



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

**Thursday, May 5, 2022 – 9:30 a.m.**

**BOARD ROOM/VIRTUAL**

**Laguna Woods Village 24351 El Toro Road, Laguna Woods, CA**

*Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions using one of three options:*

1. *In-person in Community Center Board Room.*
2. *Join the meeting via Zoom by using this link: <https://zoom.us/j/92325659805>*
2. *Send in your comment via email to [meeting@vmsinc.org](mailto:meeting@vmsinc.org) any time before the meeting is scheduled to begin or during the meeting. Please use the name Third Mutual Landscape Committee in the subject line of the email. Name and unit number must be included.*

**AGENDA**

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for April 7, 2022
5. Chair Remarks
6. Department Head Update
  - a. Project Log
  - b. Tree Work Status Report
7. Member Comments (Items Not on the Agenda)
8. Response to Member Comments

## Items for Discussion and Consideration

9. Tree Removal Request: 3117-C Via Serena S. – One Rusty Leaf Fig Tree
10. Tree Removal Request: 3407-A Calle Azul – One Bottlebrush Tree
11. Landscape Revision Request: 5545-A Rayo Del Sol
12. Presentation by Village Arborist and Support Landscape Manager - Bob Merget

## Future Agenda Items

### Concluding Business:

14. Committee Member Comments
15. Date of Next Meeting – Thursday, June 2, 2022 at 9:30 a.m.
16. Adjournment

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



**OPEN MEETING**

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

**Thursday, April 7, 2022 – 9:30 A.M.  
BOARD ROOM/VIRTUAL MEETING  
Laguna Woods Village Community Center 24351 El Toro Road**

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Chair- Lynn Jarrett, Annie McCary, Ralph Engdahl, Donna Rane-Szostak, Nathaniel Ira Lewis

**COMMITTEE MEMBERS ABSENT**

**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**

Chair Jarrett asked that Agenda Item #13 be removed from the agenda per the Member's request.

Director Lewis stated the tree in Agenda Item # 11 has already been removed.

Director McCary made a motion to remove Agenda Items #11 and #13 and approve the revised agenda. The revised agenda was approved by consensus.

**4. Approval of the March 3, 2022 Report**

The report was approved by consensus.

**5. Committee Chair Remarks**

Chair Jarrett stated that next month the tree arborist here will give a presentation. He gave one at the GRF Landscape meeting and he was excellent.

There are large trees at 3243 San Amadeo and she would like the arborist to look at them.

## **6. Department Head Update**

The current plan is to do mowing every other week until June.

There is slope repair being done on Calle Azul. We had hired a geotechnical engineer to prepare a repair plan. We hope to get that all finished by June.

### **6a. Project Log**

Mr. Wiemann reviewed the Project Log information with the committee and answered some questions.

He discussed that shrubs will be trimmed at homes in fire zone.

### **6b. Tree Work Status Report**

Mr. Wiemann reviewed this report with the committee.

## **7. Member Comments (Items Not on the Agenda)**

A Member stated that her slope needs weeding again. Are they using a pre-emergent after they weed it? Mr. Wiemann stated that staff are not using it any longer since it was not working well and is expensive.

She thanked Arborist Bob Merget because she let him know her New Zealand Pine was sprouting two trunks at the top of the tree and they came out to fix that since that is dangerous.

A Member stated the plants on her slope are growing over the curb.

A member spoke about her neighbor below was putting items into her yard that were not allowed. Mr. Wiemann stated he will speak to Compliance.

A Member commented that residents should not be planting things in common area, including fruit trees. He feels that larger plants should be used to conceal water heaters.

Mr. Wiemann said full-size plants are not planted in the Village. Staff are concealing the water heaters with landscape as they go.

## **8. Response to Member Comments**

See above.

Consent:

None

Items for Discussion and Consideration

**9. Tree Removal Request: 2305-A Via Puerta – One Jacaranda Tree**

Director McCary made a motion to accept staff recommendation and deny this request. Director Lewis seconded. The committee was in unanimous support.

**10. Tree Removal Request: 3028-A Calle Sonora – One American Sweetgum Tree**

Director Lewis made a motion to accept staff recommendation and deny this request. Director Engdahl seconded. The committee was in unanimous support.

