

CITY OF SATELLITE BEACH

CITY COUNCIL
JANUARY 21, 2015

REGULAR MEETING
7:00 P.M.



CITY OF SATELLITE BEACH, FLORIDA

565 CASSIA BOULEVARD 32937-3116
(321) 773-4407
(321) 779-1388 FAX



INCORPORATED 1957

AGENDA

**CITY COUNCIL
REGULAR MEETING**

SATELLITE BEACH COUNCIL CHAMBERS
565 CASSIA BOULEVARD, SATELLITE BEACH, FL 32937

**JANUARY 21, 2015
7:00 P.M.**

1. CALL TO ORDER BY MAYOR CATINO
2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE LED BY COUNCILWOMAN GOTT
3. CITIZEN COMMENTS
4. CITY COUNCIL COMMENTS
5. CITY MANAGER REPORT
6. RECOGNITION OF PUBLIX MANAGER/POLICE DEPARTMENT VOLUNTEER TED JOHNSON
7. DISCUSS/TAKE ACTION ON INFRASTRUCTURE PROJECTS
 - A. ANNUAL STREET REPAVING NEEDS REPORT
 - B. DESOTO FIELD STORMWATER PROJECT AND LORI LAINE PROJECT
 - C. P4 INITIATIVE – SOUTH HOUSING FIELD MAINTENANCE
8. DISCUSS/PROVIDE DIRECTION ON PROPOSAL TO INCREASE THE UTILITY TAX FROM 6% TO 10%

Pursuant to Section 286-0105, FSS, if an individual decides to appeal any decision made by the City Council with respect to any matter considered at this meeting, a verbatim transcript of the proceedings may be required and the individual may need to insure that a verbatim transcript of the proceedings is made. In accordance with the Americans with Disabilities Act and Section 286.26, FSS. Persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's office.

- 9. DISCUSS/PROVIDE DIRECTION ON PROPOSAL TO FINANCE \$2.5 MILLION TO FUND INFRASTRUCTURE NEEDS**
- 10. DISCUSS/TAKE ACTION ON MOVING FORWARD WITH A REQUEST FOR PROPOSAL FOR FINANCIAL ADVISORY SERVICES**
- 11. AGENDA ITEMS FOR NEXT REGULAR COUNCIL MEETING**



City Manager's Report

To: Mayor and City Council Members
From: City Manager Courtney Barker, AICP
Meeting Date: 1/21/2015

On January 25, 2015, in the David R. Schechter Community Center gymnasium, there will be two exciting performances by the Rhythm in Motion competition dancers, one at 1:00pm and another at 3:30pm. Tickets are \$6 and can be purchased from a dance team member, the Recreation Department, or at the door. The dancers will host a small reception between performances, with desserts available for purchase. The fundraiser will assist dancers with competition fees.

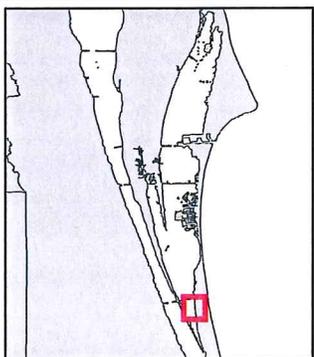
Informational Items:

1. Staff has received clarification on the Brevard County's muck removal efforts for areas along the beachside canal system (see attached). The first area will begin at Pineda Causeway and move south near the City limits. This area will all be permitted at once and the muck removal will continue until the first funding allocation has been exhausted (the \$10 million appropriated by the Legislature the 2014 session). Please see the attached graphic. The second area will be the canal system along Satellite Beach and Indian Harbour Beach. These areas are currently being studied. The County is requesting \$20 million this legislative session to continue the work. Staff will be presenting a resolution and letter to the appropriate legislative members supporting this effort. This resolution and letter will be presented for your approval at the February 4, 2014 City Council meeting.
2. Staff has received a thank you letter from the Indian Harbour Beach City Manager regarding the assistance our Police Department provided in an incident in their City on January 15, 2015 (see attached).

Action Items:

1. Brevard County has notified the City of a meeting for the Correctional Impact Fee Committee (see attached). The City is eligible for an appointment to this Committee, but does not currently have one. I am recommending Chief Pearson for this appointment and am requesting your approval.

2. Staff is requesting your approval for the dates and locations of the remaining community meetings we will be holding on a neighborhood basis. Please see the attached map that describes the neighborhood sections. Proposed Community Dates and Locations for 2015:
 - a. February 11, 2015 at 7pm for neighborhood between Jackson Avenue and Roosevelt Avenue at Satellite Beach United Methodist Church.
 - b. February 24 OR 25, 2015 (date is City Council's choice) at 7pm for neighborhood between Roosevelt Avenue and Cassia Boulevard at Oceanside Church.
 - c. March 11, 2015 at 7pm for neighborhood between Cassia Boulevard and DeSoto Parkway at the Satellite Beach Library
 - d. March 25, 2015 at 7pm for the neighborhood between DeSoto Parkway and the City limits at Our Father's House Church.



**Grand Canal (Satellite Beach)
Muck Removal Project**

- Assessment Area
- Mangroves

Figure 5. Mangrove distribution map.



1 in = 1,284 feet



Date: October 15, 2014



CITY OF
INDIAN HARBOUR BEACH

Florida

2055 SOUTH PATRICK DRIVE
INDIAN HARBOUR BEACH, FL 32937
PHONE (321) 773-3181
FAX (321) 773-5080

January 15, 2015

Ms. Courtney Barker
City Manager
City of Satellite Beach
530 Cinnamon Drive
Satellite Beach, Florida 32937

Re: Law Enforcement Assistance
Timpooche Drive

Dear Courtney:

I wanted to take a moment to recognize the men and women of the Satellite Beach Police Department for their phenomenal assistance today for the law enforcement incident on Timpooche Drive here in Indian Harbour Beach. The professional public safety personnel from Satellite Beach were an invaluable asset in dealing with this volatile situation.

Please share with Chief Pearson and all the dedicated members of the Satellite Beach Police Department my sincere appreciation for this assistance. Our communities are truly blessed to have such talented and dedicated professional public safety personnel.

Thank you and your entire team that make our communities great.

Best Wishes!

A handwritten signature in black ink, appearing to read "Mark K. Ryan".

Mark K. Ryan
City Manager



BOARD OF COUNTY COMMISSIONERS

*For
CM
Report*

RECEIVED
JAN 08 2015
Planning & Development Department
2725 Judge Fran Jamieson Way
Building A, Room 114
Viera, Florida 32940

RECEIVED
JAN 08 2015
CS

January 6, 2015

Courtney Barker, City Manager
City of Satellite Beach
565 Cassia Boulevard
Satellite Beach, FL 32937

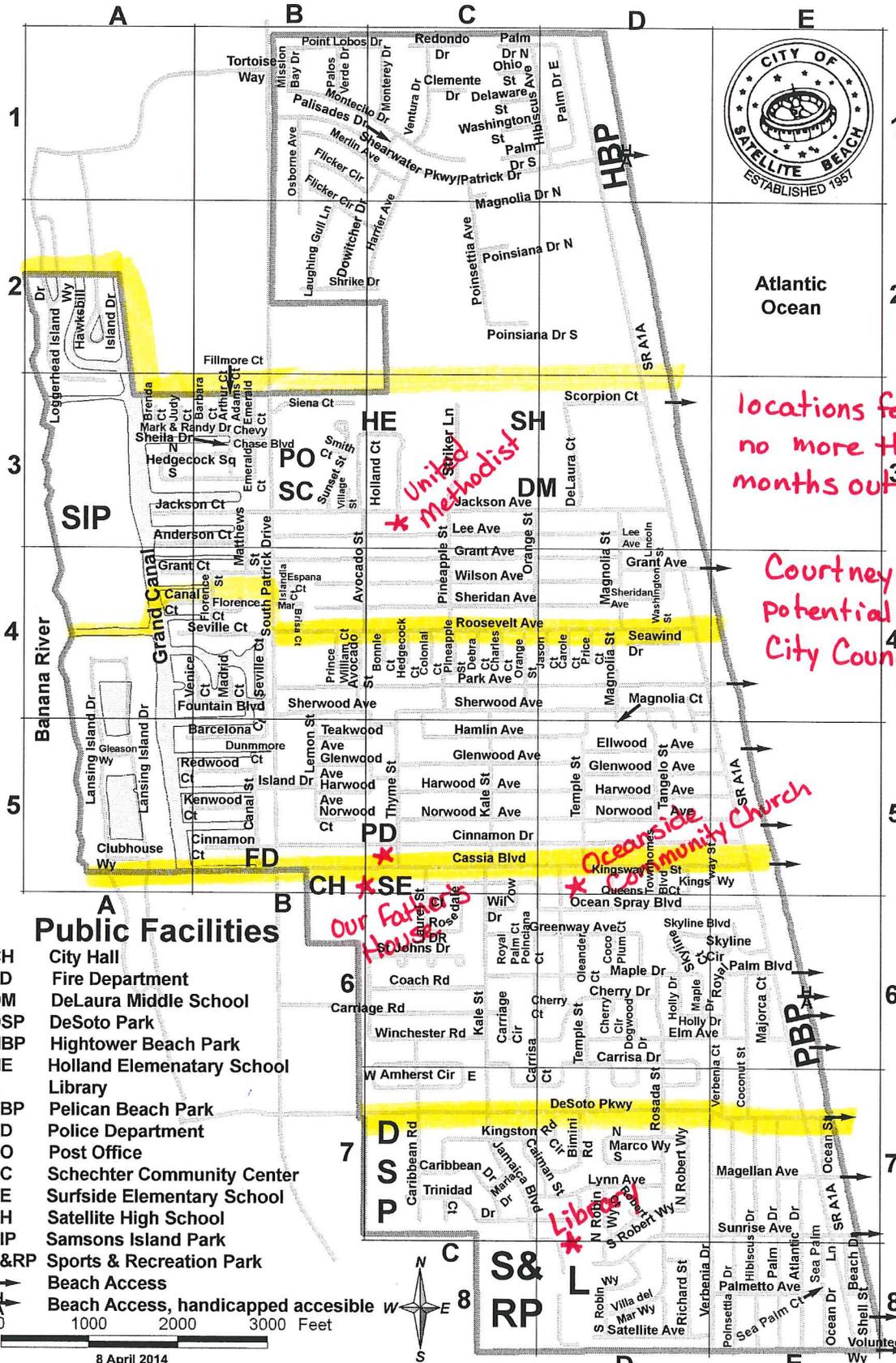
Dear Ms. Barker:

There will be a meeting of the Correctional Impact Fee Advisory Committee at 9:30 am in the Space Coast Room which is on the second floor of Building C at the Brevard County Government Center in Viera. Your city is entitled to appoint one representative to the Committee. The purpose of the meeting is to consider an impact fee funding request by the Sheriff's Office for improvements to the Brevard County Detention Center.

