

DEBT MANAGEMENT COMMISSION BYLAWS, RULES, POLICIES AND PROCEDURES

Article I: PURPOSE AND AUTHORITY

The Debt Management Commission (“DMC” or “Commission”), pursuant to Nevada Revised Statutes (“NRS”) Chapter 350, is responsible for reviewing and either approving or denying debt issuance by local government entities, and is responsible for overseeing the indebtedness and debt management plans of the entities. The DMC establishes the percentage of limitation on ad valorem tax and establishes priorities among essential and non-essential facilities and services. It considers proposals by municipalities to incur general obligation debt, to enter into an installment purchase agreement with a term of more than 10 years, or to levy a special elective tax. The DMC also contemplates proposals by general improvement districts to issue medium-term obligations, to borrow money, and to issue certain types of securities. Additionally, the DMC receives and considers annual statements of current and contemplated general obligation debt and special elective taxes, statements of debt management policies and plans for capital improvements.

Article II: COMMISSION MEMBERSHIP; MEMBER RESPONSIBILITIES AND ATTENDANCE

1. The DMC shall consist of seven members, as follows:
 - a. One (1) representative of Washoe County;
 - b. One (1) representative of the Washoe County School District;
 - c. One (1) representative of the City of Reno;
 - d. One (1) representative of the City of Sparks;
 - e. One (1) representative of the general improvement districts (jointly); and
 - f. Two (2) representatives of the public at large.
2. All DMC members shall fully inform themselves concerning the requirements of NRS Chapter 350, the governing law for this Commission.
3. Members shall be prompt and diligent in attendance. If any member misses two (2) consecutive meetings or three (3) meetings during a calendar year without an excused absence, the Chair shall contact the entity represented by the member and request that the entity appoint another person to sit on the Commission.

****Note:** An excused absence is a call or email to the Chair or County Clerk that the member will be absent.

Article III: PREJUDICIAL ACTIONS - COMMISSIONERS

It is the DMC’s policy that each member shall endeavor to be as completely informed as possible on each matter to be considered by the Commission. Therefore, ex parte contact (communication which occurs outside of a noticed meeting) shall not automatically result in the disqualification of a contacted Commission member from discussion and/or voting on an item under consideration by the Commission.

Any member who has a financial interest in any matter under discussion by the Commission shall disclose the full nature and extent of such interest and shall declare their ability to fairly discuss, deliberate, and vote on the matter. A financial interest means any ownership interest, either directly or through a household member, in a matter to be considered by the Commission.

Article IV: QUORUM AND DUTIES OF COUNTY CLERK

1. A simple majority of the members (four (4) commissioners) constitutes a quorum necessary to consider general matters of business.
2. Not less than two-thirds (2/3) of the full Commission, which is five (5) members, must be present to consider a matter requiring a two-thirds vote.
3. The County Clerk is ex officio the secretary of the Commission. The County Clerk, or designee, shall attend meetings, record the proceedings, draft agendas and minutes, distribute agendas and supporting materials, and maintain Commission records, among other duties.
4. In the absence of the Chair, the ex officio Secretary will open the meeting and then turn the meeting over to the Vice Chair.

Article V: VOTING

1. For the purpose of approving a statement of policy, not less than five (5) commissioners must vote in the affirmative to adopt said motion.
2. An affirmative vote by a majority of the commissioners present at the meeting is required to approve all other matters.

3. The Chair shall be a voting member.
4. The Chair may call for, or a commissioner may request, a roll call vote on any matter under consideration.
5. A tie vote on a matter shall automatically result in reconsideration of the matter at the next scheduled DMC meeting, unless a member of the Commission makes a motion which is approved by a two-thirds (2/3) vote of the Commission, to reconsider the matter at the same meeting.

Article VI: MEETINGS - GENERAL

1. All DMC meetings are open to the public and shall comport with Nevada's Open Meeting Law, as set forth in NRS 241.010 through 241.040, inclusive.
2. Except in an emergency, written notice of all meetings will be given at least three working days before the meeting. The public notice will consist of the agenda and include the date, time, place and location of the meeting, among other requirements.
 - a. Each agenda shall be approved by the Chair and reviewed by legal counsel prior to posting.
 - b. Any person who requests notice of the DMC's meetings will be advised that the request for notice lapses six (6) months after it is made, unless the person requests a continuance in writing.
3. Meetings shall not be scheduled prior to fifteen (15) days of mailing of packets to the Commissioners.

