



## MEMORANDUM PORTLAND WATER DISTRICT

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TO: Board of Trustees

FROM: Carrie Walker

DATE: May 7, 2019

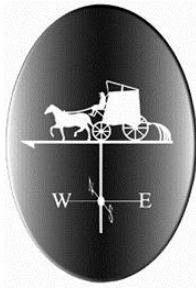
RE: **Workshop – Monday, May 13, 2019**

There will be a Workshop Meeting of the Board of Trustees of the Portland Water District on Monday, May 13, 2019. The meeting will begin 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:

| <b><u>Committee</u></b>  | <b><u>Room / Location</u></b> | <b><u>Time</u></b> |
|--------------------------|-------------------------------|--------------------|
| Administration & Finance | Monie Conference Room         | 5:30 p.m.          |
| Operations               | EOC 2 <sup>nd</sup> Floor     | 5:30 p.m.          |
| Planning                 | Nixon Training Center         | 5:30 p.m.          |

### **AGENDA – WORKSHOP**

1. **2018 Audit Report.** Representatives from Wipfli LLP, the District's auditor, will present the 2018 audit report.
2. **Sebago Clean Waters.** Karen Young, Coordinator of Sebago Clean Waters, will describe the overarching goals of the effort, an overview of recent achievements of the partnership, and the next steps going forward.
3. **Other Business.**
4. **Adjourn.**



## MEMORANDUM PORTLAND WATER DISTRICT

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TO: Administration and Finance Committee / Board of Trustees

FROM: David Kane, Director of Administration  
Mary Demers, Director of Employees Services

DATE: May 3, 2019

RE: **Administration and Finance Committee Meeting – May 13, 2019**

A meeting of the Administration and Finance Committee of the Portland Water District Board of Trustees will be held on Monday, May 13, 2019 at 5:30 p.m., in the Monie Conference Room of the District, 225 Douglass Street, Portland, Maine.

### **AGENDA**

**1. Student Outreach**

Ms. Mary Demers will provide an overview of the District's efforts to reach out to students.

**2. 2018 Audit Reports**

A representative of Wipfli LLC will present the results of the 2018 financial audit.  
(See attached memo)

**3. Operating Investment**

Mr. David Kane will provide an overview of the District's operating fund investment portfolio.  
(See Attachment B)

**4. Other Business**

A. **Billing and Computerized Maintenance Management System Projects.** Each month an update on the project will be provided if needed.



## MEMORANDUM PORTLAND WATER DISTRICT

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TO: Operations Committee / Board of Trustees

FROM: Scott Firmin, Director of Wastewater Services  
James Wallace, Director of Water Services

DATE: May 3, 2019

RE: **Operations Committee Meeting – May 13, 2019**

A meeting of the Operations Committee of the Portland Water District Board of Trustees will be held on Monday, May 13, 2019 beginning at 5:30 p.m., in the Douglass Street EOC of the District, 225 Douglass Street, Portland, Maine.

### **AGENDA**

1. **Water Storage Facility Maintenance**  
Staff will provide an overview of storage facility cleaning and inspections.
2. **Water Main Renewal Schedule for 2019**  
Staff will provide an update on the current schedule of water main replacements.
3. **Other Business**



## MEMORANDUM PORTLAND WATER DISTRICT

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TO: Planning Committee / Board of Trustees

FROM: Christopher Crovo, P.E., Director of Asset Management and Planning

DATE: May 3, 2019

RE: **Planning Committee Meeting – May 13, 2019**

A meeting of the Planning Committee of the Portland Water District Board of Trustees will be held on Monday, May 13, 2019 at 5:30 p.m. at the Nixon Training Center, Portland Water District, 225 Douglass Street, Portland.

### **AGENDA**

**1. Updates:**

- Shore Acres Tank – AT&T filing for building permit
- Outreach Events – Drinking Water Week
- CMP Substation Easement

**2. Water Main Replacements and Bidding**

Staff will review the status of recently bid projects.

**3. Sebago Clean Waters – Meet and Greet**

Staff will introduce Sebago Clean Waters staff to the Committee.

**4. Other Business**