



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

Thursday, December 3, 2020 – 9:30 a.m.

VIRTUAL MEETING

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

AGENDA

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for September 3, 2020
5. Chair Remarks
6. Department Head Update

Consent:

None

Reports

7. Project Log
8. Tree Work Status Report

Items for Discussion and Consideration

9. Staff Request: Removal of a Weeping Fig Tree at 5395-A Due to Streetlight Obstruction
10. Tree Removal Request: 5503-C Paseo Del Lago W. (Johnston) - One Indian Laurel Fig tree
11. Landscape Request: 5333-C Bahia Blanca (Zarrinkelk)
12. Discuss How the Landscape Reorganization will Affect Third's Landscaping
13. Mr. Wiemann's Update on Effectiveness of Chemicals Used Around the Irrigation Boxes, etc.

Future Agenda Items

14. Fruit Tree Maintenance Policy
15. Review and Discuss the Current Tree Removal Policy
16. Review and Discuss the Current Tree Topping Policy
17. Review and Discuss a Revised Tree Policy to Include Removals, Trimming, and Topping of Trees

Concluding Business:

18. Member Comments (Items Not on the Agenda)

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

1. Via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name Third Landscape Committee in the subject line of the email. Name and unit number must be included.

2. By calling (949) 268-2020 beginning one half hour before the meeting begins and throughout the remainder of the meeting. You must provide your name and unit number.

19. Response to Member Comments

20. Committee Member Comments

21. Date of Next Meeting – Thursday, January 7, 2021 at 9:30 a.m.

22. Adjournment

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



OPEN MEETING

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

Thursday, September 3, 2020 – 9:30 a.m.

VIRTUAL MEETING

**Laguna Woods Village Community Center Board Room
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair - Lynn Jarrett, Annie McCary, Reza Karimi, Doug Gibson, Ralph Engdahl, John Frankel

COMMITTEE MEMBERS ABSENT: Cush Bhada

OTHERS PRESENT:

ADVISORS PRESENT: Cindy Baker

STAFF PRESENT: Kurt Wiemann, Eve Morton, Maribel Flores

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. The motion passed with a unanimous vote.

4. Approval of the August 6, 2020 Report

Advisor Baker moved to approve the Report. The motion passed with a unanimous vote.

5. Committee Chair Remarks

None.

6. Department Head Update

Mr. Wiemann discussed the edging methodology which has caused some uproar lately. He discussed pre-emergent and growth regulators. He showed photos of the spraying around the meter boxes and that he continues to inform staff that they are not to spray too wide around those boxes.

Consent Calendar:

None.

Reports:

7. Project Log

Mr. Wiemann reviewed the Project Log with the committee. He also showed photos of a landscape modernization project at Cul de sac 343.

8. Tree Work Status Report

Mr. Wiemann reviewed this report with the committee. Chair Jarrett asked Members to refer to the Landscape Manual which is available on the Village website. She said valuable information is there and also the Landscape crews' schedules are there.

Unfinished Business

None.

Items for Discussion and Consideration:

9). Tree Removal Request: 5292 Avenida Del Sol (Kahn) – One Indian Laurel Fig tree

Director McCary made a motion to accept staff's recommendation and approve removal of this tree. Director Frankel seconded. The committee was in unanimous support.

10. Discuss ideas to encourage Members in the Gate 8, 10,11 to replace the turf with drought tolerant plants.

Mr. Wiemann stated that Gates 11 and 14 are the only areas still eligible for water rebates when drought tolerant plants are put in the place of turf.

Chair Jarrett stated that it is important to get the word out to Members that they have an option to replace turf with drought tolerant plants.

Mr. Wiemann reported that a Landscape Request Form would begin the process. A landscape architect would need to plan the area and then those plans and the request would need to get approval from the Landscape committee. The work and the plants would be at the Member's expense. It is about \$3 per square foot to

remove the turf. The rebate from El Toro Water District would be given to the resident.

Items for Future Agendas:

None.

Concluding Business

11. Member Comments (Items Not on the Agenda)

The Community Center is closed and this will be a virtual meeting which Members may view on the Village website under Residents>Governance>Board Meeting Videos. Member comments will be read during the meeting and the committee will respond. Members may request to speak via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee meeting in the subject line of the email or you may call 949-268-2020 beginning one half hour before the meeting begins and throughout the remainder of the meeting. You must provide your name and unit number.

