

***Amended 10.17.23***  
Minutes of the 910<sup>th</sup> Meeting  
***“Celebrating Over 60 Years of Continuous Environmental Excellence”***  
Alexandria Renew Enterprises  
6:00 p.m., Tuesday, September 19, 2023

On Tuesday, September 19, 2023, the Alexandria Renew Enterprises Board of Directors held its regular Board of Directors meeting in the Edward Semonian Board Room at 1800 Limerick Street, with the following present:

Members: Mr. John Hill, Chairman  
Mr. James Beall, Vice Chairman  
Ms. Adriana Caldarelli, Secretary-Treasurer  
Mr. Mark Jinks, Member  
Ms. Rebecca Hammer, Member

Staff: Mr. Justin Carl, General Manager/Chief Executive Officer  
Ms. Caitlin Feehan, Chief Administrative Officer  
Ms. Allison Deines, Chief Water Quality Officer  
Mr. Lake Akinkugbe, Director of Finance  
Mr. Matt Robertson, Director of Communications  
Ms. Lorna Huff, Secretary to the Board

Counsel: Ms. Amanda Waters, General Counsel,  
McGuireWoods, LLP

Consultants: Mr. Kelvin Coles, Owner’s Advisor, Brown & Caldwell  
Mr. Thierry Boveri, Raftelis  
Ms. Diana Ling, Raftelis

Fairfax County  
Representative: Mr. William Barrack, Chief,  
Engineering & Planning Analysis

City Representative: Mr. Lu Zhang,  
T&ES/Sanitary Infrastructure Division

Call to Order

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

Approval of Agenda

The Chairman requested that members review and approve the agenda. Ms. Caldarelli moved and Mr. Beall seconded. The Board unanimously approved.

Public Comment Period

There being no members of the public in attendance and wishing to speak, the Chairman closed the public comment period.

### Consent Agenda

The Chairman requested that members review the Consent Agenda which contained the Minutes of the July 18 meeting. There being no questions or comments, the Chairman requested a motion to approve the Consent Agenda. Mr. Beall moved and Ms. Caldarelli seconded. The Board unanimously approved.

### Member and Committee Updates

#### Community Meetings

The Chair reported that the Rosemont HOA is holding a meeting on Wednesday, September 20. He encouraged members to reconnect with their HOA's as Fall approaches.

#### Finance and Audit Committee

Mr. Jinks reported the FY23 audit is in progress.

#### Governance Committee

Mr. Beall thanked members for attending last night's meeting. Members reviewed the self-assessment survey for the Board Retreat, approved updates to the Board Roles and Responsibilities and Ethics Policies, and the new Board Orientation Policy. The Overview of Board Committees, Financial, and Environmental Justice Policies have been deferred.

Ms. Sally Magee, Board Retreat facilitator, from Magee Leadership gave a presentation and provided next steps for members in advance of the January Board Retreat.

There being no additional comments, the Committee Chair inquired if moving to approve the updates to the Board Roles and Responsibilities, and Ethics Policies and the new Board Orientation Policies was appropriate. The Chair affirmed and inquired if Ms. Caldarelli had comments, there being none, Mr. Jinks seconded. The Board unanimously approved. Mr. Beall thanked staff and counsel for their work.

### Unfinished Business

The Chair reported new Board Committee assignments for the record. The Finance and Audit Committee is now comprised of Mr. Jinks and Ms. Caldarelli. The Governance Committee is now comprised of Mr. Beall and Ms. Hammer.

### New Business

#### Affordability Presentation and Discussion

##### Discussion

The Chair reported the purpose of tonight's presentation is informational. Affordability is an important issue for AlexRenew and across the nation. Discussion participants included, Mr. Lake Akinkugbe, Director of Finance, Ms. Allison Deines, Chief Water Quality Officer, Mr. Matt Robertson, Communications and Outreach Director, from AlexRenew; Mr. Kelvin Coles, Owner's Advisor, from Brown & Caldwell; and, Mr. Thierry Boveri and Ms. Diana Ling from Raftelis, AlexRenew's rate consultants.

Mr. Carl noted this will be the first Board discussion on Affordability. The presentation defined Affordability. It provided an overview of AlexRenew, current rate drivers; the cost of providing clean water in the City vs. nationally, and reviewed AlexRenew and City programs to support the community. Mr. Carl, staff and consultants provided data on, national and local clean water costs, AlexRenew's current and past delinquency trends; past customer assistance programs for clean water costs; and new ideas to help fund affordability in Alexandria and a discussion on other municipalities' programs.

