# AGREEMENT BY AND BETWEEN SURETY BANK, NATIONAL ASSOCIATION FORT WORTH, TEXAS AND

#### THE OFFICE OF THE COMPTROLLER OF THE CURRENCY

Surety Bank, National Association, Fort Worth, Texas (Bank) and the Comptroller of the Currency of the United States of America (Comptroller) wish to protect the interests of the depositors, other customers, and shareholders of the Bank, and, toward that end, wish the Bank to operate safely and soundly and in accordance with all applicable laws, rules and regulations.

The Comptroller, through his National Bank Examiner, has examined the Bank, and his findings are contained in the Report of Examination for the examination that commenced on September 30, 2002 (ROE).

THEREFORE, in consideration of the above premises, the Comptroller, through his authorized representative, hereby TERMINATES the existing Agreement dated November 19, 1998 (amended September 21, 1999). And, in further consideration of the above premises, it is agreed, between the Bank, by and through its duly elected and acting Board of Directors (Board), and the Comptroller, through his authorized representative, that the Bank shall operate at all times in compliance with the articles of this new Agreement.

### ARTICLE I -- JURISDICTION

(1) This Agreement shall be construed to be a "written agreement entered into with the agency" within the meaning of 12 U.S.C. § 1818(b)(1).

- (2) This Agreement shall be construed to be a "written agreement between such depository institution and such agency" within the meaning of 12 U.S.C. § 1818(e)(1) and 12 U.S.C. § 1818(i)(2).
- (3) This Agreement shall be construed to be a "formal written agreement" within the meaning of 12 C.F.R. § 5.51(c)(6)(ii). See 12 U.S.C. § 1831i.
- (4) This Agreement shall be construed to be a "written agreement" within the meaning of 12 U.S.C. § 1818(u)(1)(A).
- (5) All reports or plans which the Bank or Board has agreed to submit to the Assistant Deputy Comptroller (ADC) pursuant to this Agreement shall be forwarded to:

Mark R. Holder Assistant Deputy Comptroller Fort Worth Field Office 9003 Airport Freeway, Suite 275 North Richland Hills, Texas 76180-9127

#### ARTICLE II -- ACTION PLAN

- (1) Within ninety (90) days, the Board shall adopt, implement, and thereafter ensure Bank adherence to, a written action plan detailing the Board's assessment of what needs to be done to improve the Bank, specifying how the Board will implement the plan, and setting forth a timetable for the implementation of the plan.
- (2) Upon completion of the plan, the Bank shall submit it to the ADC for review. The Board shall establish appropriate procedures for the implementation of the plan.
- (3) In the event the ADC recommends changes to the action plan, the Board shall immediately incorporate those changes into the plan.
- (4) The plan shall be implemented pursuant to the time frames set forth within the plan unless events dictate modifications to the plan. Where the Board considers modifications

appropriate, those modifications shall be submitted to the ADC for prior determination of no supervisory objection.

#### ARTICLE III -- APPOINTMENT OF NEW DIRECTORS

- (1) The Board shall within sixty (60) days take action to correct the violation of 12 U.S.C. § 71a cited in the ROE. The Board shall ensure that in the future, the Bank operates in compliance with this statute.
- (2) Prior to appointing any new director, the Bank must provide the ADC with written notice as required by 12 C.F.R. § 5.51 (notice forms and instructions are in the "Changes in Directors and Senior Executive Officers" booklet of the *Comptroller's Corporate Manual*).
- (3) The ADC shall have the power of veto over the appointment of the proposed new director. However, the failure to exercise such veto power shall not constitute an approval or endorsement of the proposed director.
- (4) The requirement to submit information and the prior veto provisions of this Article are based on the authority of 12 U.S.C. § 1818(b) and do not require the Comptroller to complete his review and act on any such information or authority within ninety (90) days.
- (5) If the Board is unable to identify any qualified director candidates within ninety (90) days, the Board shall document its efforts to locate such candidates, and notify the ADC in writing. Thereafter, the Board shall provide monthly reports to the ADC summarizing its continuing efforts to locate such candidates.

