



Agenda Date: 5/15/2019  
Agenda Placement: 8A

## Napa Sanitation District Board Agenda Letter

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**TO:** Honorable Board of Directors  
**FROM:** Timothy Healy - General Manager  
NS-Technical Services/Engineer  
**REPORT BY:** Andrew Damron, Technical Services Director - 707-258-6000  
**SUBJECT:** Receive Presentation from Staff on John W. Stewart Memorial

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### **RECOMMENDATION**

Receive presentation from staff on John W. Stewart Memorial, discuss, and provide direction.

### **EXECUTIVE SUMMARY**

John W. Stewart was a former General Manager of the Napa Sanitation District, Public Works Engineer with Napa County, and a Board Member of the Los Carneros Water District (LCWD). John played many important roles in the success of the recycled water program in Napa County. Earlier this year, staff met with members of Coombsville's Groundwater Under Local Protection (GULP). GULP members proposed a memorial for John to be located at NapaSan's offices to recognize John's energy, passion, and leadership. The LCWD Board has also expressed interest in participation.

The draft format and text is attached.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	The memorial plaque is expected to cost \$1,500. The proposed funding would be split between the three groups (GULP, LCWD, and NapaSan). NapaSan's cost share would be \$500. There is available funding in the General Manager's budget to cover this cost.

Is it Mandatory or Discretionary? Discretionary

Discretionary Justification: The memorial plaque would be installed in a location at NapaSan's office that would be viewed by visitors (members of the public, recycled water customers, consultants, etc.). The plaque would recognize John's role in the success of this community's recycled water program.

Is the general fund affected? Yes

Future fiscal impact: None.

Consequences if not approved: NapaSan would not participate in cost of the memorial plaque and/or the plaque would not be located at NapaSan's offices.

Additional Information: None.

**ENVIRONMENTAL IMPACT**

None.

**BACKGROUND AND DISCUSSION**

None.

**SUPPORTING DOCUMENTS**

A . Draft Memorial Text

Napa Sanitation District: Approve

Reviewed By: Timothy Healy