



OPEN MEETING

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

**Thursday, December 5, 2019 – 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 October 10, 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
11. Approve Tree Trimming Schedule

Items for Discussion and Consideration:

12. Request to Retain Non-Standard Landscape-3456-B Bahia Blanca W.
13. Landscape Alteration Request – 3226-B Via Carrizo
14. Off Schedule Tree Trimming Request: 5358-O Algarrobo - One Red Ironbark, Three Indian Laurel Fig and One Carrotwood tree

Items for Future Agendas:

None.

Concluding Business

15. Committee Member Comments
16. Date of Next Meeting – January 2, 2020
17. 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, October 10, 2019 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair-Lynn Jarrett, Jon Pearlstone, Anne McCary, Reza Karimi, Cush Bhada

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT: Cindy Baker from GVA

ADVISORS PRESENT:

STAFF PRESENT: Kurt Wiemann, Eve Morton, Maribel Flores

1. Call to Order

Chair Jarrett called the meeting to order at 1:30 p.m.

2. Acknowledgement of Media

No media was present.

3. Approval of the Agenda

Director Karimi made a motion to approve the agenda. Director Bhada seconded. The motion passed with a unanimous vote.

4. Approval of September 5, 2019 Report

Director Karimi 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 is glad residents care about the community and let us know how to improve. A lot had been going on lately.

Aeration program will be starting and she will ask Mr. Wiemann to discuss that process.

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

Phyllis Waite (3428-N): She understands that there a plan for landscaping. She requested more quality control in the field. Please don't blow things right into the shrub and flower beds.

Sondra Gabriel (2270): Weeds are taking over the Village. Landscaper responding to request "only took out six weeds and never came back." There is litter all over the sidewalk. She claimed no call back about complaints.

Ed McGill (2390-2C): The Wandering Jew has grown back and is blocking the stairs. The bougainvillea at CDS 219 is blocking parking spaces. He requested planters moved during GV Breezeway work to be put back.

Ellen Rose (5566-B): A letter in the Globe stated that the landscaping at Gate 9 is in disarray. Weeds are growing between the sidewalks and curb on Sosiega. Some areas have good supervisors and they come out when asked.

Don Cole (3365-2A): The weed issue at the entrance to our building has been happening since July. He emailed Marti from GVA to see if anything can be done and she told him to attend this committee meeting. There are also some missing plants in the planters and two days ago two new plants were put into the planters.

Virginia Kajikawa (2366-A:) Some of her issues have been addressed but only with two manors, all the rest are the same. Tall orange lilies are never trimmed. She resented reading that she could go pick up mulch for my patio. That should be part of what I pay for. *Mr. Wiemann explained that that mulch is for personal use, not for the common areas.* Please clean up as all is blown back into our patio and the carport.

Myrna Farkas (2325-A): "There was a big sink hole that I reported and it was filled in; no grass has grown on it. They seeded it but didn't grow." Also, she would like some bushes, all the other buildings do. The trees are dying that cover up her view of the garbage area. She hired someone to thin them out but they are still dying. There are leaves everywhere from an enormous tree. The roots are going over to sidewalk.

Norine Cusick (5215): Her big issue is the slope between her unit and 5214. All of the plant material was removed on the slope but it was never replanted. Now, it is just eroded. She has called for last three years but nothing gets done. During heavy rains, it floods my neighbor's house. Also ground squirrels on that slope.

Betty Mosebrook (3364-1F and 2G): A tree branch broke and fell off. Weeds are growing into the flower beds. She requested pine needle be cleaned up regularly. We also have pine cones. Get rid of three dead trees.

Gloria Barton (3509-B): She walks her area each day. There are tall weeds in the sidewalk and it looks terrible. Coyotes poop everywhere and landscapers didn't pick it up; they just blew around it.

Marilyn Goldman (3198-B): She called about a tree in common area behind her house which is getting over grown. She was told it wouldn't be trimmed until 2021.

Myrna Keitges (3245-A): She inquired if landscaping communicates with other departments. Her building is being painted and the Ficus in front of building drops many berries and creates a huge mess on the bridge. How will they paint that bridge with that going on?

Rhoda Harris (3455-A): Her neighbor at 3456-A, is putting in all sorts of things and encroaching into common area. On Oct. 5, they removed a plant of hers. Has the committee granted permission for them to plant? Also, please remove rats in my area.

Kay Havens (5353-B): She is grateful that brush is being cleared. Thank you!

Doug Gibson (5289): 5314 going west towards 5315; brush has been cut. But some is still there. West Creek does not smell quite as bad. He was wondering about responsibility as it relates to mosquitoes.

Susan Smallwood (3033-N and 3456-B): Nice landscaping increases and maintains our real estate values. Flower beds aren't maintained. There is debris everywhere. Trees are shedding their bark. We must eradicate the asparagus fern. It takes away foundational bushes. Her neighbors clear the small slopes on their own. At 3033, there is a fig tree she would like removed. Gate 7 and 8 concrete blocks are being hit by lawnmowers. She made additional comments on photos she passed out to the committee.

Annette Sabol Soule (3428-C): Behind building 3427, there is a huge cactus that goes 30 feet up and it has been dead for over a year and leaning on a pine tree.

Lois Rubin (5509-B): "Thank you for your patience in listening. I live on the small golf course and real estate value will plummet because weeds on golf course are three to four feet high. When landscapers cut lawn, why are they not edging? Workers eat their lunch on the lawn and leave debris and chicken bones on the lawn. Consider more outsourcing and get professional landscape company in here. We pay for our maintenance."

Jackie Martin (5101): A few years ago, gravel was put in between the houses and weeds grow in the gravel and can't be removed. Can gravel be removed? We have some fruit trees we put in. Will they be taken out if we maintain them? *Mr. Wiemann said no.* When grass is mowed, there are piles of debris from the mowers. They used a type of mower that didn't do that but then then the piles came back again. Our crew in Gate 11 is fantastic and kind.

Stephanie Irving (3045-N): CDS 344; slopes were stripped a few years ago for fire reasons. Now there is a mixture of weeds. There were dandelions that were four feet tall. She is concerned that the weeds on slopes will catch fire and go up to homes. Are there designs to use drought tolerant plants and fire tolerant plants?

Michael Sweet (3435-B): He waited two years before some bushes were replaced. They were replaced six months ago but one died because it wasn't getting water. Is there communication between crews and irrigation?

7. Response to Member Comments

Chair Jarrett said the budget decisions were difficult this year. We are doing our best with the money we have.

Mr. Wiemann responded to Member Comments:

A lot of the issues you are bringing up are on my mind also. Blowing back onto the slopes is a labor and funding issue. We are budgeted to visit each manor four times a year. We are in process of lowering the mowers to start aerating in two weeks. Please be patient for the next two months. In the spring, the lawns will be beautiful.

We contracted slopes and they are being worked on. We don't blow seeds any more. We will be stripping some slopes but they will be planted back.

The landscaping industry as a whole is having tough time finding workers.

Species tree trimming will start next year and we do have funds to trim trees. We will reduce those trees by 25%.

Director Karimi said we want our community to be lush green and beautiful. We are facing labor shortages and costs constraints. Mr. Wiemann is working on quality of the work. It used to be quantity of work instead of quality. Mr. Wiemann is trying to change that now. We have to work for more resources and money.

Director Pearlstone said we have never had this kind of turnout. Today is a real eye opener. There is a lot of catch up going on so that is part of the issue.

Director McCary asked that before a Member pays out of pocket to have landscape work done, to contact staff or this committee first.

8. Department Head Update

None.

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.

Items for Discussion and Consideration:

11. Request to Retain Non-Standard Landscape-3364-1D Punta Alta

Member was present. She owns 1D and 1G. She explained footprints were in her common area and plants were being trampled and that is why she put in the stepping stones. Discussion ensued.

Director Pearlstone made a motion to approve staff's recommendation to retain the revisions to the landscaping, with the exception of the stepping stones. Director Bhada seconded and asked that it be reflected that this request is really for 1-G, not 1-D. The committee was in unanimous support.