If you have any questions regarding this meeting, please feel free to contact me at 633-2069 or by e-mail at steve.swanke@brevardcounty.us.

Respectfully,

Stephen M. Swanke
Program Manager



- Public Facilities**
- CH City Hall
 - FD Fire Department
 - DM DeLaura Middle School
 - DSP DeSoto Park
 - HBP Hightower Beach Park
 - HE Holland Elementary School
 - L Library
 - PBP Pelican Beach Park
 - PD Police Department
 - PO Post Office
 - SC Schechter Community Center
 - SE Surfside Elementary School
 - SH Satellite High School
 - SIP Samsons Island Park
 - S&RP Sports & Recreation Park
- Beach Access
 Beach Access, handicapped accessible
- 0 1000 2000 3000 Feet
- 8 April 2014

City of Satellite Beach Street Map



CITY COUNCIL AGENDA ITEM

#7A

ANNUAL STREET REPAVING NEEDS REPORT

To: City Manager Courtney Barker
From: Public Works Director Allen Potter
Meeting Date: 1/21/2015
Department: Public Works

Recommended Action: Accept the report on the City's Annual Street Repaving Needs.

Summary: Staff has assessed the City's 37 miles of roadways to determine the resurfacing needs for the next five years.

The City currently has 3.43 miles of roadway that need the following immediately:

- 2.43 miles of roadway need resurfacing at the estimated cost of \$297,850.
- 1.0 miles of roadway need milling and resurfacing at the cost of \$138,780.

In addition, the City needs to reconstruct Roosevelt Avenue, as the roadway has now deteriorated to point of needing a new road base as well as resurfacing. Since Roosevelt Avenue is a collector roadway that is an east-west connector, it is recommended that Roosevelt Avenue be reconstructed as a Complete Street. In October 2015, the City adopted new policies in our Comprehensive Plan that support the concept of complete streets, which is to construct our roadways with pedestrians, bicyclists and transit user facilities. The following is our Complete Street Comprehensive Plan Objective:

Objective 1.3:

The City shall embrace a multi-modal transportation system that provides the City with improved connectivity for pedestrians, bicycles, public transportation riders, motorists, and others.

The reconstruction of Roosevelt Avenue is estimated to cost \$900,000.

In addition to the immediate paving needs which are shown on the attached table, staff has included the roadways that will need repaving in the next five years. These needs are estimated to cost \$427,770.

Staff will provide a detailed presentation of this report at the meeting. The City has not paved a road since 2006, unless it was part of a stormwater project or the stimulus program. Therefore, staff will be presenting a financing strategy to address the backlog for roadway needs in a later agenda item.

Budget Impacts: Total resurfacing needs for the next five years will cost \$1,336,630

Attachments:

- List of roadways recommended for immediate improvement
- List of roadways recommended for resurfacing in 2021
- Concept plan for Roosevelt Avenue

Road Resurfacing Construction Cost Estimate

Estimated construction year: 2015

IMMEDIATE NEEDS FOR 2015

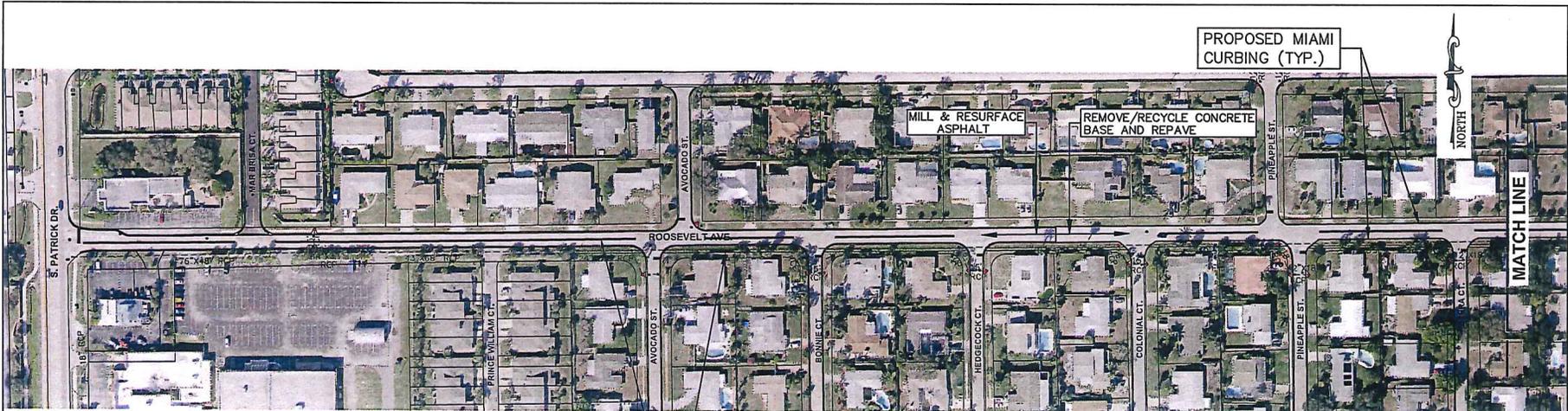
Street Name	LF	Cost at \$23/LF (no milling)	Cost at \$27/LF (with milling)
Verbenia Drive	2,635	\$ 60,605	
Poinsettia Drive	2,590	\$ 59,570	
Hibiscus Drive	2,575	\$ 59,225	
Palm Drive	2,580	\$ 59,340	
Atlantic Drive	1,920	\$ 44,160	
Megellan Avenue	1,070		\$ 28,890
Sunrise Avenue	1,200		\$ 32,400
Ocean Drive	650	\$ 14,950	
Palmetto Avenue	1,150		\$ 31,050
Ocean Spray	1,720		\$ 46,440
Subtotals	18,090	\$ 297,850.00	\$ 138,780.00
		Grand Total	\$ 436,630.00

Future Road Resurfacing Construction Cost Estimate

Estimated construction year: 2021

NEEDS FOR 2021

Street Name	LF	Cost at \$23/LF (no milling)	Cost at \$27/LF (with milling)
Norwood Ave	1994		\$ 53,838
Kale Street	2129		\$ 57,483
Glenwood Ave	2060		\$ 55,620
Temple Street	1380		\$ 37,260
Sherwood Ave	270		\$ 7,290
Trinidad Drive	1501		\$ 40,527
Barcelona Court	1362		\$ 36,774
Seville Court	1706		\$ 46,062
400 Block DeSoto Pkwy	638		\$ 17,226
Hedgecock Court	540		\$ 14,580
Subtotals	13580		\$ 366,660.00
Curb Replacement (15% of Total LF)	2037		\$ 40,740
		Grand Total	\$ 407,400.00
Anticipated inflation	0.05%	\$20,370	\$ 427,770.00



PROPOSED 6' WIDE SIDEWALK (TYP.)

DOUBLE YELLOW MARKING (TYP.)

SCALE IN FEET

0 40 80 160

NO.	BY	REVISIONS	DATE	NO.	BY	REVISIONS	DATE

QUENTIN L. HAMPTON & ASSOCIATES, INC.
 CONSULTING ENGINEERS
 FLORIDA CERTIFICATE-OF-AUTHORIZATION NO. 625
 PHONIC (386) 761-8810 FAX (386) 761-3377
 P.O. DRAWER 280247, PORT ORANGE, FL 32129-0247

CITY OF
SATELLITE BEACH
 BREVARD COUNTY, FLORIDA

ROOSEVELT AVENUE IMPROVEMENTS
 PROJECT NO: SB32

CONCEPTUAL DESIGN
 DRAWN BY: RAP

DAVID A. KING, P.E.
 FLORIDA REGISTRATION
 50519

SHEET NO.
1
 OF 1



CITY COUNCIL AGENDA ITEM

#7B

DESOTO FIELD STORMWATER PROJECT AND LORI LAINE PROJECT

To: City Manager Courtney Barker
From: Public Works Director Allen Potter
Meeting Date: 1/21/2015
Department: Public Works

Recommended Action: Approve the conceptual plans for the DeSoto Field and the Lori Laine Stormwater Projects.

Summary: As provided in previous presentations and reports to City Council, the City is required to implement nutrient reducing stormwater treatment projects as part of our required TMDL reductions as stipulated in the Basin Management Action Plan (BMAP) for our County. As such, staff is recommending to use a current recreation field at the DeSoto Fields for a large open retention pond project. This field is proposed to be replaced by accepting maintenance of the Patrick Air Force Base (PAFB) South Housing soccer field through the City's P-4 Initiative with the County and PAFB. This P-4 Initiative is outlined in more detail in a later agenda item.

The proposed treatment pond will actually treat the entire DeSoto basin. The staff has a proposed concept plan that incorporates recreational amenities into the project, with a walkway, kayak launch, parking, and fountain. The estimated cost for this project is approximately \$800,000. Staff is anticipating being able to obtain grant funding for this project.

Staff is also recommending revisiting the Lori Laine stormwater project. Estimated costs for this project are \$1,100,000. Staff is anticipating applying and receiving 319h and TMDL grants which would reduce the costs by 80%, requiring a \$220,000 match. However, we are currently investigating whether the City should slipline the remaining length of the pipe (which is referred to as the Glenwood Trunkline) in addition to the water quality component of the project. Staff is also investigating the possibility of sliplining the pipe only (without the water quality project). Staff is estimating this project to cost approximately \$500,000 with sliplining.

