

**Board of Directors
February 20, 2019**

SUBJECT:

Adopt a Proposed Resolution Amending the Administrative Code to Include a New Policy for the Naming of District Facilities

BACKGROUND:

The District's Administrative Code was first adopted in May 2013, and has been subsequently amended on a number of occasions. The proposed revisions for the Board's consideration are to add a section to the Administrative Code regarding the naming of District facilities. Included for the Board's consideration is a proposed Resolution (Exhibit A) that would change the Title of Article 9 from Use of District Facilities to District Facilities, and add Section 3.902 for a new policy relating to Naming of District Facilities.

As background, the Board of Directors occasionally receive requests and proposals for naming of structural system components owned by the District. The District currently has no established policies or procedures for naming facilities. Staff researched other agencies' policies regarding facility naming and has prepared for the Board's consideration a proposed naming policy.

Specifically, the proposed policy would establish approved criteria and procedures to evaluate naming facilities in the future. Meeting one or more of the following criteria is proposed in the policy as a prerequisite for naming a district facility:

- a) Substantial, important and positive impact upon the District as a member of its Board, staff, member(s) of the community or organization;
- b) Personal achievements of highest distinction in a public service role, while maintaining close ties with and providing significant support of the District and its mission; and/or
- c) Names that have historical or regional significance to the facility or location.

As proposed, the Board of Directors would have sole discretion in whether to name a facility and in the name chosen. The policy also includes a provision that facilities named after individuals would be done so only as a posthumous honor.

The proposed policy outlines naming criteria and procedures, the role of the Board Executive Committee in evaluating naming requests, the Board's authority to review the committee's recommendation and make a final decision, and the role of the General Manager in implementing the Board's decision.

FINANCIAL IMPACT:

None

STRATEGIC PLANNING GOAL/OBJECTIVE:

Consistently meet or exceed expectations in all facets of EMWD's service.

ENVIRONMENTAL IMPACT:

None

RECOMMENDATION:

Adopt the proposed resolution amending the EMWD Administrative Code for provisions relating to naming District facilities.

SUBMITTED BY:



Paul D. Jones II, P.E., General Manager

1/30/2019

Attachment(s):

Exhibit A - Resolution

History:

02/05/19	Board Administrative Committee	RECOMMENDED FOR APPROVAL
02/20/19	Board Meeting	

Staff Contact: Laura Nomura