Director Pearlstone made a motion to *not* follow staff's recommendation to discipline this Member. Director Bhada seconded. The committee was in unanimous support.

12. Landscape Alteration Request - 3415-A Punta Alta

Director Pearlstone made a motion to approve staff's recommendation and approve this request to remove the existing landscape adjacent to the Subject Manor and place pavers in its stead. Director Bhada seconded.

The daughter from neighbor 3415-C was in attendance. She said that the signature on the signature page of the Landscape Request Form was not her mother's signature. She does not want the pavers there.

Neighbor from 3415-N was also in attendance and also said this is not her signature on the request form. She is also against their request if it harms the tree that is there.

Director Pearlstone amended his motion to recommend to the Board to deny staff's recommendation to approve this request since the signatures on the Landscape Request Form are suspect. Director Karimi seconded. The committee was in unanimous support.

13. Landscape Alteration Request - 5165 Belmez

Director McCary made motion to approve staff's recommendation to revise the landscaping adjacent to Manor 5165 at the expense of the requestor. Director Karimi seconded. The committee was in unanimous support.

14. Tree Removal Request– 3186-D Via Buena Vista – One Indian Laurel Fig

Director Karimi made motion to approve staff's recommendation for the removal on one Indian Laurel Fig tree. Director Bhada seconded. The committee was in unanimous support.

15. Off Schedule Tree Trimming Request– 5515-2G Paseo Del Lago W. - Two Cajeput

Director McCary made motion to approve staff's recommendation to deny the off-schedule trimming of two Cajeput trees. Director Pearlstone seconded. The committee was in unanimous support.

16. Tree Removal Request–5586-A Via Dicha – One Fern Pine

Director Pearlstone made motion to approve staff's recommendation to approve the removal of one Fern Pine tree. Director Bhada seconded. The committee was in unanimous support.

Items for Future Agendas:

None.

Concluding Business

17. Committee Member Comments

Director Karimi said Mr. Wiemann will do his best to address the issues brought up today.

Director Bhada agreed with Director Karimi's comment.

Director Pearlstone directed staff to provide the committee with the follow up from this month's complaints and to make sure Resident Service requests are getting to Landscape. Also, we will look for any other money for landscaping costs.

18. Date of Next Meeting – November 7, 2019

19. Adjournment at 3:38 p.m.



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

Third Mutual Landscape Project Log						
December 2019						
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 October 31, 2019, 113 Palm trees were trimmed, 72 trees were removed, 5 new plants were planted and 48 un-scheduled service requests completed.	Annual Program: December 2019	39%	\$213,630.00	\$83,395.00
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 15, 2019	11%	\$105,536.00	\$11,345.00
Landscape Improvements	Turf Renovation (aeration & deep fertilization)	Aeration started October 28, 2019 with anticipated completion of December 30, 2019.	December 30, 2019	0%	\$100,000.00	\$0.00
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	44%	\$714,421.00	\$316,995.00
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	24%	\$180,000.00	\$42,615.00

Third Mutual Off Schedule Tree Work						
Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
6/10/2019	5434	Restore Full Trim	Carrotwood trees (4)	16	Limb lose due to heavily end weight not trimmed 2018	Staff
6/10/2019	3528-3532	Restore Full Trim	Carrotwood 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 Trees	6	Trees had dead branches and seed pods	Staff
9/13/2019	5442	Root Grinding	Canhor	3	936 Department replaced driveway root grinding required	Staff
Total Trees		22	Total Labor Hours	275	Hours Budgeted	1766
Trees YTD		34	Total Labor Hours YTD	732.7	Hours Remaining	1033.3



STAFF REPORT

DATE: December 5, 2019
FOR: Landscape Committee
SUBJECT: Species-Based Tree Maintenance Program

RECOMMENDATION

Approve the Species-Based Tree Maintenance Program.

BACKGROUND

Current tree trimming policy calls for inspection and or trimming on a 34-month cycle. Under this program, trees are inspected for overgrowth, damage, disease and overall health. If the arborist determines that the tree needs trimming it is put on the schedule for trimming. This methodology is difficult to budget as the labor needs cannot be determined in advance and crew time is limited. This has left many trees unmaintained for years and caused unnecessary damage to Mutual property.

DISCUSSION

While climate and precipitation amounts affect tree growth, it is generally consistent within species. With species-based trimming, trees are scheduled for trimming based solely upon the known growth rate of each tree. This allows for simpler budgeting and management of labor needs and results in regular trimming, reducing damage, and promoting healthy growth.

FINANCIAL ANALYSIS

The Species-Based Tree Maintenance Program is initially expected to reduce the annual costs for service request trimming and the long term costs for scheduled tree trimming. Actual cost savings have yet to be determined.

Prepared By: Kurt Wiemann, Senior Field Services Manager

Reviewed By: Eve Morton, Landscape Coordinator

ATTACHMENT(S)