Eileen Lazar (5220) Ms. Lazar stated that her neighborhood has many weeds in the flower beds and also many weeds in the planting beds next to the sidewalks.

Bob Hatch (5064) "I'm concerned about the standard of landscape throughout the Village. Landscape is important to all residents in terms of lifestyle, value of manors, and attracting new residents. We have many housing types within the Village all with distinctive needs in terms of appearance and maintenance. But my attention is focused on the needs of Gate 11 and other portions of our Mutual that are single-level and free standing. I can't speak for all of neighbors, but here is what I believe are the most common concerns:

- 1- lawn appearance
- 2- dirt borders around all utility boxes and poles.
- 3- method of trimming borders, chemical vs mechanical trimming tools
- 4- weeds
- 5- trimming
- 6- old, outdated and poor appearing plants and shrubs. We are a 50 year old community and landscape is "out of date"

I have the biggest regard for Kurt and his crew. They have been responsive to individual requests as never before, but I think that causes an excessive burden on his crew. Would it be more efficient to increase the level of service for all residents and reduce special requests?

Increased level of service may come at a cost. And I and many of our neighbors would accept a higher cost.. But few of us understand what specific service and frequency we presently are paying for. Could the service levels be prioritized so that are most important concerns are provided at our present cost? And if I and other individuals owners choose to pay all additional service, what are we allowed to do? "

Steve Stanfill (3425-C) "On August 6, 2020, I brought a concern to the committee's attention regarding three large trees directly behind my building that had not been trimmed in over five years. On behalf of myself & my neighbors - Marjorie, Adele, Lilly, Bill & Midge, Dave & Mary, WE want to Thank Kurt Wiemann for addressing this issue.

This same day Leo Lopez, from the Landscape Department, arrived to evaluate our concern. The following week members from Mr. Lopez's team arrived & trimmed the trees. Daylight has been restored to our manors & the potential for falling branches greatly reduced.

So, we give a BIG Shout Out to Mr. Lopez & his team for a job well done. And Many Thanks from ALL of us at 3425 Bahia Blanca West."

Linda Ryder (5048) "Does Landscape have any idea what landscape activities might have led to the incredible mouse infestation in Gate 11? One neighbor has killed an average of 100 mice per month. His count is almost 300 mice so far."

12. Response to Member Comments

Eileen Lazar (5220)

Mr. Wiemann stated that there is currently enough staff to visit each area four times a year so that will mean that there will be weeds that come up in between those visits.

Bob Hatch (5064) Mr. Wiemann stated that current staffing does not allow for additional landscaping to what is currently being done. The Boards would have to agree to additional funding for more staff to increase service levels.

Linda Ryder (5048) Mr. Wiemann stated that he does not know the reason for the mouse infestation. Director Karimi stated that when garter snakes are removed per Members' request, then those snakes are no longer eating the mice which may account for the increase in the mice.

13. Committee Member Comments

Director Gibson stated things are going in the right direction.

Advisor Baker stated that she appreciates Mr. Wiemann's comments about the service levels.

Director Karimi asked about the high cost of recycled water and it has been looked into. Mr. Wiemann reported that only one water meter showed higher water use due to a broken main. GRF invested one million dollars to update the Village irrigation system over five years. More flow meters and sensors will be installed which can detach when water is leaking. He asked that Members please call Security when they see any leaking water.

Director McCary stated it was a great meeting and she thanked Director Karimi for the possible reason for the mouse problem.

Chair Jarrett stated that Mr. Wiemann is doing a wonderful job and he is appreciated.

Mr. Wiemann stated that the Landscape Department reorganization is working well and that two new Managers are enthusiastic and full of ideas. Also, manure will now be taken from the Equestrian Center to use for Landscape which will save approximately \$70K due to not having to purchase it any longer.

