



**VILLAGE OF RIVERSIDE  
LANDSCAPE ADVISORY COMMISSION  
REGULAR MEETING MINUTES**

**Tuesday June 14<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, June 14<sup>th</sup>, 2022 at the Village of Riverside Township Hall, Room 4, Riverside, IL 60546. Chairperson Lambros called the meeting to order at 7:02 p.m.

**II. Roll Call**

Present: Chairperson Lambros, Commissioners Rubin, Coombes, Plunkett, Juister, Schaff

Absent: Commissioner Barrs

Also Present: Director Tabb, Trustee Marsh-Ozga, President Ballerine (7:10)

**III. Consider Approval of May 10<sup>th</sup>, 2022 Regular Meeting Minutes**

Motion to approve the May 10<sup>th</sup>, 2022, regular meeting minutes as presented by Commissioner Plunkett.  
Seconded by Commissioner Coombes.

AYES: Coombes, Juister, Plunkett, Rubin

ABSENT: Barrs

ABSTAIN: Schaff, Lambros

NAYES: None

Motion carried

**IV. Consider Approval of May 13<sup>th</sup>, 2022 Special Meeting Minutes**

Motion to approve the May 13<sup>th</sup>, 2022 special meeting minutes as presented by Commissioner Juister.  
Seconded by Commissioner Rubin.

AYES: Juister, Rubin

ABSTAIN: Coombes, Plunkett, Schaff, Lambros

ABSENT: Barrs

NAYES: None  
Motion carried.

## **V. Public Comment**

No public comment.

## **NEW BUSINESS**

### **VI. Review and Discuss Turtle Park Sidewalk Installation**

Director Tabb summarized that the initial interest for installing a sidewalk at Turtle Park came from resident concern on accessing the park. The installation of the sidewalk will be funded using money that was freed up by a green spaces grant that the Village received from the State. The sidewalk alignment presented for Turtle Park and Big Ball Park was produced as part of a collaboration between the Riverside Public Works Department and the Village's engineer. Director Tabb stated that every effort was made to minimize the impact to the surrounding trees. Chairperson Lambros inquired why a new path would not be constructed of crushed granite, similar to the path at Patriots Park. Director Tabb stated that maintaining a permeable path, such as crushed granite, is very labor intensive, especially if herbicide is not allowed to be used. Director Tabb explained how the east end of the sidewalk, at Longcommon Rd, would be regraded so retaining curbs would not be required as part of the project.

Motion to approve the Turtle Park sidewalk design as presented by Commissioner Rubin. Seconded by Commissioner Coombes.

AYES: Plunkett, Coombes, Rubin, Juister, Schaff, Lambros,  
ABSENT: Barrs  
NAYES: None  
Motion carried

### **VII. Review and Discuss the Olmsted Overlook Hardscape Permit Application – Bench**

Director Tabb summarized that the Frederick Law Olmsted Society has submitted a Hardscape Permit Application to install a bench at the top of Swan Pond as part of the Olmsted Overlook dedication to Olmsted's 200<sup>th</sup> birthday. Director Tabb stated that the bench would be similar to the ones located in the CBD, which, are constructed of black, cast iron legs and recycled, maple colored slats.

Motion to approve the Hardscape Permit Application as presented by Commissioner Coombes. Seconded by Commissioner Juister.

AYES: Plunkett, Coombes, Rubin, Schaff, Juister, Lambros  
ABSENT: Barrs  
NAYES: None  
Motion carried

## **OLD BUSINESS**

## **VIII. Swan Pond Cedar Split Rail Fence Installation**

Director Tabb summarized that the cedar split rail fence was installed, after concern was raised by staff, about a particular bend in the path that ran adjacent to a steep drop off to the river. The purpose of the fence is to prevent bikers from inadvertently riding into the river should they take the turn too quickly. Commissioner Schaff pointed out that the engineering firm should have foreseen the need for a fence at which point it could have been discussed and included in the path design. Commissioner Schaff stated that the installed fence is not something she would have approved had it been up for a vote. Commissioner Plunkett acknowledged the need for the fence, but does not approve of the look. Commissioner Coombes reiterated that she would prefer a wood fence created of dimensional lumber versus split rail. Coombes commented that she preferred wood versus metal or stone.

The Commission was not in agreement on what material should be used if the fence were to be replaced, however, they agreed that they would like to review any future proposal.

## **IX. National Park Service (NPS) & Riverside's NHL District – Boundary Change**

Trustee Marsh-Ozga was on the call with the NPS committee. The NPS committee made a preliminary approval based on a number of requested changes. Chairperson Lambros and Commissioner Plunkett drove the area and identified T61 along with a number of areas in question that may or may not be Forest Preserve. Chairperson Lambros stated additional research is required to determine which property is the Forest Preserve and which property is the Village. Lambros will provide an update at a future meeting.

## **X. 2022 Calendar – Update**

### **A. No Mow May – Bridget and David**

Commissioner Juister suggested increased clarity for No Mow May next in 2023 with possibly a greater focus on pollinators. When asked about any issues with long grass or complaints Director Tabb explained that Public Works spent two weeks this year doing additional cutting of the grass to keep the dandelions down versus three weeks the previous year. Tabb did state Public Works received a number of complaints regarding the dandelions. Chairperson Lambros suggested Commissioners think of ideas on how to improve the No Mow May concept for 2023. Lambros explained how she wants to provide the Village Board with an update in the fall. Commissioners will be gathering information and ideas for a survey asking for feedback on the 2022 No Mow May educational campaign.

