



OPEN MEETING

**REGULAR MEETING OF THE
THIRD LAGUNA MUTUAL LANDSCAPE COMMITTEE**

**Thursday, January 2, 2020 – 9:30 a.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road**

AGENDA

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for December 5, 2019
5. Chair's Remarks
6. Member Comments (Items Not on the Agenda)
7. Response to Member Comments
8. Department Head Update

Consent:

None

Reports:

9. Project Log
10. Tree Work Status Report

Items for Discussion and Consideration:

11. Discuss and Approve Additional Landscape Modernization Areas
12. Tree Removal Request: 3086-C Via Serena N. (Graham) – One Shamel Ash tree

Items for Future Agendas:

None.

Concluding Business

13. Committee Member Comments
14. Date of Next Meeting – February 6, 2020
15. Adjournment

Lynn Jarrett, Chair
Kurt Wiemann, Staff Officer
Eve Morton, Landscape Operations Coordinator, 949-268-2565



OPEN MEETING

**REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
LANDSCAPE COMMITTEE**

**Thursday, December 5, 2019 – 9:30 a.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair - Lynn Jarrett, Annie McCary, John Frankel for Reza Karimi, Cush Bhada, Ralph Engdahl for Jon Pearlstone

COMMITTEE MEMBERS ABSENT: Reza Karimi, Jon Pearlstone, Advisor Cindy Baker

OTHERS PRESENT:

ADVISORS PRESENT:

STAFF PRESENT: Kurt Wiemann, Eve Morton

1. Call to Order

Chair Jarrett called the meeting to order at 9:30 a.m.

2. Acknowledgement of Media

No media was present.

3. Approval of the Agenda

Director McCary made a motion to approve the agenda. Director Frankel seconded. The motion passed with a unanimous vote.

4. Approval of October 10, 2019 Report

Director Bhada moved to approve the Report. Director McCary seconded. The motion passed with a unanimous vote.

5. Committee Chair Remarks

Chair Jarrett welcomed everyone in attendance. She commended Mr. Wiemann for replying to all the questions from the residents at the last meeting.

6. Member Comments - (Items Not on the Agenda)

Jan Infield (3421) There is a tree right up against her windows. She made a report and they said tree will be trimmed in 2020. There is no light in her home. She is afraid rodents may get in.

Joe Chung (3306-P) Trees are dropping berries and it is very loud. Please trim both trees.

Marian Woody (3306-O) She is Mr. Chung's neighbor and also wants these two berry trees trimmed. It sounds like large marbles falling. Berries are slippery when you step on them. They have made requests for the trees to be dramatically trimmed. Please cut these trees within the next month. They have been complaining since March.

Amy Ramaker (5370-1B) Slopes have been cleared at Algorrobo and Bahia Blanca. However, the bushes left there are just bare branches.

Eileen Lazar (5220) Thank you for doing the aeration. She asked some questions about the aeration process.

7. Response to Member Comments

Mr. Wiemann responded to Member Comments:

Our tree trimming contract is on our agenda today. We should be working with a contractor in early January to help with our tree trimming. We expect to get a lot done. 5,000 trees are scheduled for 2020. We are doing a 25% reduction of the trees.

All slopes will be addressed by the end of this year.

Chair Jarrett is glad we are getting a head start on the contracts.

8. Department Head Update

Mr. Wiemann reminded everyone that Staff will pick up Christmas trees each Friday after Christmas until the end of January. Please call Resident Services to schedule a pickup. Please place your tree at the curb and remove all tinsel, lights and decorations.

Consent Calendar:

None.

Reports:

9. Project Log

Mr. Wiemann reviewed the project log with the committee.

10. Tree Work Status Report

Mr. Wiemann reviewed this report with the committee.

11. Approve Species-Based Tree Trimming Schedule

Director Bhada made a motion to approve the schedule. Director McCary seconded. The committee was in unanimous support.