14. Date of Next Meeting – October 1, 2020

15. Adjournment at 10:25 a.m.

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

Third Mutual Landscape Project log December 2020 2020 Reserve Fund Projects						
Project	Description	Status	Estimated Completion	Completion*	Budget	YTD*
Tree Maintenance	The annual program will be a combination of contracted work and in-house staff.	As of October 31, 2020, the in-house crew trimmed 1,193, removed 116 trees and planted 8 trees. Contracted tree crews trimmed 3,472 trees, removed 70, and planted 10 trees.	Annual Program	83%	\$853,812	\$711,510
Landscape Modernization/Aeration	Elimination of highest water using turf areas; replacing with water efficient landscapes.	Parking island turf removal project in SCS 343 is complete. Landscaping Aeration is complete. Slope Regrading and Landscape Modernization Project awarded to Brightview.	December 2020	37%	\$100,000	\$36,569
Slope Maintenance Outsourced	Annual maintenance	Work is ongoing.	Annual Program: December 2020	94%	\$470,176	\$441,331
Slope Acacia Renovation	Removal and replacement of dead Acacia including the slope behind 5318 Bahia Blanca.	Work started in May 2020	Annual Program: October 2020	59%	\$300,000	\$175,820
Slope Regrading and Landscape Modernization	Removal of vegetation, remove soil, regrade slope, install drip irrigation, plant drought tolerant plants.	Work started November 10, 2020	Decembr 30, 2020	15%	\$75,200	\$11,280
Fire Risk Reduction	Project includes removal of vegetation, lowering height of shrubs and raising the lower branches on trees on slpes with a high risk of fire.	Work started on June 23, 2020.	Annual Program: December 2020	63%	\$180,000	\$113,699

*Completion based upon invoices recieved to-date. YTD Tree and Fire Risk Totals are estimated due to In-house Tree and Irrigation labor expenses.

Third Mutual Off Schedule Tree Work						
Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
10/12/2020	5144	Clearance	Ca Pepper	4	Touching roof	Staff
10/12/2020	4007-1A	Clearance	Ficus	4	Touching roof	Staff
10/13/2020	4022-P	Clearance	Carrotwood	3	Touching roof	Staff
10/19/2020	2405-2A	Clearance	Queen Palm	2	On Patio	Staff
10/20/2020	2119-S	Removal	CA Pepper	4	DEAD	Staff
10/20/2020	5487-b	Trim20/20	Queen Palm	3	Seed Pods	Staff
10/20/2020	5358-O	Removal	Volunteer palms	2.5	Volunteers	Staff
10/20/2020	5266	Clearance	Carrotwood	3	On Patio	Staff
10/20/2020	3215-D	Removal	Metrosideros	3.5	Pest/trunk decay	Staff
10/20/2020	3215-D	Trim	Brazilian Peppers	5	Remove end weight	Staff
10/20/2020	5483-C	Trim	Rusty leaf fig	3	Remove end weight and thin	Staff
10/20/2020	3492-B	Trim	Crape Myrtle	2	Remove deadwood	Staff
10/20/2020	3514-C	Trim	Magnolia	2	Remove deadwood	Staff
10/23/2020	3436-A	Trim	Silk Oaks (4)	8	Remove end weight and thin	Staff

Data prior to Oct. 12 is currently unavailable



STAFF REPORT

DATE: December 3, 2020

FOR: Landscape Committee

SUBJECT: Removal of a Weeping Fig tree located at 5395-A

RECOMMENDATION:

Staff is requesting the removal of one Weeping Fig tree, *Ficus, benjamina* located at 5395-A due to its obstruction of a street light.

BACKGROUND:

The tree was last pruned in April 2019. Future trimming is tentatively scheduled for fiscal year 2021. The height of the tree is approximately 45 feet with a trunk diameter of approximately 30 inches. The tree is approximately 12 feet from the patio, with the canopy six inches from the patio, four feet from the walkway, and 20 feet from the driveway (Attachment 1).

DISCUSSION:

At the time of inspection, the tree was found to be in fair condition with an oversized canopy, codominant trunks with included bark, surface roots, and signs of white fly activity.

Since the tree does have co-dominant limbs and included bark, there could be the potential for future limb loss. Included bark is the result of a 'V' shape of two limbs rather than a healthy 'U' shape. As the tree grows, the included bark fills the gap and becomes a weak attachment.

The tree's canopy is growing around the street light causing insufficient light spread onto the street and walkway. There has been a new sidewalk recently installed and a portion of the walkway has required grinding due to an offset lip.

Approximately 50 percent of the canopy would need to be removed to give adequate clearance for the street light. That amount of trimming with this species would cause an enormous amount of reaction growth which would result in the need for annual trimming thereafter.

The resident has been contacted and agrees to the removal under the stipulation that a replacement tree is installed. There is plenty of available space in the turf area to add a tree in a more favorable location.