#### ARTICLE IV -- BOARD TO ENSURE COMPETENT MANAGEMENT

(1) Within sixty (60) days, the Board shall ensure that the Bank has competent management in place on a full-time basis in its Senior Loan Officer position to carry out the

Board's policies, ensure compliance with this Agreement, applicable laws, rules and regulations, and manage the day-to-day operations of the Bank in a safe and sound manner.

- (2) Within ninety (90) days, the Board shall review the capabilities of the Bank's management to perform present and anticipated duties and the Board will determine whether management changes should be made, including the need for additions to or deletions from current management.
- (3) For incumbent officers in the positions mentioned in Paragraph (2) of this Article, the Board shall within ninety (90) days assess each of these officers' experience, other qualifications and performance compared to the position's description, duties and responsibilities.
- (4) If the Board determines that an officer will continue in his/her position but that the officer's depth of skills needs improvement, the Board will within thirty (30) days develop and implement a written program, with specific time frames, to improve the officer's supervision and management of the Bank. At a minimum the written program shall include:
  - an education program designed to ensure that the officer has skills and abilities necessary to supervise effectively;
  - (b) a program to improve the effectiveness of the officer;
  - (c) objectives by which the officer's effectiveness will be measured; and
  - (d) a performance appraisal program for evaluating performance according to the position's description and responsibilities and for measuring performance against the Bank's goals and objectives.

Upon completion, a copy of the written program shall be submitted to the ADC.

- (5) If a position mentioned in Paragraph (1) of this Article is vacant now or in the future, including if the Board realigns an existing officer's responsibilities and a position mentioned in Paragraph (2) of this Article becomes vacant, the Board shall, within thirty (30) days of such vacancy, appoint a capable person to the vacant position who shall be vested with sufficient executive authority to ensure the Bank's compliance with this Agreement and the safe and sound operation of functions within the scope of that position's responsibility.
- (6) Prior to the appointment of any individual to an executive officer position, the Board shall submit to the ADC the following information:
  - (a) the information sought in the "Changes in Directors and Senior Executive Officers" booklet of the *Comptroller's Corporate Manual*, together with a legible fingerprint card for the proposed individual;
  - (b) a written statement of the Board's reasons for selecting the proposed officer; and
  - (c) a written description of the proposed officer's duties and responsibilities.
- (7) The ADC shall have the power of veto over the employment of the proposed executive officer. However, the failure to exercise such veto power shall not constitute an approval or endorsement of the proposed officer.
- (8) The requirement to submit information and the prior veto provisions of this Article are based on the authority of 12 U.S.C. § 1818(b)(6)(E), and do not require the Comptroller to complete his review and act on any such information or authority within ninety (90) days.

# ARTICLE V -- STRATEGIC PLAN

- Bank adherence to a written strategic plan for the Bank covering at least a three-year period. The strategic plan shall establish objectives for the Bank's overall risk profile, earnings performance, growth, balance sheet mix, off-balance sheet activities, liability structure, capital adequacy, reduction in the volume of nonperforming assets, product line development and market segments that the Bank intends to promote or develop, together with strategies to achieve those objectives and, at a minimum, include:
  - a mission statement that forms the framework for the establishment of strategic goals and objectives;
  - (b) an assessment of the Bank's present and future operating environment;
  - (c) the development of strategic goals and objectives to be accomplished over the short and long term;
  - (d) an identification of the Bank's present and future product lines (assets and liabilities) that will be utilized to accomplish the strategic goals and objectives established in (1)(c) of this Article;
  - (e) an evaluation of the Bank's internal operations, staffing requirements, board and management information systems and policies and procedures for their adequacy and contribution to the accomplishment of the goals and objectives developed under (1)(c) of this Article;
  - a management employment and succession program to promote the retention and continuity of capable management;
  - (g) product line development and market segments that the Bank intends to promote or develop;

