



AlexRenew is an independent public authority that manages Alexandria's wastewater to improve our local waterways.

703.721.3500 | AlexRenew.com | [f](#) [t](#) [@](#) [in](#)

1800 Limerick Street, Alexandria, Virginia 22314

BOARD OF DIRECTORS

John Hill
Chair

James Beall
Vice Chair

William Dickinson
Sec'y-Treas

Adriana Caldarelli

Vacant

CHIEF EXECUTIVE OFFICER

Karen L. Pallansch
P.E., BCEE,
WEF Fellow

GENERAL COUNSEL

McGuire Woods, LLP

MEMORANDUM

TO: AlexRenew Board of Directors

FROM: Secretary-Treasurer

DATE: September 13, 2022

SUBJECT: Regular Board of Directors Meeting

The Regular Meeting of the Board of Directors will be held on Tuesday, September 20, 2022, at 6:00 p.m. at Alexandria Renew Enterprises.

There is currently one new business item for Board action this month:

- ◆ Review and Approval of the revised Electronic Participation Policy (Alex Only)





Agenda

Alexandria Renew Enterprises Board of Directors Meeting
Tuesday, September 20, 2022 @ 6:00 p.m.
1800 Limerick Street, Ed Semonian Boardroom &
Via livestream: <https://youtu.be/GmDPtODmsFM>

No.	Item	Presenter	Action Required
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The Tuesday, September 20, 2022, Board of Directors meeting is being held at Alexandria Renew Enterprises (1800 Limerick Street, Ed Semonian Boardroom, Alexandria, VA 22314). Members of the Board and staff are participating in person. The public can access the meeting in the Ed Semonian Boardroom or through the live broadcast YouTube: <https://youtu.be/GmDPtODmsFM>

Public comments will be taken in person at Alexandria Renew Enterprises. Submission of written statements is encouraged. Written statements may be emailed to the Board Secretary at lorna.huff@alexrenew.com.

1	Call To Order (6:00 p.m.)	Chairman	
2.	Approval of Agenda (6:02 p.m.)	Chairman	Approval
3.	Public Comment Period (6:12 p.m.)	Chairman	
4.	Consent Agenda (6:14 p.m.)	Chairman	Approval
	A. Minutes (Meeting July 19, 2022) (Tab 1)		
5.	Unfinished Business (6:20 p.m.)	Chairman	Approval
	A. General Manager Search Process Update	Chairman	
6.	New Business (6:40 p.m.)	Chairman	Approval
	A. Review and Approve Revised Electronic Participation Policy (Tab 2)	Ms. Waters	
	B. Introduction of Commonwealth Interceptor Upgrade Project (Alex Only)	Ms. Pallansch	
7.	AlexRenew Monthly Outcomes Update (6:55 p.m.) (Tab 3)	Ms. Pallansch	Information
8.	Adjourn (7:05 p.m.)	Chairman	

Times shown in parentheses are approximate and serve as guidelines

***There is a Finance & Audit Committee Meeting scheduled for Monday, October 17, 2022 @ 5:00 p.m.
The next Regular Board of Directors meeting is scheduled for Tuesday, October 18, 2022 @ 6:00 p.m.***

Members of the public may park in the parking lot across the street from Alexandria Renew at the corner of Limerick & Bartholomew Streets

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call (703) 721-3500 ext. 2260 at least three business days prior to the meeting.

**Chairman- John Hill • Vice Chairman- Jim Beall
• Secretary-Treasurer-William Dickinson
• Members- Adriana Caldarelli, Vacant**

Minutes of the 896th Meeting
“Celebrating Over 60 Years of Continuous Environmental Excellence”
Alexandria Renew Enterprises
6:00 p.m., Tuesday, July 19, 2022

On Tuesday, July 19, 2022, the Alexandria Renew Enterprises Board of Directors held its regular Board of Directors meeting in the Edward Semonian Board Room at 1800 Limerick Street, with the following present:

Members: Mr. John Hill, Chairman
Mr. James Beall, Vice Chairman
Mr. William Dickinson, Secretary-Treasurer
Ms. Adriana Caldarelli, Member

Staff: Ms. Karen Pallansch, Chief Executive Officer
Ms. Christine McIntyre, Chief Financial Officer
Ms. Allison Deines, Director, Policy and Strategy
Ms. Caitlin Feehan, RiverRenew Program Director
Ms. Lorna Huff, Secretary to the Board

Counsel: Mr. Jonathan Rak, General Counsel,
McGuireWoods LLP

Ms. Amanda Waters, General Counsel
McGuireWoods LLP

Fairfax County
Representative: Mr. Shahram Mohsenin, Director
Wastewater Planning & Monitoring Division

City Representative: Ms. Erin Bevis-Carver, Director
T&ES/Sanitary Sewer Infrastructure Division

Consultants: Mr. Justin Carl, Owner’s Advisor
Brown & Caldwell

Call to Order

The Chairman called the meeting to order at 6:01 p.m.

Approval of Agenda

The Chairman requested that members review and approve the agenda. Mr. Beall moved, and Ms. Caldarelli seconded. The Board unanimously approved.

Public Comment Period

There were no members of the public in attendance and the Chairman closed the public comment period.

Consent Agenda

The Chairman requested that members review the Minutes from the June 21, 2022 Board meeting. There were no additional questions or comments, the Chairman requested a motion to approve the Consent Agenda. Ms. Caldarelli moved approval and Mr. Beall seconded. The Board unanimously approved.

Resolution Celebrating the Life of Kerry Donley

The Chairman noted the passing of Board member Kerry Donley and read into the record the following Resolution on behalf of the Board and staff of Alexandria Renew Enterprises. Members shared their remembrances and noted that his participation will be missed.

WHEREAS, the City of Alexandria, Virginia Sanitation Authority known as Alexandria Renew Enterprises (AlexRenew), the broader Alexandria community and the broader water sector, lost a valued member and strong advocate on July 13, 2022, with the passing of Kerry Donley;

WHEREAS, Kerry Donley exemplified selfless public service within the Alexandria community;

WHEREAS, Kerry Donley believed in the ability of every Alexandrian to do “big things that were audacious”;

WHEREAS, Kerry Donley was a transformational mayor of our City;

WHEREAS, Kerry Donley was a longtime friend and strong supporter of AlexRenew and its mission of transforming wastewater and its’ mission of transforming wastewater to transform our community;

WHEREAS, AlexRenew’s Environmental Center and the Limerick Street multi-purpose playing field serve as an anchor in our community because of Kerry’s passion and persistence in making the Eisenhower Valley and the entire City of Alexandria better through sound infrastructure investment;

WHEREAS, Kerry Donley joined the AlexRenew Board of Directors on January 11, 2022;

WHEREAS Kerry was dedicated to building toward a brighter future for Alexandria’s waterways, bringing his lighthearted spirit to our RiverRenew project and our Tunnel Boring Machine, affectionately referring to her as his “rocket”

WHEREAS, Kerry Donley’s passion for public service, his incredible giving nature, his mentorship, leadership, energy and larger than life personality enriched all of us fortunate enough to know and work with him.

RESOLVED, that the AlexRenew Board of Directors hereby note with great sadness and heavy hearts the loss of Kerry Donley, a model public servant who was a friend to so many in the Alexandria community, and offers its sincerest condolences to his family,

RESOLVED FURTHER, that the Board Secretary prepare a copy of this resolution for presentation to the family of Kerry Donley, as an expression of the Board’s respect for his memory.

Adopted: July 19, 2022.

New Business

A. Review and Approve Customer Billing Solution

Discussion

The Chairman recognized Ms. Pallansch who reported that GCWW, AlexRenew's current billing services provider, provided formal notice in 2020 that it is leaving the contract customer service business. AlexRenew needs to procure a new customer service solution when the contract expires in 2024.

AlexRenew partnered with the consulting firm Raftelis to review AlexRenew's current and future customer service needs and industry best practices as part of the procurement process for a customer billing and information solution. The review included options for an in-house solution that was not pursued due to risk of higher costs, longer implementation time and staffing challenges. Outsourcing allows the benefit of economies of scale for services and provides lower cost opportunities for ratepayers.

Staff issued a request for information (RFI) in 2021 to gauge market interest and investigate available solutions. A formal solicitation was issued in April 2022. Four responses were received, evaluated, scored and ranked by an AlexRenew cross-functional Selection Advisory Committee (SAC). After careful review of the respondents, the SAC determined ESC to be the most qualified, responsible and suitable offeror of best value to AlexRenew for this contract award.

ESC is a certified minority business enterprise with strong water and wastewater utility experience. The proposed ESC team has been working together to provide customer service solutions to wastewater clients since 2012. ESC will provide a full-service customer service solution that includes an upgraded customer portal, bill print and mail, payment processing and call center support in multiple languages for voice and chat features. The costs and services provided with this contract are consistent with our existing customer service contract.

Members inquired about lessons learned from GCWW and vendor knowledge of Alexandria, stormwater and water, delinquencies, and client interface. Ms. Pallansch reported that ESC has worked with VAW before and is familiar with Alexandria and stormwater/wastewater differences.

There being no additional questions or comments, the Chairman requested a motion to approve. Ms. Caldarelli moved. Mr. Beall seconded. The Board unanimously approved.

Be It Resolved that, the Board authorizes the CEO to execute a customer services billing solution with ECS in an amount not to exceed \$11,229,071 including a 10% owner held contingency. The FY23 contract cost is \$926,682

B. Review and Approve Existing Finance Agreement to Virginia Resources Authority (VRA)

Discussion

Ms. Pallansch noted that a favorable interest rate environment in March 2022 allowed AlexRenew to lock in an interest rate reduction on its Series 2011 bonds through negotiation with VRA. The

cost of funds on the remaining \$8.1 million loan balance will be reduced from 2.35% to 1.65% effective September 1, 2022. The bond issuance funded the SANUP program, which included the Nutrient Management Facility construction.

Members commended the CEO and CFO. Ms. Pallansch reported that this was an issue of timing and commended PFM, AlexRenew's financial advisor for watching the markets, and requested the endorsement of the Board.

