



NBWW Executive Board Meeting
Wednesday, July 8, 2026 at 2:00pm – 3:00pm
Village of Deerfield, Village Hall
850 Waukegan Rd, Deerfield, IL 60015

NBWW EXECUTIVE BOARD MEETING MINUTES

1. Call Meeting to Order

Brandon Janes, North Branch Chicago River Watershed Workgroup (NBWW) Executive Board President, called the meeting to order at 2:03pm.

2. Roll Call

Executive Board members or alternates present were **Brandon Janes** (President), Village of Deerfield; **Keeley Evans** (Alternate), Village of Northbrook; **Chuck Bodden**, North Shore Water Reclamation District (NSWRD); **Matt Ueltzen**, Lake County Forest Preserve District (LCFPD); **Michael He** (Alternate), Village of Winnetka (came into the meeting at agenda item 5a); 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 - None

4. Approve June 10, 2026 NBWW Executive Board Meeting Minutes

Bodden motioned to approve the June 10, 2026 NBWW Executive Board Meeting Minutes, seconded by Evans. The motion passed with a unanimous vote.

5. Financials

a. NBWW revenues & expenditures ratification

Strelcheck presented the final FY2026 expenditures and revenues to the NBWW Executive Board for ratification. There were no questions. Ueltzen motioned to ratify the revenues and expenditures, seconded by Flood. The motion passed via a roll call vote: Janes - aye, Evans - aye, Bodden - aye, Flood - aye, Ueltzen - aye, and He - aye (6-0).

b. NBWW budget review

Strelcheck presented the NBWW FY26 budget for Executive Board review. There were no questions.

6. New Business

a. Approval: Greater Chicago Watershed Alliance Request for Presentation: NBWW NARP Implementation

The Greater Chicago Watershed Alliance would like to request the NBWW present their NARP Implementation to the Alliance for their August 26th General Membership meeting. This would require Geosyntec to present this information and would need the Executive Board's approval. He motioned to approve the Greater Chicago Watershed Alliance request for Geosyntec to present the NBWW NARP Implementation, seconded by Evans. The motion passed with a unanimous vote.

7. Old Business

a. Monitoring Committee updates

Flood gave an overview of the Monitoring Committee meeting that took place at 12:30pm earlier today. Both the NBWW microbial source tracking summary and NBWW Request for Proposals (RFP) for the NBWW Microbial Source Tracking Services Grant Application were recommended to the Executive Board without revisions. The May NBWW monitoring results were discussed with the Committee but no large issues that needed to be discussed.



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b. Approval: NBWW Request for Proposals (RFP) for the NBWW Microbial Source Tracking Services Grant Application

The Executive Board reviewed the revised NBWW Request for Proposals (RFP) for the NBWW Microbial Source Tracking Services Grant Application and had no further revision requests. The Monitoring Committee recommended approval of the RFP with no revisions. Evans motioned to approve the NBWW Request for Proposals (RFP) for the NBWW Microbial Source Tracking Services Grant Application, seconded by Ueltzen. The motion passed with a unanimous vote.

i. RFP Scoring Committee Discussion

Strelcheck asked which Executive Board members would like to be a part of the August 2026 NBWW RFP Scoring Committee and all members showed a level of interest. Strelcheck will circulate a survey monkey poll for dates/times shortly for a meeting date and time once the RFP and special meeting request has been approved by the Executive Board.

ii. Approval: NBWW special meeting at the end of August 2026 to review the scores of the submitted proposals and potentially select a consultant

Strelcheck asked if the Executive Board would like to request a Special Meeting in late August 2026 to review and potentially select a proposal from the approved RFP. Ueltzen motioned to request a Special Meeting in late August 2026 to review and potentially select a proposal from the approved RFP, seconded by Bodden. The motion passed with a unanimous vote.

c. Approval: NBWW microbial source tracking summary (outreach material)

The Executive Board reviewed the revised microbial source tracking summary and had no additional revision requests. The Monitoring Committee recommended approval of the summary with no revisions. Flood motioned to approve the NBWW microbial source tracking summary, seconded by Evans. The motion passed via consensus vote. Strelcheck will email out this summary to the NBWW members for outreach after the August general membership meeting. The motion passed with a unanimous vote.

8. Member Remarks

- a.** Rishab Mahajan, Geosyntec gave a brief update on the NBWW NARP Responses. Progress is being made on response to Dr. Burkholder and Albert Ettinger's comments on NBWW's NARP. Geosyntec's team has noted some outdated literature that was referenced in those comments and some references that contradict some of the findings from the comments so those will be noted in the responses. Geosyntec plans to have a draft memo for INTERNAL DRAFT REVIEW ONLY in August for the Executive Board and Monitoring Committee members to comment on. Strelcheck will assist in circulating that information and combining comments for Geosyntec.

9. Next Meeting:

- a.** NBWW General Membership meeting, August 12, 2026, Kent Fuller Air Station Prairie & Tyner Interpretive Center, 2400 Compass Rd, Glenview, IL 60026; 1:00pm – 3:00pm
- b.** NBWW Executive Board Meeting, September 9, 2026, Deerfield, Village Hall, 850 Waukegan Rd, Deerfield, IL 60015 (2nd Floor Meeting Room 206); 2:00pm – 3:00pm



10. Adjournment - 2:35pm

Bodden motioned to adjourn, seconded by Evans. 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
Chuck Bodden	North Shore Water Reclamation District
Keeley Evans	Village of Northbrook
Matt Ueltzen	Lake County Forest Preserve District
Michael He	Village of Winnetka (alternate)
Rishab Mahajan	Geosyntec Consultants Inc. (virtual)
Rob Flood	North Shore Water Reclamation District