



**OPEN MEETING**

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

**Thursday, August 2, 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 July 5, 2018
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. Irrigation Status Report
10. Project Log

**Items for Discussion and Consideration:**

11. Landscape Alteration Request – 5202 Avenida Despacio
12. Tree Removal Requests
  - a) 4007-2G Calle Sonora (Lai)
  - b) 3138-C Via Vista (Hurst)
  - c) 3166-B Alta Vista (Hirsén)
  - d) 5567-A Via Portora (Ho)

**Items for Future Agendas:**

13. Tree Trimming Policy for Solar Panels
14. 'Yellow Stake' Program

**Concluding Business:**

15. Committee Member Comments
16. Date of Next Meeting – September 6, 2018
17. Adjournment

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

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**OPEN MEETING**

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

Thursday, July 5, 2018 – 9:00 a.m.

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

**MEMBERS PRESENT:** James Tung – Chair, Jules Zalon – Co Chair, John Frankel, Roy Bruninghaus, Violet Lawrence (Advisor)

**MEMBERS ABSENT:** Jack Connelly

**OTHER DIRECTORS:**

**STAFF PRESENT:** Bruce Hartley, Larry Hernandez, Bob Merget, Becky Jackson, Kelli Newton

**1. Call to Order**

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

**2. Acknowledgement of Media**

No media was present.

**3. Approval of the Agenda**

The title of Item #9 was changed to 'Landscape Renovation Project Update' and Item #15 was added, titled 'Supplemental Funding Request for Fuel Modification'

The amended Agenda was approved by consensus

**4. Approval of Meeting Report for June 7th, 2018**

The Committee report was approved by consensus without objection.

**5. Chair's Remarks**

Chair Tung commented regarding the request for benches at West Creek. GRF M&C Committee directed that two benches be added in the West Creek area.

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

- Judith Hurst (3138-C) spoke regarding damage from a ficus tree to her patio pavers.
- Wan Chi Lai (4007-2G) had submitted a petition to remove a tree. It was not on the agenda.
- Eileen Lazar (5220) asked about extra maintenance being performed in the Gate 11 area.
- Costeens (3436-P) spoke about potholes on Avenida Sosiega.

**7. Response to Member Comments**

Mr. Hartley responded to Ms. Hurst and Ms. Lai on tree removal; Lai's tree removal request was received after deadline and will be on the next agenda. He also addressed Mr. Costeen's issues regarding potholes.

Larry Hernandez responded to Ms. Lazar regarding schedules.

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

Mr. Hartley commented the main focus of the Landscape Division right now is meeting schedules and staying consistent with the work. He spoke regarding staffing levels. He informed the Committee that the pesticide use topic will be discussed at a special United Landscape Committee meeting on July 19, 2018.

### **Consent:**

None

### **Reports:**

#### **9. Water Efficient Landscape Project update**

Mr. Hartley commented on the completion of the Gate 9 entrance project. The next project will be the Gate 11 –Pina slope.

All three projects will be completed by in-house staff with projected completion by end of 2018. Eileen Lazar (5220) requested the replacement of two trees within the project area that had died. Committee and staff agreed.

#### **10. Fire Risk Management Update**

Mr. Hartley commented regarding OCFA visits to the community and that staff had communicated the proposed plan to address high risk fire areas with contract work beginning in the next 30 days.

Advisor Violet spoke on the idea of using goats for vegetation management as the City of Laguna Beach does.

Doug Gibson and Eileen Lazar spoke about Gate 11 area brush.

### **Items for Discussion and Consideration:**

#### **11. UgMo Soil Moisture Sensor Program**

Mr. Hartley provided background on the test project for managing irrigation via moisture sensors and the high cost of the proposed shared savings program offered by Sustainability Partners, LLC. He said staff does not support the contract and provided detail.