Article VII: REGULAR MEETINGS

1. Meetings will be held in accordance with NRS Chapter 350. Meetings will be held each calendar quarter or at the call of the Chair whenever business is presented, as provided in NRS 350.014 and 350.0145 (i.e., if called by a government entity, to discuss a tax levy for debt service or special elective tax to accomplish a public purpose or to satisfy a public need).

2. All regular DMC meetings shall be scheduled at each annual meeting in August and shall be scheduled to last not more than three (3) hours. At the end of the three (3) hour time limit, the meeting can be extended by a simple majority vote of the commissioners present.
3. The Chair may call for alternate meeting dates when scheduling conflicts arise, including but not limited to holidays.
4. The Commission's secretary shall keep, available for reference at meetings, a copy of Robert's Rules of Order, a current copy of the Nevada Open Meeting Law (NRS Chapter 241) and a current copy of NRS Chapter 350.
5. Applicants shall apply for meeting dates, 30 days after submittal of a proposal.
6. Except as otherwise provided herein, Robert's Rules of Order, as amended, shall govern Commission meeting procedures when a question or controversy arises.

Article VIII: SPECIAL MEETINGS

Special meetings may be held as required, upon call of the Chair or Acting Chair.

Article IX: EMERGENCY MEETINGS

1. An emergency meeting may be called by the Chair, or an emergency item may be added to any regular or special meeting when unforeseen circumstances require immediate action. Unforeseen circumstances include, but are not limited to:
 - a. Disasters caused by fire, flood, earthquake, or other natural causes; or
 - b. Any material impairment of the health and safety of the public.

Article X: ORDER OF BUSINESS

1. The order of the following agenda items may be changed as necessary at the discretion of the Chair.
 - a. Roll call and determination of quorum.

- b. Public Comment.
 - c. Approval of agenda.
 - d. Review, possible amendment and approval of minutes from previous meeting.
 - e. Business of the day (public hearings, etc.). Old business previously considered by the Commission will normally be considered before new business. Public hearings will normally be scheduled before items that do not require a public hearing.
 - f. Public comment.
 - g. Adjournment.
2. Public Comment. Public comment on matters not specifically agendized should be limited to three (3) minutes per person. The Chair may grant further time at their discretion.

Article XI: PROCEDURES FOR BUSINESS ITEMS

General (for meeting items other than public hearings):

- 1. The Chair shall introduce the agenda item and then call upon staff members for a presentation.
- 2. Speakers wishing to testify before the Commission shall sign a Request to Speak slip and deliver the slip to the recording secretary.
- 3. Speakers shall limit their presentation to five (5) minutes if representing a group and three (3) minutes if speaking as an individual. Exceptions to this may be permitted if:
 - a. The Chair establishes a different speaking time limit prior to opening a hearing for testimony; or
 - b. An individual requests permission to speak longer than the above-noted speaking limit and submits a written request to the Chair at least 24 hours prior

to the Commission meeting. The Chair has the discretion to grant or deny such a request.

4. Persons addressing the board shall direct their comments to the Commission as a whole, and shall refrain from any personal, inflammatory or accusatory attacks toward any member of the Commission.
5. The procedure for presenting testimony at public meetings and public hearings shall be available at each regular and special meeting of the Commission.
6. Recesses, as necessary, may be called by the Chair. In general, they should be taken at least every 2 hours.

Article XII: PROCEDURES FOR THE CONDUCT OF A PUBLIC HEARING

1. The Chair shall advise the audience of general hearing procedures.
2. The Chair may request a show of hands of those in attendance for the agenda item under consideration, and of those who wish to provide testimony.
3. The recording secretary introduces the agenda item.
4. The Chair opens the public hearing for the presentation of testimony.
5. Speakers will be permitted to testify in the following order:
 - a. The agenda item advocate will speak first. Following this presentation, other speakers will be heard.
 - b. Initial speakers for the agenda item under consideration are requested to provide their name, address, and their reasons for supporting the agenda item.
 - c. Subsequent speakers in favor are requested to provide their name, address, and any new pertinent information not covered by previous speakers.
 - d. Initial speakers opposed to the agenda item are requested to provide their name, address and reasons for opposing the agenda item.

