

# Meeting Book - Regular Board of Directors Meeting - February 2020

## Table of Contents

### Meeting Notice and Agenda

Meeting Notice and Agenda 2.18.20.pdf

### Consent Calendar

Minutes - January 21, 2020

### New Business

Review & Approve Line of Credit Approval Memo and Resolution

### Board Strategic Roundtable

Finance & Audit Committee Agenda

Finance & Audit Committee Report

### CEO Recommendations and Reports

Financial Report - January 2020

CEO Activity Report w Attachments



**Board of Directors**  
John Hill, Chair  
William Dickinson, Sec'y-Treas  
James Beall  
Adriana Caldarelli  
Bruce Johnson

**Chief Executive Officer**  
Karen L. Pallansch, P.E., BCEE

**General Counsel**  
McGuireWoods, LLP

## INTERNAL MEMORANDUM

TO: Board of Directors of Alexandria Renew Enterprises  
FROM: Secretary-Treasurer  
DATE: Tuesday, February 11, 2020  
SUBJECT: Regular Board of Directors Meeting

---

The Regular Meeting of the Board of Directors will be held in the Environmental Center, Edward Semonian Boardroom on Tuesday, February 18, at 6:00 p.m.

Attached is the February Monthly Board Meeting information for your review.

There are two items requiring Board action this month:

- ◆ *Special Election: Board of Directors Vice Chair*
- ◆ *Review and Approve a Resolution Authorizing and Approving a Line of Credit Financing (Alexandria Only)*



**Agenda**  
 Alexandria Renew Enterprises Board of Directors  
 Tuesday, February 18, 2020 6:00 p.m.  
 1800 Limerick Street, Ed Semonian Boardroom

No.	Item	Presenter	Action Required
1.	Call Meeting to Order (6:00 p.m.)	Chairman	
2.	Approval of the Agenda (6:02 p.m.)	Chairman	Approval
3.	Public Comment Period (6:15 p.m.)	Chairman	
4.	Special Election: Vice Chairperson (6:20 p.m.)	Chairman	Approval
5.	Consent Calendar (6:30 p.m.)	Chairman	Approval
	A. Approval of Minutes (Held January 21, 2020) <b>(Tab 1)</b>		
6.	Unfinished Business (6:35 p.m.)	Chairman	Approval
	A. None		
7.	New Business (6:39 p.m.)	Chairman	
	A. Review and Approve a Resolution Authorizing and Approving a Line of Credit Financing <i>(Alex Only)</i> <b>(Tab 2)</b>		Approval
8.	Board Strategic Roundtable – Member & Committee Reports (6:49 p.m.)		
	A. Council/Board CSO Workgroup		
	B. Stakeholder Advisory Group		
	C. General Member Updates		
	D. Community Meeting Updates – (as needed)		
	E. Chamber of Commerce update - Ms. Pallansch (as needed)		Information
	F. Chesapeake Bay Citizens Advisory Group update - Mr. Dickinson (as needed)		
	G. Finance and Audit Committee update – Mr. Johnson		
	i. Debt Financing Meeting (Feb. 10, 2020) <b>(Tab 3)</b>		
	H. Governance Committee update		
9.	Chief Executive Officer’s Reports and Recommendations (7:00 p.m.)	Ms. Pallansch Ms. McIntyre	Accept Information
	A. Consideration of Monthly Financial Report <i>(January)</i> <b>(Tab 4)</b>	Ms. Pallansch	
	B. CEO’s Monthly Report <i>(January)</i> <b>(Tab 5)</b>		
	i. Jurisdictional Flows to AlexRenew		
	ii. RiverRenew Dashboard		
	iii. HOA Calendar		
10.	Adjourn (7:15 p.m.)	Chairman	

*Times shown in parentheses are approximate and serve as guidelines*

*If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call (703) 549-3381 at least three business days prior to the meeting.*

***The next Board meeting is Tuesday, March 17, 2020 @ 6:00 p.m.***

Chairman- John Hill • Vice Chair- Vacant  
 • Secretary-Treasurer-William Dickinson  
 • Members- James Beall, Bruce Johnson, Adriana Caldarelli

Minutes of the 873<sup>rd</sup> Meeting  
***“Celebrating Over 60 Years of Continuous Environmental Excellence”***  
Alexandria Renew Enterprises  
6:00 p.m., Tuesday, January 21, 2020

On Tuesday, January 21, at 6:00 p.m., Alexandria Renew Enterprises held its regular Board of Directors meeting at Alexandria Renew Enterprises in the Ed Semonian Board Room at 1800 Limerick Street with the following present:

Members: Mr. John Hill, Chairman  
Ms. Patti Turner, Vice Chairwoman  
Mr. William Dickinson, Secretary-Treasurer  
Mr. Bruce Johnson, Member  
Mr. James Beall, Member

New Member: Ms. Adriana Caldarelli, WEF

Staff: Ms. Karen Pallansch, Chief Executive Officer  
Ms. Liliana Maldonado, Deputy General Manager, Engineering & Planning  
Mr. Brian Mosby, Deputy General Manager, Operations & Maintenance  
Mr. Blake Hamilton, Director of Environmental Performance  
Ms. Lisa Van Riper, Director of Enterprise Communications  
Ms. Christine McIntyre, Director of Finance  
Ms. Allison Deines, Senior Policy Analyst  
Ms. Caitlin Feehan, Program Manager, RiverRenew  
Ms. Monica Billger, Communications Outreach Specialist  
Ms. Lorna Huff, Secretary to the Board

Counsel: Mr. Jonathan Rak  
McGuireWoods, LLP

Consultants: Mr. Justin Carl, Owner’s Advisor

Fairfax County Representative: Mr. Juan Reyes, Assistant Director  
Fairfax County Department of Public Works and Environmental Services

City Representative: Mr. Lalit Sharma, Division Chief  
Sanitary Sewer Infrastructure Division  
  
Ms. Diane Ruggiero, Deputy Director  
City of Alexandria, Office of the Arts

Visitors: Mr. Mike Kruk, Traylor Bros., Inc.  
Mr. James Hawn, Traylor Bros., Inc.  
Mr. John Irvine, COWI

Call to Order

The Chairman called the meeting to order at 6:04 p.m.

### Approval of Agenda

The Chairman requested that members review the Agenda and inquired if there were changes. There being no changes, the Chairman requested a motion to approve the Agenda. Mr. Dickinson moved and Mr. Beall seconded. The Board unanimously approved.

The Chairman introduced new Board member, Adriana Caldarelli from the Water Environment Federation (WEF).

### Education Discussion – Alexandria Renew/City of Alexandria Artist-in-Residence – Sto Len

Ms. Van Riper and Ms. Ruggiero introduced themselves and discussed the origins and goals of the Artist in Residence Program. Ms. Ruggiero thanked AlexRenew for its support and introduced Mr. Sto Len, AlexRenew's first Artist in Residence.

Mr. Len thanked AlexRenew for their support and making him feel like a part of the team. He presented his background and gave a brief description of his connections to Alexandria and the Potomac River. He reported that he uses art to illustrate people's connection to water.

Board members inquired about next steps in this process. Ms. Ruggiero reported that Mr. Len would provide a proposal to the Artist in Residence Task Force in the next few weeks. The Task Force will review and approve Mr. Len's proposal and determine locations around the City to exhibit the art.

Mr. Len will also be presenting to the City's Environmental Policy Commission.

### Consent Calendar

#### A. Review and Approve Minutes from the December 19, 2019 Board Meeting

Mr. Hill requested that members review the Minutes of the December 19 meeting and inquired if they had questions or comments.

Mr. Dickinson requested a clarification in the Minutes. There were no additional questions or comments. The Chairman requested a motion to approve. Ms. Turner moved and Mr. Dickinson seconded. The Board unanimously approved.

There being no additional discussion, the Chairman moved to New Business.

### New Business

#### A. None

### Unfinished Business

#### A. None

### Board of Directors Recognize Patti Turner

The Chairman presented Ms. Turner with an award recognizing her 2-year tenure on the Board and her contributions as Vice Chairwoman and Governance Committee Chair. Board members concurred and wished her well.

### Board Strategic Roundtable – Member and Committee Reports

#### Council/Board Workgroup – Mr. Hill

Ms. Pallansch reported that the next meeting of the Council Board Workgroup is scheduled for Thursday, February 27, at 7:00 p.m., at Alexandria Renew Enterprises.

Mr. Hill inquired if any of the group had made contacts.

#### Seminary Hill – Mr. Dickinson

Mr. Dickinson attended the meeting. He reported that the discussion was on current and future rates.

#### Chesapeake Bay Policy Committee (CBPC) – Mr. Dickinson

Mr. Dickinson reported that he attended the meeting of the CBPC. He reported that the Environmental Protection Administration (EPA) will not vigorously enforce the Clean Water Act. He noted that Governor Larry Hogan will sue the Agency on behalf of the State of Maryland.

#### Chesapeake Bay Citizens Advisory Group – Mr. Dickinson

Mr. Dickinson reported that the group will meet on January 23 and 24 in West Virginia.

#### Chamber of Commerce – Ms. Turner

Nothing to report.

#### Finance & Audit Committee – Mr. Johnson

Mr. Johnson reported that the next meeting is on Monday, February 10. The topic will be AlexRenew Debt Financing.

#### Governance Committee – Patti Turner

Nothing to report.

There were no additional questions or comments. The Chairman moved to the CEO's Reports and Recommendations.

### CEO's Reports and Recommendations

#### A. Consideration of December 2019 Financial Report

Ms. McIntyre reported that cash reserves are over \$10 million. Revenue is up primarily due to the rate increase. She additionally reported that AlexRenew has received the Virginia Resources Authority (VRA) grant and has requested funds.

There were no additional questions or comments and the Chairman moved to the CEO Monthly Report.

B. CEO Monthly Report (December 2019)

Ms. Pallansch noted her written report and inquired if members had questions or comments. There being none, Ms. Pallansch noted a presentation from Matthew Strickler, Secretary of Natural Resources, on the budget. She reported on the deadline for submitting bills in the General Assembly. "Cross over Day" is February 7 when bills approved in the House move to the Senate and vice versa.

Bills that effect AlexRenew include HB29, a bill to strike the phrase, "one time and final" regarding CSO grant money, and the minimum wage bill.

Ms. Pallansch additionally reported on the following items:

Ms. Pallansch attended the Council of Governments (COG) Chesapeake Bay Policy Committee subcommittee meeting. The meeting discussed road salts and their effect on the environment and urban agriculture.

She reported that the Virginia Department of Environmental Quality (DEQ) has administratively continued AlexRenew's permit due to the amount of time needed to renew the current permit.

AlexRenew's billing contractor is changing software. The impact to customers include shortened account numbers. Bill inserts will be used to alert customers to the upcoming change. A more complete discussion will take place in February. The period for the change is April or May 2020.

Ms. Pallansch reviewed the RiverRenew Dashboard noting that projects are still tracking according to schedule. Mr. Johnson requested that RiverRenew Dashboard display total project costs prominently.

Ms. Pallansch reported on the Hooff's Run Junction Chamber overflow due to failure of the Programmable Logic Controllers (PLC) due to excessive heat.

Ms. Pallansch then showed a video highlighting the experience of Ieasha Kenney, one of AlexRenew's interns.

There were no additional questions or comments.

Closed Session

At 7:23 p.m., the Chairman moved to enter a closed session for discussion, consideration or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific officers, appointees or employees. Mr. Dickinson moved and Ms. Turner seconded. The board unanimously approved.

At 8:15 p.m., the meeting returned to open session, and the following certification was unanimously adopted by the members: "Pursuant to 2.2-3712(D) of the Virginia Freedom of Information Act, it is hereby certified that to the best of each Member's knowledge, (1) only public business matters lawfully exempted from the open meeting requirements of the Act, and (2) only public business matters identified in the motion by which this closed meeting was convened were heard, discussed, or considered by Alexandria Renew Enterprises."

Motion was made by Mr. Hill and seconded by Mr. Dickinson. All Members present voted via roll call:

Mr. Hill	Aye
Mr. Johnson	Aye
Mr. Dickinson	Aye
Mr. Beall	Aye
Ms. Turner	Aye

There were no additional questions or comments and the meeting adjourned.

**APPROVED:**

---

**Secretary-Treasurer**



**Board of Directors**  
John Hill, Chair  
Bruce Johnson, Vice Chair  
William Dickinson, Sec'y-Treas  
James Beall  
Patricia Turner

**Chief Executive Officer**  
Karen L. Pallansch, P.E., BCEE

**General Counsel**  
McGuireWoods, LLP

## MEMORANDUM

TO: AlexRenew Board of Directors

FROM: Karen Pallansch, *CEO*

DATE: February 11, 2020

SUBJECT: Action Item (Joint) – Review and Approval of Resolution Authorizing and Approving a Line of Credit Financing

---

### Issue:

In order to provide the needed financial flexibility over the next several years during execution of the RiverRenew capital program and to support ongoing AlexRenew capital needs, AlexRenew needs to obtain Line of Credit financing. This will provide another funding tool and allow for stop gap payments during times that grant or loan reimbursements are delayed and to help manage overall debt and interest rates.

### Recommendation:

Staff respectfully requests that the Board of Directors approve the attached Resolution to issue the Line of Credit agreement with Bank of America, as the lowest cost and best overall value provider of the specified financial services through fiscal year 2021.

### Budget and Funding:

AlexRenew funds its Capital Improvement Program (CIP) through a combination of PAYGO (cash on hand and reserves), contributions from Fairfax County based on their allocated share, and long-term debt instruments such as bonds issued through the Virginia Clean Water Revolving Loan Fund as well as state grant funds available for the Alexandria Only CIP assets. The purpose of the Line is to fund construction spending on an interim basis until the balance on the Line is repaid with grant and/or long-term debt proceeds. This Line is expected to be repaid through an issuance of Bonds through the Clean Water Revolving Loan Fund in the upcoming fiscal year. The Line would remain available through June 30, 2021 and could be used for potential, future cash flow needs, with funding and interest payments apportioned as per agreements to Joint or Alexandria Only assets. The Line would be structured as subordinate debt under AlexRenew's Master Trust Indenture.

### Discussion:

AlexRenew solicited proposals from financial institutions to provide a revolving Line of Credit (Line) in the amount of up to \$30 million to fund portions of its CIP on an interim basis. AlexRenew conducted a Request for Proposal (RFP) process and received proposals from four financial institutions. Bank of America, N.A. (Bank of America) provided the proposal that was deemed to be the lowest cost and overall best value to AlexRenew, by AlexRenew and its advisors at PFM Financial Advisors LLC. Bank of America

maintains strong credit ratings and is a leading provider of similar facilities nationally and in the Commonwealth. Bank of America currently provides a similar line of credit to the City of Alexandria.

The Bank of America proposal provides for an interest rate that is based on a tax-exempt interest rate called the Securities Industry and Financial Markets Association (SIFMA) Index, plus a spread. The SIFMA Index is long-standing index that averages the rates on tax-exempt, high-grade municipal debt with interest rates reset weekly. For example, as of January 24<sup>th</sup>, the SIFMA rate was 0.82% and Bank of America's proposed spread is 0.58%, meaning that AlexRenew would pay a 1.40% interest rate on an outstanding balance in the current market. For the portion of the Line that is not drawn, AlexRenew would pay an interest rate of 0.10%, dependent on the total amount outstanding.

Having an available Line of Credit provides a great deal of flexibility to manage cash flow as the pace of construction spending increases. Many of AlexRenew's long-term debt financing vehicles are reimbursement-based, meaning AlexRenew must fund the expense upfront and then seek reimbursement, which takes time. Construction spending can be difficult to predict, creating ebbs and flows in cash flow and cash on hand. The timing of potential grant proceeds is also uncertain due to the many party review of reimbursement submissions. The Line provides a source of funds that can be drawn quickly and then re-paid when proceeds are available, allowing AlexRenew to manage these unknowns without depleting cash resources and staying within the bounds of its Board-adopted financial policies. AlexRenew has utilized similar facilities in the past (most recently through May 2017) to fund construction and allow for cash flow flexibility.

**Congruence with AlexRenew Strategic Plan:**

This action supports the strategic outcome of Effective Financial Stewardship.

**ACTION TAKEN:**

APPROVED: \_\_\_\_\_

DISAPPROVED: \_\_\_\_\_

APPROVED WITH MODIFICATION: \_\_\_\_\_

MODIFICATIONS: \_\_\_\_\_

**CITY OF ALEXANDRIA, VIRGINIA, SANITATION AUTHORITY**

**RESOLUTION AUTHORIZING AND APPROVING A LINE OF CREDIT FINANCING**

**WHEREAS**, the City of Alexandria, Virginia, Sanitation Authority d/b/a Alexandria Renew Enterprises ("**Alexandria Renew**") is a public body politic and corporate of the Commonwealth of Virginia (the "**Commonwealth**") created pursuant to the Virginia Water and Waste Authorities Act, Chapter 51, Title 15.2 of the Code of Virginia of 1950, as amended (the "**Act**");

**WHEREAS**, the Board of Directors of Alexandria Renew (the "**Board**") has determined that it is necessary and desirable to finance the costs of capital projects on an interim basis by entering into a line of credit financing;

**WHEREAS**, Alexandria Renew, in consultation with PFM Financial Advisors, LLC, Alexandria Renew's financial advisor ("**PFM**"), has solicited proposals from various lenders to provide the line of credit financing to Alexandria Renew;

**WHEREAS**, Alexandria Renew's obligations under the line of credit will be evidenced by, among other things (i) a Line of Credit Note, Subordinate Series 2020 (the "**Note**") and (ii) a financing, credit or other such agreement (the "**Financing Agreement**") to be between Alexandria Renew and the line of credit lender; and

**WHEREAS**, the Note will be issued as subordinate debt ("**Subordinate Debt**") under the Master Indenture of Trust dated as of March 15, 1999 (as supplemented and amended, the "**Master Indenture**"), between Alexandria Renew and U.S. Bank National Association, as successor trustee (the "**Trustee**"), and a supplemental indenture dated on or about the date of issuance of the Note between Alexandria Renew and the Trustee (the "**Supplemental Indenture**"), and the Note will be secured by a pledge of the net revenues (as more particularly defined in the Master Indenture, the "**Net Revenues**") derived by Alexandria Renew from the ownership and operation of its sewage disposal and sewer systems (as more particularly defined in the Financing Agreement, the "**System**"), subject to the terms of the Master Indenture regarding the status of Subordinate Debt.

**NOW, THEREFORE, IN FURTHERANCE OF THE PUBLIC PURPOSE FOR WHICH THE CITY OF ALEXANDRIA, VIRGINIA, SANITATION AUTHORITY WAS CREATED, BE IT RESOLVED THAT:**

**1. Authorization of Note and Use of Proceeds.** The Board hereby determines that it is in the best interest of Alexandria Renew to contract a debt and to issue the Note, all pursuant to the Act and the terms of this Resolution and the Financing Agreement. The Board hereby finds that the issuance of the Note will promote the health, safety, welfare, morals and propriety of the citizens served by Alexandria Renew and will promote the governmental purposes of the Act. Accordingly, the Board hereby authorizes the issuance and award of the Note in accordance with the terms of this Resolution and the Financing Agreement. The Note shall be known as the "City of Alexandria, Virginia, Sanitation Authority, Line of Credit Note, Subordinate Series 2020" or such other designation as the Chief Executive Officer may approve. The Board hereby covenants that the proceeds from the issuance of the Note shall be used, together with other available funds,

if any, to pay the costs of capital projects of Alexandria Renew and the costs of issuing the Note. The Board hereby authorizes Alexandria Renew to borrow, repay and reborrow amounts under the Financing Agreement and the Note on a revolving credit basis subject to the terms thereof and this Resolution.

