



OPEN MEETING

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

**Thursday, January 4, 2018 – 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 7, 2017
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. UgMO – Soil Sensor Pilot Project Update (Raul, Mindi, Bruce)
10. 2017 Landscape Division Accomplishments & Vision for 2018 (Bruce)
11. 2017 Landscape Work Request Volume Analysis (Larry)

Items for Discussion and Consideration:

12. Tree Removal Requests
 - a. 5585-B Via Dicha (Gilad) – Fern Pine
 - b. 5412 Via Carrizo (Kim) – American Sweet Gum (2)

****Committee Tour – Visitation of various sites corresponding to landscape requests received from Mutual members and/or other Committee interests and/or projects.**

To be conducted after all other business is concluded.

Items for Future Agendas:

13. Turf Reduction Project Update (February)
14. Tree Management Issues (February)
 - Species Sensitive Trimming Cycle
 - Tree Topping Policy
 - Trimming for Street Light Clearance
 - Fuel Modification Strategies
15. Landscape Manual Update (February)
16. 5152 Avenida Despacio (Kreter) Tree Removal and Re-landscaping Request (March)



17. Removal of Bluebird Boxes (March)
18. Fire Risk Management Reduction (March)
19. 3487-A Calle Azul (Klein) – Reconsideration of Tree Removal – Spotted Gum (March)

Concluding Business:

20. Committee Member Comments
21. Date of Next Meeting – February 1, 2018
22. Adjournment

James Tung, Chair
Bruce Hartley, Staff Officer
Telephone: 949-597-4650

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

Thursday, December 7, 2017 – 9:00 a.m.

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

MEMBERS PRESENT: James Tung – Chair, Susan Caine – Vice Chair, John Frankel, Jules Zalon, Violet Lawrence (Advisor)

MEMBERS ABSENT: None

OTHER DIRECTORS: Bunny Carpenter, Bert Moldow, Steve Parsons

STAFF PRESENT: Bruce Hartley, Bob Merget, Larry Hernandez, Kayla Aninzo

1. Call to Order

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

2. Acknowledgement of the Media

No press was present.

3. Approval of the Agenda

The agenda was approved by consensus.

4. Approval of Meeting Report for November 2, 2017

The Committee report was approved by consensus without objection.

5. Chair's Remarks

Chair Tung pointed out the explanations in last month's report on tree removal requests to the Committee. He reassured residents that the Committee thoroughly reviews each request. He introduced Jules Zalon as Third Landscape's Third Alternative Director and welcomed him to the Committee.

6. Member Comments (Items Not on the Agenda)

Rebecca Gilad (5585-B) commented that a tree by her manor is causing a safety issue.

Don Haskins (3422-A) commented on the landscaping in his manor and asked about proper landscaping procedures.

Bert Moldow (3503-A) commented that the Santa Ana Winds are a threat to Laguna Woods and suggested that Staff devise an emergency program that addresses fire risks.

Danny Hansen (325-Q) commented on Bluebird conservation.

7. Response to Member Comments

Staff and several Directors responded to the comments and answered questions.

Bob Merget, Landscape Supervisor, commented that the tree located at Building 5585 is an item on next month's agenda. The petition will be presented at the next meeting. Bruce Hartley commented that Staff has worked with Orange County parks to request fuel reduction modifications adjacent to the Village without success. The Landscaping Team will review what can be done to manage fire risks and will come back to the Committee. Chair Tung commented that the Bluebird conservation efforts require further investigation.

8. Department Head Update

Bruce Hartley, General Services Director, commented on the activity in his departments. One of two vacant Supervisor positions has been filled. The Manager position remains vacant. Advertising for the vacant positions were extended to different platforms in hopes to have the positions filled within the next month. Workload has been distributed amongst Landscape Supervisors, and one on one communication has been reestablished with residents. There has been a significant reduction in complaints and an increase in compliments since mid-November.

Consent:

None

Reports:

9. Landscape Maintenance Progress (Bruce)

Work orders are generated to track all resident requests and specific tasks for Landscape Grounds Maintenance. Staff effectiveness is monitored through analysis of information relating to the number of requests submitted and the "closed" vs. "in progress" rate of those requests. Third mutual has gone from having 76% of open tickets to 34%. The greatest progress was made with the incoming quantity of new tickets dropping from 98% to 45% within a month's time.

Several Directors commented on the Landscape Maintenance Progress reports.

Director Carpenter commented that she appreciates the reports and is pleased with the information.

Chair Tung commented that Staff is doing an excellent job and asked what the critical steps were in the drastic changes.

Bruce Hartley commented that Staff takes pride in their work. The improvements are the result of a collective effort to reduce the level of complaints and improve overall service. Staff is working harder and smarter.

Items for Discussion and Consideration:

10. Process for Appealing the Staff Denial of a Tree Removal Request Based Solely on Excessive Leaf Litter

Director Frankel made a motion to table Item #10 for 30 days. Director Zalon seconded the motion.

Discussion ensued among the Directors.

Chair Tung called for a vote, and the motion passed by a vote of two to one (Director Caine

opposed).

11. Tree Removal Requests

Marianne Kreter (5152 Despacio) commented on the landscaping around her manor.

Lynne Corboz (3505-C) commented on a tree removal request.

The Committee tour followed the meeting and was attended by Chair Tung, Director Caine, Director Frankel, and Director Zalon.

a. 3162-C Alta Vista (Walsh) Request for Tree Removal – Carob

Recommendation: the Committee unanimously recommended approval of the request to remove the tree.

b. 5493-A Paseo Del Lago East (Sohn) – Request for Tree Removal – Southern Magnolia (2)

Recommendation: the Committee unanimously recommended denial of the request to remove the trees. At the time of inspection, the trees were in good health and were properly placed. The Committee would reconsider if provided with a doctor's note stating allergies to specific tree.

c. 5503-C Paseo Del Lago West (Kang) – Request for Tree Removal – Rusty Leaf Fig

Recommendation: the Committee unanimously recommended denial of the request to remove the tree. At the time of inspection, there was no visible structural damage, and the tree was not overgrown. Staff will root prune the tree to prevent damage to sidewalk.

d. 5272 Avenida Del Sol (Lee) – Request for Tree Removal – California Sycamore

Recommendation: the Committee unanimously recommended denial of the request to remove the tree. At the time of inspection, the tree was in good condition and well placed. Staff will trim on schedule.

e. 3487-A Calle Azul (Klein) – Request for Tree Removal – Spotted Gum

Recommendation: the Committee unanimously recommended denial of the request to remove the tree. Trees should not be removed because of view obstruction, as stated in the Mutual's Tree Removal Guidelines.

f. 5561-B Via Portora (Yun) – Request for Tree Removal – Weeping Fig

Recommendation: the Committee unanimously recommended the denial of the request to remove the tree with the following direction to Staff: reline the sewer at the Mutual's expense and trim on regular trim cycle.

Items for Future Agendas:

12. UgMO – Soil Sensor Pilot Project (January 2018)

13. Review of 2017 Landscape Division Accomplishments (January 2018)

14. 2018 Vision for Landscape Division (January 2018)

15. Species Sensitive Trimming Cycle (February 2018)

16. Tree Topping Policy (February 2018)

17. Landscape Manual Update (February 2018)

Concluding Business:

18. Committee Member Comments

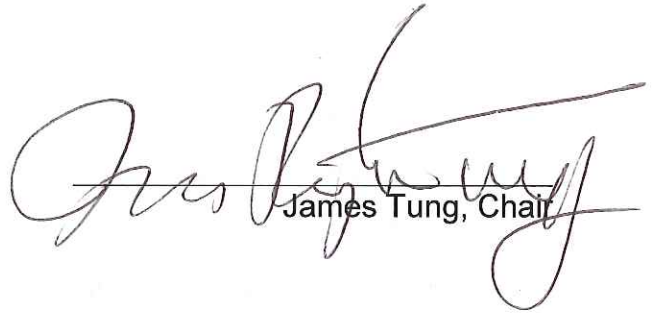
There were none.

19. Date of the Next Meeting – January 4, 2018

The date of the next meeting of the Third Laguna Hills Mutual Landscape Committee is scheduled for Thursday, January 4, 2018 at 9:00 a.m. in the Board Room of the Corporation's principal offices, 24351 El Toro Road, Laguna Woods, California.

20. Adjournment

Chair Tung adjourned the meeting at 10:34 a.m.



James Tung, Chair



STAFF REPORT

DATE: January 4, 2018
FOR: Landscape Committee
SUBJECT: UgMO – Soil Sensor Pilot Project Update

RECOMMENDATION

Receive and file this report.

