

A REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS OF THE UPPER OCCOQUAN SERVICE AUTHORITY WAS HELD APRIL 16, 2026, IN THE CHARLES P. BOEPPLE BUILDING LOCATED AT 14631 COMPTON ROAD, CENTREVILLE, VIRGINIA 20121.

A. Calling of the Meeting to Order

1. The Board of Directors of the Upper Occoquan Service Authority convened its Regularly Scheduled Meeting at 4:00 P.M.

Directors Present:

Calvin D. Farr, Jr.	Shahram Mohsenin
Michael McGrath	Allan Rowley
Richard Meyer	Patrick Small
Joshua McNeal, IV	Nancy Vehrs

Directors Absent:

None

Others Present:

UOSA Staff:

Brian Steglitz
Kevin Wolfe
Montee McGowan
Erick Schlosser
Doug Hague
June Mahoney

Legal Counsel: Sally Ann Hostetler, Odin, Feldman, & Pittleman, P.C.

Engineers: Don Forgacs, Jacobs

Quest Presenters: Sarah Ahmed, Senior Water Resources Engineer, Interstate Commission on the Potomac River Basin (ICPRB) and college, Ms. Alimatou Seck (via remote participation)

B. Approval of Minutes

1. Chairman Mohsenin referenced Board Minutes dated March 19, 2026, and asked the Board for their approval.

MOTION: Director Small moved to approve the minutes of March 19, 2026 Board meeting.

SECOND: Director McGrath

VOTE: Unanimous

C. Public Comment Time

1. Chairman Mohsenin asked if there was any known interest or request received by the Public to speak at the meeting.
2. Ms. Mahoney stated that none were received ahead of the meeting. None were brought forward during the meeting.

D. Presentation by Interstate Commission on the Potomac River Basin (ICPRB)

1. Mr. Steglitz introduced Sarah Ahmed, Senior Water Resources Engineer, with ICPRB and advised the Board that at their places they would find printouts of the presentation and two other helpful informational sheets provided by ICPRB (all filed as Exhibit A).
2. Ms. Ahmed thanked the Board for the opportunity to present the ICPRB's 2025 water supply study assessing how the Washington metropolitan region will meet water demand through 2050. She detailed how the study evaluates demand projections, available supply, and system reliability under varying scenarios including climate change and data center growth. While the system remains highly reliable in the near term, long-term risks emerge under drought conditions, with increasing pressure on shared resources such as the Potomac River and Occoquan Reservoir. Data centers are currently a modest contributor to overall water use but may create significant peak demand challenges. The study emphasizes the need for continued planning, improved data transparency, and future supply strategies.
3. On behalf of the Board, Chairman Mohsenin thanked Ms. Ahmed for delivering a very informative presentation and taking time to answer their questions.

E. Administrative Reports

1. Chairman Mohsenin referenced staff memorandum, *March 2026 Financial Summary* (filed as Exhibit B).
 - a. Mr. Wolfe said that for the March Financial Summary dashboard the total Operations and Maintenance (O&M) budget and actuals continue to be in line with each other at 76 percent and 73 percent complete respectively. Year-to-date O&M expenses were 3 percent or approximately \$977,000 under budget overall.

March's O&M was over budget primarily due to overages in Chemicals, Electric, and Miscellaneous, which were largely offset by some budget timing differences in Contract Services. Year-to-date O&M was under budget, primarily due to budget timing differences in Miscellaneous, Chemicals, Contract Services, along with lower Personnel expenses. Those were partially offset by higher requirements for Maintenance Materials, Outside Services, and Buildings & Grounds in our Facilities Maintenance category.
 - b. Mr. Wolfe stated that Reserve Maintenance remained under budget and ended the month at 57 percent complete year-to-date. He advised that staff have commitments for smaller projects to be executed before year end and would anticipate Reserve Maintenance budget and actuals to tighten up. Flows were under budget by approximately 15 percent for March and 13 percent year-to-date.
 - c. Mr. Wolfe advised the Board that staff would return in the next few months for action on the potential bond refunding, along with an update on the line of credit recently discussed with Davenport, UOSA's Financial Advisors.

MOTION: Director Small moved to receive and file the March 2026 Financial Summary.

SECOND: Director Vehrs
VOTE: Unanimous

2. Chairman Mohsenin referenced staff memorandum, *Approved FY-27 Budget* (filed as Exhibit C).

MOTION: Director Small moved to accept the Budget as presented to finalize UOSA's FY-27 Budget.

SECOND: Director Vehrs
VOTE: Unanimous

3. Chairman Mohsenin referenced staff memorandum, *FY-26 Third Quarter Plant Performance Report* (filed as Exhibit D).

- a. As stated in the memo prepared by Mr. Hague, UOSA's Chief Operating Officer, Mr. Steglitz reported that performance during the quarter was excellent as the plant continued with outstanding performance for meeting our water quality interests.

- b. Chairman Mohsenin and Director McGrath congratulated the staff for this achievement once again especially considering this past winter as one of the worst in thirty years.

MOTION: Director Small moved to receive and file the report.