- (h) an action plan to improve bank earnings and accomplish identified strategic goals and objectives, including individual responsibilities, accountability and specific time frames;
- a financial forecast to include projections for major balance sheet and income statement accounts and desired financial ratios over the period covered by the strategic plan;
- (j) control systems to mitigate risks associated with planned new products,growth, or any proposed changes in the Bank's operating environment;
- (k) specific plans to establish responsibilities and accountability for the strategic planning process, new products, growth goals, or proposed changes in the Bank's operating environment; and
- (l) systems to monitor the Bank's progress in meeting the plan's goals and objectives.
- (m) a requirement that, prior to the Bank's involvement in any new product or service, the Board must prepare a written analysis of said product or service. The analysis shall, at a minimum, assess the risks and benefits of the product or service to the Bank. A copy of the analysis shall be submitted to the ADC for approval, *prior* to the Bank's involvement in the product or service.
- (2) Upon adoption, a copy of the plan shall be forwarded to the ADC for review and prior determination of no supervisory objection.

# ARTICLE VI -- BUDGET/BUSINESS PLAN

- (1) Within ninety (90) days, the Board shall prepare, implement, and thereafter ensure Bank adherence to a written three-year business plan that shall include a projection of major balance sheet and income statement components, and shall provide for injections of equity capital, as necessary. The business plan shall also include a written profit plan and a detailed budget. Specifically, the plan shall describe the Bank's objectives for improving Bank earnings, contemplated strategies and major capital expenditures required to achieve those objectives. Such strategies shall include specific market segments that the Bank intends to promote or develop. Procedures shall also be established to monitor the Bank's actual results against these projections and to provide for appropriate adjustments to the budget and profit plan. The plan shall set forth specific time frames for the accomplishment of these objectives.
- (2) A copy of the plan shall be submitted to the ADC for review and prior determination of no supervisory objection.

# ARTICLE VII -- CAPITAL PLAN AND HIGHER MINIMUMS

- (1) The Bank shall achieve by June 30, 2003, and thereafter maintain the following capital levels (as defined in 12 C.F.R. Part 3):
  - (a) Tier 1 capital at least equal to eight percent (8.0%) of risk-weighted assets;
  - (b) Tier 1 capital at least equal to twelve percent (12.0%) of adjusted total assets.<sup>1</sup>
- (2) The requirement in this Agreement to meet and maintain a specific capital level means that the Bank may not be deemed to be "well capitalized" for purposes of 12 U.S.C. § 1831o and 12 C.F.R. Part 6 pursuant to 12 C.F.R. § 6.4(b)(1)(iv).

- (3) Within ninety (90) days, the Board shall develop, implement, and thereafter ensure Bank adherence to a three year capital program. The program shall include:
  - (a) specific plans for the maintenance of adequate capital that may in no event be less than the requirements of paragraph (1);
  - (b) projections for growth and capital requirements based upon a detailed analysis of the Bank's assets, liabilities, earnings, fixed assets, and off-balance sheet activities;
  - (c) projections of the sources and timing of additional capital to meet the Bank's current and future needs;
  - (d) the primary source(s) from which the Bank will strengthen its capital structure to meet the Bank's needs;
  - (e) contingency plans that identify alternative methods should the primary source(s) under (d) above not be available; and,
  - (f) a dividend policy that permits the declaration of a dividend only:
    - (i) when the Bank is in compliance with its approved capital program;
    - (ii) when the Bank is in compliance with 12 U.S.C. §§ 56 and 60; and
    - (iii) with the prior determination of no supervisory objection by the ADC.
- (4) Upon completion, the Bank's capital program shall be submitted to the ADC for prior determination of no supervisory objection. Upon receiving a determination of no supervisory objection from the ADC, the Bank shall implement and adhere to the capital

on the basis of actual, rather than average total assets. This language would have to be modified to reflect that change.

