

Minutes of the 922nd Meeting
AlexRenew Board of Directors
6:00 p.m., Tuesday, October 15, 2024

On Tuesday, October 15, 2024, the AlexRenew Board of Directors held its regular meeting in the Edward Semonian Board Room at 1800 Limerick Street, and broadcast via Microsoft Teams, with the following present:

Members: Mr. John Hill, Chair
Mr. James Beall, Vice Chair
Mr. Mark Jinks, Member
Ms. Becky Hammer, Member
Dr. Moussa Wone, Member

Staff: Mr. Justin Carl, General Manager/Chief Executive Officer
Ms. Amanda Waters, General Counsel/Deputy General Manager
Ms. Caitlin Feehan, Chief Administrative Officer
Ms. Felicia Glapion, Chief Engineering Officer
Mr. Lake Akinkugbe, Director of Finance
Mr. Matt Robertson, Director of Communications
Mr. Kevin Pulong, Engineering Manager
Ms. Lorna Huff, Executive Assistant to the Board

Fairfax County
Representative: Mr. Shahram Mohsenin, Chief
Wastewater Division

City Representative: Ms. Erin Bevis-Carver, Division Chief
Sanitary Sewer Infrastructure Division

1. Call to Order

The Chair called the meeting to order at 6:01 p.m. He introduced Dr. Moussa Wone, AlexRenew's new Board member. Members and staff introduced themselves and welcomed Dr. Wone to the Board.

2. Approval of Agenda

The Chair requested that members review the agenda. There being no changes, Mr. Jinks moved approval and Mr. Beall seconded. The Board unanimously approved.

3. Public Comment Period

There were no members of the public in attendance and wishing to speak; the Chair closed the public comment period.

4. Consent Agenda

Members reviewed the Consent Agenda which contained the Minutes of the September 17, 2024 Board of Directors meeting. There being no questions or comments, the Chair requested a motion to approve the Consent Agenda. Mr. Beall moved and Ms. Hammer seconded. The Board unanimously approved.

5. Board Administrative Items

a. Board Election for Secretary-Treasurer

The Chair reported that the Board needs to elect a new Secretary-Treasurer with the resignation of Ms. Caldarelli. He reported that Ms. Hammer has agreed to serve as the next Secretary-Treasurer. The Chair requested a motion to approve. Mr. Jinks moved and Mr. Beall seconded. The Board unanimously approved.

b. Community Meetings

The Chair shared that he provided an update on the RiverRenew program and the LEAP program to the Alexandria Federation of Civic Associations (Federation).

c. Finance and Audit Committee

The Chair recognized Mr. Jinks who indicated that at the November 12 Finance and Audit Committee meeting members will be reviewing the audit and providing staff feedback.

d. Governance Committee

Mr. Beall requested that in advance of the October 28 Governance Committee meeting members complete their Board Composition Matrices.

e. RiverRenew Stakeholder Advisory Group (SAG)

Mr. Carl reported that the SAG will sunset following a final meeting on December 19 and reception and will invite all former SAG members and contributors to attend. The SAG will terminate on December 19, 2024 in accordance with clause 7 of the October 17, 2023, Board Resolution. No Board action is required.

6. Unfinished Business

a. Updated Payment Assistance Program Policy

The Chair reported that member edits were incorporated into the Policy after the last meeting. Ms. Hammer verified that her edits had also been included in the revised Policy. The Chair requested a motion to approve the revised Policy as modified. Ms. Hammer moved and Mr. Beall seconded. The Board unanimously approved.

There were no additional questions or comments. The Chair moved to New Business.

7. New Business

a. Construction Management Services Overview

The Chair recognized Mr. Carl who invited Ms. Glapion to present a summary of construction management (CM) activities planned for the Water Resource Recovery Facility (WRRF) over the next 7 years. To ensure AlexRenew's proper oversight of construction activities, staff proposes procuring a construction management (CM) services contract to support staff.

The Board and staff had a discussion that included the independence of the resident engineering and inspection team, risk management, and how staff handles contractor underperformance. The CM service contract is anticipated for Board approval at the November Board meeting.

b. Presentation on Solids Upgrade Program Amendments Overview

Mr. Pilog presented an overview of the Solids Upgrade Program (Program) and the proposed structure for contract amendments to achieve Program short, medium, and long-term goals.

The Board and staff had a discussion that included clarifying “early work packages”, self-performance requirements, the status of the pre-pasteurization process, and a Board tour of the solids process.

c. Approval of Amendment to Contract No. 21-015 with Stantec

Mr. Carl provided an overview of the proposed contract amendment to support the Solids Upgrade Program with design services associated with medium-term and Owner’s Advisor services.

Mr. Jinks requested that the Recommendation section of the memo “as discussed in this memorandum”. There being no additional discussion, the Chair proposed a motion to approve the Amendment to Contract 20-015. Mr. Beall seconded. The Board unanimously approved.

Be It Resolved That: The Board authorizes the CEO to execute an amendment to Contract 20-015 with Stantec for design and Owner’s Advisor service for a not-to-exceed amount of \$19,880,000.

d. Approval of Contract No. 25-003 for 5th Floor Project

Mr. Carl provided an overview of Contract 25-003 which will construct improvements to AlexRenew’s 5th Floor. Mr. Carl indicated that following a two-step procurement process, Keller Brothers, Inc. was the lowest responsive and responsible bidder.

Mr. Mohsenin requested that the subject of memorandum be revised to an Alexandria-only project and requested a revision to the cost share estimate based on the updated costs. There being no further discussion, the Chair requested a motion to approve. Mr. Jinks moved and Ms. Hammer seconded; the Board unanimously approved.

Be It Resolved That: The Board authorizes the CEO to execute Contract 25-003 with Keller Brothers, Inc. in the amount of \$2,003,552 to construct the 5th Floor Project.

8. AlexRenew Monthly Report

a. Discussion

Mr. Carl reviewed the highlights of the September Monthly Report.

LEAP Dashboard

Mr. Carl recognized Mr. Robertson who reviewed the LEAP dashboard for September. The Board and staff had a discussion that included commercial accounts’ access to payment plans, the status of customers who were disconnected and the disconnection process, and the languages used in communications.

RiverRenew Dashboard

Mr. Carl reported that pile driving has been completed on Pendleton Street and the contractor will be vacating a large portion of Pendleton Street by November 30, 2024. The Board and staff had a discussion on the schedule included in the dashboard.

There being no further discussion, the Chair moved to Closed Session.

9. Closed Session

Discussion

The Chair moved that the Board go into closed meeting under Virginia Code Section 2.23711.A.8 for consultation with legal counsel employed by AlexRenew regarding certain billing discrepancies requiring provision of legal advice by such counsel. Mr. Beall seconded. The Board unanimously approved.

The Chair requested a motion to adjourn. Mr. Beall moved and Mr. Jinks seconded. The Board unanimously approved.

The meeting adjourned at 8:10 p.m.

APPROVED:


Secretary-Treasurer