Items for Discussion and Consideration:

12. Request to Retain Non-Standard Landscape-3456-B Bahia Blanca W.

Chair Jarrett made a motion is to approve this request and that Staff refer this issue to Compliance for unauthorized alterations. Director Frankel seconded. The committee was in unanimous support.

13. Landscape Alteration Request – 3226-B Via Carrizo

Chair Jarrett made a motion to approve this request. Director Frankel seconded. The committee was in unanimous support.

14. Off Schedule Tree Trimming Request: 5358-O Algarrobo - One Red Ironbark, Three Indian Laurel Fig and One Carrotwood tree

Chair Jarrett made a motion to deny this request. Director McCary seconded. The committee was in unanimous support.

This Member spoke to the committee about his request.

The committee requested that Staff contact this Member to let him know his area is will done at beginning of year.

Items for Future Agendas:

None.

Concluding Business

15. Committee Member Comments

Director McCary welcomed back Mr. Wiemann from his surgery and for working even when he was recovering. She let the residents know this committee meets monthly and the schedule is on the Village website.

16. Date of Next Meeting – January 2, 2020

17. Adjournment at 10:28 a.m.



Lynn Jarrett, Chair
Kurt Wiemann, Staff Officer
Eve Morton, Landscape Operations Coordinator – 268-2565

Third Mutual Landscape Project Log
January 2020
2019 Reserve Fund Projects

Project	Description	Status	Estimated Completion	Completion*	Budget	YTD*
Tree Maintenance	This annual program only includes street light clearing, un-scheduled pruning, service requests and dead tree removal.	As of November 30, 2019, 168 Palm trees were trimmed, 118 trees were removed, 7 new plants were planted and 118 un-scheduled service requests completed.	Annual Program: December 2019	67%	\$213,630.00	\$142,165.00
Landscape Modernization	Elimination of highest water using turf areas; replacing with water efficient landscapes.	Gate 14 will begin October 21, 2019 with anticipated completion date of November 30, 2019.	December 31, 2019	66%	\$105,536.00	\$69,642.00
Landscape Improvements	Turf Renovation (aeration & deep fertilization)	Aeration started October 28, 2019 with anticipated completion of December 30, 2019. Weather has delayed completion; contract will need to be extended into 2020.	February 28, 2020	12%	\$100,000.00	\$12,320.00
Slope Renovation/Slope Maintenance Outsourced	Annual cutting back and removal of vegetation on slopes. Maintenance thereafter.	Contractor working in Gate 10	Annual Program: December 2019	67%	\$714,421.00	\$477,838.00
Fire Risk Reduction	Project includes the removal of vegetation; lowering height of shrubs and raising the lower branches on trees on slopes with a high risk of fire.	Work started July 22, 2019	Annual Program: December 2019	16%	\$180,000.00	\$28,443.50

*Completion based upon invoices received to date

Third Mutual Landscape Project Log January 2020 2020 Reserve Fund Projects						
Project	Description	Status	Estimated Completion	Completion*	Budget	YTD*
Tree Maintenance	The annual program will be a combination of contracted work and in-house staff.		Annual Program	0%	\$853,812	
Landscape Modernization	Elimination of highest water using turf areas; replacing with water efficient landscapes.	Areas in Gate 11 are under consideration	December 31, 2019	0%	\$100,000	
Slope Maintenance Outsourced	Annual Maintenance	Work is on going	Annual Program: December 2019	0%	\$470,176	
Fire Risk Reduction	Project includes the removal of vegetation; lowering height of shrubs and raising the lower branches on trees on slopes with a high risk of fire.	Work estimated to start May 2020	Annual Program: December 2019	0%	\$180,000	

