



**OPEN MEETING**

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

**Thursday, August 1, 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 July 8, 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. Discuss Prohibition of Fruit Trees and Vegetables

**Items for Discussion and Consideration:**

12. Tree Removal/Off Schedule Trimming Request: 2379-B - Four Indian Laurel Fig trees
13. Tree Removal Request: 3166-A - Indian Laurel Fig tree
14. Tree Removal Request: 3513-A - Southern Magnolia tree

**Items for Future Agendas:**

None.

**Concluding Business**

15. Committee Member Comments
16. Date of Next Meeting – September 5, 2019
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**

**Monday, July 8, 2019 – 9:30 a.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

**COMMITTEE MEMBERS ABSENT:** Cush Bhada

**OTHERS PRESENT:** John Frankel

**ADVISORS PRESENT:** James Tung

**STAFF PRESENT:** Kurt Wiemann, Eve Morton

**1. Call to Order**

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

**2. Acknowledgement of Media**

No media was present.

**3. Approval of the Agenda**

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

**4. Approval of June 6, 2019 Report**

Director Karimi moved to approve the Report. Director Pearlstone seconded. The motion passed with a unanimous vote.

**5. Committee Chair Remarks**

Chair Jarrett reported that the committee has been working on the Landscape Manual with Mr. Wiemann. There will be new additions to the current manual.

Many people are growing vines onto areas where they shouldn't be and that can be a problem when painting needs to be done. There are many pots sitting out on Bahia Blanca, for example.

This Friday at 1 p.m., there will be a presentation in the Board Room about the landscape modernization project at Gate 14. There will be a 63 percent rebate on this project. We need more drought tolerant plants in the community.

Director Pearlstone remarked that next month he will have a lot more information regarding the budget. Hats off to Mr. Wiemann about a challenging budget. Be aware of competing needs for budget money. Landscaping is trying to manage costs yet offer many services. Please give Mr. Wiemann time to see his improvements. Tree trimming is in next year's budget and landscape modernization is also in the budget.

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

McGill (2390-2C) Outside of building are two large pots watered with water lines but one of them has become disconnected. He was told Landscape will repair and will be watering those plants.

Bob Hatch (5064) Gate 11 residents are not happy with the landscaping. He read a statement he wrote. Pat Wilkinson has photos of problems and how it used to look. He would like committee to take a tour of the area. Committee agreed.

Wilkinson (5274) – Expressed some concerns about Gate 11 landscaping.

Lazar (5520) She thanked Mr. Wiemann for work that has been done. Is there a plan to add more people to landscaping crew? Are they going to bring down the height of some of the trees? Shepherds crooks; 5219 is concerned about lack of privacy because they removed three feet of wall height and ivy was removed to put in the shepherds crooks.

Gibson (5289) She has been a Gate 11 Disaster Coordinator for many years. People only want to speak to her about landscaping problems which prevents them from being concerned about being prepared for a disaster.

#### **7. Response to Member Comments**

Mr. Wiemann responded:

Staff is down with Gate 10 and Gate 11 crews and he is trying to fill those positions.

Nothing has changed in the GV methodology. Next week, the Landscape Lead men will be in a white shirt or a blue shirt. They are the people to speak to when you have a landscaping question.

The CEO, Jeff Parker, is aware of the Gate 11 issues.

Staff is working with bare areas around the boxes. New edgers have been purchased so we can edge better and faster. Staff is being retrained to only spray edges that need it. They are also working on bare spots. He knows back yards are an issue. Let him know if Staff leaves an area and they haven't done a good job. He is aware of the lost privacy issue.

We are reducing the size of all trees by 25% as we trim them.

Chair Jarrett said the committee will make a tour of Gate 11. The Committee will meet about Bob Hatch's letter.

#### **8. Department Head Update**

Mr. Wiemann made a PowerPoint presentation regarding the number of landscaping tickets Staff receives and the new process in place for Staff to more efficiently handle the requests.

