



NBWW EXECUTIVE BOARD MEETING AGENDA

1. Call meeting to order

Brandon Janes, North Branch Chicago River Watershed Workgroup (NBWW) Executive Board President, called the meeting to order at 2:02pm.

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 (present at 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. Meeting minutes approval

a. August 19, 2026 NBWW Special Executive Board meeting minutes approval

Ueltzen motioned to approve the August 19, 2026 NBWW Special Executive Board Meeting Minutes, seconded by Evans. The motion passed with a unanimous vote.

5. Financials

a. NBWW revenues & expenditures ratification

Strelcheck presented the FY2026 revenues and expenditures to the NBWW Executive Board for ratification. He motioned to ratify the revenues and expenditures, seconded by Ueltzen. The motion passed via a roll call vote: Janes - aye, Evans - aye, Bodden - aye, Flood - aye, Ueltzen - aye, and He - aye (6-0).

b. Approval: NSWRD FY26 Contract Amendment for Microbial Source Tracking Field Services

Source Tracking Field Services.
The actual cost of the additional microbial source tracking field services was not known when the budget was initially prepared. The contract amendment reflects the cost of the completed services and has been incorporated into the NBWW budget. Evans motioned to approve the NSWRD FY26 Contract Amendment for Microbial Source Tracking Field Services, seconded by He. The motion passed via a roll call vote: Janes - aye, Evans - aye, Bodden - aye, Flood - aye, Ueltzen - aye, and He - aye (6-0).

c. Approval: Geosyntec Consultants Inc. Service Order for Microbial Source Tracking Grant Application Support

The Executive Board reviewed the Geosyntec Consultants, Inc. Service Order for Microbial Source Tracking Grant Application Support. The service order has a not-to-exceed amount of \$27,500 and provides for completion of the scope of work within eight weeks of the Notice of Funding Opportunity being posted. The service order also clarifies that an Illinois Environmental Protection Agency (Illinois EPA) grant award would not guarantee selection of Geosyntec for future microbial source tracking services. Bodden motioned to approve the Geosyntec Consultants, Inc. Service Order for Microbial Source Tracking Grant Application Support, seconded by Ueltzen. The motion



passed via a roll call vote: Janes - aye, Evans - aye, Bodden - aye, Flood - aye, Ueltzen – aye, and He - aye (6-0).

d. NBWW budget review & discussion

Strelcheck presented the NBWW FY2026 budget for Executive Board review. The Board discussed updates to the microbial source tracking budget and the anticipated timing of bioassessment work. The Board agreed that bioassessment monitoring frequency and next steps for water quality summary reporting should be discussed with the Monitoring Committee and incorporated into the NBWW monitoring strategy.

6. New business

a. FY2026 newsletter recommendations

The Executive Board discussed potential topics for the FY2026 newsletter, including the NBWW 2026 scorecard, updates on the Highland Park streambank stabilization continuous monitoring pilot project, 2025 & 2026 microbial source tracking results, and Illinois EPA Section 604(b) grant funding efforts.

7. Old business

a. Monitoring Committee updates

The Monitoring Committee did not meet on Wednesday, September 9, 2026, due to a lack of a quorum.

Flood, Monitoring Committee Chair, provided an update on the microbial source tracking grant application and monitoring strategy. Geosyntec has begun work on the Quality Assurance Project Plan (QAPP), monitoring strategy, and grant application. Geosyntec also provided preliminary study questions for NBWW review and input. The Board discussed the proposed questions and monitoring approach and agreed that the 2026 monitoring results, including wet-weather data, should be considered in the application. Some of the proposed questions to Geosyntec included:

- i. *Are we limiting the number of questions to just 3? If so, why?*
- ii. *Are there more questions? If so, maybe that is what the late September meeting will flush out from the workgroup members?*
- iii. *Question #3 is okay to look at but we want to be cognizant of the NBWW budget when looking at multiple markers (costs go up \$\$)*
- iv. *(Referencing Question #1) – Should we be questioning all (5) of the sites or at least the 2025 and 2026 sites that have human DNA markers indicated?*
- v. *If 2026 wet weather results do come in in time, should that drive a question given the northern portion of the watershed is primarily shallow conditions and can be driven by effluent during drought conditions.*

Flood also provided an update on the NARP response comments. Geosyntec will address the Board's comments and bring the final responses to the October Executive Board meeting for final approval.

8. Member remarks - None

9. Next meetings:

- a. NBWW Executive Board Meeting, October 14, 2026, Deerfield, Village Hall, 850 Waukegan Rd, Deerfield, IL 60015 (2nd Floor Meeting Room 206); 2:00pm – 3:00pm



NORTH BRANCH
CHICAGO RIVER
WATERSHED
WORKGROUP

NBWW EXECUTIVE BOARD MEETING
WEDNESDAY, SEPTEMBER 9, 2026 * 2:00PM – 3:00PM

**DEERFIELD, VILLAGE HALL, 850 WAUKEGAN RD, DEERFIELD, IL
60015
(CONFERENCE ROOM 206)**

10. Adjournment

Ueltzen motioned to adjourn, seconded by Bodden. The meeting was adjourned at 2:50pm.

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
Rob Flood	North Shore Water Reclamation District (Monitoring Committee Chair)
Keeley Evans	Village of Northbrook
Matt Ueltzen	Lake County Forest Preserve District
Michael He	Village of Winnetka (alternate)
Zoe Schaaf	Lake County Stormwater Management Commission