**11. Landscape Revision Request: 4006-1C Calle Sonora Oeste**

Director McCary made a motion to accept staff recommendation and deny this request. Director Engdahl seconded. The committee was in unanimous support.

The committee requested that staff look at all the Garden Villa buildings for resident garden areas on common areas which are not allowed.

Future Agenda Items

Concluding Business:


**12. Committee Member Comments**

Director McCary does not like the perception that there is preferential treatment given to some areas of the Village. Everyone must abide by the rules.

Mr. Wiemann stated the crews are not to take direction from residents. Foreman will soon be dressed in green striped shirts with a yellow vest. Residents may speak to the Foreman if they wish.

**13. Date of Next Meeting – Thursday, May 5, 2022 at 9:30 a.m.**

**14. Adjournment at 10:35 a.m.**

  
Lynn Jarrett (Apr 12, 2022 13:26 PDT)

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



**Third Mutual Landscape Project Log**  
**May 2022**  
**2022 Reserve Fund Projects**

Project	Contractor	Description	Status	Estimated Completion	Completion*	Budget	YTD*	Balance
Tree Maintenance	Great Scott Tree Services, Inc.	The annual program, a combination of contracted work and in-house staff, working on a 5 year species-based trim cycle. Contractor performs mainly scheduled annual maintenance and isolated removals. Staff crew focuses on customer service.	New contracted tree crew in 2022. Scheduled tree work to began in March.	Annual Program	6%	\$503,120	\$29,310	\$473,810
	In-House Tree Crew		In-House Tree Crew working on resident requests.		25%	\$440,304	\$112,237	\$328,067
Landscape Modernization	Staff	Elimination of highest water using turf areas; replacing with water efficient landscapes.	On-going annual project using in-house crews.	Annual Program	24%	\$162,520	\$39,709	\$122,811
Slope Maintenance Outsourced	Mission Landscape	Annual Maintenance	In progress, on schedule.	Annual Program	8%	\$490,395	\$38,636	\$451,759
Fire Risk Reduction	Mission Landscaping/ Andre Landscape/Staff	Project includes the removal of vegetation with a high risk of fire.	Slope Erosion Scar Evaluation at 3420 Calle Azul out to bid (Disaster Fund). Clear Non-Native Plants from fire areas.	Annual Program	45%	\$180,000	\$80,800	\$99,200

\*Completion based upon invoices received to-date. In-house expenses as of March 31, 2022.





