



OPEN MEETING

**REGULAR MEETING OF THE UNITED LAGUNA WOODS MUTUAL
LANDSCAPE COMMITTEE**

**Thursday, February 14, 2019 – 9:00 a.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road**

AGENDA

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for December 13, 2018
5. Chair's Remarks
6. Member Comments (Items Not on the Agenda)
7. Response to Member Comments
8. Department Head Update
 - a) Herbicide Testing Update (verbal)

Consent:

None

Reports:

9. Project Log

Items for Discussion and Consideration:

10. 2018 Landscape Renovation Project Update
11. Tree Removal Requests
 - a) 612-C Avenida Seville (Henderson)
 - b) 598-D Avenida Majorca (Yan)
 - c) 599-E Avenida Majorca (Myhra)

Items for Future Agendas:

12. 2019 Landscape Renovation Project

Concluding Business:

13. Committee Member Comments
14. Date of Next Meeting – April 11, 2019
15. Adjournment

Maggie Blackwell, Chair
Kurt Wiemann, Staff Officer
Telephone: 949-597-4650

OPEN MEETING

**REPORT OF THE REGULAR MEETING OF THE
UNITED LAGUNA WOODS MUTUAL LANDSCAPE COMMITTEE**

Thursday, December 13, 2018 – 9:00 a.m.
Laguna Woods Village Community Center Board Room – 24351 El Toro Road

MEMBERS PRESENT: Maggie Blackwell – Chair, Manuel Armendariz, Anthony Liberatore, Catherine Brians (Advisor)

MEMBER ABSENT:

OTHER DIRECTORS: Bert Moldow in audience, Dick Rader in audience, Carl Randazzo in audience, Andre Torng in audience

STAFF PRESENT: Bruce Hartley, Larry Hernandez, Robert Merget, Lulu Boctor, Becky Jackson, Jackie Brown, Brian Grunner, Sean Cincotta

1. Call to Order

Chair Blackwell called the meeting to order at 9:00 a.m.

2. Acknowledgement of the Press

Brook Becher from the Globe attended.

3. Approval of the Agenda

The agenda was approved by consensus.

4. Approval of Committee Report for October 11, 2018

The meeting report was approved for October 11, 2018 with the year adjustment of the report to 2018.

5. Chair's Remarks

Chair Blackwell welcomed everyone to the United Landscape meeting. Announce that staff was going to introduce themselves.

Bruce announced three landscape supervisors (Luis Lopez, Angel De La Torre, Mike Swingholm).

6. Member Comments (Items Not on the Agenda)

Roy Leonard 422-G – spoke about tree issues.

David Cohen 592- Supported posting when staff is doing herbicide applications.

Danny Henson 325-Q – Spoke about issues with the Western Blue Bird Boxes.

Andre Torng 389-Q – Spoke about walk way lights being damaged by mowers.

Julie Bagish 908-A – Spoke about the ant spray chemical.

Douglas Richardson 2032-A – Spoke about a water line break and where we removed trees waiting on landscaping to replace trees

7. Response to Member's Comments

Mr. Hartley responded to Mr. Leonard that staff will contact him regarding the schedule of the tree trimming.

Mr. Hartley replied to Mr. Torng about walkway lighting and will remind staff to be more careful

while mowing.

Mr. Hartley responded to Mr. Richardson Mr. Merget will contact him regarding repairs.

Chair Blackwell responded to Mr. Cohen regarding flagging.

Chair Blackwell responded to Mr. Henson regarding Blue Bird Boxes.

Chair Blackwell responded to Ms. Bagish; if she sees landscape guy wearing a hazmat suit not to go out.

8. Department Head Update

Mr. Hartley informed Members and Committee that this will be his last meeting. He will be retiring at the end of the month. Announce Kurt Wiemann as the new Sr. Field Operations Manager.

Consent:

None

Reports

9. Project Log

10. Irrigation Status Report

ITEMS FOR DISCUSSION AND CONSIDERATION

11. Herbicide Result

Mr. Hartley presented a report.