FINANCIAL ANALYSIS:

The cost to remove the tree is estimated at \$2,100. The cost to trim the tree, with a crown reduction and thinning, is estimated at \$1,000 with an additional trim cost of approximately \$600 annually. The estimated value of the tree is \$1,380 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager

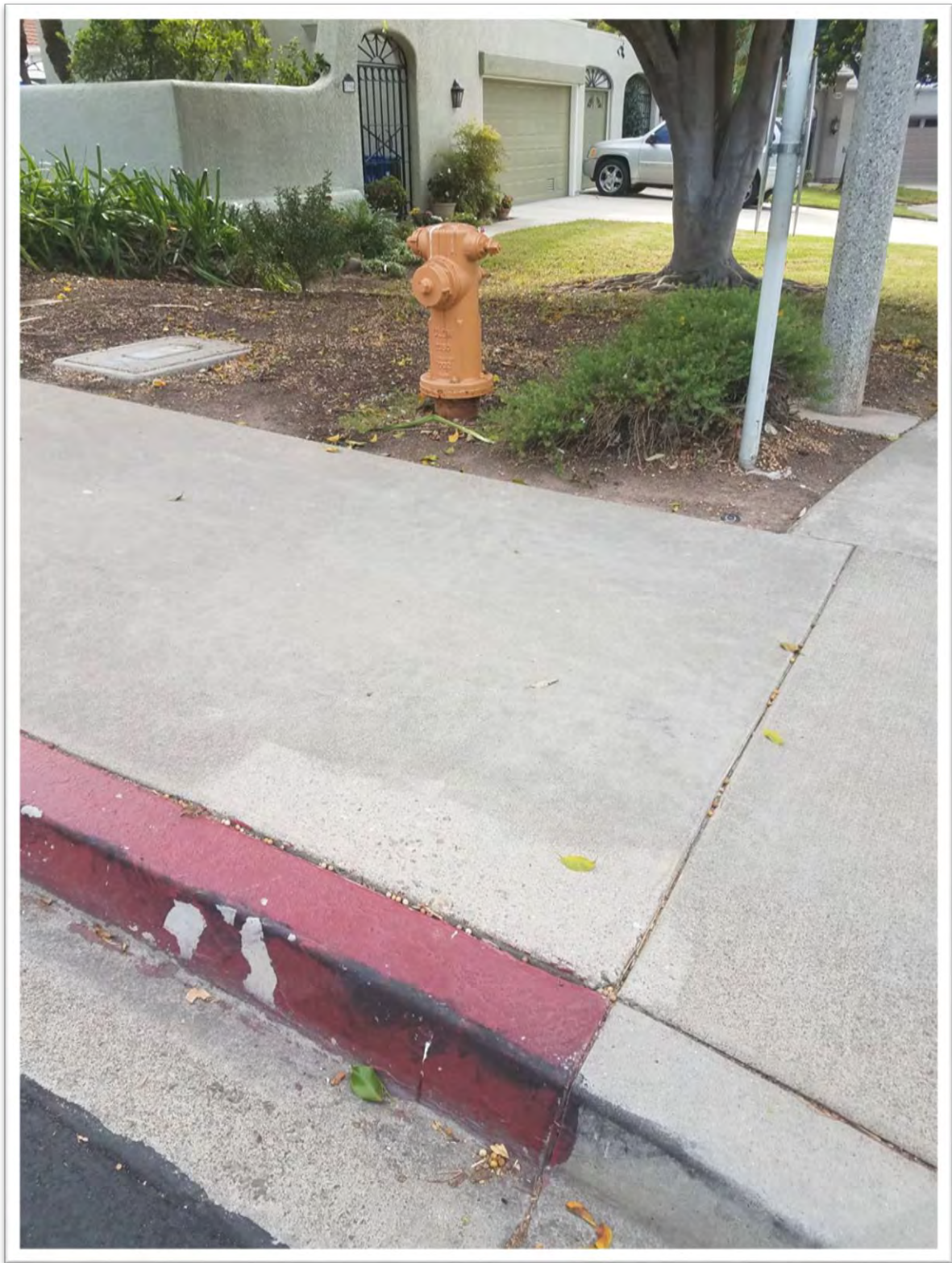
Reviewed By: Kurt Wiemann, Director of Landscape Services

