



To: Mountain Regional Water Administrative Control Board Members  
From: Lisa Hoffman, Assistant General Manager  
Date: January 9, 2026  
Re: Communications and Human Resources Update

\*\*\*\*\*

## COMMUNICATIONS

### OVERVIEW OF PAST MONTH:

- Meetings with the WIFIA team continued after the government re-opened. Our lead contact at the EPA left effective 11/21/25 and a new lead, Douglas Scott, has been assigned. We've met with Mr. Scott and the EPA team several times since then and continue to make progress in getting all documents finalized. Currently the Office of Management and Budget (OMB) still has the project under review and we don't have an estimate of when that approval will happen. Once it does, the final approval will need to come from the EPA Administrator, Lee Zeldin, which they anticipate will take 30 days. If we were to get the OMB approval next week, we would anticipate closing the WIFIA loan mid-February.
- Met with Zac Roberts from Weber Basin and did a debrief on the Landscape Lawn Exchange Program and what things we can work on to improve the customer experience for next year.
- Communicated with Helen Strachan on Government Data Privacy Act (GDPA) and steps to take to initiate the District's privacy program. This work will continue for several years.

### FOCUS FOR NEXT MONTH:

- Continue moving WIFIA loan forward as approvals allow.
- Continue working on the customer data and privacy policy initiatives for the GDPA.
- Begin working on a customer education campaign for next year to address daily watering that we saw happening this summer.
- Begin working on policy updates to the Administrative Policies, By-Laws, Personnel and Rules and Regs to be done in 2026.

## HUMAN RESOURCES

### OVERVIEW OF PAST MONTH:

- Finalized employee annual reviews
- Finalized open enrollment changes for 2026 benefits and updated our payroll system, ADP.
- Held Open House on December 10<sup>th</sup>. A few pictures at the end of this memo.

**FOCUS FOR NEXT MONTH:**

- Continue working on updates to Personnel Policies for clarification on FMLA and paid time off.
- Begin looking into a new employee review software to replace, Trakstar.
- Begin planning for the Wellness Fair to be held in Q2 2026. Also continue planning wellness events for the rest of 2026.