Director Armendariz made a motion to approve staff's recommendation to eliminate the use of Roundup and other herbicides containing glyphosate in the landscaped areas and use only organic herbicides for the control of weeds. Second by Director Liberatore. Approved by Committee unanimously.

Director Rader spoke about the impact on GRF assessments.

Director Torng spoke about analysis of various alternatives.

Dr. Lois Rubin 781-C- Suggested a fund raiser to cover cost.

Director Randazzo supported looking into other options to lower cost in the future.

David Cohen 592-E spoke about safety.

Jessica Calise 207-B thanked staff for their work.

Director Armendariz spoke about the cost analysis spreadsheet.

12. Tree Removal Request

a) 723-C Avenida Majorca (Farrokhi)

Nancy Carlson 303-A spoke about the removal.

Parisa Farrokhi (Daughter) spoke on behalf of her parent's request.

Committee voted 2-0 to deny the removal of one Carrotwood tree located at 723-C due to not causing any damage to sidewalks or structures. Committee denied by consensus.

b) 684-C Via Alhambra (Russo) Mr. Russo spoke on his request.

Committee voted 3-0 to deny the removal of one Jacaranda tree located at 684-C due to tree was found in good condition and the only affected property was an alteration. Committee denied by consensus.

c) 850-P Ronda Mendoza (Guthrie)

Committee approved the removal one Red Iron Bark tree located at 850-P due to poor condition and visible diseased and decay in tree. Committee approved by consensus.

303-B Avenida Sevilla (Nee)

Nancy Carlson 303-A spoke about the request for removal.

Committee voted 3-0 to approve the removal of one Carrotwood tree located at 303-A due to interference with the street light. Committee approved by consensus.

Items for Future Agendas

- 13. Landscape Renovation Project Update (December)
- 14. Herbicide Trial Results (December)

Concluding Business

15. Committee Member Comments

Chair Blackwell thanked all speakers.

16. Date of Next Meeting December 13, 2018

17. Adjournment

Meeting was adjourned at 10:54 a.m.



Maggie Blackwell, Chair

United Mutual Landscape Project Log
February 2019

Project	Description	Status	Estimated Completion/ On-going Date	Completion	Budget vs Actual
2018 Projects					
Tree Maintenance	This annual program includes the scheduled trimming of all Mutual trees; un-scheduled pruning and service requests; dead tree removal and replacement.	<u>1,154</u> scheduled trees were trimmed, <u>402</u> trees removed and <u>2</u> new trees planted along with an estimated <u>133</u> un-scheduled service requests completed.	December 2018 Annual	100%	Budget: \$500,408 Year-End: \$418,999 Balance: \$81,409
Landscape Revitalization Project	CDS 14/15 Irrigation Retro-Fit Project	Staff separated the mixed stations (lawn & shrub beds) and improved the irrigation coverage at cul-de-sac (CDS) 14 , Buildings 487-492 and 480-484.	December 2018	100%	Budget: \$250,000 Cost: \$64,840 Balance: \$185,160
2019 Projected Projects					
Landscape Revitalization Project	Elimination of highest water-using turf areas; replacing with water efficient landscapes. Continue separating mixed stations.	Recommend completing the CDS 14/15 Irrigation Retro-Fit Project and continue with the serpentine walk to CDS 37 and/or 39 with remaining funds.	2019	8.33%	Budget: \$350,000
Tree Maintenance	This annual program includes the scheduled trimming of all Mutual trees; unscheduled pruning and service requests; dead tree removal and replacement.	The trimming schedule is under review.	December 2019 Annual	5%	Budget: \$1,232,530



STAFF REPORT

DATE: February 14, 2019
FOR: Landscape Committee
SUBJECT: 2018 Landscape Renovation Project Update

RECOMMENDATION

Approve the completion of the irrigation retro-fit and turf reduction project in cul-de-sacs (CDS) 14 and 15 for 2019.

BACKGROUND

At the June 14, 2018, meeting of the Landscape Committee, CDS 14 and 15 were approved by the committee as the location for the Renovation Project.