**2. Issuance and Award.** Subject to the parameters in paragraph 3, the Board hereby authorizes and approves the issuance of the Note to a lender or lenders (each, a "**Lender**") to be selected by the Chief Executive Officer after consultation with the staff of Alexandria Renew and PFM.

**3. Details of Note.** (a) The Note shall be issued to or at the direction of the Lender on terms that the Chief Executive Officer shall determine; provided, however, that the maximum principal amount of the Note shall not exceed \$30,000,000 and the maximum term of the Note (including any renewal options) shall be five years from its issuance date.

(b) Subject to the parameters in subsection (a), the Board hereby authorizes the Chief Executive Officer to approve the final terms of the Note, such as the maturity date and amounts, redemption provisions, make-whole provisions, prices, interest rates and interest provisions, and any elections under the Internal Revenue Code of 1986, as amended (the "**Code**").

**4. Authorization of Financing Agreement.** The Board hereby authorizes the Chief Executive Officer, in consultation with PFM, to determine the final form of the Financing Agreement; provided that the form is not inconsistent with this Resolution, subject to the parameters in paragraph 3. The Board hereby authorizes the Chief Executive Officer to execute the Financing Agreement.

**5. Pledge of Net Revenues and Subordinate Debt.** (a) The Note shall be a limited obligation of Alexandria Renew and, except to the extent payable from the proceeds of the issuance of the Note or the income, if any, derived from the investment thereof, is payable exclusively from the Net Revenues of the System. Alexandria Renew hereby renews its pledge of the Net Revenues to pay the principal of and premium, if any, and interest on the Note pursuant to the terms of the Master Indenture and the Financing Agreement. The Board hereby determines that the Note shall be issued as Subordinate Debt under the Master Indenture. The Board hereby acknowledges that as Subordinate Debt the Note will be secured equally and ratably with any outstanding Subordinate Debt and will be secured on a subordinate basis to Alexandria Renew's Bonds (as defined in the Master Indenture) and Parity Indebtedness (as defined in the Master Indenture) and any Bonds or Parity Indebtedness issued in the future, subject to Section 2.1(b) of the Master Indenture.

(b) Neither the Commonwealth of Virginia nor any of its political subdivisions, including Alexandria Renew, shall be obligated to pay the principal of or interest on the Note or other costs incident to it except from the revenues and any other money or property pledged for such purpose, and neither the faith and credit nor the taxing power of the Commonwealth of Virginia or any of its political subdivisions, including Alexandria Renew, is pledged to the payment of the principal of or interest on the Note or other costs incident to it. The issuance of the Note does not directly, indirectly or contingently obligate the Commonwealth of Virginia or any of its political subdivisions, including Alexandria Renew, to levy any taxes for the payment of the Bond. It is expected that the principal of and interest on the Note will be paid from Net

Revenues derived from Alexandria Renew's retail customers in the City of Alexandria, Virginia, and not from payments derived from Fairfax County under the Amended and Restated Service Agreement dated as of October 1, 1998, between Alexandria Renew and the Board of Supervisors of Fairfax County.

**6. Form of Note.** The Board hereby authorizes and directs the Chief Executive Officer to determine the final form of the Note; provided that the form is not inconsistent with this Resolution, subject to the parameters in paragraph 3. The Board hereby authorizes the Chairman or the Chief Executive Officer to execute the Note. The Board hereby authorizes and directs the Secretary-Treasurer to affix the seal of Alexandria Renew to the executed Note and to attest the seal and then to deliver the Note to or at the direction of the Lender upon payment of the first principal advance thereunder.

**7. Supplemental Indenture.** The Board hereby authorizes and directs the Chief Executive Officer to determine the final form of the Supplemental Indenture; provided that the form is not inconsistent with this Resolution, subject to the parameters in paragraph 3. The Board hereby authorizes the Chief Executive Officer to execute the Supplemental Indenture.

**8. Tax Compliance Agreement.** Such officers of Alexandria Renew as may be requested are authorized and directed to execute and deliver a non-arbitrage certificate and tax compliance agreement (the "**Tax Compliance Agreement**") in a form to be approved by the officers of Alexandria Renew executing such document, whose approval shall be evidenced conclusively by the execution and delivery thereof.

**9. Arbitrage Covenants.** Alexandria Renew covenants that it shall neither take nor omit to take any action the taking or omission of which will cause the Note to be "arbitrage bonds" within the meaning of Section 148 of the Code, or otherwise cause interest on the Note to be includable in the gross income of the registered owner thereof under existing law, to the extent any advance under the line of credit is intended to be tax-exempt. Without limiting the generality of the foregoing, Alexandria Renew shall comply with any provision of the Tax Certificate that may require Alexandria Renew at any time to rebate to the United States any part of the earnings derived from the investment of the gross proceeds of the Note, unless Alexandria Renew receives an opinion of nationally-recognized bond counsel that such compliance is not required to prevent interest on the Note from being includable in the gross income for federal income tax purposes of the registered owners thereof under existing law. Alexandria Renew shall pay any such required rebate from legally available funds.

**10. Evidence of Approval.** The approval or determination of all of the details and provisions of the Note, the Financing Agreement and all other documents executed under the authority of this Resolution shall be evidenced conclusively by the execution and delivery of the Note, the Financing Agreement and such other document by the officer or officers authorized hereby.

**11. Further Actions; Authorized Representative.** The Board hereby authorizes and directs the Chairman and the Chief Executive Officer and such officers and agents of Alexandria Renew as may be designated by either of them to take such further actions as they deem necessary regarding, the issuance of the Note and the execution, delivery and performance of the Financing

Agreement and closing documents and certificates. All such actions previously taken by such officers and agents are ratified and confirmed. The Board hereby designates the Chairman and the Chief Executive Officer as Alexandria Renew's authorized representatives for purposes of the Financing Agreement. The authorization granted in this Resolution to the Chairman, Chief Executive Officer, Secretary-Treasurer may be carried out by the Vice Chairman (in the case of the Chairman), the Chief Financial Officer (in the case of the Chief Executive Officer), and the Assistant or Acting Secretary (in the case of the Secretary-Treasurer), or such other officer as any of the named officers may designate in writing. When this Resolution authorizes the Chairman or the Chief Executive Officer to act, it shall be sufficient for either the act.

**12. Filing of Resolution.** The Board hereby directs counsel to Alexandria Renew to file a certified copy of this Resolution with the Circuit Court of the City of Alexandria, Virginia, pursuant to Section 15.2-5126 of the Code of Virginia of 1950, as amended.

**13. Effective Date.** This Resolution shall take effect upon adoption.

Adopted \_\_\_\_\_

\_\_\_\_\_  
Secretary-Treasurer



**Agenda**

Alexandria Renew Enterprises Board of Directors  
 Finance & Audit Committee  
 Monday, February 10, 2020, 6:00 p.m.  
 1800 Limerick Street, Ed Semonian Boardroom

No.	Item	Presenter	Action Required
1.	Call Meeting to Order (6:00)	Committee Chairman	
2.	Approval of the Agenda (6:02)	Committee Chairman	Approval
3.	Public Comment Period (6:12 p.m.)	Committee Chairman	
4.	Consent Calendar (6:15 p.m.) A. Approval of Minutes (Held October 9, 2019)	Committee Chairman	Approval
5.	Unfinished Business (6:17 p.m.) A. None	Committee Chairman	
6.	New Business (7:15 p.m.) A. AlexRenew Capital Funding Plan	Committee Chairman Ms. Pallansch Ms. McIntyre	Information
7.	Adjourn (7:30 p.m.)	Committee Chairman	

*Times shown in parentheses are approximate and serve as guidelines*

*If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call (703) 549-3381 at least three business days prior to the meeting.*

***The next regular Board meeting is Tuesday, February 18, 2020***

Chairman- John Hill • Vice Chair - Vacant  
 • Secretary-Treasurer-William Dickinson  
 • Members- James Beall, Bruce Johnson, Adriana Caldarelli

# AlexRenew Capital Funding Plan

AlexRenew Board of Directors Finance & Audit Committee

February 10, 2020



# Presentation Outcomes



- **Understand AlexRenew Capital and Financial Profile**
- **Review AlexRenew Financial Plan strategy alignment with financial policies and position**
- **Understand financial obligations and rate impacts for RiverRenew implementation and long-term ownership**
- **Staff recommendation for RiverRenew capital funding plan**

# AlexRenew Financial Profile

---

# Who is AlexRenew?

- Special-purpose entity
- Created in 1952 by Alexandria City Council
- Led by a 5-member citizen board
- Treats an average of 35 MGD of wastewater to near drinking water standards
- Serves more than 300,000 customers in Alexandria and Fairfax County
- Located in Alexandria's southwest quadrant



# How Does AlexRenew Partner in Our Watershed?



Ratepayers in the City of Alexandria

County of Fairfax

County of Arlington Provides Service to  
Ratepayers through AlexRenew

***All ratepayers in Alexandria will benefit from cleaner streams and rivers provided by AlexRenew***

# Managing Water Infrastructure for Added Community Benefit

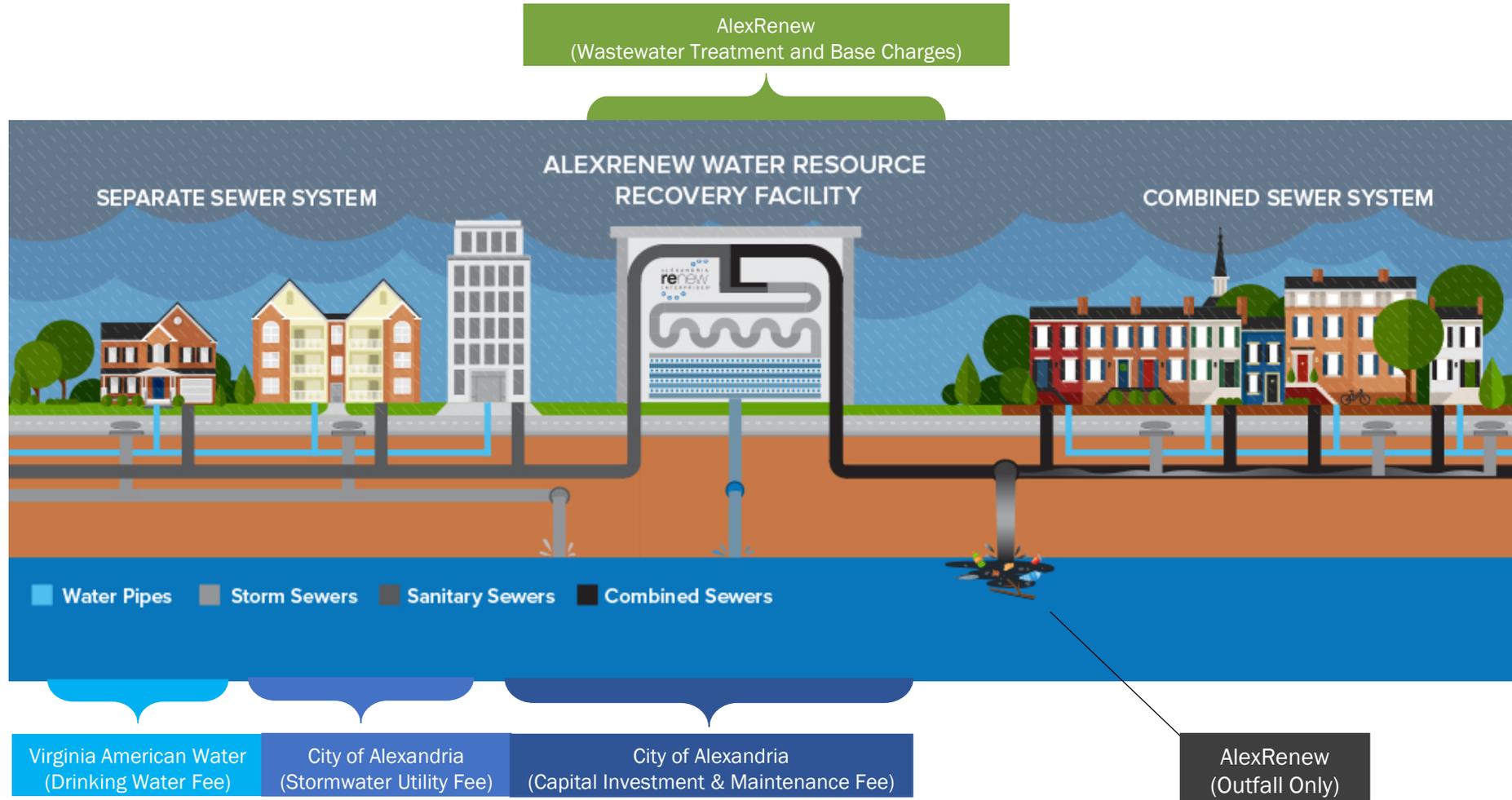


**Achieving Water Stewardship Through Personal and Organizational Commitment**

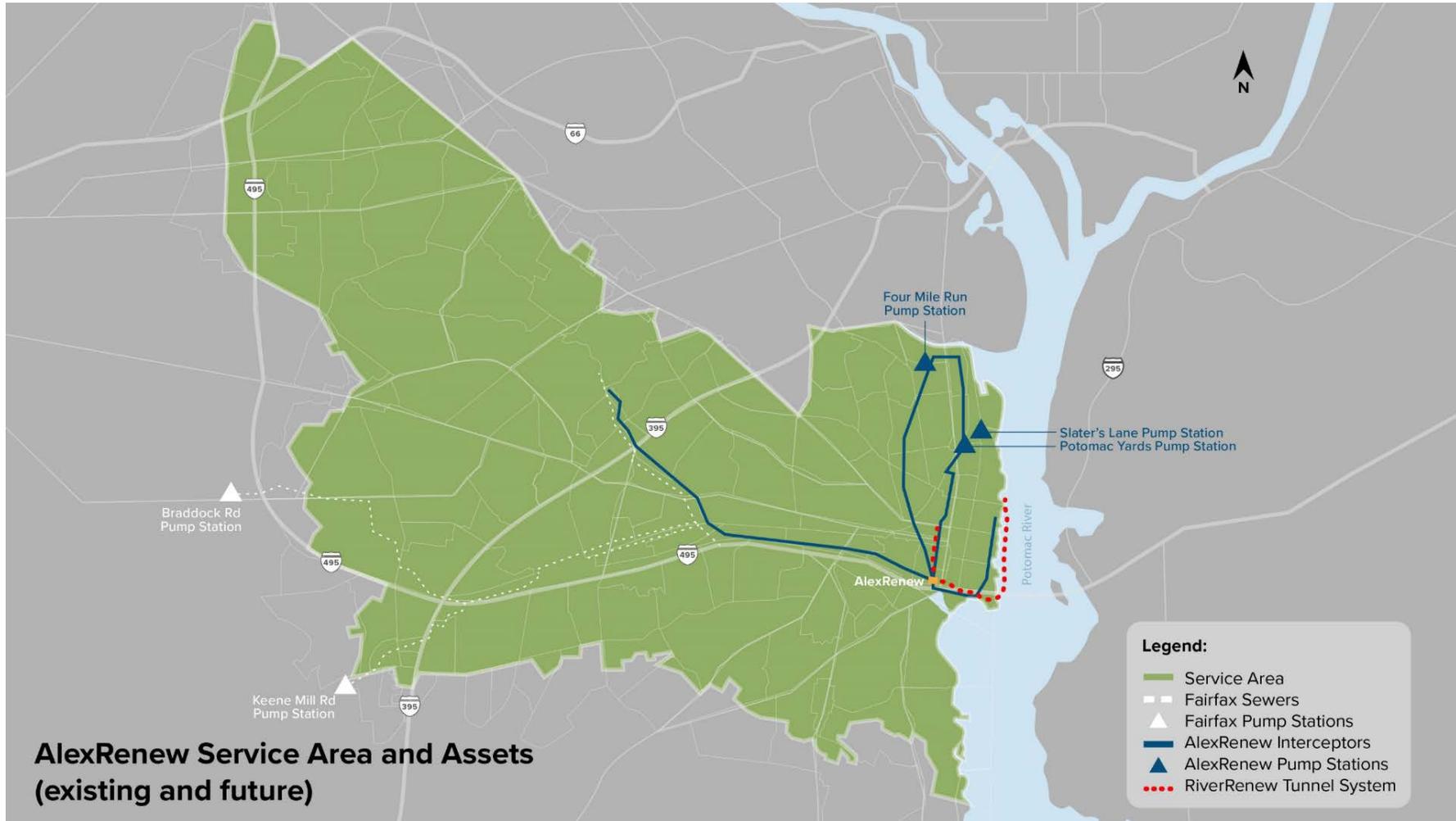
**Provide Stable Rates to Support Healthy and Resilient Community**

**Establish Connections with our Waterways**

# Alexandria's One Water System



# AlexRenew System Ownership



# AlexRenew's 10-year Capital Program includes:



- RiverRenew
- Continued nutrient management to meet local and bay changing needs
- Process air blower replacement
- Solids handling system upgrades and expansions to meet loads from newly installed nutrient removal systems
- Preliminary and primary treatment process improvements
- Equipment and structural renewals, replacements, upgrades
- Service chamber and pump station upgrades
- Technology upgrades and enhancements
- Resource Recovery Long Range planning and management

***Capital program continues to be major driver for rates***

# AlexRenew Financial Policy Review Process



- Plan is to enable a path to ensure rate sustainability and long-term stability
- Objective to maintain long-term financial strength consistent with a “AA” rated utility credit
  - Directly relates to management and policies of utility
- 20-year financial plan with model
- Model exercised after completion of audit
  - Ensure covenants and policies are met

# AlexRenew Existing Debt Structure

## Master Indenture of Trust Overview

- Serves as contract with bond holders
- Authorized issuance of outstanding debt
  - \$113.3 million outstanding secured in accordance with provisions of Master Indenture (as of 1/31/20)
  - Has “senior lien” on net (“pledged”) revenues
  - Authority can issue subordinate lien debt
    - Historically used for interim financing vehicles
- Requires compliance with General Covenants  
(Minimum Requirements)
  - Levels of Rates
  - Operating Cash Reserves
  - Annual Budget
  - Audit
  - No Free Service
  - Flow of Funds

# AlexRenew Has Sound Financial Policies Guiding its Future



## Minimum Debt Service Coverage

- Based on Master Trust Indenture and Financial Advisor Advice
- Currently Minimum Target Set at 1.5x