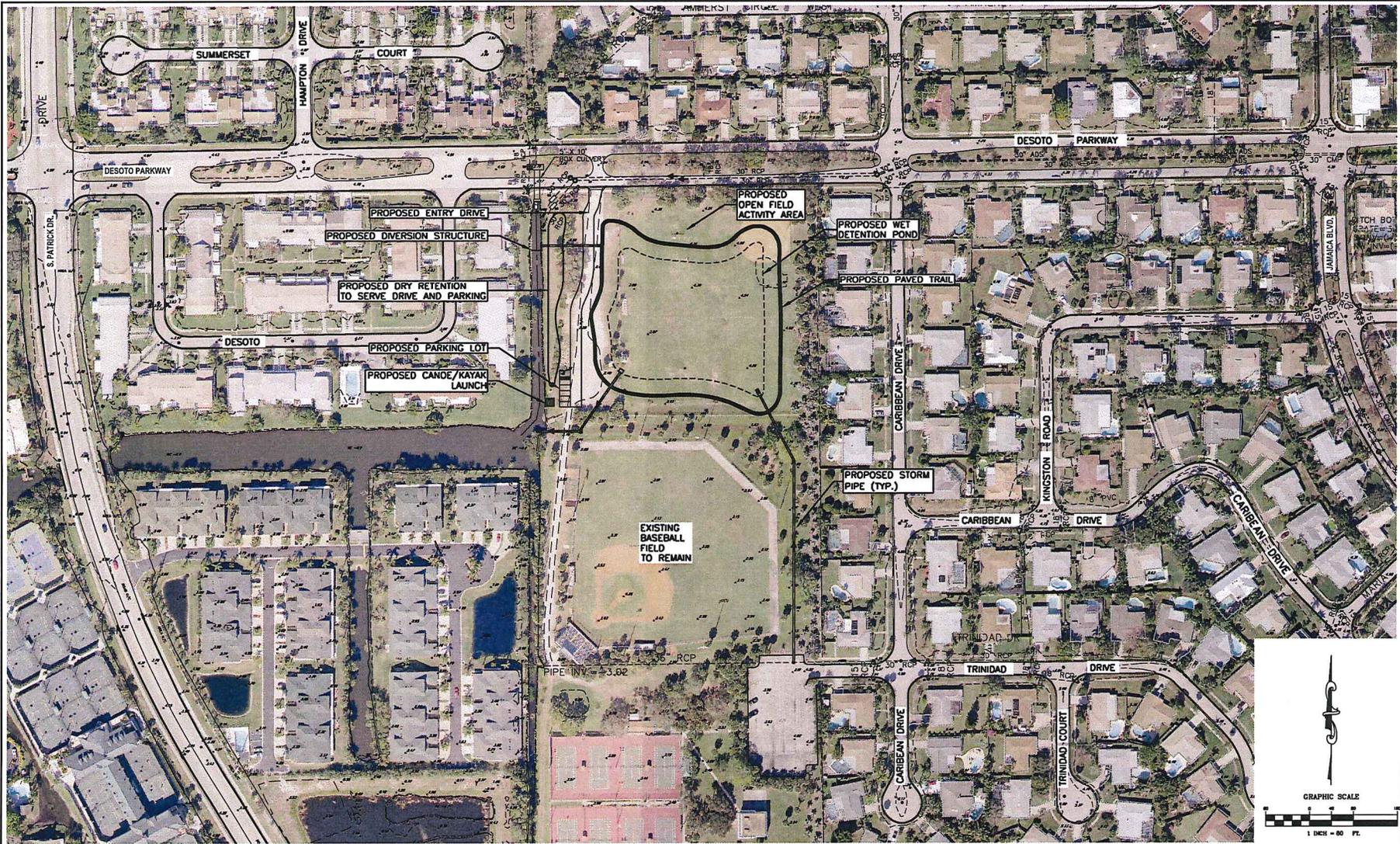
Staff will be presenting a financing strategy to address the TMDL water quality and stormwater needs in a later agenda item. If the concepts for the projects and financing are approved, the next step would be

to start the engineering design for the DeSoto Field project, and continue engineering design for the Lori Laine project.

Budget Impacts: Total cost is estimated at \$1.2 million. Annual maintenance cost for the DeSoto Field project is \$10,300.

Attachments:

- Concept Plan for the DeSoto Field Stormwater Project
- Concept Plan for the Lori Laine Stormwater Project
- Nutrient Reduction Estimates



No.	BY	REVISIONS	DATE	No.	BY	REVISIONS	DATE

QUENTIN L. HAMPTON & ASSOCIATES, INC.
CONSULTING ENGINEERS
 FLORIDA CERTIFICATE OF AUTHORIZATION No. 826
 PHONE (386) 781-8810 FAX (386) 781-3977
 P.O. DRAWER 290247, PORT ORANGE, FL 32129-0247

CITY OF SATELLITE BEACH
 BREVARD COUNTY, FLORIDA

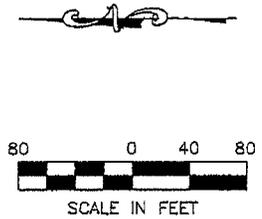
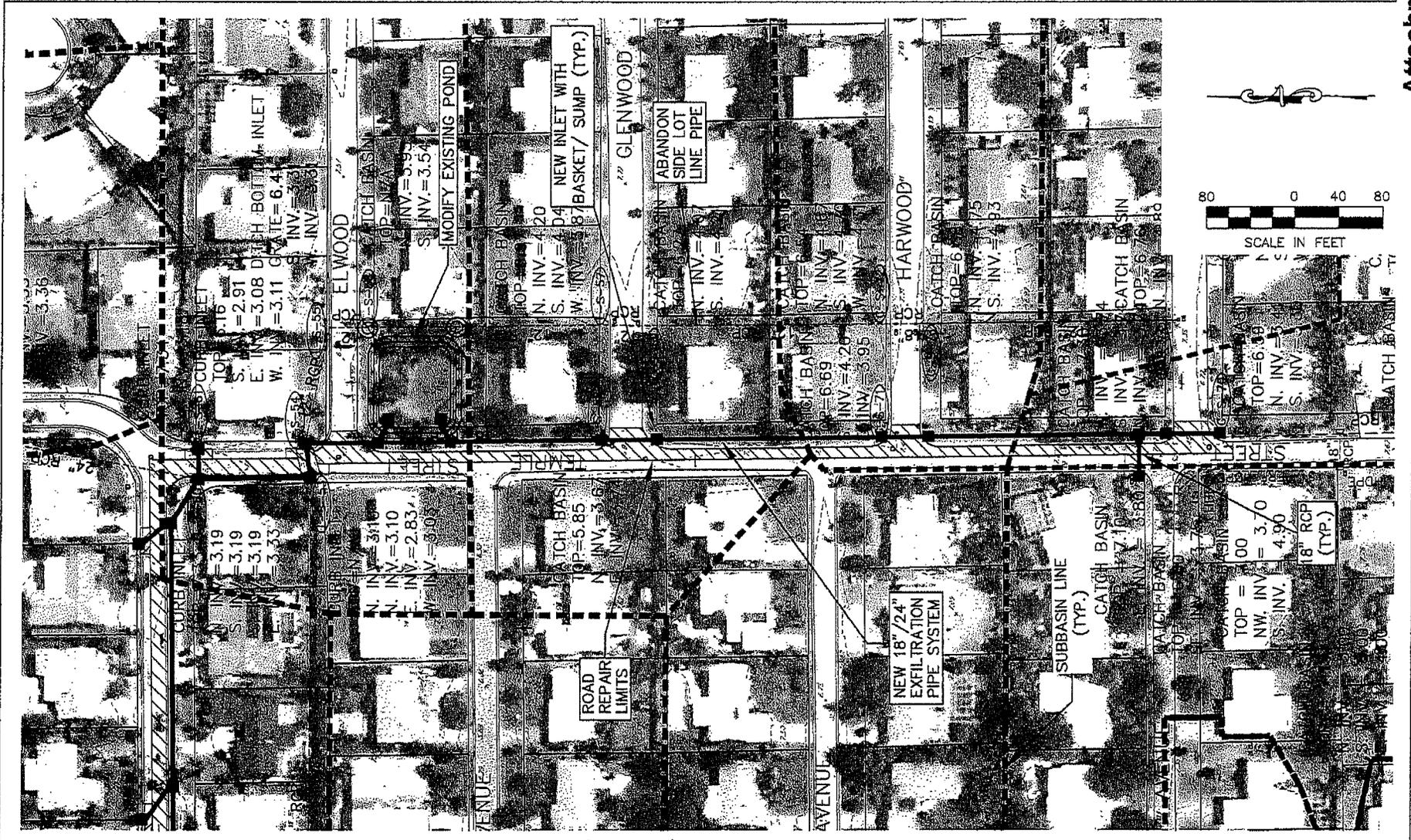
DESOTO PARK STORMWATER FACILITY
 PROJECT NO.