Third Mutual Off Schedule Tree Work						
Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
2/1/2022	5392	Trim	Eucalyptus	18	Full Trim	Staff
2/1/2022	3071	Clearance	Ficus	2	Touching the roof	Staff
2/2/2022	5506	Trim	Eucalyptus	18	Full Trim	Staff
2/3/2022	2354	Trim	King palms	12	Hanging Branches	Staff
2/3/2022	3242	Clearance	Ficus	2	Touching the roof	Staff
2/4/2022	4005	Clearance	AtlasCedar	4	Touching the roof	Staff
2/4/2022	5368	Hanging branch	Carrotwood	4	Hanger in Canopy	Staff
2/7/2022	2362	Trim	Stone pine	16	Deadwood and end weight	Staff
2/8/2022	2411	Removal	Pepper	8	Deadwood and decay	Staff
2/8/2022	2411	Removal	Brisbain box	4	Deadwood and decay	Staff
2/8/2022	5368	Hanging branch	Carrotwood	2	Hanger in Canopy	Staff
2/8/2022	2138	Trim	Torulosa	6	End weight	Staff
2/9/2022	5370	Hanging branch	Eucalyptus	2	Hanger in Canopy	Staff
2/9/2022	5030	Hanging branch	Eucalyptus	6	Hanger in Canopy	Staff
2/9/2022	2396	Removal	Bottlebrush	6	Split branch no restoration	Staff
2/10/2022	2402	Hanging branch	Ficus	4	Hanger in Canopy	Staff
2/10/2022	5481	Hanging branch	Star Pine	4	Hanger in Canopy	Staff
2/10/2022	3430	Hanging branch	Eucalyptus	4	Hanger in Canopy	Staff
2/10/2022	5536	Hanging branch	Eucalyptus	4	Hanger in Canopy	Staff
2/10/2022	3145	Hanging branch	Ash	3	Hanger in Canopy	Staff
2/11/2022	3354	Removal	Bottlebrush	4	Split branch	Staff
2/11/2022	3518	Hanging branch	Bottlebrush	2	Hanger in Canopy	Staff
2/11/2022	5487	Hanging branch	Carrotwood	3	Hanger in Canopy	Staff
2/11/2022	5480	Hanging branch	Eucalyptus	3	Hanger in Canopy	Staff
2/11/2022	5485	Hanging branch	Carrotwood	4	Hanger in Canopy	Staff
2/22/2022	5511	Clearance	Brazilian Pepper	3	clearance trim	Staff
2/22/2022	5345	Clearance	Camphor 2	2	clear from pole light and roof	Staff
2/22/2022	3332	Removal	Monterey Pine	5	dead tree	Staff
2/22/2022	3332	Clearance	Indian Laurel Fig	5	clearance trim	Staff
2/22/2022	3048	Removal	Queen Palm	4	Too close to the manor	Staff
2/22/2022	3358	Clearance	Pink Trumpet	3	clearance trim	Staff
2/22/2022	5509	Hanging branch	Desert Gum	3	limb down	Staff
2/24/2022	3417	Clearance	Canary Pine 2	4	clearance trim	Staff
2/24/2022	3417	Clearance	carrotwood	2	clearance trim	Staff
2/25/2022	2350	Clearance	Chinese flame	2	clearance from bldg	Staff
3/2/2022	5469	Removal	Peppermint	4	in Decline, Deceased	Staff
3/4/2022	5512	Removal	Chitalpa	3	Uprooted, weak root system	Staff
3/7/2022	5185	Removal	maleluca	8	Resident request	Staff
3/7/2022	5185	Clearance	Bottlebrush	2	clearance trim	Staff
3/7/2022	5186	Removal	carrotwood	6	Resident request	staff
3/7/2022	3105	Removal	Catalina Cherry	10	Resident request	Staff
3/7/2022	3131	trim	Carrotwood	4	clearance trim	Staff
3/7/2022	451	Removal	Canary Pine	12	deceased	Staff
3/8/2022	3222	Clearance	carrotwood 2	8	End weight	Staff
3/8/2022	3115	Trim	Brazilian Pepper	18	End weight	Staff
3/9/2022	5564	Clearance	Eucalyptus	3	clearance trim	Staff
3/9/2022	3462	Clearance	California Pepper	2	clearance trim	Staff
3/9/2022	3039	Clearance	Sycamore	2	clearance trim	Staff
3/9/2022	3460	Removal	Willow Tree	9	In Decline and Deceased	Staff
3/9/2022	3489	Hanging branch	Silver Dollar	2	Hanger in canopy	Staff
3/9/2022	3489	Hanging branch	Spotted Gum	2	Hanger in canopy	Staff
3/9/2022	3489	Hanging branch	Eucalyptus	2	Hanger in canopy	Staff
3/9/2022	3422	Hanging branch	Scented Gum	1	Hanger in canopy	Staff
3/9/2022	5563	Trim	Nichol Willow	12	Full Trim	Staff
3/9/2022	3508	Removal	Bronze Loquat	6	In Decline and Deceased	Staff
3/9/2022	3039	Clearance	Sycamore	4	clear from roof	Staff
3/11/2022	5297	Removal	Tangerine tree	2	Resident request	Staff
3/11/2022	5224	Trim	Brazilian Pepper	15	End weight	Staff
3/11/2022	5224	Trim	Carrotwood	15	End weight	Staff
3/14/2022	3508	Removal	Aleppo Pine	8	In Decline and Deceased	Staff
3/14/2022	3515	Removal	Bottlebrush	6	In Decline and Deceased	Staff