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. Tree Removal Request: 3100-A-Via Serena – Shamel Ash tree**

Director Pearlstone made a motion to accept Staff's recommendation to approve the request for removal. Director McCary seconded. This was approved by consensus.

#### **12. Off Schedule Trimming Request: 3250-O- Six Peppermint trees**

Director McCary made a motion to accept Staff's recommendation to deny the request for off schedule trimming. Director Pearlstone seconded. This was approved by consensus.

#### **13. Landscape Revision Request: 5587-A & 5586-B**

Mr. Wiemann reported he will apply for a rebate on behalf of these Members.

Ms. Phelps reported there is a tree that may need to be removed before the work is done.

Director Karimi made a motion to accept Staff's recommendation to accept this request for the landscaping revision. Director Pearlstone seconded. This was approved by consensus.

Items for Future Agendas:

Updates on progress of the fire fuel reduction plan.

Concluding Business

**14. Committee Member Comments**

Director Karimi recommended keeping a database of any landscape modernization plans that are approved and to share this information with the community. He said changing the culture of the landscape staff to quality vs. quantity will change the perception of the department and landscaping will be done right the first time.

Director McCary thanked Director Pearlstone for his budget update.

Director Pearlstone is optimistic about the landscaping budget and what is being done with the money.

Chair Jarrett thanked Mr. Wiemann for doing a good job. She is also frustrated that it is difficult right now to find people to hire for open positions. She thanked everyone for coming.

**15. Date of Next Meeting – August 1, 2019**

**16. Adjournment at 10:34 a.m.**



Lynn Jarrett, Chair

Kurt Wiemann, Staff Officer

Eve Morton – 268-2565

### Third Mutual Landscape Project Log August 2019

#### 2019 Reserve Fund Projects

Project	Description	Status	Estimated Completion/ On-going Date	Completion	Budget vs Actual
Tree Maintenance	This annual program only includes street light cleaning, un-scheduled pruning, service requests and dead tree removal.	As of June 30, 2019, <u>99</u> Palm trees were trimmed, <u>26</u> trees were removed and <u>18</u> un-scheduled service requests completed.	December 2019 Annual	26%	Budget: \$213,630 Year-to-date Estimated (June): \$55,424 Balance: \$158,206
Landscape Modernization	Elimination of highest water using turf areas; replacing with water efficient landscapes.	Out to Bid	2019	10%	Budget: \$105,536
Landscape Improvements	Turf Renovation (aeration & deep fertilization)	Anticipated start October 2019	2019	0%	Budget: \$100,000
Slope Renovation/Slope Maintenance Outsourced	Annual cutting back and removal of vegetation on slopes. Maintenance thereafter.	Contractor began slope work along Bahia Blanca West by the Water Towers on July 8, 2019. They are scheduled to end the month along Bahia Blanca West behind buildings 3474 to 5346.	2019	5%	Budget: \$714,421
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	2019	0%	Budget: \$180,000





Third Mutual Off Schedule Tree Work						
Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
6/10/2019	5434	Restore Full Trim	Carottwood trees (4)	16	Limb lose due to heavily end weight not trimmed 2018	Staff
6/10/2019	3528-3532	Restore Full Trim	Carottwood 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	Codominate 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
Total Trees	10	Total Labor Hours	115	Hours Budgeted	1766	
Trees YTD	34	Total Labor Hours YTD	457.7	Hours Remaining	1308.3	





## STAFF REPORT

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**DATE:** August 1, 2019  
**FOR:** Landscape Committee  
**SUBJECT:** Prohibition of Fruit Trees and Vegetable Planting

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### **RECOMMENDATION**

Approve a resolution prohibiting the planting of fruit trees and vegetable planting, and authorizing the removal of unmaintained fruit trees.