- e. Subsequent speakers opposed to the agenda item are requested to provide their name, address, and any new pertinent information not covered by previous speakers.
 - f. Questions asked by speakers and dialogue addressed to individual Commissioners will be directed, and limited as necessary, by the Chair.
6. The Chair closes the public hearing to the presentation of testimony.
 7. Commissioners may ask questions of those who have testified or members of the audience.
 - a. At the Chair's discretion, any individual may be asked to comment on any factual or procedural issue discussed during the public hearing.
 8. The Chair calls for Commission discussion leading to a motion. If a motion is made and seconded, it shall be voted on.
 9. If the original motion has been amended, the Chair shall call for a vote on any amendments to the motion. Following votes on amendments, the original motion will be voted on.
 10. Any entity which presents a board proposal to the Commission for consideration shall first mail, or transmit by email, a copy of the proposal to any other taxing entity within Washoe County and must include all relevant debt requirements in the proposal.

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Article XIII: AMENDMENT OF BYLAWS

1. Amendment. The Debt Management Commission Bylaws, Rules, Policies and Procedures may be amended by a majority vote of a quorum at a regular meeting and become effective upon signature of the Chair.
2. Failure to Follow. If the Commission fails to follow one of its own bylaws, rules, policies or procedures, the Commission’s actions are not invalidated so long as the action is in compliance with other law.

Dated: _____

CHAIR

DRAFT

DEBT MANAGEMENT COMMISSION BY-LAWS, RULES, POLICIES AND PROCEDURES

Article I: PURPOSE AND AUTHORITY GENERAL POLICIES – COMMISSION DETERMINES POLICIES

The Debt Management Commission (“DMC” or “Commission”), pursuant to ~~under Nevada Revised Statutes (“NRS”) Chapter 350 of the Nevada Revised Statutes,~~ has the is responsibility for reviewing and either approving~~determining whether to approve or disapprove~~enying a proposal to incur debt issuance by local government entities, and is responsible for overseeing the indebtedness and debt management plans of the entities. The DMC establishes the percentage of limitation on ad valorem tax and establishes priorities among essential and non-essential facilities and services. It considers proposals by municipalities to incur general obligation debt, to enter into an installment purchase agreement with a term of more than 10 years, or to levy a special elective tax. The DMC also contemplates proposals by general improvement districts to issue medium-term obligations, to borrow money, and to issue certain types of securities. Additionally, the DMC receives and considers annual statements of current and contemplated general obligation debt and special elective taxes, statements of debt management policies and plans for capital improvements, ~~and for initiating a determination as to whether the proposed debt or special elective tax is sought to accomplish a public purpose or to satisfy a public need. (See attached Chapter 350 of NRS for further explanation).~~

Article II: DUTIES, COMMISSION MEMBERSHIP; MEMBER RESPONSIBILITIES, AND ATTENDANCE, AND ALTERNATE MEMBERS

1. The DMC shall consist of seven members, as follows:
 - a. One (1) representative of Washoe County;
 - b. One (1) representative of the Washoe County School District;
 - c. One (1) representative of the City of Reno;
 - d. One (1) representative of the City of Sparks;
 - e. One (1) representative of the general improvement districts (jointly); and
 - f. Two (2) representatives of the public at large.

~~1.2.~~ Any DMC members ~~of the Commission~~ shall fully inform themselves concerning the requirements of NRS Chapter 350 ~~NRS~~, the governing law for this Commission.

~~b.~~ 3. Members shall be prompt and diligent in attendance. ~~If in the case of~~ any member ~~who misses two~~ free (2) consecutive meetings or three (3) meetings during a calendar year without an excused absence, ~~(an excused absence is a call to the Chairman or County Clerk that they will be absent)~~ the Chair~~man~~ shall contact the entity represented by the member and

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request ~~that the entity appoint another representative be chosen person~~ to sit on the Commission. ~~The seven (7) Commission member shall express concern for, and represent, the best interest of local government, and the public at large. **Note: An excused absence is a call or email to the Chair or County Clerk that the member will be absent.~~

Commented [GJ1]: Changed to be consistent w/ NRS 350.012(4)(b)

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Commented [GJ2]: I'm not sure what this last sentence is meant to say.

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Commented [GJ3]: The enabling legislation does not provide for alternates.

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Commented [GJ4]: This was moved to Article VII.