Attachment 1: Example of Five-Year Trimming Rotation

Attachment 2: Proposed Resolution Regarding Species-Based Tree Trimming Program

Landscape Division
Third Mutual Trees by Trim Cycle by Species

2019 Last Trim	2018 Last Trim	2017 Last Trim	To be Trimmed	*Planned Trim (Fiscal Year)	Botanical Name	Common Name	Quantity	Annual Trim Cycle	2020 Estimated Next Trim	2021 Estimated Next Trim	2022 Estimated Next Trim	2023 Estimated Next Trim
0	36	3	369	2020	Archontophoenix cunninghamiana	King Palm	408	4	408	0	0	0
0	0	0	1	2020	Archontophoenix mylensis	King Palm	1	4	1	0	0	0
105	105	8	151	2019	Syagrus romanzoffianum	Queen Palm	369	1	369	369	369	369
105	141	11	521			Total Palm Trees:	778		778	369	369	369
						Total Contracted Costs for Palm Trees:			\$38,900	\$18,450	\$18,450	\$18,450
0	27	0	14	2020	Rhus lancea	African Sumac	41	2	41	0	41	0
0	54	0	72	2020	Geijera parviflora	Australian Willow	126	2	126	0	126	0
1	73	8	287	2020	Schinus terebinthifolius	Brazilian Pepper	369	2	369	0	369	0
0	74	0	127	2021	Schinus molle	California Pepper	201	2	201	0	201	0
1	40	0	163	2020	Platanus racemosa	California Sycamore	204	2	204	0	204	0
1	490	5	260	2020	Cupaniopsis anacardioides	Carrotwood	756	2	756	0	756	0
0	3	1	23	2020	Koeleruteria bipinnata	Chinese Flame Tree	27	2	27	0	27	0
0	0	0	3	2020	Chionanthus retusus	Chinese Fringe Tree	3	2	3	0	3	0
0	0	0	2	2020	Pistacia chinensis	Chinese Pistache	2	2	2	0	2	0
0	2	0	0	2020	Ficus species	Ficus Species	2	2	2	0	2	0
0	0	0	1	2020	Ficus rubiginosa 'Florida'	Florida Rustyleaf Fig	1	2	1	0	1	0
0	3	0	11	2020	Cassia leptophylla	Gold Medallion Tree	14	2	14	0	14	0
0	1	0	52	2020	Brahea edulis	Guadalupe Palm	53	2	53	0	53	0
1	119	0	101	2020	Ficus microcarpa 'Nitida'	Indian Laurel Fig	221	2	221	0	221	0
0	79	0	221	2020	Jacaranda mimosifolia	Jacaranda	300	2	300	0	300	0
0	5	0	9	2020	Harpephyllum caffrum	Kafir Plum	14	2	14	0	14	0
0	5	0	9	2020	Washingtonia robusta	Mexican Fan Palm	14	2	14	0	14	0
0	30	0	26	2020	Agonis flexuosa	Peppermint Tree	56	2	56	0	56	0
0	47	0	41	2020	Corymbia ficifolia	Red-Flowering Gum	88	2	88	0	88	0
0	147	4	145	2020	Ficus rubiginosa	Rustyleaf Fig	296	2	296	0	296	0
0	1	0	10	2020	Tipuana tipu	Tipu	11	2	11	0	11	0
1	55	5	124	2020	Ficus benjamina	Weeping Fig	185	2	185	0	185	0
0	27	2	52	2020	Morus alba	White Mulberry	81	2	81	0	81	0
0	0	0	3	2020	Spathodea campanulata	African Tulip Tree	3	3	3	0	0	3
0	60	0	180	2020	Pinus halepensis	Aleppo Pine	240	3	240	0	0	240
0	12	0	37	2020	Platanus occidentalis	American Sycamore	49	3	49	0	0	49
0	1	0	2	2020	Salix lasiolepis	Arroyo Willow	3	3	3	0	0	3
0	0	0	6	2020	Acacia baileyana	Bailey Acacia	6	3	6	0	0	6
0	2	0	3	2020	Robinia pseudocacia	Black Locust	5	3	5	0	0	5
0	0	0	16	2020	Pittosporum tenuifolium	Blackstem Pittosporum	16	3	16	0	0	16
0	0	0	18	2020	Acacia melanoxylon	Blackwood Acacia	18	3	18	0	0	18
0	0	0	3	2020	Lycianthes rantonnetii	Blue Potato Bush	3	3	3	0	0	3
0	46	2	131	2020	Brachychiton populneus	Bottle Tree	179	3	179	0	0	179
0	0	0	1	2020	Melaleuca armillaris	Bracelet Honeymyrtle	1	3	1	0	0	1
1	68	0	52	2020	Lophostemon confertus	Brisbane Box	121	3	121	0	0	121
0	132	6	295	2020	Melaleuca quinquenervia	Cajuput Tree	433	3	433	0	0	433
0	0	0	1	2020	Washingtonia filifera	California Fan Palm	1	3	1	0	0	1
0	2	0	5	2020	Phoenix canariensis	Canary Island Date Palm	7	3	7	0	0	7
0	0	0	1	2020	Calodendrum capense	Cape Chestnut	1	3	1	0	0	1
0	4	0	4	2020	Pittosporum viridiflorum	Cape Pittosporum	8	3	8	0	0	8
4	30	0	14	2020	Ceratonia siliqua	Carob	48	3	48	0	0	48
0	0	0	1	2020	Lyonothamnus floribundus	Catalina Ironwood	1	3	1	0	0	1
0	0	0	1	2020	Cedrus libani	Cedar-of-Lebanon	1	3	1	0	0	1
0	0	0	1	2020	Magnolia champaca	Champak	1	3	1	0	0	1
0	0	0	3	2020	Annona cherimola	Chirimoya	3	3	3	0	0	3
0	1	0	8	2020	Radermachera sinica	China Doll	9	3	9	0	0	9
0	1	0	0	2020	Melia azedarach	Chinaberry	1	3	1	0	0	1
0	57	0	57	2020	Ulmus parvifolia	Chinese Elm	114	3	114	0	0	114
0	0	0	10	2020	Ziziphus jujuba	Chinese Jujube	10	3	10	0	0	10
0	0	0	7	2020	Ligustrum sinense	Chinese Privet	7	3	7	0	0	7
0	1	0	9	2020	Triadica sebifera	Chinese Tallow Tree	10	3	10	0	0	10

Landscape Division
Third Mutual Trees by Trim Cycle by Species

2019 Last Trim	2018 Last Trim	2017 Last Trim	To be Trimmed	*Planned Trim (Fiscal Year)	Botanical Name	Common Name	Quantity	Annual Trim Cycle	2020 Estimated Next Trim	2021 Estimated Next Trim	2022 Estimated Next Trim	2023 Estimated Next Trim
0	12	0	26	2020	Chitalpa tashkentensis	Chitalpa	38	3	38	0	0	38
0	0	0	2	2020	Erythrina crista-galli	Cocksour Coral Tree	2	3	2	0	0	2
0	0	0	1	2020	Ficus microcarpa	Cuban Laurel	1	3	1	0	0	1
0	0	0	7	2020	Phoenix dactylifera	Date Palm	7	3	7	0	0	7
0	0	0	1	2020	Chilopsis linearis	Desert Willow	1	3	1	0	0	1
0	12	4	107	2020	Eriobotrya japonica	Edible Loquat	123	3	123	0	0	123
1	2	0	28	2020	Betula pendula	European White Birch	31	3	31	0	0	31
2	200	3	230	2020	Azadirachta indica	Fern Pine	435	3	435	0	0	435
0	0	0	2	2020	Ficus lyrata	Fiddle Leaf Fig	2	3	2	0	0	2
0	0	0	2	2020	Pyracantha coccinea	Firethorn	2	3	2	0	0	2
0	0	0	2	2020	Caryota urens	Fishtail Wine Palm	2	3	2	0	0	2
0	1	0	0	2020	Brachyctenon acerifolius	Flame Tree	1	3	1	0	0	1
0	114	0	163	2020	Melaleuca linariifolia	Flaxleaf Paperbark	277	3	277	0	0	277
0	8	0	10	2020	Cela speciosa	Floss Silk Tree	18	3	18	0	0	18
0	0	0	3	2020	Cercis canadensis 'Forest Pansy'	Foxtail Palm	3	3	3	0	0	3
0	0	0	2	2020	Koeleria paniculata	Goldenrain Tree	2	3	2	0	0	2
0	3	0	4	2020	Fraxinus pennsylvanica	Green Ash	7	3	7	0	0	7
0	0	0	1	2020	Acacia decurrens	Green Wattle	1	3	1	0	0	1
0	0	0	1	2020	Pithecellobium dulce	Guamuchil	1	3	1	0	0	1
0	0	0	1	2020	Psidium guajava	Heath Melaleuca	1	3	1	0	0	1
0	3	0	1	2020	Robinia x ambigua 'Idahoensis'	Idaho Locust	4	3	4	0	0	4
0	0	0	1	2020	Rhamnus alaternus	Italian Buckthorn	1	3	1	0	0	1
0	0	0	4	2020	Prunus serrulata	Japanese Flowering Cherry	4	3	4	0	0	4
0	0	1	15	2020	Ligustrum japonicum	Japanese Privet	16	3	16	0	0	16
0	2	0	10	2020	Erythrina caffra	Kaffirboom Coral Tree	12	3	12	0	0	12
0	8	0	34	2020	Platanus x acerifolia	London Plane Tree	42	3	42	0	0	42
0	0	1	50	2020	Ginkgo biloba	Maidenthair Tree	51	3	51	0	0	51
0	0	0	3	2020	Maytenus boaria	Mayten	3	3	3	0	0	3
0	2	0	20	2020	Chamaerops humilis	Mediterranean Fan Palm	22	3	22	0	0	22
0	0	0	1	2020	Brahea armata	Mexican Blue Palm	1	3	1	0	0	1
0	0	0	8	2020	Magnolia doltsopa	Michelia	8	3	8	0	0	8
0	2	0	27	2020	Albizia julibrissin	Mimosa: Silk Tree	29	3	29	0	0	29
0	2	0	3	2020	Fraxinus velutina 'Modesto'	Modesto Ash	5	3	5	0	0	5
0	4	0	90	2020	Myoporum laetum	Myoporum	94	3	94	0	0	94
0	1	0	0	2020	Myoporum laetum	Mysore Fig	1	3	1	0	0	1
0	0	0	1	2020	Erythrina americana	Naked Coral Tree	1	3	1	0	0	1
0	22	1	29	2020	Olea europaea	Olive	52	3	52	0	0	52
0	0	0	3	2020	Howea forsteriana	Paradise Palm	3	3	3	0	0	3
0	1	0	9	2020	Melaleuca nesophila	Pink Melaleuca	10	3	10	0	0	10
0	1	2	75	2020	Handroanthus impetiginosus	Pink Trumpet Tree	78	3	78	0	0	78
0	0	0	1	2020	Beaucarnea recurvata	Ponytail Palm	1	3	1	0	0	1
0	0	0	3	2020	Melaleuca styphelioides	Prickly-leaf Paperbark	3	3	3	0	0	3
0	2	0	1	2020	Paulownia fortunei	Princess Tree	3	3	3	0	0	3
0	0	0	2	2020	Dodonaea viscosa 'Purpurea'	Purple Hopseed	2	3	2	0	0	2
0	10	0	62	2020	Bauhinia variegata	Purple Orchid Tree	72	3	72	0	0	72
0	0	0	11	2020	Robinia x ambigua 'Purple Robe'	Purple Robe Locust	11	3	11	0	0	11
0	0	0	1	2020	Salix discolor	Pussy Willow	1	3	1	0	0	1
0	0	0	1	2020	Brachyctenon rupestris	Queensland Bottle Tree	1	3	1	0	0	1
0	1	0	21	2020	Schefflera actinophylla	Queensland Umbrella Tree	22	3	22	0	0	22
0	1	1	7	2020	Taxodium distichum	Rubber Plant	9	3	9	0	0	9
0	0	0	34	2020	Pittosporum crassifolium	Seaside Pittosporum	34	3	34	0	0	34
0	48	0	91	2020	Fraxinus uhdei	Shamel Ash	139	3	139	0	0	139
0	0	0	1	2020	Ulmus pumila	Siberian Elm	1	3	1	0	0	1
0	72	0	178	2020	Grevillea robusta	Silk Oak	250	3	250	0	0	250
0	0	0	8	2020	Psidium cattleianum	Strawberry Guava	8	3	8	0	0	8
0	0	0	1	2020	Laurus nobilis	Sweet Bay	1	3	1	0	0	1

