

Minutes of the 931st Meeting
AlexRenew Board of Directors
6:00 p.m., Tuesday, July 15, 2025

On Tuesday, July 15, 2025, the AlexRenew Board of Directors held its regular meeting in the Ed 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, via Microsoft Teams

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 Pilog, Engineering Manager
Ms. Lorna Huff, Executive Assistant to the Board and CEO

Fairfax County
Representative: Mr. Steve Winesett, Jr.
Wastewater Planning and Monitoring Division

City Representatives: Ms. Erin Bevis-Carver, Chief
T&ES/Sanitary Infrastructure Division

Consultants: Ms. Diana Ling, Raftelis
Mr. Thierry Boveri, Raftelis, via Microsoft Teams

1. Call to Order

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

2. Approval of Agenda

Motion to approve: Mr. Beall | Second by Ms. Hammer | Unanimously approved.

3. Public Comment Period

No members of the public in attendance. Comment period closed.

Mr. Carl referenced items from the green folder for Board member review and discussion:

- 2026 Key Legislative Priorities
- Payment Assistance Policy as requested by Mr. Jinks
- Virginia Water and Wastewater Authorities Act Cheat Sheet with references, index and live links

4. Consent Agenda

Minutes from the June 17, 2025 – Regular Meeting

Motion to approve: Ms. Hammer | Second: Mr. Beall | Unanimously approved.

5. Board Administrative Items

a. Election of Officers

Chair Hill cited sustainability and continuity as Board priorities. All members should be able to perform all leadership functions. Board Committees are performing well in their roles and responsibilities. He recommended maintaining the current slate to continue Board progress: Mr. Hill as Chair; Mr. Beall as Vice Chair; Ms. Hammer as Secretary-Treasurer. The Vice Chair concurred.

Motion to approve: Mr. Beall | Second: Mr. Jinks | Unanimously approved.

b. Board Calendar – Mr. Carl

August: No Meeting

Next Meeting: Tuesday, September 16, 2025

AlexRenew Open House: Saturday, September 20, 2025

Pendleton Street Dedication Event: Saturday, October 18, 2025

c. Finance and Audit Committee – Mr. Jinks, Chair

Next Meeting: Wednesday, November 12, 2025

Beginning of FY 2025 audit discussion. Completion of CIP and budget.

d. Governance Committee – Mr. Beall, Chair

Next Meeting: Tuesday, October 7, 2025

Pre-meetings in advance of Finance and Governance Committee meetings. Staff will reach out for available dates.

The Board Retreat is scheduled for February 20-21, 2026.

6. Unfinished Business

a. Presentation on Rate Structure Alternatives

Ms. Feehan and Ms. Ling gave a presentation on AlexRenew's analysis of alternative rate structures. AlexRenew is currently evaluating an equivalent residential unit and volumetric only rate structure. The presentation provided an overview of a bill impact analysis looking at the two rate structures.

Members discussed potential increases across ARHA properties. Mr. Jinks suggested assessing other subsidized housing in addition to ARHA properties. Board members requested additional information on AlexRenew's base charge – including an analysis of impacts to revenue sufficiency in comparison to a volumetric only rate structure.

There being no additional discussion, the Chair moved to new business.

7. New Business

a. Review and Approve Amendment No. 1 to Headworks Renewal Project Contract.

Mr. Carl reviewed the Headworks Approval Project. AlexRenew has a Construction Management At-Risk (CMAR) with Ulliman Schutte. This amendment is for the purchase of equipment with long lead times to support the project schedule. The amendment cost came in lower than the original engineer's estimate. There being no additional discussion, the Chair requested a motion to approve.

Motion to approve: Mr. Jinks | Second: Mr. Beall | Approval: Unanimous

Be It Resolved That: The Board authorizes the CEO to execute Amendment No. 1 to Headworks Renewal Project Contract No. 24-024 in the amount of \$9.896 million including the CEO's Approval of Authority.

b. Review and Approve FY2025 Write-off of Customer Accounts

Each year, staff brings Board approval to write-off inactive customer accounts that exceed the CEO's approval authority of \$1,500 per account. Due to the billing transition from GCWW to ECS, several accounts were excluded from the write-off process in FY2024, which delayed the write-off of 112 accounts for FY2025. An additional 244 accounts were identified from 2015.

