



VILLAGE OF RIVERSIDE  
LANDSCAPE ADVISORY COMMISSION  
REGULAR MEETING MINUTES

Tuesday September 13<sup>th</sup>, 2022, 7:00 p.m.

**I. Call to Order**

The Regular Meeting of the Village of Riverside Landscape Advisory Commission was held on Tuesday, September 13<sup>th</sup>, 2022 at the Village of Riverside Township Hall, Room 4, Riverside, IL 60546. Chairperson Lambros called the meeting to order at 7:05 p.m.

**II. Roll Call**

Present: Chairperson Lambros, Commissioners Plunkett, Barrs, Rubin, Schaff (7:58)

Absent:

Also Present: Director Tabb, Forester Collins, Trustee Marsh-Ozga, Residents David Barker and David Tarverdi

**III. Consider Approval of August 9<sup>th</sup>, 2022 Regular Meeting Minutes**

Motion to approve the August 9<sup>th</sup>, 2022, regular meeting minutes as amended by Commissioner Rubin. Seconded by Commissioner Barrs.

IX (B) *Framers* Market to *Farmers* Market.

XIII (A. Triangles – Review) *Commissioner Rubin submitted reviews for T12 to Commissioners Rubin and Barrs submitted reviews for T19 & T41.*

AYES: Lambros, Plunkett, Barrs, Rubin

ABSTAIN:

ABSENT: Schaff

NAYES: None

Motion carried

**IV. Public Comment**

None

## **NEW BUSINESS**

Chairperson Lambros introduced two residents, Dave Barker and Dave Tarverdi, who are slated to be approved as new commissioners of the Landscape Advisory Commission at the September 15<sup>th</sup> Village Board meeting. Dave Barker and Dave Tarverdi both provided a brief account of their backgrounds.

### **V. Review and Discuss Invasive Plant Data – Educational Piece – Lisa**

The invasive plant data was unable to be retrieved during the meeting. The data will be presented at a future meeting.

### **VI. Review and Discuss Volunteer Projects for 2023 – All**

Chairperson Lambros presented a list of possible volunteer projects for future scouts and the RB Ecology Club such as growing milkweed, pollinator expansion, triangle adoption, and invasive tree/bush trade in. Additional information will be gathered after meeting with the RB Ecology Club later in the year.

### **VII. Review and Discuss Trade-In Your Invasive Species! – Eve**

Commissioner Barrs discussed a proposed project to remove invasive species on private property and replace them with native species provided by the LAC. This would occur through an application process and be limited to a predetermined quantity.

## **OLD BUSINESS**

### **VIII. Commissioners Positions – Open**

Positions are closed.

### **IX. No Mow May – Recap for the Village Board of Trustees – October Presentation**

#### **A. Glenview & Westmont – Mary**

Commissioner Plunkett described how Glenview and Westmont approached the No Mow May concept. Glenview took a simple, basic approach. Westmont did an all-out advertising campaign. Each town used reusable signs that were posted on private properties. Both Glenview and Westmont looked towards Appleton for guidance and direction. Westmont code enforcement would ticket properties that do not participate in the program or have a sign. Commissioner Plunkett described a “Leave the Leaves” program. The commission tabled the No Mow May discussion for a future meeting.

#### **B. Oshkosh & Appleton WI – Lisa**

Both municipalities have ordinances in place specific to No Mow May

#### **C. Bee City – Lisa**

Chairperson Lambros to send out Bee City documentation to the commission at a future date.

### **X. National Park Service (NPS) & Riverside’s NHL District – Boundary Change VBOT Letter Update**

Trustee Marsh-Ozga and Chairperson Lambros summarized the NPS boundary change and efforts that have been taken to date.

Motion to approve the National Park Service (NPS) & Riverside's NHL District Boundary Change letter to be presented to the Village Board with discussed changes by Commissioner Rubin. Seconded by Commissioner Barrs.