BACKGROUND

Beginning in May 2017, a pilot project was initiated evaluating UgMO brand wireless soil moisture sensors as an alternative means of irrigation control. These sensors are currently being used to control two turf locations; one within Gate 11 (4020 Calle Sonora) and another in Gate 14 (5279 Pina).

DISCUSSION

Water use data has been collected for May through October 2017 (ATT-1) reveals a total average savings of 22 percent at the Pina location and 17 percent at Calle Sonora location as compared to similar locations under the control of staff. The average savings at the Pina location increased by 1 percent from the previous month while the water use remained the same as the staff controlled areas at the Calle Sonora location for the prior month. The reduced savings for the previous month are likely a result of the UgMO watering levels being reduced via programming changes made by UgMO technicians to match the reduction of one watering day per week of the comparable locations by staff. Had the changes not been made by the UgMO technicians, staff controlled sites would have likely shown a water consumption less than the UgMO sites.

Meter Location	Average Savings in Hundreds of Cubic Feet (CCF)			
	Rainbird Scheduled CCF	UgMO Actual CCF	Difference in CCF	Savings in %
5279 Pina	205.340	177.406	100.331	22%
4020 Calle Sonora	475.356	386.356	69.754	17%

Staff is concerned with the reduced visual appearance and dry areas of the turf being watered by UgMO sensors (ATT-2). Based on their findings, staff believes additional watering is necessary to maintain visual appearance and health of the turf. Staff will continue to monitor and report results to the Committee for the test areas throughout the 12 month pilot program.

FINANCIAL ANALYSIS

Per the contract, UgMO will receive 80 percent of the savings based on the level of gallons per sensor per month. For the period of May through October 2017, the fees to UgMO would be approximately \$1,700.

Prepared By: Mindra Fielding, Landscape Management Analyst

Reviewed By: Bruce Hartley, General Services Director

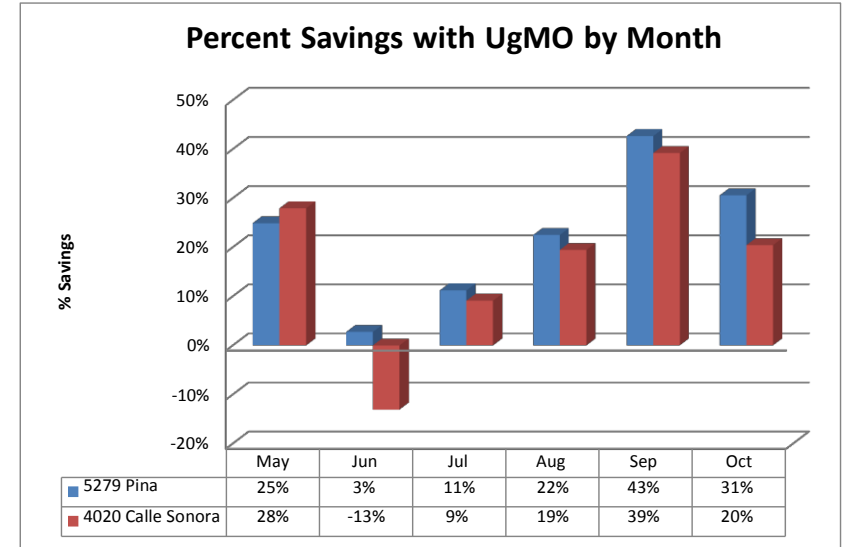
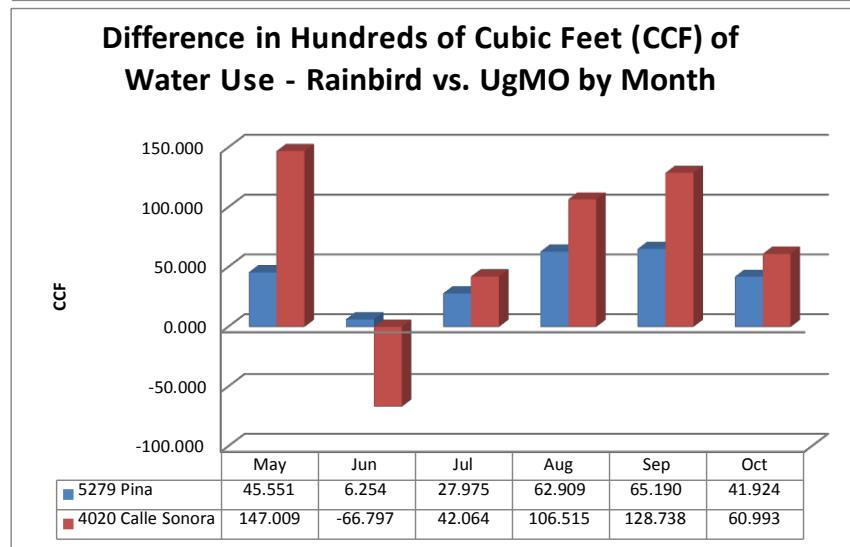
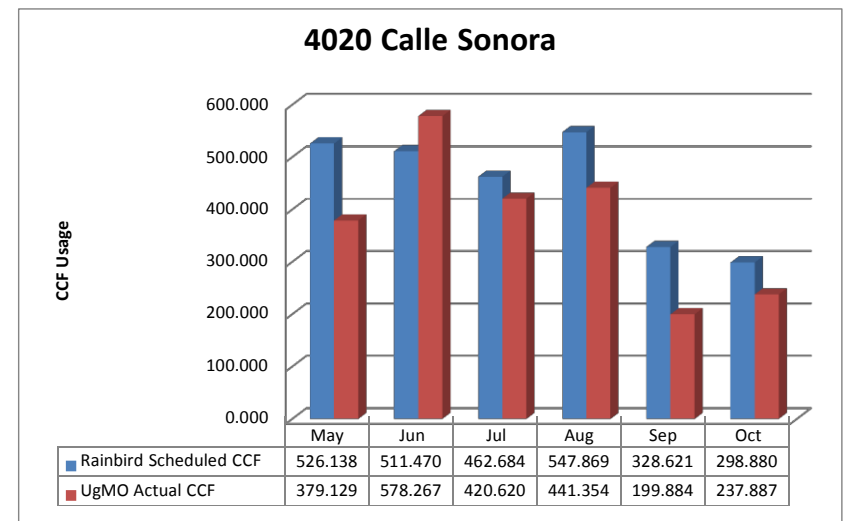
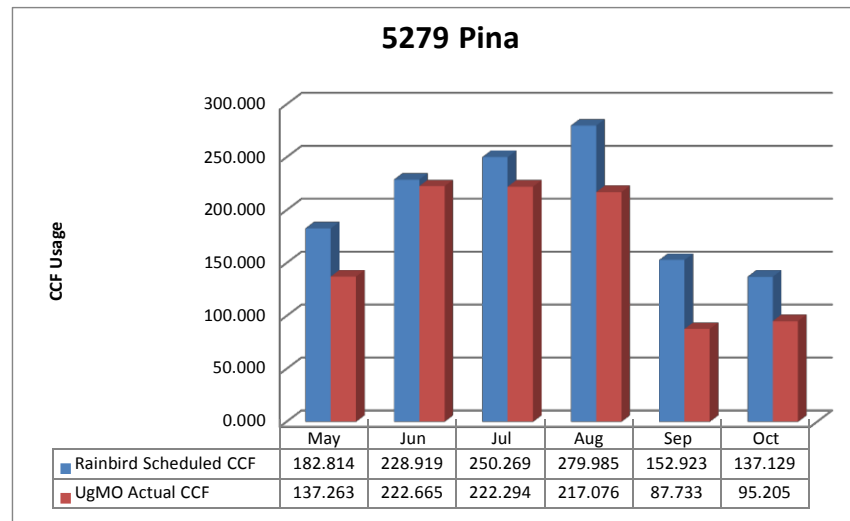
Lori Moss, Community Manager

ATTACHMENT(S)

ATT-1: Comparison of Rainbird Scheduled Water Use vs. UgMO Actual Water Use

ATT-2: Photographs

Third Mutual Water Use Comparison **Rainbird Scheduled vs. UgMo Soil Sensor Actual**



UgMO 5279 Sensor - Back Area



(Taken: 09/11/2017)