CONCEPT UAL DESIGN
 DRAWN BY:

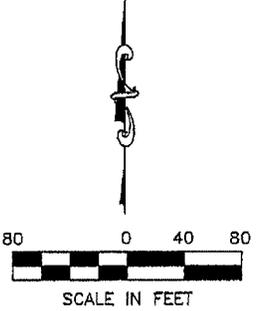
DAVID A. KING, P.E.
 FLORIDA REGISTRATION #5099

SHEET No.
1
 OF 1

Temple Conceptual Elements



NO. BY: _____ REVISIONS: _____ DATE: _____	QUENTIN I. HAMPTON & ASSOCIATES, INC. CONSULTING ENGINEERS <small>FLORIDA CERTIFICATE OF AUTHORIZATION NUMBER 626 P.O. ORLANDO 282247 PORT CHARLOTTE, FL 32128-0247 386 761-4810</small>	CITY OF SATELLITE BEACH BREVARD COUNTY, FLORIDA	LORI LAINE BASIN STORMWATER IMPROVEMENTS PHASE 1	TEMPLE ST. EXFILTRATION/POND SYSTEM	SHEET NO. <div style="text-align: center; font-size: 24pt; font-weight: bold;">1</div>
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Attachment 10

		QUENTIN L. HAMPTON ASSOCIATES, INC. CONSULTING ENGINEERS <small>FLORIDA CERTIFICATE OF AUTHORIZATION NUMBER: 426 FOR 308 791-8877</small>		CITY OF SATELLITE BEACH BREVARD COUNTY, FLORIDA		LORI LAINE BASIN STORMWATER IMPROVEMENTS PHASE 1		HAMLIN EAST BLOCK EXFILTRATION SYSTEM		SHEET NO. 2	
BY	REVISIONS	DATE	P.O. DRAWER 2002147	PORT ORANGE, FL 32129-0247	386 791-8810	NO	BY	REVISIONS	DATE	OF	3

Hamlin Conceptual Elements

Estimated Nutrient Removal Credits (TMDL Requirements)

	Total Nitrogen (TN) (lbs/yr)	Total Phosphorus (TP) (lbs/yr)
<u>Required Pollutant Reductions</u>		
FDEP BMAP Current 5 Year Reduction Requirement (by 2018)	3,495	663
FDEP BMAP Current 10 Year Reduction Requirement (by 2023)	6,991	1,325
FDEP BMAP Current 15 Year Reduction Requirement (by 2028)	10,486	1,987.9
 <u>Current 2014 Pollutant Reductions</u>		
Existing FDEP BMAP Approved Reductions	2,421	577
Model Treatment Area Refinement (1)	1,296	461
Model Land Use Refinement (1)	310	26
Model Runoff Coefficient Refinement(1)	77	5
Totals	4,104	1,069
% of 5 Year Reduction Achieved	117%	161%
% of 10 Year Reduction Achieved	59%	81%
% of 15 Year Reduction Achieved	39%	54%
 <u>Proposed Pollutant Reductions</u>		
Lori Laine Project (1)	81	12
DeSoto Field Stormwater Facility (1)	750	200
Subtotals	831	212
Totals with Current Reductions	4,935	1,280
% of 5 Year Reduction Achieved	141%	193%
% of 10 Year Reduction Achieved	71%	97%
% of 15 Year Reduction Achieved	47%	64%

Notes:

(1) From 2011 Stormwater Quality Masterplan

(2) Additional reduction expected due to use of denitification techniques.



CITY COUNCIL AGENDA ITEM

#7C

P4 INITIATIVE – SOUTH HOUSING FIELD MAINTENANCE

To: City Manager Courtney Barker
From: Recreation Director Kerry Stoms
Meeting Date: 1/21/2015
Department: Recreation

Recommended Action: Provide approval of the concept of leasing the South Housing Soccer Field.

Summary: Since May 2013, the City has worked on the P4 Initiative with Patrick Air Force Base. The P4 Initiative works to promote a Public/Private/Partnership between the military and the local municipalities to better utilize and share services and facilities. As a result of P4 meetings, one athletic field parcel has been identified as a candidate for further discussion.

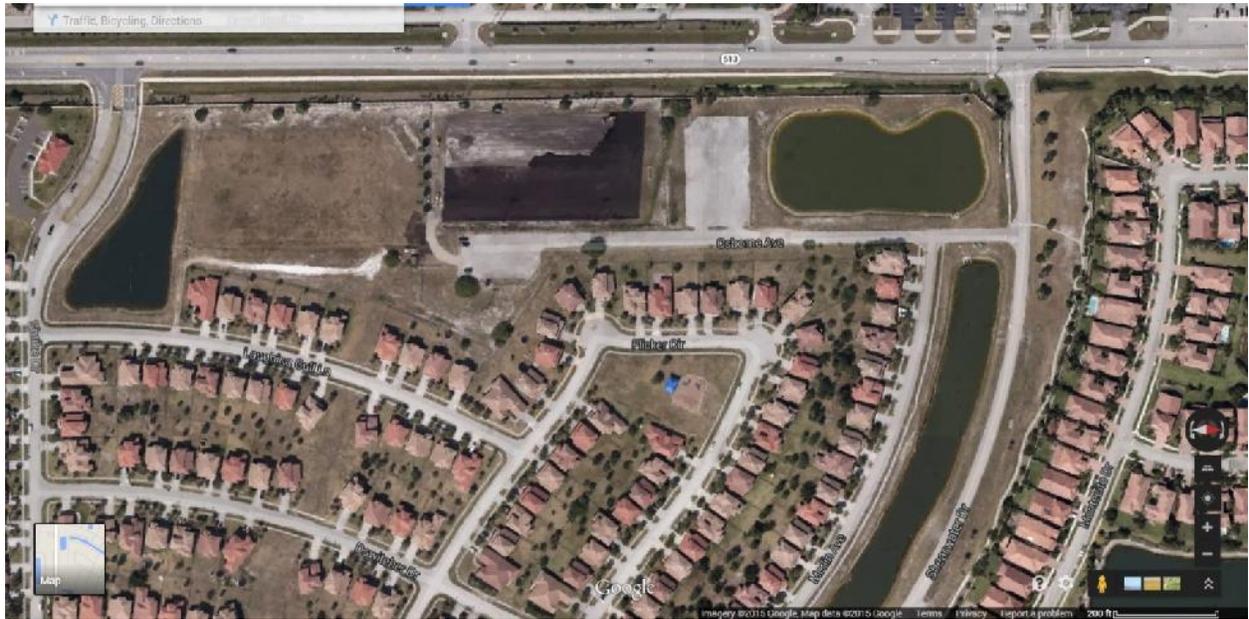
The athletic sport field along east side of South Patrick Drive (west end of Pelican Coast Housing) has the potential to serve a larger community population (both civilian and military) if the property were to be leased to the City of Satellite Beach. The field meets the size requirement for the South Beach Youth Football and Cheer Association and the older age divisions of the Satellite Beach Soccer Club. Improvements need to be made to the sports field lighting system, a restroom facilities, and the field irrigation and sod to make the field fully functional for league practices or games.

If the DeSoto Field Stormwater Project is implemented, staff would recommend the relocation of the youth sport organizations that currently use the DeSoto field to the South Housing Field we are discussing. Those organizations are Riptide Lacrosse (100 players), South Beach Youth Football and Cheer Association (350 players) and Satellite Beach Soccer Club (350 players-they use DeSoto as a back-up for their primary field space at the Satellite Beach Sports and Recreation Park).

The City would need to fund approximately \$20,000 for the initial field prep and upgrades (which includes fencing); \$15,000 if new sod is required; \$100,000 for restroom construction; and \$180,000 for sports field lighting. Maintenance for the field and facilities would be approximately \$18,000 annually. There would also be utility costs for field lighting and water/sewer of approximately \$1,500 annually.

Budget Impacts: This project would cost approximately \$300,000 for construction and approximately \$20,000 per year in maintenance costs.

Attachments: photos of PAFB sports field





CITY COUNCIL AGENDA ITEM

#8

DISCUSS/PROVIDE DIRECTION ON PROPOSAL TO INCREASE THE UTILITY TAX FROM 6% TO 10%

To: Mayor and City Council
From: City Manager Courtney Barker
Meeting Date: 1/21/2015
Department: Support Services

Recommended Action: Provide direction on increasing the Utility Tax on gas and electricity from 6% to 10%.

Summary: Staff is recommending increasing the City's utility tax from 6% to 10% for the purpose of funding large scale infrastructure projects. Chapter 166 of the Florida Statutes provides the City with the authority to levy a utility tax up to 10%. Utilities include gas, electricity, and water. The City currently imposes a 6% tax on gas and electricity only. Please see the attached graphic describing the City's utility tax in the context of other municipalities.

The City's utility tax funds the City's Capital Assets Fund, which is strictly used for infrastructure and capital needs, such as facilities and equipment. The Capital Assets Fund currently receives revenue of approximately \$381,999 per year. \$367,176 of this revenue is from electricity tax and \$14,823 is from gas tax.

An increase in this revenue with a 10% tax rate on gas and electric utilities would add \$255,939 to the Capital Assets Fund each year. Staff is recommending using this increased amount as a pledge toward a debt obligation, which is the subject of the next agenda item. However, should City Council decide against debt service, staff would recommend reserving these funds for street repaving and reconstruction.

The City does not currently tax water. If the City levied a 10% tax on water, this would yield an additional \$191,000 per year for the Capital Assets Fund. Staff does not anticipate needing this additional tax if the City is able to finance our infrastructure needs as provided in the next agenda item.

