## NORTHWEST MUNICIPAL CONFERENCE

1600 East Golf Road, Suite 0700 Des Plaines, Illinois 60016 (847) 296-9200 ◆ Fax (847) 296-9207 www.nwmc-cog.org



A Regional Association of Illinois Municipalities and Townships Representing a Population of Over One Million

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## Poplar Creek and Upper Salt Creek Watershed Planning Councils AGENDA

Wednesday, April 10, 2024 10:30 a.m.

**Zoom Video Conference** 

Please join the meeting from your computer, tablet, or smartphone.

https://us02web.zoom.us/j/83835848442

Meeting ID: 838 3584 8442 Passcode: PCUSCWPC

- I. Call to Order
- II. Roll Call
- III. January 10, 2024 Meeting Transcript (Attachment A)
- IV. Capital Improvements

Jack Chan will provide an update. *Action Requested:* Informational

V. Watershed Management Ordinance

Laurel Haynes

VI. Video presentation (tentative)

Kimberly Nowicki, Regional Planner Cook County Department of Emergency Management and Regional Security

- VII. Other Business
- VIII. Next Meeting

The next meeting of the Poplar Creek and Upper Salt Creek Watershed Planning Councils will be held July 10 at 10:30 am via Zoom video conference.

IX. Adjournment

	Page 1
1	POPLAR CREEK AND UPPER SALT CREEK
2	WATERSHED PLANNING COUNCILS
3	
4	* * * *
5	
6	Held on Wednesday, January 10, 2024,
7	commencing at the hour of 10:30 o'clock, a.m., via
8	Zoom.
9	
10	PRESENT:
11	NORTHWEST MUNICIPAL CONFERENCE:
	Eric Czarnota
12	Mark Fowler
13	
14	METROPOLITAN WATER RECLAMATION DISTRICT
	Teresa Albano
15	Mark Castillo
	Jennie Harrell
16	Fabio Monteiro
	Stephanie Nash
17	Annie Wright
18	
19	
20	ALSO PRESENT:
21	Michael Burke, Village of Deer Park
22	Matt Mann - Streamwood
23	Kimberly Nowicki - CC Dept of Emergency Management
24	John McNelis - CC Department of Transportation

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MR. CZARNOTA: I'll call the meeting of the Poplar Creek and Upper Salt Creek Planning Council for Wednesday, January 10, 2024, and now will do a roll call. When I call your name, if you could just put your name and then your organization you represent in the chat, as a lot of you have been doing.

2.4

So the roll call for Poplar Creek
Watershed is: Barrington Hills, Bartlett, Elgin,
Hoffman Estates, Schaumburg, South Barrington,
Streamwood, Unincorporated Cook County, Barrington
Township, Hanover Township, Palatine Township and
Schaumburg Township.

For Upper Salt Creek Watershed we have: Arlington Heights, Deer Park, Elk Grove Village, Hoffman Estates, Inverness, Palatine, Rolling Meadows, Schaumburg, Roselle, Unincorporated Cook County, Elk Grove Township, Palatine Township, Schaumburg Township and Wheeling Township.

With that, we will move to item 3, which is the October 11, 2023 meeting transcript, which is attached A. If you have any questions, my e-mail is at the bottom, and feel free to reach out with any issues with the transcript.

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And now we'll move to item number 4, we'll have the capital improvement update from Mark Castillo.

MR. CASTILLO: Thanks, Eric.

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My name is Mark Castillo, I'm a

Senior Civil Engineer with the Metropolitan Water

Reclamation District. I work in Stormwater

Management and will be going over a couple of topics today, but mainly the capital improvements in this watershed.

everyone's attention that we recently updated our website. So mwrd.org has a new look and layout, and we have a new stormwater management main page, so you can visit us at mwrd.org/stormwater. On this main page, you'll see kind of links that go to each of the different sections that our department kind of handles. We have a projects page, that highlights MWRD construction projects and all partnership program projects. We have a stormwater partnership page, which I'll go over later on in this presentation, but that highlights all four of our partnership programs and recent updates, where we are with the current cycle or current round of

applications, as well as giving you access to apply to these programs. You can learn more about green infrastructure or stream maintenance. We have web pages there that showcase our work throughout the county. We have a watershed planning council page that has dates of upcoming meetings and contact information for each of the councils of government. And then finally, we -- or second to last, we have a plans and reports page, that has the detailed plan or watershed -- detailed watershed plans for each of the county's major watersheds, as well as our annual report and consent decree report. And finally, we have a section that kind of is more geared towards residents. We're calling it how you can help. is kind of where you can learn about stormwater in general, and the things that local residents can do to help alleviate stormwater, you know, in their neighborhood.