3/14/2022	3499	Removal	Victorian 2	6	In Decline and Deceased	Staff
3/14/2022	3508	Trim	Ironbark	3	End weight	Staff
3/14/2022	3419	Trim	carrotwood	4	End weight	Staff
3/14/2022	5120	Trim	Arborvitae	7	End weight	Staff
3/14/2022	5117	Hanging branch	Monterey Pine	2	Hanger in canopy	Staff
3/16/2022	5225	Trim	Loquat	2	End weight	Staff
3/16/2022	5225	Trim	Carrotwood	3	End weight	Staff
3/16/2022	4007	Clearance	Rusty Leaf fig	2	clear from bldg	Staff
3/16/2022	4007	Clearance	Olive tree	2	clear from bldg	Staff
3/16/2022	4007	Clearance	Silver Dollar	1	clear from bldg	Staff
3/16/2022	2233	Trim	Spanish Dagger	3	End weight	Staff
3/16/2022	5475	Hanging branch	Star Pine	3	Hanger in canopy	Staff
3/16/2022	5475	Hanging branch	Rusty Leaf fig	2	Hanger in canopy	Staff
3/17/2022	3311	Removal	Red Flowering	12	In Decline and Deceased	Staff
3/17/2022	3311	Removal	Aleppo Pine	24	In Decline and Deceased	Staff
3/18/2022	2223	Trim	Rusty Leaf fig	12	End weight	Staff
3/30/2022	3332	Trim	Indian Laurel Fig	15	Full Trim	Staff
3/28/2022	3277	Hanging branch	Chinese Elm	2	Hanger in Canopy	staff
3/29/2022	3145	Hanging branch	Shamel Ash	3	Hanger in Canopy	staff
3/30/2022	2362	Removal	Juniper	6	In Decline and Deceased	Staff
3/31/2022	2225	Removal	Brazilian Pepper	16	In Decline and Deceased	Staff
4/1/2022	2374	Removal	Fruit tree	2	Resident request	Staff
4/1/2022	5349	Removal	lemon tree	2	Resident request	staff
4/1/2022	3179	Trim	California Pepper	10	Full Trim	Staff
4/1/2022	5530	Removal	lemon tree (2)	4	Resident request	staff
3/28/2022	3277	Hanging branch	Chinese Elm	2	Hanger in Canopy	Staff
4/4/2022	2403	Trim	Red Ironbark	6	End weight	Staff
4/4/2022	2403	Trim	Chinese Elm	6	End weight	Staff
4/4/2022	2403	Trim	Chinese Elm	6	End weight	Staff
4/4/2022	2403	Trim	Chinese Elm	6	End weight	Staff
4/5/2022	4007	Clearance	Ficus	4	Hanger in Canopy	Staff
4/5/2022	4007	Clearance	honeysuckle vine	2	Hanger in Canopy	Staff
4/5/2022	5459	Removal	Oleander	2	In Decline and Deceased	Staff
4/6/2022	2404	Trim	Ulmus Parvifolia	6	End weight	Staff
4/6/2022	2403	Trim	Gleditsia Triacanthos	3	End weight	Staff
4/13/2022	2358	Removal	Juniperus Chinesis Torulosa	6	In Decline and Deceased	Staff
4/13/2022	2235	Removal	Pittosporum Crassifolium	6	In Decline and Deceased	Staff
4/13/2022	2370	Trim	Schinus Teredbinthfolius	4	End weight	Staff
4/14/2022	5328	Trim	Spartan Juniper	6	End weight	Staff
4/14/2022	5369	Trim	Canary Island Pine	5	End weight	Staff
4/14/2022	5369	Trim	Paperbark	5	End weight	Staff
4/14/2022	5369	Trim	Bottlebrush	3	End weight	Staff
4/14/2022	3368	Hanging branch	Silk Oak	2	Hanger in Canopy	Staff
4/14/2022	3367	Hanging branch	Silk Oak	2	Hanger in Canopy	Staff
4/14/2022	5339	Hanging branch	Silk Oak	2	Hanger in Canopy	Staff
4/14/2022	5339	Hanging branch	Silk Oak	2	Hanger in Canopy	Staff
4/14/2022	3414	Hanging branch	Bottlebrush	2	Hanger in Canopy	Staff
4/14/2022	3149	Hanging branch	Fraxinus uhdei	2	Hanger in Canopy	Staff
4/15/2022	5339	Trim	maleluca	5	End weight	Staff
4/15/2022	5339	Removal	Spartan Juniper (3)	12	In Decline and Deceased	Staff



## STAFF REPORT

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**DATE:** May 5, 2022  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request: 3117-C Via Serena S. – One Rusty Leaf Fig Tree

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### **RECOMMENDATION**

Deny the request for the removal of one Rusty Leaf Fig located at 3117-C Via Serena S.

### **BACKGROUND**

The resident at 3117-C purchased the manor in March 2022, and is requesting the removal of one American Rusty Leaf Fig tree, *Ficus, rubiginosa*, located in front of the manor on the slope. The reasons cited for the removal are structural damage, personal preferences, view obstruction, litter/debris, and potential damage to the pedestrians and cars below due to future growth. There are no additional signatures on the Mutual Request Form (Attachment 1).