### **BACKGROUND**

Resolution 03-11-30 (Attachment 2), revised on March 15, 2011, permits the planting of fruit trees, with limitations, in Common Area. The resolution sets forth qualifications for fruit trees and their maintenance. The resolution contains a reference to the discontinued Yellow Stake program.

Resolution M3-84-122 (Attachment 3), revised in 1984, prohibited the growing of vegetables in the Common Area.

### **DISCUSSION**

There are currently more than 7,000 fruit trees within the Village. These fruit trees were either planted by Members or by Staff as a chargeable service. The resolution that was adopted in 2011, permitted only dwarf type fruit trees, however these can grow to well over 12 feet tall and produce almost as much fruit as the full size variety.

Fruit trees and vegetable gardens are highly attractive to rodents as a convenient and consistent source of food. Resolution M3-84-122 prohibited the growing of vegetables in the Common Area and authorized Staff to remove any plant that is discovered. The reasoning in the existing resolution prohibits planting due to chemical spraying. The proposed resolution would prohibit planting in an effort to reduce rodent populations.

Rodent control experts agree that the most effective methods to reduce rodent populations is to remove their food sources. Since 2012, the Mutuels have experienced a 110% increase in calls and complaints regarding issues with rodents; 953 calls in 2012, to almost 2,000 in 2018.

Staff recommends approving a resolution prohibiting all new plantings of fruit trees and vegetables in Common Area. The proposed resolution authorizes staff to remove any unmaintained existing fruit trees. Additionally, Staff recommends revising the resale policy to include removal of fruit trees in Common Area at resale.

### **FINANCIAL ANALYSIS**

There is no financial impact expected at this time; there is potential for future savings to the Pest Control work center.

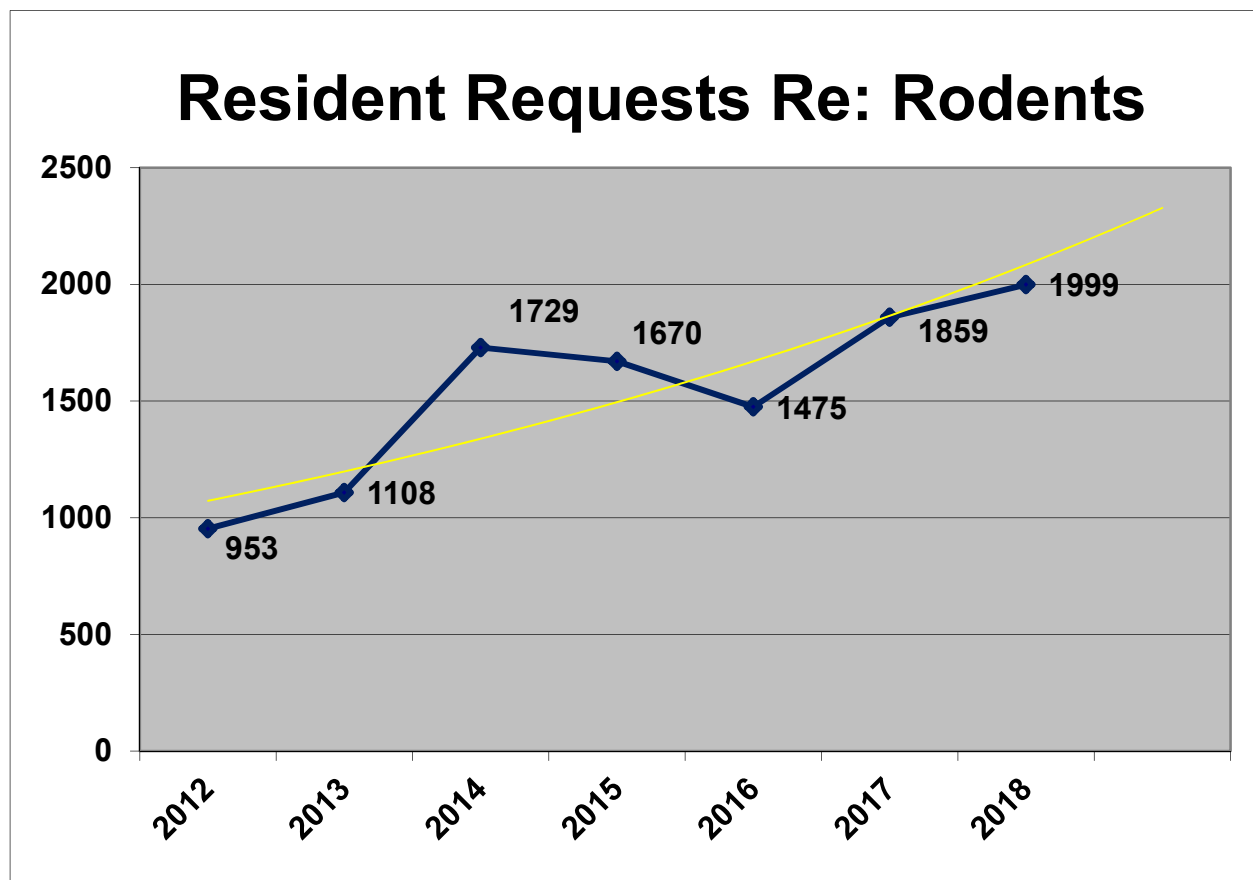
**Prepared By:** Kurt Wiemann, Senior Field Services Manager