The project areas included approximately 126,000 total square feet of landscape with approximately 18,000 square feet of turf along the serpentine walk to remain. These locations were identified as areas that would benefit by upgrading the irrigation systems, reducing turf, and performing minor re-landscaping.

DISCUSSION

The Irrigation Team began work in November 2018, at CDS 14; Building 492 and ended the year at Building 482 (Attachment 2).

The following is a summary of the work that was performed at Buildings 487-492 and 480-484:

- Areas of turf and shrub beds irrigated by the same valve were separated.
- Areas of shrub bed and slope irrigated by the same valve were separated.
- Sprinkler head spacing was corrected to increase the uniformity of water distribution.
- Turf sprinkler nozzles were changed to higher efficiency, low precipitation rotary nozzles.
- Shrub beds which received irrigation repairs were converted to drip irrigation.

Staff will need to complete the reseeding of the turf and plant replacement due to the irrigation improvements (Attachment 1).

The following is a summary of the work to be performed in these areas:

- Lawn areas that are performing poorly due to competition with trees or other factors will be converted to shrubs or groundcover;
- Lawn areas that are difficult or inefficient to mow will be converted to shrubs or groundcover (with resident input).
- Poorly performing shrub bed and slope plantings will be replaced.

Staff recommends continuing this project in 2019; work would continue in CDS 14 (Buildings 480-492) and continue down the serpentine walk to the front of Building 485. The work will progress in the following order; Buildings 476-477, 472-475 and 471-472, and finish in CDS 15 at Building 467.

Approximately 42,000 square feet was upgraded with new irrigation at a cost of \$64,840. The estimated remaining costs for each of the project segments are presented in the table below:

Location	Total Square Footage	Total Cost Estimate	Cost per Square Foot
Buildings 476-477 & 480-484	21,570	\$29,005	\$2.68
Buildings 487-492	20,659	\$16,010	\$2.52
Buildings 467-470	14,089	\$37,762	\$2.68
Buildings 471-472	6,761	\$18,120	\$2.68
Buildings 472-475 & 485-486	24,144	\$66,057	\$2.74
Buildings 478-479	5,045	\$13,543	\$2.68
Buildings 483 & 476-477	1,726	\$4,649	\$2.69
Total	93,994	\$185,146	Avg. \$2.67

FINANCIAL ANALYSIS

Staff estimates the completion of this project to be \$185,146. The 2019 Business Plan includes \$350,000 in reserve expenditures for landscape renovation identified for this purpose.

Prepared By: Mindi Fielding, Management Analyst

Reviewed By: Larry Hernandez, Landscape Manager

Kurt Wiemann, Senior Field Services Manager

ATTACHMENT(S)

