedule of expenditures of federal awards in any document that contains, and indicates that I have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes my report thereon. Your responsibilities include acknowledging to me in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to me any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the *Audit Scope and Objectives* section of this letter. This responsibility includes relaying to me corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on my current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

I understand that your employees will prepare all cash, accounts receivable, or other confirmations I request and will locate any documents selected by me for testing.

I will provide copies of my reports to the County; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of my reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Rod L. Abbott, CPA PLLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. I will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Rod Abbott, CPA. Furthermore, upon request, I may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the federal awarding agencies. If I am aware that a federal awarding agency or auditee is contesting an audit finding, I will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Rod Abbott is the engagement partner and is responsible for supervising the engagement and signing the reports. I expect to begin my audit in June of 2025 and to issue my reports no later than September of 2025.

I estimate my fee for the audit and other services will be \$24,750 for the fiscal year ending December 31, 2024. You will also be billed for lodging and mileage at the applicable I.R.S. rate. These costs will be billed at actual costs and are estimated at \$1,000. My invoices for these fees will be in the form of a \$4,500 retainer (billed later), and a final invoice at audit issuance that is payable on presentation. In accordance with my firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If I elect to terminate my services for nonpayment, my engagement will be deemed to have been completed upon written notification of termination, even if I have not completed my report. You will be obligated to compensate me for all time expended and to reimburse me for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, I will discuss it with you and arrive at a new fee estimate before I incur the additional costs.

Reporting

I will issue written reports upon completion of my Single Audit. My reports will be addressed to management and the Commissioners' Court of the County. Circumstances may arise in which my report may differ from its expected form and content based on the results of my audit. Depending on the nature of these circumstances, it may be necessary for me to modify my opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to my auditor's report, or if necessary, withdraw from this engagement. If my opinions are other than unmodified, I will discuss the reasons with you in advance. If, for any reason, I am unable to complete the audit or are unable to form or have not formed opinions, I may decline to express opinions or issue reports, or I may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

I appreciate the opportunity to be of service to Marion County, Texas and believe this letter accurately summarizes the significant terms of my engagement. If you have any questions, please let me know. If you agree with the terms of my engagement as described in this letter, please sign the attached copy and return it to me.

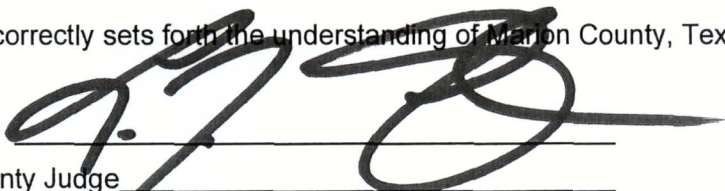
Very truly yours,



Rod Abbott, CPA PLLC

RESPONSE:

This letter correctly sets forth the understanding of Marion County, Texas.

Signature: 

Title: County Judge

Date: 1-13-2024

Exhibit "e"

CERTIFICATE OF COMPLETION

PRESENTED TO

Shanna SolomonFOR SUCCESSFUL COMPLETION OF
"TEXAS PUBLIC FUNDS INVESTMENT ACT"PROGRAM DATE: DECEMBER 19-20, 2024
TAUGHT BY: CHUCK SPRINGER & DREW CORN
CPE CREDIT: 10 CPE CREDITSMETHOD OF DELIVERY: GROUP INTERNET BASED
FIELD OF STUDY: REGULATORY ETHICS
PROGRAM # Q4PCPM2001121924

IN ACCORDANCE WITH THE TEXAS ADMINISTRATIVE CODE, CPE CREDITS HAVE BEEN BASED ON A 50-MINUTE HOUR

1155 Union Circle #305129
Denton, TX 76203
<https://cpm.hps.unt.edu>
Texas Sponsor ID #007716*Cori Reaume*
Center for Public Management Representative

I. INVESTMENT AUTHORITY AND SCOPE OF POLICY

This policy serves to satisfy the statutory requirements of the Local Government Code 116.112 and Government Code Chapter 2256 to define and adopt a formal investment policy. See attachment A: Resolution to Adopt Investment Policy. This policy will be reviewed and adopted by resolution at least annually according to Government Code 2256.005(e).

Funds Included

This investment policy applies to all financial assets of all funds of the County of Marion, Texas, at the present time and any funds to be created in the future and any other funds held in custody by the County Treasury, unless expressly prohibited by law or unless it is in contravention of any depository contract between Marion County and any depository bank.

County's Investment Officer

In accordance with Sec. 116.112(a), Local Government Code and/or Government Code Sec. 2256.005 (f) and (g), the county Investment officer, under the direction of the Marion County Commissioners Court, may invest county funds that are not immediately required to pay obligations of the county. The Commissioners Court shall designate by resolution one or more officers or employees as investment officer. See attachment A: Resolution to Adopt Investment Policy.

If the investment officer(s) has a personal business relationship with an entity – or is related within the second degree by affinity or consanguinity to an individual – seeking to sell an investment to the county, the investment officer must file a statement disclosing that personal business interest or relationship – with the Texas Ethics Commission and the Commissioners Court in accordance with Government Code 2256.005 (i). In section 2256.005 (i) of the Government Code, a personal business relationship is defined as:

- a. Owning 10 percent or more of the voting stock or shares of the business organization or owning \$5,000 or more of the fair market value of the business organization;
- b. Receiving funds by the investment officer from the business organization that exceed 10% of the investment officer's gross income from the previous year; or
- c. Acquiring from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

Marion County Investment Policy

II. INVESTMENT OBJECTIVES

Funds of the County will be invested in accordance with federal and state laws, this investment policy and written administrative procedures. The County will invest according to investment strategies for each fund as they are adopted by Commissioners Court resolution in accordance with Sec. 2256.005(d). See Attachment B.

Safety and Maintenance of Adequate Liquidity

Marion County is concerned about the return of its principal; therefore, safety of principal is a primary objective in any investment transaction.

The County's investment portfolio must be structured in conformance with an asset/liability management plan that provides for liquidity necessary to pay obligations as they become due.

Diversification

It will be the policy of Marion County to diversify its portfolio to manage the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of investments. Investments of the County shall always be selected that provide for stability of income and reasonable liquidity. Cash flow of the County will be analyzed to meet payable dates (i.e., payroll and vendor payments).

Yield

It will be the objective of the County to earn the maximum rate of return allowed on its investments within the policies imposed by its safety and liquidity objectives, investment strategies for each fund, and state and federal law governing investment of public funds.

Maturity

Portfolio maturities will be structured to meet the obligations of the County first and then to achieve the highest return of interest. When the County has funds that will not be needed to meet current-year obligations, maturity restraints will be imposed based upon the investment strategy for each fund. The maximum allowable stated maturity of any individual investment owned by the county is 5 years (60 months).