Chair Tung commented on the poor visual quality of the turf area being tested in Gate 14 and that changing to water saving landscape would be a better option via a funded turf reduction program. He stated that appearance is an important factor. Director Zalon commented on UGMO moisture sensor program. Suggested looking at the cost savings from total turf removal similar to a large project called Ocean Ranch.

Motion to 'Recommend to the Board the termination of the contract with Sustainability Partners, LLC' was made by Director Bruninghaus, second by Director Zalon and carried unanimously.

#### **12. Request to Install Pavers – 3197-B (Nicholson) –**

Mr. Hartley provided background on the request. Suggested the request come to the Landscape Committee first then to the Architectural Controls and Standards Committee.

Resident Nicholson spoke in support of his request explaining the need and proposed to make all improvements at his own expense.

Motion made by Director Bruninghaus to 'Approve; subject to the approval of the Architectural Committee', second by Director Zalon approved unanimously.

#### **13. Appeal – Denial of Tree Removal Request (Kawamoto) 5450 Calle Pico**

Mr. Hartley provided background on request and previous Committee denial. He stated the



Committee previously visited site and determined tree was not causing any damage. Howard Kawamoto spoke; asking Committee to reconsider the tree removal. He offered to pay for tree removal and replacement. Director Zalon made a motion to deny the appeal; second by Director Bruninghaus, approved by Committee unanimously.

#### **14. Tree Removal Requests**

- a. **3217-B Via Carrizo (Cohen)** – Mr. Cohen commented on the Olive tree. Stating: Produces enormous amount of debris. Olives are slippery. Previous owner has slipped on the olive debris. Signatures from other owners wanting tree removed. Spends 2 hours per day sweeping up debris and should not have to. Olives drop for a few months during the year. (Resident of 3218-B ( Pat). Sandra Cohen (3217-B) spoke on health issues and does not want the risk of falling due to the tree debris. Director Bruninghaus made a motion to deny the removal, but allowing the Member to have the tree sprayed to suppress the olives one time per year at Member's expense, second by Director Zalon, passed unanimously.
- b. **3436-P Bahia Blanca West (Costeens)** Mr. Costeens spoke, stating the tree is blocking views and creates excessive debris. Director Bruninghaus made a motion to deny the request, second by Director Zalon, passed unanimously. Staff agreed to thin out the tree within the next 30-60 days.
- c. **2192-E Via Mariposa East (Lu)** – Motion made by Director Bruninghaus to approve tree removal, second by Director Zalon, approved unanimously by the Committee.

**15. 'Supplemental Funding Request for Fuel Modification'** Mr. Hartley provided background on fire risk reduction cost quote for immediate attention to high fire risk areas identified by OCFA. A request for \$55,000 in funding was presented. Director Bruninghaus made a motion to recommend to the Board the award of a contract to Brightview Landscape and supplemental funding in the amount of \$200,000, second by Director Zalon, approved unanimously by the Committee

#### **Items for Future Agendas:**

- 16. Fire Risk Management (TBD)**
- 17 Slope Renovation Project Updates (TBD)**

#### **Concluding Business:**

##### **18. Committee Member Comments**

Director Zalon commented on improvements being made in cleaning sidewalks. Director Bruninghaus spoke regarding trees.

##### **19. Date of the Next Meeting – August 2, 2018**

**20. Adjournment** Meeting adjourned at 11 a.m.

  
James Tung, Chair  
Third Landscape Committee

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## STAFF REPORT

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**DATE:** August 2, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Irrigation Status Report

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### **RECOMMENDATION**

Receive and file this report.

### **BACKGROUND**

Irrigation water usage and charges for April through September, typically the months with the highest water demand, are provided to the Committee each meeting showing trends from 2015 to present.

