

MAYOR
Brian West

CITY COUNCIL
Monty Parks, Mayor Pro Tem
Bill Garbett
Spec Hosti
Tony Ploughe
Nick Sears
Kathryn Williams



ACTING CITY MANAGER
Michelle Owens

CLERK OF COUNCIL
Jan LeViner

CITY ATTORNEY
Edward M. Hughes
Tracy O'Connell

CITY OF TYBEE ISLAND

SPECIAL CITY COUNCIL MEETING AGENDA January 24, 2024 at 2:00 PM SHRINE CLUB

Call to Order

Items for Consideration

1. CIP Financing
2. Consultant Proposal for Utility Rate Review

Adjournment

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact Jan LeViner at 912.472.5080 promptly to allow the City to make reasonable accommodations for those persons.

File Attachments for Item:

1. CIP Financing

	\$2,971,500	\$3,000,000	\$3,434,500	\$7,063,000	\$7,306,500	\$6,774,500	\$6,574,500	\$2,423,000
PROJECT	FYE2023	FYE2024	FYE2025	FYE2026	FYE2027	FYE2028	FYE2029	FYE2030
	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	7/1/25 - 6/30/26	7/1/26 - 6/30/27	7/1/27 - 6/30/28	7/1/28 - 6/30/29	7/1/29 - 6/30/30
REHABILITATION OF CLARIFIERS	\$375,000 CLARIFIER #2							
REPLACEMENT OF FAILING SANITARY MAINS	\$1,054,000 MEDDIN GULLICK-VAN HORN VERTERANS MEDDIN-VAN HORN 10TH BUTLER - EAST END	\$1,100,000 VAN HORN FORT - PT S LOVELL BUTLER - 4TH	\$1,338,000 PULASKI VAN HORN-TAYLOR PEARWOOD TAYLOR-PULASKI DOGWOOD PEARWOOD-PULASKI	\$954,000 MILLER 9 -10 2ND AVENUE 11-12 9TH STREET BUTLER-EAST END	\$1,686,000 STRAND LS 1-14TH MEMORIAL PARK CITY HALL-LS#5 FORT POLK-PULASKI	\$1,164,000 TS CHU BUTLER-EAST 18TH PLACE BUTLER-EAST 18TH TERR BUTLER-EAST	\$960,000 7TH 300'W OF MILLER TO 600 E OF BUTLER	\$1,860,000 CHATHAM 19TH-VENETIAN
REPLACEMENT OF FAILING AND ASBESTOS LINED WATERMANS	\$212,500 14TH JONES TO 5TH MILLER 12TH - 15TH 15TH BUTLER - 2ND 2ND BUTLER TO LOVELL	\$325,000 CAPTAINS VIEW LATERALS \$30K LAUREL MCKENZIE-POLK (LATERALS) SODA ROCK MCKENZIE TO POINT	\$186,500 PULASKI VAN HORN-TAYLOR DOGWOOD PEARWOOD-PULASKI JONES USH 80-SOLOMON 3RD BUTLER TO LOVELL	\$194,000 6TH - HORSEPEN CREEK - BUTLER	\$160,500 5TH AVE 12TH - 13TH BYERS USH 80 -BAY	\$203,500 USH 80 BREEZY POINT TO PT E BREEZY PT USH 80 TO PT S	\$207,500 14TH LN BUTLER - PT E 17TH PL - BUTLER - PT E 13TH ST JONES-6TH	\$156,000 POLK USH 80 - BAY
WATER TOWER CONTRACTS (MAINTENANCE & PAINTING)	\$340,000 PAINT SCREVEN TOWER \$300K MAINTENANCE \$40K	\$350,000 STRUCTURAL FT SCREVEN TOWER	\$340,000 PAINT BUTLER AVE TOWER \$300K MAINTENANCE \$40K	\$80,000 MAINTENANCE \$80K	\$80,000 MAINTENANCE \$80K	\$80,000 MAINTENANCE \$80K	\$80,000 MAINTENANCE \$80K	\$80,000 MAINTENANCE \$80K
UPGRADE SCADA SYSTEM	\$300,000 UPDATE SCADA L.S.	UPDATE SCADA AT WWTP (OPERATING BUDGET)	\$10,000 MAINTENANCE AGREEMENT	\$10,000 MAINTENANCE AGREEMENT	\$10,000 MAINTENANCE AGREEMENT	\$10,000 MAINTENANCE AGREEMENT	\$10,000 MAINTENANCE AGREEMENT	\$10,000 MAINTENANCE AGREEMENT
ODOR CONTROL FOR WWTP & LIFT STATIONS	\$250,000 NEW SCRUBBER AT L.S. #6 (JONES AVENUE)		\$250,000 NEW SCRUBBER AT L.S. #1 (STRAND AVENUE)					
RAISE WELL HOUSES ABOVE FLOOD PLAIN		\$300,000 14TH STREET WELL (MOVED FROM 2023)	\$300,000 MAIN WELL (MOVED FROM 2024)	\$350,000 FORT SCREVEN WELL (MOVED FROM 2025)				
REPLACEMENT OF GRIT REMOVAL SYSTEM (GRIT KING) AND ODOR CONTROL FOR WWTP		\$500,000						
DEEP WELL OR REVERSE OSMOSIS PLANT				\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000
RE SANITARY FORCEMANS			\$75,000	\$150,000	\$200,000	\$250,000	\$250,000	\$250,000

Item #1.