Quality and Capability of Investment Management

It is the County's policy to provide training required by Government Code 2256.008 for the County Investment Officers through courses and seminars offered by independent investment professional organizations and associations in order to insure the quality, capability and currency of the Investment Committee in making investment decisions. Training under this section must include education in investment controls,

Marion County Investment Policy

security, risks, strategy risks, market risks, diversification of investment portfolio, and compliance with government code Chapter 2256.

Investment Strategies

In accordance with the Public Funds Investment Act, Section 2256.005(d), a separate written investment strategy will be developed for each of the funds under Marion County's control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities of importance:

- (1) understanding the suitability of the investment to the financial requirements of the entity;
- (2) preservation and safety of principal;
- (3) liquidity;
- (4) marketability of the investment if the need arises to liquidate the investment before maturity;
- (5) diversification of the investment portfolio; and
- (6) yield.

In accordance with the Public Funds Investment Act, Section 2256.005(e), investment strategies will be reviewed and adopted by resolution at least annually.

III. Investment Types

Authorized

The Marion County Investment Officer(s) shall use any or all of the following authorized investment instruments consistent with governing law:

- A. Obligations, including letters of credit, of the United States or its agencies and instrumentalities, including the Federal Home Loan Bank;
- B. Direct obligations of this state or its agencies and instrumentalities;
- C. CMOs issued by a federal agency and guaranteed;
- D. Obligations guaranteed or insured by the FDIC or by the "FFC" of the U.S.
- E. Interest – bearing banking deposits that are guaranteed or insured by;
 - (1) The Federal Deposit Insurance Corporation or its successor; or
 - (2) The National Credit Union Share Insurance Fund or its successor;
- F. A no-load money market mutual fund if the mutual fund:
 - (1) Is registered with and regulated by the Securities and Exchange Commission;
 - (2) Provides the investing entity with a prospectus and either information required by the Securities Exchange Act of 1934 (15 U.S.C. Section 78a et seq.); and
 - (3) Complies with federal securities and Exchange Commission Rule 2a-7 (17 C.F.R. Section 270.2a-7), promulgated under the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.).
- G. A no-load mutual fund permitted if the mutual fund:
 - (1) Is registered with and regulated by the Securities and Exchange Commission;

Marion County Investment Policy

- (2) Provides the investing entity with a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940; and
 - (3) Complies with federal Securities and Exchange Commission Rule 2a-7, promulgated under the Investment Company Act of 1940;
 - (4) Has an average weighted maturity of less than two years; and
 - (5) Either:
 - (a) has a duration of one year or more and is invested exclusively in obligations approved by chapter 2256; or
 - (b) has a duration of less than one year and the investment portfolio is limited to investment grade securities, excluding asset-backed securities.
- H. (1) An entity may invest its funds and funds under its control through an eligible investment pool if the governing body of the entity by rule, order, ordinance, or resolution, as appropriate, authorizes investment in the particular pool. An investment pool shall invest the funds it receives from entities in authorized investments permitted by section 2256.016. An investment pool may invest its funds in money market mutual funds to the extent permitted by and consistent with section 2256.014 and the investment policies and objectives adopted by the investment pool.
- (2) To be eligible to receive funds from and invest funds on behalf of an entity under chapter 2256, an investment pool must furnish to the investment officer or authorized representative of the entity an offering circular or other similar disclosure instrument that contains, at a minimum the following information:
 - (a) The types of investments in which money is allowed to be invested;
 - (b) The maximum average dollar-weighted maturity allowed, based on the stated maturity date, of the pool;
 - (c) The maximum stated maturity date any investment security within the portfolio has;
 - (d) The objectives of the pool;
 - (e) The size of the pool;
 - (f) The names of the members of the advisory board of the pool and the dates their terms expire;
 - (g) The custodian bank that will safekeep the pool's assets;
 - (h) Whether the intent of the pool is to maintain a net asset value of one dollar and the risk of market price fluctuation;
 - (i) Whether the only source of payment is the assets of the pool at market value or whether there is a secondary source of payment, such as insurance or guarantees, and a description of the secondary source of payment;
 - (j) The name and address of the independent auditor of the pool;
 - (k) The requirements to be satisfied for an entity to deposit funds in and withdraw funds from the pool and any deadlines or other operating policies required for the entity to invest funds in and withdraw funds from the pool;
 - (l) The performance history of the pool, including yield, average dollar-weighted maturities, and expense ratios; and
 - (m) The pool's policy regarding holding deposits in cash.
 - (3) To maintain eligibility to receive funds from and invest funds on behalf of an entity under chapter 2256, an investment pool must furnish to the investment officer or other authorized representative of the entity:
 - (a) Investment transaction confirmations; and
 - (b) A monthly report that contains, at a minimum, the following information:
 - (1) The types and percentage breakdown of securities in which the pool is invested;
 - (2) The current average dollar-weighted maturity, based on the stated maturity date, of the pool;
 - (3) The current percentage of the pool's portfolio in investments that have stated maturities of more than one year;

Marion County Investment Policy

- (4) The book value versus the market value of the pool's portfolio, using amortized cost valuation;
 - (5) The size of the pool;
 - (6) The number of participants in the pool;
 - (7) The custodian bank that is safekeeping the assets of the pool;
 - (8) A listing of daily transaction activity of the entity participating in the pool;
 - (9) The yield and expense ratio of the pool, including a statement regarding how yield is calculated;
 - (10) The portfolio managers of the pool; and
 - (11) Any changes or addenda to the offering circular.
- (4) An entity by contract may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds.
 - (5) In this section, "yield" shall be calculated in accordance with regulations governing the registration of open-end management investment companies under the Investment Company Act of 1940, as promulgated from time to time by the federal Securities and Exchange Commission.
 - (6) To be eligible to receive funds from and invest funds on behalf of an entity under chapter 2256, a public funds investment pool that uses amortized cost or fair value accounting must mark its portfolio to market daily, and, to the extent reasonably possible, stabilize at a \$1.00 net asset value, when rounded and expressed to two decimal places. If the ratio of the market value of the portfolio divided by the book value of the portfolio is less than .995 or greater than 1.005, the governing body of the public funds investment pool shall take action as the body determines necessary to eliminate or reduce to the extent reasonably practicable any dilution or unfair result to existing participants, including a sale of portfolio holdings to attempt to maintain the ration between .995 and 1.005. In addition to the requirements of its investment policy and any other forms of reporting, a public funds investment pool that uses amortized cost shall report yield to its investors in accordance with regulations of the federal Securities and Exchange Commission applicable to reporting by money market funds.
 - (7) To be eligible to receive funds from and invest funds on behalf of an entity under chapter 2256, a public funds investment pool must have an advisory board composed:
 - (a) Equally of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool, for a public funds investment pool created under Chapter 791 and managed by a state agency; or
 - (b) Of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool, for other investment pools.
 - (8) To maintain eligibility to receive funds from and invest funds on behalf of an entity under chapter 2256, an investment pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.
 - (9) If the investment pool operates an Internet website, the information in a disclosure instrument or report described in Subsections 2, 3(b) and 6 must be posted on the website.
 - (10) To maintain eligibility to receive funds from and invest funds on behalf of an entity under chapter 2256, an investment pool must make available to the entity an annual audited financial statement of the investment pool in which the entity has funds invested.
 - (11) In an investment pool offers fee breakpoints based on fund balances invested, the investment pool in advertising investment rates must include either all levels of return based on the breakpoints provided or state the lowest possible level of return based on the smallest level of funds invested.
- I. Certificates of deposit or share certificate is an authorized investment under GC 2256.010 if the certificate is issued by a depository institution that has its main office or a branch office in this state and is:
- (1) guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor;