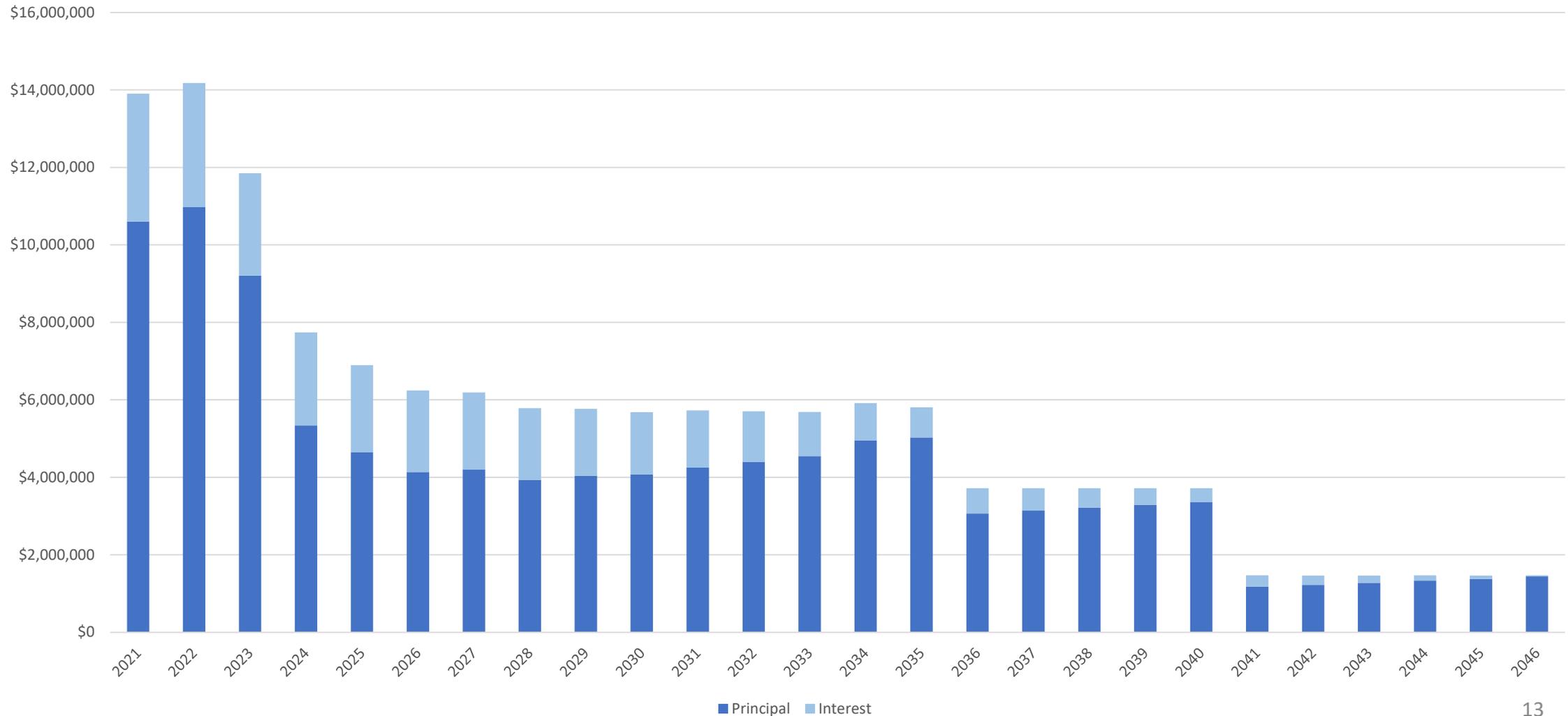
## Minimum Reserves

- Currently adopted as 120 Days of Operating Expenses

## PayGo

- Fund at least 15% of Total Capital Program from Operations (Cash Flow and Reserves)

# Annual Payments on Existing Debt Decline Significantly after 2023



# RiverRenew Capital Funding Plan

---

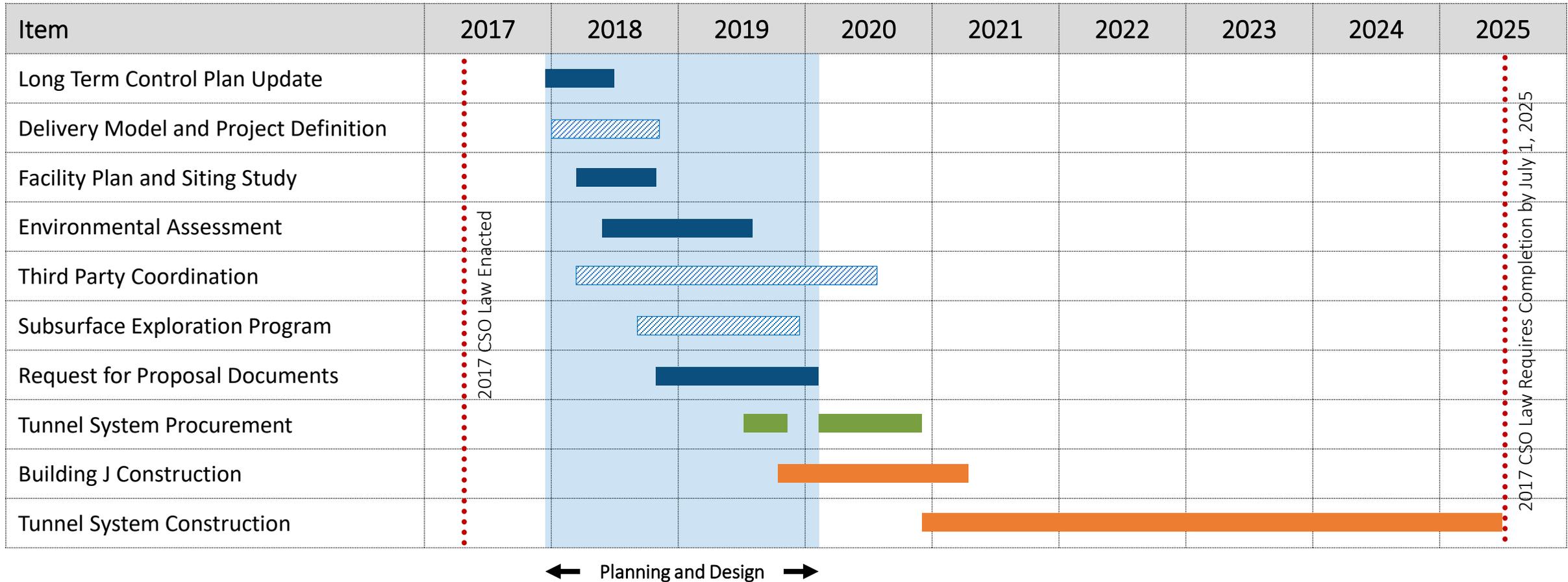
# AlexRenew's 10-Year Capital Improvement Program Estimated Expenditures



Capital Project	Project Totals (FY21 – FY30)
General Capital Improvements	
Improvement, Renewal and Replacement	\$27,035,999
Alex-only General Capital Projects	40,603,650
Joint-use General Capital Projects	133,253,900
RiverRenew*	<u>392,738,200</u>
Total 10-year Capital Improvement Plan	\$593,631,749

***\*Excludes amounts spent to date and projected FY20 spending; total current planned projection for RiverRenew from inception to completion is \$464 million***

# RiverRenew Implementation



**Staff recommends debt funding for the two largest RiverRenew projects (Building J and Tunnel System)**

# RiverRenew Estimated Funding Sources



Source	Program Total (2017 – 2025)
AlexRenew PAYGO (cash and reserves)	\$69,675,000
Capital Contributions from Fairfax County	41,000,000
Proceeds from Grants or Debt Financing	<u>353,852,000</u>
Total RiverRenew Projected Cost	\$464,500,000

***Based on current planned projection, including spend to date, and preliminary cost share agreement with Fairfax County***

# AlexRenew Identified Low Cost Funding Sources at an Early Phase of RiverRenew



Source	PAYGO (Cash)	VRA's Clean Water Revolving Loan Fund (Subsidized)	Water Infrastructure Finance and Innovation Act (WIFIA)	VRA's Clean Water Revolving Loan Fund (Market-Rate)	VRA's Pooled Financing Program	AlexRenew Issued Revenue Bonds
Amount	Subject to financial results, reserve policy & rates	TBD	Up to 49%	TBD	Up to 100%	Up to 100%
Transaction Costs	None	Very Low	High	Very Low	Medium	High
Ongoing Costs	None	Lowest (State & Federally Subsidized)	Very Low (Federally Subsidized)	Low	Low	Low
Considerations	Pressure on rates, asset life, and intergenerational equity	Availability; federal contracting requirements; potential prepayment limitations	Availability; federal contracting requirements	Availability; federal contracting requirements; potential prepayment limitations	Prepayment limitations	Prepayment limitations

***\*Financing tools above are long-term tools. AlexRenew may also utilize interim financing tools.***

# AlexRenew is Seeking Loans from Clean Water Revolving Loan Fund and Water Infrastructure Financing Investment Act

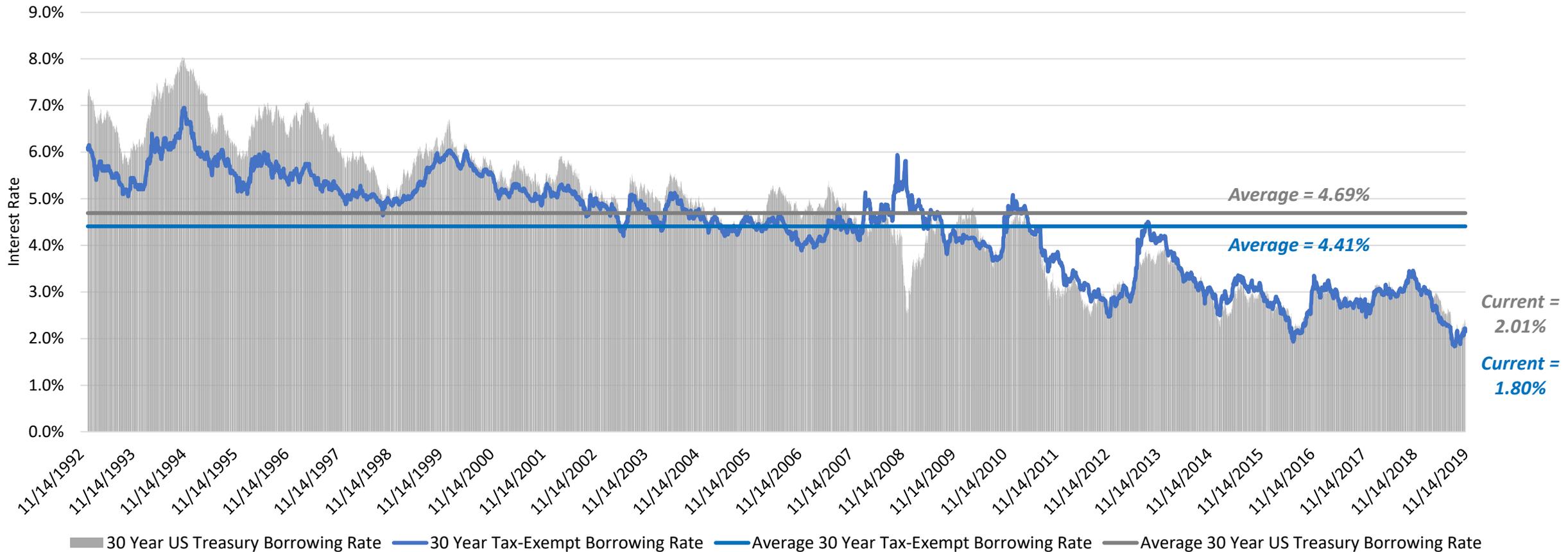


	CWRLF	WIFIA
Availability	Approved subsidized loan of \$161M and market rate loan of \$154M for RiverRenew	Invited to apply for loan up to \$189M for RiverRenew Tunnel System, or 49% of program costs
Cost of Capital	Offers below-market interest rates through Commonwealth	Offers below-market interest rates through Federal Government
Term	20 year loan term	Term can extend to 35 years past project completion
Prepayment Flexibility	No prepayment option	Provides repayment flexibility including slower repayment and early payment – at any time – with no penalties
Flexible Draw Terms	Allow funds to be drawn, and interest accrued, only as needed	Allow funds to be drawn, and interest accrued, only as needed
Credit Ratings	No public credit rating required	Requires AlexRenew to maintain two public credit ratings for the life of the loan
Experience	Long term use of CWRLF by AlexRenew with \$76M in current outstanding debt	New Federal Financing program, started in 2017

# Current Interest Rates are Low By Historical Standards



- AlexRenew is assuming average historical market conditions in debt planning



Note: 30-year tax-exempt borrowing rate is used to set the interest rate on Clean Water Revolving Loan Fund debt

Note: 30-year US Treasury borrowing rate is used to set the interest rate on WIFIA loans

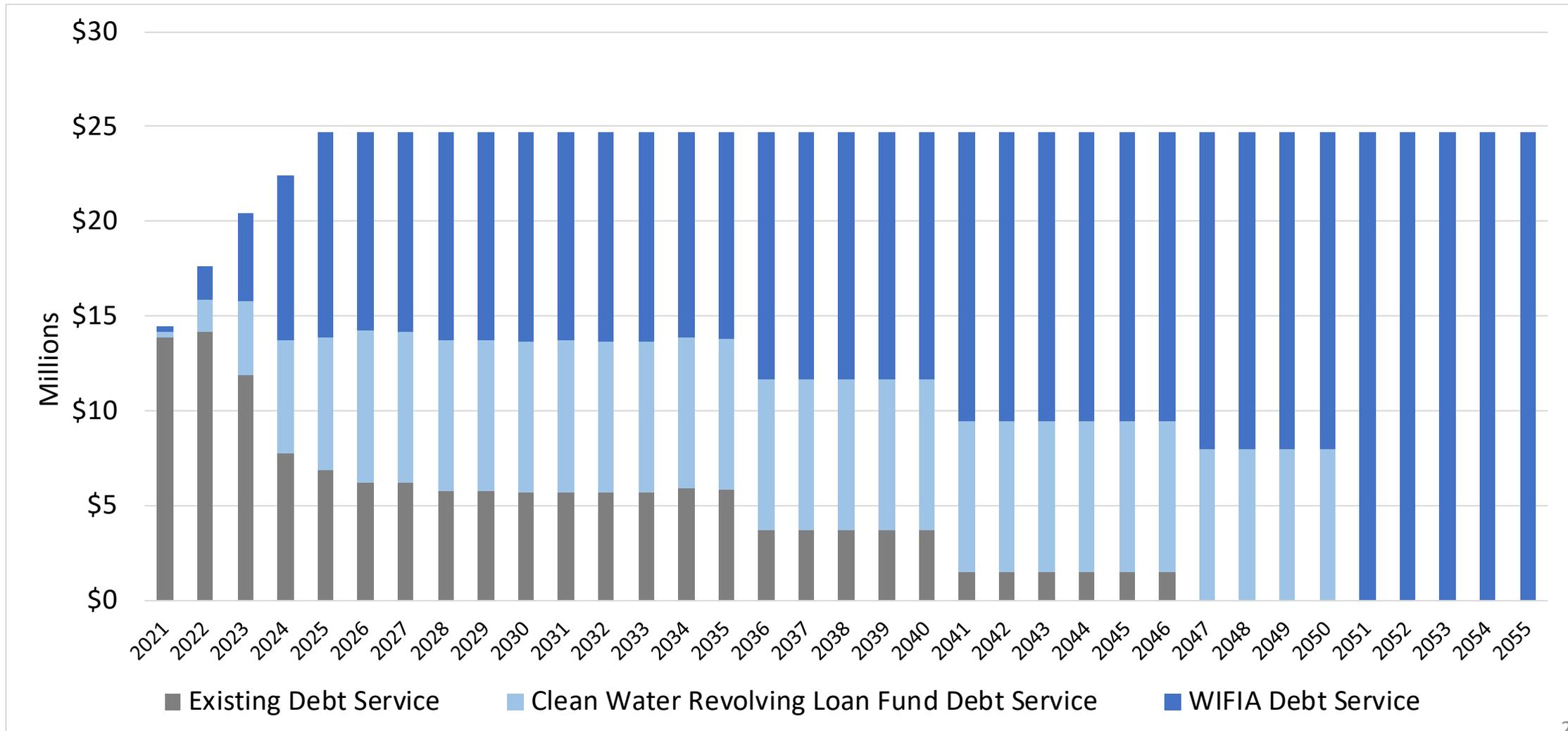
# Debt Financing Scenarios using WIFIA and CWRLF



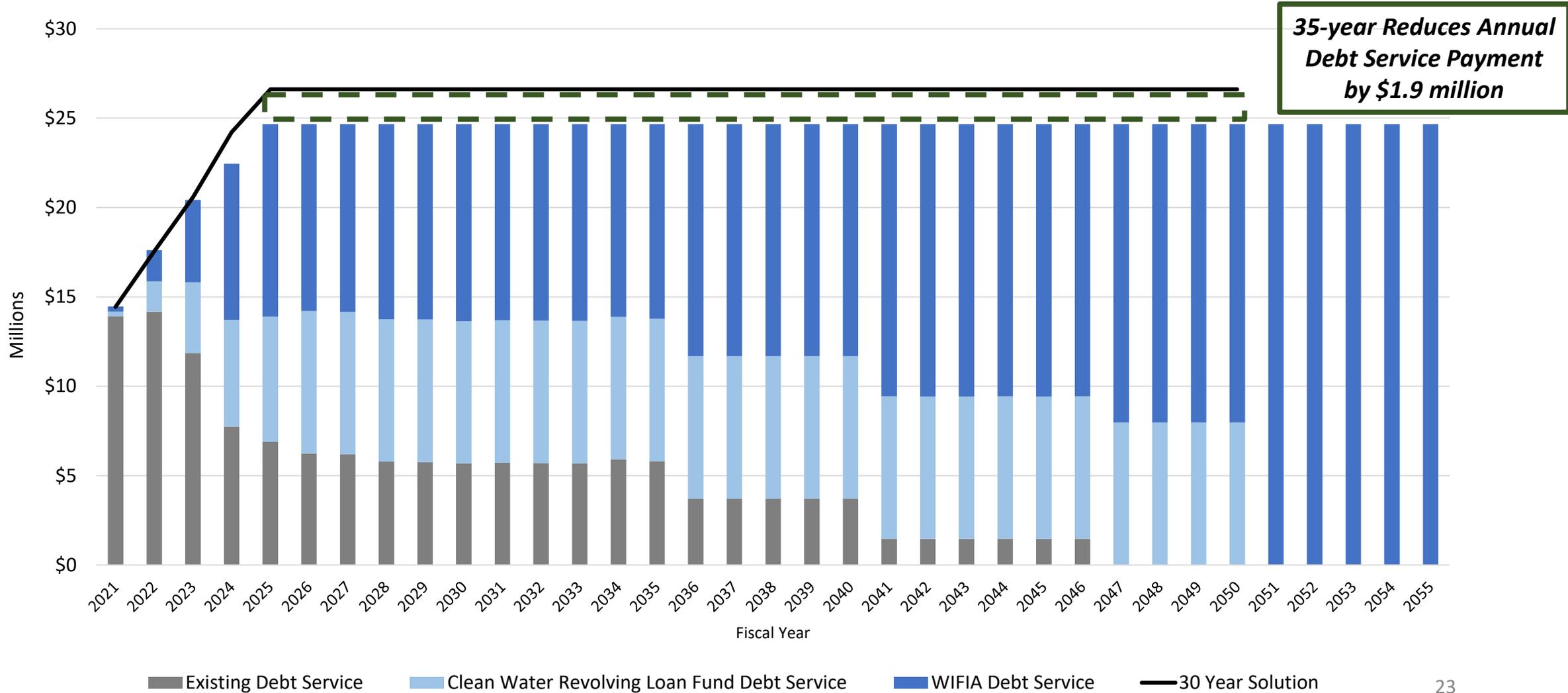
Item	<u>Recommended Option A</u> WIFIA + CWRLF: Subsidized	<u>Option B</u> WIFIA + CWRLF: Subsidized
Final Maturity (from loan issuance)	35 years	30 years
Interest Rate on WIFIA	4.74%	4.70%
Interest Rate on CWRLF Subsidized	3.85%	3.85%
Maximum Annual Debt Service <sup>2</sup>	\$24,667,591	\$26,611,095
Present Value of RiverRenew Debt Service <sup>3</sup>	\$475,715,238	\$445,534,133

