



To: Mountain Regional Water Administrative Control Board Members

From: Lisa Hoffman, Assistant General Manager

Date: September 12, 2024

Re: Communications and Human Resources Update

COMMUNICATIONS

OVERVIEW OF PAST MONTH:

- Started working on the fall District newsletter
- Began working on an application to present the District's floating solar array project at the annual AWWA conference in Denver, CO (June 2025).
- Finalized the WIFIA loan application and holding for ACB and County Council parameters of resolution approval to move forward with obtaining financing for the treatment plant project.
- Provided data to Emily Quinton at Summit County about our conservation program statistics for inclusion on a new website the health department is putting together for sustainability.
 - 9 customers have completed their projects with a total of 20,255 square feet of turf removed and replaced with a minimum of 35% native landscaping. This is approximately 506,375 gallons saved. Our average customer uses 120,000 gallons/year, so that's just over four households' annual water consumption saved.
- Susan Cordone with Park City Municipal presented at Rotary on conservation programs in Park City, she included a slide with MRW project information, as well as Summit County.

FOCUS FOR NEXT MONTH:

- Continue moving WIFIA financing forward once approval from the ACB and County Council are obtained.
- Continue following IRS updates and guidance on "Direct Pay" for floating solar array investment tax credits.
- Finalize the District's fall newsletter
- Continue working with customers in the Landscape Lawn Exchange program

HUMAN RESOURCES

OVERVIEW OF PAST MONTH:

- Continued final edits to the new ADP pay stubs
- Held annual summer BBQ at Lost Canyon on August 14th

- Kicked-off our third quarter Wellness Challenge – Be Well and Wander. This challenges employees to re-discover two favorite outdoor places and choose two new ones to share with co-workers, family or friends.
- Started meetings and planning efforts for the District's 2025 open enrollment, scheduled for November 13th.
- In preparation for 2025 budgets, I updated the District's employee statistics. A copy can be found behind this memo.

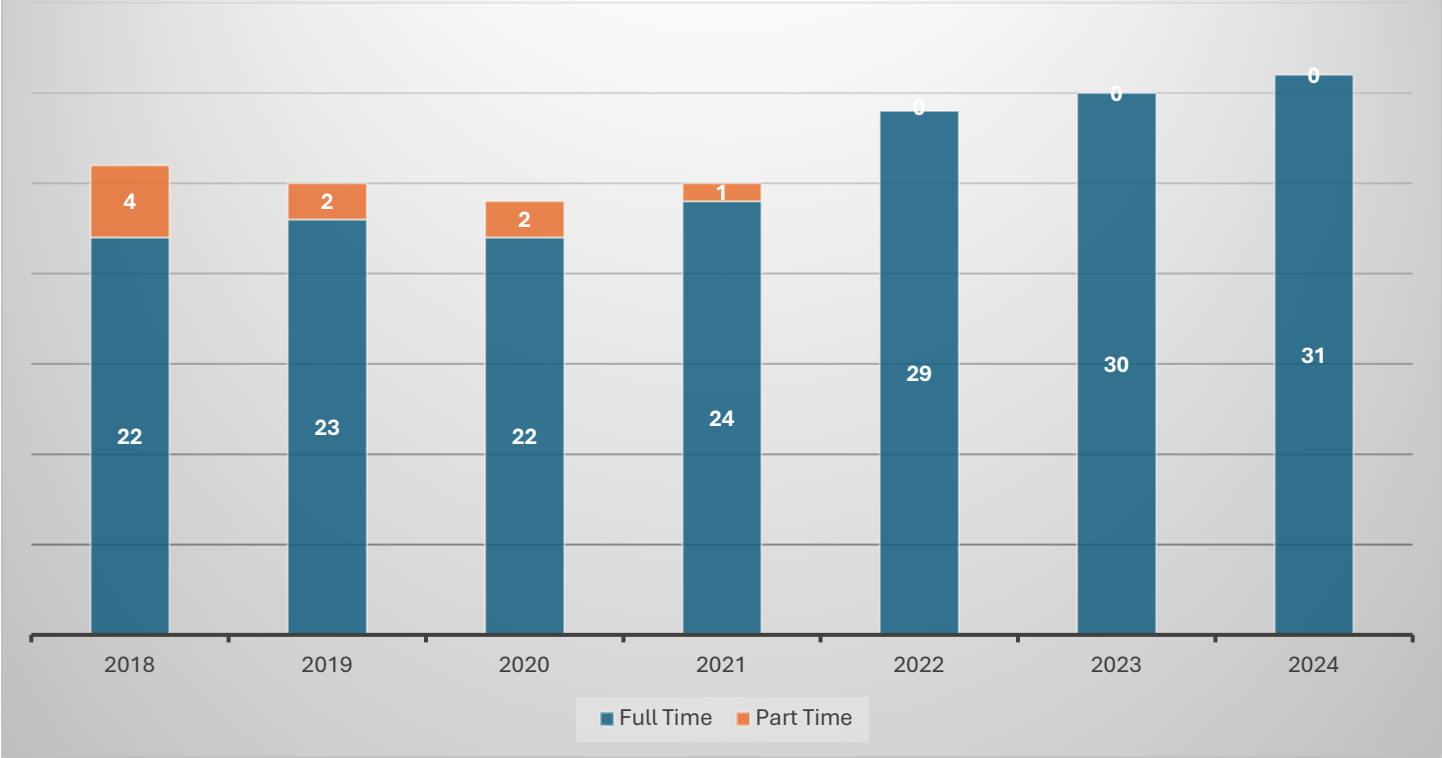
FOCUS FOR NEXT MONTH:

- Continue working with Moreton to finalize implementation of Employee Navigator, and its integration with ADP.
- Finalize benefit rates for 2025 and begin creating documentation for the 2025 open enrollment period.
- Continue planning efforts for our open enrollment and safety luncheon on Wednesday, November 13th and our Christmas lunch on Wednesday, December 11th.

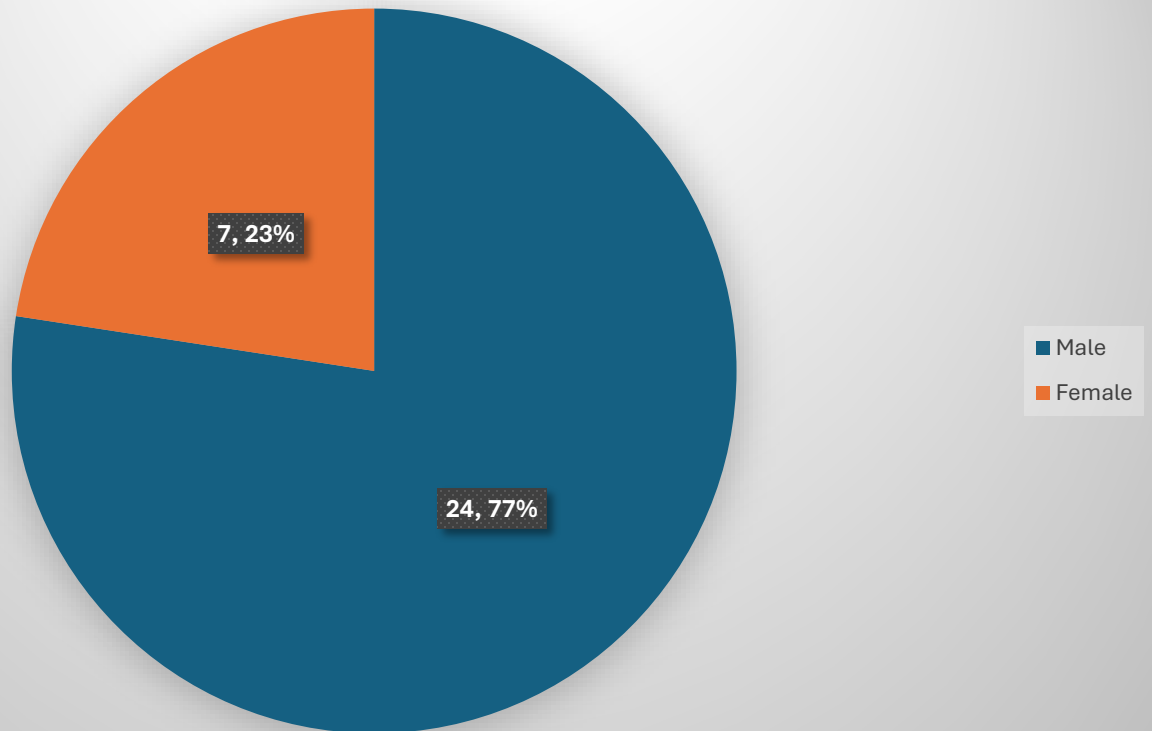
HR Metrics as of 9/11/2024

Employee Count by Year

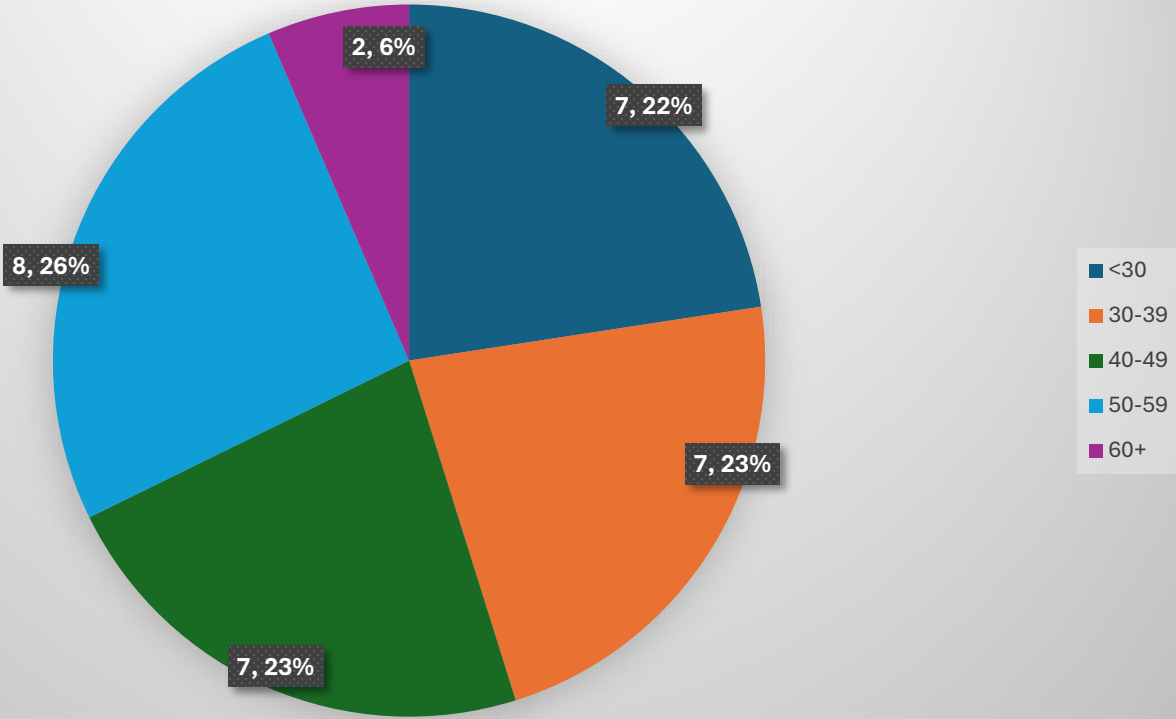
** does not include seasonal employees