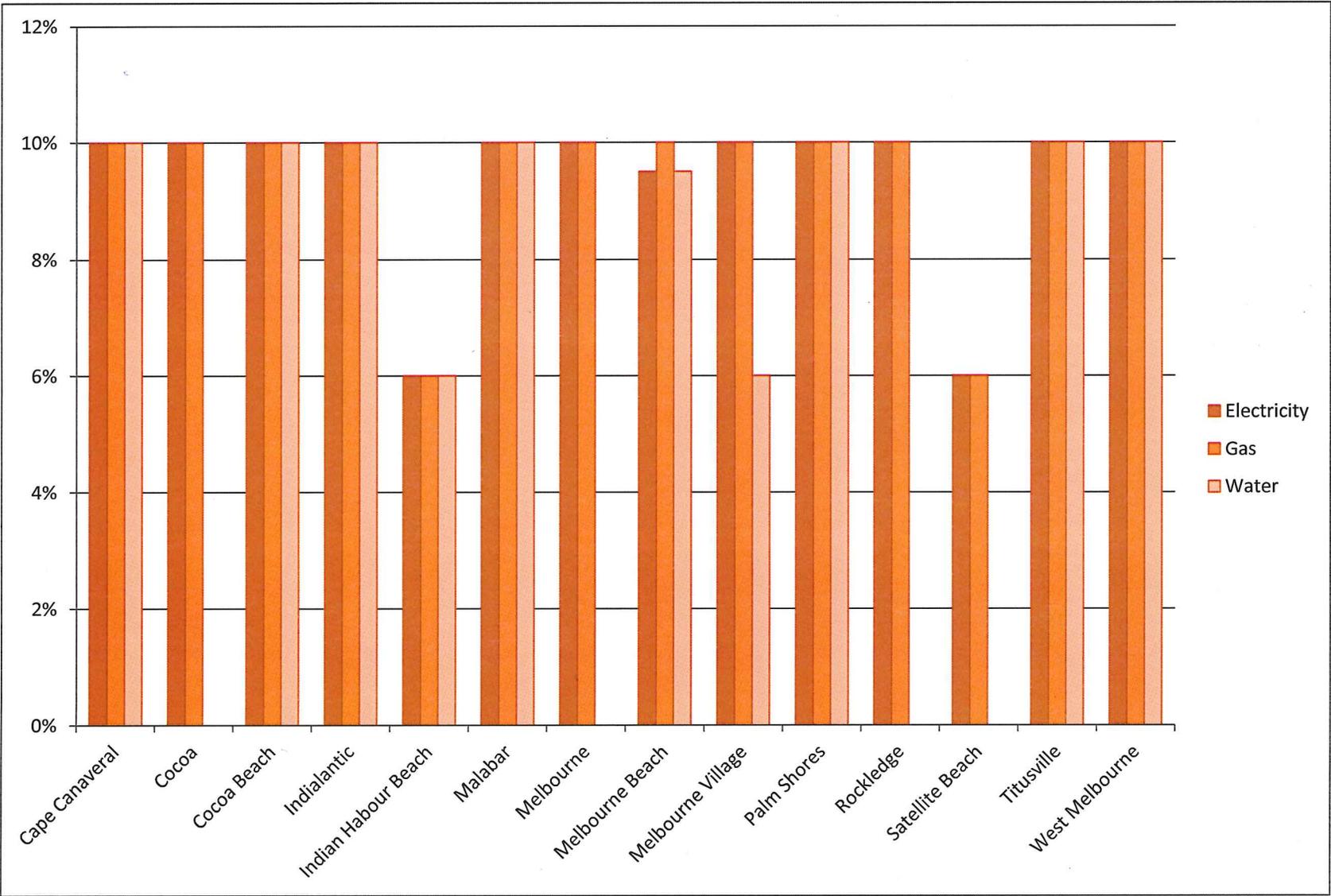
If Council approves of increasing this tax, staff will prepare the Ordinances for the February 18, 2015 City Council meeting.

Budget Impacts: An additional estimated \$255,939 in revenue for the Capital Assets Fund.

Attachments:

- Utility tax graphic
- Ordinance No. 764 adopting the Utility Tax (1999)
- Chapter 166

Utility Tax in Brevard County, 2014



ORDINANCE NO. 764

AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA AMENDING SECTIONS 58-151 AND 58-159 OF THE SATELLITE BEACH CODE OF ORDINANCES, RAISING THE UTILITY TAX ON THE SALE AND PURCHASE OF ELECTRICITY, METERED NATURAL GAS, LIQUID PETROLEUM GAS AND MANUFACTURED GAS FROM 4.5% TO 6% AND PROVIDING EFFECTIVE DATE FOR INCREASE; PROVIDING EFFECTIVE DATE.

WHEREAS, the City of Satellite Beach Citizen Capital Assets Planning Committee (CAPC) reviewed the capital requirements of the City; and

WHEREAS, the CAPC recommended that the City utilize a dedicated utility tax to fund certain capital asset needs; and

WHEREAS, the City Council accepted that recommendation which resulted in the adoption of Ordinance 675 implementing the utility tax for that purpose; and

WHEREAS, said utility tax rate was set at four and one-half (4.5%) percent rather than six (6%) percent as recommended because the recreation capital asset acquisition issues were not addressed at that time; and

WHEREAS, the City has implemented a capital acquisition plan to satisfy certain capital recreation needs of the City; and

WHEREAS, as a result of said acquisition, the justification to increase the utility tax to the full six (6%) percent recommendation now exists.

NOW, THEREFORE, BE IT ENACTED BY THE CITY OF SATELLITE BEACH, FLORIDA, as follows:

Section 1. Section 58-151, Satellite Beach Code is hereby amended to read as follows:

ARTICLE IV. UTILITY TAX

Sec. 58-151. LEVY; PAYMENT BY PURCHASERS

(a) There is hereby levied by the City of Satellite Beach, Brevard County,

Florida, on each and every purchase of electricity, metered natural gas, liquified petroleum gas (either metered or bottled), and manufactured gas (either metered or bottled), a tax of six (6%) percent, which tax in every case shall be paid by the purchaser to the seller of the subject goods and services at the time of paying the charge therefor.

Section 2. Section 58-159, Satellite Beach Code is hereby amended to read as follows:

Sec. 58-159 EFFECTIVE DATE OF TAX

The effective date of the six (6%) percent tax levied under this ordinance shall commence with meter readings and sales after September 30, 1999.

Section 3. This Ordinance shall take effect immediately upon its adoption.

Section 4. Severability Clause. In the event a court of competent jurisdiction shall hold or determine that any part of this Ordinance is invalid or unconstitutional, the remainder of the Ordinance shall not be affected thereby and it will be presumed that the City Council for the City of Satellite Beach did not intend to enact such invalid or unconstitutional provision. It shall further be assumed that the City Council would have enacted the remainder of this Ordinance without said invalid and unconstitutional provision thereby causing said remainder to remain in full force and effect.

Section 5. Repeal of Inconsistent Provisions. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 6. This Ordinance was duly passed on first reading at a regular meeting of the City Council on the 8th day of September, 1999 and adopted on the second and final reading at the regular meeting of the City Council on the 22nd day of September, 1999.

ATTEST:


Mary E. Rogers, CME, City Clerk


David R. Schechter, Mayor

The Florida Senate

2011 Florida Statutes

<u>Title XII</u> MUNICIPALITIES	<u>Chapter 166</u> MUNICIPALITIES <u>Entire Chapter</u>	SECTION 231 Municipalities; public service tax.
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166.231 Municipalities; public service tax.—

(1)(a) A municipality may levy a tax on the purchase of electricity, metered natural gas, liquefied petroleum gas either metered or bottled, manufactured gas either metered or bottled, and water service. Except for those municipalities in which paragraph (c) applies, the tax shall be levied only upon purchases within the municipality and shall not exceed 10 percent of the payments received by the seller of the taxable item from the purchaser for the purchase of such service. Municipalities imposing a tax on the purchase of cable television service as of May 4, 1977, may continue to levy such tax to the extent necessary to meet all obligations to or for the benefit of holders of bonds or certificates which were issued prior to May 4, 1977. Purchase of electricity means the purchase of electric power by a person who will consume it within the municipality.

(b) The tax imposed by paragraph (a) shall not be applied against any fuel adjustment charge, and such charge shall be separately stated on each bill. The term “fuel adjustment charge” means all increases in the cost of utility services to the ultimate consumer resulting from an increase in the cost of fuel to the utility subsequent to October 1, 1973.

(c) The tax in paragraph (a) on water service may be applied outside municipal boundaries to property included in a development of regional impact approved pursuant to s. 380.06, if agreed to in writing by the developer of such property and the municipality prior to March 31, 2000. If a tax levied pursuant to the subsection is challenged, recovery, if any, shall be limited to moneys paid into an escrow account of the clerk of the court subsequent to such challenge.

(2) Services competitive with those enumerated in subsection (1), as defined by ordinance, shall be taxed on a comparable base at the same rates. However, fuel oil shall be taxed at a rate not to exceed 4 cents per gallon. However, for municipalities levying less than the maximum rate allowable in subsection (1), the maximum tax on fuel oil shall bear the same proportion to 4 cents which the tax rate levied under subsection (1) bears to the maximum rate allowable in subsection (1).

(3) A municipality may exempt from the tax imposed by this section any amount up to, and including, the first 500 kilowatt hours of electricity purchased per month for residential use. Such exemption shall apply to each separate residential unit, regardless of whether such unit is on a separate meter or a central meter, and shall be passed on to each individual tenant.

(4)(a) The purchase of natural gas, manufactured gas, or fuel oil by a public or private utility, either for resale or for use as fuel in the generation of electricity, or the purchase of fuel oil or kerosene for use as an aircraft engine fuel or propellant or for use in internal combustion engines is exempt from taxation hereunder.

(b) A municipality may exempt from the tax imposed by this section the purchase of metered or bottled gas (natural liquefied petroleum gas or manufactured) or fuel oil for agricultural purposes. As used in this paragraph, “agricultural purposes” means bona fide farming, pasture, grove, or forestry operations, including horticulture, floriculture, viticulture, dairy, livestock, poultry, bee, and aquaculture.

(5) Purchases by the United States Government, this state, and all counties, school districts, and municipalities of the state, and by public bodies exempted by law or court order, are exempt from the tax authorized by this section. A municipality may exempt from the tax imposed by this section the purchase of taxable items by any other public body as defined in s. 1.01, or by a nonprofit corporation or cooperative association organized under chapter 617 which provides water utility services to no more than 13,500 equivalent residential units, ownership of which will revert to a

political subdivision upon retirement of all outstanding indebtedness, and shall exempt purchases by any recognized church in this state for use exclusively for church purposes.

(6) A municipality may exempt from the tax imposed by this section any amount up to, and including, the total amount of electricity, metered natural gas, liquefied petroleum gas either metered or bottled, or manufactured gas either metered or bottled purchased per month, or reduce the rate of taxation on the purchase of such electricity or gas when purchased by an industrial consumer which uses the electricity or gas directly in industrial manufacturing, processing, compounding, or a production process, at a fixed location in the municipality, of items of tangible personal property for sale. The municipality shall establish the requirements for qualification for this exemption in the manner prescribed by ordinance. Possession by a seller of a written certification by the purchaser, certifying the purchaser's entitlement to an exemption permitted by this subsection, relieves the seller from the responsibility of collecting the tax on the nontaxable amounts, and the municipality shall look solely to the purchaser for recovery of such tax if it determines that the purchaser was not entitled to the exemption. Any municipality granting an exemption pursuant to this subsection shall grant the exemption to all companies classified in the same five-digit NAICS Industry Number. As used in this subsection, "NAICS" means those classifications contained in the North American Industry Classification System, as published in 2007 by the Office of Management and Budget, Executive Office of the President.