*Completion based upon invoices received to date

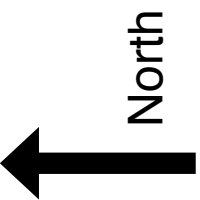
Third Mutual Off Schedule Tree Work						
Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
6/10/2019	5434	Restore Full Trim	Carrottwood trees (4)	16	Limb lose due to heavily end weight not trimmed 2018	Staff
6/10/2019	3528-3532	Restore Full Trim	Carrottwood trees (6)	22	Limb lose due to heavily end weight not trimmed 2018	Staff
6/11/2019	5449	Removal	Ficus (1)	6	Aggressive root system damaging patio wall	Staff
6/12/2019	3070-B	Removal	Crape Myrtle (1)	3	Poor location, damage to tree from mowers	Staff
6/20/2019	3395	Removal	Silver Dollar Gum	11	Week root attachment, tree was on a slope	Staff
6/24/2019	5578-A	Trim	Fern Pine	8	Committee approved	Landscape Committee
6/26/2019	3019-B	Removal	Mimosa	4	Codominant leader, split at attachment	Staff
6/27/2019	5495	Removal	Brazilian Pepper	10	Loss of major limb due to not being trimmed in 2018	Staff
7/15/2019	5460	Removal	Mana Gum Euc	25	Tree has been in decline due to pests	Staff
7/15/2019	5468	Removal	Suger Gum Euc	10	Tree has been in decline due to pests	Staff
8/1/2019	Gate 14 Project	Trim	Sycamores/Willows 8	22	Tree trimming prior to turf reduction project	Landscape Committee
8/1/2019	Gate 14 Project	Removal	Ficus (1)	6	Aggressive root system in the way of re-landscape	Landscape Committee
8/2/2019	3146, 3123	Removal	Star Pine 2	16	Trees were in decline due to previous topping, shedding limbs	Staff
8/2/2019	5537-C	Removal	Liquid Amber	8	Tree lost a major limb, was not able to restore	Staff
8/2/2019	5556-A	Trim	Eucalyptus	12	Resident contacted Gm's office, was in fear of large tree limb	Staff
8/6/2019	5526-B	Clearance Trim	Ficus (1)	4	Tree was resting heavily on the manor roof	Staff
8/6/2019	3217-D	Removal	Eucalyptus	8	Tree was dead due to pest activity	Staff
8/13/2019	2333	Removal	Star Pine (2)	39	Trees were in decline due to previous topping, shedding limbs	Staff
8/15/2019	Assorted	Stump Grinding	4 stumps	6	Grinding of Stumps after tree removals	Landscape Committee
8/27/2019	965	Trim	3 Carob Trees	30	Trees were resting heavily on the manor roof	Staff
8/27/2019	967	Trim	3 Palm Tees	6	Trees had dead branches and seed pods	Staff
9/13/2019	5442	Root Grinding	Camhor	3	936 Department replaced driveway root grinding required	Staff
11/12/2019	2 sites	Removal	Star Pine , Ficus	30	Dead, dying od damage to building	Staff
11/12/2019	3029	Clearance trim	Carrotwood	3.7	Branches hanging on roof	Staff
11/12/2019	11 sites	Removal	11 Assorted	36	Dead, dying od damage to building	Staff
11/13/2019	3 Sites	Removal	Pepper, Ficus, LA	29	Dead, dying od damage to building	Staff
11/13/2019	3 Sites	Trim	Queen Palms	4.9	Hanging seed pods	Staff
11/13/2019	3 Sites	Removal	Euc, Silk Oak Pine	34	Dead, dying od damage to building	Staff
11/13/2019	5017	Trim	Queen Palm	1.1	Hanging seed pods	Staff
11/14/2019	3 Sites	Removal	Alder, Willow, Jac	36	Dead, dying od damage to building	Staff
11/14/2019	5 Sites	Removal	Pine, Carrotwood, Syc	29	Dead, dying od damage to building	Staff
11/14/2019	8 Sites	Trim	Queen Palms	6.5	Hanging seed pods	Staff
11/15/2019	2 Sites	Trim	Queen Palms	2.5	Hanging seed pods	Staff
11/15/2019	2 Sites	Removal	Alder, Queen Palm	33	Dead, dying or damage to building	Staff
11/18/2019	El Toro Rd	Trim	Eucalyptus	83	Street Clearance	Staff
11/19/2019	El Toro Rd	Trim	Eucalyptus	86	Street Clearance	Staff
11/20/2019	El Toro Rd	Trim	Eucalyptus	22	Street Clearance	Staff
11/21/2019	El Toro Rd	Trim	Eucalyptus	48	Street Clearance	Staff
11/26/2019	3162	Removal	Shamel Ash	43	Damage to water mainline	Staff
11/27/2019	5444	Removal	Coral Tree	42	Major limb loss due to end weight, emergency removal	Staff
12/3/2019	5490	Clearance Trim	Queen Palms	9	Seed Pods and low hanging dead branches	Staff
12/3/2019	3 Sites	Stump Grinding	Assorted Removals	6	Previously removed trees	Staff
12/10/2019	4 Sites	Stump Grinding	Assorted Removals	7	Previously removed trees	Staff
12/11/2019	5 Sites	Stump Grinding	Assorted Removals	7	Previously removed trees	Staff
12/11/2019	5441	Removal	Pine Tree	14	936 department had a driveway replacement, to many large roots removed	Staff
12/13/2019	3421	Trim	4 Ficus trees	17	Clearance trim, limbs were hanging on roof and major end weight	Staff
12/13/2019	3421	Trim	Carrotwood and Eucalyptus	17	Clearance trim, limbs were hanging on roof and major end weight	Staff
12/16/2019	5342	Removal	Carrotwood	5	Damaged trunk, previous limb loss, co-dominant leaders	Staff
12/16/2019	5342	Trim	7 Podocarous	19	Trees were laying on the roof and had major end weight	Staff
12/17/2019	5404	Removal	Rusty Leaf Fig Tree	6	Tree suffered a major limb loss due to end weight, staff could not restore	Staff
Total Trees		50	Total Labor Hours	951.7	Hours Budgeted	1766
Trees YTD		34	Total Labor Hours YTD	457.7	Hours Remaining	1308.3