- 1) Preliminary, based on an average of market conditions since 1992
- 2) Maximum annual debt service includes currently outstanding debt
- 3) Present value of total debt service is for RiverRenew debt only (excludes currently outstanding debt)
- 4) Assumes Issuance of \$354M in Debt for RiverRenew
- 5) Assumes Average Market Rate Conditions

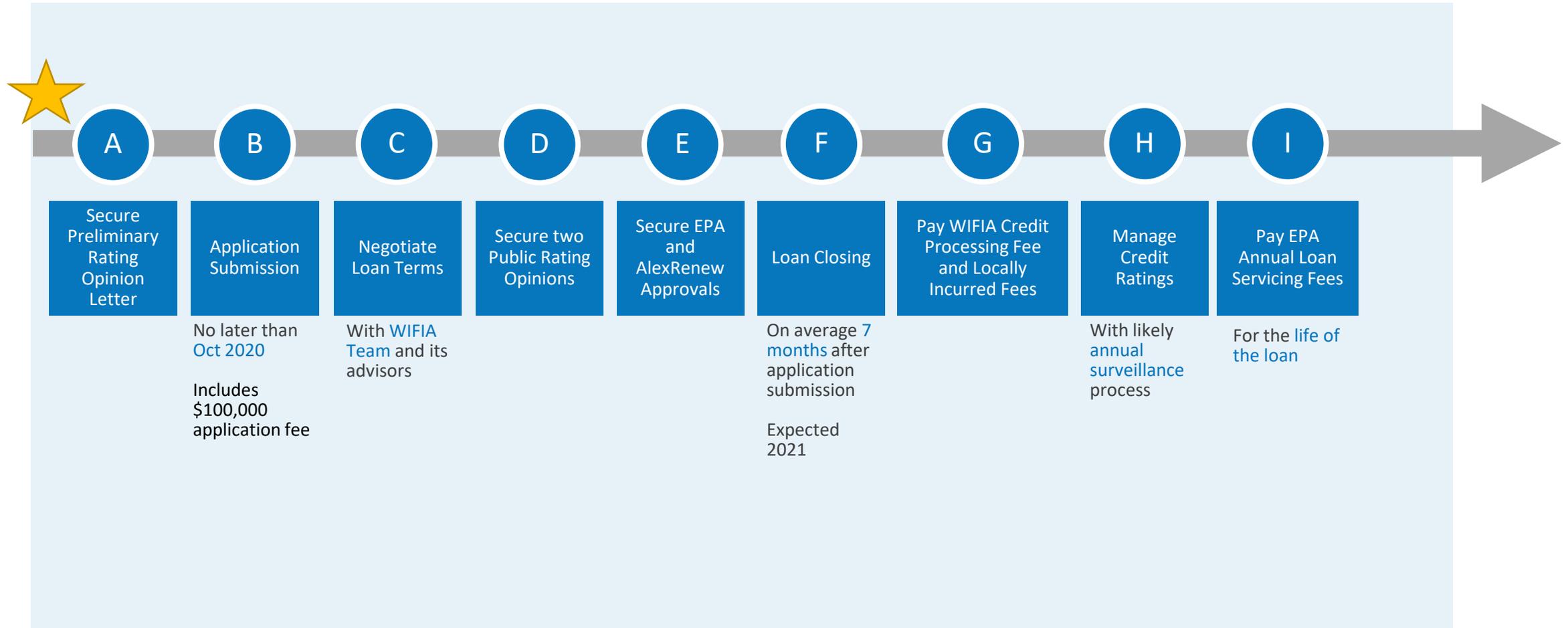
# Estimated Future Debt Service 35-year Final Maturity



# Longer Debt Maturity Reduces Annual Debt Service Payments



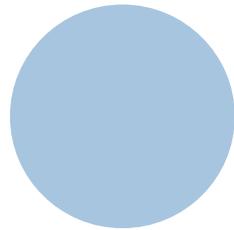
# Next Steps with WIFIA



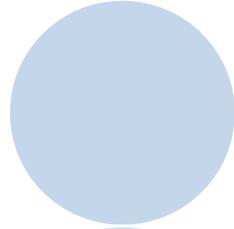
# Estimated Rates Based on Debt Scenarios

---

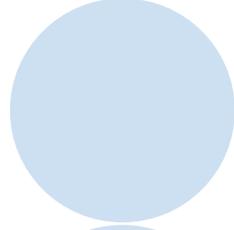
# Tenets of Board Rate Policy



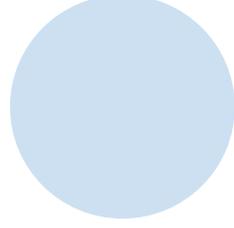
**Fiscal Responsibility**



**Transparency**



**Compassion**



**Diligent Planning and Projections**

# Guiding Policies and Principles

- Operate a fiscally stable and sustainable utility
- Fully recover costs via rates
- Maintain compliance with Master Indenture of Trust
- Maintain compliance with adopted Financial Policies

# Rate Design Process Overview

Net Revenue Requirement

Rates must fully fund the total expenditures and funding needs

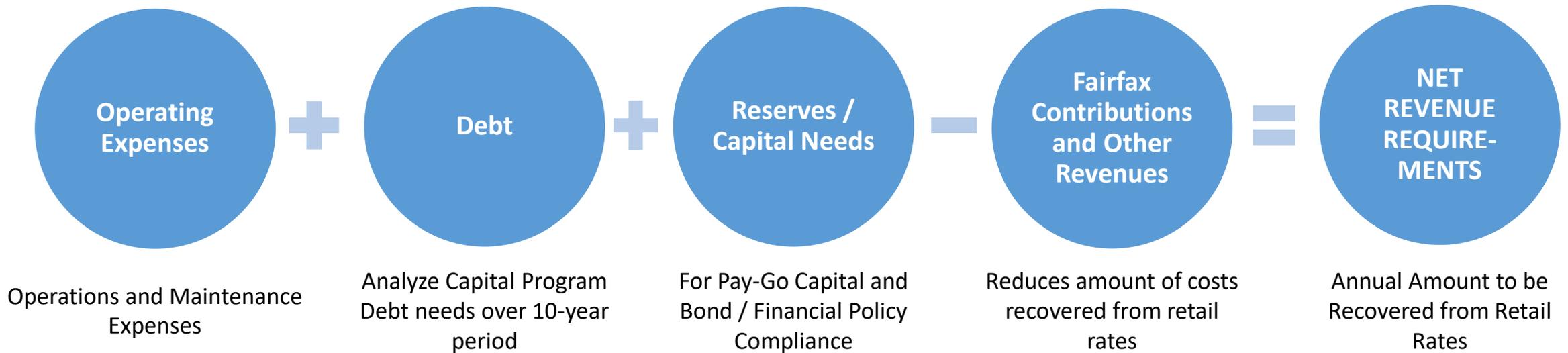
Full Cost of Service

Costs allocated to customer classes based on the treatment demands of the customer and nature of the expense

Rate Design

Rates must be designed to meet financial policies, applicable laws, Rate Covenants and any other rate requirements

# Rate Setting Process Overview

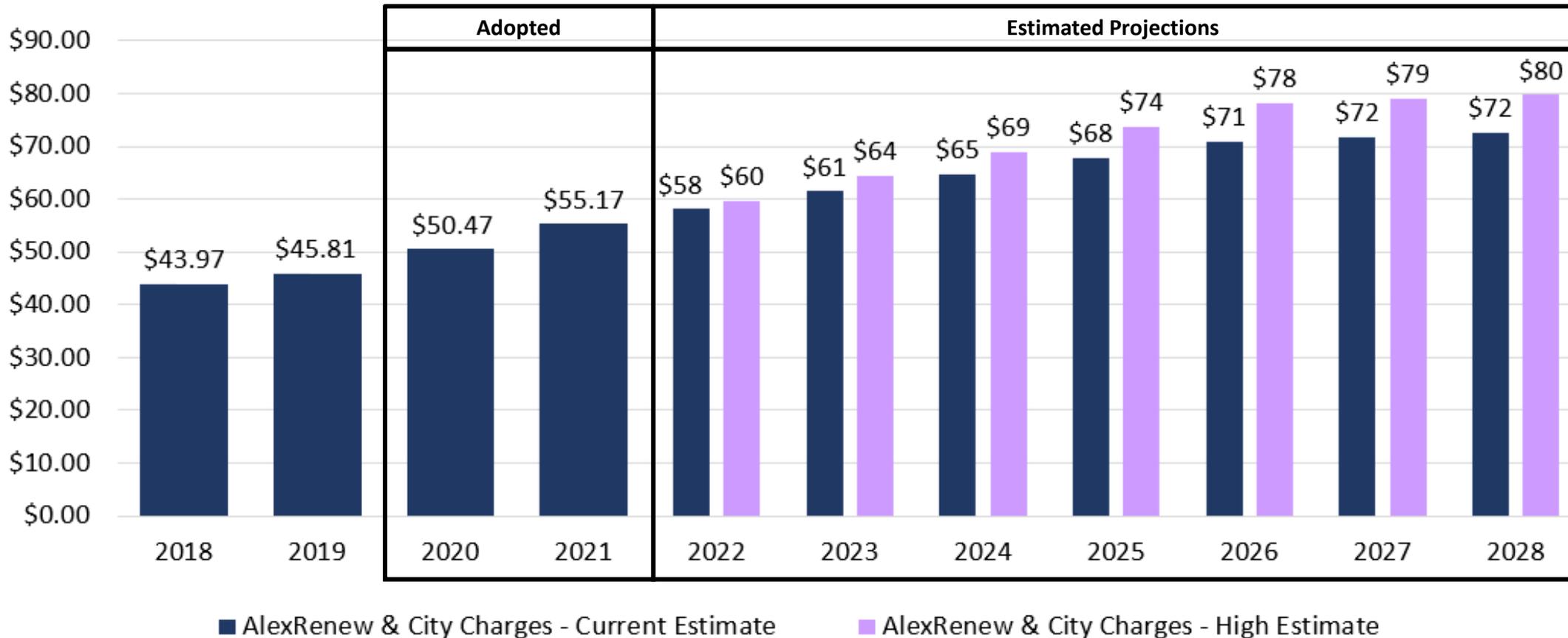


# Estimated Forecast of Total Sewer Rates



Forecast based on Current Estimated Program Cost Range of \$464M - \$597M  
Includes Both AlexRenew and City Sewer Service Charges

Monthly Residential Bill at 4,000 Gallons



# Recommended Capital Funding Plan Reduces Rate Shock while Providing Financial Stability



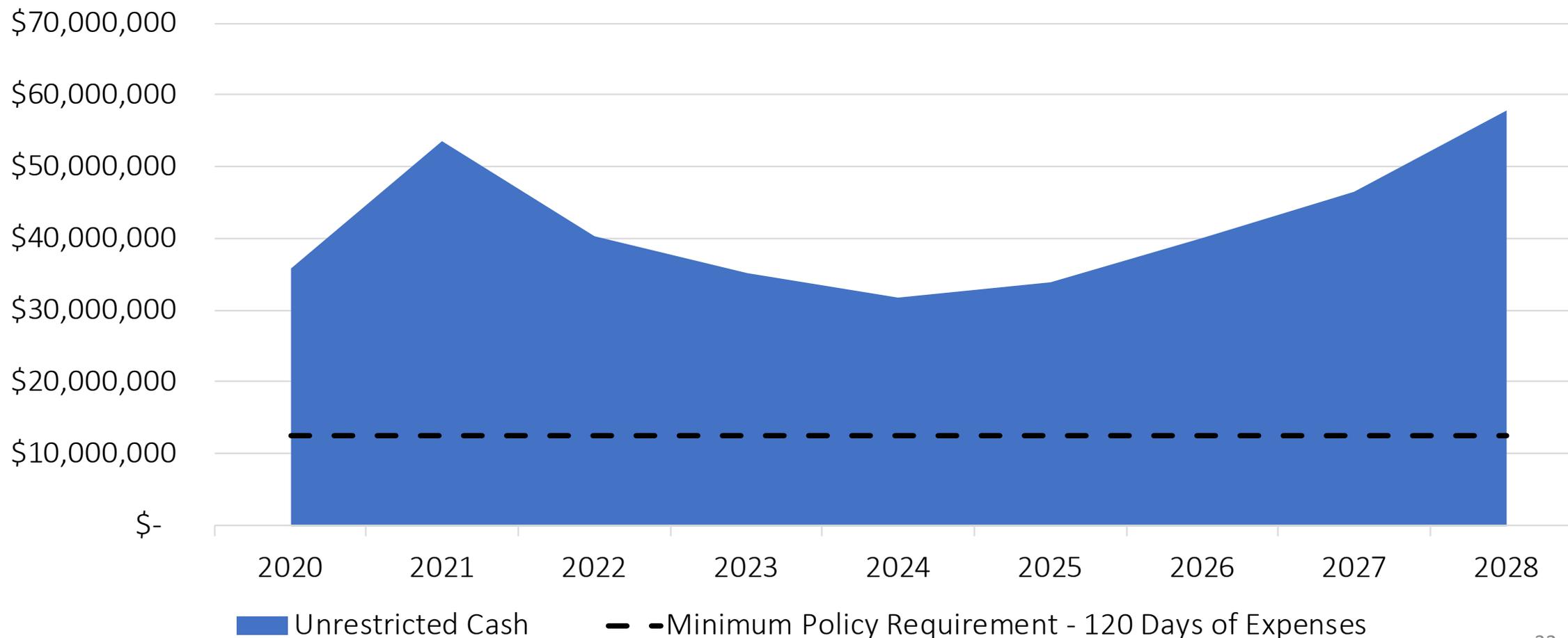
Estimated Rate Adjustments through 2028	<u>Recommended Option</u> WIFIA + CWRLF Subsidized 35-year	
FY19 Monthly Residential Customer Bill at 4kgal	\$45.81	← Pre-RiverRenew
FY20 Implemented and FY21 Adopted Increases	\$9.36	
FY22 – FY28 Estimated Rate Increases for AlexRenew and City Sewer Service Charges	\$5.11	
FY22 – FY28 Estimated Rate Increases for RiverRenew	<u>\$12.20</u>	
FY28 Estimated Monthly Residential Customer Bill at 4kgal	\$72.48	← Post-RiverRenew

*Based on current program cost estimate of \$464M as of February 2020*

# AlexRenew Projected Liquidity



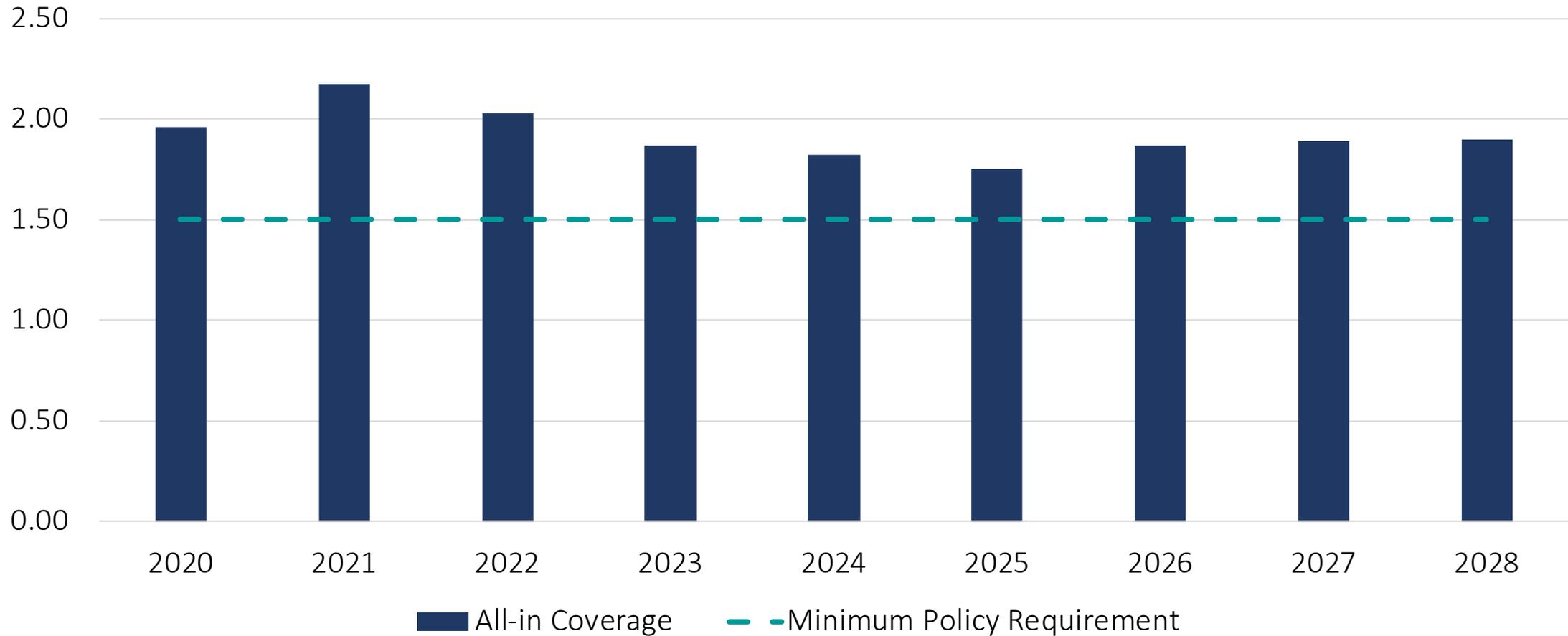
## Unrestricted Ending Cash Projection



# AlexRenew Projected Debt Service Coverage



## Projected Debt Service Coverage



# **RiverRenew Capital Funding Plan Recommendations**

---

# RiverRenew Capital Funding Plan Recommendations



- Staff recommends executing the approved subsidized Clean Water Revolving Loan Fund loan estimated at \$161 million in multiple tranches as funding is needed
- Staff recommends proceeding with the Water Infrastructure Finance and Innovation Act program application and negotiation of loan terms for a loan of up to 49% of project costs
- Staff recommends a 35-year final maturity on the Water Infrastructure and Innovation Act program loan
- Recommended Plan Meets Board Adopted Financial Policy Objectives and Minimizes Rate Impact on Customers