There were no additional discussions and the Chairman requested a motion to approve. Mr. Dickinson moved and Ms. Caldarelli seconded. The Board unanimously approved.

Be It Resolved That the Board approved a Resolution to lower the rate on an existing AlexRenew bond.

CEO Monthly Outcome Reports

Ms. Pallansch noted her written report and had no additions. She inquired if members had questions or comments on the CEO Report.

RiverRenew Dashboard

Ms. Pallansch reviewed the Dashboard noting that the tunnel boring machine has arrived. Construction is currently running about 30 days behind and staff continues to document any significant delays. Contractor is continuing to make progress even with supply chain and inflation issues. She noted the Community Listening Sessions from the prior week at Pendleton Street (50 attendees), Royal Street (20 attendees), Outfalls 003 and 004 (30 attendees), and AlexRenew (2 attendees). Additionally, she noted meetings of the Stakeholder Advisory Group (SAG) and The RiverRenew Council Board Workgroup.

Ms. Pallansch reported the City has provided noise variances for upcoming concrete pours at Outfalls 001 and 002, Pendleton and Royal Streets. noise variances allow for the concrete pours to take place outside of the normal 7:00 a.m. to 6:00 p.m. An additional noise variance has been applied for at the plant due to VDOT easement restrictions. The communications plan includes electronic alerts, flyers and door hangers to make citizens in these areas aware of the additional work being performed outside of normal hours. Ms. Caldarelli inquired about the duration of the mining for the TBM. Ms. Pallansch reported that the variance for the TBM will run for the duration of the project.

Financial Report

Ms. Pallansch noted the financial report was through the end of June and the numbers are unaudited. Staff has not completed the year-end close. Final numbers will be available in October at the Finance & Audit Committee meeting.

Ms. Caldarelli inquired about shut-offs. Ms. Pallansch reported that AlexRenew is not shutting off delinquent customers at this point. If delinquencies increase to \$800k-900k then current policy will be re-evaluated. Staff is currently waiting for the Commonwealth to develop their low-income assistance program.

The Chairman noted that General Counsel Jonathan Rak is leaving to continue his academic career. The Chairman presented Mr. Rak with a framed photograph of the Environmental Center for his significant contribution to AlexRenew and the City of Alexandria. He commended him on his partnership with the CEO in making these things come into fruition. All Board Members concurred and thanked Mr. Rak for his service to the Board.

There being no additional business, the Chairman requested a motion to adjourn. Ms. Caldarelli moved and Mr. Beall seconded. The Board unanimously approved. The meeting adjourned at 6:47 p.m.

APPROVED:

Secretary-Treasurer

DRAFT



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Karen L. Pallansch
P.E., BCEE,
WEF Fellow

GENERAL COUNSEL

McGuire Woods, LLP

MEMORANDUM

TO: AlexRenew Board of Directors

FROM: Amanda Waters, McGuireWoods

DATE: September 14, 2022

SUBJECT: Action Item, New Business – Alex Only
Review and Approve, AlexRenew Board of Directors FOIA Policy Updates

Issue

During the 2022 Session, the General Assembly amended its FOIA laws related to virtual meetings and remote participation requiring updates to the existing AlexRenew policy.

Recommendation

The Board approve the attached FOIA policy revisions.

Budget and Funding

N/A

Discussion

The General Assembly amended its FOIA laws during the 2022 legislative session to allow certain public bodies-including the Board of Directors of a public authority-- to hold non-consecutive all-virtual meetings up to two times per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater, subject to certain procedural requirements described below. Public bodies previously had the authority to hold virtual meetings during the COVID-19 pandemic under a declared state of emergency that expired in March 2022. The new virtual meeting rules went into effect on September 1st. Public bodies can hold all virtual meetings under the new FOIA law by adopting an electronic meeting policy at a public meeting. The new all-virtual meeting provision gives public bodies a tool to use if the public body is unable to meet in person.

Procedural Requirements: Public bodies may hold all-virtual meetings subject to the following procedural requirements:

1. **Virtual Meeting Policy:** The public body must first adopt a policy, by recorded vote at a public meeting, before allowing an all-virtual public meeting. A public body may also adopt an all-virtual meeting policy for any committee, subcommittee, or other entity however designated by the public body to perform delegated functions of the public body or to advise the public body.
 - a. The policy must:
 - i. Describe the circumstances under which an all-virtual public meeting will be held; and

- ii. Fix the number of non-consecutive all-virtual public meetings that can be held per calendar year.
2. **Minutes:** The public body must take minutes of all-virtual public meetings held by electronic communication and must include the fact that the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held.
3. **Closed Sessions:** If a closed session is held during an all-virtual public meeting, transmission of the meeting to the public must resume before the public body votes to certify the closed meeting.
4. **Public Access:** Public access to the all-virtual public meeting must be provided via electronic communication means. The electronic communication means used must allow the public to hear all members of the public body participating in the all-virtual public meeting and, when audio-visual technology is available, to see the members of the public body.
5. **Phone Backup:** A phone number or other live contact information must be provided to alert the public body if the audio or video transmission of the meeting provided by the public body fails, the public body must monitor such designated means of communication during the meeting, and the public body must take a recess until public access is restored if the transmission fails for the public.
6. **Agenda Packets:** A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to members of a public body for a meeting must be made available to the public in electronic format at the same time that such materials are provided to members of the public body.
7. **Public Comment:** The public must be given the opportunity to comment through electronic means, including by way of written comments, at those public meetings where public comment is customarily received.
8. **Member Location:** No more than two members of the public body can be together in any one remote location unless that remote location is open to the public to physically access it.

Notice Requirements: The public body must indicate in the required meeting notice whether the meeting will be an in-person or all-virtual public meeting along with a statement notifying the public that the method by which a public body chooses to meet shall not be changed unless the public body provides a new meeting notice.

Remote Participation: In addition to creating a mechanism for holding all-virtual public meetings, the new FOIA law creates a new justification to allow members of a public body to participate remotely. Specifically, the new FOIA law allows members of a public body to participate remotely under certain circumstances if the member's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting. FOIA previously allowed for remote participation in the following circumstances: (1) the member has a temporary or permanent disability or other medical condition that prevents the member's physical attendance, (2) a medical condition of a member of the member's family requires the member to provide care that prevents the member's physical attendance, and (3) member is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter. Remote participation by a member due to a personal matter is limited each calendar year to two meetings or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

Congruence with AlexRenew Strategic Plan

This action enables our strategy of Public Trust.

ACTION TAKEN

Approved: _____

Disapproved: _____

Approved with Modification: _____

Modification(s): _____

City of Alexandria, Virginia Sanitation Authority Board Adopted Policy

Title: Electronic Participation Policy

Date of Adoption: June 15, 2021

Date of Revision: September 20, 2022

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Occasions may arise when a member of the Alexandria Renew Enterprises (“AlexRenew”) Board of Directors (the “Board”) is unable to be physically present at a Board meeting. Under certain circumstances, Virginia law permits members to participate in meetings through electronic means such as telephone and video conferencing. Occasions may also arise when the Board wishes to conduct an all-virtual public meeting in which all members of the Board participate in a Board meeting remotely.

The Virginia Freedom of Information Act (“FOIA”) (*Code of Virginia* § 2.2-3700 et. seq.) limits the instances in which Board members may participate remotely, prescribes procedures that must be followed when a member participates in a meeting through electronic means, and requires that a written policy governing such participation be adopted. FOIA also requires the Board to adopt a written policy for the procedures to be used for all-virtual public meetings.

It is the policy (the “Policy”) of AlexRenew that individual Board members may participate in Board meetings by electronic means under certain circumstances and the Board may conduct all-virtual public meetings as permitted by FOIA.

This Policy sets forth the instances and the process required when a Board member may participate in a meeting electronically and the procedures that apply. This Policy also sets forth the instances and the process required when the Board wishes to conduct an all-virtual public meeting. This Policy shall apply to all committees or subcommittees in existence at the time of the Policy’s adoption and to all committees or subcommittees created by the Board after adoption. This Policy shall be applied strictly and uniformly, without exception, to all Board members and without regard to the identity of the Board member requesting to participate remotely or the matters that will be considered or voted on at the Board meeting.

Remote Participation Policy

The Policy establishes that Board members may participate in Board meetings remotely in the following circumstances:

1. The Board member has a personal matter subject to the following conditions.
 - a. The Board member must identify with specificity the nature of the personal matter.
 - b. Participation by the absent Board member due to a personal matter shall be limited in each calendar year to: (1) two (2) meetings or (2) 25% of the meetings held rounded up to the next whole number, whichever is greater, of the Board.
2. The Board member has a temporary or permanent disability or other medical condition that prevents the member’s physical attendance at the Board meeting.
3. A medical condition of a Board member or the Board member’s family requires the Board member to provide care that prevents the Board member’s physical attendance at the Board meeting.
4. The Board member’s principal residence is more than 60 miles from the Board meeting location.

The Board shall comply with the following procedural requirements when a Board member wishes to participate remotely pursuant to this Policy:

1. On or before the day of a meeting, the Board member shall notify the Chair that the Board member wishes to participate in a Board meeting remotely due to any of the circumstances described in this Policy.
2. The Chair may approve or disapprove the request for electronic participation. If the absent Board member’s remote participation is disapproved because such participation would violate this Policy,

City of Alexandria, Virginia Sanitation Authority Board Adopted Policy

Title: Electronic Participation Policy

Date of Adoption: June 15, 2021

Date of Revision: September 20, 2022

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the basis for the disapproval shall be recorded in the Board’s minutes. The decision shall be based solely on the criteria in this Policy, without regard to the identity of the Board member or matters that will be considered or voted on during the meeting.

3. A quorum of the Board must be physically assembled at the primary or central meeting location.
4. The Board shall record in the Board meeting minutes the specific reason a Board member is participating remotely and identify the remote location from which the absent Board member participated remotely. The remote location may be identified in the minutes by a general location.
5. For any remote participation by a Board member, the Board shall make arrangements for the voice of the absent Board member or Board members to be heard by all persons in attendance at the meeting location.

