



MINUTES

Of A

REGULAR COUNCIL MEETING

March 12, 2020

The City Council of the City of Longview, Texas, met in a Regular Session, February 27, 2020, at 5:30 p.m. in the Council Chambers of the Jo Ann Metcalf Municipal Building. Mayor Andy Mack presided.

Members present were:

Members absent were:

Andy Mack
Ed Moore
Nona Snoddy
Wray Wade
Kristen Ishihara
David Wright
Steven Pirtle

Staff members present were:

Keith Bonds, City Manager
Angie Shepard, City Secretary
Jim Finley, City Attorney
Michael Shirley, Director of Development Services
Rolin McPhee, Director of Public Works
Laura Hill, Director of Community Services
Scott Caron, Director of Parks and Recreation
Angela Coen, Director of Financial Services
Mary Ann Miller, Director of Administration
J.P. Steelman, Fire Chief
Mike Bishop, Police Chief
Justin Cure, Director of Information Technology

I. Call to Order – Mayor Andy Mack called the meeting to order.

II. Invocation –The invocation was led by Nathan Firmin, Nathan is the associate pastor at First United Methodist Church in Longview.

III. Pledge of Allegiance – Nathan Firmin also led the Pledge.

IV. Employee Recognition – Longview Convention Complex

Tonight, we are recognizing the employees from the Longview Convention Complex (also known as Maude Cobb.)

These nine employees provide facilities and services to between 350 and 400 different events annually for a total of approximately 800 "event days"

These events range from small business meetings / birthday parties / baby showers to larger conventions, galas, car shows, dog, goat and rabbit shows (NOT all at the same time,) gun shows, rodeos, and of course the 4th of July Fireworks and Freedom Celebration which provides a variety of festivities to approximately 15,000 people annually.

Employees in Attendance Tonight:

Bobbie Barbee
Dean Carbary
Dixie Golden
Tom May
Laura Starling

V. Community Recognition – William "Bill II" Y Rice

As you know, this year we are celebrating Longview's 150 birthday, and tonight I would like to honor someone who served as the Mayor of Longview in 1970 when Longview turned 100.

William Y. Rice, also known as Bill II, served on the Longview City Council for 11 years from 1969 – 1980, and he served as Mayor twice from 1970 – 1971 and from 1976-1977. Some of you may not know this, but prior to 1979, the mayor wasn't elected at-large, but instead the mayor was selected from the members of City Council. Bill also

served 14 years on the Sabine River Authority, including two terms as board president. From Rotary to LeTourneau University and many more, Bill has provided volunteer service to Longview throughout his life

During his career, Bill has been a real estate investor, bank founder and chairman, and business owner. He currently is First Vice President of Eagle Capital Advisors, where he works alongside son William Rice III and grandson William Rice IV, helping to provide clients with sound financial advice.

So tonight, please join me in recognizing William Y. Rice.

VI. Citizen Comment - There were no citizens in the audience asking to comment.

VII. Consent Agenda

A. Consider a Resolution authorizing the City of Longview to apply for, accept and expend grant funds in the amount of \$10,000.00 from Youth Collaboratory to support the Partners in Prevention Mentoring Program –

Holly Fuller, Partners in Prevention Manager was present and requested the Council to consider the approval of a Resolution to apply for, accept and expend Youth Collaboratory grant in the amount of \$10,000.00. Partners in Prevention Mentoring Program will utilize the fund for program supplies, mentor/mentee activities and contractual personnel, as required by the grant.

The following Resolution was approved:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, AUTHORIZING THE APPLICATION, ACCEPTANCE AND EXPENDITURE OF GRANT FUNDS IN THE AMOUNT OF \$10,000 FROM YOUTH COLLABORATORY (FORMERLY KNOWN AS MANY CENTER FOR RESEARCH AND INNOVATION) FOR RESEARCH AND INNOVATION AS A SUB-GRANTEE OF THE U.S. DEPARTMENT OF JUSTICE FOR THE MENTORING OPPORTUNITIES FOR YOUTH INITIATIVE, MULTI-STATE MENTORING PROGRAMS FOR THE USE BY THE CITY OF LONGVIEW PARTNERS IN THE PREVENTION MENTORING PROGRAM; AUTHORIZING AND DIRECTING THE LONGVIEW PARTNERS IN PREVENTION PROGRAM