Adjusted total assets is defined in 12 C.F.R. § 3.2(a) as the average total asset figure used for Call Report purposes minus end-of-quarter intangible assets. As further noted in 12 C.F.R. § 3.2(a), a bank may be required to compute and maintain its leverage ratio

program. The Board shall review and update the Bank's capital program on an annual basis, or more frequently if necessary. Copies of the reviews and updates shall be submitted to the ADC.

#### ARTICLE VIII -- LOAN PORTFOLIO MANAGEMENT

- (1) The Board shall, within ninety (90) days, develop, implement, and thereafter ensure Bank adherence to a written program to improve the Bank's loan portfolio management. The program shall include, but not be limited to:
  - (a) procedures to ensure satisfactory and perfected collateral documentation;
  - (b) procedures to ensure that extensions of credit are granted, by renewal or otherwise, to any borrower only after obtaining and analyzing current and satisfactory credit information;
  - (c) procedures to ensure conformance with loan approval requirements;
  - (d) a system to track and analyze exceptions;
  - (e) procedures to ensure conformance with Call Report instructions;
  - (f) procedures to ensure the accuracy of internal management information systems;
  - (g) a performance appraisal process, including performance appraisals, job descriptions, and incentive programs for loan officers, which adequately consider their performance relative to policy compliance, documentation standards, accuracy in credit grading, and other loan administration matters; and
  - (h) procedures to track and analyze concentrations of credit, significant economic factors, and general conditions and their impact on the credit quality of the Bank's loan and lease portfolios.

Upon completion, a copy of the program shall be forwarded to the ADC.

- (2) Within ninety (90) days, the Board shall develop, implement, and thereafter ensure Bank adherence to systems which provide for effective monitoring of:
  - (a) early problem loan identification to assure the timely identification and rating of loans and leases based on lending officer submissions;
  - (b) statistical records that will serve as a basis for identifying sources of problem loans and leases by industry, size, collateral, division, group, indirect dealer, and individual lending officer;
  - (c) previously charged-off assets and their recovery potential;
  - (d) compliance with the Bank's lending policies and laws, rules, and regulations pertaining to the Bank's lending function;
  - (e) adequacy of credit and collateral documentation; and
  - (f) concentrations of credit.
- (3) Beginning April 1, 2003, on a monthly basis management will provide the Board with written reports including, at a minimum, the following information:
  - (a) the identification, type, rating, and amount of problem loans and leases;
  - (b) the identification and amount of delinquent loans and leases;
  - (c) credit and collateral documentation exceptions;
  - (d) the identification and status of credit related violations of law, rule or regulation;
  - (e) the identity of the loan officer who originated each loan reported in accordance with subparagraphs (a) through (d) of this Article and Paragraph;

- (f) an analysis of concentrations of credit, significant economic factors, and general conditions and their impact on the credit quality of the Bank's loan and lease portfolios;
- (g) the identification and amount of loans and leases to executive officers, directors, principal shareholders (and their related interests) of the Bank; and
- (h) the identification of loans and leases not in conformance with the Bank's lending and leasing policies, and exceptions to the Bank's lending and leasing policies.

#### ARTICLE IX - CRITICIZED ASSETS

- (1) The Bank shall take immediate and continuing action to protect its interest in those assets criticized in the ROE, in any subsequent Report of Examination, by internal or external loan review, or in any list provided to management by the National Bank Examiners during any examination.
- (2) Within thirty (30) days, the Board shall adopt, implement, and thereafter ensure Bank adherence to a written program designed to eliminate the basis of criticism of assets criticized in the ROE, in any subsequent Report of Examination, or by any internal or external loan review, or in any list provided to management by the National Bank Examiners during any examination as "doubtful," "substandard," or "special mention." This program shall include, at a minimum:
  - (a) an identification of the expected sources of repayment;
  - (b) the appraised value of supporting collateral and the position of the Bank's lien on such collateral where applicable;