# Questions and Discussion

---

## Monthly Financial Report

---

**Month: January 2020**

### **Overview**

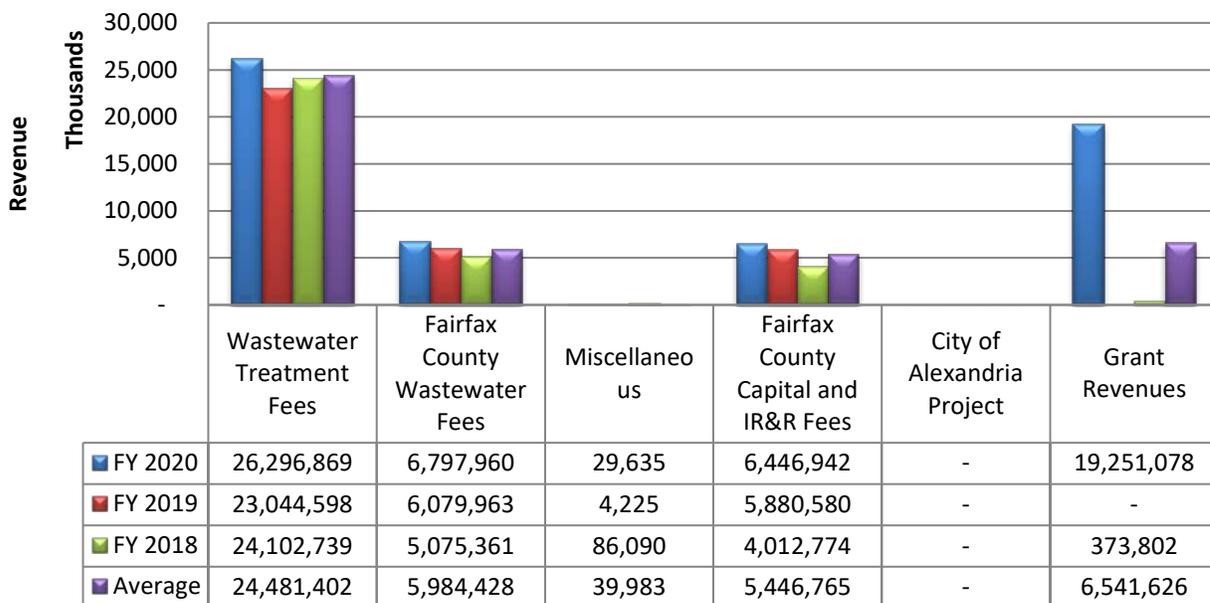
Monthly performance of AlexRenew's annual approved budget is reviewed and evaluated against actual to planned spend rates, historical trends, appropriate benchmarks and internal financial policies, to ensure overall organizational financial stability.

Currently, as the summary data herein will indicate, AlexRenew is trending slightly above its FY20 consolidated revenue budget and below its consolidated expense budget, month-to-date.

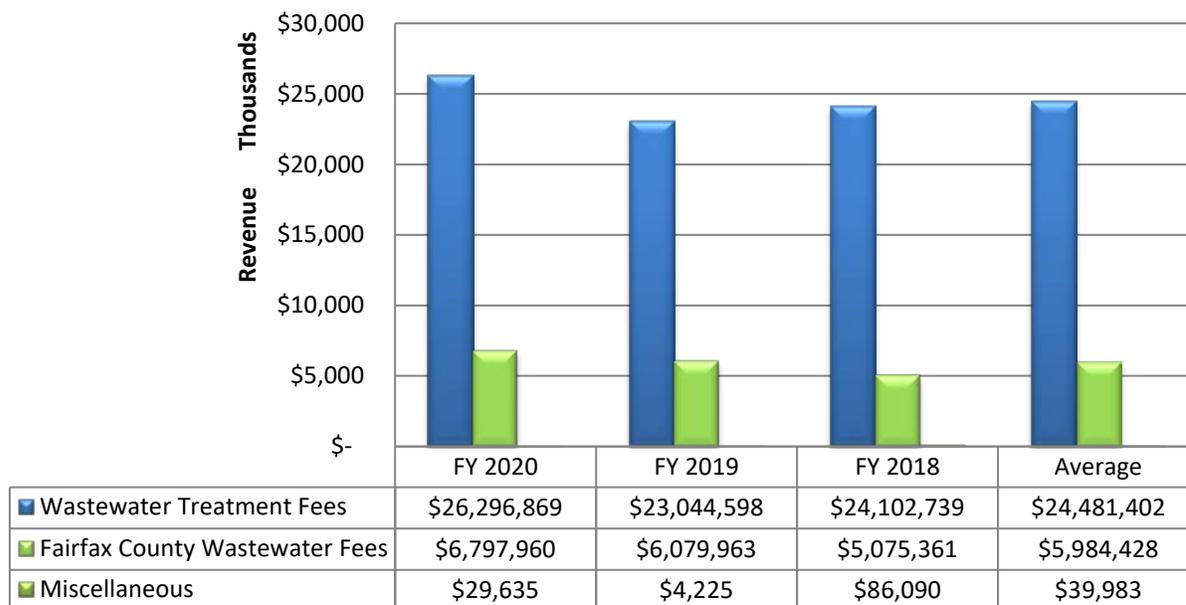
### **Revenues**

- FY20 operating revenues total \$33.1 million through the end of January with approximately \$26.3 million in Wastewater Treatment Charge revenue and \$6,797,960 collected from Fairfax County. Wastewater Treatment Charge revenue is approximately \$3.25 million (14.1%) more compared to the same time period in FY19, and \$718,869 (2.8%) above the Fiscal 2020 YTD budget.
- Our revenue performance is primarily driven by billed flows that may be impacted by seasonality and by the Virginia American Water meter reading process, which can vary month-to-month.
- The Fairfax County operating expense charge and IR&R contribution YTD are on budget respectively. Fairfax County capital outlay contributions are also in-line with capital expenditures.

## Revenue and Capital Contributions



## Operating Fund Revenues 3 Year Comparison



### Expenses

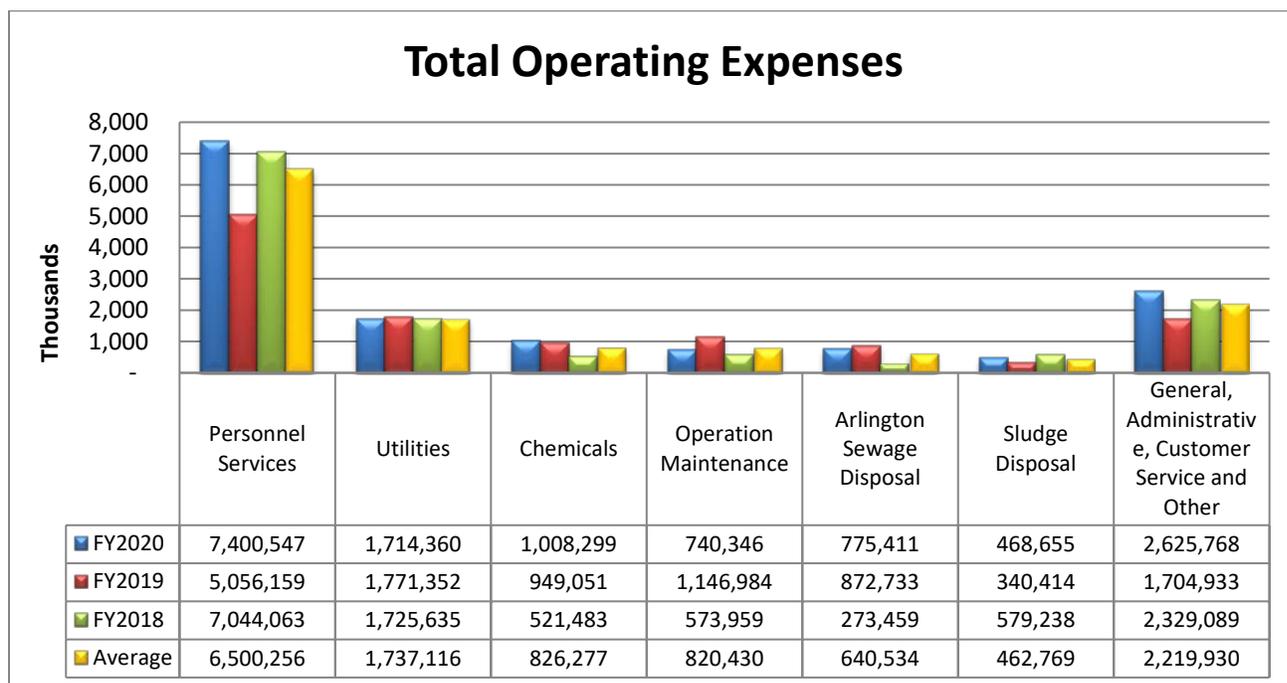
FY20 operating and maintenance expenses are approximately 12% or \$2.04 million under our year-to-date budget, representing a spend rate of 51.2%. An overall decrease in Operations and Maintenance costs and Utilities accounts primarily for this variance.

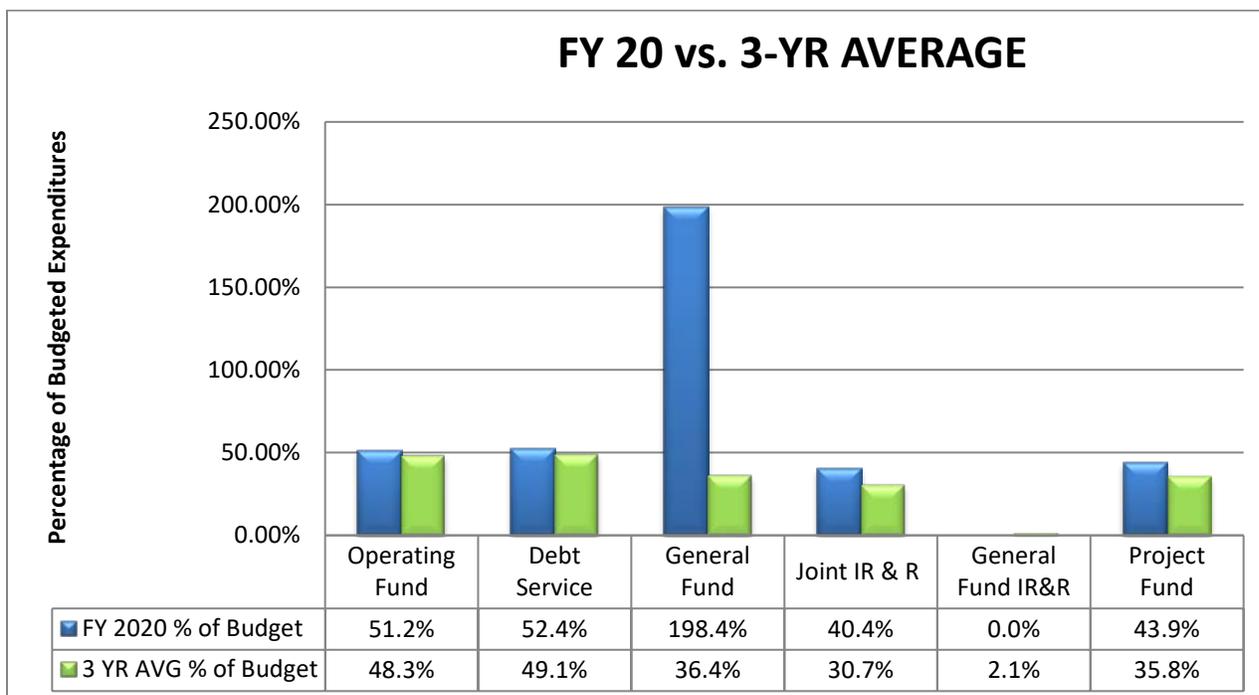
Capital outlay expenses are \$18.65 million year-to-date, representing a spend rate of 43.9%.

At seven (7) months into our fiscal year, our overall spend rate is 50.3% of our total budget.

### EXPENSES BY FUND

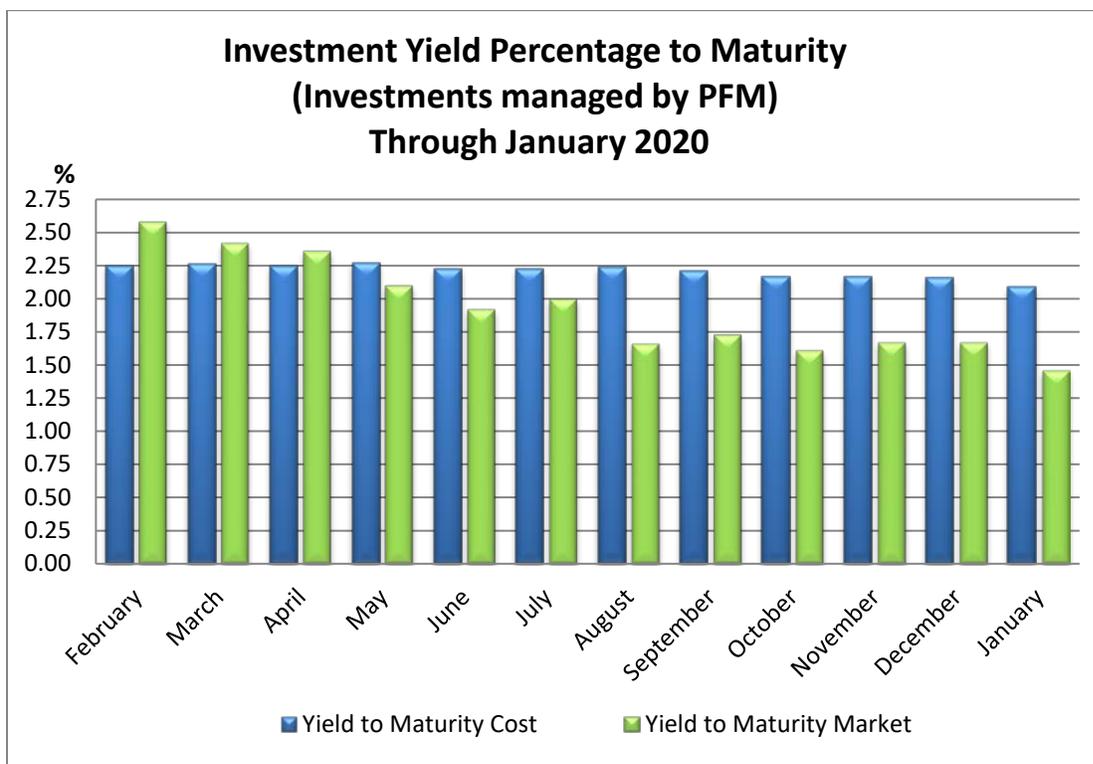
ACTUAL VS. BUDGET Through January 2020					SPEND RATE		
(Millions of Dollars)	FY 2020	FYTD 2020	3 YR AVG	FYTD 2020	FY 2020	3 YR AVG	Variance FY20
Expenses (By Fund)	BUDGET	ACTUAL	ACTUAL	BUDGET	% of Budget	% of Budget	to 3 YR AVG
Operating Fund	\$ 28.45	\$ 14.56	\$ 13.45	\$ 16.60	51.2%	48.3%	2.9%
Debt Service	14.22	7.45	7.21	8.30	52.4%	49.1%	3.2%
General Fund	1.76	3.49	1.45	1.03	198.4%	36.4%	162.0%
Joint IR & R	4.32	1.75	1.43	2.52	40.4%	30.7%	9.7%
General Fund IR&R	0.07	-	0.01	0.04	0.0%	2.1%	-2.1%
Project Fund	42.44	18.65	10.88	24.76	43.9%	35.8%	8.2%
<b>Total</b>	<b>\$ 91.26</b>	<b>\$ 45.90</b>	<b>\$ 34.43</b>	<b>\$ 53.24</b>	<b>50.3%</b>	<b>42.0%</b>	<b>8.3%</b>





### Investments

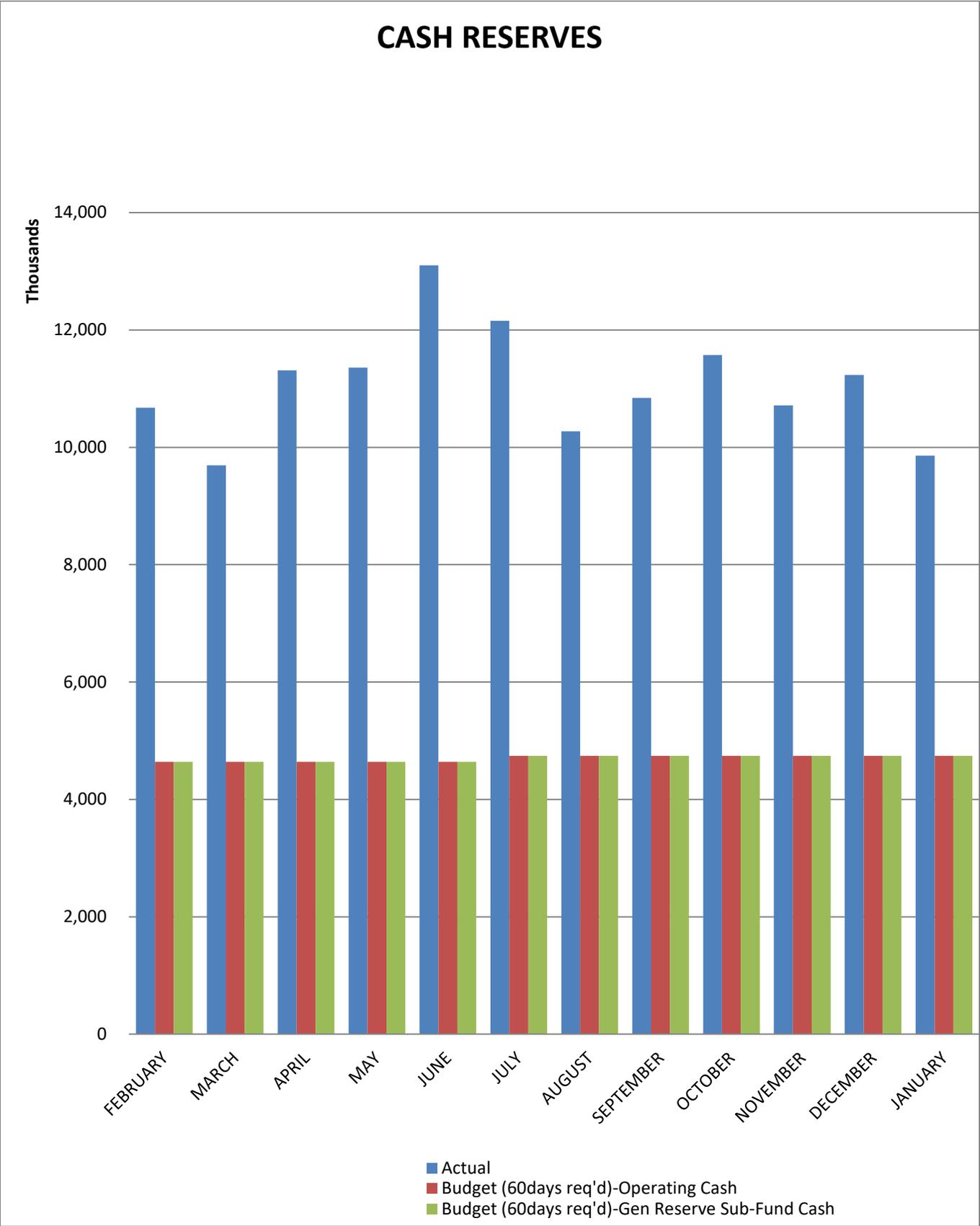
PFM Investment Advisors manages approximately \$21 million of AlexRenew’s \$27.5 million investment portfolio. The following graph demonstrates current earnings on investments of approximately 2.09%; a level significantly higher than general bank deposit earnings rates.