Attachment 1: Photographs

Attachment 2: Map of Project Location

ATTACHMENT 1

CDS 14 Irrigation Areas



Building 488

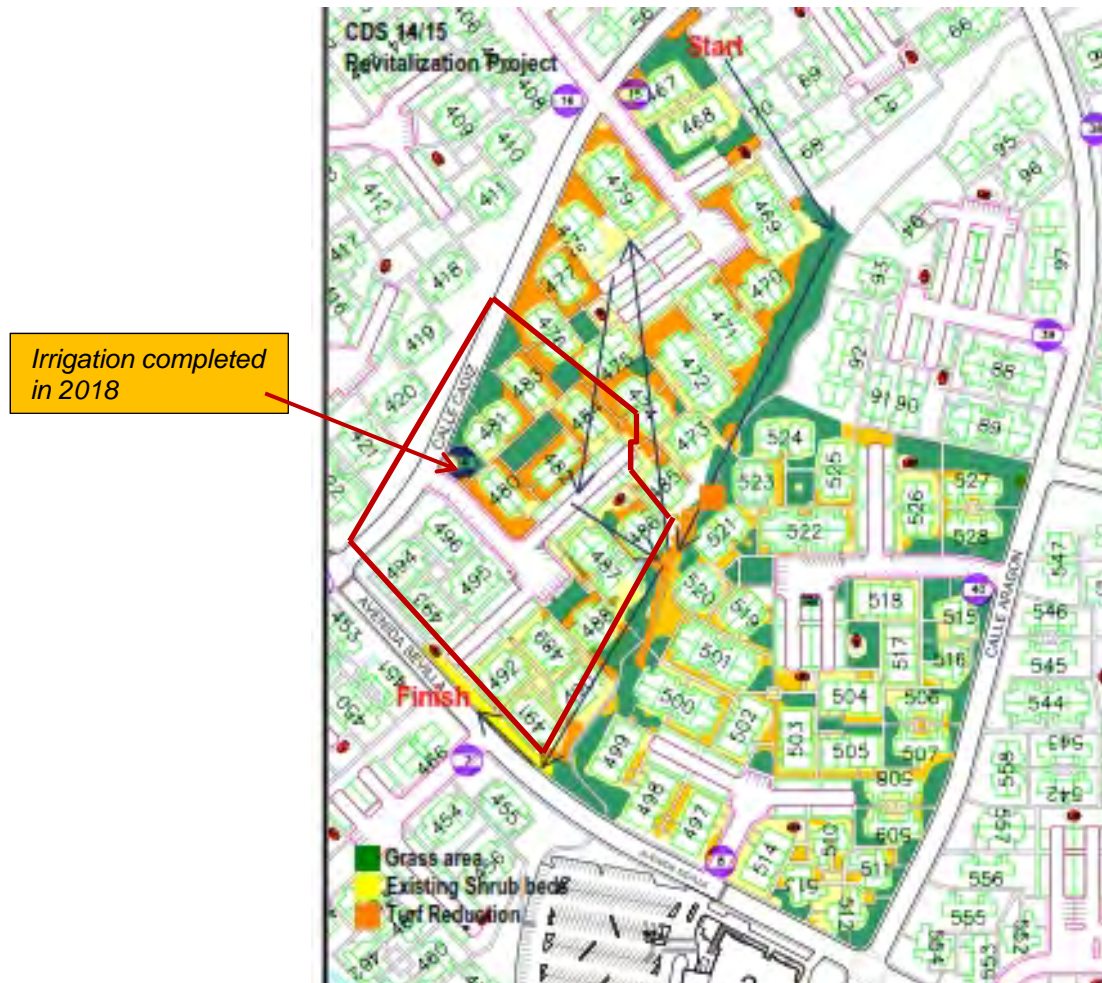


Building 487



Building 482

ATTACHMENT 2





STAFF REPORT

DATE: February 14, 2019
FOR: Landscape Committee
SUBJECT: Request for Tree Removal: 612-C (Henderson) – White Mulberry tree

RECOMMENDATION

Approve the request for the removal of a White Mulberry tree located at 612-C and plant a replacement tree at Mr. Henderson's expense.

BACKGROUND

Mr. Henderson purchased the unit in May 2016, and is requesting the removal of a White Mulberry tree, *Morus, alba*, located at the rear of the unit in the lawn area (Attachment 1). The reasons cited by him for the removal are; litter/debris, overgrown, and potential slip and fall from wet leaves. Five additional residents have signed the form in favor of the removal and one resident is against (Attachment 2).

The tree was last trimmed in January 2016, and is scheduled for review this fiscal year. The tree is approximately 32 feet in height with a trunk diameter of approximately 19 inches and is growing approximately 6 feet from the walkway and approximately 14 feet from the patio and is encroaching on the Indian Laurel Fig, *Ficus microcarpa 'Nitida'* located at Building 613.

DISCUSSION

At the time of inspection, the tree was found to be in fair condition with visible signs of decay, noticeable surface rooting, and a slight lean with a correcting balanced canopy. Currently, there is cracking in the sidewalk with previous concrete grinding and a portion of the concrete walkway was replaced to address potential root caused issues. Additionally, there have been 25 requests to pick up leaves over the last 10 years.

Based upon Resolution 01-13-17, the tree may be removed due to visible signs of decay and interference with a neighboring tree. Absent this resident request, this tree would be added to the trimming schedule for fiscal year 2019. Mr. Henderson has offered to have the tree removed at his cost.