### **DISCUSSION**

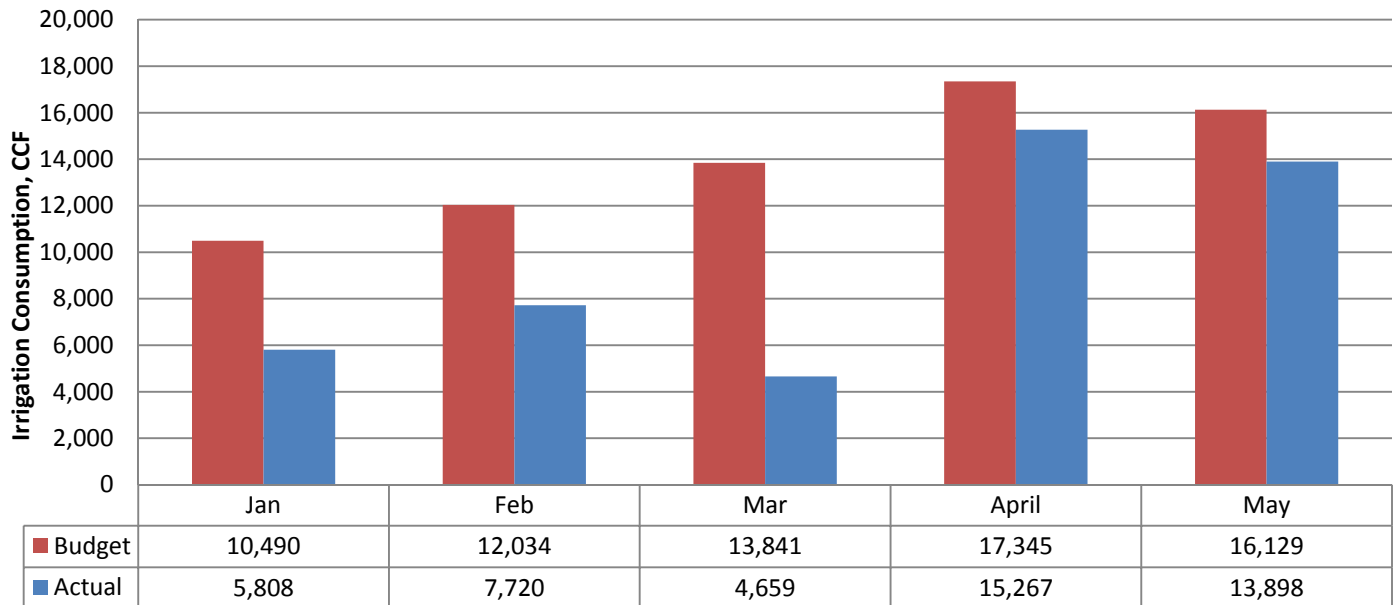
Water use data collected for April 2015 through May 2018 documents that water consumption decreased in 2018 compared to 2017 for April and May, which reflects no drought restrictions as compared to 2015 and 2016 data for the same months. See Attachment 1.

There was no rainfall April 2017 and 2018 and more rainfall in May 2017 compared to May 2018. The evapotranspiration (ET) rates for both months shows a decrease from 2017; meaning that the plants' demand for water was lower. See Attachment 2. The Village computerized irrigation systems use ET to determine the optimum amount to irrigate by calculating the loss of moisture in the soil through evaporation and plant transpiration.

The charts show water consumption in May 2018 was much lower than May 2017 even with the very low 0.33" of rainfall. This is likely due to the weather station in Laguna Woods Village that monitors ET being out of service from May 1, 2018 to July 10, 2018. The ET was entered manually into the irrigation system by staff. Even though this reflects a cost savings in water consumption, there are likely areas of landscape that were stressed due to the lack of water.

The graph below shows that irrigation water applied year-to-date in 2018 for Third Mutual is less than the budgeted amounts.

### Third Mutual - Irrigation Actual vs Budget Consumption January - May Trends for 2018



#### **FINANCIAL ANALYSIS**

The current trend in irrigation water applied shows a savings in cost as compared to the predicted water budget. Depending on the weather experienced in the remaining summer months and any rainfall received in fall and winter, there may be a savings, but it is too early in the year to make an accurate forecast.