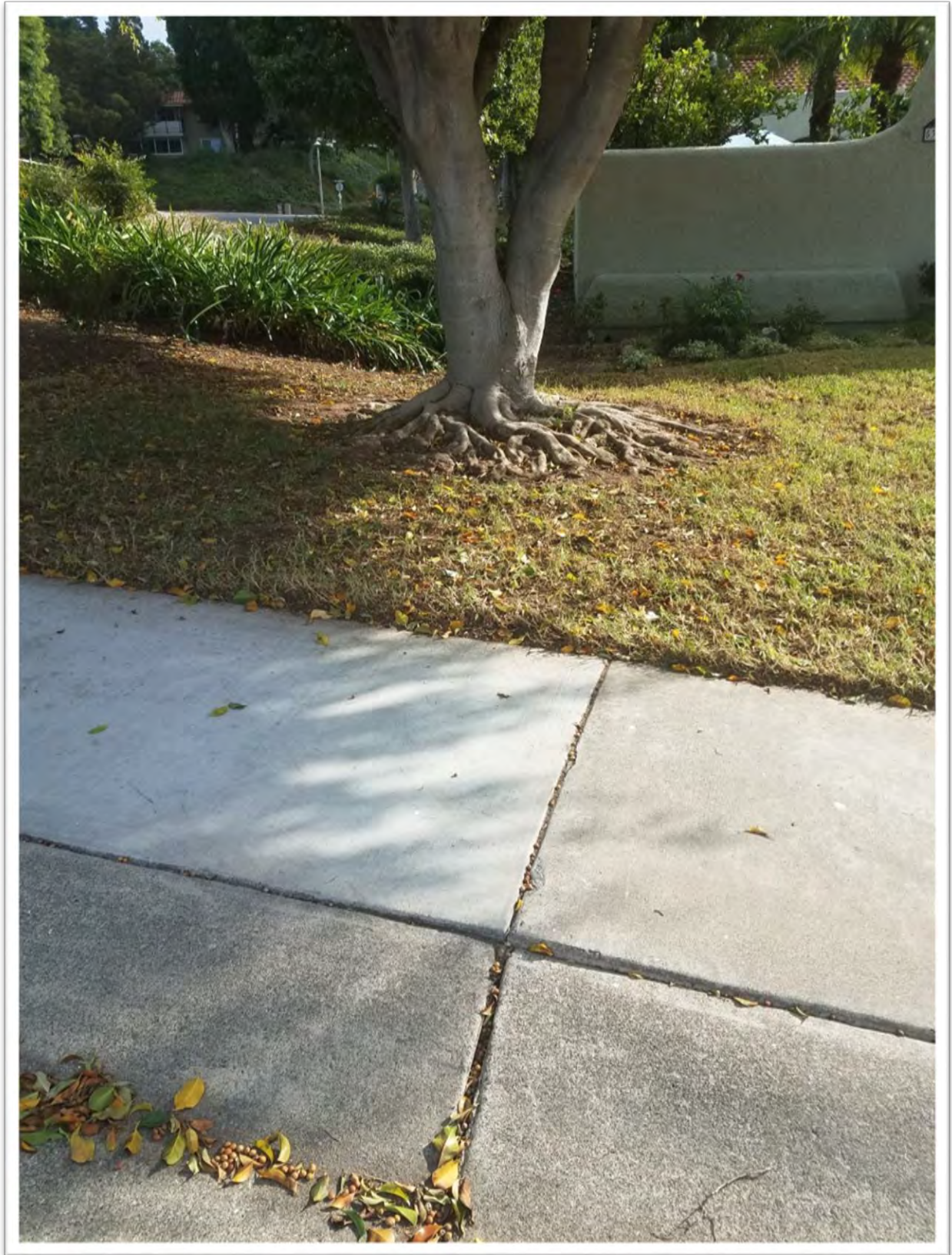
ATTACHMENT(S)

Attachment 1: Photographs

ATTACHMENT 1









STAFF REPORT

DATE: December 3, 2020

FOR: Landscape Committee

SUBJECT: Tree Removal Request: 5503-C Paseo Del Lago W. (Johnston) - One Indian Laurel Fig tree

RECOMMENDATION:

Deny the request to remove one Indian Laurel Fig tree and instead perform a root trench, as well as a crown reduction and thinning during the next scheduled trim cycle.

BACKGROUND:

Mr. And Mrs. Johnston are requesting the removal of one Indian Laurel Fig tree, *Ficus, nitida*. The reasons cited for the removal are litter/debris, overgrown, poor condition, and personal preference. There are no additional signatures on the Mutual Request Form (Attachment 1).

