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**GARLIC MUSTARD REMOVAL COST-SHARE PROGRAM**

Thank you for your interest in the Village's Garlic Mustard Removal Cost-Share Program. The program requirements are authorized by "An Ordinance Providing for Ecological Cost-Share Programs in the Village of Riverwoods" and are subject to such ordinance, as from time to time amended. Note: an Ecological Consultation and approval from the Village Ecologist is required prior to applying for the Garlic Mustard Removal Program. Follow up planting (typically with native seed) may be required after removing heavy infestations of garlic mustard to help prevent them from returning. Attached you will find the Application and Contractor Specifications. **Please read all requirements carefully and complete the checklist before submitting your completed application.** The Garlic Mustard Removal Program is 2-year 50/50 cost-share program. The Village's share limit is \$2,000. There is a \$100 non-refundable application fee. Note: the Village will not reimburse an applicant who performs the work themselves rather than hiring a qualified contractor.

The intent of the Garlic Mustard Removal Program is to encourage owners to remove invasive garlic mustard from their property thereby improving the health of the woodland understory by removing competition and increasing the opportunity for desirable native plants to grow and thrive. It requires an assessment by the Village Ecologist of the existing conditions and preparation of a map that includes the general area(s) where proposed work is to be performed. The applicant is encouraged to hire a qualified contractor to remove the garlic mustard per the attached Contractor Specifications and Performance Standards.

To be eligible to participate in the program, the applicant must certify that they will comply with all requirements set forth in this packet. The property owner is responsible for property locations and staking their property lines.

All garlic mustard on the subject property must be designated for removal in order to be eligible for the matching funds. For larger lots, the Village Ecologist may approve a phased approach that can be accomplished over multiple years. Removal of one year old plants must be by spot herbicide treatments. Removal of two year old garlic mustard must be by mechanical means and before it goes to seed (typically mid May).

After the application is approved by the Village Ecologist, the applicant will receive a permit from the Village to proceed with the work as proposed in the Application. Once the work is completed, notify the Village and the Village Ecologist will conduct a site visit to verify the work has been completed per the approved Application, Contractor Specifications, and Performance Standards. The reimbursement request is then forwarded to the Village Board for approval. Reimbursement can be expected in 1 to 3 months following the approval of work.

**Application Process and Cost-Share Basis:**

1. An Ecological Consultation is required via the Village's Ecological Consultation Cost-Share Program prior to applying for the Garlic Mustard Removal Cost Share Program. During the Ecological Consultation, the Village Ecologist will walk the site with the applicant and create a Cost-Share Program Eligibility Map that includes a recent aerial of the lot with a general delineation of the garlic mustard removal area(s) that were discussed during the Ecological Consultation. Contractor implementation Specifications related to garlic mustard removal will also be provided with the map.
2. The Garlic Mustard Removal Program is a 2-year 50/50 cost-share program. The Village's share limit is \$2,000. There is a \$100 non-refundable application fee.

**Checklist for Garlic Mustard Removal Program:**

- 1. Conduct the required Ecological Consultation (to delineate removal area(s)) with the Village Ecologist.
  
- 2. Receive map and Contractor Specifications (completed by Village Ecologist) including Garlic Mustard Removal Program information packet and Application from the Village. The Application form is attached but can also be obtained from Village Hall or by downloading from the Village Website.
  
- 3. Receive permit from Village then hire a qualified contractor to perform garlic mustard removal per the provided map, Contractor Specifications and Performance Standards.
  
- 4. Submit a copy of the paid contractor invoice to the Village Hall and request a final inspection by the Village Ecologist. The Village Ecologist will inspect the work, review the contractor invoice, and contact the applicant, if necessary, for clarification and approve the payment of reimbursement from the Village. The Village Board will then approve the reimbursement payment to the applicant. Reimbursement by the Village can be expected approximately 1 to 3 months after approval of work.

The following table provides a general estimate of what the applicant can expect to spend per acre to remove garlic mustard (2 years) based on density:

<u>Density of Infestation</u>	<u>Cost of Removal (per acre)</u>
Light	\$1,000 - \$1,500
Medium	\$1,500 - \$2,000
Heavy	\$2,000 - \$2,500



**Garlic Mustard Removal Cost-Share Program Application**

Owner's Name:	Owner's Telephone:	<b>For Village Use</b>	Permit Number	Fee \$100	Issue Date	Exp. Date
Owner's Address:		Comments:				
Contractor's Name:	Contractor's Telephone:					
Contractor's Address:						
Contractor's e-mail:						
Contact Person (normal hours and emergency):						

Attach copy of Contractor's Certificate of Insurance and Pesticide Applicators License.