Landscape Division
Third Mutual Trees by Trim Cycle by Species

2019 Last Trim	2018 Last Trim	2017 Last Trim	To be Trimmed	*Planned Trim (Fiscal Year)	Botanical Name	Common Name	Quantity	Annual Trim Cycle	2020 Estimated Next Trim	2021 Estimated Next Trim	2022 Estimated Next Trim	2023 Estimated Next Trim
0	1	0	1	2020	Hymenosporum flavum	Sweetshade	2	3	2	0	0	2
0	0	0	2	2020	Gleditsia triacanthos f. inermis	Thornless Honey Locust	2	3	2	0	0	2
0	0	0	34	2020	Pittosporum tobira	Tobira, Mock Orange	34	3	34	0	0	34
0	0	0	2	2020	Ailanthus altissima	Tree of Heaven	2	3	2	0	0	2
0	0	0	4	2020	Dyopsis decaryi	Triangle Palm	4	3	4	0	0	4
0	2	1	27	2020	Pittosporum undulatum	Victorian Box	30	3	30	0	0	30
0	91	0	286	2020	Callistemon viminalis	Weeping Bottlebrush	377	3	377	0	0	377
0	0	0	1	2020	Morus alba 'Pendula'	Weeping White Mulberry	1	3	1	0	0	1
0	0	0	1	2020	Salix babylonica	Weeping Willow	1	3	1	0	0	1
0	3	1	23	2020	Alnus rhombifolia	White Alder	27	3	27	0	0	27
0	0	0	2	2020	Eucalyptus leucosylon	White Ironbark	2	3	2	0	0	2
0	0	0	2	2020	Casimiroa edulis	White Sapote	2	3	2	0	0	2
0	0	0	1	2020	Salix species	Willow Species	1	3	1	0	0	1
0	0	0	1	2020	Handroanthus umbellatus	Yellow Trumpet Tree	1	3	1	0	0	1
0	0	0	1	2020	Taxus species	Yew Species	1	3	1	0	0	1
1	30	0	83	2020	Liquidambar styraciflua	American Sweet Gum	114	4	114	0	0	0
0	0	0	1	2020	Pyrus calleryana 'Aristocrat'	Aristocrat Pear	1	4	1	0	0	0
0	0	0	1	2020	Acer palmatum 'Bloodgood'	Bloodgood Japanese Maple	1	4	1	0	0	0
0	13	0	60	2020	Eucalyptus globulus	Blue Gum	73	4	73	0	0	0
0	0	0	4	2020	Acacia saligna	Blue-Leaf Wattle, Willow Wattle	4	4	4	0	0	0
0	19	0	26	2020	Eucalyptus lehmannii	Bushy Yate	45	4	45	0	0	0
0	91	11	395	2020	Pinus canariensis	Canary Island Pine	497	4	497	0	0	0
0	5	1	52	2020	Prunus caroliniana	Carolina Laurel Cherry	58	4	58	0	0	0
0	0	0	2	2020	Manihot esculenta	Cassava	2	4	2	0	0	0
0	3	0	23	2020	Eucalyptus globulus 'Compacta'	Compact Bluegum	26	4	26	0	0	0
0	0	0	2	2020	Eucalyptus torquata	Coral Gum	2	4	2	0	0	0
0	0	0	2	2020	Populus deltoides	Cottonwood	2	4	2	0	0	0
0	6	0	25	2020	Eucalyptus rudis	Desert Gum	31	4	31	0	0	0
0	3	0	1	2020	Hibiscus mutabilis 'Flore Pleno'	Double Confederate Rose	4	4	4	0	0	0
0	0	0	1	2020	Dracaena draco	Dragon Tree	1	4	1	0	0	0
0	0	0	1	2020	Catalpa bignonioides	Eastern Catalpa	1	4	1	0	0	0
0	0	0	1	2020	Quercus ilex	Holly Oak	1	4	1	0	0	0
1	21	0	92	2020	Pinus pinea	Italian Stone Pine	114	4	114	0	0	0
0	50	1	616	2020	Callistemon citrinus	Lemon Bottlebrush	667	4	667	0	0	0
0	37	0	132	2020	Corymbia citriodora	Lemon-Scented Gum	169	4	169	0	0	0
0	10	0	31	2020	Eucalyptus viminalis	Manna Gum	41	4	41	0	0	0
0	0	0	1	2020	Taxodium mucronatum	Montezuma Cypress	1	4	1	0	0	0
0	1	0	21	2020	Leptospermum scoparium	Nichols Willow-Leaved Peppermint	22	4	22	0	0	0
0	0	0	6	2020	Platyclusus orientalis	Oriental Arborvitae	6	4	6	0	0	0
0	1	0	16	2020	Pyrus calleryana	Ornamental Pear	17	4	17	0	0	0
0	0	0	4	2020	Butia capitata	Pindo Palm	4	4	4	0	0	0
0	1	8	48	2020	Brachychiton discolor	Pink Flame Tree	57	4	57	0	0	0
0	0	0	2	2020	Calliandra haematocephala	Pink Powderpuff	2	4	2	0	0	0
0	0	0	8	2020	Cotoneaster lacteus	Red Clusterberry	8	4	8	0	0	0
0	5	0	24	2020	Eucalyptus camaldulensis	Red Gum	29	4	29	0	0	0
1	149	0	110	2020	Eucalyptus sideroxylon	Red Ironbark	260	4	260	0	0	0
0	0	0	1	2020	Eucalyptus globulus	River She-Oak	1	4	1	0	0	0
0	0	1	1	2020	Howea belmoreana	Sentry Palm	2	4	2	0	0	0
1	157	0	130	2020	Eucalyptus polyanthemos	Silver Dollar Gum	288	4	288	0	0	0
0	0	0	1	2020	Acer saccharinum	Silver Maple	1	4	1	0	0	0
0	2	0	0	2020	Eucalyptus pulverulenta	Silver Mountain Gum	2	4	2	0	0	0
0	1	0	5	2020	Macadamia integrifolia	Smooth-Shell Macadamia	6	4	6	0	0	0
0	0	0	9	2020	Cocculus laurifolius	Snailseed	9	4	9	0	0	0
0	14	0	50	2020	Corymbia maculata	Spotted Gum	64	4	64	0	0	0
0	2	0	11	2020	Arbutus unedo	Strawberry Tree	13	4	13	0	0	0
2	12	1	17	2020	Eucalyptus cladocalyx	Sugar Gum	32	4	32	0	0	0