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~~Each appointing body shall maintain a procedure for appointing alternate members.~~

~~Except as otherwise provided herein, Robert's Rules of Order as amended shall govern Commission meeting procedures when a question or controversy arises.~~

Article III: PREJUDICIAL ACTIONS - COMMISSIONERS

It is the ~~DMC's policy of the Commission~~ that each member shall endeavor to be as completely informed as possible on each matter to be considered by the Commission. Therefore, ex parte ~~(outside of noticed meeting)~~ contact ~~(communication which occurs outside of a noticed meeting)~~ shall not automatically result in the disqualification of a contacted Commission member from discussion and/or voting on an item under consideration by the Commission.

Any member who has a financial interest in any matter under discussion by the Commission shall disclose the full nature and extent of such interest and shall declare ~~their/his/her~~ ability to fairly discuss, deliberate, and vote on the ~~subject matter~~. A financial interest means any ownership interest, either directly or through a household member, in a matter to be considered by the Commission.

Article IV: QUORUM AND DUTIES OF COUNTY CLERK (VOTING - NUMBER OF COMMISSIONERS REQUIRED TO CONDUCT BUSINESS)

1. ~~A simple majority of the members (four (4) commissioners) shall~~ constitute a quorum necessary to consider general matters of business.
2. Not less than two-thirds (2/3) of the full Commission, which is five (5) members, must be present to consider a matter requiring a two-thirds vote.
3. ~~Per NRS 350.003, the County Clerk is the ex officio the Secretary of the Commission. The County Clerk, or designee, shall attend meetings, record the proceedings, draft agendas and minutes, distribute agendas and supporting materials, and maintain Commission records, among other duties.~~

Commented [GJ5]: Citation is NRS 350.012(1).

4. In the absence of the Chair~~man~~, the ex officio Secretary will open the meeting and then turn the meeting over to the Vice Chair~~man~~.

Article V: VOTING

1. For the purpose of approving a statement of policy, not less than five (5) ~~c~~Commissioners must vote in the affirmative to adopt said ~~motion~~.
2. An affirmative vote by a majority of the ~~c~~Commissioners present at the meeting is required to approve all other matters.
3. The Chair shall be a voting member.
4. The Chair may call for, or a ~~c~~Commissioner may request, a roll call vote on any ~~issue matter under consideration~~.
5. A tie vote on a matter shall automatically result in reconsideration ~~per Chapter 350 of the Nevada Revised Statutes~~ of the matter at the next scheduled ~~DMC meeting of the Commission~~, unless a member of the Commission makes a motion~~r~~, which is approved by a two-thirds (2/3) vote of the Commission, to reconsider the matter at the same meeting.
6. ~~Voting shall be in reverse order with the Chairman voting to break ties.~~

Commented [GJ6]: What would be considered a "statement of policy"?

Commented [GJ7]: This would only come into play if every vote was roll-call vote.

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Commented [GJ8]: Most of this section is Open Meeting Law- which doesn't have to be spelled out in the bylaws.

Article VI: MEETINGS - GENERAL

1. All DMC meetings are open to the public and shall comport with Nevada's Open Meeting Law, as set forth in NRS 241.010 through 241.040, inclusive.
- ~~1-2.~~ Except in an emergency, written notice of all meetings will be given at least three working days before the meeting. The public notice will consist of the agenda and include the date, time, place and location of the meeting, among other requirements.
 - a. Each aAgenda shall be approved by the Chair~~man~~ and reviewed by ~~l~~legal coun~~sel~~ prior to ~~sending of packets to Commissioners and~~ posting ~~for public~~.

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b. ~~The public notice will include the following statements: "In accordance with NRS 241.020, this agenda closes three (3) days prior to the meeting date. Only items of interest and not requiring Commission action may be added to the agenda within the three-day period." The chosen place of meeting, shall be accessible to the handicapped. With 24-hour advance request a sign language interpreter may be made available (call 328-3600).~~

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c. ~~A copy of the public notice will be posted in at least three (3) other separate prominent places within the County, readily available to the public.~~

Commented [GJ9]: Agenda does not close 3 days before meeting— Must be posted AT LEAST 3 days before meeting. Does DMC want a deadline for adding new agenda items?

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d.b. ~~Any person who request~~ing notification of the DMC's meetings will be advised that the request ~~for notice~~ will lapse ~~after~~ six (6) months ~~after it is made,~~ unless ~~the person requests a~~ continuance ~~is requested~~ in writing.

