



MEMORANDUM PORTLAND WATER DISTRICT

TO: Board of Trustees

FROM: Carrie Walker

DATE: July 7, 2020

RE: **Workshop Meeting Monday, July 13, 2020**

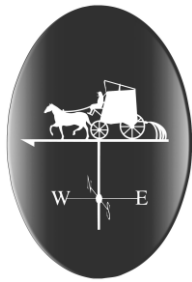
There will be a Workshop Meeting of the Board of Trustees of the Portland Water District on Monday, July 13, 2020, at 6:30 p.m., remotely via teleconference. Please go to www.pwd.org for specific access information or call 207-523-5266.

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

| <u>Committee</u> | <u>Room / Location</u> | <u>Time</u> |
|--------------------------|-------------------------------|--------------------|
| Pension | 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. **Renewable Energy Program.** David Kane, Director of Administration, will describe a modification to energy credit contracts that is being considered in contracts to replace those of solar developers who dropped out of the program due to the pandemic.
2. **ABC-CMMS.** The Board will be updated on the status of the Cayenta billing system by Peter Cutrone, Project Manager, on the Lucity computerized maintenance management system by Gordie Johnson, Engineering Services Manager, and on the communication plan to customers by Michelle Clements, Public Relations Manager.
3. **Upcoming Board Meetings.** Opportunity for the Board to discuss remote or in person format for upcoming meetings.
4. **Other Business.**
5. **Adjournment.**



MEMORANDUM PORTLAND WATER DISTRICT

TO: Pension Committee / Board of Trustees

FROM: Mary Demers, Director of Employee Services

DATE: July 1, 2020

RE: **Pension Committee Meeting – July 13, 2020**

A meeting of the Pension Committee of the Portland Water District Board of Trustees is scheduled for Monday, July 13, 2020. The meeting will begin at 5:00 p.m. via teleconference. The public may access the meeting by dialing 408-418-9388, access code 132 607 5208, meeting password 28822822.

AGENDA

1. **Approval of Pension Distributions**
Staff will present a request to approve benefits for three retirees.
2. **Other Business**



MEMORANDUM PORTLAND WATER DISTRICT

TO: Administration and Finance Committee / Board of Trustees

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

DATE: July 1, 2020

RE: **Administration and Finance Committee Meeting – July 13, 2020**

A meeting of the Administration and Finance Committee of the Portland Water District Board of Trustees will be held on Monday, July 13, 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 132 684 8713, meeting password 98846245.

AGENDA

1. **WW Bond Authorization**

Mr. David Kane will present a motion authorizing the issuance of the bond to finance the Little John (Family Field) pump station located in Cape Elizabeth. (See attached memo)

2. **WW 2019 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. **Renewable Energy Project Update**

Mr. Kane will provide an update on the CES renewable energy projects. (See attached memo)

4. **Update on Engineering service Procurement – North Windham Sewer Project Preliminary Design**

Staff will lead a discussion related to a modified approach for procuring engineering services for the preliminary design of the North Windham Sewer Project. The approach is required by both State and Federal procurement requirements. This approach will be required as the project is positioned for possible stimulus or other funding opportunities.

5. **Employee Satisfaction Survey**

Ms. Mary Demers will present the results of the most recent employee satisfaction survey.

6. **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: July 1, 2020

RE: **Operations Committee Meeting – July 13, 2020**

A meeting of the Operations Committee of the Portland Water District Board of Trustees will be held on Monday, July 13, 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 132 561 4270, meeting password 68392732.

AGENDA

1. **Update on Engineering Service Procurement – North Windham Sewer Project Preliminary Design**
Staff will lead a discussion related to a modified approach for procuring engineering services for the preliminary design of the North Windham Sewer Project. The approach is required by both State and Federal procurement requirements. This approach will be required as the project is positioned for possible stimulus or other funding opportunities.
2. **2019 Water Quality Inquiries**
Staff will review customer inquiries in regards to water quality at their residence or business.
3. **Other Business**



MEMORANDUM PORTLAND WATER DISTRICT

TO: Planning Committee / Board of Trustees

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

DATE: July 1, 2020

RE: **Planning Committee Meeting – July 13, 2020**

A meeting of the Planning Committee of the Portland Water District Board of Trustees will be held on Monday, July 13, 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 132 362 2756, meeting password 66252983.

AGENDA

1. **Potential Solar Farm development lease – Rocky Hill property – Westbrook**
Staff will review a proposal from CES consultants to provide assistance to lease a portion of the Rocky Hill property and staff will provide an update to the City of Westbrook's potential involvement in the project.
2. **Request to lease land on Northeast Road in Standish for a Veterans Memorial Park - Kenison-Hooper Post 128 of Standish**
Staff will discuss the request with the Committee. (See attached memo)
3. **Other Business**