All-Virtual Meeting Policy

The Policy further establishes that the Board may hold all-virtual public Board meetings no more than two times per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. Such all-virtual public Board meetings are subject to the following requirements:

1. No all-virtual public Board meeting shall occur consecutively with another all-virtual public Board meeting.
2. An indication of whether the Board meeting will be an in-person or all-virtual public meeting is included in the required meeting notice along with a statement notifying the public that the method by which the Board chooses to meet shall not be changed unless the Board approves a new meeting notice in accordance with FOIA.
3. Public access to the all-virtual public Board meeting must be provided via electronic communications means. Such electronic communications means shall include the use of technology having electrical, digital, magnetic, wireless, optical, electromagnetic, or similar capabilities to transmit or receive information.
4. The electronic communications means used allows the public to hear all Board members participating in the Board’s all-virtual public meeting and, when audio-visual technology is available, to see the Board members as well.
5. A phone number or other live contact information is provided to alert the Board if the audio or video transmission of the meeting provided by the Board fails. The Board must monitor such designated means of communication during the Board meeting, and the Board must take a recess until public access is restored if the transmission fails for the public.
6. A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to Board members for a Board meeting is made available to the public in electronic format at the same time such materials are provided to Board members.
7. The public is afforded the opportunity to comment through electronic means, including by way of written comments, at Board meetings where public comment is customarily received.
8. No more than two Board members may be together in any one remote location unless that public location is open to the public to physically access it.

City of Alexandria, Virginia Sanitation Authority Board Adopted Policy

Title: Electronic Participation Policy

Date of Adoption: June 15, 2021

Date of Revision: September 20, 2022

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9. If a closed session is held during an all-virtual public Board meeting, transmission of the meeting to the public resumes when the Board votes to certify the closed meeting as required by FOIA.
10. Minutes of all-virtual public Board meetings held by electronic communications means must be taken as required by FOIA. The Board meeting minutes must include the fact that the Board meeting was held by electronic communications means and the type of electronic communications means by which the Board meeting was held. If a Board member's participation from a remote location pursuant to this Policy is disapproved because such participation would violate this Policy, such disapproval shall be recorded in the Board meeting minutes with specificity.

Meetings Held During a Declared State of Emergency Policy

The Board may also hold meetings through electronic communication means during a state of emergency without a quorum physically assembled at one location when the City of Alexandria has declared a local state of emergency or the Governor of Virginia has declared a state of emergency in accordance with § 44-146.17. in the following circumstances and for the duration of the declared emergency:

1. The catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location; or
2. The purpose of the meeting is to provide for the Board's continuity of operations or the discharge of its lawful purposes, duties, and responsibilities.

When holding meetings through electronic communication means during a declared emergency, the Board shall do the following:

1. Make arrangements for public access to such meeting through electronic communication means, including videoconferencing if already used by the Board; and

Provide the public with the opportunity to comment at those meetings of the Board when public comment is customarily received

CEO Board Report August 2022

Dear Members of the Board of Alexandria Renew Enterprises,

As per the bylaws, AlexRenew’s Board of Directors did not meet in August.

Over the summer, AlexRenew received the following recognitions:

- Laboratory of Excellence certification from the Virginia Environmental Laboratory Accreditation Program (VELAP) for our laboratory team’s compliance with testing standards;
- Extraordinary Environmental Enterprise status from the Virginia Department of Environmental Quality for our environmental management system (EMS) that measures our continuous and sustainable environmental progress; and
- Utility of the Future Today Recognition Program honoree from the Water Environment Federation (WEF), the National Association of Clean Water Agencies (NACWA), and other partners for serving as a model of watershed partnerships with our RiverRenew program.

In August, AlexRenew had 4 reported cases of COVID-19. AlexRenew continues to adapt its policies to ensure that it follows the CDC guidance and complies with Virginia Department of Labor and Industry standards.

Operational Excellence

Precipitation for August at the Reagan National Airport was 2.42 inches of rain, which is below the Washington, D.C historical average precipitation of 2.93 inches for the month. There were no overflows in the collection system or at the plant during the month.

Biosolids production for August was 2,295 wet tons, all of which was beneficially used through land application in the Virginia counties of Fauquier, Amelia, and Buckingham. The biosolids were land applied as Class B biosolids.

AlexRenew met all Virginia Pollutant Discharge Elimination System (VPDES) effluent parameters for August 2022.

Treatment	Daily Average Flow	Carbonaceous Biochemical Oxygen Demand	Total Suspended Solids	Ammonia (as N)	Dissolved Oxygen	Total Nitrogen ¹	Total Nitrogen LOAD	Total Phosphorus	Total Phosphorus LOAD
	MGD	(Monthly Average) mg/L	(Monthly Average) mg/L	(Monthly Average) mg/L	(Minimum) mg/L	(Annual Average) mg/L	(YTD) lb	(Monthly Average) mg/L	(YTD) lb.
Permit	54.0	5.0	6.0	Seasonal ²	6.0	3.0	493,381	0.18	29,603
Reported	33.3	< QL	1.1	< QL	7.4	2.5	187,336	0.07	5,772

NOTES

1. Total Nitrogen expressed as year-to-date average.
2. Ammonia has seasonal limits: April – October: 1.0 mg/L

Public Engagement and Trust

Tours and Events

AlexRenew welcomed 50 visitors from the following organizations that either toured our lobby or hosted meetings on the 6th floor of the Environmental Center: Volunteer Alexandria (15), Alexandria Fire Department (15), Wakefield High School (10), and The Campagna Center (10).

Customer Service

Customer service received a total of 973 calls with 47 percent opting for self-service. Average call answer time was 27 seconds. Call center staff answered 73 emails.

Social Media and Website

During the month of August, we had more than 1,500 engagements on Facebook and 613 engagements on Twitter. We have 3,638 followers on Facebook, 3,335 on Twitter, 2,462 on LinkedIn, and 263 on Instagram. Alexrenew.com was visited 7,201 times and had 11,871 page views in August. We had 52 visitors click through to AlexRenew.com from social media.

Watershed Stewardship

See RiverRenew Dashboard. (Attachment 1)

Adaptive Culture

On August 31st, an employee strained his right shoulder while performing maintenance work on tanks. The employee has returned to work on light duty. This has resulted in lost time. Our hours worked with no lost time has reset to zero hours.

Thank you for your ongoing dedicated service to AlexRenew.

Karen Pallansch
Chief Executive Officer

RiverRenew Board of Directors Dashboard



MONTH ENDING: AUGUST 31, 2022

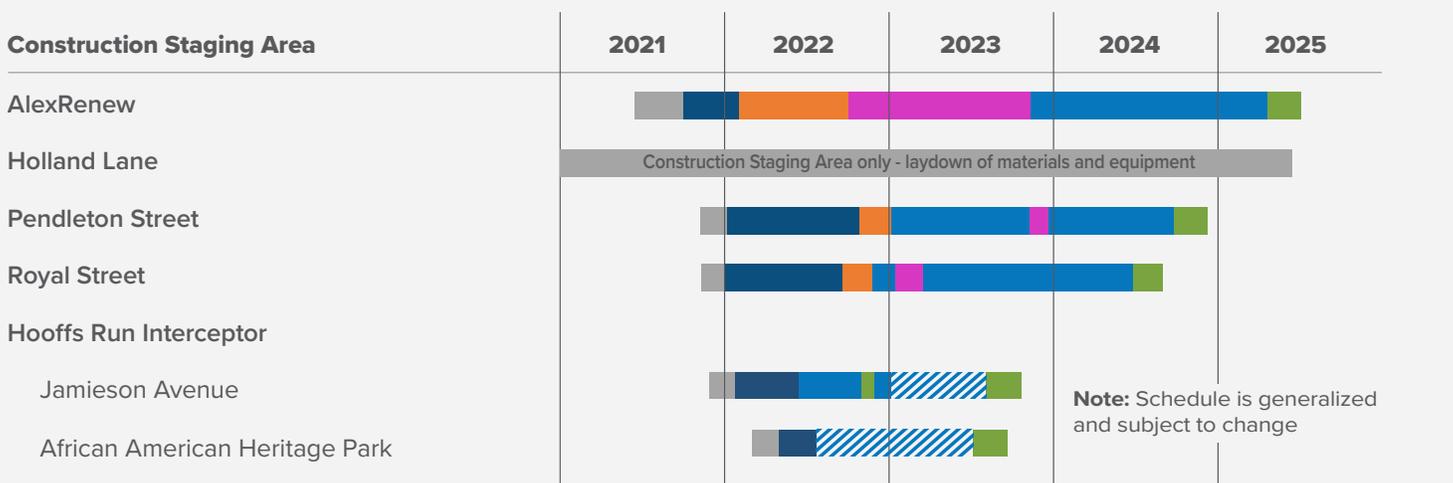
RiverRenew is a program owned and implemented by AlexRenew, Alexandria's public regional wastewater treatment provider.

RiverRenew Overview

To improve the waterways that connect us, AlexRenew is implementing RiverRenew to prevent millions of gallons of combined sewage from polluting Alexandria's local rivers and streams each year. Three RiverRenew projects at AlexRenew's wastewater treatment plant are complete. The remaining project includes the construction of a new tunnel to connect AlexRenew's wastewater treatment plant to the four existing combined sewer outfalls in Alexandria.

The Tunnel Project is illustrated on Page 4 of this Dashboard. Construction associated with the Tunnel Project started in early 2021 and will continue through 2025 at five primary locations in Alexandria. The phases of construction at each location are illustrated in the schedule below.

