A REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS OF THE UPPER OCCOQUAN SERVICE AUTHORITY WAS HELD OCTOBER 15, 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:

William Barrack *	Stacy Seiberling
Sajana Chitrakar	Allan Rowley
Calvin D. Farr, Jr.	Patrick Small
Richard Meyer	Nancy Vehrs

* attended via electronic video conferencing

Directors Absent:

Joshua McNeal, IV

Others Present:

UOSA Staff:

Brian Steglitz
Kevin Wolfe
Montee McGowan
Erick Schlosser
Doug Hague
Cindy Philip
Theresa Philmon
Brittany Foutz

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

Guest Presenter: Peter Loomis, Project Manager, CDM Smith

B. Announcements

1. Chair Vehrs acknowledged that UOSA's backup coverage, Ms. Philips, Ms. Philmon and Ms. Foutz, were assisting with today's board meeting while Ms. Mahoney was on scheduled leave.

2. Chair Vehrs acknowledged that today was the first in UOSA's history to have three female Board Members participate in a single meeting.

C. Approval of Board Member Electronic Participation

1. Chair Vehrs indicated that Director Barrack had requested to attend the meeting remotely and she asked him to state the reason and his location. Director Barrack stated that he was in Fairfax, VA and could not attend in person due to a personal scheduling conflict.

MOTION: Director Small moved to approve the remote participation for Director Barrack.
SECOND: Director Seiberling
VOTE: Unanimous

D. Approval of Minutes

1. Chair Vehrs referenced Board Minutes dated September 17, 2026, and asked the Board for their approval.

MOTION: Director Small moved to approve the minutes of September 17, 2026 Board meeting.
SECOND: Director Meyer
VOTE: Unanimous

E. Public Comment Time

1. Chair Vehrs asked whether any member of the Public had expressed interest or submitted a request to speak at the meeting.

2. Ms. Philmon stated that none were received ahead of the meeting. None were brought forward during the meeting.

F. Consent Agenda

1. Chair Vehrs advised the Board of a change in the meeting agenda as it now has replaced the Administrative Reports section with a Consent Agenda section. All consent agenda materials were included in the board packet distributed on October 9, 2026. Filed as Exhibits A-L.

a. September 2026 Financial Summary
b. FY-26 Budget Review
c. Reconciliation of Capital Expenditures to Bond Allocations (2019 Bonds)
d. FY-27 Third Quarter Appropriation
e. FY-27 First Quarter Plant Performance Report
f. September 2026 Project Summary
g. October 2026 Safety, Security, and Emergency Preparedness Report
h. October 2026 Strategic Communications & Engagement Report
i. Revised P54 Capacity
j. FY-27 Strategic Plan – First Quarter Update
k. UOSA's Inaugural Operations Challenge Season
l. UOSA Joins Leading Utilities of the World

2. Chair Vehrs referenced the Consent Agenda as a whole and asked for a motion to received and file the listed items, or if there was a need to pull any items from the list to discuss individually. No items were pulled for further discussion.

MOTION: Director Meyer moved to receive and file the items presented under the Consent Agenda.
SECOND: Director Rowley
VOTE: Unanimous

DISCUSSION:

In response to Director Farr, Chair Vehrs advised that requests to pull items from the consent agenda list would not need to be made in advance of the meeting.

She would accept requests to pull items at the meeting should a member feel it was necessary.

G. Action Items

1. Chair Vehrs referenced staff memorandum, *UOSA Septage Receiving Facility Upgrades Study* (filed as Exhibit M).

   a. Mr. Nat Atapoor, UOSA's Capital Improvements Manager, presented the results and recommendations of the Septic Receiving Facility Upgrades Study. He was joined by Mr. Peter Loomis, the Project Manager with CDM Smith that led the effort.

   b. Staff presented alternatives to upgrade the aging Septage Receiving Facility to improve reliability, maintenance, staff operability, hauler service, capacity, and business processes. Staff advised that existing equipment requires frequent maintenance, and haulers sometimes experience waits of one to two hours.

   c. Staff recommended Alternative 3, the three-lane system, using bar screens, a weigh scale, and automated tracking software within the existing building shell. The alternative was described as meeting all five project goals, with a planning-level capital cost of $7 million and an estimated total annual cost of $1.296 million. Staff noted that $1.1 million in EPA congressional-directed funding was available toward capital costs but had not been included in the annualized figures.

