

**MINUTES OF THE WORK SESSION
OF THE BOARD OF DIRECTORS
OF LITTLE THOMPSON WATER DISTRICT**

The Board of Directors of Little Thompson Water District (LTWD) met in a work session on Monday, May 4, 2026. Attendance was as follows:

Board of Directors:

Emily McMurtrey, President
Bill Szmyd, Vice-President
Larry Brandt, Treasurer
Ed Martens
Garret Maurer
James J. Walker

Staff in Attendance:

Amber Kauffman, District Manager
Angela Diekhoff, Business Manager
Brad Eaton, District Engineer
Kammy K. Tinney, Business Project Manager
Reese Saxton, Operations Manager
James Sutherland, Water Resources Manager
Judy O'Malley, Recording Secretary

Other Attendees:

There were no other attendees.

CALL TO ORDER

The recitation of the *Pledge of Allegiance* occurred, followed by President Emily McMurtrey calling the meeting to order at 2:06 p.m.

ROLL CALL

Roll call was taken.

It was moved by President McMurtrey, seconded by Director Bill Szmyd, to excuse the absence of Director Ryan Heiland. Motion carried unanimously.

All other Directors were present resulting in a quorum of six of seven members in attendance.

AGENDA REVIEW

There were no changes to the agenda.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

President McMurtrey opened the Public Comments period at 2:08 p.m. There being no Public in attendance, the Public Comments period was closed.

DISCUSSION ITEMS

Strategic Goals:

District Manager Amber Kauffman briefly reviewed the LTWD Mission Statement and Core Values, a summary of the Strength Opportunities Threats and Weaknesses (SWOT) and top 10 topics identified in 2018, and the top priorities that were categorized in 2022.

Ms. Kauffman reviewed the status of the three- to five-year Strategic Goals identified in 2022. Discussion occurred throughout with the Board asking for clarification on some items and presenting their thoughts and ideas on what categories they would like to see Management concentrate on next. Each Director and Department Manager were provided with the opportunity to assign each category in order of priority.

President McMurtrey called for a break at 3:58 p.m. The work session resumed at 4:04 p.m. Board members and the Department Managers were then asked to identify their top priorities.

The list is as follows:

- Treatment and Transmission – Aging infrastructure and the cost to rehabilitate or replace
 - ❖ Raw Water Supply Planning – System water loss and leak detection
- Business Management – Workflow management and documentation of processes and procedures
- Operations and Technology – Cybersecurity of all systems
- Treatment and Transmission – Redundancy in treatment, transmission and interconnects

District Manager Kauffman stated that Management will bring an updated set of Strategic Goals for the next three to five years to the Board at either the May or June regular board meeting.

It was moved by Director Szmyd and seconded by Director Larry Brandt to adjourn the work session at 4:50 p.m.

Respectfully submitted,

Amber Kauffman
Secretary