FINANCIAL ANALYSIS

Based on tree inventory data, the estimated value is \$3,290. The estimated cost to trim is \$300. The cost to remove the tree is estimated at \$900 and the cost of planting a replacement tree is estimated at \$100.

United Laguna Woods Mutual
Request for Tree Removal: 612-C (Henderson) – White Mulberry tree
February 14, 2019

Prepared By: Bob Merget, Tree Supervisor

Reviewed By: Larry Hernandez, Landscape Manager
Kurt Wiemann, Senior Field Services Manager

ATTACHMENT(S)

Attachment 1: Photographs
Attachment 2: Mutual Landscape Request Form, Letter

ATTACHMENT 1





RECEIVED
DEC 26 2018
LANDSCAPE DIVISION

Thom MunBarry TRB

ATTACHMENT 2

Laguna Woods Village.

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.

612 C AVENIDA SEVILLA

Address

12/20/18

Today's Date

BYRON HENDERSON

Resident's Name

858 699 3948

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): SLIP FALL FROM WET LEAVES

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.

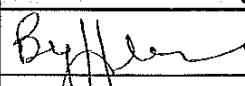


Description & Location of Request

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.

MULBERRY TREE IS OVERGROWN AND NEEDS TAKEN BACK OR REMOVED. WET LEAVES ON SIDEWALKS ARE SERIOUS SLIP AND FALL HAZARD FOR ALL ESPECIALLY LOCAL AGED NEIGHBORS.

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
	612 C	X		
Josephine Beckman	612 A	X		
Ullan Brady	613 A	X		
Lynell Moffatt	613 C	X		
	613 B	X		
	612 B	X		


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

STAFF SPOKE WITH RESIDENT onsite 614-A

X

Acknowledgement - Owner

By signing, you are acknowledging this request.


Owner's Signature

Byron Henderson
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: February 14, 2019
FOR: Landscape Committee
SUBJECT: Request for Tree Removal: 598-D (Yan) – Canary Island Pine tree located at 598-D

RECOMMENDATION

Deny the request for the removal of a Canary Island Pine tree located at 598-D and maintain trim schedule.

BACKGROUND

Mr. Yan purchased the unit in August 2018, and is requesting the removal of a Canary Island Pine tree, *Pinus, canariensis*, which is located in the shrub bed area at the front of the unit (Attachment 1). The reasons he has cited for the removal are; litter and debris, structural damage, sewer damage, overgrown, poor condition, and the tree is leaning toward the unit. Three additional residents have signed in favor of the removal (Attachment 2).

The tree was last trimmed in December 2015, and is currently scheduled for review this fiscal year. The tree is approximately 60 feet in height with a trunk diameter of approximately 20 inches and is growing approximately 3 feet from the walkways and seat wall, approximately 9 feet from the irrigation backflow device, and approximately 7 feet from the unit.

DISCUSSION

At the time of inspection, the tree was found to be in good condition with no visible decay, pests, or trunk damage. There is minimal cracking in the sidewalk that does not appear to be caused by the tree. There is neither indication of structural damage to the unit nor a record of any mainline stoppages. There was discussion by the United Landscape Committee to select Pine tree removals when originally planted in grove-like scenarios, groups of 3, 5 or 7. This tree would not be eligible based on its single planting location.

FINANCIAL ANALYSIS

The cost to remove the tree is estimated at \$1,600, cost to trim is estimated at \$400, and the estimated value is \$4,813, based on tree inventory data.

United Laguna Woods Mutual
Request for Tree Removal by – 598-D (Yan) – Canary Island Pine tree located at 598-
February 14, 2019

Prepared By: Bob Merget, Tree Supervisor

Reviewed By: Larry Hernandez, Landscape Manager
Kurt Wiemann, Senior Field Services Manager

ATTACHMENT(S)

Attachment 1: Photographs

Attachment 2: Mutual Landscape Request Form, Letter

ATTACHMENT 1





Laguna Woods Village

MUTUAL LANDSCAPE REQUEST FORM**PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE MAINTENANCE REQUESTS**

RECEIVED

OCT 24 2018

Your request is important to us and will be handled accordingly. 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 Landscape Committee for their review. If you are unsure whether your request falls into this category, first please contact your area's landscape supervisor through Property Services at **597-4600** in order to make that determination. If this is the case, then first you will receive a written confirmation acknowledging receipt of your request with an explanation of the review process. Once reviewed by the Committee, a recommendation will be made to the Board of Directors for action. You will then be notified of the Board's decision. Please be patient as this process can take from a few weeks to a month or longer.