(7) The tax authorized hereunder shall be collected by the seller of the taxable item from the purchaser at the time of the payment for such service. The seller shall remit the taxes collected to the municipality in the manner prescribed by ordinance. Except as otherwise provided in ss. 166.233 and 166.234, the seller shall be liable for taxes that are due and not remitted to the municipality. This shall not bar the seller from recovering such taxes from purchasers; however, the universities in the State University System shall not be deemed a seller of any item otherwise taxable hereunder when such item is provided to university residences incidental to the provision of educational services.

(8)(a) Beginning July 1, 1995, a municipality may by ordinance exempt not less than 50 percent of the tax imposed under this section on purchasers of electrical energy who are determined to be eligible for the exemption provided by s. 212.08(15) by the Department of Revenue. The exemption shall be administered as provided in that section. A copy of any ordinance adopted pursuant to this subsection shall be provided to the Department of Revenue not less than 14 days prior to its effective date.

(b) If an area that is nominated as an enterprise zone pursuant to s. 290.0055 has not yet been designated pursuant to s. 290.0065, a municipality may enact an ordinance for such exemption; however, the ordinance shall not be effective until such area is designated pursuant to s. 290.0065.

(c) This subsection expires on the date specified in s. 290.016 for the expiration of the Florida Enterprise Zone Act, except that any qualified business that has satisfied the requirements of this subsection before that date shall be allowed the full benefit of the exemption allowed under this subsection as if this subsection had not expired on that date.

(9) A purchaser who claims an exemption under subsection (4) or subsection (5) shall certify to the seller that he or she qualifies for the exemption, which certification may encompass all purchases after a specified date or other multiple purchases. A seller accepting the certification required by this subsection is relieved of the obligation to collect and remit tax; however, a governmental body that is exempt from the tax authorized by this section shall not be required to furnish such certification, and a seller is not required to collect tax from such an exempt governmental body.

(10) Governmental bodies which sell or resell taxable service to nonexempt end users must collect and remit the tax levied under this section.

History.—s. 1, ch. 73-129; ss. 1, 2, ch. 74-109; s. 1, ch. 77-174; s. 1, ch. 77-251; s. 4, ch. 78-299; s. 1, ch. 78-400; s. 1, ch. 82-230; s. 1, ch. 82-399; s. 24, ch. 84-356; s. 1, ch. 85-174; s. 1, ch. 86-155; s. 1, ch. 88-35; s. 1, ch. 88-140; s. 36, ch. 90-360; s. 1, ch. 93-224; s. 44, ch. 94-136; s. 1, ch. 95-403; s. 12, ch. 96-320; s. 47, ch. 96-406; s. 2, ch. 97-233; s. 2, ch. 97-283; s. 10, ch. 98-277; s. 64, ch. 99-2; s. 18, ch. 2000-158; ss. 36, 38, 58, ch. 2000-260; s. 5, ch. 2000-355; s. 28, ch. 2001-60; s. 38, ch. 2001-140; s. 2, ch. 2003-17; s. 13, ch. 2005-287; s. 2, ch. 2009-51.

Disclaimer: The information on this system is unverified. The journals or printed bills of the respective chambers should be consulted for official purposes.

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CITY COUNCIL AGENDA ITEM

#9

DISCUSS/PROVIDE DIRECTION ON PROPOSAL TO FINANCE \$2.5 MILLION TO FUND INFRASTRUCTURE NEEDS

To: City Manager Courtney Barker
From: Assistant City Manager Andy Stewart
Meeting Date: 1/21/2015
Department: Support Services

Recommended Action: Provide direction on obtaining financing in the amount of \$2.5 million for the purpose of implementing large scale infrastructure projects.

Summary:

Staff is recommending obtaining financing for the following projects:

- Roosevelt Avenue Complete Street \$900,000
- Milling & Resurfacing \$500,000
- Lori Laine & Glenwood Project \$500,000
- DeSoto Field Stormwater Project \$300,000
- P-4 & Recreation Upgrades \$300,000

Obtaining financing for these projects would require a \$2.5 million debt obligation. If the City obtained a 15 year obligation in this amount it would require an annual payment of approximately \$223,000. This would allow the City to complete urgent roadway projects and meet our TMDL requirements.

Staff has investigated the possibility of not obtaining financing and adding the Water Utility Tax at 10% to increase the revenue. This would require the City do these projects on a pay as you go basis with a revenue stream of \$446,939 per year. Therefore, it would take two years to complete the City's DeSoto Field and P-4 Recreation Upgrades, and five years before the City could address Roosevelt Avenue. The City would not be able to address the Lori Laine and Glenwood Trunkline for at least six years. We would also have to complete the milling and resurfacing on an unplanned and reactionary basis which

increases costs. This strategy would not enable the City to clear the backlog of roadways we currently have.

Unfortunately, with the downturn in the economy in the past seven years, and accompanied reduction in revenues, the City has not been able to maintain its annual street repaving program, which historically had been very successful. Therefore, we have a backlog of roadways that must be completed quickly before the conditions are worsened and costs increased. Additionally, we also have TMDL requirements that must be met. As such, Staff is recommending financing these projects to bring the City up to date with our repaving program and satisfy our TMDL requirements.

Budget Impacts: Debt service in the amount of \$2.5 million.

Attachments:

- Financing outline prepared by Public Finance Management

SOURCES AND USES OF FUNDS

City of Satellite Beach, Florida
Revenue Bond, Series 2015

Sources:

Bond Proceeds:	
Par Amount	2,500,000.00
	<hr/>
	2,500,000.00

Uses:

Project Fund Deposits:	
Project Fund	2,500,000.00
	<hr/>
	2,500,000.00

BOND SUMMARY STATISTICS

City of Satellite Beach, Florida
Revenue Bond, Series 2015

Dated Date	07/01/2015
Delivery Date	07/01/2015
First Coupon	10/01/2015
Last Maturity	10/01/2030
Arbitrage Yield	4.000678%
True Interest Cost (TIC)	4.000678%
Net Interest Cost (NIC)	4.000000%
All-In TIC	4.000678%
Average Coupon	4.000000%
Average Life (years)	8.980
Duration of Issue (years)	7.369
Par Amount	2,500,000.00
Bond Proceeds	2,500,000.00
Total Interest	898,000.00
Net Interest	898,000.00
Total Debt Service	3,398,000.00
Maximum Annual Debt Service	227,200.00
Average Annual Debt Service	222,819.67
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	
Total Underwriter's Discount	
Bid Price	100.000000

Bond Component	Par Value	Price	Average Coupon	Average Life	PV of 1 bp change
Bond Component	2,500,000.00	100.000	4.000%	8.980	1,817.05
	2,500,000.00			8.980	1,817.05

	TIC	All-In TIC	Arbitrage Yield
Par Value	2,500,000.00	2,500,000.00	2,500,000.00
+ Accrued Interest			
+ Premium (Discount)			
- Underwriter's Discount			
- Cost of Issuance Expense			
- Other Amounts			
Target Value	2,500,000.00	2,500,000.00	2,500,000.00
Target Date	07/01/2015	07/01/2015	07/01/2015
Yield	4.000678%	4.000678%	4.000678%

BOND DEBT SERVICE

City of Satellite Beach, Florida
Revenue Bond, Series 2015

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
10/01/2015			25,000	25,000	25,000
04/01/2016			50,000	50,000	
10/01/2016	125,000	4.000%	50,000	175,000	225,000
04/01/2017			47,500	47,500	
10/01/2017	130,000	4.000%	47,500	177,500	225,000
04/01/2018			44,900	44,900	
10/01/2018	135,000	4.000%	44,900	179,900	224,800
04/01/2019			42,200	42,200	
10/01/2019	140,000	4.000%	42,200	182,200	224,400
04/01/2020			39,400	39,400	
10/01/2020	145,000	4.000%	39,400	184,400	223,800
04/01/2021			36,500	36,500	
10/01/2021	150,000	4.000%	36,500	186,500	223,000
04/01/2022			33,500	33,500	
10/01/2022	160,000	4.000%	33,500	193,500	227,000
04/01/2023			30,300	30,300	
10/01/2023	165,000	4.000%	30,300	195,300	225,600
04/01/2024			27,000	27,000	
10/01/2024	170,000	4.000%	27,000	197,000	224,000
04/01/2025			23,600	23,600	
10/01/2025	180,000	4.000%	23,600	203,600	227,200
04/01/2026			20,000	20,000	
10/01/2026	185,000	4.000%	20,000	205,000	225,000
04/01/2027			16,300	16,300	
10/01/2027	190,000	4.000%	16,300	206,300	222,600
04/01/2028			12,500	12,500	
10/01/2028	200,000	4.000%	12,500	212,500	225,000
04/01/2029			8,500	8,500	
10/01/2029	210,000	4.000%	8,500	218,500	227,000
04/01/2030			4,300	4,300	
10/01/2030	215,000	4.000%	4,300	219,300	223,600
	2,500,000		898,000	3,398,000	3,398,000



CITY COUNCIL AGENDA ITEM

#10

DISCUSS/TAKE ACTION ON MOVING FORWARD WITH A REQUEST FOR PROPOSAL FOR FINANCIAL ADVISORY SERVICES

To: City Manager Courtney Barker
From: Assistant City Manager Andy Stewart
Meeting Date: 1/21/2015
Department: Support Services

Recommended Action: Approve the Request for Proposal (RFP) 14/15-05 – Financial Advisory Services.

Summary: City Staff is requesting issuing a RFP for Financial Advisory Services for the City contingent upon Council approval of the proposed capital projects presented by City staff and tentative approval by Council on increasing the utility tax for electricity and gas from 6% to 10%.

