



MEMORANDUM PORTLAND WATER DISTRICT

TO: Board of Trustees

FROM: Donna Katsiaficas, Clerk

DATE: June 7, 2010

RE: **June Workshop Meeting – June 14, 2010**

There will be a Workshop Meeting of the Board of Trustees of the Portland Water District on Monday, June 14, 2010, at 6:30 p.m. in the Nixon Training Center at the general offices of the District, 225 Douglass Street, Portland, Maine.

The workshop will be preceded by meetings of the following Board committees:

<u>Committee</u>	<u>Room / Location</u>	<u>Time</u>
Pension Committee	General Manager's Conference Room	5:00 p.m.
Administration & Finance	General Manager's Conference Room	5:30 p.m.
Operations	Monie Room	5:30 p.m.
Planning	Nixon Training Center	5:30 p.m.

AGENDA - WORKSHOP

1. **Presentation of the 2009 Audit Report.** The District's independent auditors, Macdonald Page & Co. LLC, will present a summary of the 2009 audit report to the Board (see attachments).
2. **Discussion of Budget Guidelines for the 2010 Budget.** Mr. David Kane will lead a discussion on the proposed guidelines for the 2011 District budget and will solicit guidance from the Board.
3. **Other Business**
4. **Adjourn**