Date: 10/21/2018Address: 598 D Avenida MajorcaRequestor Signature: [Signature]Print Name Richard Yan

(owner signature is required on the line above if the requestor is a lessee or occupant)

Request (please check): REFER TO GUIDELINES ON REVERSE SIDE
☒ Tree Removal ☐ Plant Replacement ☐ Off-Schedule Trimming

☐ Landscape Design Change (e.g., Alteration of Turf and/or Flower Bed, Paved Planter Conversion, Stepping Stones, Mortarless Block Garden Walls, etc.): **Please note that all requests for design changes must include a design plan with a description (including a list of plant selections and/or materials, if applicable).**

☐ Other (explain): _____**Reason (please check):** REFER TO GUIDELINES ON REVERSE SIDE
☒ Structural Damage ☒ Sewer Damage ☒ Overgrown ☒ Poor Condition

☒ Litter/Debris ☐ Personal Preference ☐ View Obstruction ☐ Other (explain):

Diseased tree is now leaning towards the manor. the next wind storm, this tree may be coming down on the manor!!!

Description & Location: In the front flower bed next to the manor and side walks

Signatures of All Neighbors Affected by this Request (owner signature is required below for lessees and occupants of neighboring residences):

Signature	Manor #	For	Undecided	Against
<u>Cecilyn Mykura</u>	<u>599-E</u>	<u>X</u>	_____	_____
<u>Sally Chang</u>	<u>598-C</u>	<u>X</u>	_____	_____
<u>Earlene Boster</u>	<u>599C</u>	<u>X</u>	_____	_____

Pine Tree in the wrong location - by landscape supervisor

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

PLEASE FORWARD COMPLETED REQUEST FORM TO:

Laguna Woods Village Landscape Division
P. O. Box 2220, Laguna Hills, CA 92654-2220

Revised Nov 2011



MUTUAL LANDSCAPE REQUEST FORM

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE MAINTENANCE REQUESTS

Your request is important to us and will be handled accordingly. 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 Landscape Committee for their review. If you are unsure whether your request falls into this category, first please contact your area's landscape supervisor through Property Services at 597-4600 in order to make that determination. If this is the case, then first you will receive a written confirmation acknowledging receipt of your request with an explanation of the review process. Once reviewed by the Committee, a recommendation will be made to the Board of Directors for action. You will then be notified of the Board's decision. Please be patient as this process can take from a few weeks to a month or longer.

Date: 9/13/2018

Address: 598 D Avenida Majorca

Requestor Signature: [Signature]

Print Name Richard Yan

(owner signature is required on the line above if the requestor is a lessee or occupant)

Request (please check): REFER TO GUIDELINES ON REVERSE SIDE

- ☒ Tree Removal ☐ Plant Replacement ☐ Off-Schedule Trimming
☐ Landscape Design Change (e.g., Alteration of Turf and/or Flower Bed, Paved Planter Conversion, Stepping Stones, Mortarless Block Garden Walls, etc.): **Please note that all requests for design changes must include a design plan with a description (including a list of plant selections and/or materials, if applicable).**

☐ Other (explain): _____

Reason (please check): REFER TO GUIDELINES ON REVERSE SIDE

- ☐ Structural Damage ☒ Sewer Damage ☒ Overgrown ☒ Poor Condition

☒ Litter/Debris ☐ Personal Preference ☒ View Obstruction ☒ Other (explain):

sick and dying pine tree with brown needles
all over lawn (no exist grass), side walks, walk way a sewer co

Description & Location: Front of the manor next to the sidewalk

Signatures of All Neighbors Affected by this Request (owner signature is required below for lessees and occupants of neighboring residences):