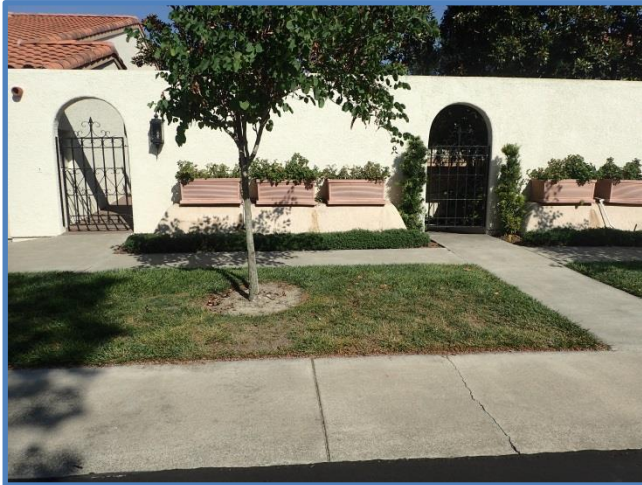
(Taken: 12/19/17)

Rainbird 5228 - Back Area



(Located close to UgMO meter)

UgMO 4020 Sensor – Front Area



(Taken: 09/11/2017)



(Taken: 12/19/17)

Rainbird 4119 – Front Area



(Located close to UgMO meter)



STAFF REPORT

DATE: January 4, 2018
FOR: Landscape Committee
SUBJECT: 2017 Landscape Division Accomplishments & Vision for 2018

RECOMMENDATION

Receive and file the report.

DISCUSSION

2017 was a very challenging year for the Landscape Division. From the easing of the drought, to the heavy winter storms, nature played a significant role in the performance of the Division. Work requests increased dramatically in number and maintenance programs fell behind. Over the course of the year, work steadily progressed toward re-establishing traditional service levels. Late in the year, the Landscape Department was moved into the General Services Department as a Division.

The major accomplishments of the Division in 2017, as it relates to Third Mutual, were:

- Rapid and effective response to winter storms and the resulting flooding and large quantities of downed trees, tree limbs and debris.
- Completion of significant turf reduction/water saving landscape projects
- Achievement of 100% recycling of all greenwaste generated in the Village
- Completion of several smaller landscape renovation projects
- Implementation of the 'ArborPro' tree management software

The 2018 Vision for the Landscape Division will focus on four key areas:

- Develop the Landscape Division Leadership Team
 - Fill vacant Landscape Manager position
 - Fill vacant Landscape Supervisor positions
 - Establish goals & objectives to focus efforts
 - Mentor the team to raise the level of individual success
- Improve customer service to residents
 - Complete the backlog of uncompleted work and unfulfilled promises
 - Achieve faster response to calls, e-mails and letters from residents
 - Re-establish and meet maintenance schedules
- Develop and implement more efficient approach to work
 - Purchase more specialized mowers; some that are smaller and others that pick up clippings
 - Expand the use of pre-emergent herbicides to break the 'weed cycle'

Third Laguna Hills Mutual
2017 Landscape Division Accomplishments & Vision for 2018
January 4, 2018

- Create a new GRF landscape maintenance crew to allow mutual crews to focus on mutual maintenance cycles and not be re-directed for routine tasks and special projects at GRF facilities
- Establish more field staff accountability and improved efficiencies
- Evaluate how work tasks are accomplished and ways they could be improved
- Communication
 - Publish in printed media and post on the Village website; landscape maintenance, specialty maintenance and tree trimming schedules
 - Utilize Village Television to reach out to residents with timely information and educational segments on key topics, i.e. drought tolerant plants, water restrictions, new maintenance practices, emerging pest problems, etc.

FINANCIAL ANALYSIS

None

Prepared By: Bruce Hartley, General Services Director

Reviewed By: Lori Moss, Community Manager



STAFF REPORT

DATE: January 4, 2018
FOR: Landscape Committee
SUBJECT: 2017 Landscape Work Request Volume Analysis

RECOMMENDATION

Receive and file this report.

BACKGROUND

Work Orders (tickets) are generated to track all resident requests and specific tasks for the Landscape Division in the following work centers: Grounds Maintenance, Irrigation, Pest Control, and Tree Maintenance. Statistics reflecting ticket volumes by work center and specific tasks comparing previous years to 2017 (through November) have been provided to the Committee for review (ATT-1). This information will be updated and presented to the Committee periodically to monitor the effectiveness of the Landscape Department.

DISCUSSION

The total ticket volume for the Landscape Division was analyzed based on work areas (sections) throughout Laguna Woods Village and by work centers, comparing previous year's volume to this year's volume through November. This data reflected much higher ticket volumes in 2017 than previous years. The Landscape Division has received 19,213 total tickets to date, as compared to 13,449 for all of 2016 and 12,746 for 2015. Historical trends representing total ticket volumes by work center from 2010 to present were presented.

In addition, total ticket volumes per specific task were analyzed comparing previous years' quantities. This data reflected an overall increase in ticket volumes for most tasks in 2017. Sidewalk Cleaning, Plant Replacement, and Sprinkler Revision/Addressed were the tasks showing higher volumes in previous years. Historical data representing total ticket volumes by specific task from 2010 to present for Third Mutual ticket volumes was presented showing similar trends.

The Shrub-Bed ticket volumes show a direct correlation in ticket volume with Grounds Maintenance being behind in traditional pruning cycles for 2017. Staff continues to work diligently to return the pruning cycles to the 5.5 cycles per year accomplished in the past. The Tree Maintenance work center has received 1,707 tickets compared to 247 in 2016 and 581 in 2015. Tree Maintenance staff, still behind schedule due to the time lost as a result of the winter storm cleanup, are working hard to return to the 34 month trimming cycle.

FINANCIAL ANALYSIS

None

Third Laguna Hills Mutual
2017 Landscape Work Request Volume Analysis
January 4, 2018

Prepared By: Mindra Fielding, Landscape Management Analyst

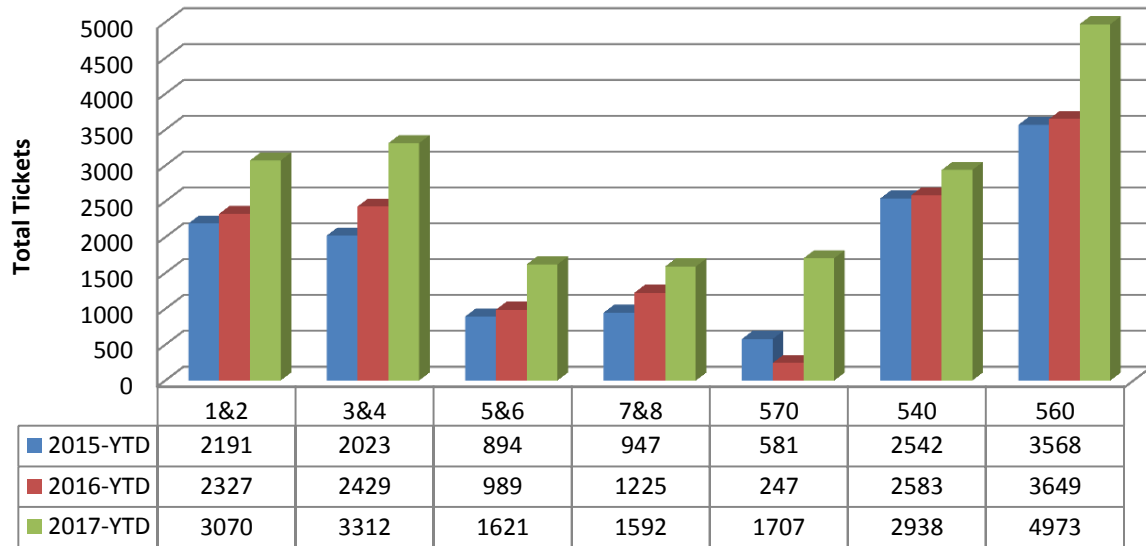
Reviewed By: Bruce Hartley, General Services Director

Lori Moss, Community Manager

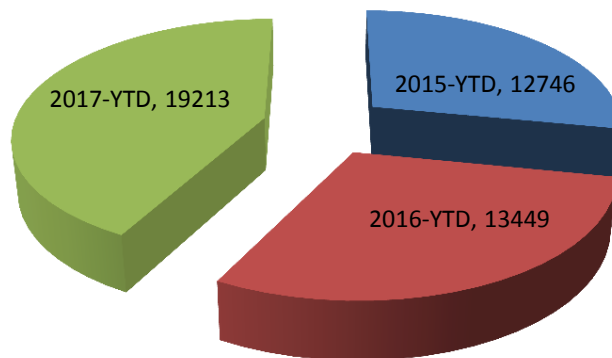
ATTACHMENT(S)