MANAGER OR OTHER OFFICIAL OF THE CITY AS SHALL BE REQUIRED TO EXECUTE ALL NECESSARY DOCUMENTS INCIDENT TO APPLYING FOR, SECURING AND EXPENDING SAID GRANT; PROVIDING FOR RETURN OF FUNDS FOR MISUSE; FINDING THAT NO MATCHING FUNDS ARE REQUIRED; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

Such Resolution No. 5617 appears in the Resolution and Ordinance records of the City of Longview.

- B. Consider a Resolution authorizing and directing the City Manager or the City Manager's designee to execute any necessary documents for the application, receipt and expenditure of grant funds in the amount of \$65,000 from the 2021 Victims of Crime Act Formula Grant Program (VOCA) from the U.S. Department of Justice, Bureau of Justice Assistance for the purpose of supporting initiatives which assist crime victims and their families –**

Mike Bishop, Police Chief was present and requested the Council to consider the approval of a Resolution adopting the authorizing and directing the City Manager or the City Manager's designee to execute any necessary documents for the application, receipt, and expenditure of grant funds in the amount of \$65,000 from the 2021 Victims of Crime Act Formula Grant Program (VOCA) from U.S. Department of Justice, Bureau of Justice Assistance for the purpose of supporting initiatives which assist crime victims and their families.

The following Resolution was approved:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, AUTHORIZING APPLICATION, ACCEPTANCE AND EXPENDITURE OF GRANT FUNDS IN THE AMOUNT OF \$65,000 FROM THE 2021 VICTIMS OF CRIME ACT FORMULA GRANT PROGRAM (VOCA) FROM THE U.S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE FOR USE BY THE CITY OF LONGVIEW POLICE DEPARTMENT; AUTHORIZING THE ACCEPTANCE OF ALL SPECIAL CONDITIONS IMPOSED

IN CONNECTION WITH SAID GRANT FUNDING; PROVIDING FOR MATCHING FUNDS; AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS INCIDENT TO APPLYING FOR, SECURING AND EXPENDING SAID GRANT; PROVIDING FOR RETURN OF FUNDS FOR LOSS OR MISUSE; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED COMPLIED WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

Such Resolution No. 5618 appears in the Resolution and Ordinance records of the City of Longview.

- C. Consider a Resolution authorizing and directing the City Manager or the City Manager's designee to execute any necessary documents for the application, receipt and expenditure of grant funds in the amount of \$10,185.93 from the Law Enforcement Officer Standards and Education (LEOSE) fund for the purpose of continuing education and training for law enforcement personnel of the Longview Police Department –**

Mike Bishop, Police Chief was present and requested the Council to consider the approval of a Resolution adopting the authorizing and directing the City Manager or the City Manager's designee to execute any necessary documents for the application, receipt, and expenditure of grant funding from the State of Texas Law Enforcement Officer Standards and Education (LEOSE) fund in the amount of \$10,185.93 for the purpose of continuing education for law enforcement personnel.

The following Resolution was approved:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, AUTHORIZING THE CITY OF LONGVIEW POLICE DEPARTMENT TO APPLY, RECEIVE, AND EXPEND GRANT FUNDING FROM LAW ENFORCEMENT OFFICER STANDARDS AND EDUCATION PROGRAM IN THE AMOUNT OF \$10,185.93; AUTHORIZING THE ACCEPTANCE OF ALL REQUIREMENTS IMPOSED IN CONNECTION WITH SAID GRANT FUNDING; FINDING THAT NO MATCHING

FUNDS WILL BE REQUIRED TO APPLY FOR, RECEIVE AND EXPEND SAID FUNDS; FINDING THAT THE MEETING AT WHICH THE RESOLUTION WAS APPROVED COMPLIED WITH THE OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

Such Resolution No. 5619 appears in the Resolution and Ordinance records of the City of Longview.