- (c) an analysis of current and satisfactory credit information, including cash flow analysis where loans are to be repaid from operations; and
- (d) the proposed action to eliminate the basis of criticism and the time frame for its accomplishment.
- (3) Upon adoption, a copy of the program for all criticized assets equal to or exceeding fifty thousand dollars (\$ 50,000) shall be forwarded to the ADC.
- (4) The Board, or a designated committee, shall conduct a review, on at least a quarterly basis, to determine:
  - (a) the status of each criticized asset or criticized portion thereof that equals or exceeds fifty thousand dollars (\$ 50,000);
  - (b) management's adherence to the program adopted pursuant to this Article;
  - (c) the status and effectiveness of the written program; and
  - (d) the need to revise the program or take alternative action.

A copy of each review shall be forwarded to the ADC on a quarterly basis (in a format similar to Appendix A, attached hereto).

- (5) The Bank may extend credit, directly or indirectly, including renewals, extensions or capitalization of accrued interest, to a borrower whose loans or other extensions of credit are criticized in the ROE, in any subsequent Report of Examination, in any internal or external loan review, or in any list provided to management by the National Bank Examiners during any examination and whose aggregate loans or other extensions exceed fifty thousand (\$ 50,000) only if each of the following conditions is met:
  - (a) the Board or designated committee finds that the extension of additional credit is necessary to promote the best interests of the Bank and that prior

to renewing, extending or capitalizing any additional credit, a majority of the full Board (or designated committee) approves the credit extension and records, in writing, why such extension is necessary to promote the best interests of the Bank; and

(b) a comparison to the written program adopted pursuant to this Article shows that the Board's formal plan to collect or strengthen the criticized asset will not be compromised.

A copy of the approval of the Board or of the designated committee shall be maintained in the file of the affected borrower.

#### ARTICLE X -- INTERNAL AUDIT

- (1) Within thirty (30) days, the Board shall adopt, implement, and thereafter ensure Bank adherence to an independent, internal audit program sufficient to:
  - (a) detect irregularities in the Bank's operations;
  - (b) determine the Bank's level of compliance with all applicable laws, rules and regulations;
  - evaluate the Bank's adherence to established policies and procedures, with particular emphasis directed to the Bank's adherence to its loan policies concerning underwriting standards and problem loan identification and classification;
  - (d) ensure adequate audit coverage in all areas; and
  - (e) establish an annual audit plan using a risk based approach sufficient to achieve these objectives.

- (2) As part of this audit program, the Board shall evaluate the audit reports of any party providing services to the Bank, and shall assess the impact on the Bank of any audit deficiencies cited in such reports.
- (3) The Board shall ensure that the audit function is supported by an adequately staffed department or outside firm, with respect to both the experience level and number of the individuals employed.
- (4) The Board shall ensure that the audit program is independent. The persons responsible for implementing the internal audit program described above shall report directly to the Board, that shall have the sole power to direct their activities. All reports prepared by the audit staff shall be filed directly with the Board and not through any intervening party.
- (5) All audit reports shall be in writing. The Board shall ensure that immediate actions are undertaken to remedy deficiencies cited in audit reports, and that auditors maintain a written record describing those actions.
- (6) The audit staff shall have access to any records necessary for the proper conduct of its activities. National bank examiners shall have access to all reports and work papers of the audit staff and any other parties working on its behalf.
- (7) Upon adoption, a copy of the internal audit program shall be promptly submitted to the ADC.

# ARTICLE XI -- TIME LIMITS

(1) Any time limitations imposed by this Agreement shall begin to run from the effective date of this Agreement. Such time requirements may be extended in writing by the ADC for good cause upon written application by the Board.