The tree was last pruned in April 2019. Future trimming is tentatively scheduled for fiscal year 2021. The height of the tree is approximately 35 feet with a trunk diameter of approximately 26 inches. The tree is located approximately; five feet from the water meter, three feet from the fire hydrant, and 12 feet from the walkway and driveway (Attachment 2).

DISCUSSION:

At the time of inspection, the tree was found to be in good condition with a well-shaped root flare, no noticeable pests or disease, with some damage to the trunk and surface roots. One of the noticeable surface roots is very close to the manor's entry walkway. There has been a recent sidewalk replacement, as well as some sidewalk grinding due to an offset lip.

Although the tree is growing close to the fire hydrant and water meter, there is no noticeable damage to either one. There is some separation of the curb and gutter swale.

Staff is recommending the small piece of turf between the tree trunk and the fire hydrant be removed and mulch put in its place. This will prevent future damage to the trunk. Staff

further recommends root trenching to be performed parallel to the entry walkway and to also remove the surface root in the same location.

Since it the policy of the Mutual to not remove trees due to litter/debris, there is no reason at this time to remove the tree.

FINANCIAL ANALYSIS:

The cost to remove the tree is estimated at \$1,550. The cost to trim the tree, with a crown reduction and thinning, is estimated at \$460 and the estimated value of the tree is \$6,080 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager

Reviewed By: Kurt Wiemann, Director of Landscape Services

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form

Attachment 2: Photographs

ATTACHMENT 1

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.

5503 Paseo del Lago W
Address Vertice

09-19-20
Today's Date

Colin & Virginia Johnston
Resident's Name

949-583-9697
Telephone Number

Non-Routine Request

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

☒ Tree Removal

☐ New Landscape

☐ Off-Schedule Trimming

☐ Other (explain):

Reason for Request

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

☐ Structural Damage ☐ Sewer Damage ☒ Overgrown ☒ Poor Condition

☒ Litter/Debris ☒ Personal Preference

☒ Other (explain): pods, leaves, grasses, branches cover our

GUIDELINES: Walkway, patio & driveway!

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

Description & Location of Request

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

Large, overgrown tree - w/ falling leaves and "pods" - on our driveway, front walk and patio are very difficult to walk on. - also, much of some on street in front of

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
All neighbors on both sides of us	5503 B			
ARE upset and affected by the large amount of debris on street and drive ways!	5508 A			

