

**FAIRFAX WATER**  
**Minutes of Finance and Audit Committee Meeting**  
**February 8, 2024**

At 6:26 p.m. on Thursday, February 8, 2024, a Meeting of the Fairfax Water Finance and Audit Committee was held at the Bill G. Evans Boardroom at 8570 Executive Park Avenue, Fairfax, Virginia, with the following in attendance:

**Committee Members:** Cammarata, Ginyard-Jones, Griffin (Chair), Roberson

**Other Members:** Allin, Begovich, Colleton, Day, Dotson, Rubin

**Staff:** Dooley, Goldberg, Grimes, Hack, Hedges, Ho, Kingsbury, Love, S. Miller, B. Nguyen, Oates, Prelewicz, Sinopole

**Counsel:** John McGranahan, Hunton Andrews Kurth, LLP

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

**Approval of Minutes**

The Committee approved the Minutes of the November 2, 2023, Meeting.

**Overview of the Courtesy Leak Adjustment Policy and Activity**

Ms. Oates presented an overview of Fairfax Water's Courtesy Leak Adjustment (CLA) Policy as a follow up from the December 14, 2023, Board Meeting. There have been 7,795 CLAs from 2019 to 2023, and on average, Fairfax Water processes and approves 1,500 CLAs per year. Over the past five years, \$3 million of CLAs have been granted, and the average adjustment amount has been increasing. During this period, less than 0.1% of approved CLAs have been escalated to the Board by customers seeking exceptions to the policy.

Ms. Oates compared Fairfax Water's CLA Policy to other local water utilities and noted that in many instances, Fairfax Water's policy is more generous. She noted that leak adjustments are a courtesy given to the customer and the responsibility of private plumbing resides with the customer. Further, water lost through a leak on a customer's property represents a real cost to Fairfax Water and all such costs for CLAs are ultimately borne by all of Fairfax Water's customers.

A motion was put forth by Mr. Cammarata, and seconded by Mr. Day, to amend the CLA Policy to include two billing quarters rather than one, and to remove the \$5,000 cap. The motion did not pass. The Committee voted to recommend to the Board to amend the CLA Policy to delete the word "unknown" within the "Courtesy Leak Adjustment" section and to keep the remaining portions of the policy intact.

**Adjournment**

There being no further business, the Meeting was adjourned at 7:07 p.m.

*Anthony Griffin*

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Anthony Griffin, Committee Chairman