

TO: Budget and Finance Committee
FROM: Troy Niemeyer, Finance Director
DATE: May 23, 2025
SUBJECT: Bond Underwriter Engagement Letter

1) Recommended Action:

Place the Bond Underwriter Engagement Letter with D.A. Davidson on the June 3, 2025 City Council consent calendar with a recommendation to approve and authorize the Mayor to sign.

2) Background:

In August 2024 the Budget & Finance Committee heard two presentations from qualified bond underwriting firms. The Finance Director is making a recommendation to select one of those firms and enter into an agreement to provide bond underwriting services in preparation for the issuance of bonds to finance the Operations & Maintenance Facility.

3) Policy Support:

Be fiscally responsible and develop sustainable financial strategies.

4) Alternatives:

☐ Instruct staff to bring in additional firms to interview.

5) Fiscal Notes:

There is no immediate cost for this agreement. Bond underwriters get paid when the bond sale closes, and the proceeds from the bond sale are used to pay the fees. The fees depend on market conditions, the structure of the bonds, and on decisions the City has not made yet.

6) Attachments:

A. Bond Underwriter Engagement Letter