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Next up, we have FEMA grant opportunities. So there's a couple of grants that are currently available. The first is the FEMA Swift Current. This is underneath the Flood Mitigation Assistance Program that FEMA runs. Swift Current provides flood mitigation funding for buildings with

1	both an NFIP insurance policy or National Flood
2	Insurance Program policy, and those buildings have a
3	history of repetitive or substantial damage from
4	flooding. So eligible projects that include
5	acquiring those properties, elevating those
6	properties and then doing other like remediation work
7	such as flood proofing of historical residential
8	structures, retrofits, mitigation, reconstruction and
9	structural retrofitting of those structures. There
10	is a 36-month period of performance, so you have 36
11	months to do the work, and the cost share that FEMA
12	engages with depends on the severity and
13	repetitiveness of the flooding, as well as the social
14	vulnerability score of the project area.

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So if you want more information, you can always look at the notice of funding opportunity, and on the right-hand side here we have two contact -- or the contact is Zachary Krug. He's the State Hazard Mitigation Officer with IEMA. Below we have the Swift Current website, which has the link to the NFO, and applications for this grant will be accepted until January 15th.

The next opportunity is the FEMA Direct Technical Assistance Program. This provides

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non-financial technical support to communities seeking to begin climate resilience planning and project solution design. It's intended for communities that lack the capacity to do this type of work by themselves. This program can help plan a larger project, which can then be submitted to the BRIC Program for funding in future years, and the application will get additional points if they have a DTA award or a direct technical assistance award. For instance, a recent project I believe it's the DePew wastewater treatment plant project recently went through the DTA process and was awarded a BRIC grant last year as part of this program.

2.4

The application is pretty easy.

It's a letter that has to be submitted directly to FEMA requesting assistance. So I have the link here, on the right. We'll make sure that Eric sends out these links to everybody so that they can have it on hand, but letters are accepted until February 29th. And then you can visit the -- download the form on FEMA's website here.

Up next, we have the capital improvement updates for this watershed. So this is a map of the ongoing and completed projects for the

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Poplar Creek and Upper Salt Creek Watersheds. I believe we have two ongoing flood -- ongoing partnership -- partnership projects in this watershed, as well as one ongoing flood-prone property acquisition project. So we'll go over those now.

2.4

First up, we have the Palatine

Township flood-prone property acquisition. This is in Plum Grove Estates in Unincorporated Palatine

Township. It's the acquisition of one flood-prone property. So the current status is that Palatine

Township is submitting documents to allow for reimbursement this month. Cook County is sharing in the process of acquiring the property and demoing it.

Next up, we have the Springinsguth stream corridor improvements in Schaumburg and Hanover Park. This project spans two municipalities and will grade and stabilize almost 4,700 linear feet of streambank, install new stormwater outlets and restore the existing wetland buffer -- buffers, woodlands and prairies to mitigate flooding in the area. The project is approximately almost four million dollars. Work is to be completed in early spring 2024.

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And then finally, we have the Plum Grove Estates Subdivision Salt Creek mitigation rehabilitation project located in Plum Grove Estates in Unincorporated Palatine Township. This project noted that there is overbank flooding along Salt Creek causing flooding of property and streets throughout the neighborhood. The MWRD is working with the Palatine Township Road District to identify right-of-way available within the project area for a potential project.

2.4

So that's it for the capital improvements in this watershed.