Marion County Investment Policy

- (2) secured by obligations that are described by Section 2256.009 (a) of the Public Funds Investment Act, including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage backed securities of the nature described by Sec. 2256.009 (b) of the PIA; or
- (3) secured in any other manner and amount provided by law for deposits of the investing entity.

In addition to the authority to invest funds in certificates of deposit under section G above, an investment in certificates of deposit made in accordance with the following conditions are authorized investments under Government Code 2256.010:

- (1) the funds are invested by an investing entity through:
 - (a) a broker that has its main office or a branch office in this state and is selected from a list adopted by the investing entity as required by Section 2256.025; or
 - (b) a depository institution that has its main office or a branch office in this state and that is selected by the investing entity;
- (2) the broker or the depository institution selected by the investing entity under Subdivision (1) arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the investing entity;
- (3) the full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and
- (4) the investing entity appoints the depository institution selected by the investing entity under Subdivision(1), an entity described by Section 2257.041(d) , or a clearing broker-dealer registered with the Securities and Exchange Commission and operating pursuant to Securities and Exchange Commission and operating pursuant to the Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. Section 240.15c3-3) as custodian for the investing entity with respect to the certificates of deposit issued for the account of the investing entity.

J. Repurchase Agreements: Marion County will not directly invest in repurchase agreements but may invest in pools that do.

A fully collateralized repurchase agreement is an authorized investment if the repurchase agreement:

- a. Has a defined termination date;
- b. Is secured by a combination of cash and obligations as described by section 2256.009 (a) (1) or 2256.013 or if applicable section 2256.0204;
- c. Requires the securities being purchased by the entity to be pledged to the entity either directly or through a joint account approved by the entity, held in the entity's name either directly or through a joint account approved by

Marion County Investment Policy

- the entity, and deposited at the time the investment is made with the entity or with a third party selected and approved by the entity; and
- d. Is placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this state;
- e. All transactions must be governed by a master repurchase agreement in form approved by The Securities Industry and financial Market Association (SIFMA).

Prohibited

Marion County will not use any of the following investment instruments:

- (1) obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
- (2) obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
- (3) collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and
- (4) collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index
- (5) investing in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in mutual funds described in section III (E)
- (6) invest any portion of bond proceeds, reserves and funds held for debt service, in mutual funds described in section III (E)
- (7) invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one mutual fund described in section III (D) and (E) in an amount that exceeds 10 percent of the total assets of the mutual fund.

IV. Investment Responsibility and Control

Investment Institutions Defined

The Marion County Investment Officer(s) shall invest County funds with any or all of the following institutions or groups consistent with federal and state law and current Depository Contract:

- (1) Depository Bank;
- (2) Other state or national banks domiciled in Texas that are insured by FDIC or its successor or the National Credit Union Share Insurance Fund or its successor.
- (3) Public funds investment pools: or
- (4) Government securities broker and dealers.

See Exhibit I

Marion County Investment Policy

Qualifications for approval of Investment Institutions

In accordance with 2256.005 (k), a written copy of this investment policy shall be presented to any business organization offering to engage in an investment transaction with an investing entity. For purposes of section 2256.005 (k) a "business organization" means an investment pool or investment management firm under contract with an investing entity to invest or manage the entity's investment portfolio that has accepted authority granted by the entity under the contract or exercise investment discretion in regard to the investing entity's funds. Nothing in section 2256.005 (k) relieves the investing entity of the responsibility for monitoring the investments made by the investing entity to determine that they are in compliance with the investment policy. The qualified representative of the business organization offering to engage in an investment transaction shall execute a written instrument in a form acceptable to the investing entity and the business organization substantially to the effect that the business organization has:

- a. Received and reviewed the investment policy of the county; and
- b. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the entity and the organization that are not authorized by the entity's investment policy, except to the extent that this authorization:
 1. Is dependent on an analysis of the makeup of the entity's entire portfolio;
 2. Requires an interpretation of the subjective investment standards, or;
 3. Relates to investment transactions of the entity that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority..

The investment officer may not acquire or otherwise obtain any authorized investment described in the investment policy of the investing entity from a business organization that has not delivered to the entity the instrument required by Subsection (k) presented at Exhibit II.

Marion County has chosen to have each investment institution we do business with to review the Marion County Investment Policy and complete the form attached as Exhibit II.

Standards of Operation

The Investment Officer(s) shall develop and maintain written procedures for the operation of the investment program, consistent with this investment policy.

Delivery Vs. Payment

According to Section 2256.005 (b)(4) (E), it will be the policy of the County that all securities, except for investment pool funds and mutual funds, will settle using the

'Delivery vs. Payment'(DVP) basis through the Federal Reserve System. By doing so, County funds are not released until the County has received, through the Federal Reserve wire, the securities purchased.

Audit Control

The Marion County Investment Officer(s) will establish liaison with the Marion County Auditor in preparing investment forms to assist with the accounting and auditing control. The Investment Officer(s) is subject to audit by the outside auditing firm. In addition, the Marion County Commissioners' Court, at a minimum, will have an annual audit of all County funds by an independent auditing firm as well as a compliance audit of management controls on investments and adherence to the entity's established investment policies.

Standard of Care

Investments shall be made with judgement 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 probable income to be derived. Investment of funds shall be governed by the following investment objectives, in order of priority: preservation and safety of principal, liquidity; and yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determine-tin shall be made taking into consideration:

- (1) the investment of all funds, or funds under the entity's control, over which the officer has responsibility rather than a consideration as to the prudence of a single investment; and
- (2) whether the investment decision was consistent with the written investment policy of the entity.