RiverRenew Tunnel Project Schedule



Note: Schedule is generalized and subject to change

- Site Preparation
- Support of Excavation
- Excavation
- Permanent Structures
- Restoration
- Tunneling
- Cut and Cover

Summary of Major Tunnel Project Delays

Date:	Activity:
12/2021	Monitoring potential supply chain issues due to ongoing pandemic.
12/2021	COVID outbreak at tunnel segment mold plant in Slovenia. Manufacturing for tunnel segment molds relocated to Turkey. Anticipated one-month delay on tunnel segment molds.
1/2022	Concrete for shaft slurry walls delayed due to weather, COVID impacts, shortage of CDL drivers due to Omicron spike, and lack of concrete materials in the Greater Metro D.C. area. Monitoring schedule impacts to critical path.
2/2022	TBM fabrication and delivery delayed by three weeks. Monitoring schedule impacts to critical path.

RiverRenew Tunnel Project Design-Build Progress

Overall Project Progress

(Design and Construction)



▲ DEC 2020

JUL 2025 ▲



Pendleton Street

Mobilizing for shaft slurry wall construction

Design Progress*

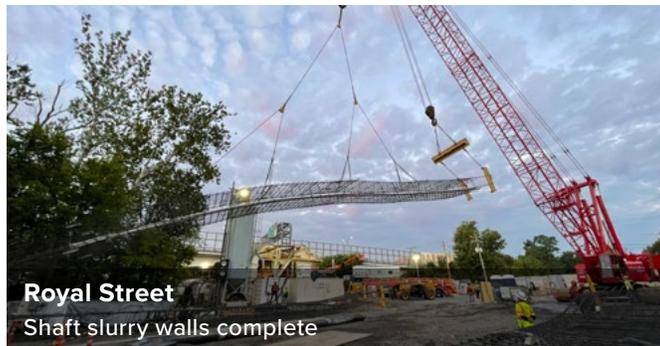


AUG 2022 ▲

Construction Progress



NOV 2024 ▲



Royal Street

Shaft slurry walls complete

Design Progress*

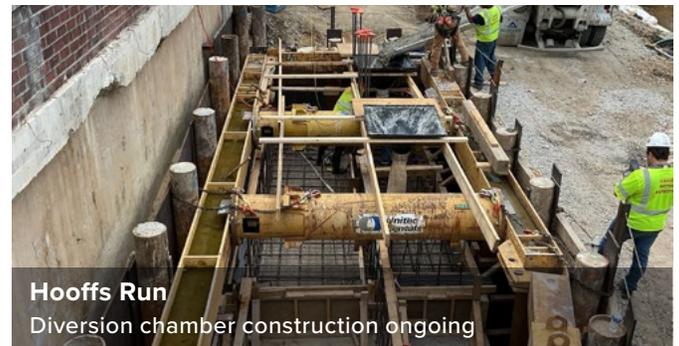


SEP 2022 ▲

Construction Progress



JUL 2024 ▲



Hooffs Run

Diversion chamber construction ongoing

Design Progress



AUG 2022 ▲

Construction Progress**



Aug 2023 ▲



Waterfront Tunnel

Preparing TBM for launch

Design Progress



AUG 2022 ▲

Construction Progress



SEP 2023 ▲



AlexRenew

Started near surface structures support of excavation

Design Progress



OCT 2022 ▲

Construction Progress



JUL 2025 ▲

LEGEND: ■ Actual Progress ■ Planned Progress ▲ Planned Completion Date

Actual Progress as of August 31, 2022. Planned Progress bars are representative of updates to Baseline Schedule.

*The Design-Builder deferred the Pendleton Street and Royal Street designs to prioritize critical path designs at Hooffs Run and AlexRenew. Deferring the Pendleton and Royal Street designs will not impact the project schedule.

**The planned progress for each construction staging area reflects the Design-Builder's schedule as of August 2022.

RiverRenew Tunnel Project Six-Month Look-Ahead

Pendleton Street

MAJOR WORK ACTIVITIES

Activity	Date
Shaft support of excavation	Ongoing through Nov 2022
Shaft excavation	Dec 2022

PERMITS

Permit	Date
Building Permit - Shaft Support of Excavation	Oct 2022
DSUP Final Site Plan Approval	Nov 2022
Building Permit - Shaft Liner and Base Slab	Nov 2022
Building Permit - Shaft Roof	Nov 2022
Building Permit - Permanent Seawall	Nov 2022

Royal Street

MAJOR WORK ACTIVITIES

Activity	Date
Shaft excavation	Sep 2022
Shaft base slab construction	Dec 2022
Near surface structures support of excavation	Feb 2023

PERMITS

Permit	Date
DSUP Final Site Plan Approval	Nov 2022
Building Permit - Shaft Liner and Base Slab	Nov 2022
Building Permit - Shaft Roof	Nov 2022
Building Permit - Near Surface Structure and SOE	Jan 2023

Waterfront Tunnel

MAJOR WORK ACTIVITIES

Activity	Date
Tunnel boring machine (TBM)	
Assembly	Ongoing through Oct 2022
Begin mining	Oct 2022

Community Outreach

Event	Date
2022-2023 RiverRenew SAG Meeting No. 4	Sep 15, 2022
Council-Board Workgroup Meeting No. 16	Oct 19, 2022
2022-2023 RiverRenew SAG Meeting No. 5	Nov 17, 2022

Hooffs Run

MAJOR WORK ACTIVITIES

Activity	Date
North of Jamieson Ave	
Diversion Chamber construction	Ongoing through Jan 2023
Open cut construction	Oct 2022
Junction chamber base construction	Dec 2022
African American Heritage Park	
Junction Chamber construction	Ongoing through Oct 2022
Open cut construction	Oct 2022

AlexRenew

MAJOR WORK ACTIVITIES

Activity	Date
Near surface structures support of excavation	Ongoing through Oct 2022
Near surface structures deep foundations installation	Oct 2022
Hooffs Run Interceptor (portion at AlexRenew)	Nov 2022
Pumping Shaft base slab construction	Dec 2022
Pumping Shaft liner construction	Jan 2023

PERMITS

Permit	Date
DSUP Final Site Plan Approval	Sep 2022
Building Permit - Near Surface Structures	Nov 2022
Building Permit - Superstructure Architectural	Nov 2022

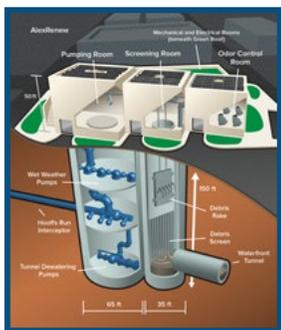
RiverRenew Tunnel Project Snapshot

The Tunnel Project includes the following major components: a two-mile-long, 12-foot-wide, 100-foot-deep tunnel; a six-foot-wide sanitary sewer interceptor; diversion facilities to capture combined sewer discharges; and two pumping stations.



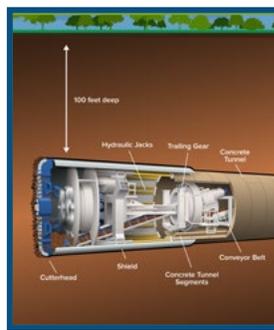
Hooffs Run Interceptor

Click [here](#) to learn more about upcoming activity at our Hooffs Run site.



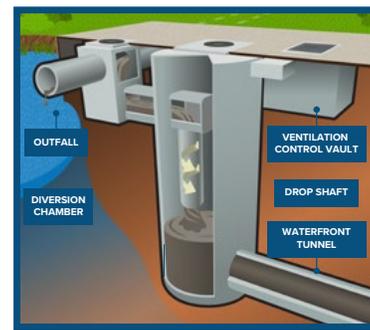
Pumping Station

Click [here](#) to take a 3D tour of RiverRenew's future pumping station.



Waterfront Tunnel

Click [here](#) to watch an animated video about RiverRenew and learn how the Waterfront Tunnel will be constructed.

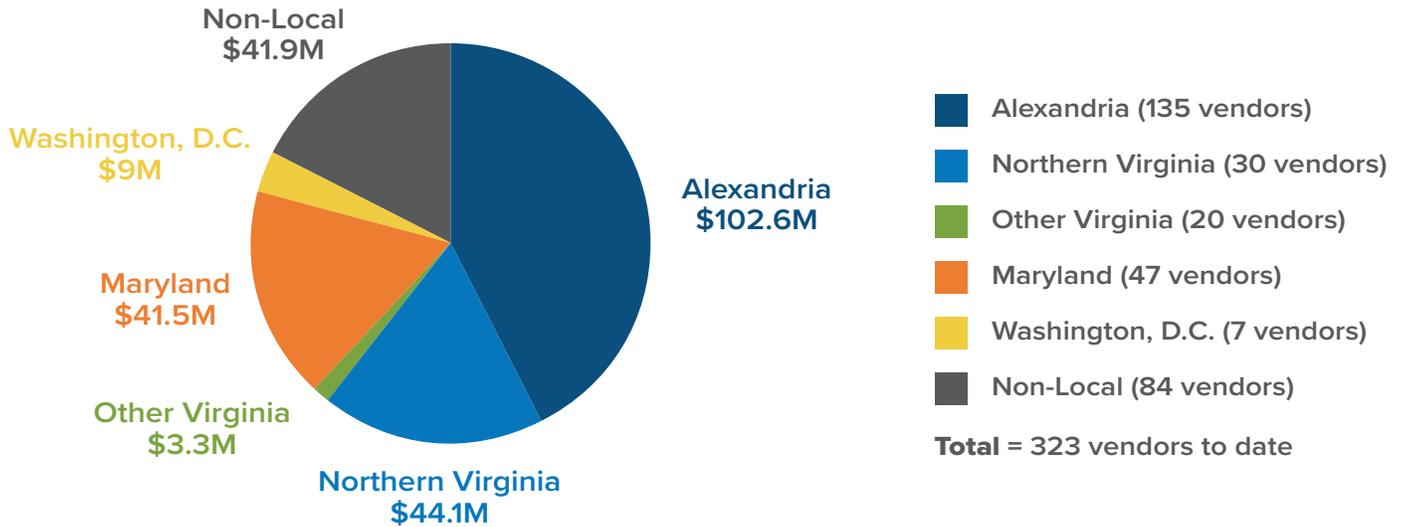


Diversion Facility

Click [here](#) for an introduction to diversion facilities from two RiverRenew engineers.