As a reminder, our stormwater partnerships are available, so I just wanted to update you where we are. So currently, we have two programs that are still accepting applications. The first is our Stormwater Partnership Program. This provides funding to build stormwater management projects that are shovel ready. To apply, please submit a pre-application by February 11th.

We also have our Voluntary Flood-Prone Property Acquisition Program, where we assist acquiring flood-prone properties that are voluntary. Applications for this program are due January 28th.

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	Page 9
1	And then the other two programs, the Green
2	Infrastructure Partnership Program and our conceptual
3	projects are currently closed to new applicants at
4	this time. We anticipate reopening the these
5	applications probably later on this year.
6	If you need more information, you
7	can visit our website at mwrd.org/stormwater/
8	partnerships.
9	All right. So that's it for the
LO	capital improvement section of this presentation. If
L1	you have any questions, type it in the chat or you
L2	can unmute yourself.
L3	MR. CZARNOTA: Thanks, Mark.
L <b>4</b>	Does anyone have any questions on
L5	the capital improvements?
L6	(No response.)
L 7	MR. CZARNOTA: Kimberly just asked to send
L8	out the flyer. I can probably send that out
L9	following the meeting.
20	Then we will move on to item number
21	5, which is the small streams maintenance item, which
22	will be done by Fabio.
23	MR. MONTEIRO: So good morning. My name is

Fabio Monteiro, I'm a MWRD Associate Civil Engineer

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for the Small Streams Maintenance Program. And for this Watershed Planning Council meeting, I would like to present what our program does and how you can be part of it. Also, I can quickly present two other programs, the Rain Barrel and Restore the Canopy Programs, and then I will answer some questions.

2.4

Program was established in 2006 and was developed to remove blockages and debris from the waterways in Cook County to help relieve flooding. Thousands of yards of debris are removed from local streams each year. Outside of our primary mission, we also assist on a limited basis, depending on our assessment, by removing basic plants, downed trees, low hanging branches, dense weeds and providing beaver trapping and erosion control. However, I would like to mention that we have no capabilities for dredging at the moment.

In the pictures, we can see examples of SSMP's main work, which is removal of stream blockages. The top pictures show the before and after of the North Branch of the Chicago River in the Miami Woods area of the Cook County Forest Preserve in Morton Grove. The bottom picture shows the before

and after of our work on Des Plaines River at Dundee in Wheeling.

2.4

So some of SSMP's equipment used to remove blockages and debris are multi-terrain Skid Steer, mini Skid Steer or boxer, chipper and other additional resources. Depending on the water level, location and type of blockage, we usually -- it's wood and material, for example, a dead tree, we would assess case by case, whether we secure the dead tree on the riverbank or chip it. If we chip it, we work together with the municipalities for disposal of the wood chips. And the multi-terrain Skid Steer is one piece of equipment that is capable to pick up material, drag and brush cut. The mini Skid Steer or boxer are used for stream cleaning in sensitive and limited-access areas.

How can you help with the waterway blockages, so you can help us with waterway blockages and debris in rivers and streams by reporting on MWRD's website or calling. Also, by not leaving yard waste near your streams, not littering and properly disposing of trash. And if you live on a stream, consider landscaping with native plants and removing invasive plants such as Buckthorn. Many native

plants have strong root structure that resists erosion.

2.4

So there are two ways to report blockages in our waterways. Through MWRD's website, mwrd.org, under the following path. What we do is stormwater management and stream maintenance, report a waterway blockage. I will show more in the next slide. Also, by contacting Arturo or me by phone or e-mail. And please notify us immediately if you see -- if you see any issue.

So this is what reporting through our website looks like. So after entering our website, mwrd.org, click on the tab what we do and then followed by clicking on stormwater management then stream maintenance. And please find the -- please find and click on the blue box, report a waterway blockage, which will pop up a window called MWRD instant reporting, and select box waterway blockage and click on here, link shown.

Finally, you will be able to find a quick report form with your -- You will be able to fill out a quick report form with your information and comments and location of the blockage.

Also, another quick way to find our

stream maintenance web page is just by Googling MWRD SSMP.

