



Agenda Date: 5/4/2016  
Agenda Placement: 8B

## Napa Sanitation District Board Agenda Letter

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**TO:** Honorable Board of Directors  
**FROM:** Timothy Healy - General Manager  
NS-General Manager Office  
**REPORT BY:** Stephanie Turnipseed, POLLTN PREV & OUTREACH SPCLST -  
**SUBJECT:** Receive Presentation on Communications Plan and Provide Direction

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### **RECOMMENDATION**

Receive presentation from staff and consultant on communications plan and provide direction.

### **EXECUTIVE SUMMARY**

MIG, a communications firm based in Berkeley, was chosen to create a long range communications plan for the District. As part of the process of creating this plan, MIG staff has met with District staff and Board members to seek input on outreach priorities and methods that suit the needs of the District. Based on feedback from the Board and staff, MIG will develop a communications plan for the District. At this meeting, MIG will present their approach and initial findings, and seek comments and direction from the Board.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

### **ENVIRONMENTAL IMPACT**

None.

### **BACKGROUND AND DISCUSSION**

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None.

**SUPPORTING DOCUMENTS**

None

Napa Sanitation District: Approve

Reviewed By: Timothy Healy