**Prepared By:** Mindra Fielding, Landscape Management Analyst

**Reviewed By:** Larry Hernandez, Landscape Manager

Bruce Hartley, General Services Director

#### **ATTACHMENT(S)**

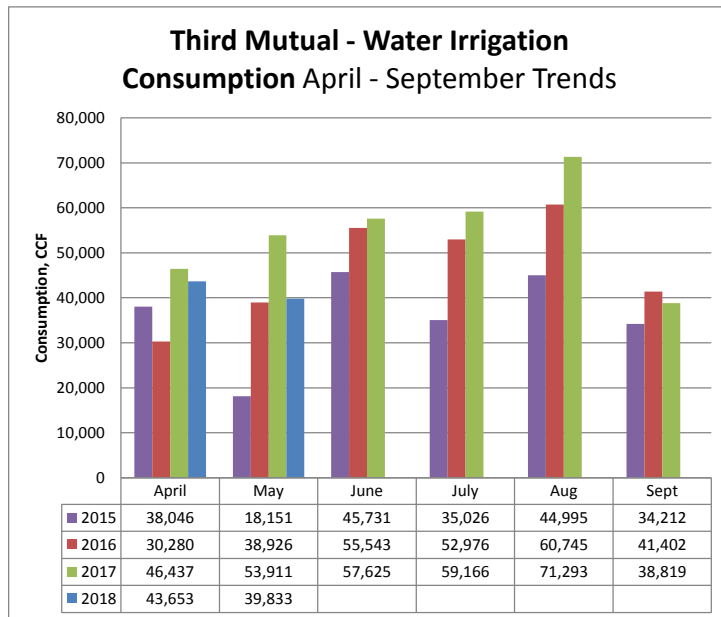
ATT-1: April – September Water Consumption Charts