2.4

Maintenance Program. I will talk a little bit about the Rain Barrel Program. MWRD is continuing with the Rain Barrel Program by offering Cook County residents discounted prices while supplies last. The rain barrels capture rainwater from your roof and save it for later use. Rain barrels can help prevent basement backups, street flooding and sewer overflows by keeping rainwater out of the sewer system. You can use rain barrel water to wash your car, water your lawn and/or garden, clean work boots, shoes and bikes. The MWRD rain barrels include a leaf and mosquito filter screen, spigot, overflow adapter and overflow hose.

For more information, visit MWRD website, and for questions contact MWRD Public Affairs.

Restore the Canopy Program, so MWRD free native tree saplings through our Restore the Canopy Plant a Tree Program. Native trees can help reduce flooding by soaking up rainwater. Since our tree program began in 2016, we have distributed more

- than a hundred thousand free native trees. Please 1 2 note that free trees are available for pick up every 3 Wednesday from April to October from 9:00 a.m. to noon at MWRD Water Reclamation Plants. And for 4 5 orders of 50 or more saplings, complete a form online. Deliveries are available but not to 6 7 individual homes. Also note that saplings can grow up to 50 to 80 feet tall.
- 9 And if you have any questions, the 10 best point of contact is Arturo, my supervisor.

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- 11 Open to questions for small streams, 12 if there is any.
  - MR. CZARNOTA: Does anyone have any questions on small streams maintenance or anything else that Fabio had shared?
- 16 (No response.)
- MR. CZARNOTA: All right. Hearing none, we 17 18 will move on to the next item.
  - Do you still have something else to share, Mark, on the Stormwater Partnership Program or did you already share that?
- 22 MR. CASTILLO: No, I still have a small 23 presentation to give on that.
- 2.4 MR. CZARNOTA: Then we can move on to that.

1 MR. CASTILLO: Okay. Thanks.

2.4

Thank you, Fabio. Thank you, Eric.

So now I will be going over our Stormwater

Partnership Program. This is meant to be a informational webinar about our program and how to apply. So for today, I'll be going over some key dates and information regarding the Stormwater

Partnership Program, an overview of the program, who can apply, what projects are eligible, a walk through of the pre-application that we have and then steps after you submit your pre-application and then briefly go over the other partnerships that we have available.

So the Stormwater Partnership

Program can be accessed by going to mwrd.org/

stormwater/SPP. There's three easy steps to apply:

First, we ask that you go to the website and review

the program requirements, which I will go through

briefly; submit a pre-application form by February

11th; and then you'll be invited to finalize your

application when full applications are available,

that is near the end of March. And you'll have about

six to seven weeks to finalize that application.

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So what is the Stormwater

Partnership Program, we partner with local communities to protect residential homes and businesses from flooding. So this program targets communities with projects that have been primarily designed or are shovel ready, but they need that funding assistance to get that project towards construction. We can provide funding towards the construction of stormwater infrastructure, and we — and under this program, we prioritize detention but we also consider projects that improve stormwater conveyance, such as relief sewers and we also consider streambank stabilization projects that project — protect structures from erosion.

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Selected applicants can enter into an intergovernmental agreement with the MWRD and are responsible for finalizing the design of the project, bidding it, awarding and constructing it.

There is also some diversity requirements on our share amount that needs to be met, and then there is long-term maintenance of the project after it' been completed.

The photo here I have is of a flood-control project in Park Ridge. That's approximately two million dollars to construct, and we contributed

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about half. It holds 750,000 gallons of stormwater.

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So who can apply, so these are mainly public entities that can enter into an intergovernmental agreement with the MWRD. This includes villages, cities, towns, townships, other county agencies, park districts, school districts and et cetera. Like I said, government -- local government organizations.

What projects are eligible, again, we're looking mainly for projects that manage stormwater through onsite detention, conveyance improvements or stream channel improvements. We are looking for projects that reduce and prevent flooding of structures, and projects that don't adversely impact downstream stormwater conditions. Projects must be located within our corporate boundaries, and if you go to our website, you can see a GIS layer that clearly defines, you know, our boundaries. Projects can't be under construction and can't have been already completed. We are looking for projects that can obtain ownership and/or easements over the entire project site or are able to secure those easements prior to construction. We also are looking for projects, like I said already, that are shovel

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ready or have already finalized preliminary design.