   d. The Board discussed:
      - Full cost recovery: Staff's goal is for hauler revenue to cover operating, treatment, and capital costs, potentially through a separate cost center and a modest fee increase. The approach remains under development.
      - Cost allocation and equity: Directors raised concerns about jurisdictional subsidies and how cost recovery would affect jurisdictional billing. Staff indicated that changes to cost allocation would require addressing the service agreement.
      - Capacity and expansion: The proposed design basis was approximately five million gallons annually, compared with current volume of approximately 3.3 million gallons. Directors asked about future expansion.
      - Construction continuity: Construction was estimated at approximately 1.5 years. Use of the onsite DD1 backup location and possible regional alternatives would require further evaluation.
      - Other design considerations: Odor control, incoming septage monitoring, and potential charges for high-strength waste were discussed.

   MOTION: Director Small moved to authorize staff to proceed with Alternative 3, the 3-lane system, and requested staff to incorporate an analysis at some point of how the pricing could work.
   SECOND: Director Rowley
   VOTE: Unanimous

H. Staff Reports

1. Executive Director's Report

   a. Mr. Steglitz congratulated Director Farr on his election as the Board

President to the Association of Metropolitan Water Agencies (AMWA).

b. Mr. Steglitz noted that although the Financial Summary was included in the Consent Agenda, he wanted to mention a few things. He said that electric, gas, and diesel costs were rising faster than anticipated, and the organization is starting to see cost overruns in these areas. Staff will keep the Board informed and will return if budget amendments become necessary.

c. Mr. Steglitz reported that bids on capital projects have been unpredictable and high. Several projects planned for the Board's considerate are on hold while staff review why the bids differ from the engineering estimates. Staff will return to the Board with findings and options.

d. Mr. Steglitz announced that today was observed as Imagine a Day Without Water. UOSA has shared information on its social media account.

e. Mr. Steglitz advised that the Fairfax Water Summit was held earlier that same day. He stated that four of UOSA's Board Members were able to attend, along with elected officials at both the State and Federal levels. He said the key themes were:

- Secure the Source: studying quarries and similar options as a backup supply for Fairfax Water's Potomac source.
- The Occoquan: a fact sheet on its importance to regional water needs.
- PFAS: an update on ongoing work in which the organization also participates.
- Exempted water withdrawals: efforts to maintain the grandfathered, non-permitted status of certain withdrawals.

Chair Vehrs noted that attendees emphasized how much they rely on UOSA. She also said the event was valuable for networking, and she made the distributed packet of fact sheets available to board members. In response to a question from Director Small, staff clarified that exempted withdrawals are not unlimited. Director Farr added that the aim is generally to protect existing water allocations.

f. Mr. Steglitz reported that as part of the ongoing agreement with Fairfax Water, he had met with Fairfax Water's interim General Manager and described the discussions as positive and progressing as they reviewed Fairfax Water's draft agreement line by line. Mr. Steglitz said he reaffirmed the Board's preference for a negotiated agreement over a legislated solution. No commitments were made, but both sides are willing to continue conversations. Staff is also awaiting the results of a pending safe-yield analysis, which may be available before the next Board meeting. In response to Director Small, he confirmed that per Fairfax Water, the UOSA Board would receive an advance look at the analysis before it becomes public.

g. Mr. Steglitz advised that he had a meeting with the Director of DEQ, Mr. Rolband in Richmond to introduce the organization as a subject-matter resource on water reuse and on issues involving the Occoquan. He noted that Director Rolband also attended the Fairfax Water Summit.

h. Mr. Steglitz reminded the UOSA Audit Committee that their next meeting is scheduled for 3:30 pm on the day of the next Board meeting, Staff will be sending a calendar invitation to the Committee members.

2. Legal Counsel's Report

a. Ms. Hostetler did not have anything additional to report.

I. Adjournment

MOTION: Director Farr moved to adjourn at 4:56 P.M.
SECOND: Director Rowley
VOTE: Unanimous

Richard Meyer, Secretary
UOSA Board of Directors

Date: November 19, 2026
These minutes are unofficial until signed.