The tree was last pruned in July of 2020. Future trimming is tentatively scheduled for fiscal year 2022. The height of the tree is approximately 40 feet with a trunk diameter of approximately 40 inches. The tree is growing on the slope area approximately 40 feet from the resident's manor, approximately 18 feet from the street, and 12 feet from the retaining wall (Attachment 2).

### **DISCUSSION**

At the time of inspection, the tree was found to be in good condition with a favorable trunk flare, no decay, no pest activity, or damage to the trunk. The tree does have a very full canopy which will be addressed during the next scheduled trimming.

There are surface roots present, however, there was no indication of structural damage to the retaining wall or sidewalks.

Resolution 03-21-10 Tree Maintenance Policy states:

"...Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.

- Trees shall not be removed to preserve, enhance or create a view..."

Staff recommends a canopy thinning and crown reduction for this year and to deny the request for removal.

### **FINANCIAL ANALYSIS**

The cost to remove the tree would be approximately \$2,760. The cost to trim the tree, including a slight crown reduction and thinning, would be approximately \$300, and the estimated value of the tree is \$9,830 based on the tree inventory data.

**Prepared By:** Bob Merget, Landscape Manager

**Reviewed By:** Kurt Wiemann, Director of Landscape Services

**ATTACHMENT(S)**

**Attachment 1:** Mutual Landscape Request Form

**Attachment 2:** Photographs



### 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.*

3117 Via Serena S, Unit C	March 12, 2022
Address	Today's Date
Sooun Lee	513-652-0254
Resident's Name	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  
 Other (explain): Potential damage to the pedestrians and cars below if outgrown further.

#### 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.
- **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.

A large, overgrown tree located on the hill below the NE corner of the unit C (3117 Via Serena S) fence.

Located on a steep hill right above a sidewalk & street, the tree/falling branches pose potential damage to

pedestrians and cars below. The land surrounding the tree and its extensive roots has become exposed/eroded.

In addition, heavy leaf shedding in the fall creates garbage pileup on the street and sidewalk.

The tree also blocks scenic views from all vantage points.

**Signatures of All Neighbors Affected By This Request**

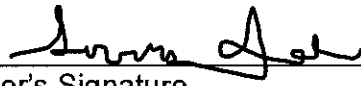
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against

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

**Acknowledgement - Owner**

By signing, you are acknowledging this request.

  
 \_\_\_\_\_  
 Owner's Signature

Sooun Lee  
 \_\_\_\_\_  
 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: \_\_\_\_\_

ATTACHMENT 2













## STAFF REPORT

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**DATE:** May 5, 2022  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request: 3407-A Calle Azul – One Bottlebrush Tree

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### **RECOMMENDATION**

Approve the request for the removal of one Bottlebrush tree located at 3407-A.

### **BACKGROUND**

The resident at 3407-A purchased the manor in March 2003, and is requesting the removal of one Bottlebrush tree, *Callistemon, spp.*, located at the side of the manor's patio. The reasons cited for the removal are liter/debris, overgrown, potential future damage from roots, and the resident is allergic to the pollen produced by the tree. There is one additional signature on the Mutual Request Form in favor of the tree removal (Attachment 1).

The tree was last pruned in April of 2017. Future trimming is tentatively scheduled for fiscal year 2022. The height of the tree is approximately 30 feet with a trunk diameter of approximately 13 inches. The tree is growing in the turf area approximately six feet from the patio wall (Attachment 2).

### **DISCUSSION**

At the time of inspection, the tree was found to be in poor condition with damage to the trunk. There are a number of surface roots, however, there was no noticeable infrastructure damage present. There is some damage from a previous tortoise beetle infestation and the tree has been topped in the past resulting in poor limb taper. Once a tree is topped, future growth tends to have weak attachment and requires continual topping.

There is another Bottlebrush tree 12 feet from this tree which is causing an overcrowding situation. Given the location of the tree, there is a conflict with the mowing of the turf area as the mowers are unable to go around the tree and, therefore, have to back up to complete the mowing process.

Staff did speak with the resident regarding allergies to the pollen the tree produces and, in the past, a doctor's note stating an allergy that is specific to the tree in question, would need to be attached for that consideration.