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Owner's Signature

10/20/2020

Scott C Johnston

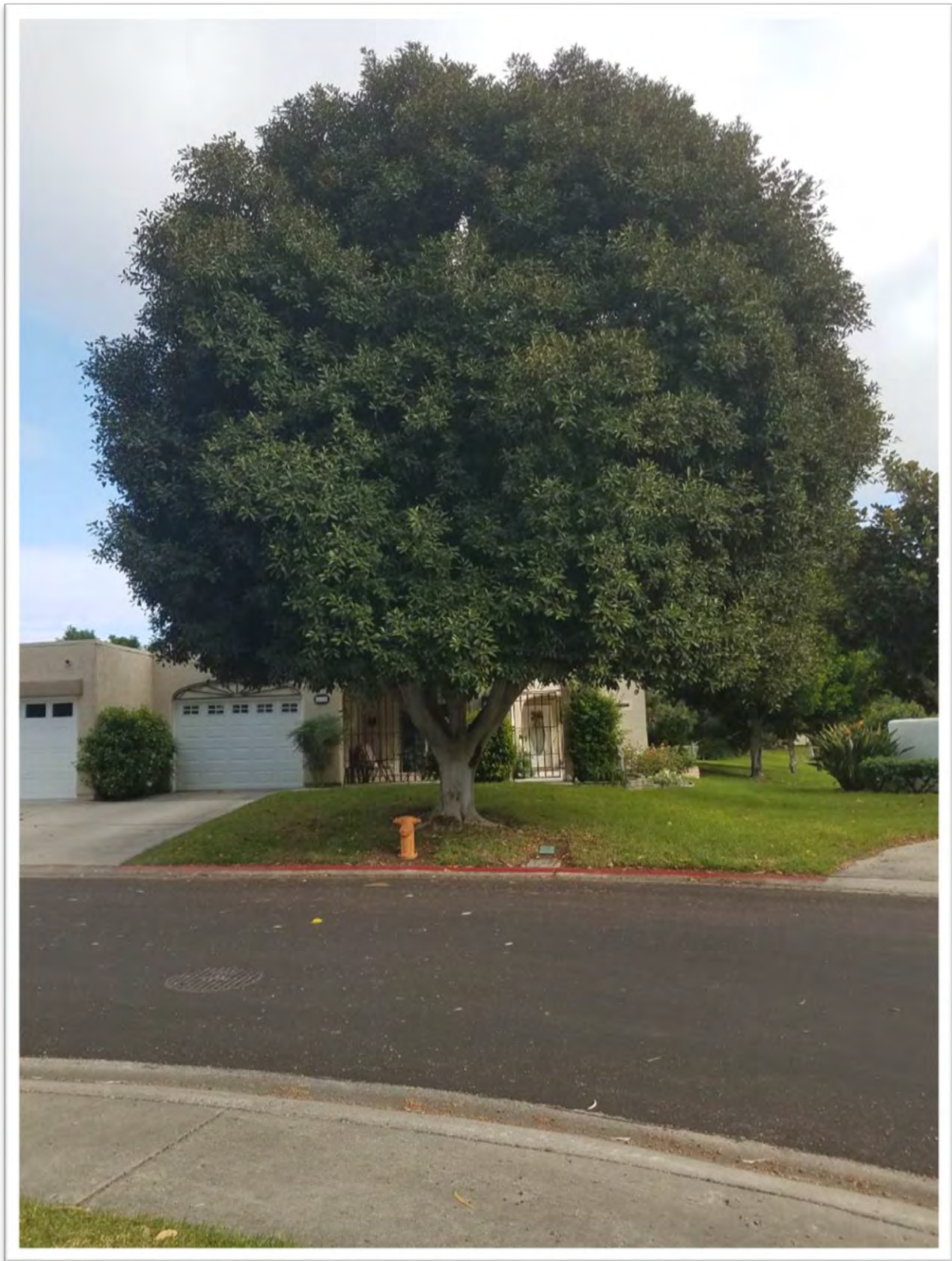
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____	DATE: _____	INITIALS: _____
DOB: _____ 540 _____	570 _____	LAST PRUNED: _____
RELANDSCAPED: _____	NEXT TIME: _____	
TREE SPECIES: _____		
COMMENTS: _____		
TREE VALUE: _____ TREE REMOVAL COST: _____		

Form 7-01-7

ATTACHMENT 2









STAFF REPORT

DATE: December 3, 2020

FOR: Landscape Committee

SUBJECT: Landscape Request 5333-C

RECOMMENDATION:

- Deny the request to place decomposed granite (DG) in front patio area.
- Approve the request to retain fruit trees and direct owner to trim per direction from staff.
- Deny request to retain grape vine on trellis in front of the unit and direct owner to remove within 30 days.

BACKGROUND:

The requestor had an administrative hearing on October 8, 2020, in which unmaintained landscape was discussed. They were directed by the Executive Committee to remove all unpermitted landscape improvements. The Landscape Department received a landscape request form from the resident requesting to leave the fruit trees and grape vines.

The requestor submitted a second Landscape Request form to construct a 128 square foot decomposed granite (DG) area intended for use as a patio on common area adjacent to the entrance of the unit.

DISCUSSION:

Third Mutual Resolution 03-19-94, permits existing fruit trees to remain until the unit transfers ownership. Vines attached to anything but block walls are not permitted in Third Mutual due to the damage caused by dry rot. Additionally, grape vines of this size on trellises are an attractant to, and harbor for, rodents. Staff recommends directing the owner to remove the vines within thirty days.

Staff recommends denial of the request for the DG installation in common area as it would be an extension of personal use into common area and could be construed as an extension of exclusive use common which violates the CC&Rs.

FINANCIAL ANALYSIS:

There is no financial impact.

Prepared By: Kurt Wiemann, Director of Landscape Services
Reviewed By: Eve Morton, Landscape Coordinator

ATTACHMENT(S)

Attachment 1: Photographs
Attachment 2: Plan for decomposed granite area
Attachment 3: Letter from resident

