

FAIRFAX WATER
Minutes of Board Meeting
November 3, 2022

At 7:39 p.m. on Thursday, November 3, 2022, a Meeting of the Fairfax Water Board was held at the Bill G. Evans Boardroom at 8570 Executive Park Avenue, Fairfax, with the following in attendance:

Members: Allin, Begovich, Cammarata, Colleton, Day, Dotson, Ginyard-Jones (remote), Griffin, Roberson, Rubin

Wholesale Customer Representatives: Danziger (absent), Jaatinen (absent)

Staff: Atapoor, Dooley, Goldberg, Grimes, Hack, Hedges, Hoke, Kingsbury, Legg, S. Miller, Nguyen, Oates, Prelewicz, Robey, Siminari, Sinopole

Counsel: John McGranahan, Hunton Andrews Kurth LLP

Others:

Upon separate motions duly made, seconded, and unanimously carried, unless otherwise noted, the following actions were taken:

Approval of Participation by Electronic Communication

Upon Motion by Mr. Dotson, seconded by Mr. Rubin, the Board approved Ms. Ginyard-Jones' request to participate in the Board Meeting by means of electronic communication finding it was consistent with the Board's policy pursuant to Virginia Code section 2.2-3708.3(B)(4). Ms. Ginyard-Jones participated by means of electronic communications from Los Angeles, California, due to personal business.

Approval of Minutes

The Board approved the Minutes of the October 20, 2022, Meeting.

Human Resources Committee Report

Chairman Dotson reported on the salary compensation study recently completed by Segal and presented to the Committee. The study found that compensation is generally in line with Fairfax Water's compensation philosophy of being at the 60th percentile of the market. Some neighboring utilities have a compensation policy tied to the 75th percentile of the market.

Finance and Audit Committee Report

Mr. Roberson reported that Roger Cronin, representative of the Trust Engineer Greeley and Hansen, reported on the condition of Fairfax Water's facilities and noted that the facilities are in good condition. The committee approved a motion recommending the draft 2023 Annual Budget be considered by the full Board at its Meeting on December 15, 2022.

Matters by Members

Chairman Allin wished Mr. Begovich a Happy Birthday.

Mr. Begovich inquired about reports on diesel supply shortages. Staff is keeping tanks filled and researching the contracts for priority deliveries. Staff will keep the Board up to date on the status of the diesel supply and “critical infrastructure” preference designation for deliveries.

Matters by Staff

Ms. Hedges addressed the following:

- Ms. Hedges traveled to Savannah, Georgia, to attend the Association of Metropolitan Water Agencies Executive Management Conference this week and participated in a panel discussion about the culture shift in the water utility industry.
- After a 14-hour meeting with a public comment period, the Prince William Board of County Supervisors approved proposed changes to the county’s Comprehensive Plan regarding the PW Digital Gateway. Staff will continue working with Northern Virginia Regional Commission and watershed jurisdictions to calibrate the Occoquan model. It will then be used to project future reservoir conditions based on the proposed land-use changes.
- The Interstate Commission on the Potomac River Basin (ICPRB) is monitoring daily water withdrawals from the Potomac due to low flows. Withdrawals continue to total around 300 million gallons a day from the Potomac. The annual drought exercise is scheduled for the week of November 14.
- Ms. Hedges was contacted to do an interview with Supervisor Gross on the “Mason Matters” cable show about water quality, water supply, and resilience. The interview will tape in December and air in February.
- Ms. Hedges noted that the Board’s agenda for this meeting included an item on the Low-Income Housing Water Assistance Program (LIHWAP) agreements. The Commonwealth of Virginia is working with a third-party company, Promise, to determine eligibility for low-income residents to receive government funds to assist with water and wastewater arrearages. Pending consideration and approval from the Board, a notice will be posted on Fairfax Water’s public website, and staff will send the first round of customer arrearage information to Promise for evaluation.

Appropriations

The Board approved an increase in appropriations for four projects totaling \$880,763. A detailed description of each project appropriation is included in the papers of this Meeting.

2023 – 2032 Capital Improvement Program

The Board approved the transmittal of Fairfax Water's 2023-2032 Capital Improvement Program to Fairfax County.

Project 2642, Division 1 – Herndon Pump Station

The Board appropriated funds in the amount of \$388,000 to Project 2642, Division 1 and authorized the General Manager to execute a task order supplement with Hazen and Sawyer in the amount of \$306,900 for the design of the Herndon Pump Station.

Project 2710, Division 1 – Fairfax County Parkway Widening Water Main Relocations

The Board appropriated \$315,000 to Project 2710, Division 1 and authorized the General Manager to execute a task order with Michael Baker International in the amount of \$249,600 for design of water main relocations and construction phase services and further authorized the General Manager to execute an agreement with VDOT for construction of the Fairfax County Parkway Widening Water Main Relocations.

Project 2683, Division 1 – Route 28 Widening (Prince William County Line to Route 29) Water Main Relocations

The Board appropriated funds in the amount of \$30,000 to Project 2683, Division 1 and authorized the General Manager to execute the Agreement for the Adjustment of Utility Facilities with Shirley Contracting Company for the relocation of water mains impacted by Fairfax County's Route 28 Widening project.

Virginia Low Income Household Water Assistance Program (LIHWAP)

The Board authorized the General Manager to execute (i) the Water Provider Participation Agreement with Promise Network Inc. and the Virginia Department of Social Services to participate in Virginia LIHWAP in the form attached to the agenda item; (ii) the Addendum to the Participation Agreement with Promise Network Inc. in the form attached to the agenda item; and (iii) the Administrative Services Agreements with each of the County of Fairfax, City of Fairfax and City of Falls Church in substantially the forms attached to the agenda item, with such minor, non-material changes as may be requested by one or more such localities and approved by counsel.

NeoGov Human Resources Recruiting Software

The Board awarded a one-year contract to Software House International (SHI) Corporation in the estimated amount of \$120,000 for purchases of Commercial Off The Shelf software licenses through September 16, 2023. Expenditures may be more or less, subject to actual requirements.

Computer Hardware, Software, and Peripherals

The Board awarded a one-year contract to CDW Government, LLC, for computer hardware, software, and peripherals for an estimated annual cost of \$500,000 through December 4, 2023. The Board further authorized staff to renew the contract for two additional one-year periods to cover annual licensing needs, as long as prices remain fair and reasonable and consistent with contractual terms.

Adjournment

There being no further business, the Meeting was adjourned at 8:16 p.m.


Richard Dotson, Secretary