V. Investment Reporting and Performance Evaluation

Quarterly Report

At least quarterly, the Investment officer(s) shall prepare and submit to the Commissioners' Court a written report of investment transactions for all funds for the preceding reporting period within a reasonable time after the end of the period. The report must:

- (1) describe in detail the investment position of the county on the date of the report;

Marion County Investment Policy

- (2) be prepared jointly by all investment officer(s) of the county;
- (3) be signed by each of the investment officer(s) of the county;
- (4) contain a summary statement, of each pooled fund group that states the:
 - (a) beginning market value for the reporting period;
 - (b) ending market value for the period; and
 - (c) fully accrued interest for the reporting period.
- (5) state the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested;
- (6) state the maturity date of each separately invested asset that has a maturity date;
- (7) state the account or fund or pooled group fund in the county for which each individual investment was acquired; and
- (8) state the compliance of the investment portfolio of the county as it relates to:
 - (a) the investment strategy expressed in the county's investment policy; and
 - (b) relevant provisions of this chapter.

The report shall be presented not less than quarterly to the governing body and the chief executive officer of the entity within a reasonable time after the end of the period. If an entity invests in other than the money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit or money market accounts or similar accounts, the reports prepared by the investment officers under section 2256.023 shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the governing body by that auditor.

Notification of Investment Changes

Any significant changes in current investment methods and procedures shall be made a part of the open records of the Marion County Commissioners' Court prior to any implementation of same.

VI. Investment Collateral and Safekeeping

Collateral or Insurance

Marion County shall insure that all county funds are fully collateralized or insured consistent with federal and state laws and the current Bank Depository Contract in one or more of the following manners:

- (1) FDIC insurance coverage;
- (2) Obligations of the United States or its agencies and instrumentalities;
- (3) Obligations of the State of Texas or its agencies and instrumentalities; and
- (4) Securities of federally-sponsored U.S. Agencies and instrumentalities of the United States Government.

Marion County Investment Policy

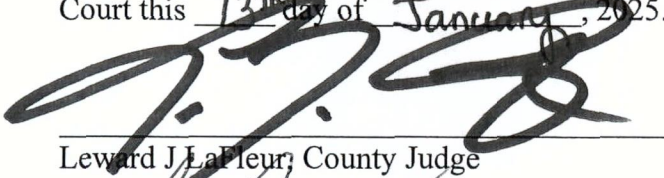
Safekeeping:

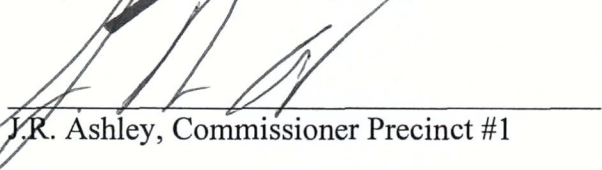
All purchased securities shall be held in safekeeping by the County or a County account in a third party financial institution, or with the Federal Reserve Bank.

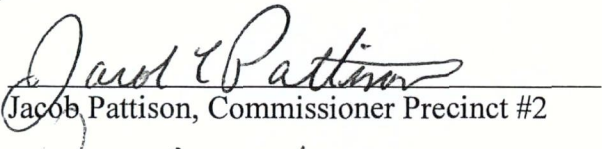
All certificates of deposit, insured by FDIC, purchased outside the Depository Bank shall be held in safekeeping by either the county or a County account in a third-party financial institution.

All pledged securities by the Depository Bank shall be held in safekeeping by the County, or a County account in a third-party financial institution, or with a Federal Reserve Bank.

ADOPTED in open court at a Regular Meeting of the Marion County Commissioners' Court this 13th day of January, 2025.


Leward J. LaFleur, County Judge


J.R. Ashley, Commissioner Precinct #1


Jacob Pattison, Commissioner Precinct #2


Paul Webb, Commissioner Precinct #3


Gered Lee, Commissioner Precinct #4

ATTEST:


Kim Wise, Marion County Clerk

**RESOLUTION OF THE MARION COUNTY COMMISSIONERS' COURT
RELATING TO STATE MANDATED INVESTMENT POLICY
Attachment A**

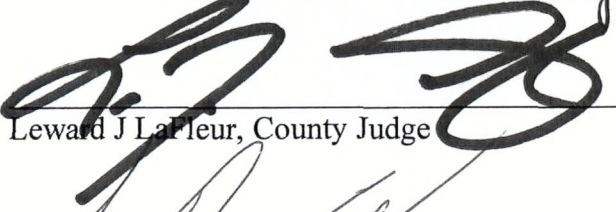
WHEREAS, Sec. 2256.005 (f) of the Government Code specifies: "Each investing entity shall designate, by rule, order, ordinance, or resolution, as appropriate, one or more officers or employees of the state agency, local government, or investment pool as investment officer to be responsible for the investment of its funds."....;

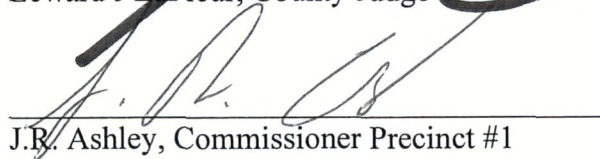
WHEREAS, it shall be the responsibility of the County Auditor to determine the amount of funds, which are available for investment and advise the Commissioners' Court of said amount;

WHEREAS, an Investment Committee comprised of the Marion County Treasurer, County Judge, and County Auditor, shall be the Investment Officers of Marion County, Texas,

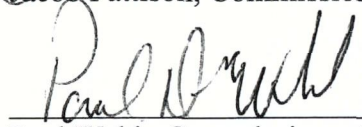
NOW, THEREFORE BE IT RESOLVED that the Marion County Treasurer, Judge, and Auditor, shall be the investment officers of the County.

ADOPTED this 13th day of January, 2025.

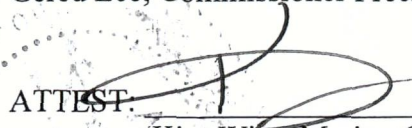

Leward J LaFleur, County Judge

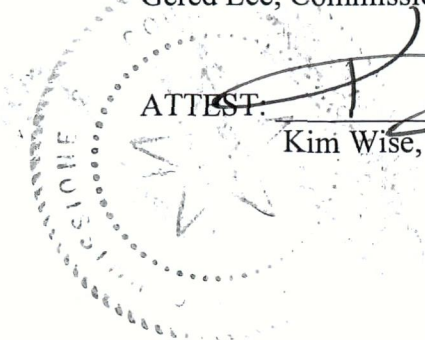

J.R. Ashley, Commissioner Precinct #1


Jacob Pattison, Commissioner Precinct #2


Paul Webb, Commissioner Precinct #3


Gered Lee, Commissioner Precinct #4

ATTEST: 
Kim Wise, Marion County Clerk



Marion County Investment PolicyExhibit IAPPROVED LIST OF INVESTMENT INSTITUTIONS

VERABANK

EAST TEXAS PROFESSIONAL CREDIT UNION

RIVERSIDE BANK OF JEFFERSON

TEXSTAR

Marion County Investment Policy

Exhibit II

I hereby certify that I have personally read and understand the investment policy and procedures of Marion County, and have implemented reasonable procedures and controls designed to fulfill those objectives and conditions. Transactions between this firm and Marion County will be directed towards precluding imprudent investment activities and protecting the County from credit risk.