**Cash Reserves**

Our Indenture requires that we maintain a balance on deposit in our Operating Fund equal to not less than 60 days of budgeted operating expenses. AlexRenew Financial Policy requires a balance on deposit in our General Reserve sub-Fund also equal to not less than 60 days of budgeted operating expenses. In total, these combined compliance conditions require AlexRenew to maintain at least 120 days cash on hand, and for FY20 this equals a minimum of \$9,484,522. The chart and graph below demonstrate that AlexRenew currently exceeds this requirement.

<b>Board Policy 120 Days Operating-General fund Cash Reserve</b>	<b>FY 2020 Actual</b>	<b>Percentage of Goal</b>
<b>As of January, 2020</b>		
Total Operating Cash	\$ 2,279,495	
Total Certificates of Deposit (Cash Equivalent)	\$ 2,835,192	
Total Operating Cash	<u>\$ 5,114,687</u>	
	<hr/>	
Total General Reserve Sub-Fund Cash	<u>4,742,261</u>	
	<hr/>	
Total Operating and General Reserve Sub- Fund Cash	<u>9,856,948</u>	104%

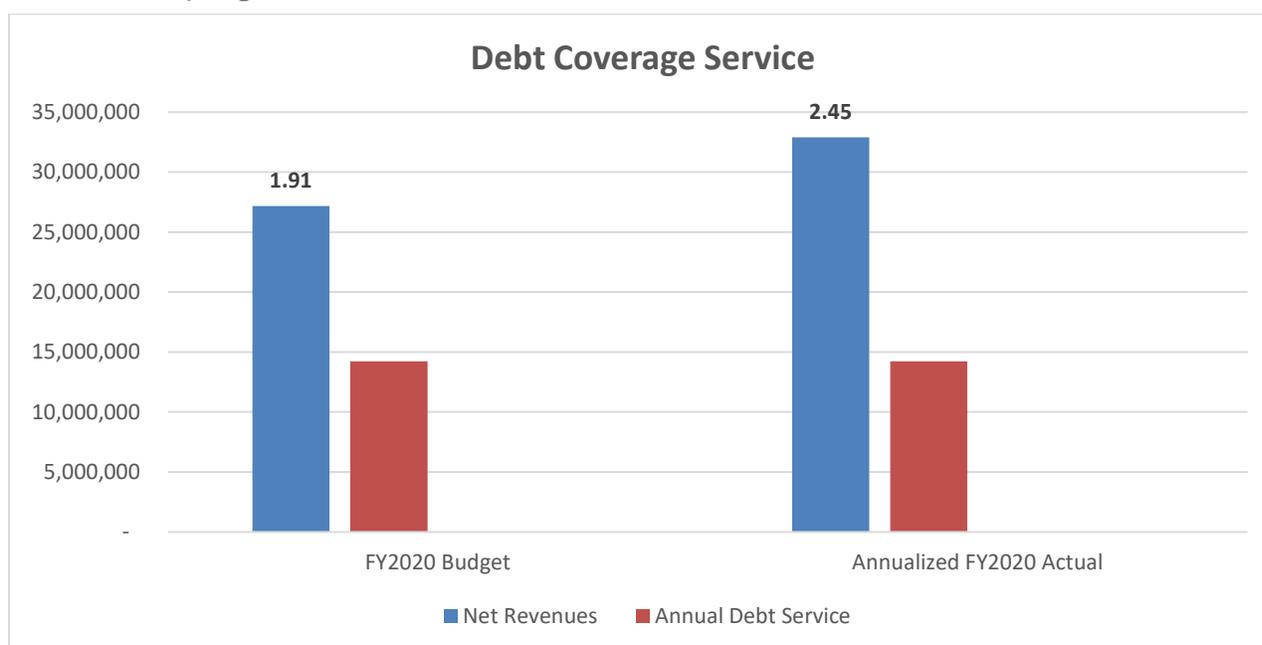


## Debt Service Coverage

Our Indenture also requires AlexRenew to maintain a minimum debt service coverage such that Revenues less Operating Expenses or Net Revenues (each term as defined in the Indenture) is at least 1.10x our parity debt service due in any fiscal year. Compliance with our Board-approved financial policies requires AlexRenew to maintain a higher minimum debt service coverage of at least 1.50x applying the same criteria as defined above.

In both cases, AlexRenew currently exceeds its compliance standard as indicated in the graph below. The 2.45x designated in the graph below represents projected coverage for FY20 based on actual results to date. We also note our anticipated coverage of 1.91x based on original FY20 budget expectations. As a result; we are well ahead of our budgeted projection, as well as our minimum policy level.

<b>Financial Policy Compliance - All-In Debt Coverage</b>	<b>FY 2020 Actual</b>	<b>FY 2020 Budget</b>
<b>Gross Revenues Available for Debt Service Coverage:</b>		
Wastewater Treatment Charges - Alexandria	45,080,346	43,848,000
Fairfax County Operating Expense Charge	11,653,645	11,653,647
Reimbursement from other systems	50,803	-
Investment Income	1,089,758	115,000
Less Restricted Investment Income	-	-
<b>Total</b>	<b>57,874,553</b>	<b>55,616,647</b>
Operating Expenses	24,960,287	28,453,556
<b>Net Revenues</b>	<b>32,914,266</b>	<b>27,163,091</b>
Annual Debt Service	14,220,146	14,220,146
<b>Calculated All-In Debt Coverage</b>	<b>2.31</b>	<b>1.91</b>
<b>Financial Policy Target</b>	<b>≥150%</b>	<b>≥150%</b>



**Glossary:**

Revenue Fund

All revenue receipts of Alexandria Renew are deposited in the Revenue Fund.

The Operating Fund

The Operating Fund accounts for the administration and maintenance of the wastewater treatment system. By Board policy, the Operating Fund shall maintain 120 days of cash in reserve as established by Board Policy.

Parity Debt Service Fund

The Parity Debt Fund shall have deposited in it one-twelfth (1/12th) of the annual required debt payment due within the budget year. Deposits are restricted funds for use to make semiannual payments in accordance with the Alexandria Renew Trust Agreements.

Joint Improvement, Renewal & Replacement (IRR) Fund

The IR&R Fund receives deposits directly from Fairfax County (60% of IR&R budget) and from AlexRenew customer revenue (40% of IR&R budget) for asset renewal of joint use facilities. The contribution to the IRR Fund is 0.7% of the total amount of capital expenditures made subsequent to October 1, 1997, for the joint portion of the system, as set forth by the service agreement with Fairfax County.

Project Fund

The Project Fund records the cost of each joint use capital project included in the Alexandria Renew Capital Improvement Plans (CIP).

The plans for current and future capital projects, both joint and City only, is summarized in a Ten-Year CIP. City use only CIP are accounted for within the General Fund.

General Fund

The General Fund serves as reserve fund to be used for any lawful purpose of the Authority. Deposits to the General Fund are made from the Revenue Fund after all other fund expenditures and requirements have been satisfied. Alexandria Renew principally uses the General Fund to finance specific capital improvements and to provide sufficient reserves in accordance with policy.

## CEO Board Report January 2020

Dear Members of the Board of Alexandria Renew Enterprises,

On January 16, AlexRenew hosted the annual Employee Appreciation Lunch to celebrate the accomplishments of our excellent staff. At this year's lunch we recognized 15 staff who have been with the organization for five years or more. Combined, these professionals have dedicated 305 years of service to the citizens of Alexandria and parts of Fairfax County.



*Staff and Board Members enjoying the Employee Appreciation Lunch*

I was pleased to see that many of the staff who were recognized this year started in our apprenticeship program. This program, which was reignited in 2012, is one of the important ways that AlexRenew finds and develops new talent.

### Operational Excellence

Precipitation for January at the Reagan National Airport was 2.79 inches with an additional 0.60 inches of snow, which almost matched the historical average for Washington, D.C. for the month. There were no overflows in the collection system or at the plant during the month. All VPDES permit requirements were met.

Biosolids production for January was 2,032 wet tons, all of which was beneficially reused through land application in the Virginia counties of Essex, Fauquier, King George, Louisa, and King and Queen. The biosolids were land applied as Class B biosolids.

AlexRenew met all Virginia Pollutant Discharge Elimination System (VPDES) effluent parameters for January 2020.

Treatment	Daily Average Flow  MGD	Carbonaceous Biochemical Oxygen Demand (Monthly Average) mg/L	Total Suspended Solids (Monthly Average) mg/L	Ammonia (as N) (Monthly Average) mg/L	Dissolved Oxygen (Minimum) mg/L	Total Nitrogen <sup>1</sup> (Annual Average) mg/L	Total Nitrogen LOAD (YTD) lb	Total Phosphorus (Monthly Average) mg/L	Total Phosphorus LOAD (YTD) lb
Permit	54.0	5.0	6.0	Seasonal <sup>2</sup>	6.0	3.0	493,381	0.18	29,603
Reported	37.1	<QL	2.6	0.83	9.2	3.7	35,589	0.09	892

**NOTES**

1. Total Nitrogen expressed as year-to-date average.
2. Ammonia has seasonal limits:
  - o **November – January: 8.4 mg/L**
  - o February – March: 6.9 mg/L
  - o April – October: 1.0 mg/L

**Public Engagement and Trust**

**Tours and Events**

During January, we welcomed 212 visitors to our Environmental Center. We hosted 12 events, including a retreat for Arlington Public Schools Principals, three workshops for Alectrona (a small, local IT consultancy), and the First Night Alexandria Board Meeting. Staff also lead and participated in local outreach events that engaged more than 300 citizens.

**Customer Service**

Customer Service received 2,435 calls in December, with 48% of callers opting for self-service. Average call answer time was 18 seconds. Call Center staff also answered 179 customer emails.

**Social Media and Website**

Seventy-five percent of people who engaged with us on Facebook during January were from the City of Alexandria; the majority (67%) were women. We had 3,846 active, organic engagements on Facebook as evidenced by likes, comments, and shares (the industry average is 232). We have 3,453 Facebook Fans.

AlexRenew had 1,061 organic engagements on Twitter, 148 on LinkedIn, and 37 on Instagram. We have a total of 3,455 followers on Twitter, 2,108 on LinkedIn (8 new followers), and 188 Instagram followers. Our website had 9,900 visitors and 32,702 page views during January. We had 63 visitors click through to our website from social media, double from the previous month. The RiverRenew website had 500 visitors and 1,736 page views during January.

### Watershed Stewardship

During January, I was honored at the Mazar's Women of Water Event with a "Ten Most Influential Women in Water" recognition. This inaugural event attracted more than 250 water sector professionals.

### **RiverRenew**

On January 31, the RiverRenew team held a pop-up event in City Hall's Market Square. During this event, the team spoke to more than 50 people about the program.



*Members of the RiverRenew Team with visitors at the January 31 pop-up event in Market Square*

The next Board-Council Workgroup meeting is currently scheduled for February 27. The meeting will take place in room 600 of the Environmental Center.

### Adaptive Culture

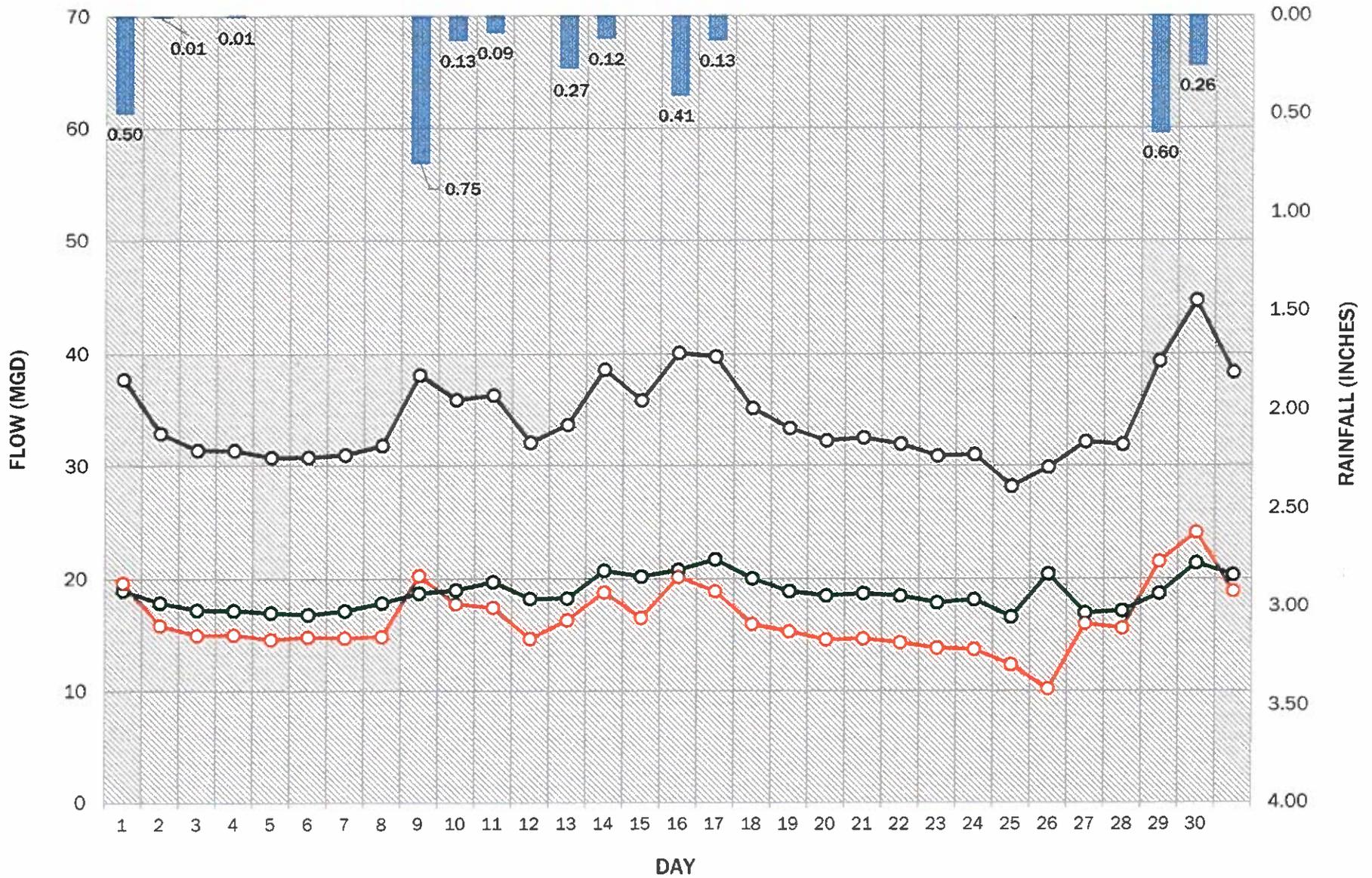
From April 30, 2018, we have logged 274,733.3 hours without a lost time accident.

Thank you for your ongoing dedicated service to AlexRenew.

Regards,

Karen Pallansch  
Chief Executive Officer

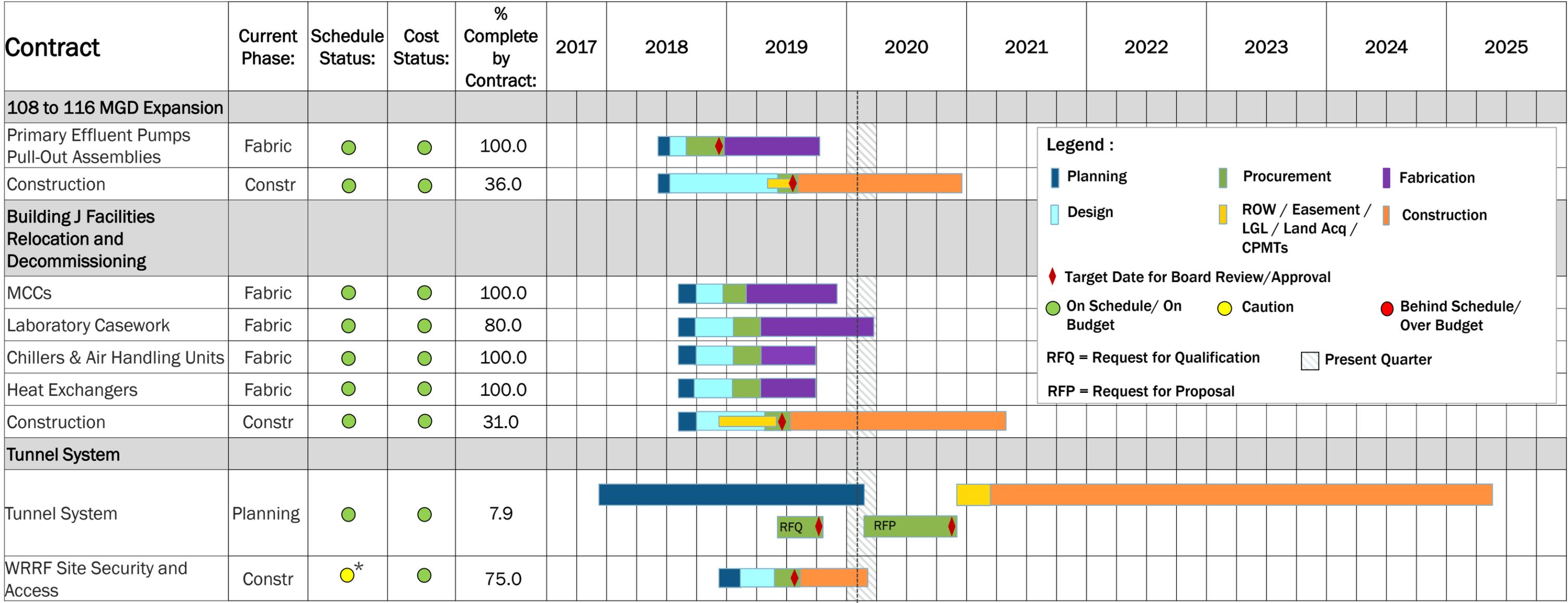
# ALEXRENEW DAILY FLOWS, DECEMBER 2019



■ RAINFALL   
 —○— ALEXRENEW   
 —○— FAIRFAX   
 —○— CITY OF ALEXANDRIA



## Program Schedule



\* Contractor issue with receipt of permits and submission of shop drawings. No impact to Tunnel System Project anticipated at this time.