Landscape Division
Third Mutual Trees by Trim Cycle by Species

2019 Last Trim	2018 Last Trim	2017 Last Trim	To be Trimmed	*Planned Trim (Fiscal Year)	Botanical Name	Common Name	Quantity	Annual Trim Cycle	2020 Estimated Next Trim	2021 Estimated Next Trim	2022 Estimated Next Trim	2023 Estimated Next Trim
0	0	0	1	2020	Heteromeles arbutifolia	Toyon	1	4	1	0	0	0
0	0	0	2	2020	Schefflera pueckeri	Valley Oak	2	4	2	0	0	0
0	0	0	1	2020	Tristanopsis laurina	Weeping Blue Atlas Cedar	1	4	1	0	0	0
0	2	1	114	2020	Ilex attaclarensis 'Wilsonii'	Wilson Holly	117	4	117	0	0	0
0	12	3	16	2020	Trachycarpus fortunei	Windmill Palm	31	4	31	0	0	0
0	1	0	6	2020	Pinus brutia var. eldarica	Afghan Pine	7	5	7	0	0	0
0	0	0	7	2020	Cunonia capensis	African Red Alder	7	5	7	0	0	0
0	0	0	2	2020	Thuja occidentalis	American Arborvitae	2	5	2	0	0	0
0	0	0	1	2020	Brugmansia versicolor	Angel's Trumpet	1	5	1	0	0	0
0	0	0	1	2020	Dyopsis lutescens	Areca Palm	1	5	1	0	0	0
0	0	0	1	2020	Tamara aphylla	Athel Tree	1	5	1	0	0	0
0	1	0	14	2020	Cedrus atlantica	Atlas Cedar	15	5	15	0	0	0
0	0	0	10	2020	Leptospermum laevigatum	Australian Tea Tree	10	5	10	0	0	0
0	0	0	11	2020	Hyophorbe lagenicaulis	Bottle Palm	11	5	11	0	0	0
0	9	0	49	2020	Eriobotrya deflexa	Bronze Loquat	58	5	58	0	0	0
0	4	0	46	2020	Syzgium paniculatum	Brush Cherry	50	5	50	0	0	0
0	110	3	149	2020	Cinnamomum camphora	Camphor	262	5	262	0	0	0
1	15	2	135	2020	Prunus lyonii	Catalina Cherry	153	5	153	0	0	0
0	0	0	2	2020	Ilex cornuta	Chinese Holly	2	5	2	0	0	0
0	0	0	17	2020	Juniperus chinensis	Chinese Juniper	17	5	17	0	0	0
0	0	0	1	2020	Photinia serratifolia	Chinese Photinia	1	5	1	0	0	0
0	0	0	1	2020	Photinia serulata	Chinese Photinia	1	5	1	0	0	0
0	0	0	1	2020	Wisteria sinensis (Standard)	Chinese Wisteria (Standard)	1	5	1	0	0	0
0	0	0	1	2020	Phoenix rupicola	Cliff Date Palm	1	5	1	0	0	0
0	2	0	17	2020	Quercus agrifolia	Coast Live Oak	19	5	19	0	0	0
0	0	0	1	2020	Sequoia sempervirens	Coast Redwood	1	5	1	0	0	0
1	47	6	686	2020	Lagerstroemia indica	Crape Myrtle (Including hybrids)	740	5	740	0	0	0
0	2	0	5	2020	Cedrus deodara	Deodar Cedar	7	5	7	0	0	0
0	0	0	1	2020	Schefflera arboricola	Dwarf Schefflera	1	5	1	0	0	0
0	2	0	61	2020	Cercis canadensis	Eastern Redbud	63	5	63	0	0	0
0	0	0	6	2020	Ilex aquifolium	English Holly	6	5	6	0	0	0
0	67	0	56	2020	Pyrus kawakamii	Evergreen Pear	123	5	123	0	0	0
0	0	0	28	2020	Cercis canadensis 'Forest Pansy'	Forest Pansy Redbud	28	5	28	0	0	0
0	0	0	13	2020	Photinia fraseri	Fraser Photinia	13	5	13	0	0	0
0	0	0	22	2020	Ligustrum lucidum	Glossy Privet	22	5	22	0	0	0
0	1	0	17	2020	Dodonaea viscosa	Hollywood Juniper	18	5	18	0	0	0
0	17	15	275	2020	Juniperus chinensis 'Torulosa'	Incense Cedar	307	5	307	0	0	0
0	0	0	7	2020	Calocedrus decurrens	Italian Cypress	7	5	7	0	0	0
0	0	0	27	2020	Cupressus sempervirens	Japanese Black Pine	27	5	27	0	0	0
0	3	0	44	2020	Pinus thunbergiana	Japanese Maple	47	5	47	0	0	0
0	0	0	8	2020	Acer palmatum	Japanese Species	8	5	8	0	0	0
0	0	5	48	2020	Juniperus species	Juniper Species	53	5	53	0	0	0
0	0	1	17	2020	Cupressocyparis leylandii	Leyland Cypress	18	5	18	0	0	0
0	3	3	121	2020	Magnolia grandiflora 'Little Gem'	Little Gem Magnolia	127	5	127	0	0	0
0	0	0	87	2020	Podocarpus henkei	Long-Leafed Yellowwood	87	5	87	0	0	0
0	19	0	50	2020	Pinus radiata	Monterey Pine	69	5	69	0	0	0
0	37	2	152	2020	Metrosideros excelsa	New Zealand Christmas Tree	191	5	191	0	0	0
0	0	0	1	2020	Leptospermum scoparium	New Zealand Tea Tree	1	5	1	0	0	0
0	1	1	15	2020	Araucaria heterophylla	Norfolk Island Pine	17	5	17	0	0	0
0	1	0	6	2020	Other Tree	Other Tree	7	5	7	0	0	0
0	2	0	123	2020	Prunus cerasifera	Purple-Leafed Plum	125	5	125	0	0	0
0	2	0	13	2020	Aurantifolia	Queensland Pittosporum	15	5	15	0	0	0
0	0	0	4	2020	Magnolia x soulangeana	Saucer Magnolia	4	5	4	0	0	0
0	4	0	48	2020	Xylosma congestum	Shiny Xylosma	52	5	52	0	0	0
0	0	0	18	2020	Cotinus coggygria	Smoke Tree	18	5	18	0	0	0
0	78	1	353	2020	Magnolia grandiflora	Southern Magnolia	432	5	432	0	0	0

Landscape Division
Third Mutual Trees by Trim Cycle by Species

2019 Last Trim	2018 Last Trim	2017 Last Trim	To be Trimmed	*Planned Trim (Fiscal Year)	Botanical Name	Common Name	Quantity	Annual Trim Cycle	2020 Estimated Next Trim	2021 Estimated Next Trim	2022 Estimated Next Trim	2023 Estimated Next Trim
0	0	2	36	2020	Yucca gloriosa	Spanish Dagger	38	5	38	0	0	0
0	6	4	110	2020	Araucaria columnaris	Star Pine	120	5	120	0	0	0
0	1	0	17	2020	Acacia longifolia	Sydney Golden Wattle	18	5	18	0	0	0
0	1	1	50	2020	Cercis canadensis var. texensis	Texas/Oklahoma Redbud	52	5	52	0	0	0
0	0	0	1	2020	Aralia elegantissima	Threadleaf Aralia	1	5	1	0	0	0
0	0	1	2	2020	Schefflera pueckleri	Tupidanthus	3	5	3	0	0	0
0	0	0	52	2020	Tristanopsis laurina	Water Gum	52	5	52	0	0	0
0	0	0	3	2020	Cercis occidentalis	Western Redbud	3	5	3	0	0	0
0	3	0	7	2020	Podocarpus macrophyllus	Yew Pine	10	5	10	0	0	0
20	3,262	114	9,250		Totals without Palm Trees:		13,182		13,182	0	2,529	3,736
126	3,557	133	10,144		Total with Palm Trees:		13,960		13,960	369	2,898	4,105



RESOLUTION 03-19-XXX

Species-Based Tree Trimming Policy

WHEREAS, the Board of Directors recognizes that many policies and services have been implemented by way of practice over the years but not formally documented;

WHEREAS, the current tree trimming schedule is based on an inspection based rotation in which trees are inspected every 34 months to determine the necessity of trimming on an individual tree basis;

WHEREAS, some tree species require trimming more frequently than every 34 months and some less frequently, which has led to inefficiencies and an increased amount of service requests and storm damage;

WHEREAS, Third Mutual maintains over 12,000 trees with 224 different species, each having different growth rates;

WHEREAS, Staff has determined that using a species basis to determine the tree trimming schedule would reduce the inefficiencies and service request trims;

NOW THEREFORE BE IT RESOLVED, December 17, 2019, that the Board of Directors hereby adopts the species-based trimming cycles attached to the official meeting minutes;

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out this resolution as written.