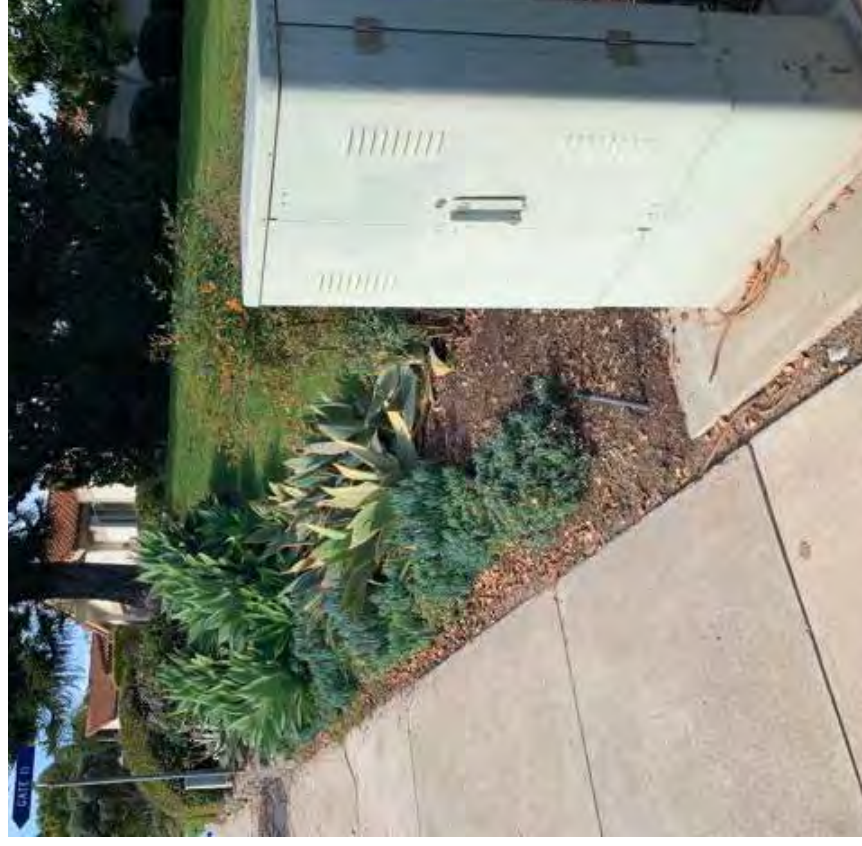
Gate 11 Avenida Despacio / Avenida Sosiega