ATT-1: Landscape Work Request Comparison

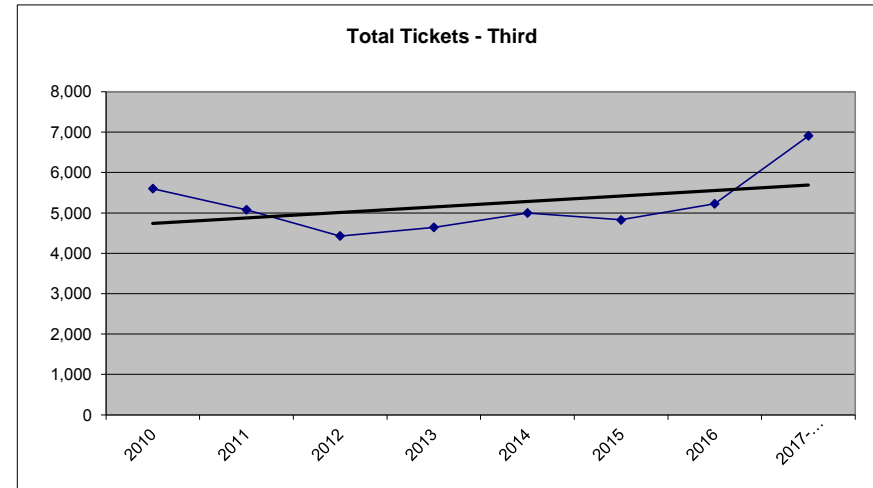
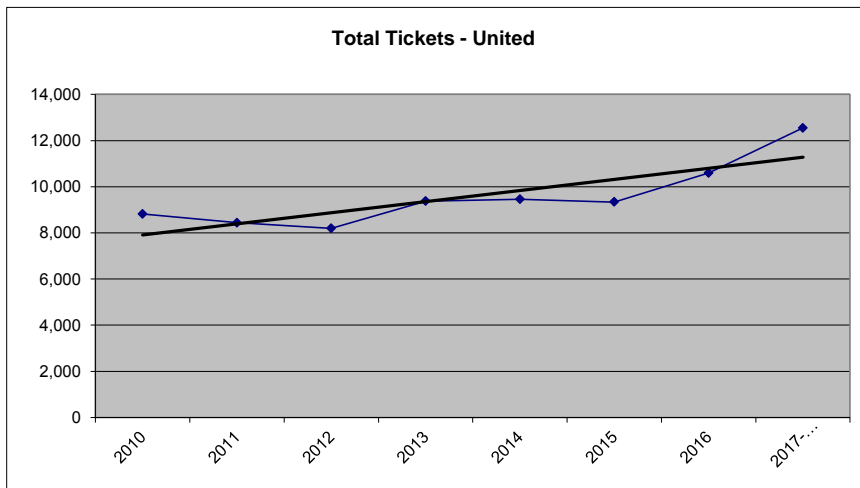
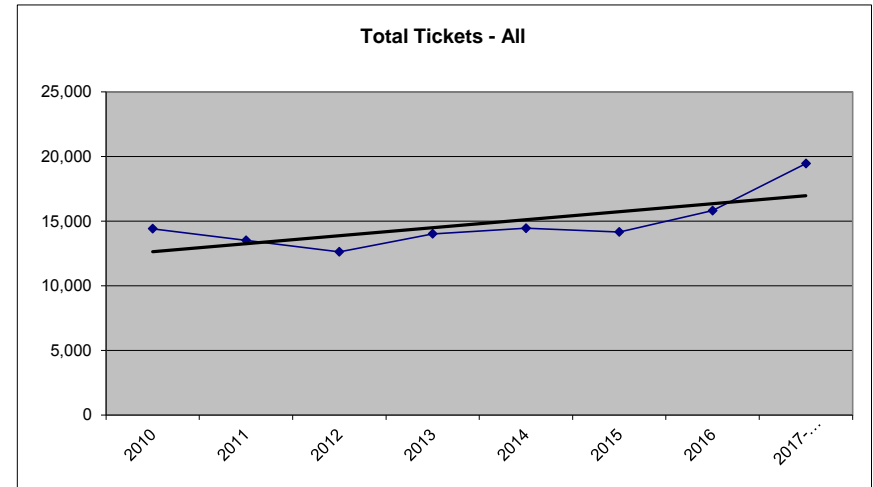
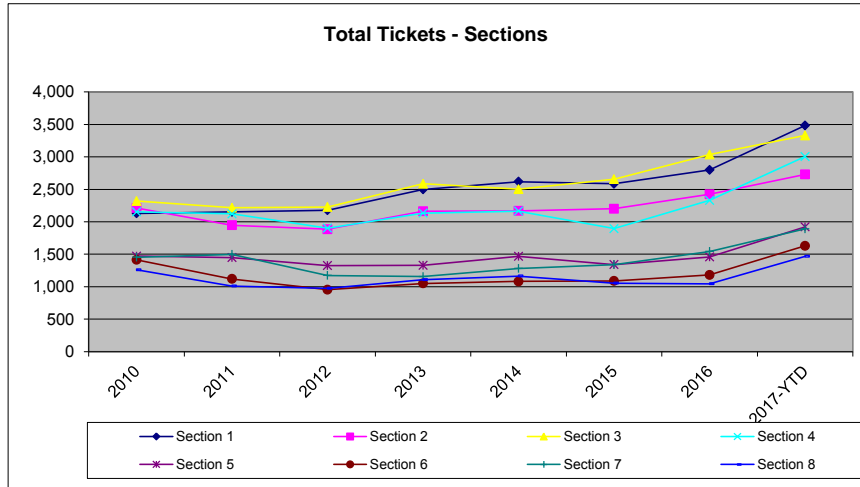
Landscape Division Total Ticket Comparison by Section YTD thru November 2015-2017



