

Minutes of the 859th Meeting
"Celebrating Over 60 Years of Continuous Environmental Excellence"
Alexandria Renew Enterprises
6:00 p.m., Tuesday, October 16, 2018

On Tuesday, October 16, at 6:00 p.m., Alexandria Renew Enterprises held its regular Board of Directors meeting at Alexandria Renew Enterprises in the Ed Semonian Board Room at 1800 Limerick Street with the following present:

Members: Mr. John Hill, Chairman
Mr. Bruce Johnson, Vice Chairman
Mr. William Dickinson, Secretary-Treasurer
Ms. Patti Turner, Member
Mr. James Beall, Member

Staff: Ms. Karen Pallansch, Chief Executive Officer
Mr. Steve Schemmel, Chief of Finance and Administration
Ms. Liliana Maldonado, Chief of Engineering and Planning
Ms. Lisa Van Riper, Director of Enterprise Communications
Ms. Lorna Huff, Secretary to the Board

Counsel: Mr. Jonathan Rak
McGuireWoods, LLP

Consultant: Mr. Dan Lynch, Jacobs Engineering

Fairfax County Representative: Mr. Shahram Mohsenin, Branch Chief
Fairfax County Wastewater Planning & Monitoring Division

City Representative: Mr. Lalit Sharma, Division Chief
Sanitary Sewer Infrastructure Division

Call to Order

The Chairman called the meeting to order at 6:09 p.m.

Approval of the Agenda

The Chairman requested that members review the agenda and inquired if there were changes. There being none, the Chairman requested a motion to approve. Mr. Beall moved approval and Ms. Turner provided the second. The Board unanimously approved the agenda.

Public Comment Period

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

Election of Officers

The Chairman opened the discussion and asked if members wished to make changes to the current slate of officers. There were no changes requested. The Chairman requested a motion to approve the current slate. Ms. Turner moved approval and Mr. Beall provided the second. The Board unanimously approved the current slate as listed below:

Mr. Hill – Chairman
Mr. Johnson – Vice Chairman
Mr. Dickinson – Secretary-Treasurer

Mr. Hill reported and Ms. Pallansch confirmed that his term is up in January 2019.

There were no additional questions or comments and the Chairman moved to the Consent Calendar.

Consent Calendar

The Chairman gave members time to review the Minutes of the September 18 meeting. Mr. Dickinson provided edits to the Board Secretary to incorporate into the Minutes. There being no additional questions or comments, the Chairman requested a motion to approve the Minutes with edits. Mr. Johnson moved approval and Mr. Beall provided the second. The Board unanimously approved the Consent Calendar, which contained the following items:

A. Minutes (September)

There were no additional questions or comments, the Chairman moved to Unfinished Business.

Unfinished Business

A. None

New Business

A. Review and Approve an Amendment to the Authority Bylaws

Discussion

In order to facilitate more efficient financial operations, staff is recommending that the fiscal year of the Authority change from a year-end of September 30 to a year-end of June 30. This makes the Authority's year-end consistent with that of our jurisdictional partners and with Virginia state agencies.

The Chairman recognized Mr. Rak who reviewed key proposed changes to the Bylaws. Article VII changes the date of the Annual meeting from October to July. Article II, Section 6, changes the first order of business at meetings to adopt an agenda. Article VII changes the Authority's fiscal year end from September 30 to July 1. The Chairman inquired whether Ms. Turner, Governance Committee Chair had any comments. She reported that the changes were fine. Mr. Johnson requested that with the shortened fiscal year that expenses be shown by fund through month end and that the spend rate be monitored.

There were no additional questions or comments and the Chairman requested a motion to approve. Ms. Turner moved approval and Mr. Dickinson provided the second. The Board unanimously approved.

B. Review and Approve Contract Award for Building J Facilities Relocation and Decommissioning Final Design

Discussion

Professional Services Agreement #18-006 was awarded to CH2M to provide insight into the existing infrastructure and facility needs of the Water Resource Recovery Facility (WRRF) in coordination with the requirements of the RiverRenew program.

Recently AlexRenew requested CH2M support to analyze alternative methods to maintain the functions currently served through Building J, and to deliver the schematic design. This current Task Order will allow CH2M, building upon schematic design, to provide the final design for relocation of all necessary functions currently housed in Building J.

Ms. Pallansch reported that CH2M was currently under contract and the work associated with this project is on a task order with work performed on a time and materials basis. Key concerns are the chiller system, lab relocation, and tight time schedule to demolish J Building by late 2020. Members inquired on repurposing J Building, lab relocation and will AlexRenew need to use the City's Development Special Use Permit (DSUP) process. Ms. Pallansch and Ms. Maldonado reported that due to size and site constraints that J Building will have to be demolished. AlexRenew's G Building will be the site of the new lab. AlexRenew will not need to use the City's DSUP process for the work.

There were no additional questions or comments. The Chairman requested a motion to approve. Mr. Beall moved approval and Mr. Johnson provided the second. The Board unanimously approved.

Be It Resolved That: the Board authorizes the CEO to execute Task Order 18-006 with CH2M to perform the final design for relocating the critical functions housed within Building J.

