



MEMORANDUM PORTLAND WATER DISTRICT

TO: Board of Trustees

FROM: Carrie Walker

DATE: June 2, 2020

RE: **Workshop Meeting Monday, June 8, 2020**

There will be a Workshop Meeting of the Board of Trustees of the Portland Water District on Monday, June 8, 2020, at 6:30 p.m., remotely via teleconference. Please go to www.pwd.org for specific access information or call 207-523-5266 for details.

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

<u>Committee</u>	<u>Room / Location</u>	<u>Time</u>
Administration & Finance	Remotely	5:30 p.m.
Operations	Remotely	5:30 p.m.
Planning	Remotely	5:30 p.m.

AGENDA – WORKSHOP

1. **Main Extensions and New Services.** Robert Bartels, Senior Project Engineer, will present examples of projects that the MEANS (Main Extensions and New Services) group is presently working on.
2. **District's Finances.** David Kane, Director of Administration, will present an update on the impact of COVID-19 on the District's finances.
3. **Other Business.**
4. **Adjournment.**



MEMORANDUM PORTLAND WATER DISTRICT

TO: Administration and Finance Committee / Board of Trustees

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

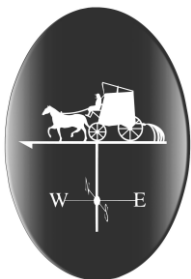
DATE: May 29, 2020

RE: **Administration and Finance Committee Meeting – June 8, 2020**

A meeting of the Administration and Finance Committee of the Portland Water District Board of Trustees will be held on Monday, June 8, 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 132 971 8672, meeting password 25499882.

AGENDA

1. **Election of Committee Chair**
The Committee will elect a chair for the upcoming year.
2. **2019 Wastewater Surplus Balance**
Mr. Kane will present a proposed motion to transfer the 2019 annual net income of Gorham, Portland and Westbrook to the Renewal and Replacement fund. (See attached memo)
3. **Cayenta/Lucity Projects Update**
An update on the Cayenta/Lucity projects will be presented.
4. **Employee Satisfaction Survey**
Ms. Demers will provide an overview of the employee satisfaction survey.
5. **Other Business**
 - Financial and Utility Bill Collection Update



MEMORANDUM PORTLAND WATER DISTRICT

TO: Operations Committee / Board of Trustees

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

DATE: May 29, 2020

RE: **Operations Committee Meeting – June 8, 2020**

A meeting of the Operations Committee of the Portland Water District Board of Trustees will be held on Monday, June 8, 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 132 071 8477, meeting password 53942793.

AGENDA

1. **Annual Election of the Committee Chair**

The Committee will elect a chair for the upcoming year.

2. **EEWWTF Primary Gallery Electrical Assessment**

Staff will provide a recommendation to award an engineering services contract for the East End Wastewater Treatment Facility's Primary Gallery Electrical Assessment. (See attached memo)

3. **Engineering Method Request for the North Windham Sewer Project**

Staff will provide a recommendation for the method of procurement for this project. (See attached memo)

4. **Other Business**



MEMORANDUM PORTLAND WATER DISTRICT

TO: Planning Committee / Board of Trustees

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

DATE: May 29, 2020

RE: **Planning Committee Meeting – June 8, 2020**

A meeting of the Planning Committee of the Portland Water District Board of Trustees will be held on Monday, June 8, 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 132 333 7219, meeting password 47767262.

AGENDA

1. Election of Committee Chair

The Committee will elect a chair for the upcoming year.

2. Discussion to solicit proposals to lease a portion of the Rocky Hill property in Westbrook for a solar farm development

Staff will discuss soliciting proposals to lease a portion of the District's property at Rocky Hill for a solar farm development and provided an update to the City of Westbrook's potential involvement in the project.

3. Updates

- Cumberland Tank – cellular communication lease – Verizon
- Regional Conservation Partnership Program RCPP Grant for Land Conservation.

4. Other Business