D. Consider a Resolution accepting the Maude Cobb Convention Center North Parking Lot Rehabilitation for final payment in the amount of \$42,997.68 to Rayford's Truck & Tractor of Marshall, Texas –

Rolin McPhee, P.E., Director of Public Works was present and requested the Council to consider the approval of a Resolution adopting and accepting the Maude Cobb Convention Center North Parking Lot Rehabilitation and authorizing final payment in the amount of \$42,997.68 to Rayford's Truck & Tractor, of Marshall, Texas. Approval of final payment will begin the contractor's one-year warranty period.

The City Council awarded a contract to Rayford's Truck & Tractor on June 13, 2019 in the amount of \$520,984.40. The final construction cost is \$504,085.40.

The scope of work provided for resurfacing the north parking lot consisting of approximately 14,246 square yards of 3 inch asphalt pavement over 8" cement treated subgrade, stair construction connecting parking lot to building, 2 complete phases of construction, and related work.

The project has been completed in accordance with the contract. Johnson and Pace Incorporated recommends acceptance of the project and approval of the final payment. City staff concurs with the recommendation.

The following Resolution was approved:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, ACCEPTING THE PROJECT ENTITLED "MAUDE COBB CONVENTION CENTER NORTH PARKING LOT REHABILITATION"; AUTHORIZING AND APPROVING FINAL PAYMENT TO RAYFORD'S TRUCK & TRACTOR OF MARSHALL, TEXAS FOR THE COMPLETION OF SAID PROJECT;

FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

Such Resolution No. 5620 appears in the Resolution and Ordinance records of the City of Longview.

- E. Consider a Resolution awarding contracts to, authorizing, and directing the City Manager or the City Manager’s designee to execute any necessary documents with Denali Water Solutions, LLC of Russellville, Arkansas for biosolids removal and disposal services for the Grace Creek Wastewater Treatment Plant –**

Rolin McPhee, Director of Public Works was present and requested the Council to consider the approval of a Resolution to inter into an agreement for removal and disposal of biosolid material from the Grace Creek Wastewater Treatment Plant. In accordance with the Texas Commission on Environmental Quality (TCEQ) and the Environmental Protection Agency (EPA) biosolids are removed and disposed of in a state permitted location. Biosolids are removed approximately 4 days per week, 52 weeks per year. The wastewater treatment plant estimates spending approximately \$440,000 per year on biosolid removal and disposal.

A Request for Proposals was issued and emailed to biosolid removal vendors and posted on the City of Longview Website. The RFP was also advertised in the local newspaper as required by law. On February 5, 2020 two proposals were received.

The proposals received:
HydroAg of Russellville, AR
Denali Water Solutions, LLC of Russellville, AR

The evaluation criteria for this RFP was as follows:
40%-Equipment and Personnel
30%-Cost
30%-Firm Profile/Qualifications/References

Denali Water Solutions, LLC scored the best on the evaluation criteria.

The following Resolution was approved:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, AUTHORIZING AND APPROVING THE CITY MANAGER, THE MANAGER'S DESIGNEE OR OTHER OFFICIAL OF THE CITY AS SHALL BE REQUIRED, TO NEGOTIATE AND EXECUTE ANY DOCUMENTS NECESSARY BETWEEN CITY OF LONGVIEW AND DENALI WATER SOLUTIONS, LLC OF RUSSELLVILLE, ARKANSAS FOR BIOSOLIDS REMOVAL AND DISPOSAL SERVICES FOR THE WASTEWATER TREATMENT PLANT; AUTHORIZING THE RENEWAL OF SAID CONTRACTS AT THE CITY MANAGER'S DISCRETION FOR UP TO FOUR ADDITIONAL ONE-YEAR TERMS, PROVIDED THAT THE TOTAL AMOUNT SPENT UNDER SAID CONTRACT FOR ANY ONE RENEWAL TERM SHALL NOT EXCEED FUNDS BUDGETED FOR SAID CONTRACT IN THE CONCURRENT BUDGET YEAR; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

Such Resolution No. 5621 appears in the Resolution and Ordinance records of the City of Longview.