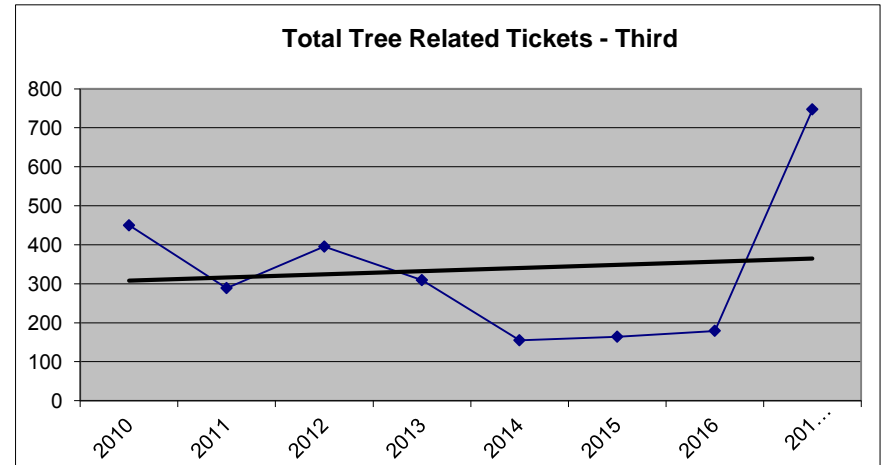
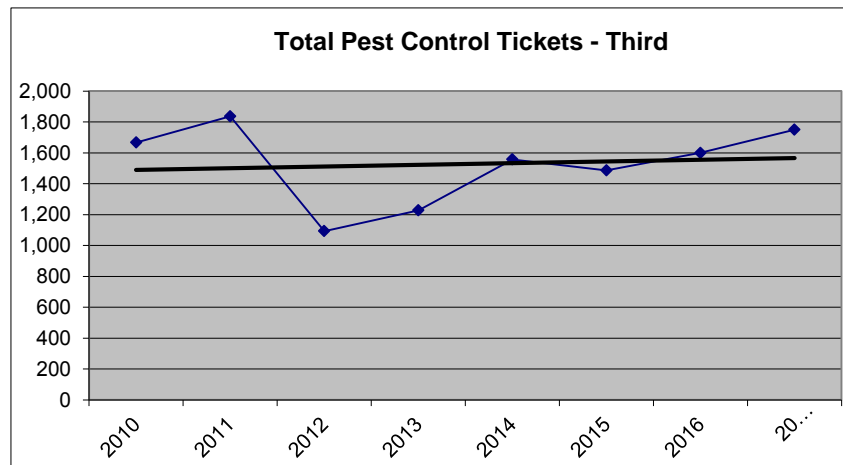
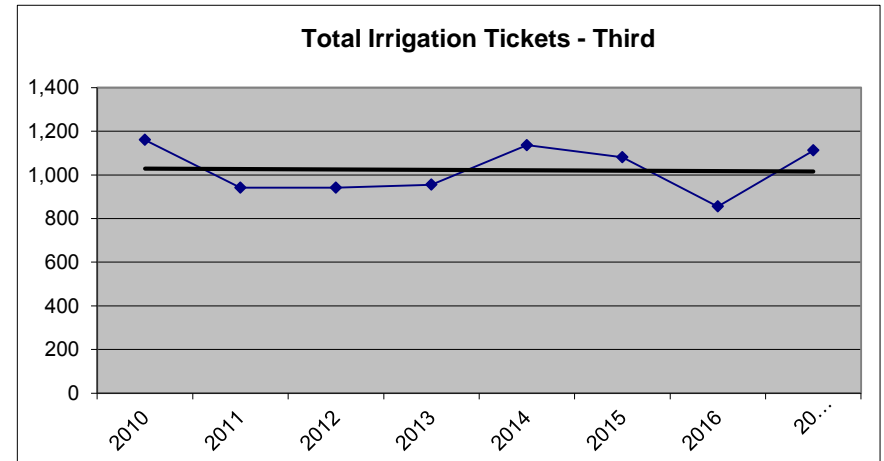
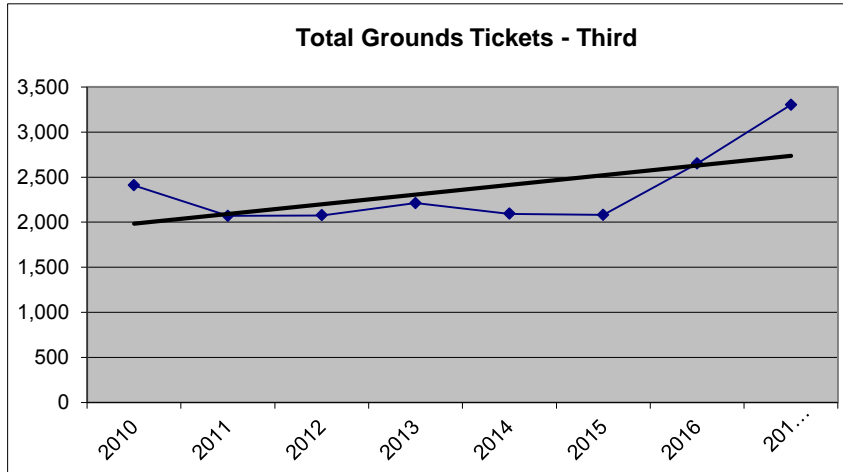
Landscape Division Year-to-Date thru November Total Tickets Comparison



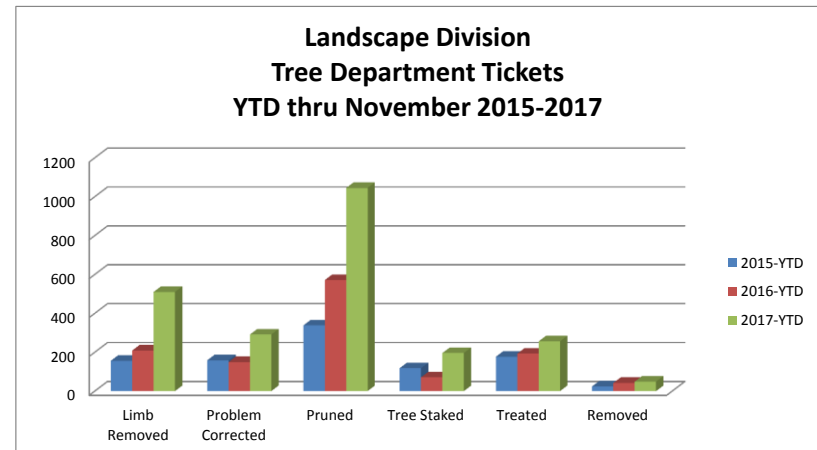
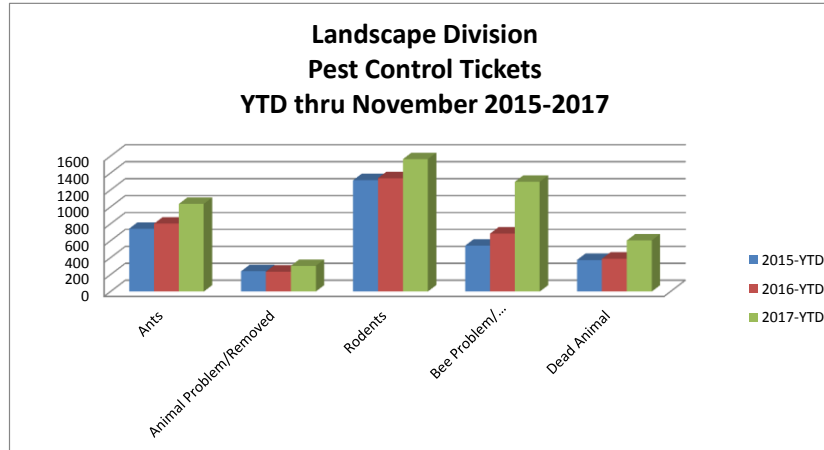
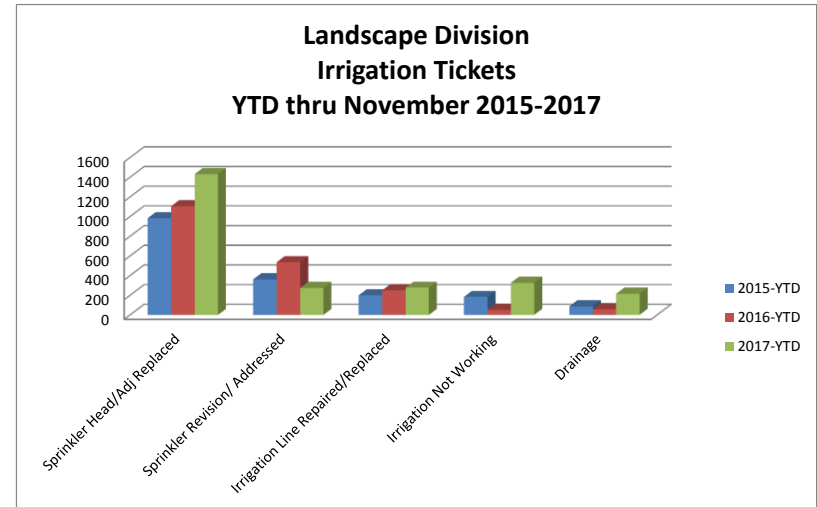
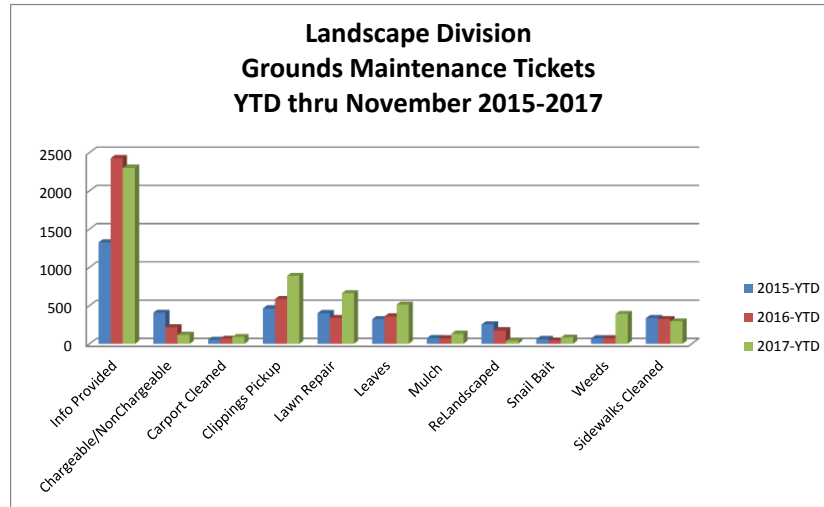
**Landscape Division
Total Tickets
2010 thru November 2017**