Given the proximity to the other Bottlebrush tree, the challenges with the mowing, and the fact the tree has been topped and has weak attachments, staff is recommending the removal of the tree.

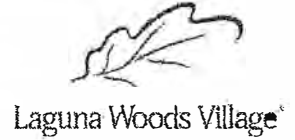
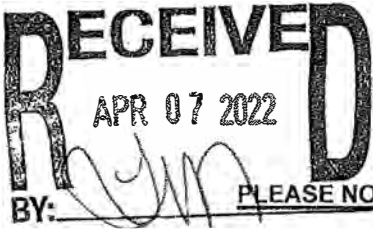
### **FINANCIAL ANALYSIS**

The cost to remove the tree would be approximately \$897. The cost to top and trim the tree would be \$300, and the estimated value of the tree is \$1,380 based on the tree inventory data.

**Prepared By:** Bob Merget, Landscape Manager  
**Reviewed By:** Kurt Wiemann, Director of Landscape Services

**ATTACHMENT(S)**

**Attachment 1:** Mutual Landscape Request Form  
**Attachment 2:** Photographs



MUTUAL LANDSCAPE REQUEST FORM

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PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.

Resident/Owner Information

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

3407 A Calle Azul
Address

04/05/22
To days Date

Patricia Rodriguez
Resident's Name

714-343-1169
Telephone Number

Non-Routine Request

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

- Tree Removal (checked)
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 (checked)
Poor Condition
Litter/Debris
Personal Preference
Other (explain): Blooms blow into patio and I have had severe allergies to the pollen last few years. Also roots getting close to foundation.

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.
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.

The Bottle Brush tree located to ~~South~~<sup>West</sup> overlooking my patio. Every Spring for last few years I have had to see Doctor Kim regarding my allergic reaction to the blooms covering my patio & garage entrance. Also

**Signatures of All Neighbors Affected By This Request** roots near

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. Foundation

Signature	Manor #	For	Undecided	Against
<i>Patricia Rodriguez</i>	3407A	X		
<i>Marilyn Cragger</i>	3406A	X		

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

**Acknowledgement - Owner**

By signing, you are acknowledging this request.