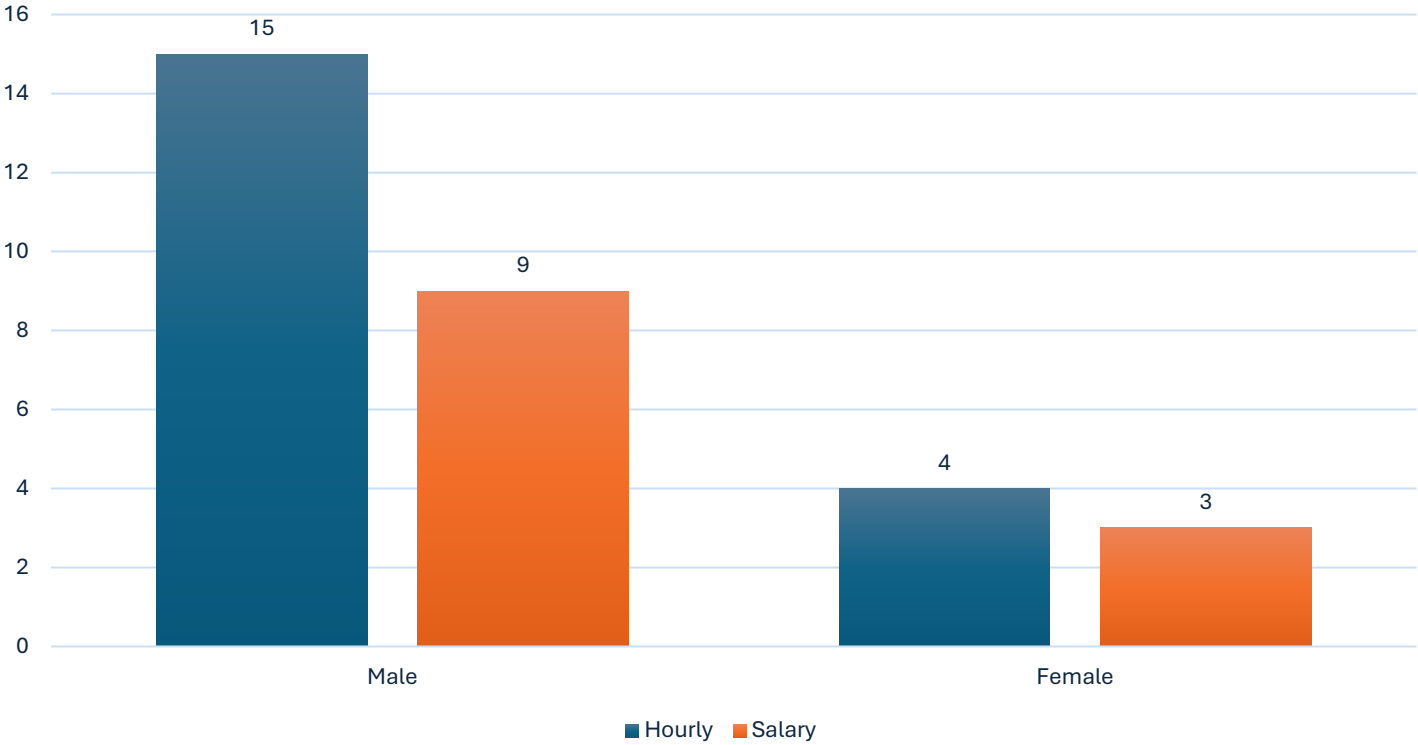
Employee Gender



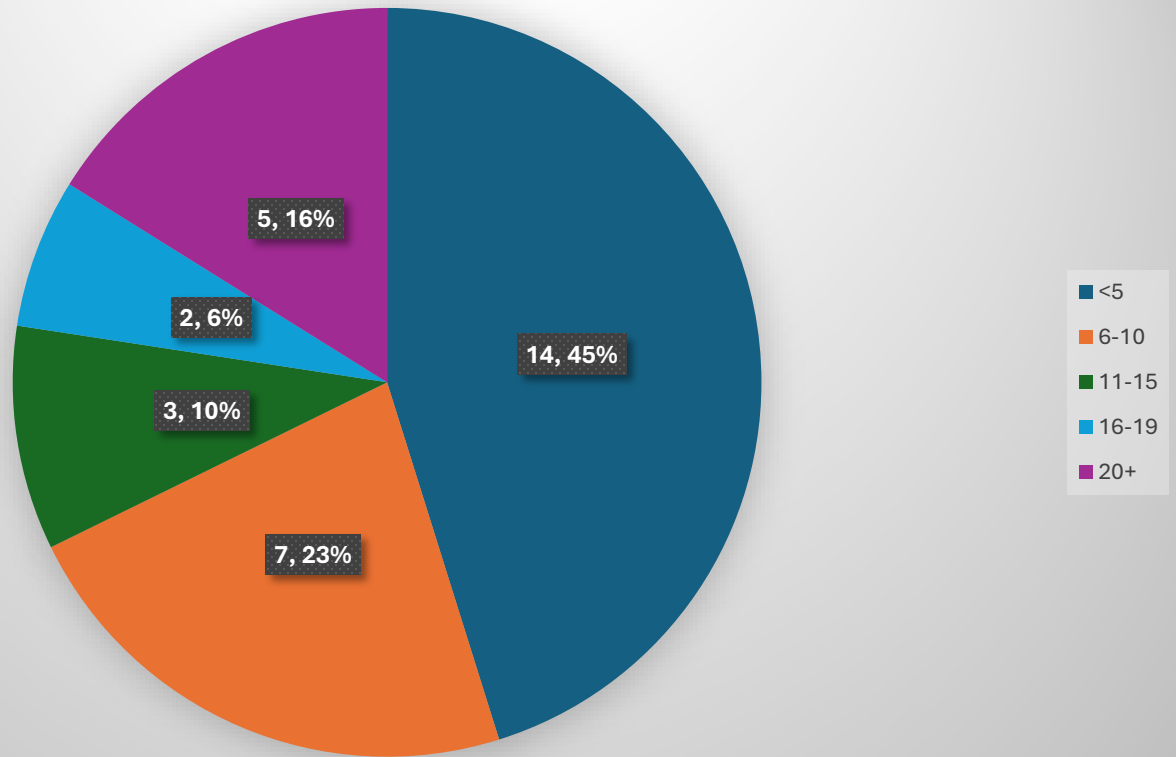
Current Employees by Age



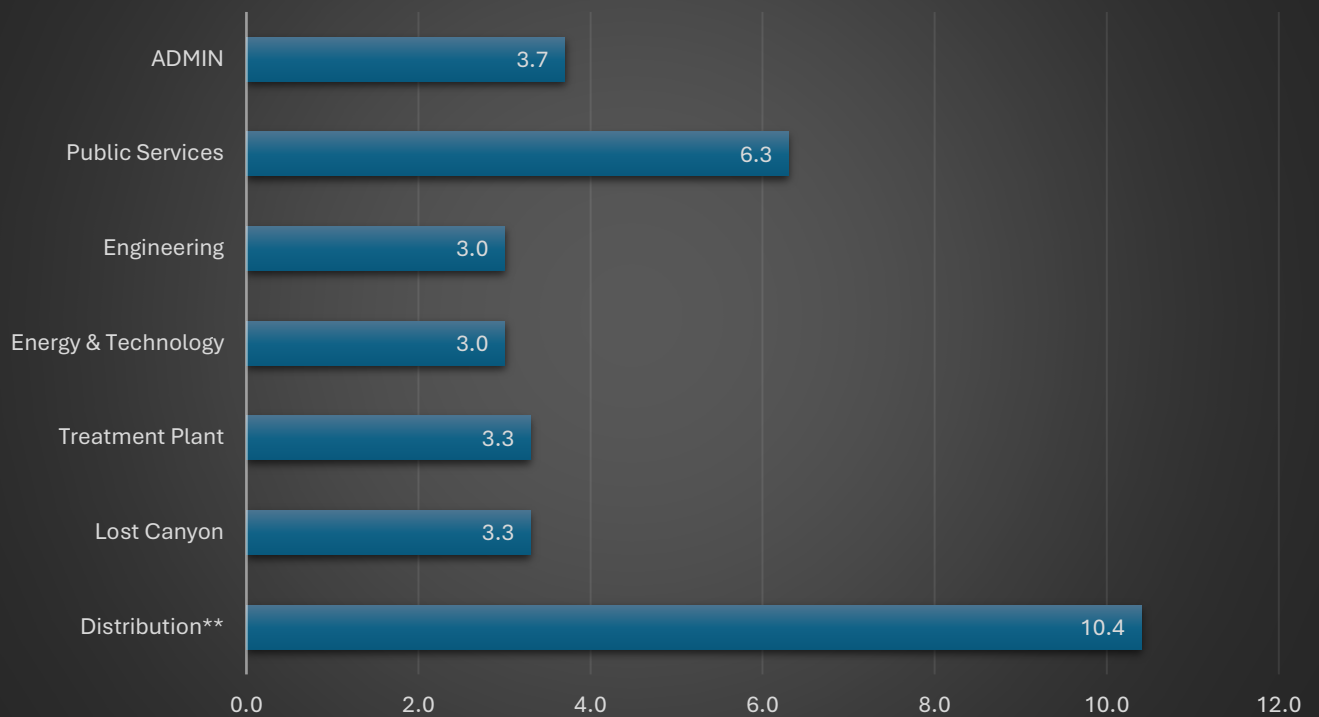
