

TO: City Council  
FROM: Troy Niemeyer, Finance Director  
DATE: June 3, 2025  
SUBJECT: Bond Underwriter Engagement Letter with D.A. Davison

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1) Recommended Action:

Authorize the Mayor to sign the engagement letter with D.A. Davidson for bond underwriting services.

The bond underwriter engagement letter was recommended for approval on the consent calendar at the May 23, 2025 Budget and Finance Committee meeting.

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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. There will be several more touch-points and votes by the full Council before bonds are issued.

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3) Policy Support:

Be fiscally responsible and develop sustainable financial strategies.

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4) Alternatives:

☐ Instruct staff to bring in additional firms to interview.

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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.

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6) Attachments:

A. Bond Underwriter Engagement Letter