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# MEMORANDUM

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Date: October 14, 2014

To: Nicole Fyffe  
Executive Assistant to the  
County Administrator

From: C.H. Huckelberry  
County Administrator 

Diana Durazo  
Special Staff Assistant to the  
County Administrator

Re: **Maintenance of County Funded Bond Projects and Programs**

As you know, the Bond Advisory Committee (BAC) has expressed concern regarding ensuring capital projects financed with County bonds are adequately maintained by the County and jurisdictions for the life of the facility, which is, for all practical purposes, 25 years.

The present bond implementation plan needs to be significantly expanded regarding maintenance obligations of the County and jurisdictions for capital bond projects. Please review the current language in the ordinance for definitive statements and protocols regarding:

- 1) identifying funding and certifying funding for annual operating and maintenance expenses;
- 2) Annual inspections to ensure the facilities are adequately maintained by the County and jurisdictions; and
- 3) Certifications by the County and jurisdictions to ensure adequate funds are budgeted by the County or jurisdiction to maintain the facility over the life of the project.

The Bond Implementation Ordinance should also include appropriate remedies when maintenance and repair standards are not met or failing to appropriate sufficient funds to adequately maintain County bond capital financed projects or programs. The primary remedy would be that if any project or program constructed for the County or a jurisdiction fell into disrepair due inadequate maintenance and repair funding, the County and/or jurisdiction would be suspended from implementing any further voter approved bond projects of the County or jurisdiction. Such a suspension would remain in effect until the County and/or

Ms. Fyffe and Ms. Durazo

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jurisdiction adequately appropriated funding for maintenance and repair of County bond financed capital improvements of the County or jurisdiction.

Given the concerns of the BAC, it is appropriate that rather than simply acknowledge maintenance and repair obligations of the County or jurisdictions for new capital financed bond projects, a very proactive statement and conditions of continued bond funding should be included in the Bond Implementation Plan, as well as any intergovernmental agreement entered into between the County and jurisdictions for implementation or a jurisdiction requested bond project.

CHH/anc

c: Chair and Members, Bond Advisory Committee