AYES: Lambros, Plunkett, Barrs, Rubin

ABSTAIN: Schaff

ABSENT:

NAYES: None

Motion Carried

## **XI. 2022 Calendar – Update**

### **A. Triangle 55 Update – Mary**

Commissioner Plunkett stated that Triangle 55 is doing well and the mulch has really helped during the dry months. Commissioner Plunkett made mention that volunteer Carolyn Huson has expressed interest in assisting with the triangles. The commission realizes that ongoing maintenance is required for the triangles and volunteer participation is essential.

### **B. Picnic by the Pond – Julie & Dave**

Commissioner Rubin discussed promotional opportunities for the Picnic By the Pond at the Farmers Market. Commissioner Schaff discussed the background of the Picnic By the Pond idea for the two future commissioners. A number of crafts will be available at the picnic along with educational pieces for participants. In addition, docents will be doing arboretum tours along with two musical acts. The picnic is scheduled to occur between 4:00pm and 6:00pm on September 18<sup>th</sup>.

## **XII. Marketing**

### **A. New Website - Dave**

Commissioner Rubin has been working with Amy Downing on the LAC webpage refresh. The commission discussed quarterly updates to the LAC page to keep content relevant. Commissioner Rubin mentioned that Amy Downing has created a folder on the Village server to store LAC content.

### **B. New Education Trifold for Residences – Printing / Electronic – Dave**

Commissioner Rubin summarized the LAC trifold that Kimber had created prior to departing the LAC. Discussion was had on an electronic version for the website and possibly including a copy with the water bills.

### **C. Farmers Market – Marketing for Picnic By the Pond – September – Julie, Dave & Mary**

Previously discussed earlier in the meeting.

## **XIII. Budget Proposals 2023**

The Commission discussed each line item of the draft budget and amended per the discussion.

Motion to approve proposed budget as discussed and modified by Commissioner Barrs. Seconded by Commissioner Rubin.

AYES: Lambros, Plunkett, Barrs, Rubin, Schaff

ABSTAIN:

ABSENT:

NAYES: None

Motion Carried

#### **XIV. Grants**

Chairperson Lambros and Director Tabb will be looking into various grant opportunities to help facilitate LAC initiatives.

#### **XV. Chairperson's Report**

##### **A. Request From Village Manager on 2022 LAC Projects**

Chairperson Lambros and Commissioner Rubin compiled a list of 2022 LAC accomplishments.

##### **B. October Meeting – Vice Chair Rubin**

Chairperson Lambros will not be attending the October meeting. Vice Chair Rubin will be running the meeting.

##### **C. November Meetings? Recap for Year End**

Chairperson Lambros discussed a possible November 2022 special meeting and also mentioned the addition of a November 2023 regular meeting to the calendar.

#### **XVI. Standing Discussion Topics**

##### **A. Master Landscape Plan – Only if New Information on Review**

- **Swan Pond – Update – Julie & Dave**

The commission discussed the most recent version of the Master Landscape Plan and varying summarizations that have occurred over the years. The desire is to locate all previous amendments and store them in one accessible location.

- **Triangles – Review – Mary & Eve**

Commissioner Plunkett described the difficulties in keeping up with the triangle evaluations. Additional discussions will occur at future meetings.

##### **B. Outreach and Education**

- **Nature Viewer – David**

An eflash will be going out reminding people of the nature viewer once the leaves come off the trees.

- **Ecology Club – RBHS – David Monti – Sept 2022 PP Review Lisa & Eve**  
Chairperson Lambros and Commission Barrs will be presenting at the RB Ecology Club on September 22<sup>nd</sup>.

**XVII. Forester’s Report**

Forester Collins described past and future FLOS work days. In addition, Collins described the ongoing effort to keep deer from damaging the smaller trees.

**OTHER BUSINESS**

Chairperson Lambros described the new Chalk it Up for Oaktober bags. An eflash will be going out to help market the Chalk it Up event.

Trustee Marsh Ozga described the sustainability survey that went out to the Village and asked for assistance with survey participation.

**XV. Adjournment**

Motion to adjourn at 10:24 p.m. by Commissioner Barrs. Seconded by Commissioner Plunkett.

AYES: Lambros, Plunkett, Barrs, Rubin, Schaff

ABSTAIN:

ABSENT:

NAYES: None

Motion carried

Minutes Taken By:

Minutes Approved By:

Director Tabb

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