



NBWW EXECUTIVE BOARD MEETING MINUTES

1. Call Meeting to Order

Brandon Janes, North Branch Chicago River Watershed Workgroup (NBWW) President, called the meeting to order at 2:04pm.

2. Roll Call

Executive Board members present were **Brandon Janes** (President), Village of Deerfield; **Keeley Evans**, Village of Northbrook; **Robyn Flakne**, Village of Glenview; **Chuck Boddin**, North Shore Water Reclamation District (NSWRD); **Hayley Frank**, Village of Winnetka; **Matt Ueltzen**, Lake County Forest Preserve District (LCFPD); and **Rob Flood** (Monitoring Committee Chair), NSWRD. A roll call was performed, and an NBWW Executive Board quorum was present. A full list of attendees is at the bottom of the meeting minutes.

3. Public Comment

a. Janes shared the March 11, 2026, NBWW meeting will be a joint meeting with the Monitoring Committee from 1:00pm – 3:00pm in the Council Chamber Room (see agenda item 8a & 9b).

4. Approve December 10, 2025, NBWW Special Joint Executive Board and Monitoring Committee Meeting Minutes

Ueltzen motioned to approve the December 10, 2025, Special Joint Executive Board and Monitoring Committee Meeting Minutes, seconded by Evans. The motion passed with a unanimous vote.

5. Financials

a. NBWW FY26 Budget Review

Strelcheck presented the NBWW FY26 budget for Executive Board review. Base dues return to pre-Nutrient Assessment Reduction Plan numbers in 2026.

6. Old Business

a. NBWW Nutrient Assessment Reduction Plan (NARP) Update

Janes provided a NBWW NARP Update; the report was submitted to the Illinois Environmental Protection Agency (Illinois EPA) on December 22, 2025. NBWW received comments from Albert Ettinger on 11/19/25 and 12/15/25 and these comments will be discussed at the March 11, 2026 NBWW meeting as an agenda item (discussion of next steps).

b. Monitoring Committee – Monitoring Updates

Rob Flood, Monitoring Committee Chair, shared next steps for microbial source tracking results with Grand Valley State University (GVSU) in 2026, including interest in adding wet weather sampling to the study. Flood and Strelcheck will be discussing study improvements and costs with GVSU. Flood also provided Dissolved Oxygen (DO) result charts for Executive Board review, and presented the Fall 2026 DO sampling plan following the implementation of the Skokie Consolidated Drainage District streambank stabilization project in Highland Park. Finally, the NBWW Annual Report will be ready for submission to the Illinois EPA in March 2026.

QUESTIONS

Are the diurnal swings (presented) in DO levels expected? Yes, those peaks represent the highest point of aquatic plants' photosynthetic activity that produced oxygen.



7. New Business

a. NBWW 2025 Annual Newsletter Review and Approval

Strelcheck presented the NBWW 2025 Annual Newsletter for Executive Board review and approval. The NBWW Executive Board requested a minor spelling revision and agreed with the Monitoring Committees minor revisions. Flood motioned to approve the newsletter, as recommended by the NBWW Monitoring Committee with presented and discussed edits, seconded by Evans. The motion passed via a consensus vote.

b. NBWW 2025 Workplan Scorecard Review & Approval

Strelcheck presented the NBWW 2025 Workplan Scorecard for Executive Board review and approval. Ueltzen motioned to approve the NBWW 2025 Workplan Scorecard, as recommended by the NBWW Monitoring Committee with presented edits, seconded by Bodden. The motion passed with a unanimous vote.

8. Member Remarks

a. Strelcheck provided an Integrated Prioritization System (IPS) Model update from the Midwest Biodiversity Institute (MBI) and the DuPage River Salt Creek Watershed Workgroup (DRSCW). A representative from DRSCW will present training options and costs at the March 11, 2026 NBWW combined meeting. NBWW President Brandon Janes requested to have a Joint NBWW meeting with the Monitoring Committee and Executive Board on March 11, 2026, from 1-3pm; there were no objections.

QUESTION: Would NBWW be employing MBI or DRSCW for IPS training?

NBWW would employ MBI and pay MBI staff.

b. Strelcheck shared the NBWW was asked to present their NARP to the Greater Chicago Watershed Alliance on May 27, 2026.

9. Next Meetings:

a. NBWW General Membership Meeting, February 11, 2026, Chicago Botanic Garden, Science Center Room, Glencoe; 1:00pm-3:00pm.

b. NBWW Joint Executive Board and Monitoring Committee meeting: March 11, 2026, Deerfield, Village Hall, 850 Waukegan Rd, Deerfield, IL 60015 (**2nd Floor; Council Chambers Board Room**); 1:00pm - 3:00pm

10. Adjournment –2:43pm

Bodden motioned to adjourn, seconded by Flood. The motion passed with a unanimous vote.

NBWW Executive Board Meeting Attendees

NAME	ORGANIZATION
Ashley Strelcheck	Lake County Stormwater Management Commission, NBWW Coordinator
Brandon Janes	Village of Deerfield, NBWW President
Chuck Bodden	North Shore Water Reclamation District
Hayley Frank	Village of Winnetka
Keeley Evans	Village of Northbrook
Matt Ueltzen	Lake County Forest Preserve District
Rob Flood	North Shore Water Reclamation District, NBWW Monitoring Committee Chair
Robyn Flakne	Village of Glenview
Sarah Skolozynski	Lake County Stormwater Management Commission