SECOND: Director McGrath
VOTE: Unanimous

4. Chairman Mohsenin referenced staff memorandum, *March 2026 Project Summary* (filed as Exhibit E).

- a. As shared in the memo prepared by Mr. Atapoor, UOSA's Capital Program Manager, Mr. Steglitz asked if there were any questions. He advised that staff had found a correction needed to the total for engineering service and construction change order numbers for Project U2, those were off by several orders of magnitude. A corrected page was provided at their places.

- b. In response to Director Vehrs, Mr. Atapoor advised that the Yorkshire Park Interceptor Upgrade project would start after July 1 and after the Bluebell season for NOVA Parks.

MOTION: Director Small moved to receive and file the report.

SECOND: Director Vehrs
VOTE: Unanimous

5. Chairman Mohsenin referenced staff memorandum, *April 2026 Safety, Security, and Emergency Preparedness Report* (filed as Exhibit F).

- a. As shared in the memo prepared by Mr. Gruenspecht, UOSA's Safety & Security Program Manager, Mr. Steglitz asked if there were any questions. None were received.

MOTION: Director Small moved to receive and file the report.

SECOND: Director Vehrs
VOTE: Unanimous

6. Chairman Mohsenin referenced staff memorandum, *March 2026 Strategic Communications & Engagement Report* (filed as Exhibit G).
 - a. As shared in the memo prepared by Ms. Schaefer, UOSA's Communication Specialist, Mr. Steglitz mentioned the tour for thirty-three third-grade students that included hands-on experiments and its success with the help from several UOSA staff.

MOTION: Director Small moved to receive and file the report.
SECOND: Director Rowley
VOTE: Unanimous

7. Chairman Mohsenin referenced staff memorandum, *Strategic Plan Dashboard Update* (filed as Exhibit H).
 - a. Mr. Steglitz said the Board may recall that staff had presented the UOSA Strategic Plan (2025-2030) Dashboard at the February 2026 meeting with the intention to provide a status report/update to the Board at the end of each quarter. This was the first update for FY-26, completing the third quarter of the fiscal year, which tracked specific goals for their respective focus areas and objectives.
 - b. While referencing Collaboration & Engagement focus area for partnering with stakeholders to protect the Occoquan and establish quarterly meeting with other regional partners (including the City of Manassas staff), Director Small thanked Mr. Steglitz and staff for this initiative and their time spent making improvements in the area.

MOTION: Director Rowley moved to receive and file the report.
SECOND: Director McGrath
VOTE: Unanimous

8. Chairman Mohsenin referenced staff memorandum, *Review of Virginia Sewage Collection and Treatment Regulations and Occoquan Policy Associated with Design Basis Modifications* (filed as Exhibit I).
 - a. As shared in the memo, Mr. Steglitz said this was a follow up for staff to connect with their consultant, Black & Veatch, some clarification about the assumptions used in the design basis and how that aligned with the SCAT Policy, and the Occoquan Policy. He advised that staff is continuing to work on load allocations and how the assumptions impact the different scenarios. He said this effort may be ready for the next meeting.

MOTION: Director McGrath moved to receive and file the report.
SECOND: Director Vehrs
VOTE: Unanimous

9. Chairman Mohsenin referenced staff memorandum, *Capital Project Cost Breakdown for Plant Expansion to 60 MGD* (filed as Exhibit J).
 - a. Mr. Steglitz said staff used the legal analysis provided at the previous meeting and applied that to the re-rating study projects by further separating the cost and ownership into two buckets (i.e. P54 MGD & P60 MGD) as shown in the memo.

MOTION: Director Farr moved to receive and file the report.
SECOND: Director Vehrs
VOTE: Unanimous

F. Action Items

1. Chairman Mohsenin referenced staff memorandum, *Election of Officers* (filed as Exhibit K).

- a. Chairman Mohsenin stated that he and Director McGrath both retired from the County of Fairfax this past January and in order to provide a smooth transition for the County, they also agreed to remain on the UOSA Board through June 2026. After some discussion about the impending vacancy of the Chair's position, the Board was in favor of allowing time over the next few months for others to consider the role and who may be nominated to fill its vacancy in June.

MOTION: Director Small moved the slate of current officers:

Chairman – Shahram Mohsenin
Vice Chair – Nancy Vehrs
Treasurer – Joshua McNeal IV
Assistant Treasurer – Kevin D. Wolfe
Secretary – Richard Meyer
Assistant Secretary - June A. Mahoney

SECOND: Director Rowley
VOTE: Unanimous

2. Chairman Mohsenin referenced staff memorandum, *Election of UOSA Audit Committee* (filed as Exhibit L) and stated the current members of the UOSA Audit Committee were Directors McNeal, Vehrs and Meyer.

MOTION: Director Small moved to reappoint Directors McNeal, Vehrs and Meyer to serve on the Audit Committee for the April 2026-April 2028 term.

SECOND: Director McGrath
VOTE: Unanimous

3. Chairman Mohsenin referenced staff memorandum, *Structure 28/1 AWT Electrical Services Renewal – Contract Award Recommendation* (filed as Exhibit M).