2. ~~Regular and called meetings of the Commission shall be open to the public.~~

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3. Meetings shall not be scheduled prior to fifteen (15) days of mailing of packets to the ~~Commissioners.~~

Commented [GJ10]: Is this referring to supporting materials? Not all supporting materials are available 15 days before the meeting. The agenda isn't even set at that time.

4. ~~Regular, special, workshop, caucus, and administrative meetings of the Debt Management Commission shall be open to the public, unless properly noticed and closed pursuant to NRS 241.030 or other applicable statute.~~

Does this board want rules about supporting materials?

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Article VII: REGULAR MEETINGS

1. Meetings will be held in accordance with ~~NRS Chapter 350 of NRS.~~ Meetings will be held ~~each calendar quarterly, four (4) times a year or five (5) times a year on odd numbered years per Chapter 350 of the Nevada Revised Statutes, or at the call of the Chair whenever business is presented, as provided in NRS 350.014 and 350.0145 (i.e., if called by a government entity, to discuss a tax levy for debt service or special elective tax to accomplish a public purpose or to satisfy a public need).~~

Commented [GJ11]: NRS 241.030 pertains to meetings held to consider the character, competence, misconduct or physical/mental health of a person. The DMC shouldn't be considering those things, so we don't need this section.

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2. All regular ~~DMC~~ meetings shall be scheduled at each annual meeting in August ~~of the Commission shall begin at 4:00 p.m.~~ and shall be scheduled to last not more than three (3) hours. At the end of the three (3) hour time limit, the meeting can be extended by a simple majority vote of the ~~c~~Commissioners present.

~~3. Should the Chairman deem it necessary, the Commission may hold an open caucus on the day prior to the regular meeting or at any other time when called by the Chairman. The purpose of the caucus shall be for the Commission to inform itself on meeting items. If a caucus is to be called, it will be noticed as part of the regular meeting public notice.~~

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4.3. The Chair~~man~~ may call for ~~an~~ alternate meeting date~~s~~ ~~and caucus dates~~ when a scheduling conflict arises, including but not limited to holidays.

Commented [GJ12]: Not sure what the point of this is.... When was the last time this was done? An "open caucus" must conform w/ OML requirements. So, essentially the DMC is simply holding two meetings back-to-back.

5.4. The Commission's secretary~~r~~ shall keep, available for reference at meetings, a copy of Robert's Rules of Order, a current copy of the Nevada Open Meeting Law (NRS Chapter 241), and a current copy of NRS Chapter 350 ~~of the Nevada Revised Statutes~~.

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6.5. Applicants shall apply for meeting dates, 30 days after submittal of a proposal.

Commented [GJ13]: This doesn't appear to conform with NRS 350.0145. Applicant notifies secretary and submits statement of proposal. Within 10 days, secretary gives notice of meeting, which must be held no more than 20 days thereafter.

~~Administrative or workshop meetings may be held at 3:00 p.m. prior to the regularly scheduled 4:00 p.m. meeting of the Commission.~~

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7.6. Except as otherwise provided herein, Robert's Rules of Order, as amended, shall govern Commission meeting procedures when a question or controversy arises.

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Article VIII: SPECIAL MEETINGS

Special meetings may be held as required, upon call of the Chair~~man~~ or Acting Chair~~man~~.

Commented [GJ14]: Other boards say at the Chair's request or by written request of at least 3 commission members.

Article IX: EMERGENCY~~IES~~ MEETINGS

1. An emergency ~~or special~~ meeting may be called by the Chair, or an emergency item may be added to any regular or special meeting when unforeseen circumstances require immediate action. Unforeseen circumstances ~~and~~ include, but are not limited to:

- a. Disasters caused by fire, flood, earthquake, or other natural causes; or
- b. Any material impairment of the health and safety of the public.

Article X: ORDER OF BUSINESS

1. The order of the following agenda items may be changed as necessary at the discretion of the Chair.

1.a. Roll call and determination of quorum.

b. Public Comment.

2.c. Approval of agenda.

3.d. Review, possible amendment and approval of minutes from previous meeting.

~~4. Chairman and Commissioners' Items, (These are non-action items unless listed on the agenda for action).~~

~~5. Administrative items.~~

6.e. Business of the day (public hearings, etc.). Old business previously considered by the Commission~~r~~ will normally be considered before new business. Public hearings will normally be scheduled before items that do not require a public hearing.

~~7. Written communications. (These are non-action items unless listed on the agenda for action).~~

8.f. Public comments. ~~(These are non-action items unless listed on the agenda for action).~~

g. Adjournment.