RiverRenew Program Costs to Date

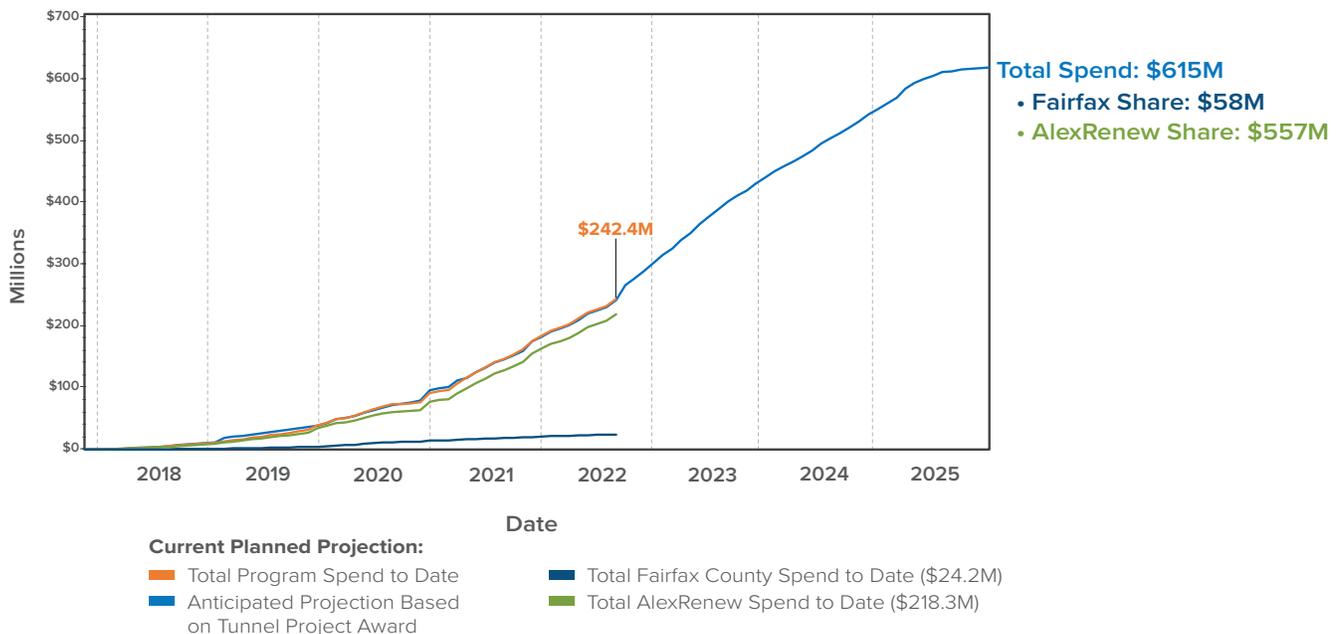
RiverRenew Spend to Date by Locality



RiverRenew Tunnel Project Contracts

Vendor	Role	Contract Type	Contract No.	Contract Date	Spent to Date (\$ millions)
Traylor-Shea Joint Venture	Design-Builder Tunnel System Project	Design-Build	19-079	Dec 2020	\$124.1
Brown and Caldwell	Owner's Advisor	Professional Services	17-022	Nov 2017	\$60.3
EPC	Resident Engineering & Inspection Tunnel System Project	Professional Services	20-013	Apr 2020	\$7.7
Completed RiverRenew Wastewater Projects to Pave the Way for the Tunnel Project					\$50.2

RiverRenew Cash Flow Analysis



Note: As of August 31, 2022.

RiverRenew Community Outreach



Community Meetings

Community meetings are presentations given to various stakeholder groups, including the SAG, and community listening sessions. These presentations can be delivered in person or virtually.

Looking Ahead:

- 2022-2023 RiverRenew SAG Meeting No. 4: **September 15**
- 2022-2023 RiverRenew SAG Meeting No. 5: **November 17**



Digital Programming

Digital programming keeps the community connected to RiverRenew with regular program updates on RiverRenew.com, content on AlexRenew's social media pages, and distribution of *The River Renewer*, a quarterly newsletter promoting updates and milestones to more than 500 contacts.

Highlights:

- New program updates highlighting Hazel's **inner mechanisms** and her **journey home to Alexandria**
- A **social post** showing behind-the-scenes footage of a turtle rescue at Hooffs Run
- A **video** showcasing the lowering of Hazel the TBM to her "starting block" (see Page 7)



Community Events

Participating in or co-sponsoring **community events** strengthens AlexRenew's relationship with its water and community partners.

Highlights:

- Sip 'n See events ongoing

Looking Ahead:

- Sip 'n See event at Hooffs Run: Tuesdays between 11 a.m. and 1 p.m.
- Sip 'n See event at Royal Street: Wednesdays from 11 a.m. to 1 p.m.
- Sip 'n See event at Pendleton Street (Resuming September 1): Thursdays between 11 a.m. and 1 p.m.



Education

Education initiatives are intended to engage audiences of all ages and help them learn more about RiverRenew and its technical components.

Highlights:

- Installed a new **behind-the-scenes banner** at Limerick Field showing AlexRenew construction

Looking Ahead:

- Behind-the-scenes banner at Pendleton Street showing shaft slurry wall construction



Community Days

Community days feature project-specific events to celebrate construction progress on the Tunnel Project and engage the community along the way.

Looking Ahead:

- Fall Festival at Beatley Central Library: **September 17**
- Imagine a Day Without Water: **October 20**



Council-Board Workgroup

The **Council-Board Workgroup** comprises two members from AlexRenew's Board of Directors and two members from the Alexandria City Council.

Looking Ahead:

- Council-Board Workgroup Meeting No. 16: **October 19**

Monthly Construction Spotlight



RiverRenew crews prepare Hazel the TBM for her big dig!

On August 18, RiverRenew crews lowered Hazel's 85-ton front shield and 98-ton mid shield safely into the 138-foot-deep Pumping Shaft at AlexRenew. The TBM shields were lowered by a 330-ton crane, which was mobilized specifically to accommodate this activity/work. Each shield took approximately 40 minutes to lower into the shaft. Once lowered, the front and mid shields were fit together using the crane, a hydraulic powerpack, and articulation jacks attached to Hazel's front shield.

Over the next few weeks, crews will continue to work on assembling Hazel for her big launch, anticipated in early October.

Get a view from the shaft floor with our Tunnel Field Engineer, Waleed, [here](#).

Building for the Future of Alexandria's Waterways

To learn more, visit www.RiverRenew.com



RiverRenew is a program owned and implemented by AlexRenew, Alexandria's public regional wastewater treatment provider.