STAFF REPORT

DATE: December 5, 2019
FOR: Landscape Committee
SUBJECT: Landscape Revision Request: 3456-B Bahia Blanca West

RECOMMENDATION

- Approve the request to retain the revisions to the landscaping adjacent to 3456-B at the expense of the requestor.

BACKGROUND

Mr. Cooper and Ms. Smallwood are requesting permission to retain the revised landscape area adjacent to the subject manor which was converted to drought tolerant planting.

DISCUSSION

The subject area is approximately 165 square feet and encompasses the Common Area adjacent to the manor (Attachment 1). The requesting residents seek permission, after the fact, to retain new landscape material.

Staff has reviewed the area and found the changes acceptable and the plant material to be attractive and well maintained. The residents have cooperated with Staff and the utility providers in the process of installing the landscape material.

The residents will bear the cost of maintenance. Staff recommends the approval of this request with the following conditions:

1. All costs for maintenance of the improvement are the responsibility of the Property's Member Owner at 3456-B.
2. The requesting Members understand that the area will remain Common Area subject to the use and passage of all members of Third Mutual.

FINANCIAL ANALYSIS

There is no cost involved in this request.

Prepared By: Kurt Wiemann, Senior Field Services Manager

Reviewed By: Eve Morton, Landscape Coordinator

ATTACHMENT(S)

Attachment 1: Photographs
Attachment 2: Mutual Landscape Request Form





TO 12/5
Committee

RECEIVED
OCT 29 2019
BY: Sutcliffe

MUTUAL LANDSCAPE REQUEST FORMPLEASE 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.

3456 Bahia Blanca w #B

Address

10/28/19

Today's Date

Tim Cooper / Susan Smallwood

Resident's Name

702.860.6244

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):

MAINTENANCE ALTERATIONS COMPLIANCE
REPORT DATED MARCH 2018 (SEE ATTACHED)

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):

Compliance letter dated 10/18/19
received 10/22/19

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.

Neighbor Signatures



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.

3456 Bahia Blanca W
Address

10/28/19
Today's Date

Tim Cooper / Susan Smallwood
Resident's Name

702 860 6244
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): MAINTENANCE ALTERATIONS COMPLIANCE
REQUEST DATED MARCH 2018 (SEE ATTACHED)

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): Compliance letter dated 10/18/19
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RECEIVED
OCT 31 2019
BY: 32

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.

SEE ATTACHED LETTER WITH ENCLOSURES DATED
10/28/19, FOR DETAILIZATION OF REQUEST
AND FOLLOWUP EXPLANATION

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
<i>Signatures Forthcoming</i>				
<i>Oliver O</i>	3451A	✓		
<i>R. Luper</i>	3544C	✓		
<i>Janet M. Peniston</i>	3454A	✓		
<i>John D. F. Fadden</i>	3455	✓		
<i>Gerald Berovitz</i>	3456A	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

[Signature]
 Owner's Signature

Susan Smallwood
 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: _____

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.

SEE ATTACHED LETTER WITH ENCLOSURES DATED
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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
<i>[Signature]</i>				
Bucella L. Iruf	3457B	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Owner's Signature

Owner's Name

Susan Smellwood

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

COOPER

October 28, 2019

TO WHOM IT MAY CONCERN:

Last week, our neighbor, Rhoda Harris, called Security regarding the removal of Iris plants that she thought were hers, along the back fence facing the Laguna Canyon Preserve. As a result of her call, we received a Courtesy Notice "Request for Compliance" letter from Casey Almero, Compliance Coordinator. In accordance with his request we are submitting a completed **Mutual Landscape Request Form**.

In March 2018, the selling agent for our home told us that the area in the back was extensively planted over a period of 30 years by the previous owners, Milton & Marilyn Robbins. In discussions with Angelo, a Supervisor for the Landscape Division in our area, he said this garden had always been a beautifully maintained landscaped area in the back facing the Preserve.

At close of escrow in March 2018, we agreed to sign a document entitled, "Alterations Report", which stated "the list below represent those items that must be maintained by the member. The document further stated "Maintenance of these items including personal/non-standard landscaping is solely the responsibility of the Member". Since we love gardening and wished to preserve the natural garden the Robbins had created we had no problem with these maintenance provisions, and diligently took over the maintenance of the back area facing the Laguna Canyon Preserve in accordance with the Alterations Report giving us that responsibility.

Before he retired, Tim had a landscape division in his Custom Home Building company for over 20 years. Many of his personnel were professionally trained at Rogers Gardens, Newport Beach. Sean Cincotta, in charge of the Landscape for the LWV Golf Course, a colleague of Tim's for over 30 years, can speak to Tim's Landscape bonafides. In the past his Company has installed over 1,000 complete gardens: design, installation and irrigation, throughout Newport Beach, Laguna Beach, Irvine and Southern Coastal areas, with many complimentary articles written in the LA Times and OC Register over the years.

TIM COOPER

3456-B Bahia Blanca West • Laguna Woods • California 92637
(949) 613-4504 • timocoopr@gmail.com

October 28, 2019

A few months ago, on several occasions gentlemen from the utilities arrived for inspection of the vaults located between our property and Rhoda's. They expressed irritation that the service utility boxes in the ground had not been properly maintained and were covered with dirt, Asparagus Fern, Irises and Clivia, all so overgrown that it was hard for the vaults to be opened and worked in.

The men were nicely dressed, so Tim helped open the vaults and offered to remove the dirt, Irises, Clivia and especially the invasive and problematic Asparagus Ferns that were overtaking and strangling everything in the entire landscaped area.

I have spoken in the past with Kurt Wiemann, and he is well aware of the uncontrolled Asparagus Fern epidemic that has over taken Laguna Woods Villages' landscapes. Tim has dug out and entirely removed the Asparagus Ferns and was able to save the Clivias. We have them in growing in pots along the side of our home until such time as our remodel is complete. Since the vaults will need to be opened and worked in during our remodel, Tim has further cleaned and shored up the utility vaults with Cedar wood and bamboo stakes, and has done the same to the other Cable and Landscape vaults in the back to keep them clean and easily accessible. You will note that the concrete bricks around the drainage catch basis were installed by your employee, Delfino when he was cleaning up the drainage vaults. (See Photos)

We have replanted the area with drought tolerant Mexican Petunia, River Wattle, Maui Red Ixoria, Society Garlic, Cuphea, French Lavender, and Pink Breath of Heaven, all of which are drought tolerant plants once root established.

The plants are being watered through a drip system installed by the Landscape Department after they dumped and spread dangerous to walk on 3/4" rock along the entire uneven walking surfaces behind all the houses last year. When we planted the area we spread water saving **Soil Moist Polymer** pellets into the surrounding soil. These pellets are documented to save 50% on water and last 3-5 years. They are used extensively at Big Canyon Country Club in Newport Beach. (See photos and literature)

All Association drip lines were installed partially above ground, (not properly buried) by Landscape, allowing for continuous water evaporation, so we have been covering them with mulch and Polymer Pellets to improve water system efficiency.