9.2. Public Comment. Public comment on matters not specifically agendized should be limited to three (3) minutes per person. The Chair may grant further time at their discretion.

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Commented [GJ15]: Not necessary to include on agenda. Do we want to keep this or not?

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Commented [GJ16]: Can include a standing item for Chair and Commissioners'- correspondence received, etc.

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Article XI: PROCEDURES FOR BUSINESS ITEMS

A. General (for meeting items other than public hearings):

1. The Chair~~man~~ shall introduce the agenda items and then ~~the Chairman~~ call upon staff members for a presentation.
2. Speakers wishing to testify before the Commission shall sign a Request to Speak slip and deliver the slip to the ~~r~~Recording ~~s~~Secretary.
3. Speakers ~~may present information to the Commission with the consent of the Chairman and~~ shall limit their presentation to five (5) minutes if representing a group and three (3) minutes if speaking as an individual. Exceptions to this may be permitted if:
 - a. The Chair~~man~~ establishes a different speaking time limit prior to opening a hearing ~~to~~ for testimony; or
 - b. An individual requests permission to speak longer than the above-noted speaking limit and submits a written request to the Chair~~man~~ at least 24 hours prior to the Commission meeting. The Chair has the discretion to grant or deny such a request.
4. Persons addressing the board shall direct their comments to the ~~Chairman~~ Commission as a whole, and shall refrain from any personal, inflammatory or accusatory attacks toward any member of the Commission.
5. The procedure for presenting testimony at public meetings and public hearings shall be available at each regular and special meeting of the Commission.
6. Recesses, as necessary, may be called by the Chair~~man~~. In general, they should be taken at least every 2 hours.

Commented [GJ17]: Do we want to keep this requirement?

Commented [GJ18]: Do we have a written procedure for presenting testimony?

Article XII: PROCEDURES FOR THE CONDUCT OF A PUBLIC HEARING

1. The Chair~~man~~ shall advise the audience of general hearing procedures.

2. ~~The~~ Chair~~man~~ may request a show of hands of those in attendance for the agenda item under consideration, and of those who wish to provide testimony.
3. ~~The Ex-Officio (County Clerk)~~ recording secretary introduces the agenda item.
4. ~~The~~ Chair~~man~~ opens the public hearing for the presentation of testimony.
5. Speakers will be permitted to testify in the following order:
 - a. The agenda item advocate will speak first. Following this presentation, other speakers will be heard.
 - b. Initial speakers for the agenda item under consideration are requested to provide their name, address, and their reasons for support~~ing for~~ the agenda item.
 - c. Subsequent speakers in favor are requested to provide their name, address, and any new pertinent information not covered by previous speakers.
 - d. Initial speakers opposed to the agenda item are requested to provide their name, address and reasons for oppos~~ition to~~ the agenda item.
 - e. Subsequent speakers ~~against~~ opposed to the agenda item are requested to provide their name, address, and any new pertinent information not covered by previous speakers.
 - f. Questions asked by speakers and dialogue addressed to individual Commissioners will be directed, and limited as necessary, by the Chair~~man~~.
6. ~~Commission~~~~The~~ Chair~~man~~ closes the public hearing to the presentation of testimony.
7. Commissioners may ask questions of those who have testified or members of the audience.
 - a. At the Chair's discretion ~~of the Chairman~~, any individual may be asked to comment on any factual or procedural issues discussed during the public hearing.

8. The Chair~~man~~ calls for Commission discussion leading to a motion. If a motion is made and seconded, it shall be voted on.

9. If the original motion has been amended, the Chair~~man~~ shall call for a vote on any amendments to the motion. Following votes on amendments, the original motion will be voted on.

Commented [GJ19]: This is the old way of doing it.

10. Any entity which presents a board proposal to the Commission for consideration shall first mail, or transmit by ~~email~~electronic facsimile, a copy of the proposal to any other taxing entity within Washoe County and must include all relevant debt requirements in the proposal.

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Article XIII: AMENDMENT OF BYLAWS

1. Amendment. The Debt Management Commission Bylaws, Rules, Policies and Procedures may be amended by a majority vote of a quorum at a regular meeting and become effective upon signature of the Chair.

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2. Failure to Follow. If the Commission fails to follow one of its own bylaws, rules, policies or procedures, the Commission's actions are not invalidated so long as the action is in compliance with other law.

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Dated: _____

CHAIR

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