

Minutes of the 924th Meeting
AlexRenew Board of Directors
6:00 p.m., Tuesday, December 17, 2024

On Tuesday, November 19, 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
Ms. Becky Hammer, Secretary-Treasurer
Mr. Mark Jinks, Member
Dr. Moussa Wone, Member

Staff: Mr. Justin Carl, General Manager/CEO
Ms. Amanda Waters, General Counsel/Deputy GM
Ms. Caitlin Feehan, Chief Administrative Officer
Mr. Lake Akinkugbe, Director of Finance
Mr. Matt Robertson, Director of Communications
Mr. Kevin Pulong, Engineering Manager
Mr. Myles Cooper, Legislative Analyst
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

Consultants: Ms. Priyanka Saha, Project Manager, Brown and Caldwell
Ms. Karri Ving, Utility Expert, Brown and Caldwell
Ms. Rosey Jencks, Nat'l Specialty Leader, Brown and Caldwell via Microsoft
Teams
Mr. John McGettigan, Brown and Caldwell

1. Call to Order

The Chair called the meeting to order at 6:00 p.m.

2. Approval of Agenda

The Chair requested that members review the agenda. There being no changes, Mr. Jinks moved approval and Ms. Hammer 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 that contained the Minutes of the November 19, 2024, Board of Directors meeting. There being no questions or comments, the Chair requested a motion to

approve the Consent Agenda. Ms. Hammer moved and Mr. Beall seconded. The Board unanimously approved.

5. Board Administrative Items

a. Finance and Audit Committee

- i. The final version of the FY2024 Annual Comprehensive Financial Report was distributed to the Board.

b. Governance Committee

- i. Nothing to Report.

c. Board Activities/Retreat

Mr. Carl reported that pre-work on pricing objectives for the February Board Retreat will be distributed after the December holidays.

Mr. Carl referenced the final version of the Annual Report noting it had been posted to the AlexRenew website and will be on the customer portal by December 18. The Report will be translated into three languages (Spanish, Amharic and Arabic). The Chair will bring hard copies to the next meeting and send out the link.

UMC Conference

Staff is available to make arrangements for members attending the Utility Management Conference in February. Ms. Deines, AlexRenew's Chief Water Quality Officer will be attending.

Staff Introductions

Ms. Priyanka Saha, Project Manager, Brown and Caldwell; Ms. Karri Ving, Utility Expert, Brown and Caldwell; Mr. Anthony Cummings, Cyber Security Manager, AlexRenew; Mr. Myles Cooper, Legislative Analyst, AlexRenew; and Mr. John McGettigan, Brown and Caldwell introduced themselves.

PhaseForward Dashboard

Mr. Carl introduced a draft of the PhaseForward Dashboard to track the progress of projects at the Water Resource Reclamation Facility (WRRF). The current draft tracks what the projects are, schedule, and spend to date. He requested that members review and provide feedback. Members discussed the intended audience and requested that a column on percentage of CIP spending be included.

6. New Business

a. Approval of Contract No. 25-001 for Engineering Basic Ordering Agreements

AlexRenew's Basic Ordering Agreements (BOA) for Engineering will be expiring. In order to keep progress moving, staff wants to issue a new RFP to continue to support ongoing work. The contracts are for a one year term and renewable for up to three years. Staff is requested that the Board authorize approval to execute five on-call/task order basis at a not to exceed value of \$10 million per contract per year. Mr. Carl reviewed the projects and scopes associated with the BOAs.

Members discussed the competition for tasks, the ability of the firms to perform all of the requested tasks, work planning, cost share allocation, capacity and contractor weightings. There is solid experience among all firms to complete the work satisfactorily.

There being no additional discussion, the Chair requested a motion to approve. Ms. Hammer moved and Mr. Beall seconded. The Board unanimously approved.

Be It Resolved That: The Board authorizes the CEO to execute contracts to provide on-call professional services to support AlexRenew's Capital Improvement Program (Basic Ordering Agreements)

- b. Approval of Contract No. 25-015 for the Buildings L and G Elevator Replacement Project
The freight elevator in Building G and the personnel elevator in Building L are experiencing reliability issues due to age and require full replacement to support day to day operations of the WRRF.

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

Be It Resolved That: The Board authorizes the CEO to execute a contract with Nichols Contracting Incorporated in an amount not-to-exceed \$3,652,500 to construct improvements to the Building L and Building G elevators.

- c. Environmental Justice Presentation
Ms. Waters, Ms. Jencks, Ms. Saha and Ms. Varis reported on AlexRenew's Environmental Justice program. They reported on the drivers, approach and findings from the Environmental Assessment. Ms. Hammer asked about the environmental impacts to vulnerable communities who live next to a trunk sewer or interceptor and the purpose of the mapping exercise. Staff reported that we could not know of the minimal impacts without using the EPA mapping tool.

Staff reviewed AlexRenew's Strategic goals and noted opportunities and recommendations for engagement. Members provided their feedback on the program and requested updates.

There being no additional questions or comments, The Chair moved to AlexRenew's Monthly Outcomes Report.

7. AlexRenew Monthly Outcomes Update

- a. Discussion
Mr. Carl reviewed the highlights of the November Monthly Report. Mr. Carl reported that staff would be requesting additional funding for RiverRenew for \$50 million. Ms. Waters provided an update on the Virginia General Assembly, noting their had been no bills that were pre-filed that were of concern to AlexRenew.

Customer Service Delinquencies/Disconnections/LEAP Dashboard

Mr. Carl recognized Mr. Robertson who reviewed delinquency numbers noting there was no significant change from the prior month. Fourteen customers were disconnected with nine of these paying the amount of delinquency in full. One of those customers also received a LEAP disbursement.

Staff requested that the top LEAP disbursement be increased from \$350 to \$1,000 due to the amount of money in the fund and expected contribution from the City of Alexandria. The

delinquencies are approximately 5 years old. The additional funds could clear the accounts of approximately 640 customers. Ms. Hammer requested that LEAP contributions be included on the Dashboard.

Members discussed and agreed that this would be a good way to clear many delinquencies and relieve debt from these customers.

The Chair moved to increase the maximum LEAP disbursement from \$350 to \$1,000 to clear the long-term debt associated with customer delinquencies. Mr. Beall seconded. The Board unanimously approved.

Be It Resolved That: The Board authorizes the CEO to increase the maximum LEAP disbursement from \$350 to \$1,000 to clear up customer delinquencies associated with the Covid pandemic.

RiverRenew Dashboard

Mr. Carl referenced page 3 of the Dashboard, noting the project is 75% complete. The Hooffs Run Outfall is now operational. He reviewed the RiverRenew Dashboard highlighting progress at the individual sites. The final SAG meeting will be held Thursday, December 19.

Ms. Hammer reported on a new affordability study issued by the EPA for water and sewer bills. She encourage staff and members to check it out. Mr. Carl reported that he would distribute study.

There being no additional business or discussion, the Chair requested a motion to adjourn. Mr. Beall moved, and Ms. Hammer seconded. The Board unanimously approved.

The meeting adjourned at 7:50 p.m.

APPROVED:


Secretary-Treasurer