A Member inquired about using a collection agency or selling debt to an agency. Staff explained that selling delinquent accounts would likely yield only a fraction of the debt's face value and would transfer control of certain customer communications to a third party. This could limit AlexRenew's ability to manage customer relationships, apply hardship programs, or maintain its preferred approach to collections. Mr. Jinks suggested coordinating collection methods with the City's finance director.

Staff has requested that the Board endorse the FY 2025 write-offs with the exclusion of two accounts from Bonchon for \$24,000 and Envoy Alexandria for \$8,000, until all collection efforts are exhausted. Staff will keep the Board apprised of the results. The Chair requested a motion to approve the FY2025 write-off amount of \$118,938.22 subject to the CEO determining amounts owed are not collectible.

Motion to approve: Mr. Jinks | Second: Mr. Beall | Approval: Unanimous

c. Review and Approve Revisions to Payment Assistance Program Policy

The CEO recognized Ms. Waters to discuss proposed revisions to the Payment Assistance Policy to clarify eligible funding sources for AlexRenew's Lifeline Emergency Assistance Program (LEAP). The proposed revisions will define "rate revenue" and "non-rate revenue" and clarify that only "non-rate revenue will be used to fund LEAP".

The Policy will be amended and then brought to the Board for final approval in September.

d. Presentation on Biosolids Diversification Project Amendment

The CEO recognized Mr. Piong who presented on upcoming amendments to AlexRenew's Biosolids Diversification Project. He provided a project overview which included the project description and major upgrades, and a review of the Guaranteed Maximum Price procurement delivery. Amendments from procurement through project completion in 2031 were also highlighted.

The Chair asked about the changes to the WRRF that would occur through the project. Mr. Piong reviewed slide 3, noting Buildings L and 20 will remain the same. Building C will house the dryer facility for biosolids.

8. Monthly Outcomes Update

Mr. Carl referenced page 1 noting that staff had executed the four job order contracts from the prior meeting. AlexRenew won the George W. Burke award for facility safety through the Virginia Water Environment Association.

Page 4, Section 5.1 includes an audit preview. Mr. Akinkugbe provided a preliminary year-end report for FY2025. AlexRenew's overall financial condition, as well as operating and capital plans to meet water quality requirements remained strong and stable during FY2025. AlexRenew met or performed better than the standards established by its financial policies, maintaining a debt service coverage ratio of 1.8 and unrestricted cash of 772 days of operating expenses.

Mr. Akinkugbe reported that the FY2025 audit is underway.

Delinquencies and LEAP Dashboard

Mr. Robertson. reported a net decrease of 65 delinquent accounts (\$55,000 reduction). About \$584,000 (64% of arrears) is under active payment plans. Disconnections dropped from 45 to 20; outcomes included 10 paid in full, 5 on payment plans, 4 closed accounts, and 1 LEAP application. LEAP disbursements total \$80,000 to date, with \$32,000 provided to 41 customers in the past three months. The Board will discuss low LEAP participation at a future meeting; staff are developing a web portal to simplify applications.

Community Engagement

AlexRenew was featured in Construction Magazine for RiverRenew. 933 visitors to the 6th floor and lobby spaces, including 497 voters in the June primary on June 17 and 35 children from a local church.

PhaseForward Dashboard

Mr. Carl gave an update on PhaseForward, including that demolition continues on the Biosolids Diversification Project and the Request for Proposals for the Nutrient Reduction Project was issued.

RiverRenew Dashboard

Mr. Carl provided an update on RiverRenew, highlighting the delivery of the tunnel dewatering and wet weather pumps. He referenced that photos on the last page of the dashboard are of six pumps being installed. He noted that two additional pumps which had been damaged in transit, have been replaced, tested, and are scheduled to be shipped from Sweden.

There being no additional business, the Chair requested a motion to adjourn.

Motion to Adjourn: Mr. Jinks | Second: Mr. Beall | Approval: Unanimous

Time: 8:48 p.m.

Approved:


Becky Hammer, Secretary-Treasurer