The RFP solicits proposals from qualified and experienced firms specializing in municipal advisory services. The financial advisor selected would assist the City in recommending and obtaining financing for the proposed capital projects and work closely with the City Council to ensure the City makes sound financial decisions related to debt financing. In addition, the financial advisor would be available to assist the City with investment strategies and other financial matters concerning the City.

If approved, the RFP would be advertised on January 23, 2015 and close on February 24, 2015. The City Manager would establish a Financial Advisory Services Committee to review the proposals and present the selected advisory firm to the Council for approval at a later date.

Budget Impacts: None

Attachments:

- Request for Proposal 14/15-05 – Financial Advisory Services.



CITY OF SATELLITE BEACH
FLORIDA

REQUEST FOR PROPOSAL (RFP)

SOLICITATION TITLE: **FINANCIAL ADVISORY SERVICES**

Solicitation Number: **RFP 14/15-05**

Contact: **Andy Stewart**

Response Due Date: **February 24, 2015**

Pre-proposal Meeting: **None**

Due Time: **2:00 P.M.**

Issue Date: **January 23, 2015**

Purpose / Description

REQUEST FOR PROPOSALS
No. 14/15-05
City of Satellite Beach, Florida

The City of Satellite Beach is soliciting proposals from qualified and experienced firms to provide Financial Advisor Services as outlined in the solicitation document.

Sealed proposals can be delivered to the Support Services Department office located at 565 Cassia Blvd., Satellite Beach, FL 32937 no later than February 24, 2015 at 2:00 P.M. EST.

Solicitation Distribution

The City of Satellite Beach website is the official location used by the City for posting of solicitation documents, addendums, questions/answers and other related material. Vendors obtaining documents from other sources are reminded those sources are not authorized distribution points and may not have the most current information. The City will not be held liable or be bound by solicitation information obtained from other sources.

The official City website is <http://www.satellitebeachfl.org/Pages/BidsandProposals.aspx>

Please contact Andy Stewart, Assistant City Manager at 321-773-4407 Ext. 231 or via email astewart@satellitebeach.org for further clarification or questions regarding the RFP.

SECTION 1 – BACKGROUND

A. City Background Information

The City is a Florida municipality governed by an elected five-member City Council. The City provides a traditional mix of governmental services, including police and fire protection, the construction and maintenance of streets and infrastructure, stormwater, recreational activities, cultural events, planning, zoning, and administrative services. In addition, the City has a Community Redevelopment Agency (CRA), which is located within the municipal boundaries along S.R. A1A. The City of Satellite Beach serves a population of approximately 10,322 residents. The City pays for most projects on a pay as you go basis. The City has issued debt in recent years for various large capital projects and purchases.

B. Financial Statements and Budgets

Information regarding the City's financials is available through the following resource:

- a. City of Satellite Beach Audits and Budgets are available on the City's web-site at www.satellitebeachfl.org/Pages/Finance.aspx.

SECTION 2 – SCOPE OF SERVICES

The Financial Advisor shall provide comprehensive financial advisory services to the City. Upon written notice from the City, the Financial Advisor shall perform the following services subject to the conditions and in consideration of payments as hereinafter set forth:

A. Debt Issue Development and Sales Services

1. Planning and Development

- a. Provide recommendations on the marketing of bonds including bond covenants, pledge of revenue, flow of funds, legal coverage requirements, municipals bond market trends and timing of issue.
- b. Assist in the preparation and analysis of feasibility studies in cooperation with City staff, bond attorneys, architects, engineers and other professionals as requested by the City. The studies should also include the use of pay as you go and debt financing.
- c. Carefully analyze the financing to determine the best methods of strengthening its marketability consistent with current economic conditions and capital markets conditions and increasingly stringent rating agency criteria. This may involve the use of municipal bonds insurance, surety bonds, letters of credit or other enhancement devices deemed appropriate by the City.
- d. Perform a comprehensive analysis of all City projects and provide the best possible plan for the financing of these projects.
- e. Consult with Bond Ratings Agencies with regard to the proposed financing and assist in obtaining the most favorable rating possible. Prepare the City thoroughly for any necessary rating presentations and participate in those meetings.
- f. Act as a liaison with bond counsel and coordinate other professionals providing information in connection with the proposed financing.

- g. Provide advice and assistance on the requirements of various financing structures, the principal amount of bonds to be sold, maturity schedules, call and put features, premium/discounts, basis of awarding bids and types of sales.
- h. Keep the City abreast of market developments and financing techniques which might be applicable to the City's bond financing program, including available from state and federal programs.

2. Marketing

- a. Advise on the appropriate terms and conditions of the sale, including maturity schedule, underwriter discount, redemption provisions, interest rate bidding requirements and basis for award.
- b. Advise on the timing of the bond sale, taking into consideration such factors as changing economic conditions, current and projected market trends and convenience to the City.
- c. Coordinate with bond counsel the preparation of authorizing resolutions and other documents involved in the sale of bonds or other methods of financing. Assist in publicizing the issue in advance with an Official Statement, Notice of Sale, Bid Forms and such means necessary and advisable to develop nationwide public and institutional interest.
- d. Assist the City in meeting full disclosure requirements and conforming to suggested guidelines when preparing the Official Statement either as an advisor or principal author.
- e. Distribute the Official Statement to potential purchasers of the City's securities across the nation. Directly contact those lead underwriters most likely to be syndicate manager. Maximize efforts to market the City's debt issuance most effectively.
- f. Conduct informational meetings with the investment community, including investment bankers (dealers and dealer banks) and institutional investors (banks, bank holding companies, and insurance companies), if necessary, to establish bidding interest on this offering.
- g. Advertise any competitive bid, bond sale in nationally prominent financial publications, in addition to coordinating local publications requirements.
- h. In the event of a competitive bid, attend the bid opening to assist with the verification and evaluation of bids and recommend the most favorable bid for award.

3. Bond Closing Phase

- a. Direct bond-closing details, including coordination with bond counsel in order to ensure delivery in the shortest possible time frame.
- b. Furnish prompt, complete reinvestment analysis so that maximum earning will result from investing bond proceeds, in addition to assisting staff and the architect/engineer with establishing schedule for drawdown of fund, if any.
- c. Direct, coordinate and supervise preparation of the transcript and provide the City with bond and interest records showing required semiannual payments and other information relevant to the completed financing.
- d. Solicit bids on investment of idle funds, if requested.

B. Work Products

The Financial Advisor shall provide the following work products for each competitive and negotiated debt offering.

1. Presale Analysis
2. Offering Statement
3. Post-sale Analysis
4. Such other analysis, cash flow projection and materials necessary for financial planning and bond sale purposes.

C. Other Services

1. Provide advice and assistance with regard to disclosure requirements and reporting related to debt service instruments.
2. Assist the City in such non-debt offering areas of financial management as the City may from time to time request pursuant to the Request for Proposal. This may include the review of the City's current investments and provide strategies to maximize return on investment of these funds.
3. Provide special financial advice to the City as needed. This may include assistance in the development of alternative financing programs for potential capital projects, evaluating State and Federal legislation for the City, assist in determining debt capacity and other tasks as needed.
4. Provide advice and assistance in the development of the funding requirements for the City's Capital Improvements Program.
5. Review the City's current debt and debt structure and make recommendations as necessary to the City upon request.
6. Provide advice and assistance in the development of the City's long range financial plan for debt and capital project financing.
7. Review the City's current investments and provide strategies to maximize return on investment of these funds.
8. Attend City Council meetings and other scheduled City meeting as requested, with reasonable advance notice.

SECTION 3 – QUALIFICATIONS OF FINANCIAL ADVISOR

The Financial Advisor should meet the following qualifications:

1. At least five (5) years of previous experience in business of providing financial advisory services to issuers of tax-exempt debt.
2. A firm that is independent of banking, underwriting or other interests to assure that the firm can effectively represent the City in negotiations with bankers, underwriters, and other service providers needed for the issuance of debt.
3. Experience with various debt instruments including bonds, notes, commercial paper, variable rate issues, swaps, leases, and conduit financings.
4. Experience with various credits, including general obligation, revenue bonds, and special assessment districts.
5. Experience with obtaining credit supports and bond issuance.
6. Experience with rating agencies and familiarity with the credit rating process. Knowledge of the rating criteria used not only by major credit rating agencies, but also the typical large institutional purchasers of tax-exempt debt.
7. Experience with refinancing and other negotiated underwritings, including underwriter selection and issue pricing.
8. Sufficient, qualified staff with previous municipal finance experience. Key staff members should be willing and available to respond to questions from the City's financial staff on a continuing basis.
9. Adequate technical support to meet the needs of the City.

SECTION 4 – CONTRACT

The effective date of this Agreement shall be after approval by the City Council, execution of the contract by appropriate parties, and shall thereafter run for a three (3) year term with the option to renew for three (3) additional one year periods, subject to cancellation as provided herein. The City may exercise such advance written notice of its intention to renew prior to the expiration of the then current term. Option for renewal will only be exercised upon written mutual agreement and with all original terms, conditions, and pricing. Contract renewal shall be based on satisfactory performance, mutual acceptance and determination that the contract is in the best interest of the City. Any renewal will be subject to appropriation of funds by the City Council. Renewal(s) will be the obligations of the City of Satellite Beach under this Agreement and are subject to the availability of funds lawfully appropriated for its purpose by the State of Florida and the City of Satellite Beach.

The selected Proposer will be expected to enter into a formal agreement at the time of contract award. The selected Proposer may be asked to submit a scope of services for the purpose of entering into a formal contract. Scope of services and pricing shall be negotiated and decided prior to award of contract and become part of the contract document at award.

SECTION 5 – EVALUATION CRITERIA AND METHOD

The City's selection committee will evaluate proposals and will select the proposer which meets the best interests of the City. The City shall be the sole judge of its own best interests, the proposals, and the resulting negotiated agreement. The City's decisions will be final. The purpose of the Evaluation Process is to judge the Proposals submitted in response to this Request for Proposal to establish the most advantageous proposer, further identified as the #1 Proposer or highest ranked. Each proposal will be evaluated by each Selection Committee member using the procedures outlined herein.