- F. Consider an Ordinance authorizing City staff to acquire an undivided interest in certain property located at 213 S. Gum St., described as Lot 37, NCB 223, Longview Hamilton McNutt Survey, A-129, City of Longview, Gregg County, Texas, designated as parcel 2019-P-012 in fee simple in the amount of \$10,500.00 as is required to complete the construction of the new Longview Police Department –**

Rolin McPhee, Director of Public Works was present and requested the Council to consider the approval of an Ordinance authorizing City staff to acquire an undivided interest in certain property located at 213 S. Gum St., described as Lot 37, NCB 223, Longview Hamilton McNutt Survey, A-129, City of Longview, Gregg County, Texas, designated as parcel 2019-P-012 in fee simple in the amount of \$10,500.00 as is required to complete the construction of the new Longview Police Department.

The following Ordinance was approved:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, AUTHORIZING AND APPROVING THE ACQUISITION OF AN UNDIVIDED INTEREST IN REAL PROPERTY LOCATED AT 213 S. GUM ST., ALSO KNOWN AS LOT 37, NCB 223, LONGVIEW HAMILTON MCNUTT SURVEY A-129, CITY OF LONGVIEW, GREGG COUNTY, TEXAS (GCAD ACCOUNT #34122), AND DESIGNATED WITH THE UNIQUE PARCEL NUMBER 2019-P-012 ACCORDING TO THE CITY'S UNIQUE NUMBERING SYSTEM; AUTHORIZING THE CITY MANAGER OR CITY MANAGER'S DESIGNEE TO NEGOTIATE, FINALIZE, EXECUTE, AND ACCEPT FORMAL DEEDS, AGREEMENTS, AND OTHER DOCUMENTS INCIDENT TO SAID ACQUISITION; PROVIDING FOR CONSIDERATION; PROVIDING FOR FILING; PROVIDING FOR PAYMENT OF CLOSING AND OTHER INCIDENTAL COSTS; FINDING THAT SAID UNDIVIDED INTEREST IS TO BE PURCHASED, ACCEPTED AND USED FOR A PUBLIC PURPOSE; CONDITIONING THE AUTHORIZATION PROVIDED HEREIN ON THE APPROVAL OF ALL DOCUMENTS BY THE CITY ATTORNEY'S OFFICE; FINDING THAT THE MEETING AT WHICH THIS ORDINANCE WAS APPROVED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

Such Ordinance No. 4258 appears in the Resolution and Ordinance records of the City of Longview.

- G. Consider a Resolution authorizing the City Manager or his designee to pay compensation for the replacement of the real estate and moving expenses in the amount of \$69,500.00 as required by the Uniform Relocation Assistance Program for the purchase of certain property located at 213 S. Gum St., described as Lot 37, NCB 223, Longview Hamilton McNutt Survey, A-129, City of Longview, Gregg County, Texas, designated as parcel 2019-P-012 as is required to complete the construction of the new Longview Police Department –**

Rolin McPhee, Director of Public Works was present and requested the Council to consider the approval of a Resolution authorizing the City Manager or his designee to pay compensation for the replacement of the real estate and moving expenses in the amount of \$69,500.00 as required by the Uniform Relocation Assistance Program. This being in coordination with the purchase of certain property located at 213 S. Gum St., described as Lot 37, NCB 223, Longview Hamilton McNutt Survey, A-129, City of Longview, Gregg County, Texas, designated as parcel 2019-P-012. Said parcel is required to complete the construction of the new Longview Police Department.