And then finally, ineligible projects include ones
that are used to comply with the requirements of the
Watershed Management Ordinance or other local state
or federal requirements. So you can't use this
program to meet the requirements of, you know, local,
state or federal ordinances.

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So next up is how do you access and fill out the pre-application form. You go to our website at mwrd.org/stormwater/partnerships. This is a screenshot of the website. Here you can see all four of our applications that we have. If you scroll down, we actually have a section called latest updates. This is meant to kind of keep applicants in the loop as far as upcoming deadlines and you know, selection and then any projects that have been completed.

But for now, let's go into the

Stormwater Partnership Program web page here. So on

the Stormwater Partnership Program page, up top here,
you can see there is a review of program

requirements. These are jump links. If you go down
further in the page and go into detail about who can

apply, what projects are eligible, how funding can be

used, and then going through the partnership requirements, if selected. We also have a section that kind of goes over how we evaluate applications. And then you can see down here in step two, this is your link to the pre-application. So let's go into that now.

2.4

So first up, I have to apologize, our -- you know, we went through this website transition, and we're still finalizing how our form looks. And it is one of the main reasons why I'm kind of presenting right now, just to help people navigate through this form, because it can be a little difficult to read. But if you have any questions, please contact us at stormwater@mwrd.org, if you need any assistance applying.

So this is the pre-application form. Again, we have the three sections here, just kind of going over -- you know, asking applicants to review the program requirements, that these forms are mandatory to apply and this form should be pretty easy to fill out. So we're asking people to complete it in one sitting, you know, review it before and we'll go through like what items are needed to complete the application right now.

So first up, we're just asking people to provide their basic contact information. For the applicant, if there are multiple partners, we prefer the applicant that is or will be responsible for bidding, awarding and administrating the construction contract, because that is eventually who we will be reimbursing. You can provide your primary contacts that will be managing, filling out and kind of managing this whole application process. We do ask that in the association with the applicant, applicant/employee kind of refers to a village or city staff member, and then authorized representative of the applicant is typically a consultant.

Going further down, we just have two sections where you can kind of talk about your project. First, is just a general project location, so general street address and latitude, longitude and decimal coordinates, and then we have a section where you can upload two project exhibits. So what we're looking for is kind of a marking of like the flooding that occurs in your -- in that area, project area, and then a map of -- map showing the proposed improvements. Further down, you have a section to name your project, as well as kind of a narrative

section where you can describe your project, talk about the flooding that occurs in that area, how that flooding impacts, you know, streets roads, structures, and then stormwater improvements to be constructed.

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Moving on, now we're going over like categorizing your project, and maybe just a brief like what status you're at right now. We're asking applicants to just categorize your project as either one that provides storage, one that mainly improves conveyance of stormwater or some type of combination of both. We're also asking applicants to provide the approximate number of structures impacted by flooding. So this is mainly residential buildings that we're looking at. Any uninhabited structures, such as garages and sheds should not be counted towards this. And then we also just have a checkbox list here of the design milestones that have been achieved. So please just go through this list and just check off what is -- what applies.

The next question that we have is if any part of the project is located in the floodplain. This is a yes, no or unsure question. And then we have right-of-way easement and land acquisition.

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These are two questions here. The first is if there is any permanent, temporary easements or land purchases needed to construct the project. This is a yes, no, unsure question. And then we also added in another question, will this project be constructed on any public -- on any property currently owned by another public agency. In previous rounds, we've run into applicants that have -- They don't realize that negotiating with another public agency to build a project on their site is kind of right-of-way acquisition. And so we just want to make sure that we capture applicants that need to negotiate with another public agency to build a project, because that really can affect the timeline of a project.