January 31, 2020

## Summary of Upcoming Activities

Date:	Upcoming Activities:
2/11/2020	Issue Request for Proposal (RFP) for RiverRenew Tunnel System Project
2/27/2020	Council-Board Workgroup Meeting



## Contract Award Status

Contract	Contract No.:	Date of Contract Award:	Vendor:	Contract Amount:	Notice to Proceed:	Construction / Services Start Date:	Construction / Services Finish Date:
<b>108 to 116 MGD Expansion</b>							
Primary Effluent Pumps Pull-Out Assemblies	19-001	12/19/2018	Flowserve	\$235,478 <sup>3</sup>	12/20/2018	12/21/2018	9/23/2020
Construction	19-072	7/26/2019	ACE	\$2,665,000	7/29/2019	7/29/2019	11/30/2020
Wastewater Services Resident Engineering & Inspection <sup>1</sup>	19-031	6/11/2019	Hazen and Sawyer, P.C.	\$522,120	N/A	7/2/2019	6/30/2024
Engineering Services During Construction (ESDC) <sup>2</sup>	14-017-2	7/11/2019	CH2M Hill Engineers, Inc	\$280,320	N/A	7/12/2019	11/30/2020
<b>Building J Facilities Relocation and Decommissioning</b>							
MCCs	19-016	2/26/2019	Rexel	\$42,068 <sup>4</sup>	2/27/2019	2/27/2019	10/30/2020
Lab Casework	19-017	4/4/2019	Nycom	\$64,846 <sup>5</sup>	4/8/2019	4/8/2019	10/30/2020
Chillers and Air Handling Units	19-018	4/1/2019	Johnson Controls	\$65,328 <sup>7</sup>	4/3/2019	4/3/2019	10/30/2020
Heat Exchangers	19-019	4/1/2019	United Energy Products	\$7,636 <sup>6</sup>	4/8/2019	4/8/2019	10/30/2020
Construction	19-064	6/11/2019	Clark	\$19,409,800	7/9/2019	7/9/2019	3/30/2021
Engineering Services During Construction (ESDC) <sup>2</sup>	18-006	6/11/2019	CH2M Hill Engineers, Inc	\$885,963	N/A	7/1/2019	3/30/2021
Wastewater Services Resident Engineering & Inspection <sup>1</sup>	19-031	6/11/2019	Hazen and Sawyer, P.C.	\$994,924	N/A	7/2/2019	6/30/2024
<b>Tunnel System</b>							
RiverRenew Owner's Advisor (OA) Scope of Services and Budget for Amendment No. 3	17-022	6/18/2019	Brown & Caldwell	\$16,968,912	N/A	7/1/2019	6/30/2020
Wastewater Services Resident Engineering and Inspection <sup>1</sup> (Programmatic)	19-031	6/11/2019	Hazen and Sawyer, P.C.	\$346,024	N/A	7/2/2019	6/30/2024
Wastewater Services Resident Engineering & Inspection <sup>1</sup> (WRRF Site Security and Access)	19-031	6/11/2019	Hazen and Sawyer, P.C.	\$261,060	N/A	7/2/2019	6/30/2024
WRRF Site Security and Access Construction	19-077	7/25/2019	Sorensen Gross Company	\$1,527,000	7/29/2019	7/29/2019	2/1/2020
Total				\$44,276,479			

<sup>1</sup> 'Wastewater Services Resident Engineering & Inspection (RE&I)' Contract supports multiple projects. Amounts reported are specific to each project thru FY2020. Total Contract Award was for \$ 2,907,309

<sup>2</sup> 'Engineering Services During Construction (ESDC)' amounts reported are through FY2020.

<sup>3</sup> Original contract award was for \$941,911. Remaining contract value of \$706,434 assigned to Contract 19-072 as of September 6, 2019.

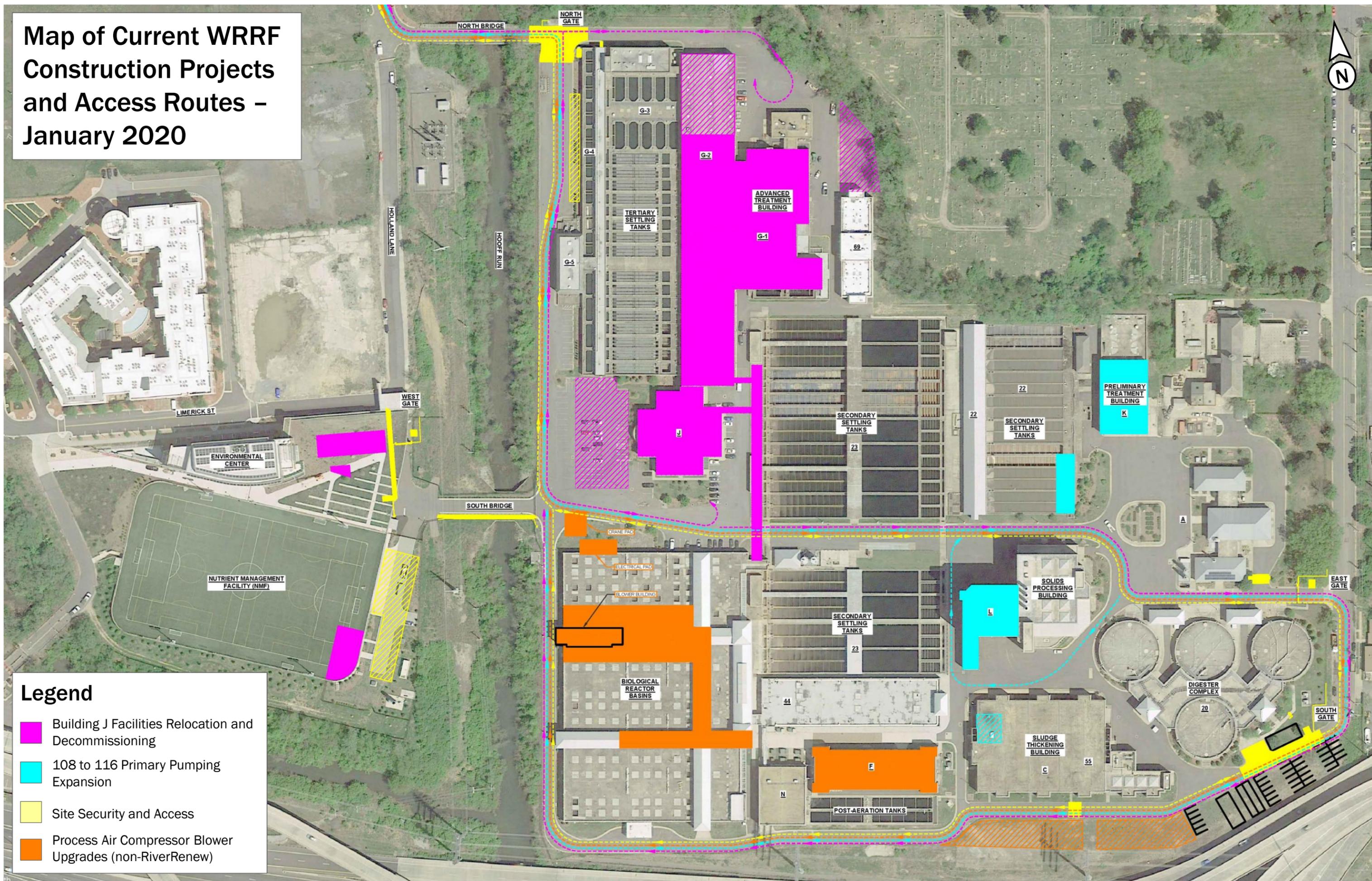
<sup>4</sup> Original contract award was for \$280,453. Remaining contract value of \$238,385.02 assigned to Contract 19-064 as of October 31, 2019.

<sup>5</sup> Original contract award was for \$432,307. Remaining contract value of \$367,461 assigned to Contract 19-064 as of November 12, 2019.

<sup>6</sup> Original contract award was for \$51,757. Remaining contract value of \$44,121 assigned to Contract 19-064 as of November 15, 2019.

<sup>7</sup> Original contract award was for \$435,522. Remaining contract value of \$370,194 assigned to Contract 19-064 as of December 19, 2019.

# Map of Current WRRF Construction Projects and Access Routes – January 2020

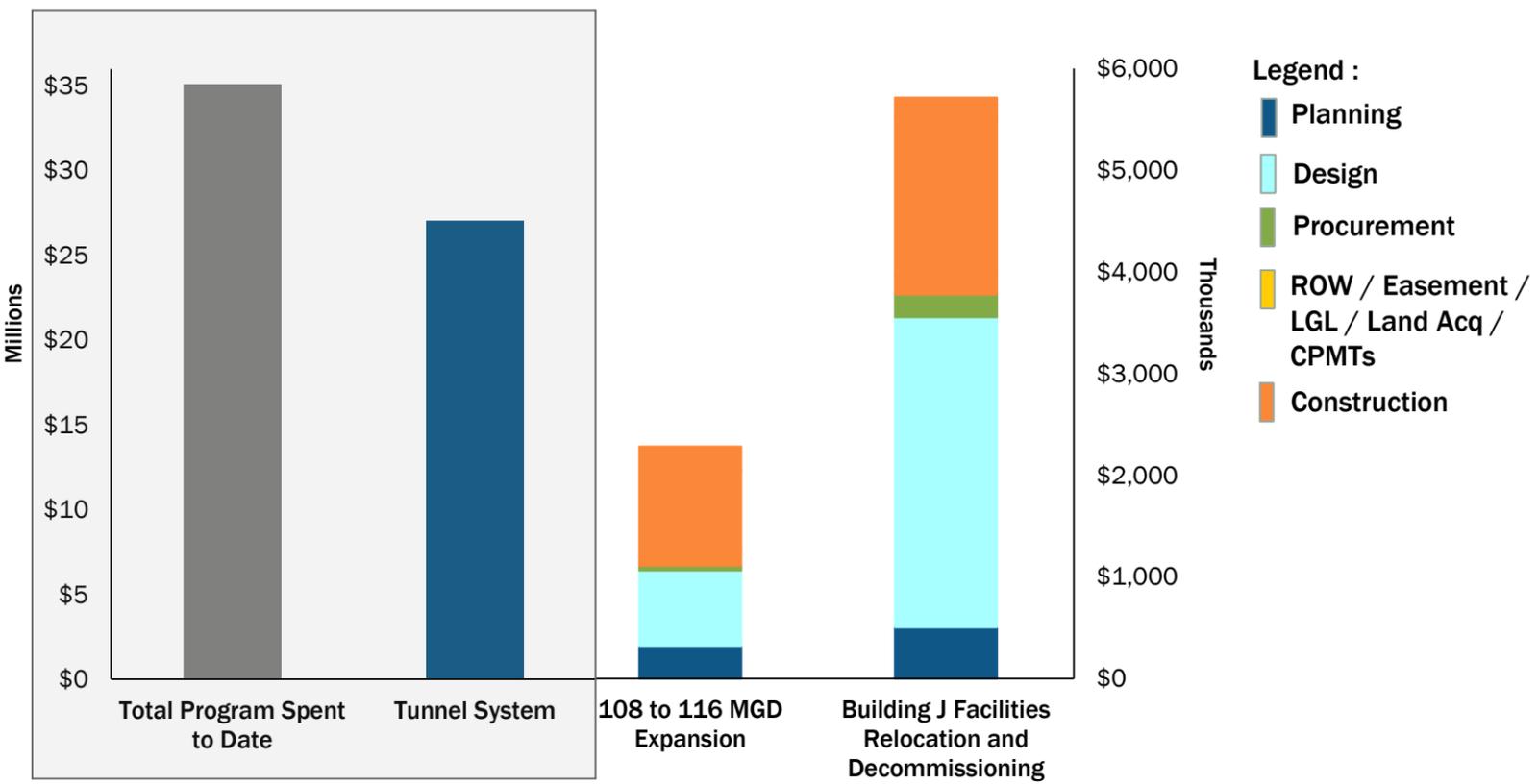


## Legend

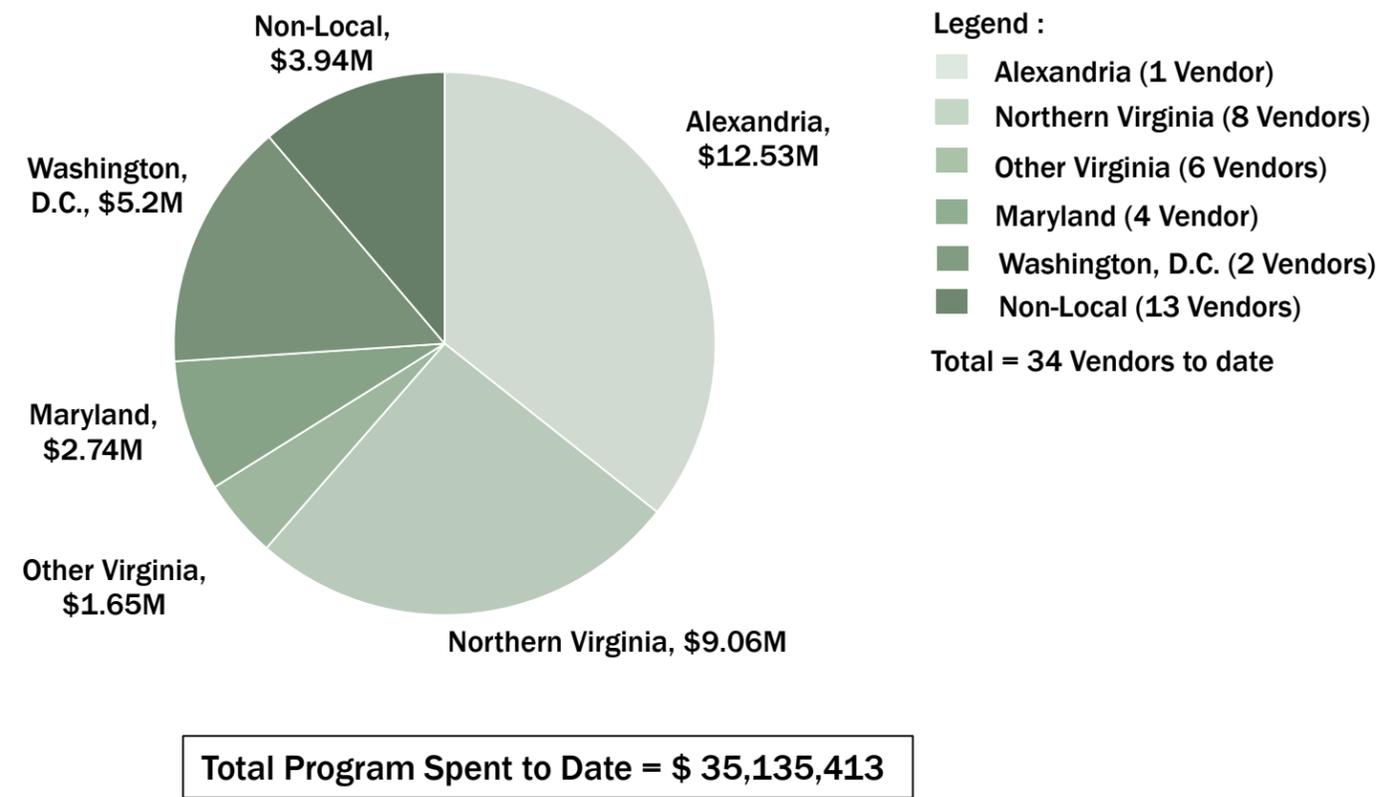
- Building J Facilities Relocation and Decommissioning
- 108 to 116 Primary Pumping Expansion
- Site Security and Access
- Process Air Compressor Blower Upgrades (non-RiverRenew)



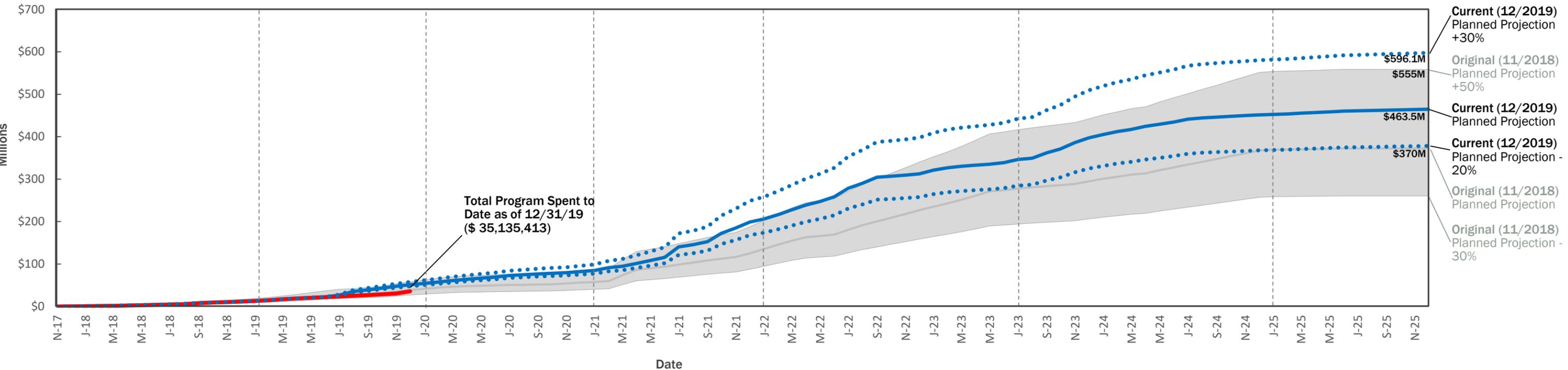
## Project to Date Cost by Phase



## RiverRenew Spent to Date by Locality



## RiverRenew Cashflow Analysis





## Summary of Accomplished Milestones

Date:	Accomplished Milestones:
1/23/2020	Issued Shortlist for Request For Proposal (RFP) 20-013, RE&I Services for Tunnel System Project

## Tunnel System Contract Permit Status and Descriptions

Permit/Activity:	Anticipated Date of Completion:	Status:	Description:
National Park Service (NPS) Special Use Permits (SUP)	<b>Completed</b>	● Received modified SUPs for Jones Point Park on 7/23/2019 and for Potomac River on 7/25/2019	Required for Phase B geotechnical investigations within Jones Point Park and Potomac River
U.S. Army Corps of Engineers (USACE) Nationwide Permit (NWP) #6	<b>Completed</b>	● Received modified NWP #6 on 7/25/2019	Required for Phase B geotechnical investigations within Potomac River and/or wetlands
Virginia Department of Transportation (VDOT) Land Use Permits (LUP)	<b>Completed</b>	● Issued Land Use Permit on 12/6/2019	Required for deep tunnel crossing under, and geotechnical investigations within VDOT limited access right-of-way
City of Alexandria Development Special Use Permit (DSUP) Tunnel System (DSUP No. 2018-0020)	<b>Completed</b>	● Received unanimous City Council approval on 7/9/2019	Required for the approval of RiverRenew's tunnel system and diversion facilities
City of Alexandria Development Special Use Permit (DSUP) Tunnel Dewatering Pumping Station (DSUP No. 2019-0013)	<b>Completed</b>	● Received unanimous City Council approval on 9/14/2019	Required for the approval of the new Tunnel Dewatering Pumping Station and associated superstructure
Environmental Assessment (EA)	March 2020	● EA was issued on 6/19/2019. Public Comment period ended 7/19/2019. NPS concurred with draft FONSI and will issue Decision Document upon execution of Programmatic Agreement	Required to comply with the National Environmental Policy Act (NEPA) as RiverRenew will need NPS permits. Prepared in coordination with the NPS as the lead federal agency
Joint Permit Application	March 2020	● Submitted permit application on 9/12/2019	Required application for Clean Water Act permits. A single application is sent to USACE, Virginia Department of Environmental Quality (VDEQ) and Virginia Marine Resources Commission (VMRC) to request authorization for all RiverRenew wetland/stream impacts
NPS Construction/Right-of-Way Permits	June 2020	● Submitted permit application for work within Jones Point Park on 11/26/2019 Submitted permit application for work within Potomac River bed on 12/16/2019	Required for diversion facility construction within, and deep tunnel crossing under Jones Point Park. Also required for Outfall 001 extension and deep tunnel crossing under Potomac River bed
Flood Emergency Management Agency (FEMA) Letter of Map Revision (LOMR)	N/A	● City determined the Tunnel System project has no significant impact on floodplain	No LOMR required from FEMA
U.S. Army Corps of Engineers (USACE) Nationwide Permit (NWP) #18	<b>Completed</b>	● NWP #18 received 6/10/2019	Required for wetland impacts associated with contractor trailers, staging, and laydown areas on the WRRF campus.



