Approved 01/27/2021

MINUTES

Investment Committee Regular Meeting

October 28, 2020 – Wednesday – 10:00 A.M.

Teleconference

I. Call to Order

The meeting was called to order by Chair Kara Haynes at 10:06 a.m.

II. Roll call

Members Present:	Bart Hadley, Deputy City Manager Kara Haynes, Finance Director Brian Henry, Senior Vice President LNB Mark Brace, President BancFirst
Members Absent:	Jay Burk, Councilmember Ward 4 Julie Magness, Budgeting & Accounting Supervisor
Others Present:	Susan Schlecht, Accountant Stephanie Tehauno, Senior Accountant Kaitlin Nunley, Finance Specialist
Vacancies:	None

III. Old Business

A. Approval of minutes from last meeting: Special Meeting – August 26, 2020

MOTIONED by, Henry SECOND by, Brace to receive the minutes of the August 26, 2020 special meeting. AYE: Hadley, Haynes. NAY: None. MOTION CARRIED.

B. Approval of Investment Report: First Quarter, July 2020 – September 2020

Haynes introduced Susan Schlecht as the accountant that will be taking over the investment reports.

Schlecht began the investment reports discussion with Investments by Security Type totals. She noted the are $4M invested in bonds and $3.5M invested in CDs. There are no investments in treasury notes currently.
Schlecht presented Investments by Manager Totals next, then moved on to Investments by Maturity Range. She noted that there are many long-term investments right now that were likely done while interest rates were higher. There are fewer short-term investments currently.

Schlecht asked whether the committee was interested in shorter term investments as there will be funds becoming available for reinvestment before the next meeting.

Brace responded that it comes down to what is needed and when. He supports long-term investments because rates will not be changing much in the next 12-18 months. He especially thinks CDs are a good investment right now as the penalties will be easier to accept should the funds be needed before maturity.

Schlecht stated that she will meet with Magness to review projects and expected fund needs before the reinvestment takes place.

Henry agreed with Brace that, for now, the longer investments are the wiser choice.

Schlecht reported next on the Investments by Maturity Detail, pointing out the bond investments (at 0.32%) the committee had previously decided on which came from the meter fund and reserve fund – totaling $1M.

There was some brief discussion about the numbers of days until maturity possibly being incorrect on a few lines. Schlecht is going to research the error and get it corrected.

Schlecht moved on to presenting Investments by Maturity Detail by Firm.

Schlecht mentioned she hopes to do some investing on some other funds that are not currently on the report as there are some small account funds with large balances available. Once she meets with Magness, she will be able to make a better decision on whether that money can be invested.

With no further discussion or questions, Haynes requested a motion to approve the report.

MOTIONED by, Brace SECOND by, Henry to accept the First Quarter Investment Report (July 2020 – September 2020) AYE: Hadley, Haynes. NAY: None. MOTION CARRIED.

IV. New business

A. No new business

V. Communication/Discussion

A. 2019 CIP

Brace inquired if the 2019 CIP, which started in April, is approximately $2M per month.

Haynes confirmed that is a fair estimated monthly amount.

Brace asked if the City of Lawton is expecting the investment portfolio to grow or are funds being used on pace with collections.

Haynes responded that City of Lawton is currently amid collaborating with other departments across the City to revamp the management of projects and the CIP program. Right now, some of the funds are being used, but it is yet to be determined what projects will take priority. The City is currently developing a project plan rubric to rank and prioritize projects. This will help determine fund needs and the funds available to expand the investment portfolio.

Haynes asked if there were any further questions or comments. Being none, she requested a motion to adjourn.

VI. Adjournment

MOTIONED by Hadley SECOND by Henry to adjourn. AYE: Brace, Haynes. NAY: None. MOTION CARRIED.

Meeting adjourned at 10:23 a.m.