PLAN - 1/8"=1'-0"



- LEGEND
- Existing Trees to Remain
- Rosmarinus officinalis Prostrata' 1 Gallon Dwarf Rosemary
- Rosmarinus officinalis 'Tuscan Blue' 5 Gallon Upright Rosemary
- Acacia redolens 'low boy' Low Boy Desert Carpet - 1 Gallon
- Kurapia grass Sod
- Russelia equisetiformis - 5 Gallon Firecracker Plant
- Carex pansa - 1 gallon California Dune Sedge
- Juncus patens - 1 gallon California Gray Rush
- Dieties bicolor - 5 gallon Fortnight Lily

Note:
Final plant selection may change, Species noted are representative of character and form.



EXISTING PLANTING CONDITION



Acacia redolens 'low boy'
Low Boy Desert Carpet



Carex pansa
Pacific Dune Sedge



Juncus patens
California Gray Rush



Kurupia
NCN



Russelia equisetiformis
Firecracker Plant



CONCEPT PLANTING





Phormium 'Cream Delight'
Cream Delight Flax



Westringia fruticosa
'Low horizon'



Lantana Species
Lantana



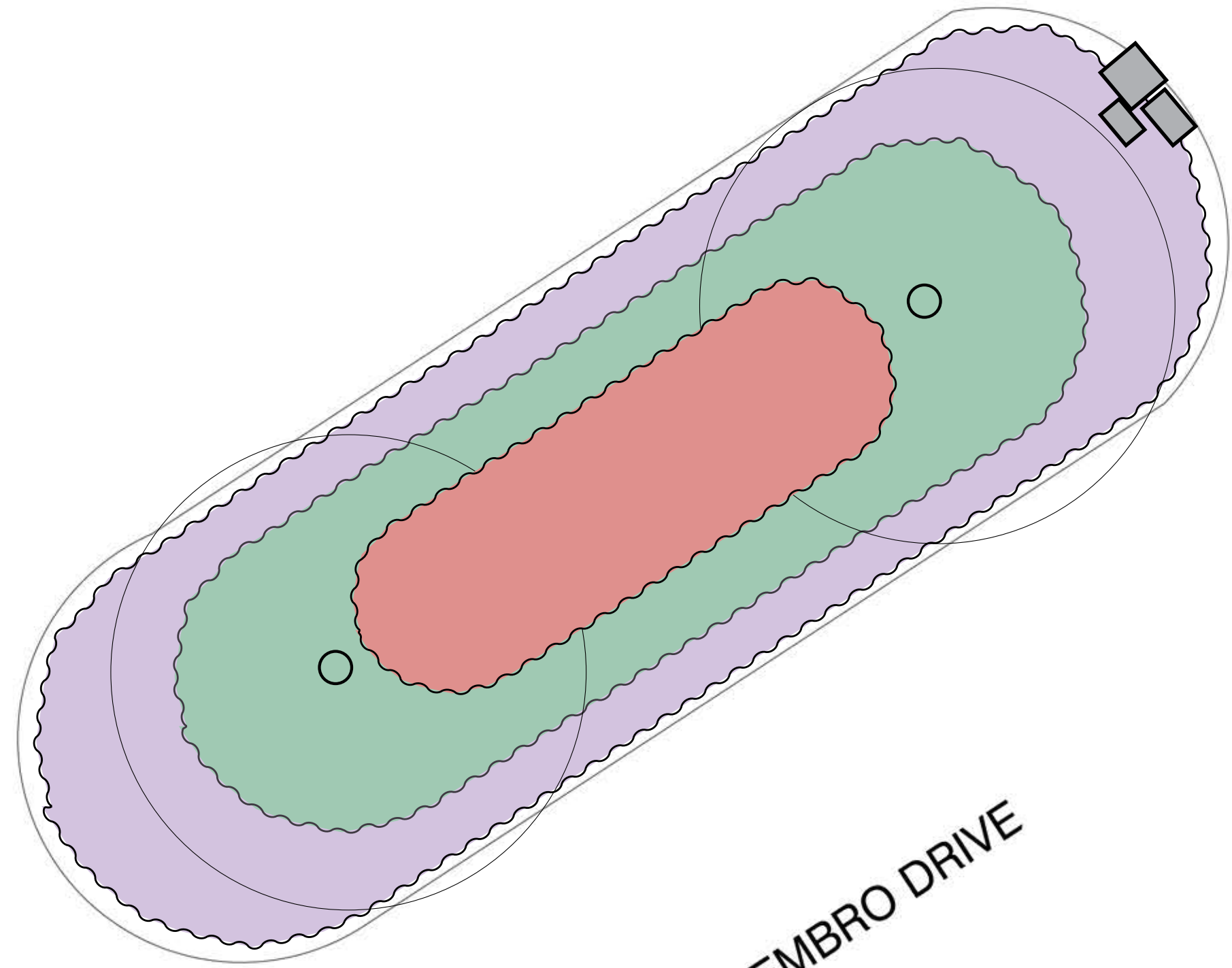