Signature	Manor #	For	Undecided	Against
<u>[Signature]</u>	<u>599-E</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u>	<u>597-B</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u>	<u>598-E</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

PLEASE FORWARD COMPLETED REQUEST FORM TO:

Laguna Woods Village Landscape Division
P. O. Box 2220, Laguna Hills, CA 92654-2220

Date October 22, 2018

Dear Board Member,

I'm requesting that the pine tree located in the front flower bed be removed as soon as possible. This pine tree is located in the flower bed, too closed to the manor and has overgrown over the years without proper trimming. In the last six months, it has been shedding tremendous amount of brown pine needles everyday which covers the flower bed, the walk ways adjacent to the manor. Last week after the wind/rain storm, the brown needles were over the roof, gutters and the atrium and patio. The gutters are severely clogged by the pine needles that it could no longer hold water and drain through the down sprout. Further more, I noticed that the tree is leaning towards the manor after the storm. I wanted to inform you and have it in the record that the tree is in danger of falling and is now posing threat to the lives of the people in the manor as well as surrounding areas.

The overgrown pine tree is in extremely poor condition. The pine needles are coming down in large amount everyday and are covering walk ways, gutters and causing structure damages as well as sewer damages.

What is concerning is the fact that it is leaning and may fall if there is another storm like the one we had last week. I have neighbors knocking on my door urging me to inform the board of this pine tree problem. I have six neighbors volunteered to sign the request for removing the tree. Attached please find pictures of the tree.

The landscaping department has been coming to the manor every two weeks to clean the pine needles and they are also very concerned about the tree. Please see their comment on the request form. Landscaping had to remove all dead plants killed by pine needles and is in the process of planting new ones. Cleaning up the pine needles has put a lot of burden on the landscaping department.

I urge the board to approve removal of this pine tree as soon as possible before further damages can be done.

Respectfully


Richard Yan
598D Avenida Majorca



STAFF REPORT

DATE: February 14, 2019
FOR: Landscape Committee
SUBJECT: Request for Tree Removal by – 599-E (Myhra) – 2 Canary Island Pine trees located at 599-E

RECOMMENDATION

Approve the request for the removal of one of the Canary Island Pine trees located at 599-E.

BACKGROUND

Ms. Myhra purchased the unit in May 1988. She is requesting the removal of two Canary Island Pine trees, *Pinus, canariensis*, located at the side of the unit in the lawn area (Attachment 1). The reasons cited by her for the removal are; litter/debris, overgrown, structural damage, sewer damage, and seasonal pollen. Ms. Myhra previously requested the removals of these trees in December 2017. The United Landscape Committee toured the area and denied the request. Seven additional residents have signed in favor of the removal (Attachment 2).

The trees were last trimmed in December 2015, and are scheduled for inspection/trimming review this fiscal year. The trees are approximately 63 feet in height with a trunk diameter of approximately 22 inches and are growing approximately 3 feet from the walkways, approximately 9 feet from the unit, and approximately 7 feet apart.

DISCUSSION

At the time of inspection, the trees were found to be in good condition with no visible decay, pests, or trunk damage. There is surface rooting with some cracking in the sidewalk. There was no noticeable structural damage to the unit. There have been several single waste line stoppages reported, but no mainline stoppages, and no reports of roots being the cause.

The Landscape Committee has discussed Pine tree removals in scenarios in which they have been planted too closely and are in groves or groups of 3, 5, or 7. It was further discussed that the removal of a portion of the group would allow the remaining trees to fill out properly, reduce the amount of needle drops, and increase sunlight to the surrounding turf or shrub bed area.

FINANCIAL ANALYSIS

The cost to remove one tree is estimated at \$1,600, cost to trim is estimated at \$400, and the estimated value is \$5,509, based on tree inventory data.