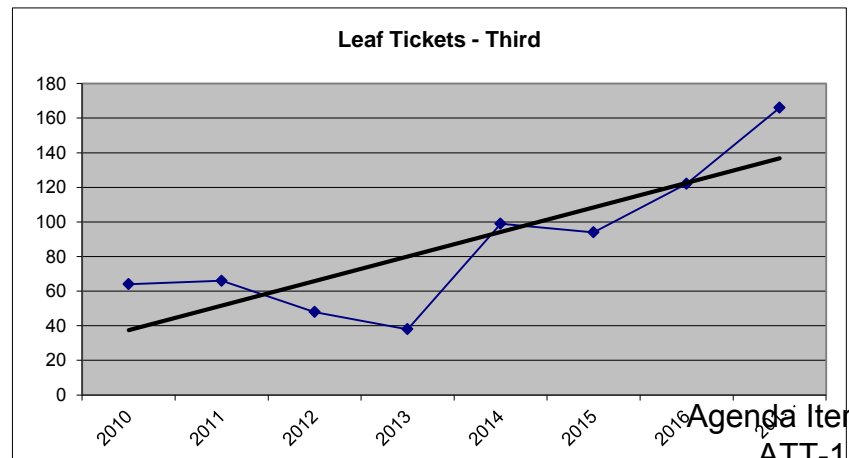
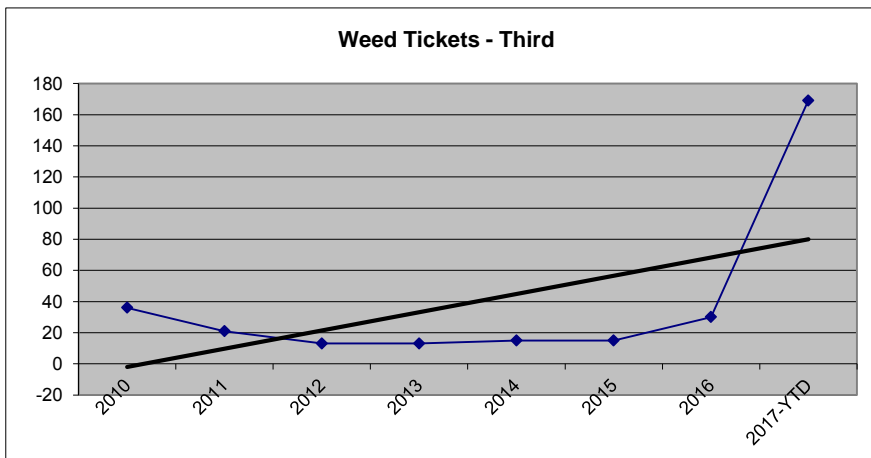
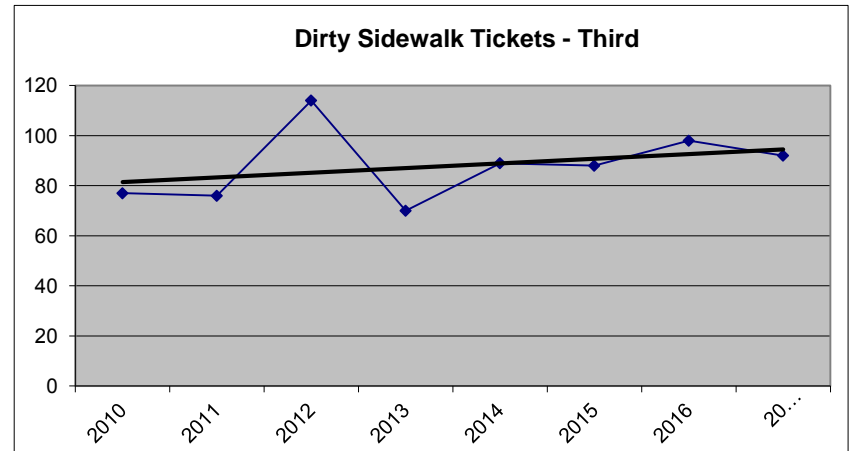
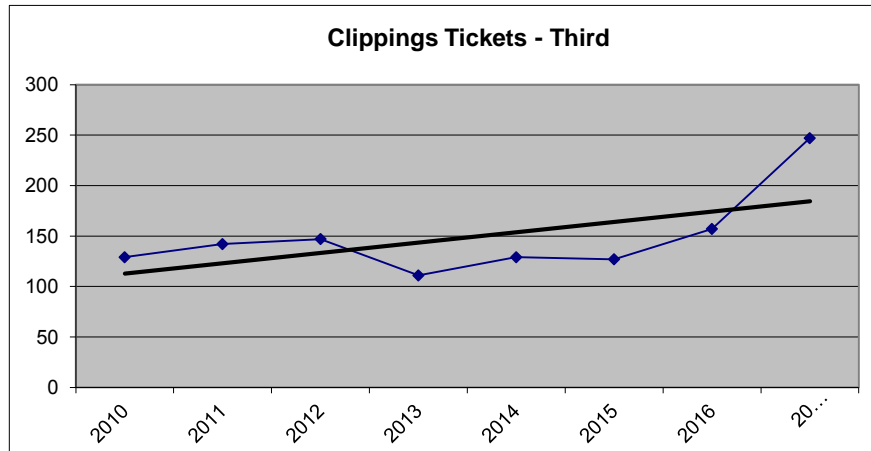
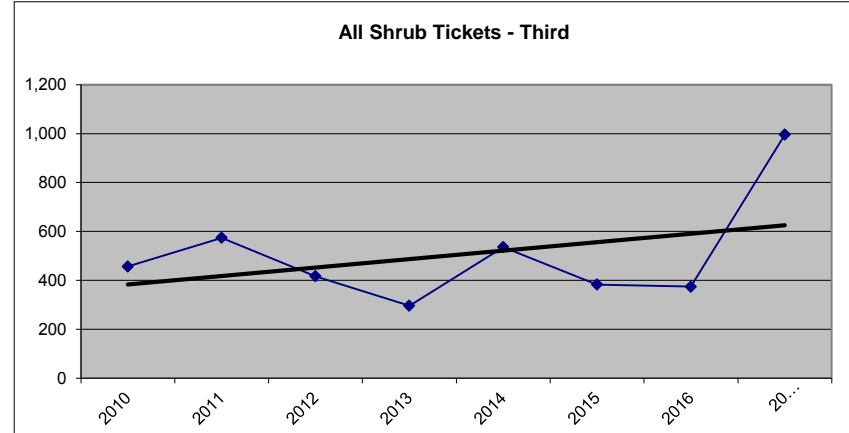
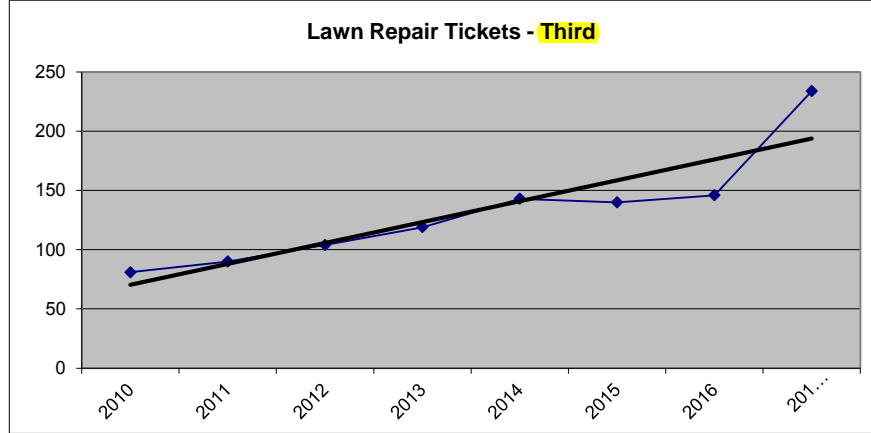
**Landscape Division
Third Mutual
Total Tickets by Department
2010 to November 2017**



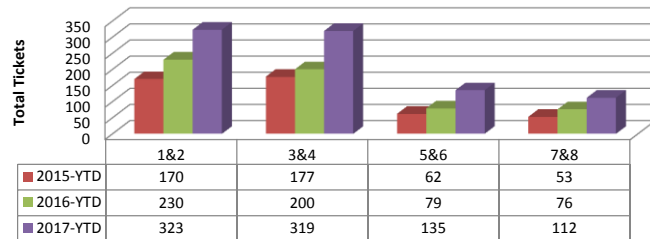
**Landscape Division
Requested Tickets by Department
YTD Comparison 2015-2017**