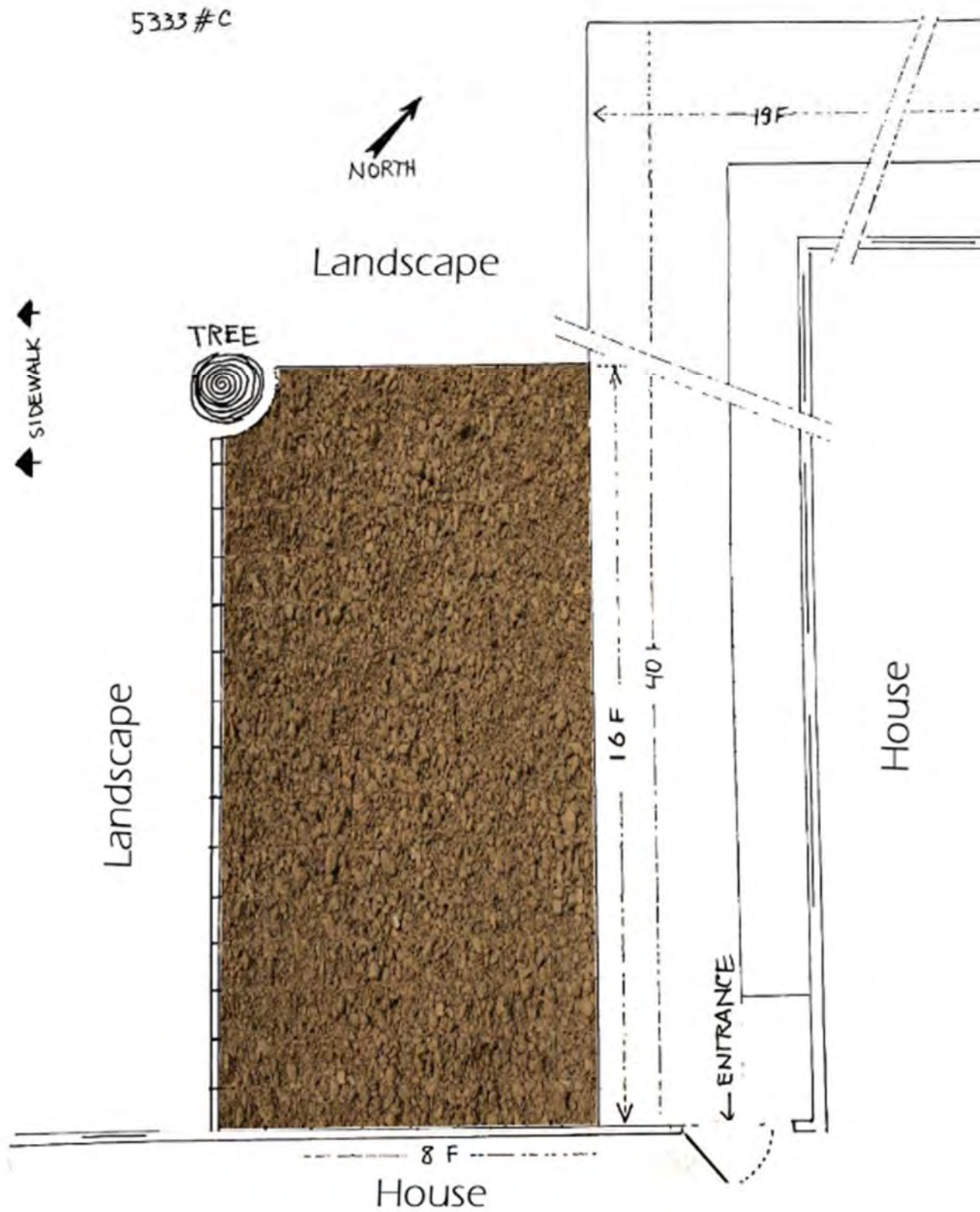
ATTACHMENT 1







ATTACHMENT 2



ATTACHMENT 3

Dear Sir or Madam,

Enclosed, I have provided photos of 2 citrus trees and 2 pomegranate trees that were planted many years ago along the side of the exterior wall of our property facing Bahia Blanca street. One of these citrus trees was never planted by us and was already there when we purchased the house towards end of the summer 2014. In addition to these 4 fruit trees, there is also a grape vine that has been growing over the trellis of our walkway, which was also never planted by us. I have enclosed a photo of that too.

We are requesting, if it would be at all possible to keep these five fruit trees. Obviously, the maintenance of these them will be our responsibility. We truly appreciate your kind consideration in this matter. Hopefully the Landscape Committee will approve our request so we may keep these beautiful trees and enjoy the fruits as well as the beautiful look of them!

Thanking you very much in advance for your kind consideration and valuable time.

Best regards,

Negar Zarrinkelk

A handwritten signature in cursive script, reading "Negar Zarrinkelk", written in dark ink.