Hourly and Salaried Employees by Gender



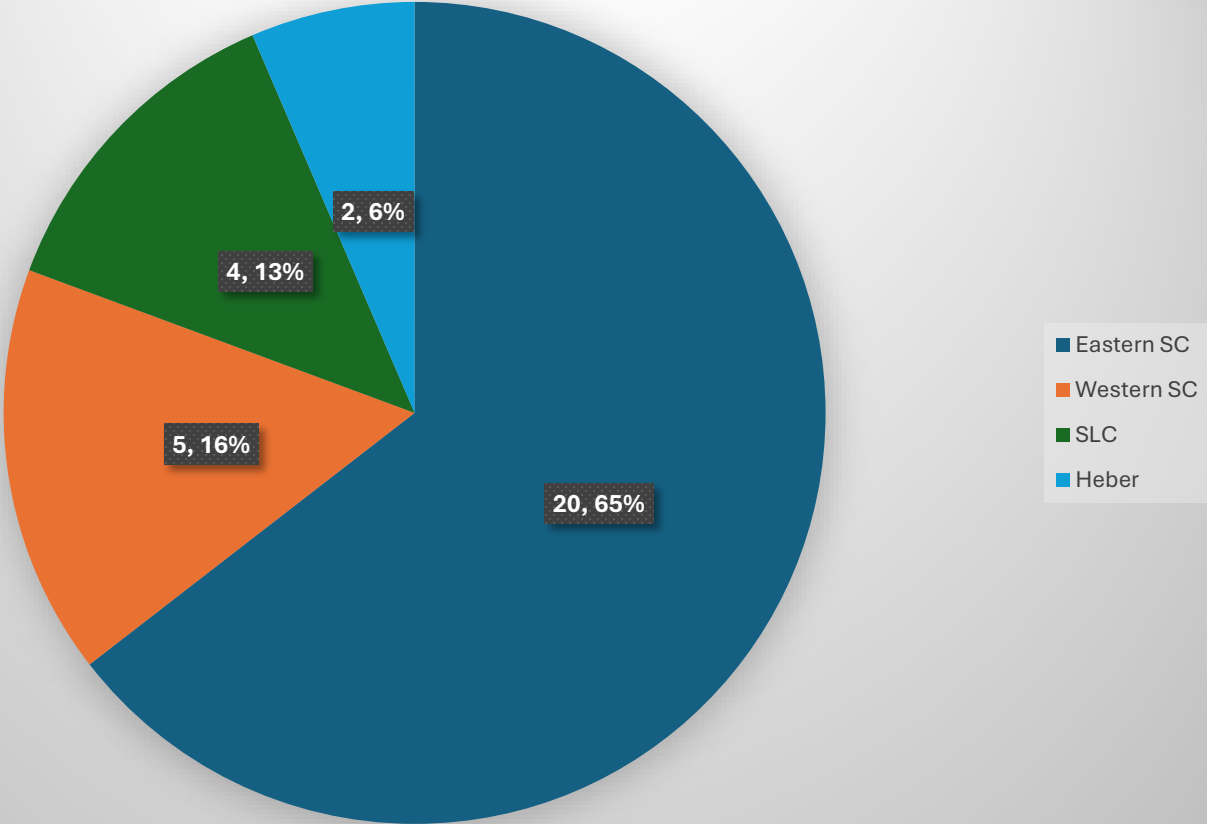
Employee Years of Service with MRW



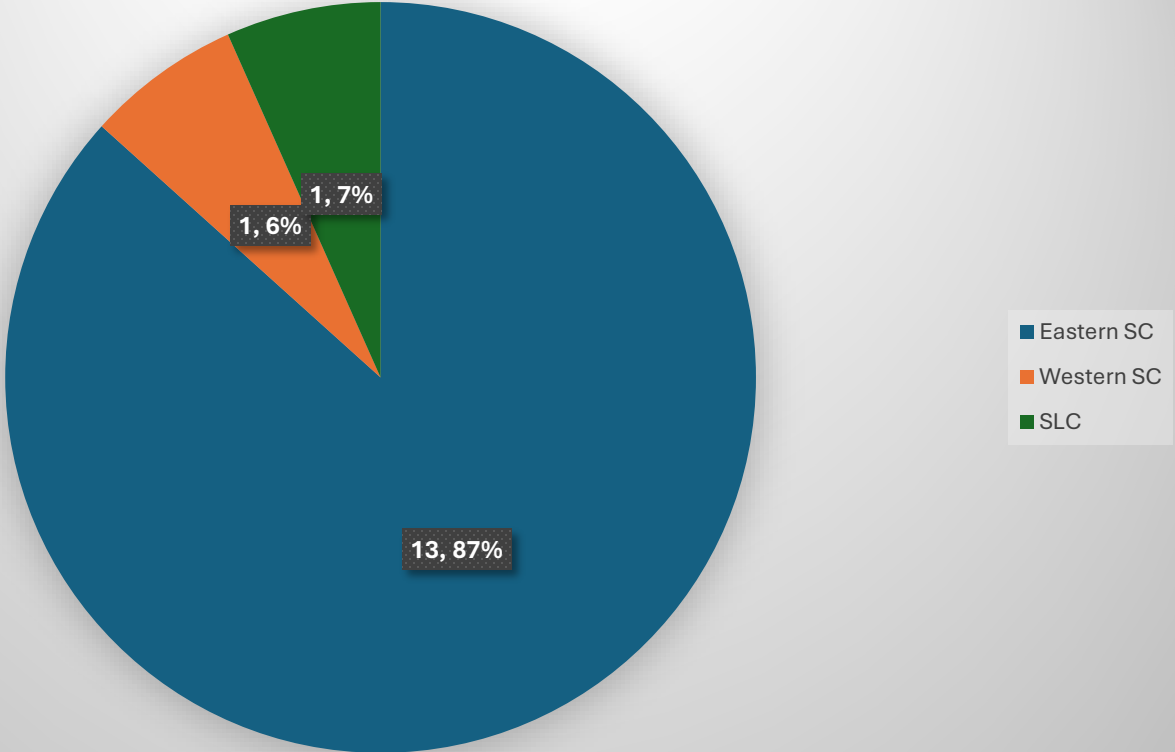
Employees by Department