Teucrium chamaedrys
Germander



Carpet Rose
Pink Flash

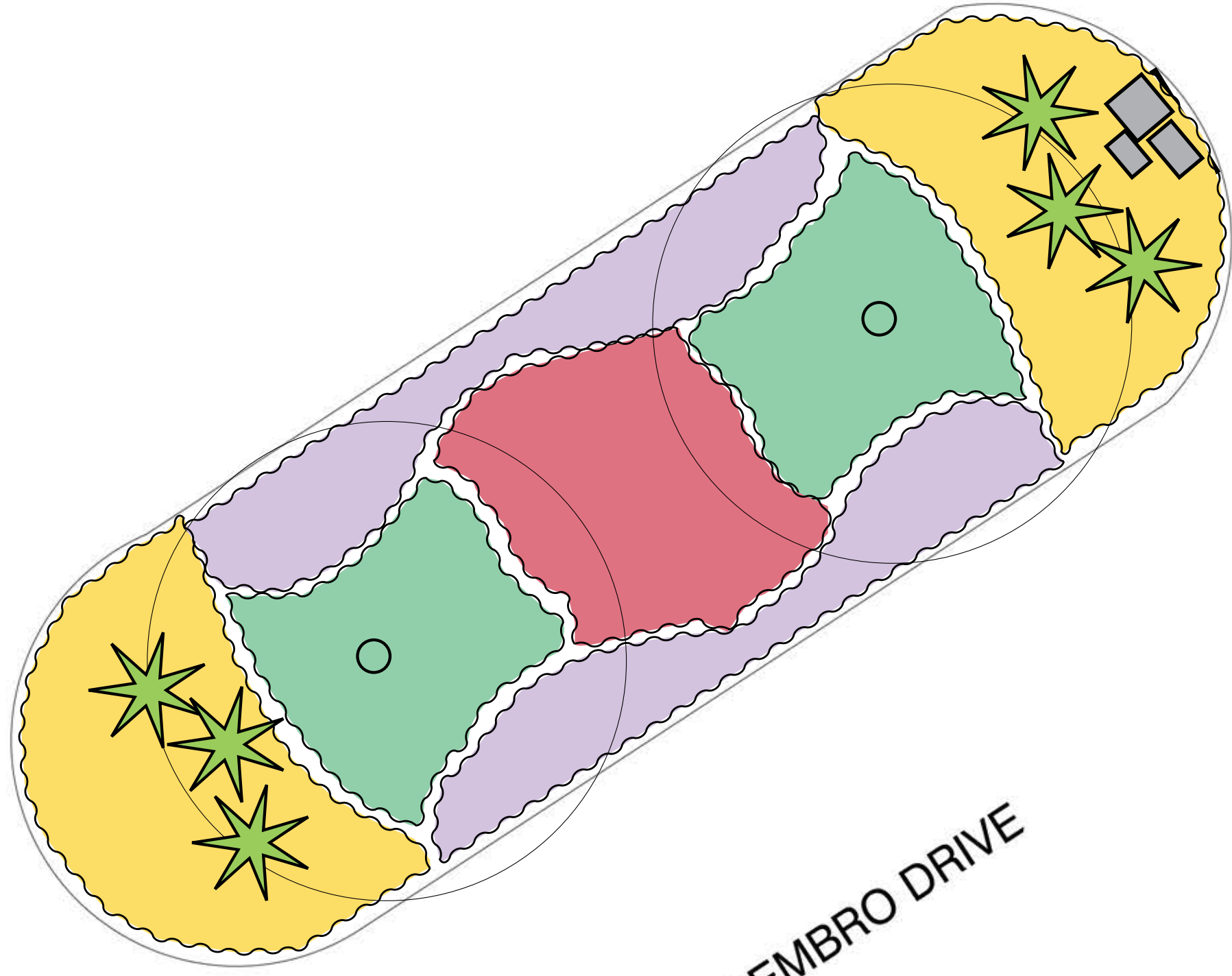


Dianella Little Rev
Flax



MIEMBRO DRIVE

ALTERNATE 2 - LAYERED PATTERN



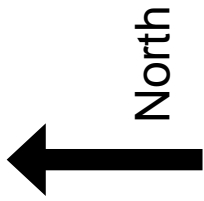
MIEMBRO DRIVE

ALTERNATE 1 - INFORMAL DRIFTS

LEGEND

- Existing Trees to Remain
- Phormium tenax 'Cream Delight' or Agave Att. as Alt 'Cream Delight Flax - 15 gallon
- Teucrium chamaedrys or Westringia Germander or Coast Rosemary - 1 Gallon
- Dianella-revoluta or similar Flax-Lily Little-Rev - 1 gallon - 30" oc
- Lantana 'New Gold' or Radiata New Gold Lantana - Flats 24" oc
- Rosa 'Flower Carpet' - 5 Gallon Mixed/Single Carpet Rose 30" oc

PLAN - 1/8"=1'-0"



ALTERNATE 1 - INFORMAL DRIFTS
Lantana, Germander, Roses (similar)



ALTERNATE 2 - LAYERED PATTERN
Roses, Dianellas, Germander





STAFF REPORT

DATE: January 2, 2019
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 3086-C Via Serena N. (Graham) – One Shamel Ash tree

RECOMMENDATION

Approve the request for the removal of one Shamel Ash tree and schedule the repair of the v-ditch.

BACKGROUND

Ms. Graham purchased the manor in February 1999, and is requesting the removal of one Shamel Ash tree, *Fraxinus, uhdei*. The reasons cited for the removal are; overgrown, possible sewer damage, litter/debris, sidewalk damage, and a potential trip and fall hazard from fallen leaves onto the sidewalk. There are no additional signatures on the Mutual Request Form (Attachment 2).

The tree was last pruned in December 2017; future scheduled trimming is tentatively scheduled for fiscal year 2021. The height of the tree is approximately 40 feet with a trunk diameter of approximately 23 inches. The tree is directly adjacent to the split rail fence, three feet from the v-ditch/storm drain, six feet from the sidewalk, and approximately 15 feet from the manor.