The following Resolution was approved:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, AUTHORIZING AND APPROVING COMPENSATION FOR THE REPLACEMENT OF REAL ESTATE AND MOVING EXPENSES IN COORDINATION WITH THE PURCHASE OF PROPERTY LOCATED AT 213 S. GUM ST., ALSO KNOWN AS LOT 37, NCB 223, LONGVIEW HAMILTON MCNUTT SURVEY A-129, CITY OF LONGVIEW, GREGG COUNTY, TEXAS (GCAD ACCOUNT #34122) AND DESIGNATED WITH THE UNIQUE PARCEL NUMBER 2019-P-012 ACCORDING TO THE CITY'S UNIQUE NUMBERING SYSTEM; AUTHORIZING THE CITY MANAGER OR CITY MANAGER'S DESIGNEE TO NEGOTIATE, FINALIZE, AND EXECUTE ANY AGREEMENTS AND OTHER DOCUMENTS INCIDENT TO SAID COMPENSATION; CONDITIONING THE AUTHORIZATION PROVIDED HEREIN ON THE APPROVAL OF ALL DOCUMENTS BY THE CITY ATTORNEY'S OFFICE; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION WAS APPROVED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

Such Resolution No. 5622 appears in the Resolution and Ordinance records of the City of Longview.

- H. Consider a Resolution denying the statement of intent to increase rates filed by Centerpoint Energy Resources Corporation, d/b/a,**

**Centerpoint Energy Entex and Centerpoint Energy Texas Gas, for its
Beaumont/East Texas Division, on or about November 14, 2019 –**

Jim Finley, City Attorney was present and requested the Council to consider the approval of a Resolution adopting the denial of application for authority to increase rates submitted by CenterPoint Energy Resources Corporation, dba CenterPoint Energy Entex and CenterPoint Energy Texas Gas.

The following Resolution was approved:

**RESOLUTION BY THE CITY OF LONGVIEW, TEXAS
("CITY") DENYING THE STATEMENT OF INTENT TO
INCREASE RATES FILED BY CENTERPOINT ENERGY
RESOURCES CORPORATION, D/B/A, CENTERPOINT
ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS
GAS, FOR ITS BEAUMONT/EAST TEXAS DIVISION, ON
OR ABOUT NOVEMBER 14, 2019; REQUIRING THE
REIMBURSEMENT OF MUNICIPAL RATE CASE
EXPENSES; FINDING THAT THE MEETING COMPLIES
WITH THE OPEN MEETINGS ACT; MAKING OTHER
FINDINGS AND PROVISIONS RELATED TO THE
SUBJECT.**

Such Resolution No. 5623 appears in the Resolution and Ordinance records of the City of Longview.

- I. Consider approval of the following minutes: January 9, 2020, February 13, 2020 and February 27, 2020 –**

Angie Shepard, City Secretary was present and requested the Council to consider the approval of minutes.

MOTION: Council Member Ishihara made a motion to approve the consent agenda.

SECOND: Council Member Moore seconded the motion.

VOTE: The motion carried unanimously (7, 0).

VIII. Zoning – Public Hearing Item

A PUBLIC HEARING will be held to consider a request filed by BCTCMT33, LLC to abandon a portion of a 60 foot wide street right-of-way known as Derrick Street consisting of approximately 0.145 acres located west of Cheryl Street, north of Harley Ridge Road –

Angela Choy, AICP, City Planner was present and presented the staff report:

STAFF REPORT

March 12, 2020

APPLICANT: BCTCMT33, LLC
LOCATION: West of Cheryl Street, north of Harley Ridge Road
REQUEST: To abandon a portion of a 60 foot wide street right-of-way known as Derrick Street consisting of approximately 0.145 acres.

COUNCIL DISTRICT:
District 5 – Council Member David Wright

ZONING DISTRICT:
Two-Family (TF-2)

STAFF COMMENTS:
BCTCMT33, LLC is requesting to abandon a portion of 60 foot wide street right-of-way known as Derrick Street located west of Cheryl Street, north of Harley Ridge Road. Derrick Street is an unimproved right-of-way that has never been paved.

All public utility companies and city staff have reviewed and have signed off on the proposed abandonment.

STAFF RECOMMENDATION:
Staff recommends approval of this request.

The public hearing was declared open.

There were no citizens in the audience to speak on this matter.

The public hearing was declared closed.