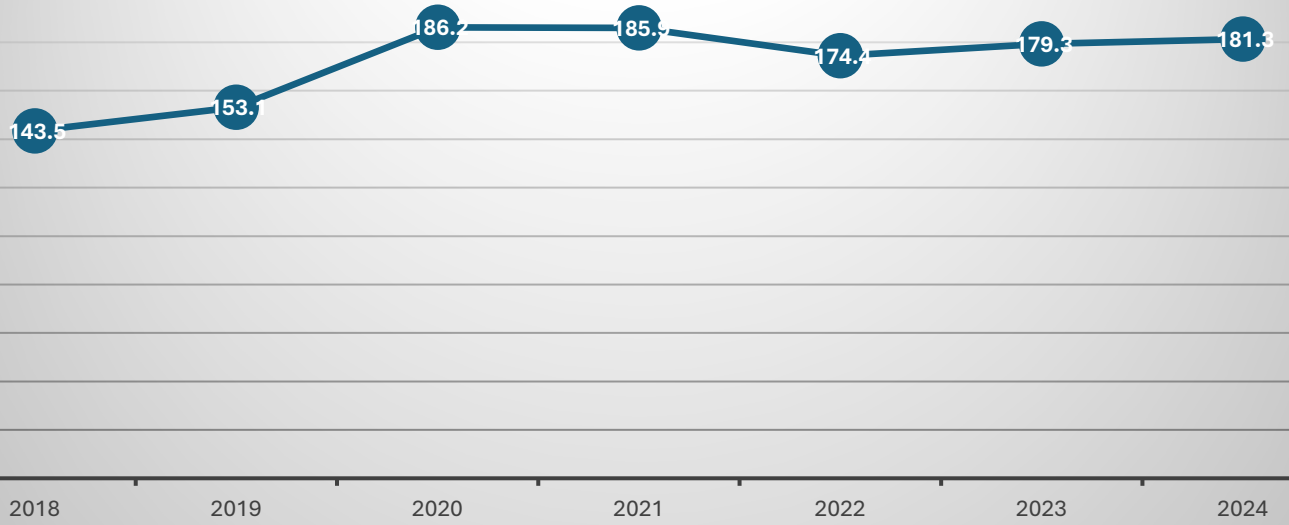
Home Location of All Employees



Home Location of OPS Employees



Customers using water per employee



Annual Employee Turnover Rate