**Description of Planned Work**

Provide a brief description of proposed work including intent or purpose (attach Program Eligibility Map/Plan if applicable)


**Contractor Contract & Applicant Reimbursement**

1) Total amount of contract	\$
2) Total amount of Village reimbursement requested (50% limit \$2,000)	\$
3) Attach copy of executed contract	

**Owner Statement of Certification and Village Approval**

I, owner of the property shown on the drawing in Riverwoods, Illinois, do hereby state that I am familiar with and certify that all work will be completed in accordance with the Program Eligibility Map/Plan and Contractor Specifications.	<b>For Village Use</b>	Approved by Village:	
Owner Signature:	Date:	Permit Sign Off Signature:	Date:
		Performance Standard Sign Off Signature:	Date:
Owner Printed Name:		Printed Name:	

**CONTRACTOR SPECIFICATIONS FOR GARLIC MUSTARD REMOVAL & DISPOSAL**

PART 1 GENERAL

1.1 DESCRIPTION

- A. THESE SPECIFICATIONS INCLUDE THE REMOVAL AND DISPOSAL OF GARLIC MUSTARD.

1.2 QUALITY ASSURANCE

- A. QUALIFICATIONS OF WORKMEN: PROVIDE AT LEAST ONE PERSON WHO SHALL BE PRESENT AT ALL TIMES DURING EXECUTION OF THIS PORTION OF THE WORK, WHO SHALL BE THOROUGHLY FAMILIAR WITH THIS TYPE OF WORK AND THE TYPE OF MATERIALS BEING USED. SAID PERSON SHALL BE COMPETENT AT IDENTIFICATION OF GARLIC MUSTARD TO BE REMOVED AND OTHER NATIVE SPECIES TO BE PRESERVED DURING THE SEASON (SPRING) WORK IS TO BE COMPLETED. SAID PERSON SHALL ALSO DIRECT ALL WORK PERFORMED UNDER THIS SECTION.
- B. THE VILLAGE MUST HAVE APPROVED THE PROPOSED WORK.
- C. SPECIAL ATTENTION SHALL BE APPLIED TO THOSE AREAS WHERE GARLIC MUSTARD IS TO BE REMOVED VIA MECHANICAL METHODS.
- D. STANDARDS: ALL MATERIALS USED DURING THIS PORTION OF THE WORK SHALL MEET OR EXCEED APPLICABLE FEDERAL, STATE, COUNTY AND LOCAL LAWS AND REGULATIONS.

PART 2. PRODUCTS

2.1 MATERIALS

- A. HERBICIDE TO BE USED FOR ONE YEAR OLD GARLIC MUSTARD APPLICATIONS SHALL BE GLYPHOSATE, N-(PHOSPHONOMETHYL) GLYCINE, TRADE NAME ROUNDUP OR EQUIVALENT.

PART 3. EXECUTION

3.1 REMOVAL METHOD

- A. THE CONTRACTOR SHALL REMOVE AND DISPOSE OF OFF-SITE ALL GARLIC MUSTARD WITHIN THE REMOVAL LIMITS (OUTLINED ON PROGRAM ELIGIBILITY MAP).
- B. ONE YEAR OLD GARLIC MUSTARD SHALL BE REMOVED BY TREATING WITH HERBICIDE (YEAR ONE AND YEAR TWO).
- C. TWO YEAR OLD GARLIC MUSTARD SHALL BE REMOVED MECHANICALLY BY HAND PULLING (YEAR ONE AND YEAR TWO) AT OR BEFORE THE ONSET OF FLOWERING (TYPICALLY MID MAY) WHEN PULLING, THE UPPER HALF OF THE ROOT MUST BE REMOVED IN ORDER TO STOP BUDS AT THE ROOT CROWN FROM SENDING UP NEW FLOWER STALKS.
- D. PULLING CAN RESULT IN SOIL DISTURBANCE, DAMAGING DESIRABLE NATIVE SPECIES, AND BRINGING UP GARLIC MUSTARD SEEDS FROM THE SEED BANK. THIS CAN BE PARTIALLY PREVENTED BY THOROUGHLY TAMPING THE SOIL AFTER PULLING.
- E. PULLING CAN BE DONE ANY TIME THE SOIL IS MOIST AND NOT FROZEN. REMOVE ANY PLANTS WITH VIABLE SEED FROM THE SITE PRIOR TO MID MAY.
- F. FLOWER STALKS CAN BE CUT BY HAND. FOR LARGER INFESTATIONS, A MONOFILAMENT WEED WHIP CAN BE USED TO CUT THE FLOWER STALK. THE FLOWER STALK MUST BE CUT ONLY DURING FLOWER STALK ELONGATION AND AS CLOSE TO THE GROUND AS POSSIBLE. JUST AS FLOWERING BEGINS, REMOVE ANY PLANTS WITH VIABLE SEED FROM THE SITE PRIOR TO MID MAY.

3.2 INSPECTION, ACCEPTANCE, AND PERFORMANCE STANDARD

- A. AFTER COMPLETION OF GARLIC MUSTARD REMOVAL AT YEAR TWO, THE APPLICANT SHALL SCHEDULE WITH THE VILLAGE AN ACCEPTANCE INSPECTION OF THE WORK.
- C. PERFORMANCE STANDARD: **THE CONTRACTOR GUARANTEES NOT MORE THAN 10% OF THE GARLIC MUSTARD SHALL REMAIN WITHIN THE REMOVAL LIMITS AT THE TIME OF VILLAGE INSPECTION.**