

**Infrastructure Fund Policy**

September 2019

**Purpose:**

The Infrastructure Fund is being established by the Board of Supervisors in order to provide the Board of Supervisors, agility to respond to health and safety infrastructure needs not being met through the capital improvement program or deferred maintenance program. The means by which to achieve this is to use the funds as local match to leverage regional, state, and federal funding opportunities. This is facilitated by the development of cost share, public/private opportunities, or other means.

**Use of Funds:**

The Board may consider the use of the one-time funds during Budget Hearings in order to fund emergent infrastructure needs or that wouldn't be addressed otherwise. Address infrastructure needs that carry a countywide liability or immediate risk to health and safety. The fund is meant to provide a local match for projects that otherwise do not have a readily identified funding source. The goal of the funds would be to leverage state and federal grants or other resources.

Any unused balance in the Fund will rollover into the next fiscal year. Programmed during annual budget hearings.

**Process for Identifying Projects:**

The Board would authorize expenditures against the fund and responsible departments would carry out the execution of the Board approved infrastructure projects.

Process for project identification:

- Annually convene key departments (Office of Recovery & Resiliency, Transportation & Public Works, Community Development Commission, and General Services) to create a list of capital projects that are not currently budgeted and do not have an identified funding source.
- List prioritized by staff. Staff meets with individual Board members for input.
- The list of projects will then be brought forward during the annual budget hearings for the Board to consider.
- For each project on the review list, there should be a proposal developed that outlines the project (scope, cost, need, time), along with potential regional, state, federal, or cost-sharing funding opportunities.
- Once approved by Board, the project would be including in the following years' capital improvement plan as appropriate.