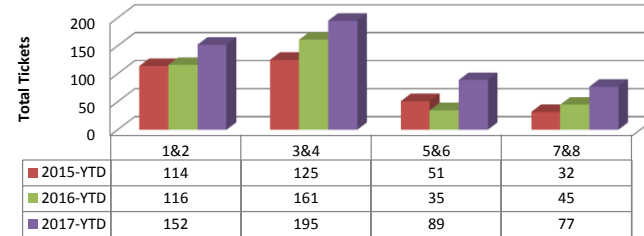
**Grounds Maintenance
Third Mutual
Total Tickets by Request
2010 to November 2017**



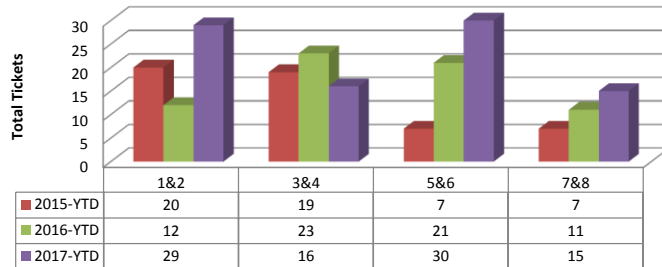
**Grounds Maintenance
Clipping Tickets
YTD thru November 2015-2017**



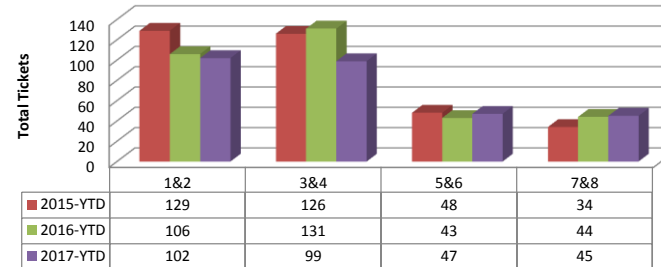
**Grounds Maintenance
Leaves Pickup Tickets
YTD thru November 2015-2017**



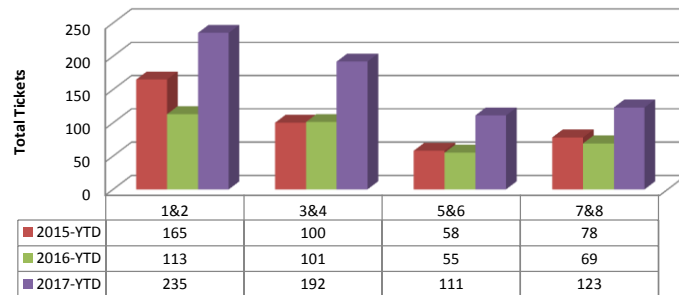
**Grounds Maintenance
Carports Tickets
YTD thru November 2015-2017**



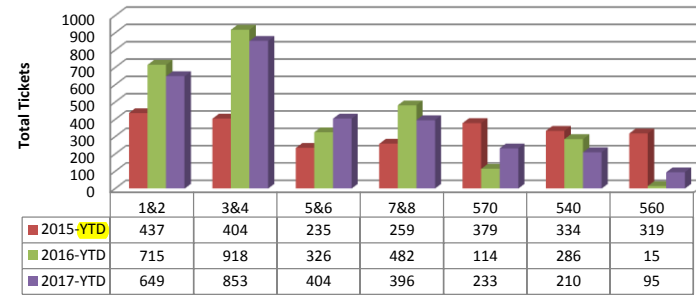
**Grounds Maintenance
Sidewalks Cleaned Tickets
YTD thru November 2015-2017**



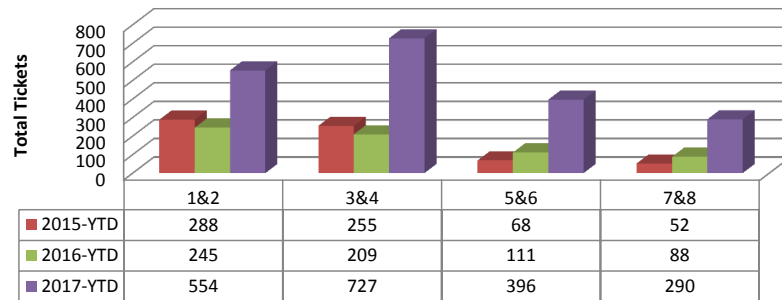
**Grounds Maintenance
Lawn Repair Tickets
YTD thru November 2015-2017**



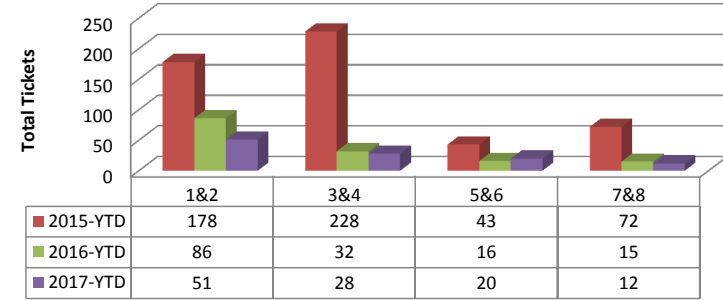
**Landscape Division
Information Provided Tickets
YTD thru November 2015-2017**



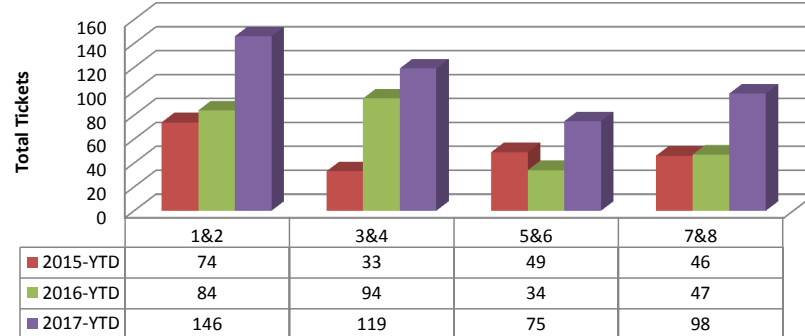
**Grounds Maintenance
Shrubs Pruned Tickets
YTD thru November 2015-2017**



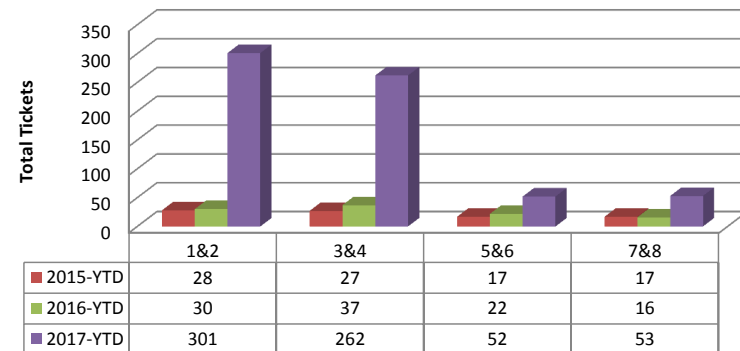
**Grounds Maintenance
Shrubs Replaced Tickets
YTD thru November 2015-2017**



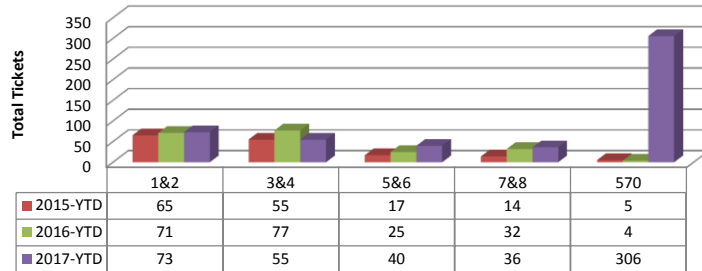
**Grounds Maintenance
Shrubs Treated Tickets
YTD thru November 2015-2017**



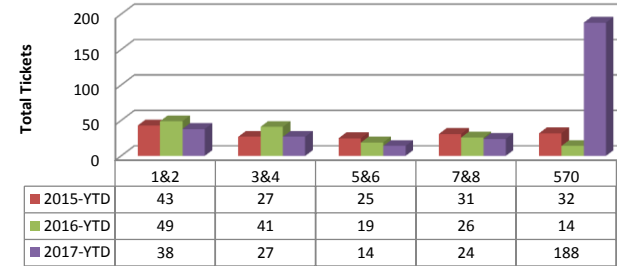
**Grounds Maintenance
Shrubs Addition Tickets
YTD thru November 2015-2017**