Members discussed the local and federal standards used for determining affordability criteria. Data was provided from various entities including U.S. Census, ALICE, and NACWA. Member inquiries were on the limitations of the Virginia Water and Wastewater Authorities Act (VWWA) for customer assistance programs. Questions included AlexRenew's billing by usage; and whether stormwater was included in the national and local data numbers. The Board also discussed AlexRenew's past customer service assistance programs, including payment plans, Cares, ARPA and LIHWAP funds distribution. Mr. Carl reported on prior customer assistance efforts including Promise, AlexRenew's H2O Fund, waiving of late fees, and 48 month payment plans. AlexRenew financial policies ensure that rates are set equitably. Mr. Roberts discussed how payment plans work and Mr. Boveri reported on how water shutoffs effect delinquency rates.

Mr. Carl then reviewed the different options for assist customers with Clean Water costs that included . opt-in contribution program, donations, and a PILOT (payment in lieu of taxes program. Mr. Boveri explained how the PILOT program would work.

The Chair requested that the Affordability issue be discussed at subsequent meetings and he thanked staff for the presentation and information.

There were no additional questions or comments, the Chairman recognized Mr. Carl for the CEO Monthly Outcomes Report.

### CEO Monthly Outcome Reports

#### A. CEO Board Report

Mr. Carl noted the CEO Report includes an FY2023 year-end pre-audit summarization that was added as an attachment. AlexRenew received the \$90 million grant and will begin drawing upon. Staff reported on has projects in the procurement phase for the Solids program and for the preliminary plant improvements, a \$60 million construction project.

Mr. Carl referenced page 2 showing the Job Order Contracts that are in the pipeline with one issued for repair of gravity thickener 3.

Mr. Jinks summarized the end of year statement, reporting AlexRenew ended up in good shape with approximately \$7 million which will assist ratepayers either from capital investment or future allocation. He noted that customers are using more water and staff is billing for more gallons.

Mr. Carl reported the billing transition is ahead of schedule, and staff will implement on November 1, instead of in February. Mr. Robertson will provide an update on the migration at the next Board meeting

Mr. Carl noted items not listed in the CEO Report: three of AlexRenew operators received the Quarter Century Award at the VWEA Conference last week. Mr. Ron Holmes, Mr. Ron Jackson and Mr. Ken Mattson. It was noted they were the only operators that received the award this year and that wastewater treatment provides a career long term. He also recognized Ms. Felicia Glapion, AlexRenew's Chief Engineering Officer, who received the Enslow Hedgepeth Award for her outstanding contributions to wastewater in the region. Both events have been featured in social media and AlexRenew's web page.

#### RiverRenew Dashboard

Mr. Carl referenced the RiverRenew Dashboard noting that staff is working on a letter to send to the General Assembly updating the RiverRenew program and requesting support to move legislation forward to extend the RiverRenew deadline. This is supported by the Virginia

Department of Environmental Quality (VDEQ). The letter will be sent to the City for feedback before sending out next week. The Board will also receive a copy prior to sending out. Staff has not requested a specific date at this time. Staff will work with sponsors to establish a time frame. The current deadline is June 30, 2025 and the project is delayed another 30 days since the last letter, which was anticipated.

The project has stopped until mid-October to bring in a booster for the conveyor system. They are also moving the ventilation to the Outfall 002 shaft. Hazel will then be on her way to Outfall 001. We are approximately 6,300 feet in.

Mr. Carl noted a good turnout at the Listening Sessions with over 40 at Outfall 001; fifteen at Outfall 002 and 25 at Hooffs Run. The Mayor announced the Listening Sessions at the Council meeting on Tuesday which improved turnout. Additionally, the Mayor also mentioned the Jamieson Avenue closing for three months to bring the Hooffs Run Interceptor across.

The Chair referenced page 2.1 on the Financials and inquired if the variance on debt proceeds and the Fairfax IRR and Capital contributions is a timing issue. Mr. Akinkugbe reported that it was an issue of timing and is expected to catch up to the budgeted amount.

There being no additional business, the Chairman requested a motion to adjourn. Mr. Jinks moved and Mr. Beall seconded. The Board unanimously approved. The Chairman thanked the team for presentation. The meeting adjourned at 8:24 p.m.

**APPROVED:**



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**Secretary-Treasurer**