



To: Mountain Regional Water Administrative Control Board Members
From: Lisa Hoffman, Assistant General Manager
Date: February 14, 2025
Re: Communications and Human Resources Update

COMMUNICATIONS

OVERVIEW OF PAST MONTH:

- Worked on the 2024 tax return filing for the solar array direct pay credits. Our new auditor, Squire, will help with the electronic filing process.
- Started following water bills and other bills affecting the District in the 2025 Utah Legislative Session. A sample so far are below:
 - SB 20 – allows the employer to pick up the portion of the Utah Retirement System(URS) Tier 2 contribution that is currently being paid for by employees.
 - SB 50 – eliminates the compensation cap of \$5,000 to a board member. A public hearing on the proposed compensation would still need to be held.
 - SB 80 – gives the Department of Environmental Quality the authority to set a fee schedule and collect fees as it relates to the regulation of public water systems in Utah. Currently the Division of Drinking water relies on 60% federal funding. This would help reduce the reliance on federal funds.
 - HB 274 – address rate setting by a retail water supplier a provides conservation costs as a component of a “reasonable” water rate. This bill also addresses tiered rates tor secondary water suppliers, which currently do not exist.
- Started working on outlining tasks and priorities for the District’s update of its emergency response planning policies and procedures.

FOCUS FOR NEXT MONTH:

- Prepare the WIFIA application with the help of Steve and Sam.
- Continue following water bills and other bills affecting the District in the 2025 Utah Legislative Session.
- Continue working on strategies for District’s emergency response planning policies and procedures.
- Establish a working committee for the emergency response planning policies and procedures.
- Continue working with Summit County on the customer data and privacy policy initiatives.

HUMAN RESOURCES

OVERVIEW OF PAST MONTH:

- Continued working with Moreton to finalize integration of Employee Navigator with ADP.
- Finalized year end reporting for payroll and issued W-2s.
- Identified a vendor to complete the annual Affordable Care Act (ACA) filings. This will also integrate with the Employee Navigator platform, making the filing seamless.
- Drafted final revision to engineering and manager job descriptions for inclusion in the February board packet.
- Continued with financial wellness for our first quarter of 2025. Key Bank will be holding a lunch and learn on March 19th to go over savings tips and tricks and everyday budgeting topics.
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FOCUS FOR NEXT MONTH:

- Continue working with Moreton to finalize integration of Employee Navigator with ADP.
- Continue working on planning efforts, presentations and challenges, for 2025 Wellness Program activities in the second, third and fourth quarters of the year.
- Continue preparing for the District's 2024 annual audit.
- Start looking at recruitment efforts for summer seasonal positions.