

Minutes of the 934th Meeting
AlexRenew Board of Directors
6:00 p.m., Tuesday, November 18, 2025

On Tuesday, November 18, 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

Staff: Mr. Justin Carl, General Manager/CEO
Ms. Amanda Waters, General Counsel/Deputy GM
Ms. Allison Deines, Chief Water Quality Officer
Ms. Caitlin Feehan, Chief Administrative Officer
Mr. Lake Akinkugbe, Director of Finance
Mr. Matt Robertson, Director of Communications
Ms. Mallory Orme, Sustainability and Resilience Manager
Ms. Lorna Huff, Executive Assistant to the Board and CEO

Fairfax County Representative: Mr. Bill Barrack, Director
Wastewater Planning and Monitoring Division

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

Consultants: Mr. Laurens Van der Tak, Jacobs Engineering
Ms. Jennifer Hatchett, Jacobs Engineering
Mr. Rick Vincent, Schnabel Engineering
Mr. Thierry Boveri, Vice President, Raftelis via Microsoft Teams
Ms. Diana Ling, Senior Consultant, Raftelis via Microsoft Teams

1. Call to Order

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

2. Approval of Agenda

Motion by Mr. Beall/Second by Dr. Wone to approve the agenda. Passed unanimously.

3. Staff Introductions

Staff and consultants introduced themselves, including Ms. Orme, Mr. Dennis, Ms. Kerr, Mr. Van der Tak, Ms. Hatchett, and Mr. Vincent

4. Green Folder Attachment

Mr. Carl referenced hardcopies of the new policies approved at the October Board meeting were provided to members to update their AlexRenew's Board manuals.

5. Public Comment Period

No public speakers. Comment period closed.

6. Consent Agenda

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Motion by Dr. Wone/Second by Ms. Hammer. Passed unanimously.

7. Board Administrative Items

Mr. Jinks reported his appointment to serve, without compensation, as Chair of the Alexandria Redevelopment and Housing Authority (ARHA) Board of Commissioners, which is a political subdivision of the Commonwealth.

a. Board Calendar

The calendar has been updated to include Alexandria Civic Association meetings. 2026 Board Retreat will be added.

b. Finance and Audit Committee – Mr. Jinks, chair

The Committee met on November 12 to receive the Annual Comprehensive Financial Report (ACFR). AlexRenew received a clean, unmodified opinion. The Single Audit Report Draft is expected to also receive a clean, unmodified opinion. Final approval is pending the reopening of the Federal Government. Mr. Akinkugbe reviewed the final audit summary. Mr. Jinks moved that the Board receives the FY2025 audited financial statements and accepts the FY2025 Single Audit Report contingent on receiving a clean/unmodified financial audit.

Motion by Mr. Jinks/Second by Dr. Wone. Passed unanimously.

c. Board Retreat – February 20-21, 2026

No updates to report.

d. Governance Committee – Mr. Beall, Chair

No updates to report.

8. Unfinished Business

a. Volumetric Base Charge Implementation Plan

Ms. Feehan discussed AlexRenew's proposed plan for phasing in changes to AlexRenew's rate structure. She reviewed the impacts across customer categories and discussed preliminary messaging to the customer base. The minimum base charge would be equal to one single family home (3,500 gallons). This would be implemented over 5 years. Most customers, 97%, would see either a bill decrease or smaller annual increases over 5 years. The remaining 3% will see an annual 5-10% increase over the same period.

Members discussed staff assumptions, winter quarter average, customer impacts, and provided feedback on messaging and customer bill samples and agreed upon a 5-year timeline.

b. Climate Study Update

Ms. Orme and Mr. Van der Tak updated the Board on AlexRenew's climate study. They reviewed the climate study approach and identified impacts to the plant, staff, and assets as well as mitigation of risks associated with climate change at AlexRenew.

Members discussed the impacts to the plant, personnel, and regulatory environment as well as past flooding. Members commended staff on the presentation and plan.

9. New Business

a. Review and Approve a Contract for Community Outreach and Communications Services.

Mr. Robertson provided an overview of staff's recommended contractor, ICF Incorporated, L.L.C. (ICF), to provide community outreach and communications services. ICF was selected following the evaluation of 28 proposals received in response to AlexRenew's request for proposals. ICF's scope will include the redesign and support of AlexRenew's website, outreach and communications support of our capital projects and programs, and general communications, marketing, and outreach support.

Motion by Mr. Jinks/Second by Mr. Beall to approve award of the Community Outreach and Communications Services contract to ICF and authorize the CEO to execute a contract not to exceed \$916,188. Passed unanimously.

10. Monthly Outcomes Update

Mr. Carl reviewed the highlights from the mailed monthly report.

Delinquencies

Mr. Robertson noted a decrease in delinquent accounts month over month. Discussions with Virginia American Water (VAW) streamlined the disconnection process resulting in 57 disconnections for the month. Payment plans and LEAP disbursements increased for the month.

Community Engagement

Mr. Robertson thanked members for attending the RiverRenew Promenade opening. AlexRenew along with other local water utilities hosted 150 Girl Scouts on the sixth floor for STEM activities.

LEAP Dashboard.

Mr. Robertson noted that 29 customers were assisted for the month with \$24,000 disbursed, which is the highest number of customers assisted in one month to-date. Staff attributed this to diversification of communication efforts via NextDoor, targeted communications, and word of mouth.

RiverRenew Dashboard

Mr. Carl reported that RiverRenew is nearing 90% completion. Board Retreat will include a deep dive into RiverRenew with separate guests to discuss operations of similar tunnel systems and training of staff.

PhaseForward Dashboard

Mr. Carl reported that demolition of the existing digester heat exchangers is underway to make space for new digester heat exchangers that arrived last month.

There being no additional business, the Chair requested a motion to adjourn.
Motion by Ms. Hammer/Second by Mr. Jinks. Passed unanimously.

The meeting adjourned at 8:31 p.m.

Approved:


Becky Hammer, Secretary-
Treasurer