ATT-2: April – September Rainfall and Evapotranspiration Trends

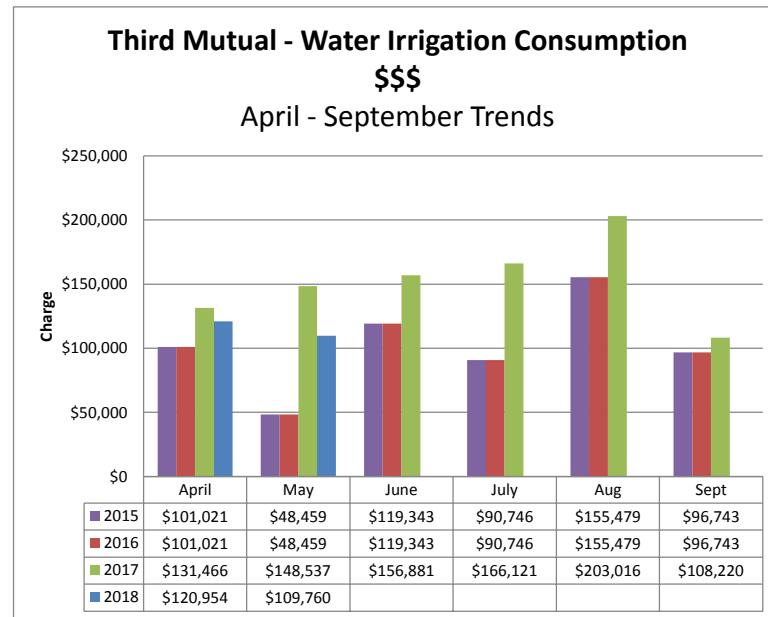
**THIRD MUTUAL  
APRIL - SEPTEMBER WATER CONSUMPTION TRENDS**

ATT-1

Consumption Months			THIRD IRRIGATION CONSUMPTION, CCF							THIRD IRRIGATION CONSUMPTION, \$\$\$							
			Potable Tier				Potable	Recycled	Total Irr	Potable Tier				Drought Penalty	Potable	Recycled	Total Irr
Date	Month	Year	1	2	3	4				1	2	3	4				
Apr-15	Apr	2015		33,301	129	0	33,430	4,616	38,046	\$0	\$89,247	\$650	\$0	\$0	\$89,897	\$11,125	\$101,021
May-15	May	2015		17,464	0	0	17,464	687	18,151	\$0	\$46,804	\$0	\$0	\$0	\$46,804	\$1,656	\$48,459
Jun-15	Jun	2015		33,646	18	0	33,664	12,067	45,731	\$0	\$90,171	\$91	\$0	\$0	\$90,262	\$29,081	\$119,343
Jul-15	Jul	2015		23,455	0	0	23,455	11,571	35,026	\$0	\$62,859	\$0	\$0	\$0	\$62,859	\$27,886	\$90,746
Aug-15	Aug	2015		15,852	3,838	2,649	22,339	22,656	44,995	\$0	\$44,861	\$21,531	\$19,020	\$12,974	\$98,386	\$57,093	\$155,479
Sep-15	Sep	2015		10,394	1,183	193	11,770	22,442	34,212	\$0	\$29,415	\$6,637	\$1,386	\$2,752	\$40,189	\$56,554	\$96,743
Apr-16	Apr	2016		9,030	1,662	548	11,240	19,040	30,280	\$0	\$25,555	\$9,324	\$3,935	\$4,420	\$43,233	\$47,981	\$91,214
May-16	May	2016		8,820	2,254	2,296	13,370	25,556	38,926	\$0	\$24,961	\$12,645	\$16,485	\$9,100	\$63,191	\$64,401	\$127,592
Jun-16	Jun	2016		12,095	3,248	4,961	20,304	35,239	55,543	\$0	\$34,229	\$18,221	\$35,620	\$16,418	\$104,488	\$88,802	\$193,290
Jul-16	Jul	2016		16,669	2,019	401	19,089	33,887	52,976	\$0	\$47,173	\$11,327	\$2,879	\$0	\$61,379	\$86,412	\$147,791
Aug-16	Aug	2016		17,721	2,946	883	21,550	39,195	60,745	\$0	\$50,150	\$16,527	\$6,340	\$0	\$73,017	\$98,771	\$171,789
Sep-16	Sep	2016		11,492	2,309	976	14,777	26,625	41,402	\$0	\$32,522	\$12,953	\$7,008	\$0	\$52,484	\$67,095	\$119,579
Apr-17	Apr	2017		13,231	2,009	691	15,931	30,506	46,437	\$0	\$37,444	\$11,270	\$4,961	\$0	\$53,676	\$77,790	\$131,466
May-17	May	2017		16,554	1,641	304	18,499	35,412	53,911	\$0	\$46,848	\$9,206	\$2,183	\$0	\$58,237	\$90,301	\$148,537
Jun-17	Jun	2017		19,979	1,144	182	21,305	36,320	57,625	\$0	\$56,541	\$6,418	\$1,307	\$0	\$64,265	\$92,616	\$156,881
Jul-17	Jul	2017		19,663	1,796	347	21,806	37,360	59,166	\$0	\$57,219	\$10,920	\$2,714	\$0	\$70,853	\$95,268	\$166,121
Aug-17	Aug	2017		23,201	2,089	437	25,727	45,566	71,293	\$0	\$67,515	\$12,701	\$3,417	\$0	\$83,633	\$119,383	\$203,016
Sep-17	Sep	2017		13,310	734	22	14,066	24,753	38,819	\$0	\$38,732	\$4,463	\$172	\$0	\$43,367	\$64,853	\$108,220
Apr-18	Apr	2018		14,638	536	93	15,267	28,386	43,653	\$0	\$42,597	\$3,259	\$727	\$0	\$46,583	\$74,371	\$120,954
May-18	May	2018		13,488	371	39	13,898	25,935	39,833	\$0	\$39,250	\$2,256	\$305	\$0	\$41,811	\$67,950	\$109,760
Total Irrigation:			0	344,003	29,926	15,022	388,951	517,819	906,770	\$ -	\$ 964,093	\$170,398	\$108,458	\$ 45,664	\$1,288,613	\$1,319,389	\$2,608,002



