

SOUTH PASADENA UNIFIED SCHOOL DISTRICT
Business Services Office



TO: Board of Education

FROM: Dave Lubs, Assistant Superintendent of Business Services

DATE: April 18, 2017

SUBJECT: Approval to enter into a Disclosure Dissemination Agent Agreement with Keygent Advisors, LLC

Background

Each year, the District is required to file an annual disclosure statement updating bond holders on the fiscal stability of the District. In addition, the District is required to report “material events” if and as they occur. Such material events include ratings changes and new debt issued.

Discussion

The submission of timely and accurate annual and material event disclosures is both a legal requirement and an important component that can influence bond holder action. Keygent, under the terms of the agreement, would ensure that these disclosures are completed accurately and within the proper timeframe.

Fiscal Impact

Annual Filing Fees: \$500 per financing with a minimum annual fee of \$1,500 and a maximum annual fee of \$5,000 if the number of outstanding financings exceeds ten (10). SPUSD currently has six (6) financings, adding a seventh (7th) financing with the first issuance related to Measure SP.

Material Event Filing Fees: \$500 per occurrence.

Recommendation

Dave Lubs, Assistant Superintendent of Business Services, recommends that the Board of Education approve the agreement with Keygent Advisors, LLC to provide services related to required annual and periodic debt disclosures.

Associated Documents

Disclosure Dissemination Agent Agreement with Keygent Advisors, LLC.