All employees of this institution dealing with Marion County's accounts have been informed and will be routinely informed of the County's investment horizons, limitations, strategy and risk constraints, whenever we are so informed.

This institution pledges due diligence in informing the County of foreseeable risks associated with financial transactions connected to this firm.

(Institution)

(Representative)

(Representative's Title)

(Registration or Dealer Number)

(Signature)

(Date)

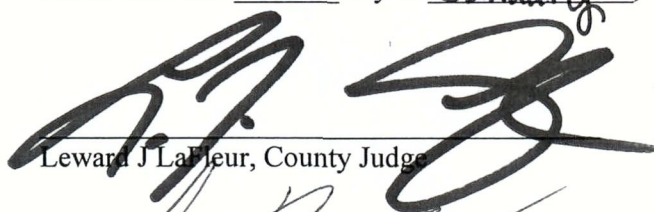
Marion County Investment Strategy Attachment B

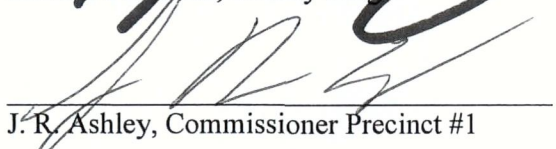
Marion County, Texas maintains portfolios which utilize three specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios. Investment strategies for operating funds and commingled pools containing operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure which will experience minimal volatility during economic cycles. This may be accomplished by purchasing high quality, short-to-medium term securities, which will complement each other in a laddered or barbell maturity structure. The dollar weighted average maturity of 365 days or less will be calculated using the state final maturity dates of each security.

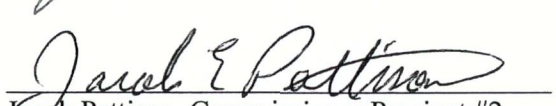
Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date.

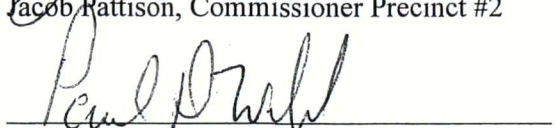
Investment strategies for special purpose fund portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. These portfolios should include at least 10% in highly liquid securities to allow for flexibility and unanticipated project outlays. The stated final maturity dates of securities held should not exceed the estimated project completion date.

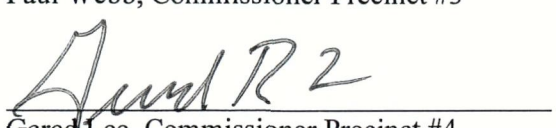
ADOPTED this 13th day of January, 2025.


Lewana J. LaFleur, County Judge


J. R. Ashley, Commissioner Precinct #1


Jacob E. Pattison, Commissioner Precinct #2


Paul Webb, Commissioner Precinct #3


Gered Lee, Commissioner Precinct #4

ATTEST:


Kim Wise, Marion County Clerk

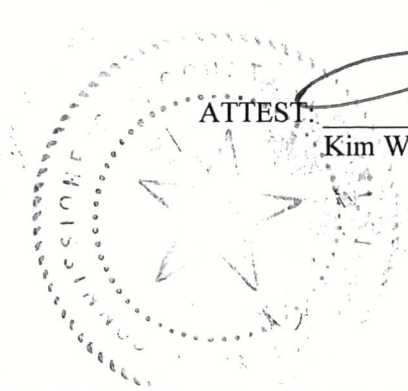


Exhibit "G"

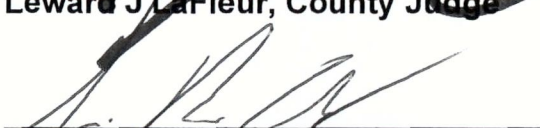
COUNTY OF MARION
COMMISSIONERS COURT ORDER

WHEREAS the Marion County Commissioners Court desires to provide the employees of Marion County with a uniform format for dealing with various employment related issues; and

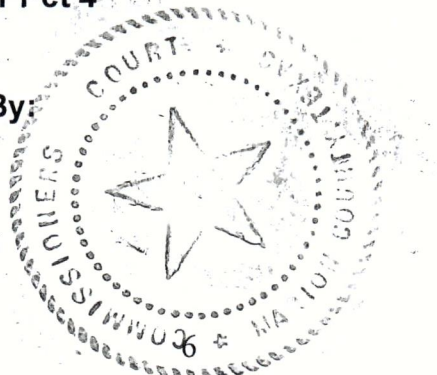
WHEREAS the Marion County Commissioners Court wish to adequately communicate to employees the policies and procedures of the County:

THEREFORE, BE IT RESOLVED that the Marion County Commissioners Court hereby approved, and adopted, the Original Marion County EMPLOYEE HANDBOOK in October 2014. The handbook should be reviewed annually and re-adopted. The latest revision date will be on the bottom of the cover page.

ADOPTED THIS 13th DAY OF January, 2025


Leward J. LaFleur, County Judge
J.R. Ashley, Commissioner Pct 1
Jacob Pattison, Commissioner Pct 2
Paul Webb, Commissioner Pct 3
Gered Lee, Commissioner Pct 4

Witnessed and Attested By:


Kim Wise, County Clerk

MARION COUNTY

PURCHASING POLICY

- 1) All purchases for requirements and operations of Marion County must be made in accordance with Texas State Statutes including but not limited to Local Government Code section 262 and 271 and must be for legal, ordinary, and necessary purposes. Prior to payment, the County Auditor will approve all payments for legality with the various Texas State Statutes and Commissioners Court will approve all payments for ordinary and necessary purposes. Invoices not approved for payment by the County Auditor or Commissioners Court will be returned to the department head responsible for the purchase for disposition.
- 2) All purchases will be for a quantity suitable to the purpose and at the least possible expense to Marion County.
- 3) Purchases under \$50,000 will originate with the department head.
- 4) Purchases for under \$50,000, while not required to have bids, should at least have three quotes, these quotes may be phone quotes, documented in a file, etc. The Commissioner Court may deviate from the policy for purchases under \$50,000 is it if in the best interests of the County and if it will facilitate specific County operations.
- 5) Purchases of \$50,000 and over will be made by formal bid or Request for Proposals. The request to advertise for bids/RFPs along with the appropriate specifications should be submitted directly to the County Auditor by the department head. Upon approval of the specifications and authorization to advertise by Commissioners Court, the County Auditor will place the necessary advertisements and notices for the bid. All formal bids will be received by the County Auditor. The bids will be opened in Commissioner's Court. Commissioners Court will award the bid to the lowest and best bidder or best proposer, taking into consideration the recommendation of the appropriate department head.
- 6) County capital projects under \$5,000 will be under the direction of the appropriate department head. All county capital projects over \$5,000 will be under the direction of the County Judge and/or the Commissioners Court.
- 7) Marion County may participate in cooperative purchasing programs with other local government agencies of this state or another state or with a local cooperative organization of this state or another state to make purchases per LGC 271.102.
- 8) An emergency situation is defined as (1) a case of public calamity where the prompt purchase of items are required to provide for the needs of the public or to preserve the property of the County; (2) a case where the item is necessary to preserve or protect the public health or safety of residents of the County; and (3) a case where the purchase of an item is made necessary due to unforeseen damage to public property. Emergency purchases cannot be made without prior approval from the County Judge and/or the Emergency Management Coordinator. Emergency purchases should be curtailed by proper planning and anticipating needs far enough in advance that regular purchasing procedures may be followed. Emergency purchases should only be made to keep buildings and machinery in operating condition when

their idleness would result in expense to Marion County or may be made for extreme emergency cases involving public health and welfare cases. In the case of emergency purchases, the invoice should be marked "EMERGENCY PURCHASE". Emergency purchases are subject to approval by Commissioners Court at the next regularly scheduled meeting.

- 9) All county employees will keep free from obligation by not accepting gifts or entertainment offered by any supplier for Marion County through the purchasing process.
- 10) After verifying that the goods/services are delivered in order, the department head should sign and submit the vendor's invoice to the County Auditor's office for payment. Commissioners Court, at a public hearing, must approve all requests for payments. Requests for payment submitted to the County Auditor's office less than three business days before the next Commissioners Court meeting will not be processed for that meeting.
- 11) To be properly processed, an invoice should contain the following information:
 - a) Date originated
 - b) Vendor information including complete name and address
 - c) Department name and exact place where item is to be delivered
 - d) The department account number to which the expenditure is to be charged
 - e) The quantity desired
 - f) An exact description of the item and the use for which the item is to be put
 - g) Quoted price
 - h) Signature of the department head or authorized representative
- 12) If funds are not available for a purchase, the department head should request a transfer of funds from other appropriations or request additional funds from Commissioners Court. The County Auditor is required, by statute, to disapprove for payment any payment that exceeds the budgeted amount. Disapproved invoices will be returned to the department head for disposition.
- 13) If a purchase requires a trade-in, such as an automobile, office machine or other equipment, the department head should request approval of the trade-in from Commissioners Court prior to the purchase of the new asset. The County Auditor's office should be sent a copy of Commissioners Court approval of the trade-in along with the trade-in's county identification number.
- 14) All lease/purchase agreements must be approved by Commissioners Court and signed by the County Judge unless Commissioners Court authorizes someone else to sign the agreement. All lease/purchase agreements must contain the "government clause" authorizing the return of the equipment if Commissioners Court does not appropriate funds for the lease/purchase in a future year. Failure to comply with this provision will result in the department head becoming liable for any losses sustained by Marion County.
- 15) County employees wishing to purchase items from vendors doing business with Marion County shall set up their own account with the vendors and not use Marion County's account. Marion County is exempt from state sales tax; however, county employees are not exempt for personal purchases. Any purchases made through Marion County for an employees' personal use will be deducted from the invoice and the appropriate department head will be responsible for the payment of the amounts so deducted along with the appropriate sales taxes.

- 16) All office supplies, equipment, and office machinery will be used only for business related to the operation of county offices and departments. Office equipment and supplies will not be removed from its assigned departmental location for any reason other than for business related to the operation of county offices and departments.
- 17) County employees, with the exception of members of Commissioners Court, will be allowed to bid on surplus property offered to the public at public auction, just as any other citizen of Marion County. Members of Commissioners Court may not bid on their own precinct items but may bid on other department items.
- 18) Department heads are expected to keep appropriate controls over the use of departmental equipment such as telephones, postage, copy machines, computers, etc. to assure that use of this equipment is not abused and that Marion County is not incurring expense for the personal use of this equipment.
- 19) A physical inventory of all Marion County property shall be completed upon change of Department Heads (delete annually by each department head) and forwarded to the County Auditor. The reports should list all county property, condition of the property, all physical attributes, i.e. serial number, make/model, etc. It will be the department head's responsibility to maintain the inventory list for each department including adding new property, transfers, and deletions.
- 20) Before a purchase is made, the auditor will verify that the vendors are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by and Federal department or agency by printing out the Federal and State debarred list for the purchasing files. The sites checked for debarment will be Sam.gov and www.comptroller.texas.gov/purchasing/programs/vendor-performance-tracking/debarred-vendors.php.
- 21) All purchases from a Business Entity requiring an action or vote by the governing body of the County before a contract is signed or is over \$1 million in value requires the vendor to submit a Certificate of Interested Parties per Government Code section 2252.908. The form is to be completed on-line at the Texas Ethics Commission website: <https://www.ethics.state.tx.us/index.html>.
- 22) In accordance with HB89, SB13 and SB19, all vendors entering into a contract with Marion County will be required to complete Boycott Verification form stating that they do not boycott Israel and will not boycott Israel during the term of the contract nor will boycott energy companies or firearm entities.
- 23) The auditor shall verify that all vendors entering into a contract with Marion County are not listed on the prohibited vendors list doing business with Iran, Sudan or a foreign terrorist organization provided by the State Comptroller at website: <https://comptroller.texas.gov/purchasing/publications/divestment.php>.

Federal Awards/Funds under Federal Procurement Standards

Marion County follows the procurement standards in 2 CFR 200.317 – 2CFR 200.327 and Appendix II to Part 200 for procurement actions to be funded with Federal funds. All attempts are made to adhere to these policies

and procedures and updates are made as needed. The entirety of the language found in 2 CFR 200.317 – 2 CFR 200.327 may not be applicable in all instances, programs, and/or situations. This document contains the most current 2 CFR 200.317 – 2 CFR 200.327 language available at the adoption of these policies and procedures.

§200.317 Procurements by states.