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

**ATTACHMENT(S)**

Attachment 1: Rodent Call Chart  
Attachment 2: Resolution 03-11-30 (existing)  
Attachment 3: Resolution M3-84-122 (existing)  
Attachment 4: Resolution 03-19-XXX (proposed)

ATTACHMENT 1



**ATTACHMENT 2**

(EXISTING RESOLUTION)

**RESOLUTION 03-11-30**  
**Planting of Fruit Trees on Common Area**  
Revised March 2011

**RESOLVED**, March 15, 2011, that the planting of fruit trees in common areas managed by this Corporation shall be permitted under the following conditions:

1. Any fruit tree henceforth planted in a common area must be of the dwarf variety;
2. Any dwarf fruit tree planted must be planted either within the courtyard or directly adjacent to the manor or patio slab;
3. Any fruit tree presently planted in the common area must be marked by the installing resident, or his or her successor, with a yellow stake and fully maintained in a manner acceptable to the corporation; the same procedure shall apply to all dwarf fruit trees planted pursuant to this resolution;

**RESOLVED FURTHER**, that the managing agent is hereby authorized to remove any fruit tree located in a common area owned by this Corporation if the previously stated conditions are not met and the compliance process has been followed; and

**RESOLVED FURTHER**, that this resolution shall become in full force and effect on March 15, 2011; and

**RESOLVED FURTHER**, that the Resolution M3-84-121 adopted on September 18, 1984, is hereby superseded and canceled; and

**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.

**ATTACHMENT 3**

(EXISTING RESOLUTION)

**RESOLUTION M3-84-122**

**Vegetable Plantings**

Revised November 15, 1984

**WHEREAS**, certain chemical sprays used by the Landscaping Division of the managing agent could cause harm to human health if wind drift should cause such sprays to reach items intended for human consumption; and

**WHEREAS**, two garden centers have been provided by the Golden Rain Foundation of Laguna Hills for the purpose of providing a place for residents to grow tomatoes, or other vegetables, and other crops;

**NOW THEREFORE BE IT RESOLVED**, that the planting and growing of tomatoes, or other vegetables in the common areas managed by this corporation is prohibited;

**RESOLVED FURTHER**, that the managing agent is hereby authorized and directed to remove any tomatoes or other vegetables found planted in a common area of this corporation;