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			F.M. #10	F.M. #5	F.M. #2	F.M. #1	F.M. TBD	F.M. TBD
EQUIPMENT & VEHICLES				\$205,000 FRONT END LOADER \$125K TWO NEW PICKUPS \$80K	\$50,000 NEW PICK UP			
CONSTRUCTION OF NEW MAINTENANCE BUILDING			\$220,000 MOVED FROM 2024					
LIFT STATIONS REPAIRS (NEW PUMPS & MOTOR CONTROL CONTROL CENTERS)		\$150,000	\$300,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
		6 OF LIFT STATIONS	REMAINING 6 LIFT STATION	MAINTENANCE	MAINTENANCE	MAINTENANCE	MAINTENANCE	MAINTENANCE
ULTRA VIOLET DISINFECTION	\$25,000 BULBS	\$25K OPERATING BUDGET	REPLACE UV SYSTEM COLUMNS	\$25,000 BULBS	\$25,000 BULBS	\$25,000 BULBS	\$25,000 BULBS	\$25,000 BULBS
GEO-THINQ SOFTWARE (SYSTEM MAPPING), GPS SURVEY OF STRUCTURES AND VALVES, OBTAIN INVERTS	\$65,000 CONTINUE SANITARY SEWER MAPPING	FINISH SANITARY SEWER MAPPING AND START WATER SYSTEM MAPPING (OPERATING BUDGET \$65K)	\$65,000 CONTINUE MAPPING WATER & SYSTEM SOFTWARE LICENSING	\$65,000 FINISH MAPPING WATER & SYSTEM SOFTWARE LICENSING	\$65,000 SOFTWARE LICENSING \$12K	\$12,000 SOFTWARE LICENSING \$12K	\$12,000 SOFTWARE LICENSING \$12K	\$12,000 SOFTWARE LICENSING \$12K
REPLACE CENTER COLUMN AT BUTLER AVENUE WATER TOWER	\$75,000	\$275,000 MOVED FROM 2023						
NEW CONVEYOR FOR SLUDGE PRESS	\$50,000							
NEW 480 VOLT GENERATOR FOR WWTP (480 VOLT) AND GENERATORS FOR WELLS	\$125,000							
HARD PIPING OF LIFT STATIONS PIPING	\$100,000							

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File Attachments for Item:

2. Consultant Proposal for Utility Rate Review



This Financial Advisory Agreement (the “Agreement”) is entered into as of _____, 2024 between the City of Tybee Island, Georgia (the “City”) and Davenport & Company LLC (“Davenport”). This agreement is specific to Financial Advisory Services related to an analysis of the City’s Water & Sewer Enterprise Fund (the “Analysis”).

In accordance with Rule G-23 of the Municipal Securities Rulemaking Board, Davenport is required to have a written agreement with the City disclosing the financial advisory services it will provide and the basis of its compensation.

In connection with the Analysis, Davenport will perform the following services:

1. Review the City’s historical operating trends and how the City performed on various key financial utility metrics including:
 - a. Debt Service Coverage; and,
 - b. Fund Balance Levels (i.e. Days Cash on Hand).

2. Create a Financial Model / Multi-Year Pro-Forma of the City’s Water & Sewer Enterprise Fund including:
 - a. Operating Revenue and Expenditures;
 - b. Capital Expenditures; and,
 - c. Outstanding Debt.

3. Utilize the Financial Model to analyze the City’s Water & Sewer Enterprise Fund’s financial health and ensure the system is self-supporting while also funding the capital needs which would include:
 - a. Considering Multi-Year Rate Increases; and,
 - b. Changes to the Rate Structures.
 - i. Residential vs. Industrial/Commercial; and,
 - ii. Volumetric vs. fixed.

4. Evaluate the City’s Capital Improvement Plan. Consider the impact of such projects including reviewing the potential financing options available to the City.
 - a. GEFA
 - b. Revenues Bonds (Bank Loans vs. Public Market)
 - c. Grants
 - d. Other available sources

5. Present findings to staff and City Council.

The City will cooperate in provision of information necessary to finalize the assignment in timely manner. With the assistance of City Staff, Davenport believes that the analysis could be completed within 60-90 days, thus allowing the City to consider the analysis and know the impact well in advance of the Fiscal Year 2025 Budget.

Davenport will base our fee upon the actual hours served. Davenport estimates that the time to complete the services defined above would be between 60-90 hours. Based upon an hourly rate of \$300 per hour, the fee range would be between \$18,000 and \$27,000. We are willing to cap our fees and in no instance will we exceed \$27,000 even if the hours surpass our initial estimate, assuming the scope of services does not change.

Davenport will also be reimbursed for all direct out-of-pocket expenses (e.g. mileage, lodging, meals and postage) at cost and will receive an additional fee in the amount equal to 4% of the hourly fee amount.


This Agreement shall remain in effect until such time that it is terminated by either party. Either party may terminate this Agreement with 30-day written notice. If any party terminates this Agreement as set forth above, it is understood and agreed that the only amount due to Davenport will be for services provided and expenses incurred through the date of termination.

If this appropriately describes the deliverable for your request, please indicate by signing and returning one copy of this Letter Agreement to my attention.

City of Tybee Island, Georgia

Davenport & Company LLC

By:



Douglas J. Gebhardt

Title

First Vice President

Title

Date

December 20, 2023

Date

CC: Ricardo Cornejo, Vice President, Davenport & Company LLC
Christopher Holt, Associate Vice President, Davenport & Company LLC