



To: Mountain Regional Water Administrative Control Board Members  
From: Lisa Hoffman, Assistant General Manager  
Date: June 12, 2026  
Re: Communications and Human Resources Update

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## COMMUNICATIONS

### OVERVIEW OF PAST MONTH:

- Continued drought messaging, 20 % reduction in outdoor usage and delay irrigation to June 1<sup>st</sup>.
- Continued reaching out to high usage customers using water every day.
- Prepared a 30 second Public Service Announcement (PSA) for KPCW on drought awareness that Andy recorded and was played on KPCW the end of May and beginning of June.
- Summit County Council approved policy updates to the District's Administrative Policies and Water Rules and Regulations.
- Met with EPA officials on May 22<sup>nd</sup> for a tour of the Signal Hill treatment plant.
- Continued working on the customer data and privacy policy initiatives for the GDPR.

### FOCUS FOR NEXT MONTH:

- Continue active drought messaging and working with high usage customers.
- Continue promoting the Landscape Lawn Exchange program
- Prepare the District's annual Summer Newsletter to go out in July
- Continue analyzing policy management software and working on privacy initiatives

## HUMAN RESOURCES

### OVERVIEW OF PAST MONTH:

- Last three Seasonal Operators have started. Six in total for this summer.
- Continued planning efforts for the Wellness Fair to be held on June 17th. Current vendors will be Select Health, Dexa Body Scan, Blomquist Hale and Delta Dental.
- Started working with ADP to switch from vacation/sick to PTO, effective July 1<sup>st</sup>.

### FOCUS FOR NEXT MONTH:

- Continue working with ADP to switch from vacation/sick to PTO, effective July 1<sup>st</sup>.
- Start planning for the annual August employee BBQ at the cabin.
- Begin looking into a new employee review software to replace Trakstar.