*Patricia Rodriguez*  
Owner's Signature

*Patricia Rodriguez*  
Owner's Name

**OFFICE USE ONLY**

MOVE-IN DATE: \_\_\_\_\_ DATE: \_\_\_\_\_ INITIALS: \_\_\_\_\_

530 \_\_\_\_\_ 540 \_\_\_\_\_ 570 \_\_\_\_\_ LAST PRUNED: \_\_\_\_\_

RELANDSCAPED: \_\_\_\_\_ NEXT TIME: \_\_\_\_\_

TREE SPECIES: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

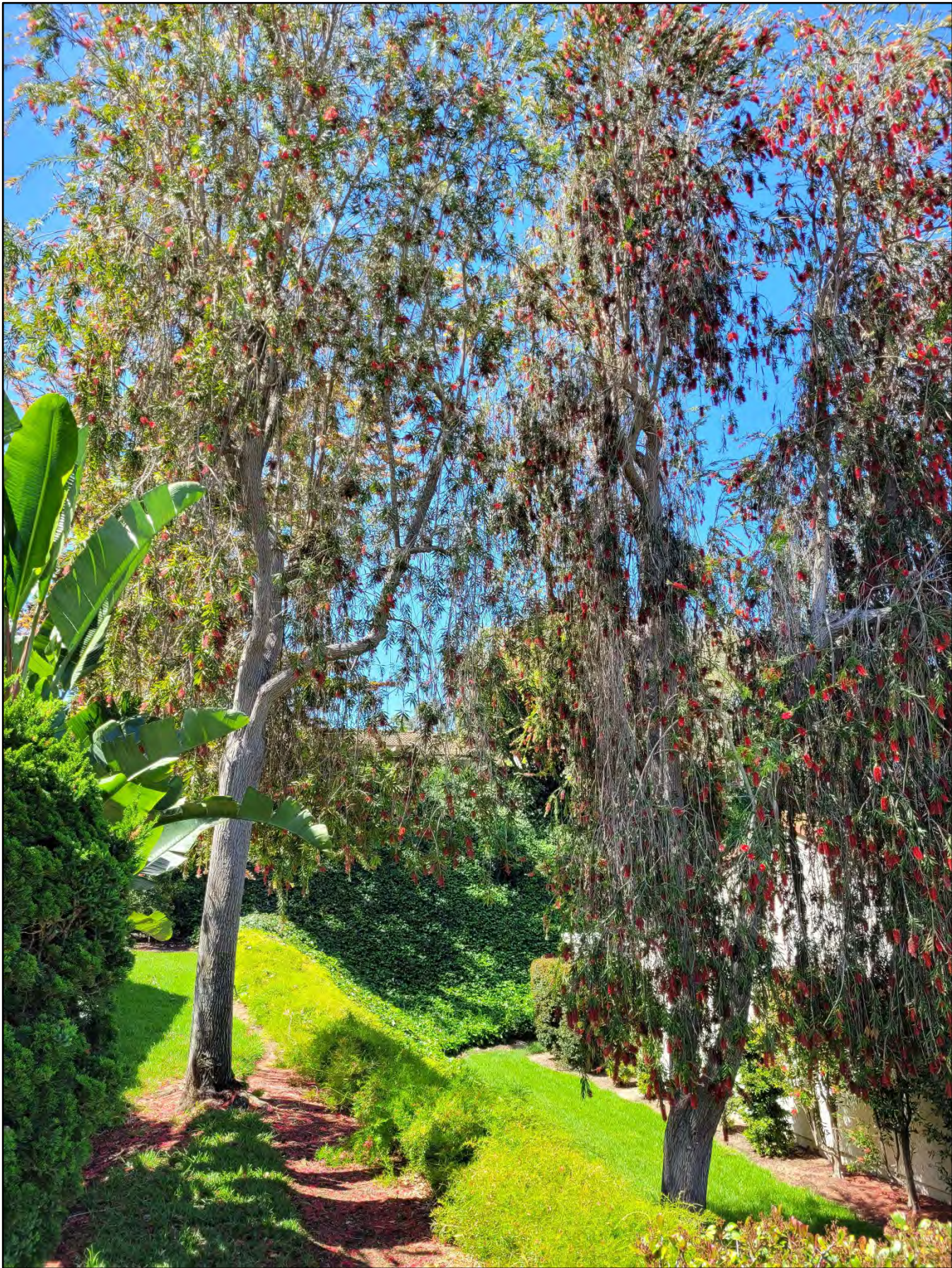
TREE VALUE: \_\_\_\_\_ TREE REMOVAL COST: \_\_\_\_\_

ATTACHMENT 2

















## STAFF REPORT

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**DATE:** May 5, 2022  
**FOR:** Landscape Committee  
**SUBJECT:** Landscape Revision Request: 5545-A Rayo Del Sol

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### **RECOMMENDATION**

Approve the request to retain stepping stones.

### **BACKGROUND**

The requesting resident purchased the manor in November of 2021, and is requesting permission to retain the stepping stones in the common area landscape adjacent to the subject manor (Attachment 1).

### **DISCUSSION**

The requesting resident is seeking permission to retain stepping stones placed by the previous members in common area between the subject manor and the adjacent manor. The stepping stones were identified in the resale inspection report as non-standard.

The area receives large amounts of shade rendering it difficult for plant material to grow. The area is the only exterior access to the rear courtyard of the manor.

Staff recommends permitting the retention of the stepping stones to reduce potential damage to the area due to foot traffic. Staff also recommends placing mulch in the bare areas around the existing stepping stones.

The resident understands that the area shall remain common area, subject to the use and passage of all Members.

### **FINANCIAL ANALYSIS**

No cost to the Mutual.

**Prepared By:** Kurt Wiemann, Director of Landscape Services

**Reviewed By:** Eve Morton, Landscape Coordinator

### **ATTACHMENT(S)**

**Attachment 1:** Mutual Landscape Request Form

**Attachment 2:** Photos



### 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.*

5545 A RAYO DEL SOL  
Address LAGUNA WOODS, CA 92637

3/14/22  
Today's Date

CHARLES & CANDICE COLLINS  
Resident's Name

503-869-3000  
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): STEPPING STONES

#### 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

Other (explain): TO ELIMINATE WALKING THROUGH MUD.

#### 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.
- **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.

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**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.



Owner's Signature

CHARLES COLLINS

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: \_\_\_\_\_





ATTACHMENT 2