EVALUATION PROCESS

A. Selection Committee Procedures

Each Committee member will award points according to, but not limited to the Selection Criteria described in each Category. The Committee will consider other information submitted by Proposer and evaluate accordingly under the most appropriate category.

Evaluation Criteria

The following shall be utilized in the evaluation of the proposals and summarized below are the Evaluation Criteria:

Experience and Qualifications of Firm	25%
Experience with Cities similar to Satellite Beach	30%
Overall Impression of Firm/Proposal	25%
Fees	15%
Other	<u>5%</u>
Total	100%

At the discretion of the Committee, the Committee may require the top three (3) scorers to be available for interviews, phone conferences, oral presentations, and clarification of proposal submittal. This information will allow each finalist an opportunity to provide the Committee additional insight regarding their proposal and qualifications of the firm/staff. Each Committee member shall evaluate and award points in accordance with the Scoring Criteria specified for each of the Categories. Committee may rescore the top three (3) scorers upon completion of interviews, phone conferences, or clarifications of proposals.

Respondents will be ranked in order as determined by the Committee of being best qualified based on the considerations listed in the evaluation criteria. Award sequence will be based on the established ranking.

The City reserves the right to further negotiate any proposal, including price with the highest rated Proposer(s). If an agreement cannot be reached with the highest rated Proposer, the City reserves the right to negotiate the recommended award to the next highest Proposer or subsequent Proposers until an agreement is reached.

Prospective proposers are prohibited from contacting any member of the Selection Committee, employee or public official (except Andy Stewart, Assistant City Manager at 321-773-4407 Ext. 231) at any time during the formal solicitation process, up to the time of contract award. Any attempted contact may be grounds for disqualification.

SECTION 6 – INSTRUCTIONS FOR PREPARING PROPOSALS

A. Rules for Proposals

The Proposer shall submit an **original and four (4) copies with one (1) electronic copy** (*USB Flash drive or CD*) on 8 ½" x 11" paper, in a clear, concise format, in English. The proposal shall contain tabbed sets of the information required herein to be considered for award. Omission of required data may be cause for disqualification. Any other information thought to be relevant, but not applicable to the enumerated sections, should be provided as an appendix to the proposal. The proposal must name all persons or entities interested in the proposal as principals. The proposal must declare that it is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

B. Proposal Format

1. Title Page. The Title page shall provide the request for proposals' subject, the firm's name, the name address and telephone number of contact person, and the name, address, principal place of business and telephone number of legal entity with whom the contract is to be written.
2. Table of Contents. The table of content of the proposal should include a clear and complete identification of the materials submitted by section and page number.
3. Letter of Transmittal. This letter will summarize in a brief and concise manner the following:
 - Proposer's understanding of the scope of work and make a positive commitment to timely perform the work.
 - The letter must declare that it is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.
 - Identify all of the persons authorized to make representations for the proposer, including the titles, addresses, and telephone numbers of such persons.
 - The Letter of Transmittal must be signed by an authorized agent of the firm and indicate the agent's title or authority.
4. Addendum. Statement acknowledging receipt of each addendum issued by the City, if any.
5. Qualifications and Experience. The submission should include:
 - a. Details on the qualifications of the firm's key individual(s) who will perform the work; including education, experience and specialized knowledge and legal expertise in governmental (including tax-exempt) field and experience in similar work. Qualifications and experience in structuring, negotiating and implementing the full range of tax exempt and taxable bond and note financings, and other derivative product options. Experience and knowledge of Florida municipal issuers and financings. Tenure with firm and length of time in the industry.
 - b. Details on the qualifications of the firm, including documentation of the firm's experience in the business of providing financial advisory services to issuers of tax exempt debt; technical abilities of the firm, experience with major rating agencies, financial institutions and investors during the

past two years; include firm's size, structure, location of management and charter authorization and licenses to do business in the State of Florida. Also include firm's national, statewide and local service capabilities, including skilled technical and market resources of the firm. Demonstrate commitment to public finance and ability to track and monitor relevant tax-exempt and taxable bond, swap and other derivative products and government securities markets.

- c. Provide details of experience with various debt instruments including bonds, notes, commercial paper, variable rate issues, swaps, leases and conduit financings.
 - d. Detail experience with obtaining financing for non-ad valorem assessment projects.
 - e. List at least five (5) Florida references for the firm showing performance of similar type contracts for previous work for the City and/or other governmental entities of similar size (include names, addresses, and phone numbers of each contact person).
 - f. Provide a statement of assurance that your firm is not presently in violation of any statutes of regulatory rules that might have an impact on your firm's operations and provide a summary of any litigation filed against the firm or key personnel in the past three years related to similar type of services requested.
 - g. Provide a statement that the firm is independent of banking, underwriting and other interests to assure that the firm can effectively represent the City in negotiations with banks, underwriters and other service providers for the issuance of debt.
 - h. Provide a schedule of up to five debt issues for which the firm has served as financial advisor completed nationally and in Florida for the last five years. Complete a table containing each issue, sorting Florida clients first and providing the information identified below:
 - Name of bond issue
 - Issue Date
 - Size
 - Security Source
 - Underlying Credit Rating
 - Competitive and negotiated transactions
 - Structure: Fixed Auction Rate, Synthetic Fixed or Variable Credit Enhancement, etc.
 - True Interest Cost Rate
6. Availability. Indicate current and anticipated workloads and availability for other activities. Identify the extent and nature of any anticipated outside support.
 7. Schedule of Fees Submittal Requirements. Proposer is to complete Price Proposal Form – "Attachment A"
 8. Additional Information. Any additional information which the proposer considers pertinent for consideration should be included in a separate section of the proposal.

PROPOSAL FORM - ATTACHMENT A

A. MINIMUM FEE PER TRANSACTION (If Applicable):		
\$ _____ For General Obligation Bonds, Revenue Bonds and Taxable Bonds		
B. SUCCESSFULLY CLOSED GENERAL OBLIGATION BONDS AND REVENUE BONDS		
Item	Bond Par Amount: <i>Proposer to identify amount ranges below.</i>	Fee Per \$1,000 Bond
1	\$ _____ to \$ _____	\$ _____
	\$ _____ to \$ _____	
	\$ _____ to \$ _____	
	\$ _____ to \$ _____	
2	Plus for amounts greater than \$ _____	\$ _____
C. BANK LOAN		
1	Minimum fee for bank loan or LOC	\$ _____
2	Maximum fee for bank loan or LOC	\$ _____
D. HOURLY FEE PROPOSAL FOR CONSULTING SERVICES		
	<i>Title of Professional in Firm Assigned to City</i>	Hourly Fee
		\$ _____
		\$ _____
		\$ _____
		\$ _____
		\$ _____
E. ANNUAL RETAINER, IF APPLICABLE		\$ _____
F. OTHER EXPENSES, PLEASE DESCRIBE: (OUT OF POCKET, INDIRECT COSTS)		

Company Representative: _____ Date: _____

11
1-21-15

AGENDA

CITY COUNCIL PROPOSED REGULAR MEETING

**SATELLITE BEACH COUNCIL CHAMBERS
565 CASSIA BOULEVARD, SATELLITE BEACH, FL 32937**

**FEBRUARY 4, 2015
7:00 P.M.**

- 1. CALL TO ORDER BY MAYOR CATINO**
- 2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE LED BY COUNCILMAN OSMER**
- 3. CITIZEN COMMENTS**
- 4. CITY COUNCIL COMMENTS**
- 5. CITY MANAGER REPORT**
- 6. RECOGNITION OF LONG-STANDING BUSINESSES IN THE CITY**
- 7. RECOGNITION OF POLICE DEPARTMENT VOLUNTEERS**
 - VOLUNTEER OF THE YEAR AWARD: SALLY MCALLISTER**
 - FIVE YEARS: BILL SPIEGELHALTER**
 - FIFTEEN YEARS: BOB PETERS**
 - TWENTY YEARS: GEORGE AMMON
PAUL WHITE**
- 8. DISCUSS/TAKE ACTION ON AGREEMENT BETWEEN THE CITY OF SATELLITE BEACH AND MEDICAL DIRECTOR JOHN MCPHERSON, M.D.**
- 9. DISCUSS/TAKE ACTION ON LEASE AGREEMENT TO STORE PUBLIC WORKS VEHICLE AND EQUIPMENT**
- 10. AGENDA ITEMS FOR NEXT REGULAR COUNCIL MEETING**
- 11. APPOINTMENT TO BOARDS**
- 12. ADOPTION OF MINUTES:**

Pursuant to Section 286-0105, FSS, if an individual decides to appeal any decision made by the City Council with respect to any matter considered at this meeting, a verbatim transcript of the proceedings may be required and the individual may need to insure that a verbatim transcript of the proceedings is made. In accordance with the Americans with Disabilities Act and Section 286.26, FSS. Persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's office.

December '14

S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

City of Satellite Beach

January 2015

February '15

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 HOLIDAY	2 9:00 a.m. Beautification Board	3
4	5 CANCELLED BOA	6	7 CANCELLED-CRA 6:30 p.m. City Council Workshop 7:00 p.m. City Council	8	9	10
11	12	13 6:00 p.m. Library Board 6:15 p.m. Recreation Board	14 7:00 p.m. City Council Workshop	15 7:00 p.m. CRAAC	16	17
18	19 CANCELLED PZAB	20 6:00 p.m. Samsons Island	21 7:00 p.m. City Council	22	23	24
25	26 CANCELLED CPAB	27 7:00 p.m. CEB	28 7:00 p.m. Town Hall Meeting Montecito Clubhouse	29	30	31

January '15

S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

City of Satellite Beach

February 2015

March '15

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 CANCELLED BOA	3	4 6:00 p.m. CRA Board 7:00 p.m. City Council	5	6 9:00 a.m. Beautification Board	7
8	9	10 CANCELLED Recreation Board	11	12	13	14
15	16 7:00 p.m. PZAB	17 6:00 p.m. Samsons Island	18 7:00 p.m. City Council	19 7:00 p.m. CRAAC	20	21
22	23 7:00 p.m. CPAB	24 7:00 p.m. CEB	25	26 2:00 p.m. Retirement Boards	27	28