MOTION: Council Member Wright made a motion the following Ordinance be approved:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, VACATING AND ABANDONING THE CITY'S INTEREST IN A 60-FOOT-WIDE STREET RIGHT-OF-WAY KNOWN AS DERRICK STREET CONSISTING OF ONE PARCEL OF LAND IN THE CITY OF LONGVIEW, GREGG COUNTY, TEXAS, TOTALING 0.145 ACRES, MORE OR LESS, AS SAID PARCEL IS FURTHER SHOWN IN THE ATTACHED EXHIBIT A AND DESCRIBED IN THE ATTACHED EXHIBIT B; AUTHORIZING DEEDS TO EVIDENCE ABANDONMENT OF SAID RIGHT-OF-WAY AND ANY OTHER DOCUMENTS AS MAY BE NECESSARY FOR SAID ABANDONMENT; CONDITIONING SAID ABANDONMENT AND AUTHORIZATION UPON THE EXECUTION BY THE PROPERTY OWNERS OF APPROPRIATE DOCUMENTS RELEASING THE CITY AS A CONSEQUENCE OF SAID ABANDONMENT AND UPON THE EXECUTION OF PUBLIC UTILITY EASEMENTS FOR EXISTING WATER, SEWER, AND FRANCHISE UTILITIES LOCATED WITHIN SAID RIGHT-OF-WAY; ESTABLISHING OTHER CONDITIONS FOR SAID ABANDONMENT AND AUTHORIZATION; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE WAS APPROVED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

SECOND: Council Member Ishihara seconded the motion.

VOTE: The motion carried unanimously (7, 0).

Such Ordinance is No. 4259 and appears in the Resolution and Ordinance records of the City of Longview.

IX. Action Item

Consider all matters incidental and related to the issuance and sale of the City of Longview, Texas General Obligation Refunding Bonds, Series 2020, including the adoption of an ordinance authorizing the issuance of the bonds, establishing parameters for the sale and issuance of such bonds, and delegating certain matters to City officers to act on its behalf in selling the bonds – Dan Culver, McCall, Parkhurst & Horton L.L.P.

Hilltop Securities gave a timeline:

Feb, 23 – Hilltop sends “Request for Information” for completion of Preliminary Official Statement (“POS”)

March 3 – City returns information necessary for preparation of POS to Hilltop.

March 5 – Underwriter selected; Hilltop sends out initial draft of POS for review and comments; Hilltop sends necessary information of S&P Global Ratings and Fitch Ratings.

March 11 – Comments on initial draft of POS due to Hilltop.

March 12 – City Council Meeting (5:30pm) – Adopt Bond Ordinance with parameters.

March 16 – Hilltop sends second draft of POS to parties for review and comment.

March 18 – Conference calls with S&P and Underwriter’s Counsel (Actual time TBD)

March 19 – Comments on second draft of POS due to Hilltop.

March 24 - Hilltop posts POS to internet.

March 26 – Receive ratings.

March 31 – Bond Pricing; Bond Purchase Agreement and Pricing Certificate executed.

April 1 – Draft of Final Official Statement distributed for review.

April 3 – Bond Counsel submits documentation to Attorney General’s Office; comments due on Final Official Statement.

April 6 – Final Official Statement posted to internet and sent to printer.

April 8 – Written Final Official Statement received by all parties.

April 16 – Hilltop to notify all parties of closing and delivery instructions.

April 21 – Closing and Delivery.

MOTION: Council Member Moore made the following motion:

Move to adopt an ordinance authorizing the issuance and sale of the City of Longview, Texas General Obligation Refunding Bonds, Series 2020 and approving all matters incidental thereto.

SECOND: Council Member Ishihara seconded the motion.

VOTE: The motion carried unanimously (7, 0).

Such Ordinance is No. 4260 and appears in the Resolution and Ordinance records of the City of Longview.

X. Items of Community Interest

Upcoming City Events

- **Census Invitations are on their way.**
 - Invitations will arrive between March 12-20 with instructions for responding online. Areas less likely to respond online will also receive a paper questionnaire.
 - Plan to include everyone you expect to live in your home on April 1.
 - You can respond online or by phone in one of 13 languages and find assistance in many more.
- Apply to serve on a City of Longview **Board or Commission.**
- Scholarship Applications Due April 1.

XI. Adjourn at 6:00 p.m.

[seal]

Angie Shepard
City Secretary