October 28, 2019
Page Three

Last year when Landscape did not return our calls for over 3 months regarding a very sick Red Gum Eucalyptus tree in the back, we had it diagnosed by an expert arborist, Oscar Del Real of RPW Services, at a service call and lab cost of approximately \$750 to us. Their report diagnosed canker disease "Cytospora app" caused by drought and inadequate watering. I gave Bob Merget the report, for which we have not been reimbursed, but Bob did add an additional drip line around the tree and did start monthly chemical treatments. Unfortunately, the entire drip system still provides inadequate watering in this dangerous fire zone area. The tree, however, is recovering slowly and we believe it is on the mend. We appreciate the shade it offers behind our home.

All the plants in the rear area are drought tolerant and should remain as part of the landscaped area. We will continue to properly maintain the area as is required of us in the signed and documented "Alterations Report" as we have done for almost two years since close of escrow, March 2018. It is a tranquil area where our neighbors enjoy walking and we often have conversations over coffee.

Sincerely and thank you,



Susan Smallwood



Tim Cooper

Third Laguna Hills Mutual
 Village Management Services, Inc. Agent
 Attention: Resale Inspections
 P. O. Box 2220
 Laguna Hills, CA 92654

(949) 597-4636

Manor #: 3456-B
Street: Bahia Blanca West
Carport #: 0-
First Inspection Date: 11/7/17
Final Inspection Date:

Alterations Report

CONDOMINIUM BUYER - THIRD LAGUNA HILLS MUTUAL

ADDITIONS, ALTERATIONS, AND LANDSCAPING POLICY

In accordance with the Resale Manor Inspection Policy of Third Laguna Hills Mutual and Manor Additions, Alterations and Landscape Inspection Policies, **the list below represents those items that must be maintained by the Member.**

The following additions and/or alterations have been added to the manor/common area and will not be maintained by the Mutual Corporation. The Member is solely responsible for all costs for repair and maintenance, including, but not limited to, the costs of removing, altering or replacing the same as may be necessary or appropriate to allow the Corporation to conduct business, as well as the costs for repair or replacement of damage caused by wood destroying pests or organisms. **Maintenance of these items including personal/non-standard landscaping is solely the responsibility of the Member.** Third Laguna Hills Mutual may, at its discretion, repair and maintain such installations and charge the cost thereof to the Member.

Note: Additions/alterations not listed on this report do not relieve the Member of responsibility to maintain the additions/alterations as noted in the Declaration of Covenants, Conditions and Restrictions (CC&Rs).

New Owners, check with your Mutual's Permits department before performing alterations to your manor.

Alterations

Remove Non-Standard Landscape (Citrus/Fruit, Edging, Rocks) and Install Standard Landscape Material
 Remove Non-Standard Landscape (Stepping Stones)
 Walkway Tile
 Entry Tile
 Front Patio Tile
 Master Bathroom Solartube
 Retro Fit Windows-All and Slider
 A/C Heat Pump-Central
 Room Addition
 Glass Windscreen
 Patio Wall Revision
 Door Revision
 Entry Screen Door
 Garage Door
 Mail Slot on Stucco Wall by Garage
 Illuminated Address Sign

DocuSigned by:
Timothy H. Cooper 1/25/2018 | 12:18 PST
 Buyer B92EC2D5A36144F...

Buyer

Date

Date



Courtesy Notice

October 18, 2019

Via First Class Mail and Email

timocoopr@gmail.com; par4susan@gmail.com

Mr. Timothy Cooper
Ms. Susan Smallwood
3456 Bahia Blanca West, Unit B
Laguna Woods, CA 92637

**Re: Request for Compliance
Landscape Maintenance Manual, Owners Role
Resolution 03-16-117, Care & Maintenance of Patios, Balconies, Breezeways &
Walkways**

Dear Members:

The Third Laguna Hills Mutual (Third) Board of Directors has received a report alleging that you may be in violation of the community rules. It was reported that you installed new plants and added edging around the flowerbed in the common area. Furthermore, it was reported that you created new planter area behind your unit in the common area.

Landscape Maintenance Manual – Owners Role states: "...DO NOT place materials such as stepping stones, edging materials, potted plants, statuary, or any other item (including hoses, hose reels, patio furniture) in common areas which interfere with landscaping operations, **or cause a safety hazard**. If desired, these items can be removed by the Landscape Division as a chargeable service..."

Resolution 03-16-117, the Care & Maintenance of Patios, Balconies, Breezeways & Walkways states: "...Common areas are for the use and enjoyment of all residents and while limited common area permit exclusive use of the area, it is essential that all residents be aware of the need for safety, attractiveness and the prevention of damage to the building by items placed by residents in or on the common or limited common areas... All plants shall be attractive and shall be maintained by the resident in a healthy, well cared for condition, properly watered and pruned..."

As managing agent for the Third Board of Directors, we are requesting that you take the necessary action to ensure compliance to the cited restrictions. **Please submit a Landscape Request Form at Resident Services or remove the alterations that you made within 10 days, on or before October 28, 2019.**

As Third members, please be advised that you are personally responsible for ensuring that the rules, regulations, and policies are followed by anyone you allow into the community. This includes any Co-occupant, Lessee, or Guest.

If you feel that this notice has been sent to you in error, please respond to these allegations in writing to the Compliance Department, P.O. Box 2220, Laguna Hills, CA 92654. Alternatively, you may contact me at 949.268.2255 or by email at compliance@vmsinc.org.

Mr. Timothy Cooper
Ms. Susan Smallwood
October 18, 2019
Page 2 of 2

Sincerely,
FOR THE BOARD OF DIRECTORS



Casey Almero
Compliance Coordinator, VMS, Inc.