Monthly Financial Report



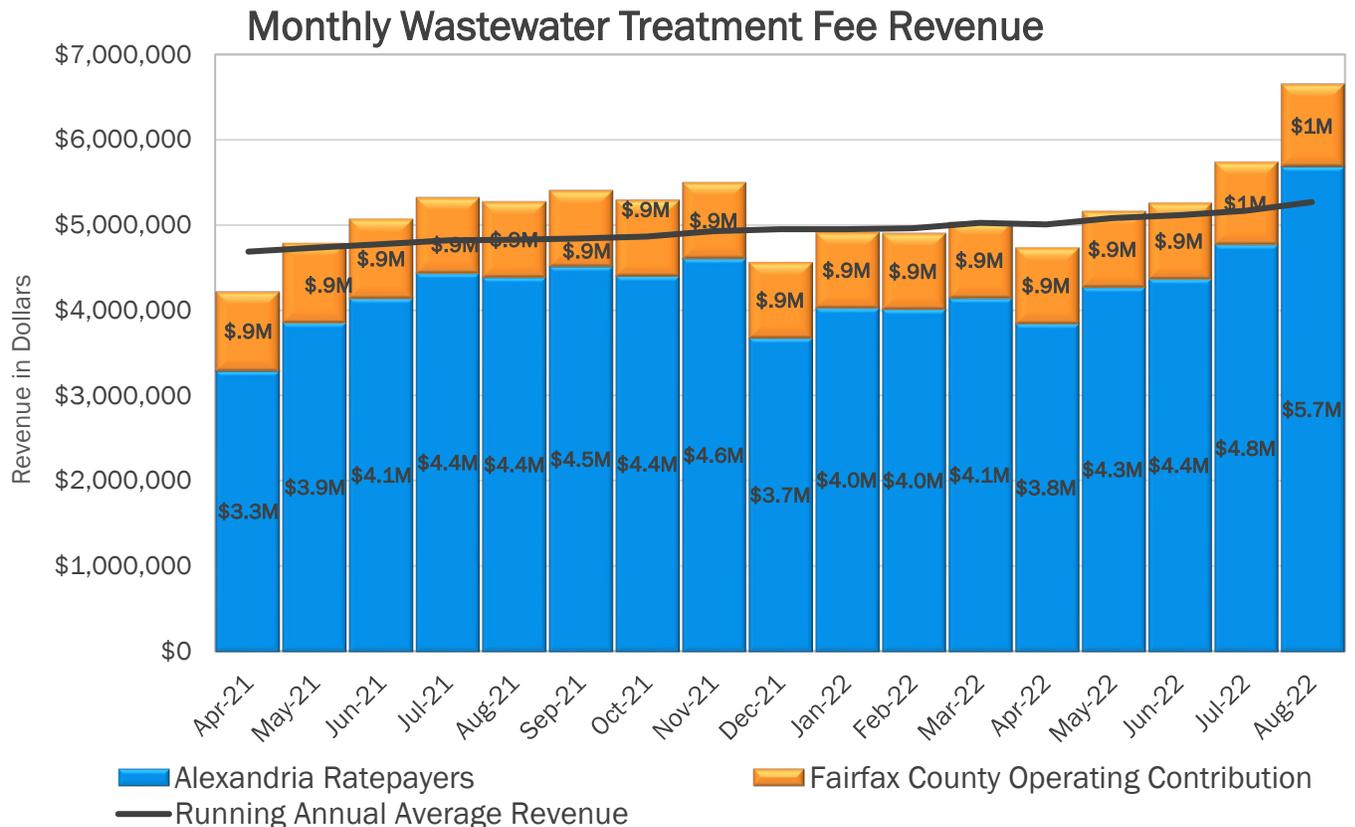
Month: August 2022

Overview

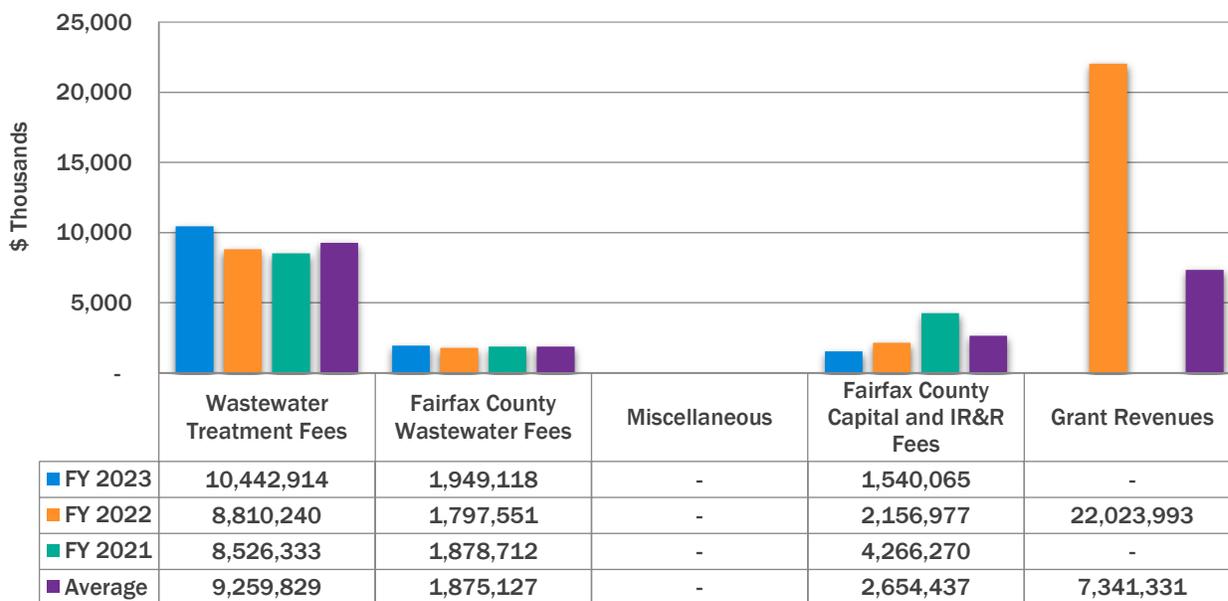
Performance of AlexRenew’s annual approved budget is reviewed and evaluated monthly to ensure overall organizational financial stability. Staff is working with our external auditor to complete the audit of Fiscal Year (FY) 22 finances.

Revenues

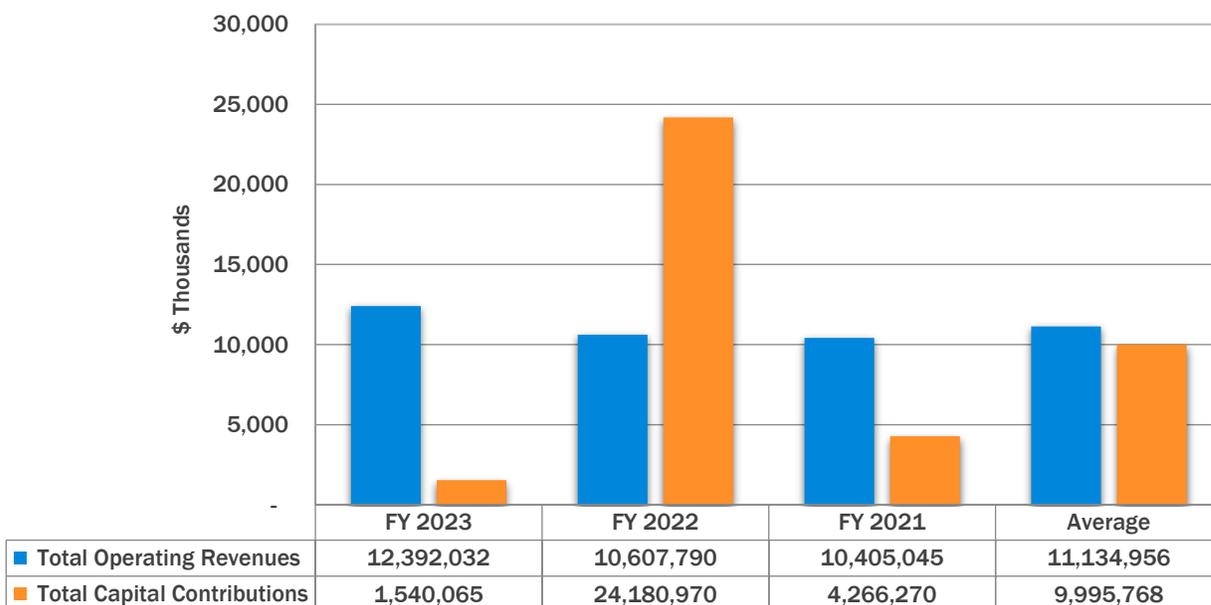
- FY23 operating revenues total \$12.4 million through the end of August with approximately \$10.4 million in Wastewater Treatment Charge revenue and \$1.9 million collected from Fairfax County. Wastewater Treatment Charge revenue is approximately \$1.6 million (18.5%) more compared to the same time period in FY22, and \$1.95 million (23.04%) above the Fiscal 2023 YTD budget. Data indicates an increase month-over-month in customer revenue due to a combination of seasonal trends and the rate adjustment that went into effect on July 1 for FY23. Finance staff will continue to monitor the trend in coming months.
- 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.



Annual Revenue and Capital Contributions 3 Year Comparison



Operating Revenue vs. Capital Contributions



Expenses

FY23 operating and maintenance expenses are \$0.7 million below the year-to-date budget, representing a spend rate of 14.0%. While general administrative and maintenance costs have decreased, other expenses such as personnel services, utilities, chemicals, sludge disposal and sewage disposal costs are rising, mostly due to inflationary pressures.

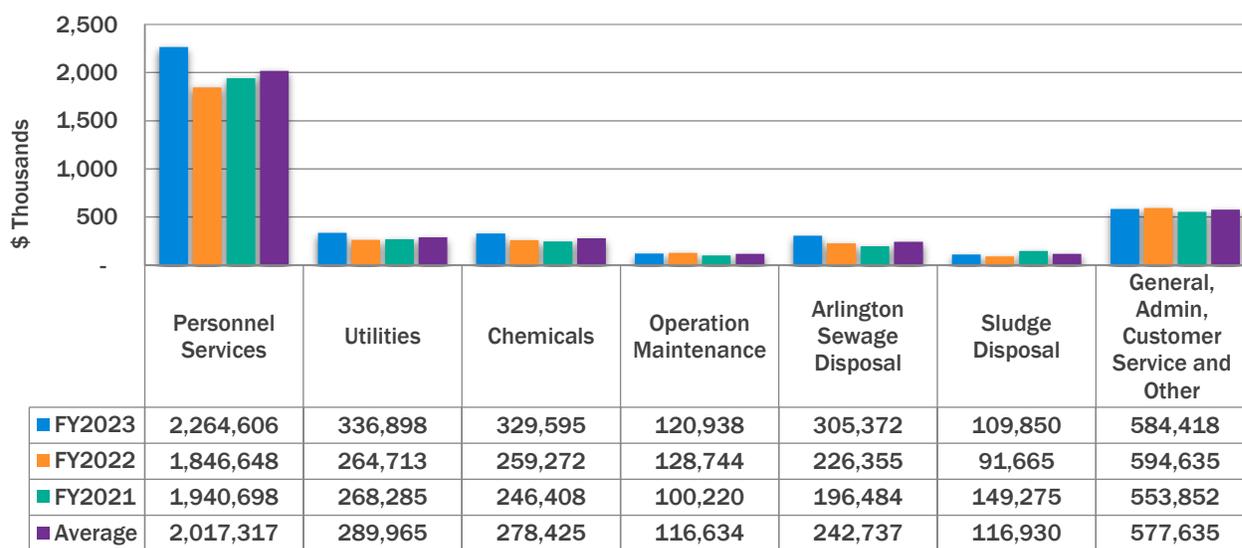
Capital outlay expenses are \$5.2 million year-to-date, representing a spend rate of 4.1%.

At two (2) months into the fiscal year, the overall spend rate is 10.8% of the total budget.