When procuring property and services under a Federal award, a State must follow the same policies and procedures it uses for procurements from its non-Federal funds. The State will comply with §§200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by §200.327. All other non-Federal entities, including subrecipients of a State, must follow the procurement standards in §§200.318 through 200.327.

§200.318 General procurement standards.

(a) The non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward. The non-Federal entity's documented procurement procedures must conform to the procurement standards identified in §§200.317 through 200.327.

(b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

(c)(1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

(2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

(d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical

purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

(e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.

(f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

(g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

(h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also §200.214.

(i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

(j)(1) The non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:

- (i) The actual cost of materials; and
- (ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts.

The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

[85 FR 49543, Aug. 13, 2020, as amended at 86 FR 10440, Feb. 22, 2021]

§200.319 Competition.

(a) All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and §200.320.

(b) In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

- (1) Placing unreasonable requirements on firms in order for them to qualify to do business;
- (2) Requiring unnecessary experience and excessive bonding;
- (3) Noncompetitive pricing practices between firms or between affiliated companies;
- (4) Noncompetitive contracts to consultants that are on retainer contracts;
- (5) Organizational conflicts of interest;
- (6) Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and
- (7) Any arbitrary action in the procurement process.

(c) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

(d) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

- (1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product

or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

(2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

(e) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.

(f) Noncompetitive procurements can only be awarded in accordance with §200.320(c).

§200.320 Methods of procurement to be followed.

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and §§200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.

(a) **Informal procurement methods.** When the value of the procurement for property or services under a Federal award does not exceed the *simplified acquisition threshold (SAT)*, as defined in §200.1, or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:

(1) **Micro-purchases—(i) Distribution.** The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of *micro-purchase* in §200.1). To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.

(ii) **Micro-purchase awards.** Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.

(iii) **Micro-purchase thresholds.** The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR)

(<https://www.ecfr.gov/current/title-48/chapter-1/subchapter-A/part-2/subpart-2.1>) in accordance with paragraphs (a)(1)(iv) and (v) of this section.

(iv) **Non-Federal entity increase to the micro-purchase threshold up to \$50,000.** Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with §200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:

(A) A qualification as a low-risk auditee, in accordance with the criteria in §200.520 for the most recent audit;

(B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,

(C) For public institutions, a higher threshold consistent with State law.

(v) **Non-Federal entity increase to the micro-purchase threshold over \$50,000.** Micro-purchase thresholds higher than \$50,000 must be approved by the cognizant agency for indirect costs. The non-federal entity must submit a request with the requirements included in paragraph (a)(1)(iv) of this section. The increased threshold is valid until there is a change in status in which the justification was approved.

(2) **Small purchases**—(i) **Small purchase procedures.** The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.

(ii) **Simplified acquisition thresholds.** The non-Federal entity is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk and its documented procurement procedures which must not exceed the threshold established in the FAR. When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.

(b) **Formal procurement methods.** When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by a non-Federal entity, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with §200.319 or paragraph (c) of this section. The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:

(1) **Sealed bids.** A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms

and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the conditions.

(i) In order for sealed bidding to be feasible, the following conditions should be present:

(A) A complete, adequate, and realistic specification or purchase description is available;

(B) Two or more responsible bidders are willing and able to compete effectively for the business; and

(C) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(ii) If sealed bids are used, the following requirements apply:

(A) Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;

(B) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;

(C) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;

(D) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and

(E) Any or all bids may be rejected if there is a sound documented reason.

(2) **Proposals.** A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:

(i) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical;

(ii) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections;

(iii) Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and

(iv) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms that are a potential source to perform the proposed effort.

(c) **Noncompetitive procurement.** There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply:

(1) The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section);

(2) The item is available only from a single source;

(3) The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;

(4) The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or

(5) After solicitation of a number of sources, competition is determined inadequate.

§200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

(1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

(2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;

(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

(6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

§200.322 Domestic preferences for procurements.

(a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

§200.323 Procurement of recovered materials.

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

§200.324 Contract cost and price.

(a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.

(b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and

reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

(c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under subpart E of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

(d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§200.325 Federal awarding agency or pass-through entity review.

(a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

(b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

(1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;

(2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;

(3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;

(4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or

(5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

(c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

(1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;

(2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§200.326 Bonding requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

(a) A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.

(b) A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's requirements under such contract.

(c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

§200.327 Contract provisions.

The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to this part.

Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative,

contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended - Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See § 200.323*

(K) See § 200.216**

(L) See § 200.322***

***§ 200.323 Procurement of recovered materials.**

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that

maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

****§ 200.216 Prohibition on certain telecommunications and video surveillance services or equipment.**

(a) Recipients and sub recipients are prohibited from obligating or expending loan or grant funds to:

(1) Procure or obtain;

(2) Extend or renew a contract to procure or obtain; or

(3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

(i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

(ii) Telecommunications or video surveillance services provided by such entities or using such equipment.

(iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

(b) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.

(c) See Public Law 115-232, section 889 for additional information.

(d) See also § 200.471.

*****§ 200.322 Domestic preferences for procurements.**

(a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel,

cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

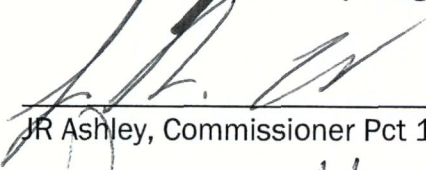
POLICY APPROVED
AND ADOPTED BY: _____

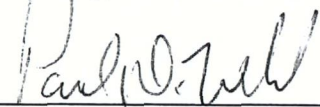
DATE: _____

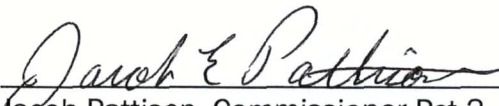
County Commissioners' Court

January 13, 2025


Leward J. LaFleur, County Judge


JR Ashley, Commissioner Pct 1


Paul Webb, Commissioner Pct 3


Jacob Pattison, Commissioner Pct 2


Gered Lee, Commissioner Pct 4



TAX ASSESSOR-COLLECTOR CONTINUING EDUCATION TRANSCRIPT

Reporting Period: 1/1/2024 - 12/31/2024

Hon. Karen Gale Jones
Tax Assessor-Collector
Marion County
PO Box 907
Jefferson, TX 75657

ID: 226351
Phone: (903) 665-3281
Fax: (903) 665-8732
Enrolled Date: 01/01/2009

Date	Description	Earned Hours
01/01/2024	Excess hours carried from 2023	10.00
04/16/2024	2023-24 DIR-Certified Cybersecurity Awareness	1.00
06/04/2024	Ethics for County Tax Assessor-Collectors (taken at TACA Conference)	0.00
06/05/2024	90th Annual Tax Assessor-Collectors Association Conference	10.50
07/17/2024	Truth in Taxation - School Districts, Cities, and Special Districts	4.00
08/14/2024	42nd Annual Election Law Seminar for County Election Officials	13.75
11/21/2024	42nd Annual V.G. Young School for Tax Assessor-Collectors	15.00
Total Hours for Year:		54.25

You have met your education requirements for the period 01/01/2024 - 12/31/2024.