(2) In the event that the Bank fails to achieve substantial compliance with the Agreement within ninety (90) days after the expiration of the time limits (including any duly granted extensions of time) imposed by this Agreement, the Board shall provide a written report to the ADC setting out its plan to sell, merge, or liquidate the Bank. The report must be presented to the ADC within thirty (30) days after the end of the ninety (90) day period.

#### ARTICLE XII -- CLOSING

Although the Board has agreed to submit certain programs and reports to the ADC for review or approval, the Board has the ultimate responsibility for proper and sound management of the Bank.

The Board shall ensure that the Bank has processes, personnel, and control systems to ensure implementation of and adherence to the plans developed pursuant to this Agreement.

It is expressly and clearly understood that if, at any time, the Comptroller deems it appropriate in fulfilling the responsibilities placed upon him/her by the several laws of the United States of America to undertake any action affecting the Bank, nothing in this Agreement shall in any way inhibit, estop, bar, or otherwise prevent the Comptroller from so doing.

The provisions of this Agreement shall be effective upon execution by the parties hereto and its provisions shall continue in full force and effect unless or until such provisions are amended in writing by mutual consent of the parties to the Agreement or excepted, waived, or terminated in writing by the Comptroller.

In each instance in this Agreement in which the Board is required to ensure adherence to, and undertake to perform certain obligations of the Bank, it is intended to mean that the Board shall:

- authorize and adopt such actions on behalf of the Bank as may be
   necessary for the Bank to perform its obligations and undertakings under
   the terms of this Agreement;
- (b) require the timely reporting by Bank management of such actions directed by the Board to be taken under the terms of this Agreement;
- (c) follow-up on any non-compliance with such actions in a timely and appropriate manner; and
- (d) require corrective action be taken in a timely manner of any noncompliance with such actions.

This Agreement is intended to be, and shall be construed to be, a supervisory "written agreement entered into with the agency" as contemplated by 12 U.S.C. § 1818(b)(1), and expressly does not form, and may not be construed to form, a contract binding on the OCC or the United States. Notwithstanding the absence of mutuality of obligation, or of consideration, or of a contract, the OCC may enforce any of the commitments or obligations herein undertaken by the Bank under its supervisory powers, including 12 U.S.C. § 1818(b)(1), and not as a matter of contract law. The Bank expressly acknowledges that neither the Bank nor the OCC has any intention to enter into a contract. The Bank also expressly acknowledges that no OCC officer or employee has statutory or other authority to bind the United States, the U.S. Treasury Department, the OCC, or any other federal bank regulatory agency or entity, or any officer or employee of any of those entities to a contract affecting the OCC's exercise of its supervisory responsibilities. The terms of this Agreement, including this paragraph, are not subject to amendment or modification by any extraneous expression, prior agreements or arrangements, or negotiations between the parties, whether oral or written.

# **IN TESTIMONY WHEREOF**, the undersigned, authorized by the Comptroller, has hereunto set his hand on behalf of the Comptroller.

/s/ Mark R. Holder	2-18-03
Mark R. Holder Assistant Deputy Comptroller Fort Worth Field Office	Date
AND IN FURTHER TESTIMONY WHEREOF, the undersigned, as the duly elected and acting Board of Directors of the Bank, have hereunto set their hands on behalf of the Bank.	
Signed Richard N. Abrams	2/18/03
Richard N. Abrams	Date
David F. Chappell	Date
Signed	_
Jim Finley	Date
John Hernandez	Date
Signed	2/18/03
Tim Raso	Date

# **APPENDIX A**

# Surety Bank, N.A., Fort Worth, Texas

Use this form for reporting each criticized asset which exceeds fifty thousand dollars (\$50,000) and retain the original in the credit file for review by the examiners. Submit your reports quarterly until notified otherwise, in writing, to the Assistant Deputy Comptroller, Northeast Texas Field Office.

<sup>\*</sup>Any increase in the asset(s) should be fully explained in the PRESENT STATUS section.