## RiverRenew Accomplishments \*

Third Party Coordination	Planning & Design	Community Engagement	Construction
 <p><b>17</b> Permits Approved</p>	 <p>Long Term Control Plan Update Approved June 2018</p>	 <p><b>40</b> Events Hosted</p>	 <p><b>\$24M</b> Awarded for Construction</p>
 <p><b>10</b> Permits Underway</p>	 <p>Ownership of Outfalls Transferred June 2018</p>	 <p><b>47</b> Community Presentations</p>	
 <p><b>10</b> Easements Underway</p>	 <p>Preliminary Engineering Report Finalized March 2019</p>	 <p>RiverRenew.com Launched July 2018</p>	
 <p>Environmental Assessment Published June 2019</p>	 <p>Tunnel DSUP Approved July 2019</p>		
 <p>VPDES Permit Issued September 2018</p>	 <p>Tunnel System Bidding Documents RFP at 60% Completed September 2019</p>		
 <p>Clean Water Revolving Loan Fund Preliminary Approval October 2019</p>	 <p><b>77</b> Soil Borings Completed</p>		
 <p>Water Infrastructure Finance and Innovation Act Letter of Interest Accepted &amp; Invitation to Apply October 2019</p>	 <p>Tunnel System RFQ Shortlist October 2019</p>		
 <p>Virginia \$25M CSO Grant Approved by GA</p>			

\* Since January 2018



# Program Breakdown Summary by Project

<p><b>108 to 116 MGD Expansion</b></p>	<p>Upgrade front-end capacity of the plant from 108 to 116 mgd</p>	<ul style="list-style-type: none"> <li>• Upgrade of the primary effluent pumps</li> <li>• Modifications to the filter effluent backwash</li> </ul>
<p><b>Building J Facilities Relocation and Decommissioning</b></p>	<p>Building J relocation of building uses and demolition</p>	<ul style="list-style-type: none"> <li>• Relocation of WRRF lab, WRRF electrical equipment, and WRRF chillers</li> <li>• Construction of a new lab</li> <li>• Disconnection and relocation of building utilities</li> <li>• Demolition of Building J and hauling of materials off-site</li> <li>• Building G/2 roof replacement</li> </ul>
<p><b>Tunnel System</b></p>	<p>Waterfront Tunnel</p>	<p><b>Storage and conveyance tunnel to control overflows from Outfalls 001 and 002</b></p> <ul style="list-style-type: none"> <li>• Installation of a 12-ft inside diameter reinforced concrete tunnel</li> <li>• Construction of four shafts ranging from 35 to 65 feet inside diameter, two diversion chambers, and one overflow structure</li> <li>• Installation of two below-grade ventilation control vaults</li> </ul>
	<p>Hooffs Run Interceptor</p>	<p><b>Diversion sewer to control overflows from Outfalls 003 and 004</b></p> <ul style="list-style-type: none"> <li>• Installation of an open-cut diversion sewer with an inside diameter of 6-ft which will replace a portion of the existing Commonwealth Interceptor</li> <li>• Construction of one diversion chamber</li> <li>• Relocation of Outfall 004</li> </ul>
	<p>Tunnel Dewatering and Wet Weather Pumping Station</p>	<p><b>Installation of tunnel dewatering pumps and wet weather pumps</b></p> <ul style="list-style-type: none"> <li>• Installation of a 20 mgd pumping station and 130 mgd pumping station in a 65-ft diameter shaft</li> <li>• Installation of a screening facility and gantry crane in a 35-ft diameter shaft</li> <li>• Superstructure to house gantry crane and odor control equipment</li> <li>• Installation of electrical and instrumentation equipment</li> </ul>
	<p>WRRF Site Security and Access</p>	<p><b>Improvements to four existing gates and perimeter fencing</b></p> <ul style="list-style-type: none"> <li>• Installation of one new rollup gate and security booth under garage overhang south of Limerick Street</li> <li>• Installation of a new walkway along the South Bridge crossing Hooffs Run</li> <li>• Replacement of three existing gates and installation of three security booths</li> </ul>

## Tier 1 Alexandria Homeowners Associations | Updated January 2020

HOA	Contact	Meeting Info	Board Contact
Alexandria Federation of Civic Associations	Heidi Ford First Co-Chair Ha.ford123@yahoo.com	Last Wednesday of the month at 7:00 / City Hall, Room 2000	Bill Dickinson
Arlandria Citizens Association	Kevin Beekman, President kbeekman@yahoo.com	Unclear	John Hill
Brookville-Seminary Valley Civic Association	Linda Barrett, President Linda.barrertt@bsvca.net	Monthly at Beatley Library	Bruce Johnson
Cameron Station Civic Association	Jon Dellaria boardofdirectors@cameronstation.org	Last Tuesday of the month at Cameron Club (Kilburn St. & Brenman Park Drive)	Vacant
Del Ray Citizens Association	Rod Kuckro, President <a href="mailto:president@delraycitizen.net">president@delraycitizen.net</a> or	Second Wednesday of the month at 7:00 / varied meeting places	Jim Beall
Hume Springs Civic Association	Colleen Stover, President president@humesprings.org	Quarterly at 6:30 / Cora Kelly Recreation Center	Jim Beall
Lenox Park at Sunnyside HOA	Margo Gorra-Stockman, President <a href="http://www.lenoxplace.org/Pages/HOAMailbox.aspx">http://www.lenoxplace.org/Pages/HOAMailbox.aspx</a>	Fourth Monday of the month at 7:00 / Beverley Hills United Methodist 3512 Old Dominion Blvd.	Vacant
Lynhaven Civic Association	Barbara Draughon, President <a href="mailto:bcdrawn@hotmail.com">bcdrawn@hotmail.com</a> 703-725-7487	First Monday of the month at 7:00 / Cora Kelly Recreation Center	Jim Beall
Nethergate HOA		City briefed this group in February 2018. No public information available	Vacant
North Old Town Independent Citizens Civic Association (NOTice)	Clarence Tong, President <a href="mailto:President@Notice-Alexandria.org">President@Notice-Alexandria.org</a> 703-549-5849	Meets three times a year; November 15, 2018 annual meeting	Vacant
North Ridge Citizens Association	Jeanne Snapp, President <a href="mailto:jsnapp@tagconsulting.org">jsnapp@tagconsulting.org</a> or <a href="mailto:info@northridgecitizens.org">info@northridgecitizens.org</a>	Second Monday of the month at 7:30 except July and August / Beverley Hills Community Methodist	Bruce Johnson

HOA	Contact	Meeting Info	Board Contact
		Church, 3512 Old Dominion Blvd.	
Old Town Civic Association	Steve Milone <a href="mailto:MiloneSteve@gmail.com">MiloneSteve@gmail.com</a>	Second Wednesday of the month; 7 PM social/7:30 meeting at Lyceum, 201 S. Washington St.	Bill Dickinson
Parkfairfax Unit Owners Association	Scott Buchanan, President <a href="mailto:Buchananward4@gmail.com">Buchananward4@gmail.com</a> 703-998-5771	Third Wednesday every month at 7 at Association Office, 3360 Gunston Rd.	Bruce Johnson
Potomac Greens	Ron LaFond, President <a href="mailto:cberuete@sentrymanagement.com">cberuete@sentrymanagement.com</a>	Fourth Thursday every month at 7 at Potomac Greens Clubhouse	Vacant
Rosemont Citizens Association	Jol Silversmith, President <a href="mailto:jol@thirdamendment.com">jol@thirdamendment.com</a>	Unclear	John Hill
Seminary Hill Association	Nancy Jennings, President 703-820-6930	Second Thursday every month at 7:30 at Immanuel Church-on-the-Hill, 3606 Seminary Road	Bill Dickinson
Seminary West Civic Association	Pete Benavage <a href="mailto:Raglan1854@verizon.net">Raglan1854@verizon.net</a>	Unclear	Bill Dickinson
Taylor Run Citizens' Association	Hendrick Booz, President <a href="mailto:Hendrickbooz@gmail.com">Hendrickbooz@gmail.com</a> OR <a href="mailto:TaylorRunCA@gmail.com">TaylorRunCA@gmail.com</a>  <u>Other officers:</u> <u>VP: Brett Egusa</u> <a href="mailto:begusa@gmail.com">begusa@gmail.com</a> <u>Treasurer: Ashkan Bayatpour</u> <a href="mailto:ashkan.bayatpour@gmail.com">ashkan.bayatpour@gmail.com</a>	Community meetings in the fall and spring, with executive committee meetings each month in the George Washington Masonic Temple.	John Hill
Upper King Street Neighborhood Association	Trey Hanbury <a href="mailto:Trey.hanbury@gmail.com">Trey.hanbury@gmail.com</a>	Unclear.	Vacant
Wakefield-Tarleton Civic Association	Sara Deshong <a href="mailto:Sararose0409@gmail.com">Sararose0409@gmail.com</a>	Third Wednesday each month; location varies	Bill Dickinson

HOA	Contact	Meeting Info	Board Contact
West Old Town Citizens Assn.	Unclear; wotca1@gmail.com	In 2017, third Thursday of the month at Durant Art Center, 1605 Cameron Ave.	Vacant

February 2020 Association Meetings | Alexandria Civic

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 <b>Lynhaven Civic Assn.</b> 7:00p Cora Kelly Rec Center 25 W. Reed Ave. <b>Jim Beall</b>	4	5 <b>Cameron Station Civic Assn.</b> 7:00p – Cameron Club - <b>Vacant</b>	6 <b>Rosemont Citizens Association</b> 7:30p Commonwealth Baptist Church 700 Commonwealth Avenue ~ <b>John Hill</b>	7	8
9	10 <b>North Ridge Citizens Assn.</b> 7:30p – Beverly Hills United Methodist, 3512 Old Dominion Blvd - <b>Bruce Johnson</b>  <b>Potomac Yard Civic Assoc</b> POSTPONED	11	12 <b>Del Ray Citizens Assn.</b> 6:30p Del Ray United Methodist Church, 100 E. Windsor Ave. – <b>Jim Beall</b>  <b>Old Town Civic Assn.</b> 7p-Social, 7:30p-Mtg. Lyceum 201 S. Washington St. <b>Bill Dickinson</b>	13 <b>Seminary Hill Assn.</b> 7:30p-Immanuel Church on the Hill, 3606 Seminary Rd. <b>Bill Dickinson</b>  <b>West Old Town Citizens Assoc.</b> 7:30pm – Durant Arts Ctr., 1605 Cameron St. <b>Vacant</b>	14	15
16	17	18 <b>Hume Springs Citizens Assoc.</b> 7p Cora Kelly Rec Center 25 W. Reed Ave. – <b>Jim Beall</b>	19 <b>Park Fairfax Unit Owners Assn.</b> 7:00p-Assn. Office, 3360 Gunston Rd. <b>Bruce Johnson</b>	20	21	22
23	24 <b>Lenox Park @ Sunnyside HOA</b> 7:00p – Beverly Hills United Methodist, 3512 Old Dominion Blvd - <b>Vacant</b>	25 <b>Cameron Station Civic Assn.</b> <b>BOD</b> 7:00p Henderson Rm. <b>Vacant</b>	26 <b>Alex. Federation of Civic Assn.</b> 7:00p City Hall, Rm. 2000 - <b>Bill Dickinson</b>	27 <b>Potomac Greens HOA</b> 7:00p Potomac Greens Clubhouse - <b>Vacant</b>	28	29

**March 2020 Association Meetings | Alexandria Civic**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <b>Lynhaven Civic Assn.</b> 7:00p Cora Kelly Rec Center 25 W. Reed Ave. <b>Jim Beall</b>	3	4	5	6	7
8	9 <b>North Ridge Citizens Assn.</b> 7:30p – Beverly Hills United Methodist, 3512 Old Dominion Blvd - <b>Bruce Johnson</b>  <b>Potomac Yard Civic Assoc</b> 7:00p - Community Room, The Station At Potomac Yard Apts, 650 Maskell St - <b>Vacant</b>	10	11 <b>Del Ray Citizens Assn.</b> 6:30p Del Ray United Methodist Church, 100 E. Windsor Ave. – <b>Jim Beall</b>  <b>Old Town Civic Assn.</b> 7p-Social, 7:30p-Mtg. Lyceum 201 S. Washington St. <b>Bill Dickinson</b>	12 <b>Seminary Hill Assn.</b> 7:30p-Immanuel Church on the Hill, 3606 Seminary Rd. <b>Bill Dickinson</b>  <b>West Old Town Citizens Assoc.</b> 7:30pm – Durant Arts Ctr., 1605 Cameron St. <b>Vacant</b>	13	14
15	16	17 <b>Hume Springs Citizens Assoc.</b> 7p Cora Kelly Rec Center 25 W. Reed Ave. – <b>Jim Beall</b>	18 <b>Park Fairfax Unit Owners Assn.</b> 7:00p-Assn. Office, 3360 Gunston Rd. <b>Bruce Johnson</b>	19	20	21
22	23 <b>Lenox Park @ Sunnyside HOA</b> 7:00p – Beverly Hills United Methodist, 3512 Old Dominion Blvd – <b>Vacant</b>	24	25 <b>Alex. Federation of Civic Assn.</b> 7:00p City Hall, Rm. 2000 - <b>Bill Dickinson</b>	26 <b>Potomac Greens HOA</b> 7:00p Potomac Greens Clubhouse - <b>Vacant</b>	27	28
29	30					

**April 2020 Association Meetings | Alexandria Civic**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 <b>Lynhaven Civic Assn.</b> 7:00p Cora Kelly Rec Center 25 W. Reed Ave. <b>Jim Beall</b>	7	8 <b>Del Ray Citizens Assn.</b> 6:30p Del Ray United Methodist Church, 100 E. Windsor Ave. – <b>Jim Beall</b>  <b>Old Town Civic Assn.</b> 7p-Social, 7:30p-Mtg. Lyceum 201 S. Washington St. <b>Bill Dickinson</b>	9 <b>Seminary Hill Assn.</b> 7:30p-Immanuel Church on the Hill, 3606 Seminary Rd.  <b>Bill Dickinson</b> <b>West Old Town Citizens Assoc.</b> 7:30pm – Durant Arts Ctr., 1605 Cameron St. <b>Vacant</b>	10	11
12	13 <b>North Ridge Citizens Assn.</b> 7:30p – Beverly Hills United Methodist, 3512 Old Dominion Blvd - <b>Bruce Johnson</b>  <b>Potomac Yard Civic Assoc</b> 7:00p - Community Room, The Station At Potomac Yard Apts, 650 Maskell St - <b>Vacant</b>	14	15 <b>Park Fairfax Unit Owners Assn.</b> 7:00p-Assn. Office, 3360 Gunston Rd. <b>Bruce Johnson</b>	16	17	18
19	20	21 <b>Hume Springs Citizens Assoc.</b> 7p Cora Kelly Rec Center 25 W. Reed Ave. – <b>Jim Beall</b>	22	23	24	25
26	27 <b>Lenox Park @ Sunnyside HOA</b> 7:00p – Beverly Hills United Methodist, 3512 Old Dominion Blvd - <b>Vacant</b>	28	29 <b>Alex. Federation of Civic Assn.</b> 7:00p City Hall, Rm. 2000 - <b>Bill Dickinson</b>  <b>BSVCA</b> 7pm <b>Patrick Henry Rec Ctr.</b> – <b>Bruce Johnson</b>	30 <b>Potomac Greens HOA</b> 7:00p Potomac Greens Clubhouse - <b>Vacant</b>		

May 2020 Association Meetings | Alexandria Civic

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 <b>Lynhaven Civic Assn.</b> 7:00p Cora Kelly Rec Center 25 W. Reed Ave. <b>Jim Beall</b>	5	6 <b>Cameron Station Civic Assn.</b> 7:00p – Cameron Club - <b>Vacant</b>	7	8	9
10	11 <b>North Ridge Citizens Assn.</b> 7:30p – Beverly Hills United Methodist, 3512 Old Dominion Blvd - <b>Bruce Johnson</b>  <b>Potomac Yard Civic Assoc</b> 7:00p - Community Room, The Station At Potomac Yard Apts, 650 Maskell St - <b>Vacant</b>	12	13 <b>Del Ray Citizens Assn.</b> 6:30p Del Ray United Methodist Church, 100 E. Windsor Ave. – <b>Jim Beall</b>  <b>Old Town Civic Assn.</b> 7p-Social, 7:30p-Mtg. Lyceum 201 S. Washington St. <b>Bill Dickinson</b>	14 <b>Seminary Hill Assn.</b> 7:30p-Immanuel Church on the Hill, 3606 Seminary Rd. <b>Bill Dickinson</b>  <b>West Old Town Citizens Assoc.</b> 7:30pm – Durant Arts Ctr., 1605 Cameron St. <b>Vacant</b>	15	16
17	18	19 <b>Hume Springs Citizens Assoc.</b> 7p Cora Kelly Rec Center 25 W. Reed Ave. – <b>Jim Beall</b>	20 <b>Park Fairfax Unit Owners Assn.</b> 7:00p-Assn. Office, 3360 Gunston Rd. <b>Bruce Johnson</b>	21	22	23
24 31	25 <b>Lenox Park @ Sunnyside HOA</b> 7:00p – Beverly Hills United Methodist, 3512 Old Dominion Blvd - <b>Vacant</b>	26	27 <b>Alex. Federation of Civic Assn.</b> 7:00p City Hall, Rm. 2000 - <b>Bill Dickinson</b>	28 <b>Potomac Greens HOA</b> 7:00p Potomac Greens Clubhouse - <b>Vacant</b>	29	30