Board Strategic Roundtable Reports

Community Meeting Updates

The Chairman thanked members of the Board for attending the City AlexRenew meetings and demonstrating AlexRenew's commitment to the stakeholders.

Alexandria Chamber of Commerce (Ms. Turner)

Ms. Turner noted the Chamber of Commerce's Legislative Agenda and stressing green infrastructure.

Chesapeake Bay Citizens Advisory Group (Mr. Dickinson)

Mr. Dickinson reported that the group meets again in Washington DC at the end of November.

General Member Updates

Mr. Hill reported on an Open House for City Council candidates held by the Rosemont Homeowners Association.

Members discussed common concerns of the cost of the RiverRenew project among a number of HOA's. Ms. Turner reported that the Potomac Greens HOA focus is on the Potomac Yard Metro. Mr. Dickinson inquired on outreach to the condominiums. The Chairman reiterated the reason for HOA contact is to let the HOAs know who AlexRenew is and to listen to their concerns.

Old Town Civic Association

Mr. Dickinson reported that RiverRenew staff gave a presentation at the Old Town Civic Association. Staff performed well and answered all questions.

Finance and Audit Committee

Nothing to Report

Governance Committee

The Chairman recognized Ms. Turner. Ms. Turner reported on the edits to the 2040 Vision statement. She inquired from members on the next steps and requested additional feedback at the November meeting before finalization.

Mr. Dickinson inquired about the City of Alexandria's Eco-Action Plan not having water as one of the subjects. Mr. Sharma reported that water would be included in the second Phase of the action plan.

Mr. Hill reported that the amended Vision Statement is polished, reflecting AlexRenew's direction.

There were no additional questions or comments and the Chairman moved to the CEO's Reports and Recommendations.

CEO's Reports and Recommendations

A. Consideration of September 2018 Financial Reports

Members reviewed the September financial report noting debt coverage, healthy cash reserves and a strong financial position.

B. CEO Monthly Report (September)

Ms. Pallansch requested Board endorse a resolution to form a RiverRenew stakeholder group. She further discussed the proposed outcomes for the group and potential participants. The Stakeholder group would review and address community concerns regarding the RiverRenew project. She requested that members identify potential stakeholder members. Councilman Smedberg was identified as a potential member. Once the group is formed, they will select a Chairperson. The Group will operate like the Long-Term Control Plan Working Group. The final decision for members of the Stakeholder Group is in January 2019.

Virginia Municipal League Insurance Pool (VMLIP) Cybersecurity Training

Ms. Pallansch reported that the VMLIP sent AlexRenew staff and Board members an email for Cybersecurity training. The email was sent to AlexRenew email addresses. The deadline for completion is November 30. She asked the members contact the Board Secretary to have their passwords reset for access.

Enterprise Communications Update

Ms. Pallansch recognized Ms. Van Riper who provided an enterprise communications update. Ms. Van Riper reported that Water Discovery Day had approximately 300 attendees and was well-received by the community. On Tuesday, November 13, AlexRenew along with the Art Lab of the City sponsor a Toilet seat art event in the AlexRenew lobby.

The Artist in Residence program has two task force meetings scheduled for November 26 and December 17. The taskforce is comprised of three citizens and AlexRenew staff (Ms. Van Riper and Ms. Feehan). The Program will be issuing an RFP for artists. Responses are due in mid-January with selections expected for February. There were no additional comments and the CEO referred to the RiverRenew Dashboard

Ms. Pallansch noted the Board-requested RiverRenew dashboard. The Board will be updated on the RiverRenew project monthly. Included in the dashboard will be program schedule, permit and contract status, a glossary, and project costs by phase. She requested that members provide feedback on items they would like to see added.

Mr. Johnson requested that a RiverRenew agenda items go in one place on the Agenda.

There being no additional questions or comments, the Chairman moved to the Closed Session.

Closed Session

A. Closed Session

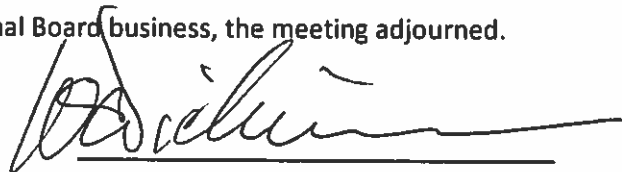
At 7:30 p.m. the Chairman moved to enter a closed session for the purposes of discussion or consideration of real property where discussion in an open meeting would adversely affect the bargaining position of the public body. Ms. Turner provided the second. The board unanimously approved.

At 8:05 p.m., the meeting returned to open session, and the following certification was unanimously adopted by the members: "Pursuant to 2.2-3712(D) of the Virginia Freedom of Information Act, it is hereby certified that to the best of each Member's knowledge, (1) only public business matters lawfully exempted from the open meeting requirements of the Act, and (2) only public business matters identified in the motion by which this closed meeting was convened were heard, discussed, or considered by Alexandria Renew Enterprises." Motion was made by Mr. Dickinson and seconded by Beall. All Members present voted via roll call:

Mr. Hill	Aye
Mr. Johnson	Aye
Mr. Dickinson	Aye
Mr. Beall	Aye
Ms. Turner	Aye

There being no additional Board business, the meeting adjourned.

APPROVED:



Secretary-Treasurer