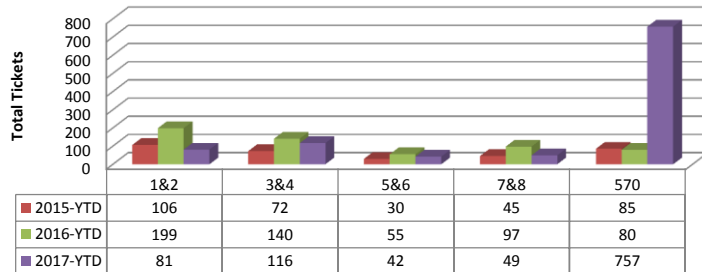
**Landscape Division
Tree Limbs Removed Tickets
YTD thru November 2015-2017**



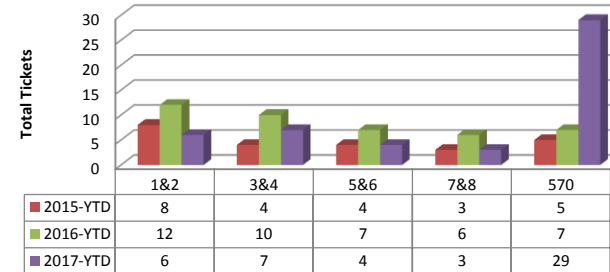
**Landscape Division
Tree Problem Corrected Tickets
YTD thru November 2015-2017**



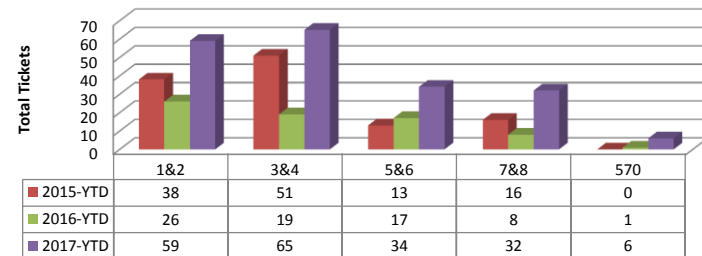
**Landscape Division
Trees Pruned Tickets
YTD thru November 2015-2017**



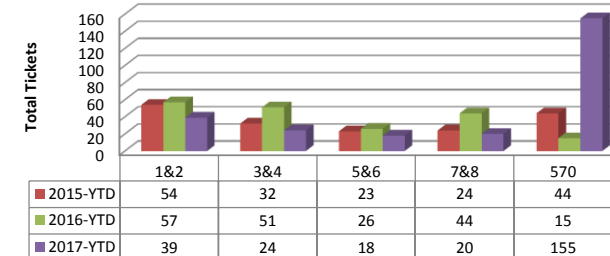
**Landscape Division
Trees Removal Tickets
YTD thru November 2015-2017**



**Landscape Division
Trees Staked Tickets
YTD thru November 2015-2017**



**Landscape Division
Trees Treated Tickets
YTD thru November 2015-2017**





STAFF REPORT

DATE: January 4, 2018
FOR: Landscape Committee
SUBJECT: Tree Removal Request – 5585-B Via Dicha (Gilad) – Fern Pine

RECOMMENDATION

Staff recommends denial of the request for removal of the tree, and scheduled trimming during the normal trim cycle with an evaluation for root pruning.

BACKGROUND

Mr. Gilad purchased the manor in September 2015. He is requesting the removal of a Fern Pine, *Afrocarpus gracilior*, tree located at the front of the manor (ATT-1). The reasons cited by him for the removal are structural damage to the adjacent sidewalk making it unsafe to walk and the roots are too close to the house. No other manors are affected.

The tree was pruned in August 2015 and is scheduled for pruning again in approximately August 2018.

DISCUSSION

Currently the tree is in fair condition and well-placed with no visible pests, disease, missing areas of bark, cavities, cankers or cracks in the trunk. There is some surface rooting, minimal sidewalk damage and evidence of previous sidewalk grinding.

FINANCIAL ANALYSIS

The cost to remove the tree is estimated at \$850, cost to trim is estimated at \$300, and the estimated value is \$3,708 based on the ArborPro tree inventory.

Prepared By: Bob Merget, Landscape Supervisor

Reviewed By: Lori Moss, Community Manager

Bruce Hartley, General Services Director

ATTACHMENT(S)

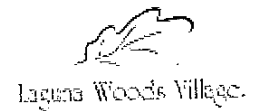
ATT-1: Photographs

ATT-2: Mutual Landscape Request Form

Third Laguna Hills Mutual
Tree Removal Request – 5585-B Via Dicha (Gilad) – Fern Pine
January 4, 2018



NOV 16 2017



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.

5585-B Via Dicha
Address

11/16/17
Today's Date

REBECA & Amikam Glad
Resident's Name

(949) 452-0464
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): _____

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.

The tree and its roots are too close to the house and walkway. It has become very dangerous to walk on cracked & lifted slabs.

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
is the +				
Does not				
neighbors				

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

Acknowledgement - Owner

By signing, you are acknowledging this request.



Owner's Signature

Rebeca Gilad

Owner's Name



STAFF REPORT

DATE: January 4, 2018
FOR: Landscape Committee
SUBJECT: Tree Removal Request – 5412 Via Carrizo (Kim) – American Sweet Gum (2)

RECOMMENDATION

Staff recommends:

1. Denial of the request for removal of one of the trees (Tree S-7 as shown in ATT-1) and
2. Schedule trimming as needed during normal trim cycle; and
3. Approve the removal of the second tree (S-8 as shown in ATT-2) during the normal trim cycle.

BACKGROUND

Mr. Kim purchased the manor in June 2012. He is requesting the removal of two American Sweet Gum, *Liquidambar styraciflua*, trees. One is located on the side of the manor (ATT-1) and the other is more to the rear of the manor (ATT-2). The reasons cited are that the trees are overgrown, they are causing structural damage, they are in poor condition, and are dropping excessive litter/debris. The only neighbor affected by the potential removal of the tree signed the landscape request in support of removal.

The tree was pruned last in July 2015 and is scheduled for pruning again in approximately July of 2018.

DISCUSSION

Currently the tree growing to the side of the manor, listed as Tree S-7 by the ArborPro inventory, is in fair condition and well-placed with no visible pests, disease, missing areas of bark, cavities, cankers or cracks in the trunk; and no visible damage to structures was observed. The leaf and fruit litter, while significant, is not excessive for the species, and is seasonal (ATT-1).

The second tree, listed as Tree S-8 in the ArborPro inventory, is in poor condition. The tree has been attacked by the Polyphagous Shot Hole Borer, which transmits a disease to the tree that causes die back of the branches and results in the eventual death of the tree. This tree has had prior trimming to remove dead branches, resulting in the atypical growth habit of the tree. Although at the time of inspection the Arborist found no structural damage, the tree is in decline and it is recommended that it be removed (ATT-2).

FINANCIAL ANALYSIS

The cost to remove the tree in fair condition (ATT-1) is estimated to be \$600. The cost to trim this tree is estimated at \$250 with an estimated value of \$2,582, based on the ArborPro tree inventory.

The cost to remove the tree in poor condition (ATT-2) is estimated to be \$500. The estimated value prior to infection by the borer was \$1,897, based on ArborPro tree inventory.

Prepared By: Bob Merget, Landscape Supervisor

Reviewed By: Lori Moss, Community Manager

Bruce Hartley, General Services Director

ATTACHMENT(S)

ATT-1: Tree recommended to remain

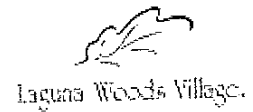
ATT-2: Tree recommended to be removed

ATT-3: Mutual Landscape Request Form





RECEIVED
LANDSCAPE DIVISION



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.

5412 Via Carrizo, L.W. CA 92637
Address

11/29/17
Today's Date

HARRY H. KIM
Resident's Name

(714) 742-5344
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): 2 Trees (Maple)

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.

2 maple trees 1) One tree is very poor condition dying

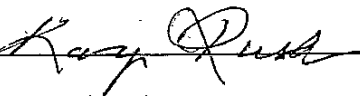
2) Overgrowing and covered 1/4 roof of Manor 5412

Falling leaves are piled up gravel & Tar flat roof

3) Falling seeds sound like dropping rock on roof.

Signatures of All Neighbors Affected By This Request

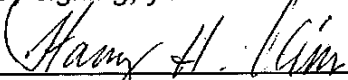
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
	5411	X		

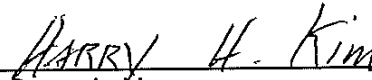
(Please attach a separate sheet if more signatures are necessary.)

Acknowledgement - Owner

By signing, you are acknowledging this request.



Owner's Signature



Owner's Name

1