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Finally, we get to the finances. So we ask if the project includes both stormwater infrastructure and other projects or if projects only consist of stormwater infrastructure improvements. So what does that mean, so sometimes these projects are pretty large, and you know, when you are tearing up a road you might want to replace a water main or repave the entire street. And so when we talk about stormwater only infrastructure improvements, we're only looking at what is incidental to the stormwater

improvements. So we're asking applicants on the site here to just briefly estimate what portion of their project cost-wise is just stormwater infrastructure and then what is non-stormwater infrastructure. So our funding can only go towards the stormwater portion of that project. So we're asking applicants to provide what their -- what share of percentage they are requesting from us to -- for assistance. And so we have the three numbers here that they put in and then it spits out the estimated MWRD contribution, as well as the total construction cost of the project.

Last up, we have the grant funding So we have two grants questions. and schedule. first one is mainly if you have already received funding from a another agency or organization. would like to know what that organization is and then we're also asking if you'll apply for any additional funding or grants for that project as well, and then who you are applying to.

And then finally, we have the -just the milestones. We have two milestones that we kind of care about when a project is -- design is going to be completed, and then when you anticipate

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We are also asking for duration instead of end of project. In past applications, we asked for end of project, but most people would put just like some date in like December, and it just didn't make sense. You know, so we're just asking for the duration right now.

So what happens after you submit a pre-application, well, you'll receive a tracking number via e-mail, and you'll save that for, you know, discussing your project with us and to input into your final application. When we receive a preapplication, we will review it and ask you any questions or provide feedback. We intend on providing feedback to all pre-applicants by March. When the final -- When you'll be asked to finalize your application, which is in late March, you will have about seven weeks to finalize it, you will have the opportunity to expand on your answers in the preapplication and then that's where you'll also be able to upload some other -- some other documents, such as flood documentation, your plans, any existing studies, cost estimate and schedule. And then because we are planning on providing feedback, please

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do consider any feedback when finalizing your application.

As far as the timeline of the program, we plan on notifying selected projects around July. And then the next pre-application period will be open in that fall.

So going over our current offerings here, our current partnership offerings, Stormwater Partnership Program, please submit your preapplication by February 11th to apply.

We also have our Voluntary Flood-Prone Property Acquisition Program. That deadline is January 28th.

And then our Green Infrastructure

Project Program and conceptual projects are currently

closed to new applicants, but they will reopen later

on this year.

So, that's it. I have the link up here on the screen. I think we can probably throw it into the chat as well. And then if you have any questions, please contact us at stormwater@mwrd.org.

22 Are there any questions right now 23 for those in attendance?

24 (No response.)

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1	MR. CZARNOTA: All right. Not hearing any
2	questions, I will definitely share all of the links
3	that Mark had shared in the chat following the
4	meeting, along with his contact information if anyone
5	has any questions following the meeting.
6	All right. We will now move to item
7	number 6. Does anyone from MWRD or anyone else have
8	any other business for this meeting?
9	(No response.)
10	MR. CZARNOTA: All right. Hearing none, we
11	will move to item number 7, which will be the next
12	meeting of the Poplar Creek and Upper Salt Creek
13	Planning Council will be held on April 10th at 10:30
14	a.m. via Zoom videoconference.
15	With that, we will adjourn the
16	meeting. Thanks everybody.
17	(The meeting concluded
18	at 11:09 a.m.)
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	Page 27
1	STATE OF ILLINOIS)
	) SS.
2	COUNTY OF COOK )
3	
4	I, DEBORAH R. SANTI, Certified Shorthand
5	Reporter for the State of Illinois, do hereby certify
6	that on the 10th day of January, 2024, the Poplar
7	Creek and Upper Salt Creek Watershed Planning Council
8	Meeting was taken before me, reported
9	stenographically, and was thereafter reduced to
L O	typewriting.
L1	The said hearing was held via
L2	Zoom.
L3	I further certify that the
L4	foregoing is an accurate record of the hearing at the
L 5	time and place hereinabove referred to.
L6	Witness my official signature
L7	and seal as Notary Public, in and for the County of
L8	Cook, State of Illinois, on the 26th day of January,
L9	2024.
20	Webrah R. Sonti
21	Walter N. Carlo
22	DEBORAH R. SANTI, CSR
	CSR # 084-004107
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