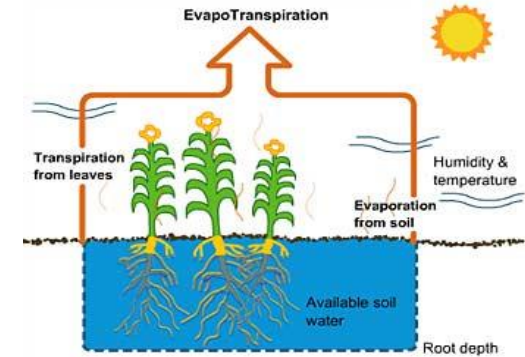
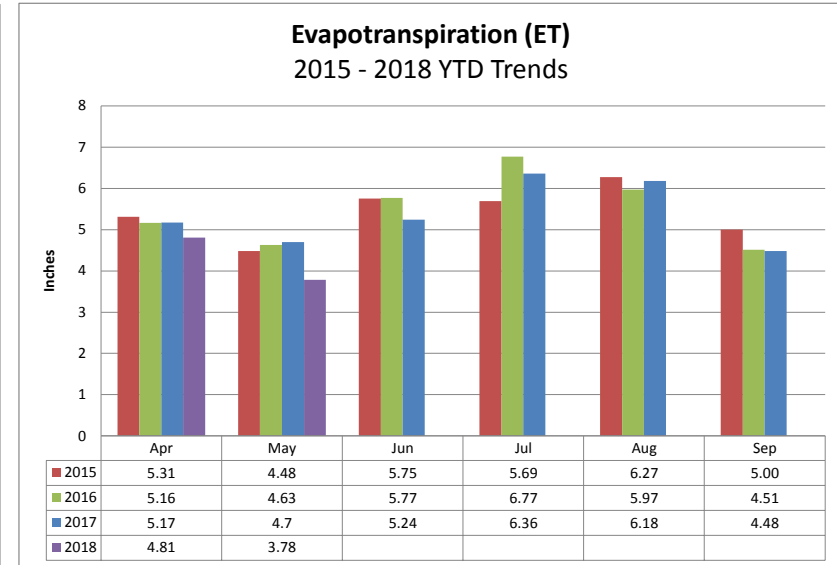
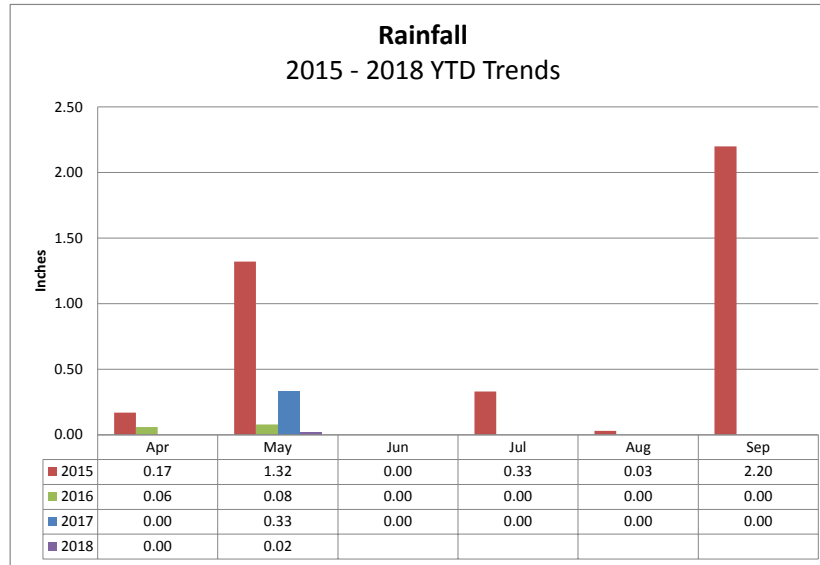
**Note:** May 2015 received approx. 1.3 inches of rain. Drought restrictions were in place from July 2015 thru June 2016.