**RESOLVED FURTHER**, that this resolution shall become in full force and effect on November 15, 1984; and

**RESOLVED FURTHER**, that resolution No. 810 adopted on October 28, 1977, is hereby cancelled.

**ATTACHMENT 4**  
(PROPOSED RESOLUTION)

**RESOLUTION 03-19-XXX**  
**Fruit Tree Policy**

**WHEREAS**, fruit trees in the Common Area were planted by or at the request of Members as part of the discontinued “Yellow Stake” program;

**WHEREAS**, fruit trees are not maintained or trimmed by the Mutual and are the responsibility of the Member to maintain;

**WHEREAS**, the maintenance of fruit trees is passed on to new Members with the purchase of the residence;

**WHEREAS**, fruit trees and vegetable gardens are a known attractant and food source for wildlife and rodents, and unmaintained fruit trees exacerbate the problem and;

**WHEREAS**, two Garden Centers have been provided by the Golden Rain Foundation for the purpose of providing a place for residents to grow tomatoes or other crops.

**WHEREAS**, there has been a consistent increase in rodent activity over the past six years.

**NOW THEREFORE BE IT RESOLVED**, on August 20, 2019, that the Board of Directors of this Corporation hereby prohibits the planting on any fruit trees in Common Area and requires Members to maintain existing fruit trees on Common Area and in Exclusive Use Common Areas;

**RESOLVED FURTHER**, the planting of vegetables in Common Area is prohibited;

**RESOLVED FURTHER**, to maintain the health and safety of the Members, fruit trees found to be unmaintained will be removed, with notice, by the Mutual.;

**RESOLVED FURTHER**, existing fruit trees in Common Area are to be removed in the resale process;

**RESOLVED FURTHER**, Resolution 03-11-30, revised March 15, 2011, is hereby superseded in its entirety and no longer in effect;

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







## STAFF REPORT

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**DATE:** August 1, 2019  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal/Off- Schedule Trimming Request: 2379-B- Mariposa W.  
(King) – Four Indian Laurel Fig trees

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### **RECOMMENDATION**

Deny the request for the removal and off-schedule trimming of four Indian Laurel Fig trees located at 2379-B.

### **BACKGROUND**

Mr. King purchased the unit in July 2018 and is requesting the removal/off-schedule trimming of four Indian Laurel Fig trees, *Ficus microcarpa*, located at the front of the manor in the shrub bed area along the perimeter wall. The reasons cited for the removal are: litter, debris, and slip and fall hazard. There are three additional signatures on the Mutual Request Form (Attachment 2).

The trees were last pruned in August 2017, and future scheduled trimming is tentatively scheduled for fiscal year 2020. The trees are approximately 65 feet in height with a trunk diameter of approximately 28 inches and are growing approximately 5 feet from the perimeter wall and sidewalk.

### **DISCUSSION**

At the time of inspection, the trees were in good condition with no pests, disease, or trunk damage. There were a number of surface roots that were previously root trenched along the sidewalk. In October 2015, the sidewalk in the area had been replaced at a cost of \$1,412.

With the planned trim cycles (these trees are on a two-year cycle) and with the trimming each tree by 25%, the fruit production of the trees will be better managed. These trees will be trimmed and maintained in such a way as to not hang over the sidewalk.

These trees are located along the perimeter wall; the complete removal of the trees would increase the road noise and reduce the privacy along the wall.

### **FINANCIAL ANALYSIS**

The cost to remove the trees is estimated at \$11,800 and the cost to trim is estimated to be \$3,000 and the estimated value \$22,692 based on the tree inventory data.

