



**AGENDA REPORT**  
**December 4, 2018**

**Permission to advertise Invitation to Bid for future cellular site - Fay Park**

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**SUBJECT:**

Permission to advertise Invitation to Bid for use of a portion of the County-owned property at 4700 Fay Blvd., Port St. John, for future cellular site, execute the resulting license(s), and direct the resulting revenue to EOC funding.

**FISCAL IMPACT:**

There will be no impact to the General Fund. This is a revenue source that can be directed to funding a new EOC, leveraging State and Federal funds.

**DEPT/OFFICE:**

Emergency Management

**REQUESTED ACTION:**

It is requested that the Board of County Commissioners approve advertisement of an Invitation to Bid for future cellular site on County-owned property located at 4700 Fay Blvd., Port St. John. It is further requested that the County Manager or his designee be authorized to sign/execute any documents and renewals on behalf of the Board as may be required to execute/administer any new license agreements and any subsequent extensions of license, subject to approval by the County Attorney's Office and Risk Management; and authorize any associated budgetary changes. It is also requested that this revenue source be directed to funding a new Emergency Operations Center, allowing these funds to be leveraged against State and Federal grants and/or appropriations that require local match.

**SUMMARY EXPLANATION and BACKGROUND:**

This new cellular site will be at 4700 Fay Blvd., Port St. John. It offers the County the opportunity to create additional revenue through the licensing of available ground space and provide the necessary wireless coverage to the growing communities around the area. Emergency Management proposes offering a 20-year license with the baseline annual fee for tenants initially established at \$45,000 with a minimum 4% annual increase -- or the CPI Urban increase for the Brevard area annually -- whichever is greater. The proposed license includes a renewal clause for an additional term, by the end of the 20 years, with a renegotiation clause per both parties' discretion.

A new Emergency Operations Center has funded design and initial site prep work.

Dedicating a revenue stream to it will allow future funds to be identified as a local match for any State or Federal grants or appropriations.

For precedence, in February 2018 the Board approved a similar initiative to bid out cell tower space located at Sarno Road and to dedicate that income stream to the EOC.

**CLERK TO THE BOARD INSTRUCTIONS:**

Send Clerk Memorandum to Emergency Management.

**ATTACHMENTS:**

**Description**

No Attachments Available



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December 5, 2018

**MEMORANDUM**

**TO:** Kimberly Prosser, Emergency Management Director

**RE:** Item F.12., Permission to Advertise Invitation to Bid for Future Cellular Site –  
4700 Fay Boulevard - Fay Park

The Board of County Commissioners, in regular session on December 4, 2018, granted permission to advertise for an Invitation to Bid for future cellular site on County-owned property located at 4700 Fay Boulevard – Fay Park; authorized the County Manager, or his designee, to execute any documents and renewals required to administer any new license agreements or subsequent extensions of license, subject to approval by the County Attorney and Risk Management; authorized any associated budgetary changes; and approved the revenue source be directed to funding a new Emergency Operations Center, allowing the funds to be leveraged against State and Federal grants and/or appropriations that require local match.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS  
SCOTT ELLIS, CLERK

*Tammy Rowe*

Tammy Rowe, Deputy Clerk

/ds

cc: County Manager  
County Attorney  
Finance  
Budget