

Public Fund Investment Training for Appraisal Districts

(as required by Texas Government Code, Chapter 2256)

Presenter: Linda Patterson/Patterson and Associates

- Public Funds Investment Act
- Depository bids/contracting
- Bid process (new laws)
- Cash/check procedures, credit cards, petty cash
- Investment policy (controls, risks, investment advisor, holding period)
- Financial policies and procedures
- Avoiding incarceration
- Disclosure policies
- Conflicts of interest
- Audits (procedures and requirements)
- Reporting requirements (monthly/quarterly/annual)
- Investments available to CADs (pools, etc.)
- Developing an investment policy for your CAD
- Training requirements for chief financial officers
- Glossary of investment terms

This two-day seminar meets the required 10 hours of PFIA training needed every two years by all individuals serving as financial officer, treasurer or investment officer of a local government, including an appraisal district.

December 9-10, 2010

Location: North Austin/Round Rock Marriott Hotel,
2600 LaFrontera, Round Rock

Registration deadline: December 1

Class Hours: Day 1: Registration 8:30-9; class 9-12,
1:30-5; Day 2: Class 8:30-12

CEUs: 8 hours

Lodging: North Austin/Round Rock Marriott Hotel
\$109/single or double; call the hotel prior to November
15, ask for TAAD block (512)733-6767 or (800)865-
0546

Public Fund Investment Training for Appraisal Districts

Name _____ BTPE number _____

Jurisdiction/Mailing address _____

Email address _____ Phone number _____

Registration fees must reflect current membership status.

Registration enclosed:

- TAAD member district \$125
- TAAD associate/affiliate member \$150
- Nonmember \$200

Requests for refunds must be in writing and submitted by December 2; a \$75 cancellation fee will be deducted.

Mail to: TAAD, 7700 Chevy Chase Drive; Bldg. One, Suite 425; Austin, TX 78752-1558

Office Use ONLY

Date: _____ **Ck #:** _____ **Paid:** _____ **PC:** _____ **DB:** _____

