



ANNUAL MEMBERSHIP MEETING MINUTES

JANUARY 20, 2022

10AM

Location: Zoom – Recording of meeting can be found at: <https://ldpwatersheds.org/about-us/lower-dupage-river-watershed-coalition/meetings-minutes/>

- 1. Approve** Meeting Minutes from November 18, 2021 meeting. *Motion to approve minutes as presented made by Joe Slevnik, seconded by Tim Juskiewicz, motion carried.*
- 2. Executive Board Elections:**
 - 2022 Slate of Officers**
 - President – Doug Kissel, Village of Plainfield
 - Vice President – Nick Gornick, City of Joliet
 - Treasurer/Secretary – Amy Ries, City of Naperville
 - 2022 Slate of Members-at-Large**
 - Andrew Hawkins, Forest Preserve District of Will County
 - Deanna Doohaluk, The Conservation Foundation
 - Randy Jessen, Will County Stormwater Committee
 - Ryan Anderson, Village of Minooka

Executive board slate was presented to membership, no comments or discussion was offered. Motion to accept Executive Board Slate for 2022 as presented was made by Joe Slevnik, and seconded by Steve Zehner, motion carried.
- 3. Discussion - Approve FY2022-2023 Annual Budget** – See attached budget. This will be the first year of the next three-year budget cycle. The proposed budget includes an approximately 3% increase in dues for the next three years. *Jennifer Hammer provided an overview of the proposed 3-year budget and associated dues needed to support the Coalition activities. Overall the ~3% increase in dues covers a small increase in staffing from 0.925 to 0.975 FTE (the FTE is spread over 5 staff), and an increase in anticipated cost for sampling in 2024. Staff time will be allocated to oversee the design & engineering phase for the next river restoration project. The increase in sampling costs reflects an increase in the number of parameters being collected. Dues will remain at the new level for the next three fiscal years. Approval of the dues and approval of the budget were voted on separately. Motion to approve the FY2022-25 Dues was made by Deanna Doohaluk, seconded by Joe Slevnik, motion carried. Motion to approve the FY2022-23 budget was made by Amy Reis, seconded by Steve Zehner, motion carried.*
- 4. Approve:** 2022-2023 Staffing Contract with The Conservation Foundation – updated to reflect staffing costs in FY22-23 budget *The staffing contract with TCF was included in the meeting packet, only changes from last year was the update of dates and total dollar amount to match the FY2022-23 budget - \$79,704. Motion to approve the staffing contract with The Conservation Foundation as presented for a total of \$79,704 was made by Joe Slevnik, seconded by Doug Kissel, motion carried.*
- 5. Discussion – Approve – Second Special Condition Project Design, Engineering & Permitting:** A Statement of Interest for Design, Engineering & Permitting of the second river restoration project identified in the Special Conditions language in NPDES permits was distributed in November, six SOIs were received and the review committee short-listed three firms to submit full proposals in

December. The review committee held interviews with Engineering Resource Associates, WBK Engineering, and Hey & Associates in early January. The review committee will make a recommendation to the Executive Board. Staff are requesting permission to negotiate and execute a contract for design, engineering, permitting and the development of construction and bid documents with the winning firm for an amount not to exceed \$250,000. *Jennifer Hammer provided a review of project goals, Statement of Interest letters were received from six firms, the review committee selected three firms to submit full proposals by the end of December. Zoom interviews were held by the review committee on January 10th with Engineering Resource Associates, WBK Engineering, and Hey & Associates. The committee unanimously agreed on a firm and made a recommendation to proceed to the Executive Board. The Executive Board accepted the recommendation and staff will work with winning consultant to negotiate a contract not to exceed \$250,000. Motion to authorize staff and Executive Board to negotiate and execute a contract with winning consultant, not to exceed \$250,000 was made by Steve Zehner, seconded by Deanna Doohaluk, motion carried. Once contract is negotiated, the winning consultant will be named.*

6. **2021 Review – 2022 Preview** *Jennifer provided a review of activities from 2021 – recording of presentation is available on the Meetings & Minutes page*

7. **NIP Update** – Deanna will provide a review of activities and plans for 2022-23 *Deanna provided a summary of the activities that have been completed, are in process and what the plan is for 2022. Staff will be working to assemble watershed information and existing data as the intro to the NIP, we will be working with DRSCW and MBI to analyze DO & Chlorophyll-a data and use the SNAP method for assessment. QUAL2Kw model runs and report should be completed sometime mid-year. The goal will be to have a phosphorus target that can be presented to IEPA for discussion by September 2022.*

8. **Education & Outreach:** *All outreach materials can be found at <https://ldpwatersheds.org/outreach/>*
 - a. Winter – focus on winter deicing practices and winter safety. Blog posts and newsletter articles and social media post are now available on-line.
 - b. Spring – The topics for spring include Spring Clean-up Tips for automotive fluids, paint and other household hazardous waste and Spring Lawn Maintenance
 - c. Pet Waste Campaign – on going

9. **Organization Updates:**
 - a. Membership Update –
 - b. Treasurer’s Report –

10. **Calendar**
 - a. January 25th – DuPage Environmental Summit – Building Climate Change Resiliency Into Our Landscapes: A Virtual Summit 8:30-Noon
<https://www.theconservationfoundation.org/event/2022-environmental-summit/>
 - b. February 23rd – DRSCW Annual Membership Meeting 9AM via Zoom
 - c. February 25th - Beyond the Basics Stormwater Management 2022 Seminar: Weathering the Storm: Building Resilient Communities Through Design – Virtual 8AM-11AM
<https://www.theconservationfoundation.org/event/beyond-the-basics-2022/>
 - d. **Lower DuPage Watershed Coalition 2022 Member Meeting Schedule:**
March 17, May 19, July 21, September 15, November 17
www.LDPWatersheds.org