### **B. Triangle 55 Update – Mary**

Commissioner Plunkett discussed the involvement of the Girl Scouts, particularly Lauren Sanduski, in maintaining a number of the Village triangles. Plunkett explained that last fall Lauren, her mother, and a number of volunteers, including Carolyn Huson, weeded the triangle in preparation for the planting. Chairperson Lambros discussed planting the 500 plugs at the triangle on June 18<sup>th</sup>. Commissioner Plunkett explained that she will be assisting the scout with watering of the plants once they are installed.

### **C. June & Sept Swan Pond Training – Dave & Eve**

Commissioner Rubin explained the upcoming Swan Pond training will be conducted on June 24<sup>th</sup> 3:00 p.m. Commissioner Schaff questioned the number of paths that are being mowed by Public Works in Swan Pond and whether a landscape architect should draw a plan for such paths. Director Tabb stated he would look into how many paths are being mowed. Director Tabb also stated he anticipated multiple reports being produced by ILM; one for each visit.

#### **D. July 4<sup>th</sup> Celebration – Table/Booth – Sign Up**

Commissioners Plunkett and Schaff will be present at the table to hand out crafts, post cards, and posters. Commissioner Plunkett will bring the table and Commissioner Schaff will bring the chairs. Commissioner Schaff proposed a possible spinning wheel for prizes. Director Tabb noted the Picnic by the Pond postcards cost \$120 and the banner cost \$126. Both quotes are from Minuteman Press.

#### **E. FLOS Work Day – Sign Up – July 23<sup>rd</sup> – Mary & Eve**

Commissioner Plunkett described the upcoming FLOS work day at Triangle 18 located at Akenside Road and Longcommon Road. Chairperson Lambros mentioned her appreciation for FLOS dedicating one of its work days to focus on Triangle 18. Director Tabb mentioned that if agenda items or commission business were not discussed that the work day would not require a special meeting.

#### **F. Picnic by the Pond – Julie – Banner and Postcard Update**

Previously discussed in Section D.

### **XI. Marketing – Kimber**

#### **A. New Website – Amy Downing**

Amy Downing discussed the Civic Plus refresh of the website and the survey that was sent out to the Trustees and Commissioners inquiring about future website layouts. Amy mentioned the survey results were fairly consistent. She also stated the color pallet will be revised to use fewer tans and more greens. The website refresh will take to the end of the year, which will include cleaning up the back end of the site. Commissioner Coombes made mention of the LAC webpage and some of the redundancies and wasted space. Amy stated that there would be clean up on the look and flow of the web page and that she would be working with commissioners on the page content. Commissioner Coombes expressed concern on the delays previously experienced trying to get content posted on the website. Amy stated the posting delays were most likely a result of not having enough staffing and that she would be available to assist with content posting in the future.

#### **B. New Education Tri Fold for Residences – Kimber & Bridget**

Commissioner Coombes presented a revised trifold and requested that commissioners provide her feedback by June 28<sup>th</sup>. Coombes will take the feedback, revise if necessary, and present another version at the July 12<sup>th</sup> meeting.

### **XII. Chairperson's Report**

#### **A. Presentation to the Village Board**

Chairperson Lambros mentioned she will be thanking President Ballerine and Manager Frances, at the upcoming Board meeting, for their support on the No Mow May educational piece. Chairperson Lambros will also be inviting the Board to participate in the Swan Pond training and to join in the planting of the 500 plugs as part of the Triangle 55 project.

#### **B. LAC Commission Status – David Rubin, Lisa Lambros, New Vice Chair**

Chairperson Lambros explained that President Ballerine asked her to stay on as the Chairperson of the LAC. Lambros accepted, however, she will be looking for a Vice Chair to assist her when work conflicts with meetings or events. Commissioner Rubin was also asked by President Ballerine to stay on as Commissioner of the LAC. Commissioner Rubin accepted.

#### **C. Ecology Club – RBHS – Fall**

Chairperson Lambros explained a potential partnership with the RBHS Ecology Club and teacher Dave Monti. Chairperson Lambros will be submitting some ideas to the club for a possible LAC Ecology Club collaboration.

### **XIII. Standing Discussion Topics**

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

- **Swan Pond – Update – Julie & Dave**
  - Waiting for ILM reports prior to Swan Pond update.
- **Triangles – Review – Mary & Eve**
  - Commissioner Plunkett discussed revamping the triangle inventory and having commissioners partner up. Plunkett requested commissioners look at triangle 18 prior to the upcoming workday. Once the triangle is reviewed a formal assessment is being requested using the worksheets. Additional assessments will be done in pairs consisting of Julie and Bridget (T12), Dave and Eve (T19), and Kimber and Mary (triangle TBD). Commissioner Plunkett requested the assessments are completed by the August meeting.

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

Chairperson Lambros mentioned a possible educational presentation by Commissioner Barrs at the next meeting.

### **XIV. Forester's Report**

None

### **OTHER BUSINESS**

Commissioner Rubin and Valerie Jisa took photos that will be tied to a QR code at the nature viewer located at the library.

### **XV. Adjournment**

Motion to adjourn at 9:23 p.m. by Commissioner Coombes. Seconded by Commissioner Rubin.

AYES: Lambros, Rubin, Schaff, Plunkett, Juister, Coombes

ABSENT: Barrs

NAYES: None

Motion carried

Minutes Taken By:

Minutes Approved By:

Director Tabb

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