



MEMORANDUM PORTLAND WATER DISTRICT

TO: Board of Trustees

FROM: Carrie Walker

DATE: December 1, 2020

RE: **Workshop Meeting – Monday, December 7, 2020**

There will be a Workshop Meeting of the Board of Trustees of the Portland Water District on Monday, December 7, 2020, at 6:30 p.m., remotely via teleconference. Please go to www.pwd.org for specific access information or call 207-523-5266.

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

| <u>Committee</u> | <u>Room / Location</u> | <u>Time</u> |
|--------------------------|-------------------------------|--------------------|
| Water Filling Station | Remotely | 5:00 p.m. |
| Administration & Finance | Remotely | 5:30 p.m. |
| Operations | Remotely | 5:30 p.m. |
| Planning | Remotely | 5:30 p.m. |

AGENDA – WORKSHOP

1. **City of Portland Water Resources Update**. Nancy Gallinaro, Water Resources Manager, will present an update on the City of Portland's Integrated Planning effort, capital improvement plan, and progress toward permit renewal.
2. **Other Business**.
3. **Adjourn**.



MEMORANDUM PORTLAND WATER DISTRICT

TO: Administration and Finance Committee / Board of Trustees

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

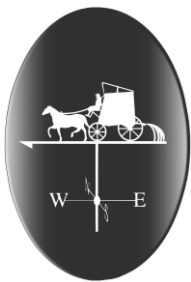
DATE: December 1, 2020

RE: **Administration and Finance Committee Meeting – December 7, 2020**

A meeting of the Administration and Finance Committee of the Portland Water District Board of Trustees will be held on Monday, December 7, 2020. The meeting will begin at 5:30 p.m. via teleconference. The public may access the meeting by dialing 408-418-9388, access code 132 370 9505, meeting password 78379348.

AGENDA

- 1. Bond Motion**
A motion stating the District's intent to issue bonds related to the proposed North Windham Wastewater Treatment facility will be presented to the Committee. (See attached memo)
- 2. Watershed Protection Program Funding**
A discussion on funding the District's Watershed Protection Fund to provide adequate funding to purchase future land acquisitions. (See attached memo)
- 3. Non-Union Pay Structure**
Staff will present a proposed change to the non-union pay structure. Every two years the salary structure is reviewed and appropriate market adjustments are proposed. (See attached memo)
- 4. 2021 Committee Work Plan**
Review of draft 2021 Work Plan (See attached memo)
- 5. Other Business**



MEMORANDUM PORTLAND WATER DISTRICT

TO: Operations Committee / Board of Trustees

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

DATE: November 25, 2020

RE: **Operations Committee Meeting – December 7, 2020**

A meeting of the Operations Committee of the Portland Water District Board of Trustees will be held on Monday, December 7, 2020. The meeting will begin at 5:30 p.m. via teleconference. The public may access the meeting by dialing 408-418-9388, access code 132 091 7801, meeting password 74637249.

AGENDA

- 1. Selection of Consultant for North Windham Sewer Treatment**
Staff will provide a recommendation to award an engineering services contract for the North Windham Wastewater Treatment Facility Project. (See attached memo)
- 2. Depot Street Pump Station and 407 Zone North Transmission Improvements – Construction and Professional Services Contract Awards**
Staff will provide a recommendation to award a construction contract and to amend an engineering services contract for construction services for work related to water distribution and a new wastewater pump station in South Windham. (See attached memo)
- 3. Westbrook Regional WWTF Aeration and Secondary Clarification Upgrade**
Staff will provide a recommendation to award a construction contract and to amend an engineering services contract for construction services for the Westbrook-Gorham-Windham Regional WWTF Aeration and Secondary Clarification Upgrade. (See attached memo)
- 4. Amendment to Existing Biosolids Management Agreement**
Staff will present a recommendation to amend the existing biosolids management contract for the final optional term of the existing agreement with Casella Organics. (See attached memo)
- 5. Other Business**



MEMORANDUM PORTLAND WATER DISTRICT

TO: Planning Committee / Board of Trustees

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

DATE: November 25, 2020

RE: **Planning Committee Meeting – December 7, 2020**

A meeting of the Planning Committee of the Portland Water District Board of Trustees will be held on Monday, December 7, 2020. The meeting will begin at 5:30 p.m. via teleconference. The public may access the meeting by dialing 408-418-9388, access code 132 398 9976, meeting password 26992867.

AGENDA

1. **Review proposed 2021 Planning Committee Work Plan**
Staff will review with the Committee the proposed 2021 committee work plan. (See attached)
2. **Other Business**