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

**Reviewed By:** Kurt Wiemann, Senior Field Services Manager

Third Laguna Hills Mutual  
Tree Removal Request – 2379-B  
August 1, 2019

**ATTACHMENT(S)**

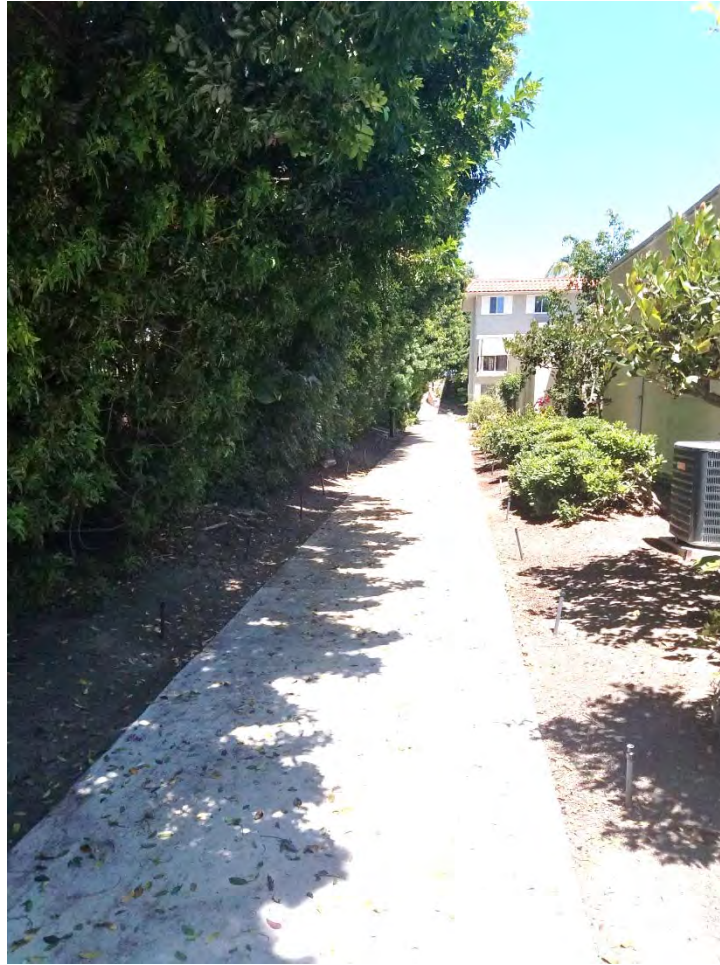
Attachment 1:	Photographs
Attachment 2:	Mutual Landscape Request Form

ATTACHMENT 1





Third Laguna Hills Mutual  
Tree Removal Request – 2379-B  
August 1, 2019



## MUTUAL LANDSCAPE REQUEST FORM

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

**RECEIVED**  
 JUN 21 2019  
 R. V. C.

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.

2379-B VIA MARIPOSA W.

Address

6/20/2019

Today's Date

Ricky King

Resident's Name

626-274-7711

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): Whatever is necessary to stop berries from dropping on sidewalk (SLIP Hazard)

## 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): See attached Explanation

## 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.

Please see attached explanation and pictures.  
HOA is not maintaining common area. Allowing  
berries to create slip hazard.

### 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
Virginia Ignasio	2379A	✓		
Jan V. J.	2379-A	✓		
Elbert	2379B	✓		
Samuel King	2379B	✓		

(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

### 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

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**DATE:** August 1, 2019  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request: 3166-A Alta Vista (Katz) – One Indian Laurel Fig

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### **RECOMMENDATION**

Approve the request for the removal of one Indian Laurel Fig tree located at 3166-A and replacement with a lower maintenance tree at a suitable location.

### **BACKGROUND**

Ms. Katz purchased the manor in August 2002, and is requesting the removal of one Indian Laurel Fig tree, *Ficus, microcarpa*, located at the front of the manor in the turf area. The reasons cited for the removal are; overgrown, the dropping of numerous berries, and roots growing close to the manor. There are no additional signatures on the Mutual Request Form (Attachment 2).

The tree was last pruned in February 2018, and future scheduled trimming is tentatively scheduled for fiscal year 2020. The tree is approximately 40 feet in height with a trunk diameter of approximately 31 inches and is growing approximately nine feet from the walkway and manor.