MOTION: Director Small moved to approved the Resolution authorizing the Executive Director to issue the Notice of Award and proceed with the award and execution of UOSA Contract 28/1 AWT Electrical Services Renewal to W.M. Schlosser Company, Inc., the lowest responsible and responsible bidder, for the contract amount of \$1,572,000.00.

SECOND: Director Vehrs
VOTE: Unanimous

4. Chairman Mohsenin referenced staff memorandum, *L/2 Building Roof Replacement* (filed as Exhibit N).
 - a. Mr. Steglitz advised that UOSA utilized a BOA with Jacobs to provide the engineering services for the project and as it approached the cap, staff competitively bid out the balance of the design work to remain in compliance with the VPPA requirements.

MOTION: Director Small moved to authorize the Executive Director to issue the Notice of Award and proceed with the award and execution of Contract for the L/2 Building Roof Replacement contract with Garland Inc. in the amount of \$1,248,994.00.

SECOND: Director Vehrs

VOTE: Unanimous

5. Chairman Mohsenin referenced staff memorandum, *Advocacy Support* (filed as Exhibit O).
 - a. Mr. Steglitz advised that staff was seeking direction from the Board on how to proceed with advocacy support with Seven Hills Strategy Group as their original agreement would conclude on April 30, 2026.

MOTION: Director Small moved to allow the Executive Director to procure continuing issue advocacy service from Seven Hills Strategy Group for advocacy support through the 2027 State of Virginia legislative session.

SECOND: Director Rowley

VOTE: Unanimous

G. Staff Reports

1. Executive Director's Report

- a. Mr. Steglitz touched on a few quick items:
 - i. Mr. Steglitz advised that the load allocation analysis requested by the board is still underway and is expected to come back at the next meeting.
 - ii. Mr. Steglitz advised that Fairfax Water recently notified UOSA of a fish advisory for the Occoquan Reservoir due to PFOS in fish tissue. UOSA asked DEQ whether this could affect fishing in its final effluent reservoir (FER) pond, and DEQ recommended catch-and-release as a precaution. Although UOSA has no fish tissue data for its ponds, staff believe PFAS is likely present because UOSA contributes to the reservoir. UOSA plans to notify staff and the public, post signs, and revise fishing permit policies, and is also considering fish sampling. Director Small asked staff to share the InsideNOVA article on the issue with the Board.
 - iii. Mr. Steglitz stated that he recently attended the Water Association Fly-In week in Washington, D.C. where he met with Representative Subramanian and staff from Senator Warner's office to discuss UOSA's earmark and funding requests. He said the feedback was very positive, and their projects are expected to be included on the shortlist of requests moving forward in the congressional process. He again thanked the Board and participating jurisdictions for their

support letters, noting those letters were instrumental in helping the projects clear the first hurdle.

2. Legal Counsel's Report

- a. Ms. Hostetler requested the Board enter a closed session to discuss two topics: a personal matter involving a VRSA claim, and the Executive Director's annual performance. She stated that Mr. Garen Dodge, a colleague from Odin Feldman Pittleman, was online and available to participate in the closed session discussion.

H. Closed Meeting

1. Chairman Mohsenin announced that a closed meeting was needed for the purpose of discussing a personnel matter involving a VRSA claim, as well as the Executive Director's Annual Performance.

MOTION: Director Small moved that the Board convene a closed session at 5:20 P.M. pursuant to Virginia Code § 2.2-3711 (A)(1) for the purpose of discussing a personnel matter involving a VRSA claim, as well as the Executive Director's Annual Performance, and as it regards to participants in the closed session, allow any staff that Mr. Steglitz deem necessary.

SECOND: Director Vehrs

VOTE: Unanimous

2. RETURN TO REGULAR/OPEN SESSION

MOTION: Director Small moved to return to regular session at 6:42 P.M.

SECOND: Director Rowley

VOTE: Unanimous

3. Chairman Mohsenin asked for a motion to accept certification of the closed meeting per the following:

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Upper Occoquan Service Authority Board of Directors ("UOSA") has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of The Virginia Freedom of Information Act; and

WHEREAS § 2.1-344.1 of the Code of Virginia requires a certification by UOSA that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that UOSA hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered in the closed meeting.

MOTION: Director Small moved to accept Certification of Closed Meeting.

SECOND: Director Vehrs

ROLL CALL VOTE:

Ayes: Directors Farr, McGrath, Meyer, Rowley, Small, Mohsenin, Vehrs, and McNeal

Nayes: None

MOTION PASSED

4. Chairman Mohsenin said, discussion was held in the closed meeting about Mr. Steglitz' performance. The Board was happy with his performance and congratulated him on another great year. The Board decided to compensate him with a 5% salary increase, plus a one-time \$10,000 performance bonus."

MOTION: Director Small moved to approve the Board's decision.
SECOND: Director Vehrs
VOTE: Unanimous

I. Adjournment

MOTION: Director McNeal moved to adjourn at 6:47 P.M.
SECOND: Director Rowley
VOTE: Unanimous



Richard Meyer, Secretary
UOSA Board of Directors

Date: May 21, 2026

These minutes are unofficial until signed.