

Minutes of the 923rd Meeting
AlexRenew Board of Directors
6:00 p.m., Tuesday, November 19, 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 via Microsoft Teams
Ms. Felicia Glapion, Chief Engineering Officer
Mr. Lake Akinkugbe, Director of Finance
Mr. Matt Robertson, Director of Communications
Mr. Kevin Pilog, 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 via Microsoft Teams
Sanitary Sewer Infrastructure Division

Consultants: Mr. John McGettigan, Brown and Caldwell

1. Call to Order

The Chair called the meeting to order at 6:02 p.m.

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 that contained the Minutes of the October 15, 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. Update from November 12 Meeting

Mr. Jinks reported on the November 12 meeting, which included a discussion of the FY2024 Audit and a preview of the FY2026 Operating and Capital Budget.

b. Governance Committee

i. Action Items from October 28 Meeting

Mr. Beall reported on the October 28 meeting, which included a review of the Board Self-Assessment and the Composition Matrix and a discussion of community engagement. Staff will provide recommendations which will be shared at the next Governance meeting.

The Chair requested that staff include the various AlexRenew stakeholders in the AlexRenew community outreach plan.

Mr. Carl reported that Mr. Robertson and communications staff will present on AlexRenew's outreach program to the Board at the January meeting.

ii. Utility Management Conference

At the Governance Committee meeting, Board members requested additional educational and team building opportunities outside of the Board Retreat. The 2025 WEF Utility Management Conference is focused on executives and board members. It is scheduled for February 11-14, 2025 in Arlington, Texas. The Chair recommended that Mr. Beall and Mr. Jinks attend if feasible.

c. Board Activities/Retreat

The Retreat will take place on Friday, February 7, 2025 from 12:00 p.m. to 5:00 p.m. with a reception/dinner at Whiskey and Oyster to follow. The Retreat will continue on Saturday, February 8, 2025, from 8:00 a.m. to 3:00 p.m.

The Solids Upgrade tour is scheduled for Saturday, November 23, 2024 from 8:00 a.m. to 12:00 p.m.

Mr. Carl shared a draft 2024 Annual Report. He requested that members provide feedback by early December.

6. New Business

a. Review and Accept FY2024 Annual Comprehensive Financial Report (ACFR)

Mr. Akinkugbe reported on the results of AlexRenew's FY2024 ACFR.

There being no additional questions or comments, the Chair requested a motion from the Finance and Audit Chair to accept the FY2024 ACFR. Mr. Jinks moved approval and Ms. Hammer seconded. The Board unanimously approved.

b. Presentation on Basic Ordering Agreements (BOA)

Mr. Pilong provided an overview of AlexRenew's Basic Ordering Agreements, including

anticipated scope of work and procurement timeline.

c. Approval of Amendment No. 1 to Contract No. 24-001 with PC Construction

Mr. Carl provided an overview of the proposed Amendment No. 1 to Contract 24-001 for the Solids Upgrade Program. Amendment No. 1 authorizes lime system demolition and procurement of electrical equipment, digester heat exchanges, pilot mixer equipment, and office trailers.

There being no additional comment, the Chair requested a motion from Mr. Jinks for approval. Mr. Jinks moved approval and Mr. Beall seconded. The Board unanimously approved.

Be It Resolved That: The Board authorizes the CEO to execute Amendment No. 1 to Contract 24-001 with PC Construction for an amount not-to-exceed \$5,877,486.

d. Approval of Contract No 25-002 with Brown and Caldwell

Mr. Carl presented Contract 25-002 with Brown and Caldwell to provide Construction Management Services for the Solids Upgrade Program; the Preliminary and Primary Systems Upgrade, Tertiary Systems Upgrade, and Centrate Pretreatment Projects; and the job order contract task orders.

There being no additional questions or comments, Mr. Beall moved to approve Contract 25-002 with Brown and Caldwell for construction management services. Mr. Wone seconded. The Board unanimously approved.

Be It Resolved That: The Board authorizes the CEO to execute a contract in the amount of \$2,496,000 with Brown and Caldwell for construction management services.

7. AlexRenew Monthly Outcomes Update

a. Discussion

Mr. Carl reviewed the highlights of the October Monthly Report. Ms. Waters provided an update on the Virginia General Assembly.

LEAP Dashboard

Mr. Carl recognized Mr. Robertson who reviewed the LEAP dashboard for October. The Board and staff had a discussion on the status of delinquencies and disconnections and feedback for improvements on the dashboard.

RiverRenew Dashboard

Mr. Carl reviewed the RiverRenew Dashboard noting schedule progress.

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

The meeting adjourned at 7:27 p.m.

APPROVED:


Secretary-Treasurer