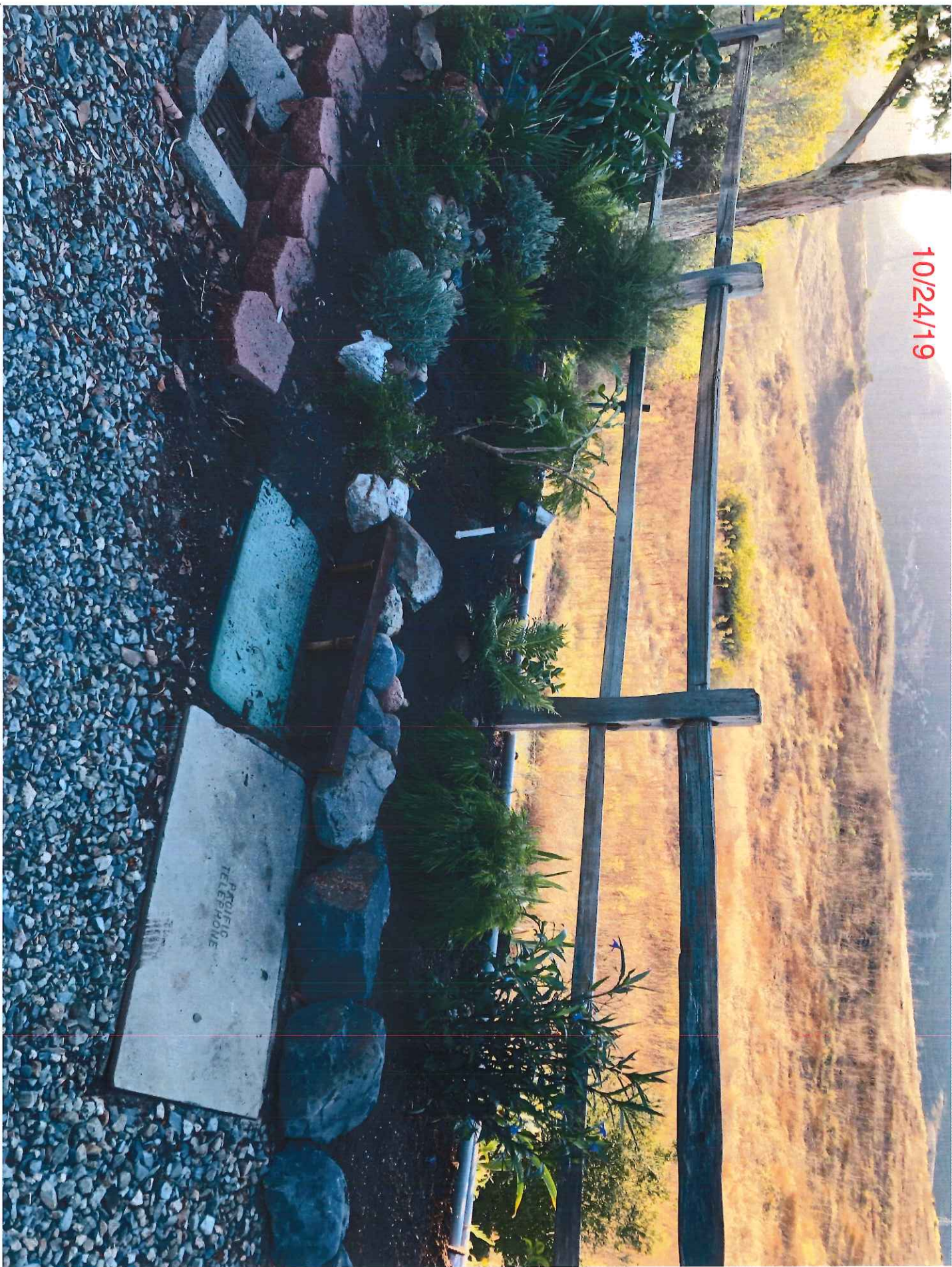
cc: Landscape Supervisors

10/24/19



Gravel Paths

10/24/19



Utility Works



Utterly Yours

10/24/19



Civitas stored for later Reunions after construction



STAFF REPORT

DATE: December 5, 2019
FOR: Landscape Committee
SUBJECT: Landscape Revision Request: 3226-B Bahia Blanca West

RECOMMENDATION

- Approve the request for revisions to the landscaping adjacent to 3226-B at the expense of the requestor.

BACKGROUND

Mr. Wu is requesting permission to revise the landscape area adjacent to the subject manor.

DISCUSSION

The subject area is approximately 100 square feet and encompasses the Common Area adjacent to the front door of the manor (Attachment 1). The requesting residents seek permission, to install artificial turf in lieu of the existing landscape.

The existing landscape has been removed by Staff at the request of the Alterations Division, which had inadvertently approved an Alteration Request for an extended concrete patio. After an internal review, the Alterations Division cancelled the permit. Mr. Wu subsequently has requested to install artificial turf at his cost; Staff will replace the remaining landscape at no cost to the resident.

The residents will bear the cost of maintenance. Staff recommends the approval of this request with the following conditions:

1. All costs for maintenance of the improvement are the responsibility of the Property's Member Owner at 3456-B.
2. The requesting Members understand that the area will remain Common Area subject to the use and passage of all members of Third Mutual.

FINANCIAL ANALYSIS

There is no cost involved in this request.

Prepared By: Kurt Wiemann, Senior Field Services Manager

Reviewed By: Eve Morton, Landscape Coordinator

ATTACHMENT(S)

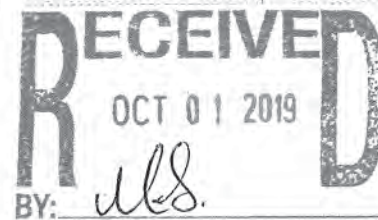
Attachment 1: Photographs

Attachment 2: Mutual Landscape Request Form

ATTACHMENT 1

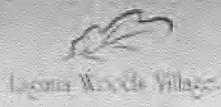






== 3226 -B Landscape Non-Routine Request ==

*Request Form – Submitted 2019-09-16



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.

3226-B Via Carrizo 9/16/2019
Address Today's Date

Chianhui Wu 626-388-6063
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): Refer to attached

To recover front yard landscape with artificial turf & sprinklers.

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): Refer to attachment

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.

Mutual Landscape Request Form
Revised: October 2017

Page 1 of 2
OVER

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.

- ① Install artificial turf approx. 8.5 ft x 11.5 ft
- ② Return sprinklers to the small area approx. 2 ft x 8 ft

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
Margaret O'Neil	3215A	X		
[Signature]	3226C	X		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

[Signature]
Owner's Signature

Chianhui Wu
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: _____	



STAFF REPORT

DATE: December 5, 2019
FOR: Landscape Committee
SUBJECT: Off Schedule Tree Trimming Request: 5358-O Algarrobo (Dong) – One Red Ironbark, 3 Indian Laurel Fig, and one Carrotwood tree

RECOMMENDATION

Deny the request for an off schedule trimming of the five trees listed above and trim on schedule in 2020.

BACKGROUND

Mr. Beil purchased the manor in September 1988, and is requesting the off schedule trimming of three Indian Laurel Fig trees, *Ficus, microcarpa*, one Red Ironbark tree, *Eucalyptus, sideroxylon*, and one Carrotwood tree, *Cupaniopsis, anacardiodes*, located at the front and side of the manor. The reasons cited for the off schedule trimming are; overgrown, view obstruction, blocks sunlight, and interferes with the balcony. Mr. Beil also stated the trees were not trimmed properly the last time. There are three additional signatures on the Mutual Request Form (Attachment 2).

The trees were last pruned in June 2018, and future scheduled trimming is tentatively scheduled for fiscal year 2020. The average heights of the trees are approximately 40 feet with an average trunk diameter of approximately 19 inches. Three of the trees are growing approximately 8-10 feet from the manor, one is growing approximately 25 feet from the manor, and one is growing approximately 40 feet from the manor. Two of the Indian Laurel Fig trees have branches 3-4 feet from the balcony.

DISCUSSION

At the time of inspection, there was no noticeable trunk damage, pests, or disease. The Indian Laurel Fig trees have noticeable surface rooting. There is minimal sidewalk lifting and one small crack. The trees have balanced canopies and all are in good condition. Trees will be reduced by up to 25 percent as well as clear and thin the canopies. Species-specific trimming has been implemented in to the community. The Indian Laurel Fig trees, as well as the Carrotwood, are now on a two-year frequency which means these trees will be trimmed more often which will help to maintain them at a more manageable size which would thereby addressing Mr. Beil's concerns. The Red Ironbark is on a four-year frequency, however, staff would recommend we trim this as well in 2020 as the tree does have some end weight on the branches that needs to be addressed.

FINANCIAL ANALYSIS

The cost to trim all five trees is estimated at \$1,950 and the estimated value of all five trees is \$22,380 based on the tree inventory data.

Third Laguna Hills Mutual
Tree Removal Request – 5358-O
December 5, 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





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.*

5358 ALGARROBO UNIT O

Address

HORST BEIL

Resident's Name

9-23-2019

Today's Date

(949) 707-5370

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): blocks sunlight, interferes w/ balcony**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.

THERE ARE 3 FICUS TREES, 1 RED IRON EUCALIPTUS TREE AND 1 NONE DESCRIPT
TREE LOCATED BETWEEN 5358 + 5357 ALGARROBO ON THE CALLE AZUL
SIDE. LAST TIME THE FICUS TREES WERE NOT THINNED INTERNALLY OUT
AND HARDLY TOUCHED AND PRUNED AROUND. THE SUCKERS OF THE
RED IRON TREE BETWEEN THE TRUNKS HAVE NOT BEEN TOUCHED IN OVER 4 YEARS
AS A RESULT THE TREES BLOCK THE SUNLIGHT AND OUR VIEWS.

ONE BRANCH OF MY FICUS TREE IS ALREADY 30" FROM BALCONY AS WELL AS 5357 BDR

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
<i>Catherine Asakovic</i>	5358 N.	X		
<i>Betsy Joentool</i>	5358 A	X		
<i>Edgar S. Man</i>	5357 A	X		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Horst Beil
Owner's Signature

HORST BEIL
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: _____



Agenda Item #14 Page 7 of 10
CALLE AZUL at PUNTA ALTA My Condominium opposite trees



MY BALCONY



LIVING ROOM VIEW



BED ROOM VIEW