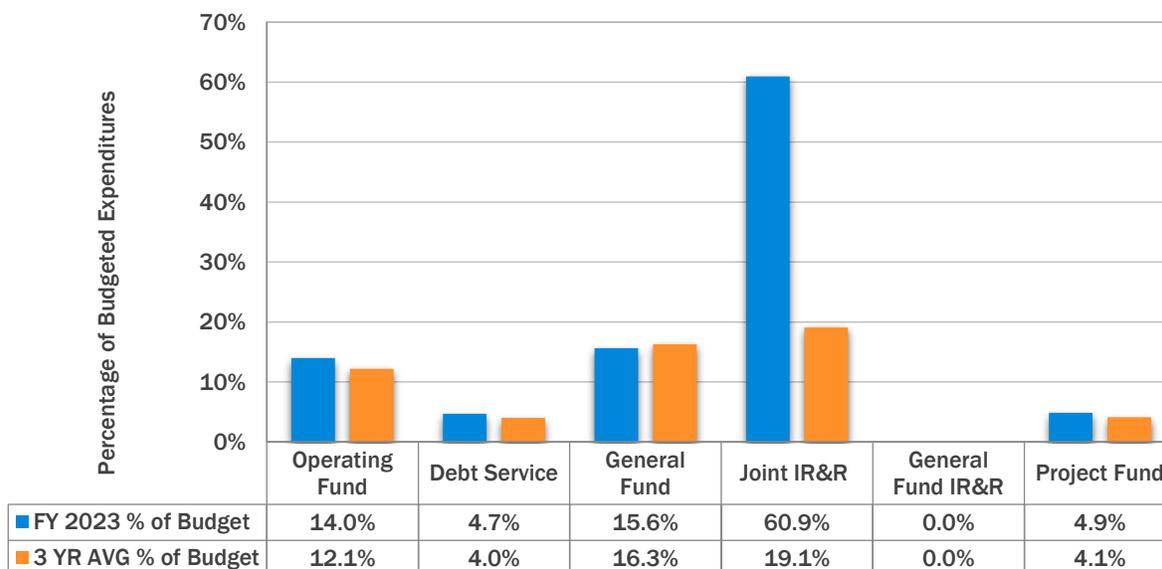
Expenses by Fund

(\$ Millions)	ACTUAL VS. BUDGET Through August 2022				SPEND RATE		
	FY 2023 BUDGET	FYTD 2023 ACTUAL	3 YR AVG ACTUAL	FYTD 2023 BUDGET	FY 2023 % of Budget	3 YR AVG % of Budget	Variance FY23 to 3 YR AVG
Expenses (By Fund)							
Operating Fund	\$ 28.39	\$ 3.97	\$ 3.53	\$ 4.73	14.0%	12.1%	1.8%
Debt Service	13.92	0.65	0.57	2.32	4.7%	4.0%	0.7%
General Fund	72.40	11.30	4.88	12.07	15.6%	16.3%	-0.7%
Joint IR&R	5.70	3.47	1.37	0.95	60.9%	19.1%	41.9%
General Fund IR&R	0.12	-	-	0.02	0.0%	0.0%	0.0%
Project Fund	107.50	5.22	3.91	17.92	4.9%	4.1%	0.8%
Total	\$ 228.03	\$ 24.62	\$ 14.27	\$ 38.01	10.8%	8.1%	2.7%

Annual Operating Expenses 3 Year Comparison



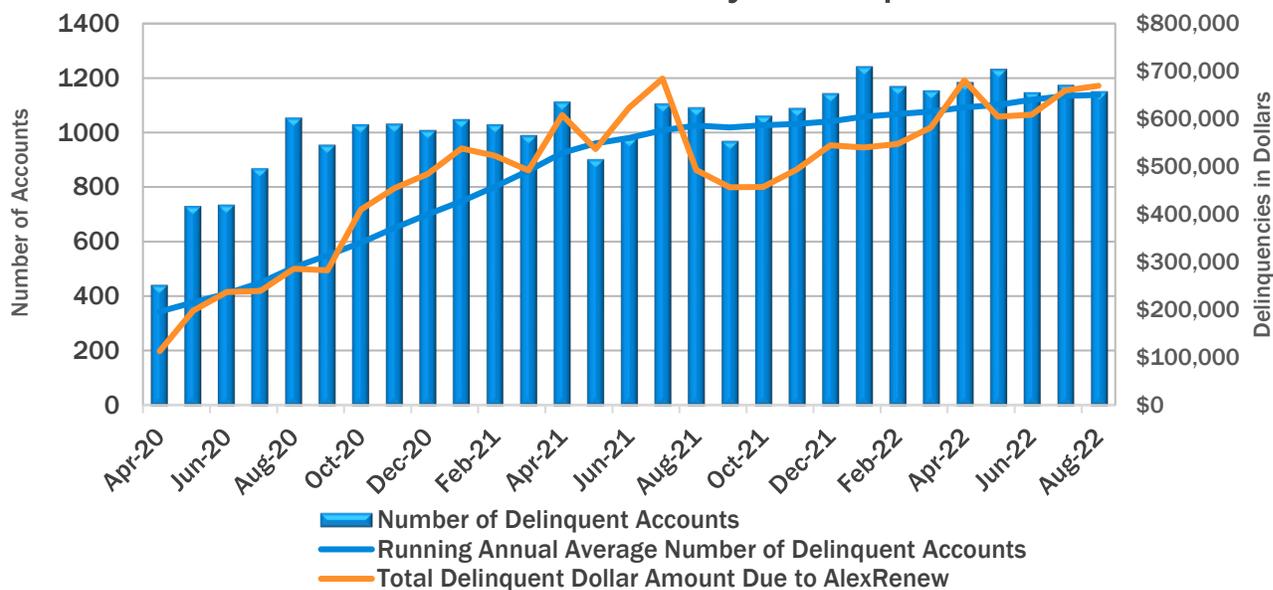
Expenditure Budget Comparison By Fund FY 23 vs. 3 Year Average



Delinquencies

The number of accounts delinquent by more than 60 days was 1,149 in August, a decrease of 24 accounts month-over-month. The total dollar amount owed to AlexRenew from these accounts totaled \$669,576 at the end of August, an increase of \$10,103 month-over-month. AlexRenew continues to work with customers with unpaid bills to assist them in bringing their accounts current.

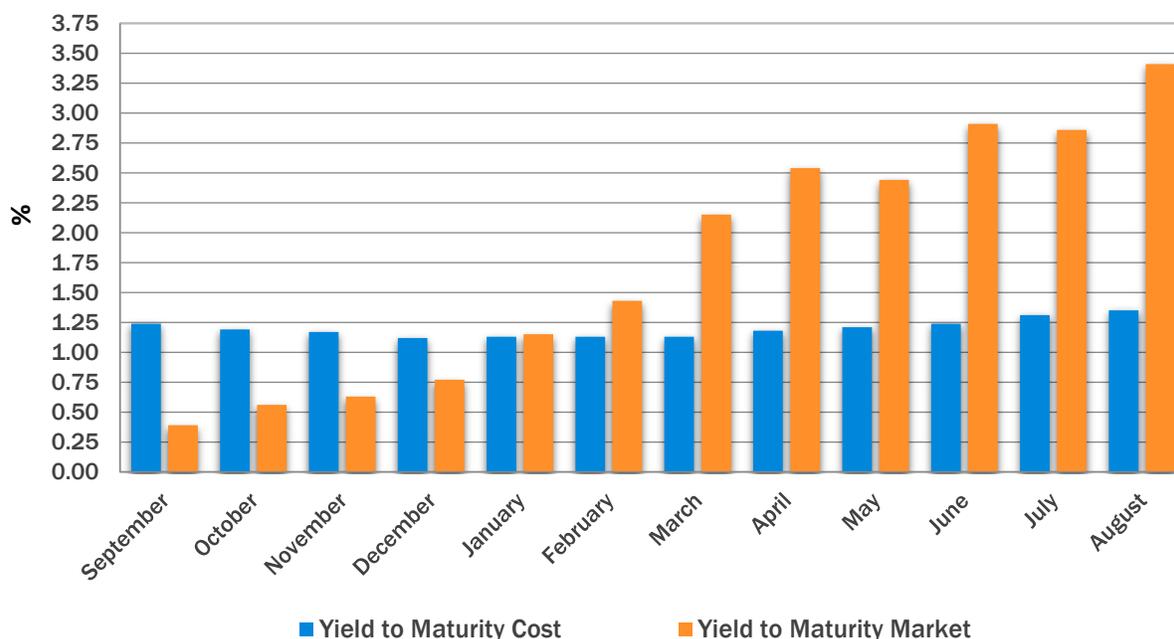
Active Accounts 60+ Days Delinquent



Investments

PFM Investment Advisors manages approximately \$21 million of AlexRenew’s \$25 million investment portfolio. The following graph demonstrates current earnings on investments of approximately 1.35%; a level higher than general bank deposit earnings rates.

**Investment Yield Percentage to Maturity
(Investments managed by PFM)
Through August 2022**



Cash Reserves

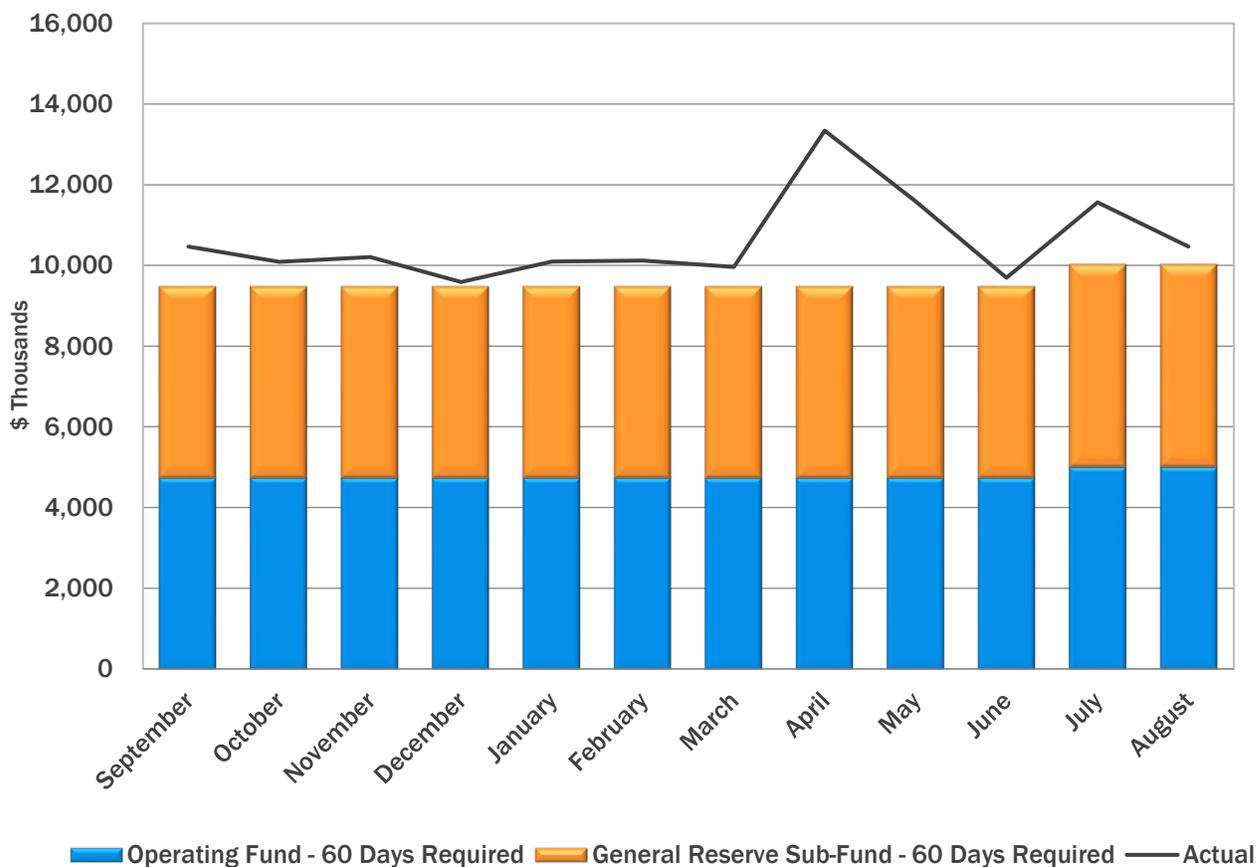
AlexRenew’s Master Indenture of Trust requires that it maintain a balance on deposit in the Operating Fund equal to not less than 60 days of budgeted operating expenses. AlexRenew’s Financial Policy requires a balance on deposit in the General Reserve sub-Fund, also equal to not less than 60 days of budgeted operating expenses. In total, these combined compliance conditions require AlexRenew to maintain at least 120 days cash on hand, and for FY23 this equals a minimum of \$10,008,654. The chart and graph below demonstrate that AlexRenew currently exceeds this requirement.