United Laguna Woods Mutual
Request for Tree Removal by – 599-E (Myhra) – 2 Canary Island Pine trees located at 599-
February 14, 2019

Prepared By: Bob Merget, Tree Supervisor

Reviewed By: Larry Hernandez, Landscape Manager

Kurt Wiemann, Senior Field Services Manager

ATTACHMENT(S)

Attachment 1: Photographs

Attachment 2: Mutual Landscape Request Form, Letter

ATTACHMENT 1



United Laguna Woods Mutual
Request for Tree Removal by – 599-E (Myhra) – 2 Canary Island Pine trees located at 599-
February 14, 2019



RECEIVED
OCT 26 2018

MUTUAL LANDSCAPE REQUEST FORM

RECEIVED

OCT 29 2018

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE MAINTENANCE REQUESTS

BY: Jan B.
Your request is important to us and will be handled accordingly. 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 Landscape Committee for their review. If you are unsure whether your request falls into this category, first please contact your area's landscape supervisor through Property Services at **597-4600** in order to make that determination. If this is the case, then first you will receive a written confirmation acknowledging receipt of your request with an explanation of the review process. Once reviewed by the Committee, a recommendation will be made to the Board of Directors for action. You will then be notified of the Board's decision. Please be patient as this process can take from a few weeks to a month or longer.

Date: _____

Address: 599 Ave. Majorca Unit E

Requestor Signature: Carolyn Myhra Print Name CAROLYN MYHRA
(owner signature is required on the line above if the requestor is a lessee or occupant)

Request (please check): REFER TO GUIDELINES ON REVERSE SIDE

- ☒ Tree Removal ☐ Plant Replacement ☐ Off-Schedule Trimming
☐ Landscape Design Change (e.g., Alteration of Turf and/or Flower Bed, Paved Planter Conversion, Stepping Stones, Mortarless Block Garden Walls, etc.): **Please note that all requests for design changes must include a design plan with a description (including a list of plant selections and/or materials, if applicable).**

☒ Other (explain): see attached letter & pictures

Reason (please check): REFER TO GUIDELINES ON REVERSE SIDE

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

Description & Location: Between my property & the public sidewalk

Signatures of All Neighbors Affected by this Request (owner signature is required below for lessees and occupants of neighboring residences):

Signature	Manor #	For	Undecided	Against
<u>Richard [Signature]</u>	<u>598D</u>	<u>X</u>	_____	_____
<u>David [Signature]</u>	<u>598-E</u>	<u>X</u>	_____	_____
<u>Richard [Signature]</u>	<u>599D</u>	<u>X</u>	_____	_____
<u>John [Signature]</u>	<u>598B</u>	<u>X</u>	_____	_____

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

see page 2

PLEASE FORWARD COMPLETED REQUEST FORM TO:

Laguna Woods Village Landscape Division
P. O. Box 2220, Laguna Hills, CA 92654-2220

Extra signature page for
599-E Ave. Majore

Page 2

<u>100 E 50th</u>	<u>For</u>
599 E Majore	X

WM. W. W. 599 E	For
MAJORE	

X Eero D. Femlad	599-B	X
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United Laguna Woods Landscape Department:

RE: 599 Avenida Majorca, Unit E

I am asking for the removal of two overgrown pine trees along the side of my house and public sidewalk. These trees are 10 ½ feet from the foundation of my property and 8 ½ feet from each other.

They have been my nightmare for the 20 years I have lived here. Moving away from the trees is not an option. In the spring we have the pollen (which can be seen blowing). Then baby pine cones (a tree specialist calls them flowers) and then needles and more needles on my roof constantly. See attached pictures. I live in a Granada model with an open atrium, so I am having to take the needles through my house which has become to daunting of a task physically at my age.

The Tree Trimmers said that they are only allowed to trim them by 25%. I have called property services just 2 times.

A roofing company came out and blew the needle off the roof which was great however they all landed in the atrium, front patio and shrubs and then to my surprise were just left there with no clean up. Problem not solved!

I saw in one of your meeting you have hired an Arbor Pro, maybe you should hire a Tree Reduction Specialist. I am sure it is very costly to have these trees trimmed.

Please let me know when your committee will be out to look at the trees so I can be present.

Thank you so much for your consideration.

Carolyn Myhra
Carolyn Myhra
599 Avenida Majorca, Unit E
Laguna Woods, CA 92637
carolynmyhra@live.com
949-306-5191