### **DISCUSSION**

At the time of inspection, there was no noticeable trunk damage, pest or disease. The tree has noticeable surface rooting with several large roots within two feet from the manor's foundation. There are noticeable cracks and lifting of the sidewalk at the entrance to the manor. There is a street light located next to the tree which requires an annual tree trimming at an estimated cost of \$300.

These trees have an aggressive root structure and require frequent trimming. Staff recommends removing this tree and planting a low maintenance tree at an appropriate location.

### **FINANCIAL ANALYSIS**

The cost to remove the tree is estimated at \$2,800 and the cost to trim is estimated to be \$750 and the estimated value \$6,807 based on the tree inventory data.

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

**Reviewed By:** Kurt Wiemann, Senior Field Services Manager

### **ATTACHMENT(S)**

Attachment 1: Photographs

Attachment 2: Mutual Landscape Request Form



ATTACHMENT 1

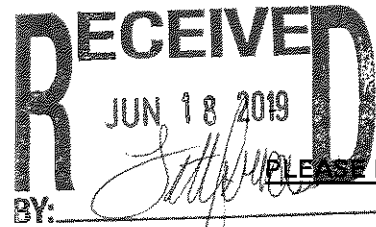






Emailed Bob ✓

Laguna Woods Village. 6/27 Eve



## 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.

3166-A  
AddressSANDRA KATZ  
Resident's Name6-18-19  
Today's Date949-510-8506  
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): Dropping many berries & roots growing close to house

## 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.

Location 3166-A

Roots are lifting cement and growing close to foundation of Manor.

### Signatures of All Neighbors Affected By This Request

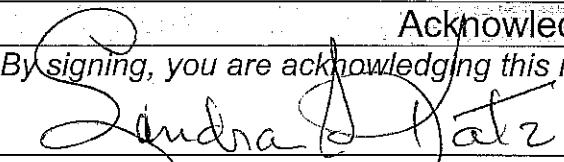
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

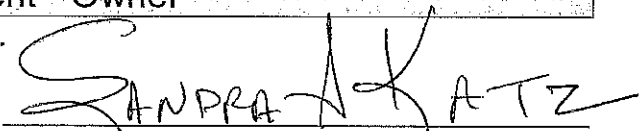
Signature	Manor #	For	Undecided	Against

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

  
Owner's Signature

  
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

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**DATE:** August 1, 2019  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request: 3513-A- Bahia Blanca W. (Sandusky) – One Southern Magnolia tree

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### **RECOMMENDATION**

Deny the request for the removal of one Southern Magnolia tree located at 3513-A and trim on schedule.

### **BACKGROUND**

Ms. Sandusky purchased the unit in September 2013 and is requesting the removal of one Southern Magnolia tree, *Magnolia, grandiflora*, located at the rear of the manor in the turf area. The reasons cited for the removal are: overgrown, litter and debris. There are no additional signatures on the Mutual Request Form (Attachment 2).

The tree was last pruned in September 2018, and future scheduled trimming is tentatively scheduled for fiscal year 2023. The tree is approximately 40 feet in height with a trunk diameter of approximately 12 inches and is growing approximately 6-7 feet from the patio and approximately 3 feet from the split rail fence.

### **DISCUSSION**

At the time of inspection, there was no noticeable trunk damage, pest or disease, no surface rooting or damage to the patio and has a balanced canopy. Based on Third Mutual's tree removal policies, there is no justification to remove this tree based on litter/debris.

### **FINANCIAL ANALYSIS**

The cost to remove the tree is estimated at \$800 and the cost to trim is estimated to be \$250 and the estimated value \$2,692 based on the tree inventory data.

**Prepared By:** Bob Merget, 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.*

3513 - A Bahia Blanca W 6/21/19  
Address Today's Date

Carol Sandusky 805-844-6711  
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 ☐ View Obstruction

☐ Other (explain): Need to pick up leaves EVERY Day.

#### **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. *too large for area*
- 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.

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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.

Carol Sandusky  
Owner's Signature

CAROL SANBUSKY  
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: \_\_\_\_\_