Board Policy 120 Days Cash Reserves **Actual** **Percentage of Goal**

As of August, 2022

Total Operating Cash	\$ 2,593,885	
Total Certificates of Deposit (Cash Equivalent)	\$ 2,865,411	
CARE ACT COVID19 Funding Balance	\$ -	
Total Operating Cash	<u>\$ 5,459,296</u>	
Total General Reserve Sub-Fund Cash	<u>5,004,327</u>	
Total Operating and General Reserve Sub-Fund Cash	<u>10,463,623</u>	105%

Cash Reserve Policy



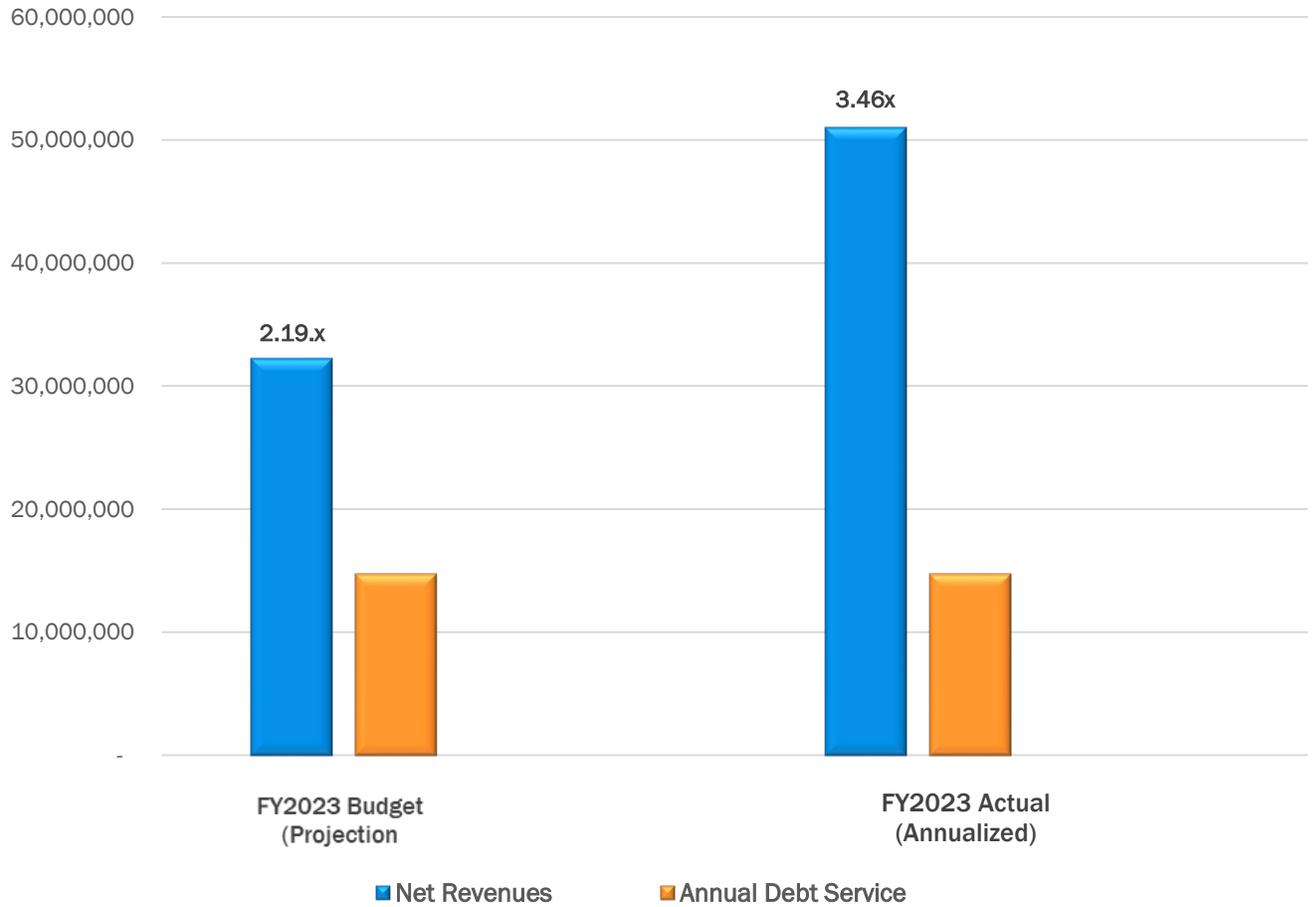
Debt Service Coverage

The Indenture also requires AlexRenew to maintain 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 the parity debt service due in any fiscal year. Compliance with 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 below. The 2.19x designated in the graph below represents projected coverage for FY23 based on original FY23 budget expectations. At two months into the fiscal year, annualized results would indicate coverage of 3.46x, ahead of the budgeted projection of 2.19x.

Financial Policy Compliance - All-In Debt Service Coverage	FY 2023 Actual	FY 2023 Budget
Gross Revenues Available for Debt Service Coverage:		
Wastewater Treatment Charges - Alexandria Ratepayers	62,657,485	50,922,485
Fairfax County Operating Expense Charge	11,694,706	11,694,706
Reimbursement from other systems	-	-
Investment Income	472,776	115,000
Less Restricted Investment Income	-	-
Total	74,824,967	62,732,191
LESS Operating Expenses	(23,802,383)	(30,442,988)
Net Revenues [a]	51,022,584	32,289,203
Annual Debt Service [b]	14,739,509	14,739,509
Calculated All-In Debt Coverage [a/b]	3.46x	2.19x
Financial Policy Target	≥1.50x	≥1.50x

All-in Debt Service Coverage Net Revenues to Annual Debt Service



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.

Parity Debt Service Fund

The Parity Debt Service 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 AlexRenew 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.

2022 AlexRenew Board of Directors Calendar of Events

January						
S	M	T	W	T	F	S
					31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Legend

- Regular Board of Directors Mtg.
- AlexRenew Observed Holidays
- Finance & Audit (F&A) Committee
- Governance (Gov.) Committee
- RiverRenew Stakeholder Advisory Group Activity (SAG)
- Council Board Work Group Activity (CBWG)
- Community Listening Sessions (CLS)
- Budget Hearing

January
Dec. 31: New Year's Day Observed
18: Board of Directors Meeting
19: Council Board Workgroup
20: RiverRenew SAG #1
26: RiverRenew Community Listening
27: Governance Committee Mtg.
February
15: Board of Directors Meeting
March
15: Board of Directors Meeting
17: RiverRenew SAG #1
April - Earth Month
18: Governance Committee Mtg.
19: Board of Directors Mtg. - Presentation of FY23 Budget
22: National Earth Day
27: Council Board Workgroup
May
4: Finance & Audit Comm. Mtg
7: Public Hearing on Budget
17: Board of Directors Mtg
19: RiverRenew SAG #2
30: Memorial Day
June - Safety Month
20: Juneteenth Day Observed
21: Board of Directors Meeting
21: Commonwealth Elections

2022 AlexRenew Board of Directors Calendar of Events

July						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Legend

	Board of Directors Activity
	AlexRenew Observed Holidays
	Finance & Audit (F&A) Committee
	Governance (Gov.) Committee
	RiverRenew SAG
	Council Board Work Group Activity (CBWG)
	Community Listening Sessions (CLS)

Revised 9.13.22

July
1: Beginning of FY23
4: Independence Day Observed
11: CLS - Pendleton St
12: CLS - Royal Street
13: CBWG (Tent.)
13: CLS - Alexandria Renew
14: CLS - Hooffs Run
19: Board of Directors Annual Meeting
21: RiverRenew SAG #3
August - National Water Quality Month
No Board Meeting this Month
September - Preparedness Month
5: Labor Day
15: RiverRenew SAG #4
20: Board of Directors Meeting
October - Cybersecurity Month
17: F&A Audit Review
18: Board of Directors Meeting
19: Council Board Workgroup
TBD: CEO Interviews
November - Thanks for Giving Month
8: Election Day
15: Board of Directors Meeting
17: RiverRenew SAG #5
24 & 25: Thanksgiving
December
20: Regular Board Meeting
21: Board announcement of new GM
26: Christmas Day Observed