You may carry forward to the next reporting period 10.00 hours.

Texas Property Tax Code § 6.231

(a) A county assessor-collector must successfully complete 20 hours of continuing education before each anniversary of the date on which the county assessor-collector takes office. The continuing education must include at least 10 hours of instruction on laws relating to the assessment and collection of property taxes for a county assessor-collector who assesses or collects property taxes.

(d) A county assessor-collector shall file annually a continuing education certificate of completion with the commissioners' court of the county in which the county assessor-collector holds office.

Print Date: 01/07/2025

For questions regarding CE hours, please contact the TACA Education Director at education@tacaofexas.org.



**RESOLUTION
OPPOSING ELIMINATION OF
COUNTYWIDE POLLING PLACE PROGRAM**

WHEREAS, Marion County is currently a small, rural county in the state; and

WHEREAS, as a rural county, many of our constituents take advantage of their ability to vote on Election Day in a polling location of their choice through the Countywide Polling Place Program; and

WHEREAS, as a rural county, many of our constituents work outside the county and use the Countywide Polling Place Program as a necessary convenience to vote without having to adjust their work schedules; and

WHEREAS, the use of the Countywide Polling Place Program has increased voter turnout and reduced the number of provisional ballots for Marion County; and

WHEREAS, the requirement to have precinct-based voting locations in Marion County, where there are no public buildings for use as polling locations in every voting precinct and private facilities are no longer willing to allow the use of their buildings as a polling site will create a significant expense and hardship on Marion County and its constituents;

WHEREAS, at the time of this resolution, there are at least four pending bills which seek to eliminate electronic poll books (HB 1001), eliminate electronic marking devices (HB 1001 and SB 76), and eliminate countywide polling places (SB 77 and SB 148);

WHEREAS, the use of electronic poll books was authorized by the Texas Legislature through the Texas Election Code Section 31.014 and such poll books allow voters to sign in electronically while confirming identity through official identification and confirming voters have not already voted via absentee ballot or at another polling location thus dramatically reducing voter fraud and improving wait times for voters;

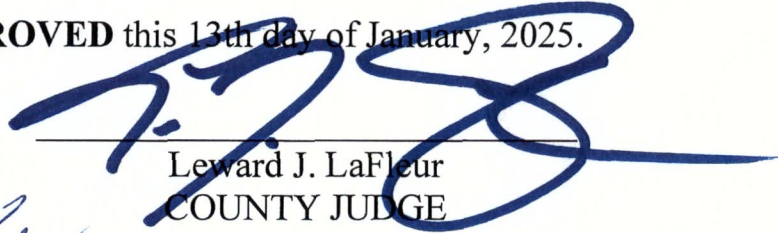
WHEREAS, the use of electronic ballot marking devices permits voters to cast their ballot with the aid of electronics on a physical ballot, the device neither stores or tabulates ballots but allows the voter to record the vote which provides voters an additional opportunity to review their votes prior to casting and reassures the voter their ballot is recorded accurately;

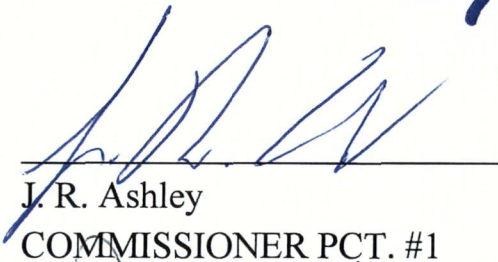
WHEREAS, any Texas county using electronic poll books and electronic ballot marking devices are required, by statute, to obtain approval and certification from the Secretary of State to use such equipment and such certification must be re-obtained annually which confirms the security of the voting process for the public;

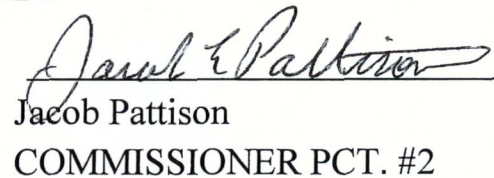
WHEREAS, the Commissioners Court of Marion County is of the opinion that regression into precinct-based voting would be a disservice to the voting community, reduce voter turnout, and could disenfranchise a large number of voters;

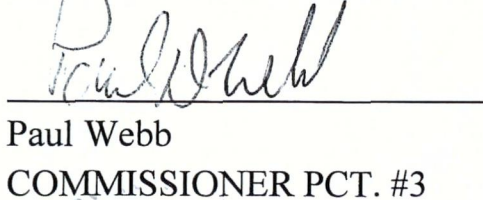
NOW THEREFORE, BE IT RESOLVED, that the undersigned elected officials do oppose the elimination of countywide polling places, the elimination of electronic pollbooks, and the elimination of electronic marking devices by the Texas Legislature.

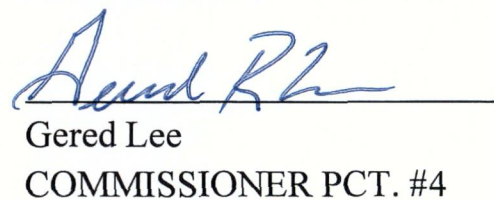
PASSED AND APPROVED this 13th day of January, 2025.


Leward J. LaFleur
COUNTY JUDGE


J. R. Ashley
COMMISSIONER PCT. #1


Jacob Pattison
COMMISSIONER PCT. #2


Paul Webb
COMMISSIONER PCT. #3


Gered Lee
COMMISSIONER PCT. #4

ATTEST:


County Clerk, Kimberly Wise



MARION COUNTY COMMISSIONERS COURTPublic Participation Form

Instructions: Fill out all appropriate blanks. Please print or write legibly.

NAME:

Hunter Bonner

HOMEADDRESS:

280 Rt Rd 5281

Love Star, Tx 75668

HOME TELEPHONE:

940-300-9972

PLACE OF EMPLOYMENT:

Mobile Tech Solutions

EMPLOYMENT TELEPHONE:

903-309-0731

Do you represent any particular group or organization?

no

If you do represent a group or organization, please state the name, address and telephone number of such group or organization.

Which agenda item (or items) do you wish to address?

Item 11

Vote Centers (county wide polling place)

In general, are you for or against such agenda item (or items)?

for

Signature:

Dan H. Bonner I.

NOTE: This Public Participation Form must be presented to the County Clerk prior to the time that the agenda item (or items) you wish to address are discussed before the Court.