DISCUSSION

At the time of inspection, the tree was found to be in fair condition, with an unbalanced canopy, no noticeable trunk damage, or pest or disease. There are several pockets of decay and deadwood throughout the canopy as well as a number of very large surface roots which are typical for this species of tree. There is major damage to the V-ditch/storm drain due to the aggressive surface rooting.

Due to the proximity of the tree to the V- ditch, root trenching is not recommended as it would leave the tree unstable. In July of 2012, the sidewalk and several large tree roots were removed and a new sidewalk was installed at a cost of \$1,633. There are no records of a mainline stoppage at this location. Unfortunately, the roots of this tree will continue to cause further damage resulting in higher repair costs if tree is not removed.

FINANCIAL ANALYSIS

The cost to remove the tree is estimated at \$6,900; the estimated value of the tree is \$5,882 based on the tree inventory data.

Third Laguna Hills Mutual
Tree Removal Request – 3086-C
January 2, 2019

Prepared By: Bob Merget, Senior Landscape Supervisor

Reviewed By: Kurt Wiemann, Senior Field Services Manager

ATTACHMENT(S)

Attachment 1: Photographs

Attachment 2: Mutual Landscape Request Form

ATTACHMENT 1





Third Laguna Hills Mutual
Tree Removal Request – 3086-C
January 2, 2019







ATTACHMENT 2



MUTUAL LANDSCAPE REQUEST FORM

PLEASE NOTE: THIS FORM IS NOT INTENDED FOR ROUTINE MAINTENANCE REQUESTS

For all non-routine requests, please fill out this form. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Mutual's Landscape Committee for review. If you are unsure whether your request falls into this category, first contact Resident Services at 597-4600 in order to make that determination.

PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.

Resident/Owner Information

You must be an owner to request non-routine Landscape requests.

3086-C Via Serena N
Address12/12/19
Today's DateLinda Graham
Resident's Name949-458-9513
Telephone Number

Non-Routine Request

Please checkmark the item that best describes your request. If none apply, please checkmark "Other" and explain.

☒ Tree Removal☐ New Landscape☐ Off-Schedule Trimming☐ Other (explain):

Reason for Request

Please checkmark the item(s) that best explain the reason for your request.

☐ Structural Damage☒ Sewer Damage☒ Overgrown☐ Poor Condition☒ Litter/Debris☐ Personal Preference☐ View Obstruction☒ Other (explain):possible
sidewalk damage periodically

GUIDELINES:

- Structural/Sewer Damage: Damage to buildings, sidewalks, sewer pipes, or other facilities may justify removal if corrective measures are not practical.
- Overgrown/Crowded: Trees or plants that have outgrown the available space may justify removal.
- Damaged/Declining Health: Trees or plants that are declining in health will be evaluated for corrective action before removal/replacement is considered.
- View Blockage: By nature, view blockage must be reviewed case by case to determine the appropriate course of action.
- Litter and Debris: Because all trees shed litter seasonally, generally this is not an adequate reason to justify removal. However, if granted, removal/replacement may be at the resident's expense.
- Personal Preference: Because one does not like the appearance or other characteristics of the tree or plant generally does not justify its removal. However, if granted, removal/replacement is usually at the resident's expense.

Description & Location of Request

Please briefly describe the situation and the exact location of the subject of the request (e.g., "roots of pine tree in front of manor XYZ are lifting the sidewalk"). Attach pictures as necessary.

Tree is directly in front of my manor. Multiple squirrels inhabit the tree (which damage my property). Tree is extremely messy (mos of years leaves on sidewalks) are a slip & fall hazard. Plus horribly messy.

Signatures of All Neighbors Affected By This Request

Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against

(Please attach a separate sheet if more signatures are necessary.)

Acknowledgement - Owner

By signing, you are acknowledging this request.

Linda Graham
Owner's Signature

Linda Graham
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____