

POLICY NUMBER: 6.50-15
SUBJECT: Procedure for Bond Issuance
EFFECTIVE DATE: 01-01-2016
SUPERSEDES: n/a
APPROVED BY: Board of Trustees

A. Purpose

The purpose of this Policy is to establish a procedure for the staff of PWD and its Board of Trustees to follow when borrowing money and issuing its bonds and notes under Section 9 of the PWD Charter.

The Policy is necessary as a result of the granting of exemptions to PWD from rate making statutes, allowing PWD to approve issuance of bonds without Public Utilities Commission Approval.

Procedure

1. Public Hearing; Notice.

- a. **Public Hearing.** Prior to authorizing the issuance of any bonds, the PWD Board of Trustees shall hold a public hearing on the proposed issuance of such bonds. At the public hearing, any customer or other interested party may speak, and may question the officials of PWD regarding the proposed bond issuance.
- b. **Newspaper Publication.** PWD will publish notice of the public hearing on the proposed issuance of bonds in a newspaper of general circulation in the area served by PWD no less than seven (7) days prior to such public hearing.
- c. **Content of Notice.** Each notice will contain:
 - (i) The amount of the proposed bond issuance;
 - (ii) The proposed use of bond proceeds; and
 - (iii) The date, time and place of the public hearing.

2. Supporting Materials.

- a. At least seven (7) days prior to the public hearing on the proposed bond issuance, PWD will have on file at its principal business office a copy of relevant materials supporting the bond issuance.
- b. All such relevant material on file with PWD will be available for examination by any customer or other interested party during PWD's regular business hours at its principal business office prior to the public hearing.