**Note:** July 2017, ETWD increased the Recycled, Tier Rates and Cost per Acre of Tertiary Water.

**LANDSCAPE DIVISION**  
**Rainfall and Evapotranspiration Trends**

ATT-2



It's a sunny day and the crop is absorbing available soil water from the root zone (root depth). As a result of humidity and temperature, water transpires through the leaves and evaporates from the soil into the atmosphere. This process is called EvapoTranspiration. When it rains, with low humidity and temperature, this process does not occur.

### Third Mutual Landscape Project Log

Name	Description	Status	Estimated Completion/On-going Programs	Budget
<b>Tree Maintenance</b>	This annual program includes the scheduled trimming of all Mutual trees; un-scheduled pruning and service requests; dead tree removal and replacement.	As of June 30, 2018, approximately <u>2,670</u> scheduled trees have been trimmed, with an estimated <u>95</u> un-scheduled service requests completed.	December 2018 Annual	Budget: \$826,476 Year-to-date (June): \$613,698 Balance: \$212,778
<b>Slope Renovation</b>	Gate 9 - Entrance slope replanting	Completed July 2018 (The plant count was based on the original square footage and was not adjusted. The balance will be allocated to the Modernation Project for the Punta Alta Slope.)	Complete	Budget: \$66,222 Cost: \$15,325 Balance: \$50,898
<b>Slope Renovation</b>	Gate 11 - Pina Slope	Not started. Anticipated start October 2018	December 2018 Annual	Budget: \$92,443 Cost: \$0 Balance: \$92,443
<b>Slope Renovation</b>	Gate 14 - Calle Oeste - Renovation of bare areas of slope	Not started. Anticipated start November 2018	December 2018 Annual	Budget: \$30,442 Cost: \$0 Balance: \$30,442
<b>Ridge Route Brush Clearing</b>	Clearing of brush, trees and debris from the public right-of-way along Ridge Route Drive along Third Mutual perimeter wall.	City encroachment permit secured. Adjacent property owner permission and support obtained. Specifications developed. Formal bid process complete. Funding secured and contract awarded to Brightview Landscape.	Starts August 6, 2018	Budget: \$68,000 Invoiced: \$0 Balance: \$68,000
<b>Fire Risk Reduction</b>	Project includes the removal of vegetation; lowering height of shrubs and raising the lower branches on trees on slopes with a high risk of fire.	Board approved \$200,000 in current year funding. Encroachment permit pending with OC Parks. Contract awarded to Brightview Landscape. Work scheduled to begin July 30, 2018. Work will begin in the Bahia Blanca and Gate 11 area.	2019	Budget: \$200,000 Invoiced: \$0 Balance: \$200,000
<b>Turf Reduction</b>	Elimination of highest water using turf areas; replacing with water efficient landscapes.	Not started	2019	Budget: \$105,536
<b>Slope Renovation</b>	To Be Determined by Landscape Committee	Not started	2019	Budget: \$250,000
<b>Slope Maintenance Outsourced</b>	Annual cutting back and removal of vegetation on slopes	Not started	2019	Budget: \$464,422
<b>Fire Risk Reduction</b>	Project includes the removal of vegetation; lowering height of shrubs and raising the lower branches on trees on slopes with a high risk of fire.	Not started	2019	Budget: \$180,000
<b>Tree Maintenance</b>	This annual program includes the scheduled trimming of all Mutual trees; un-scheduled pruning and service requests; dead tree removal and replacement.	Not started	2019	Budget: \$

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## STAFF REPORT

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**DATE:** August 2, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Landscape Alteration Request – Miller (5202 Avd. Despacio)

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### **RECOMMENDATION**

Provide staff direction.

### **BACKGROUND**

A Mutual Landscape Request form was submitted on July 9, 2018, by Frank Irving on behalf of Dorie Miller, the owner of Unit 5202, requesting approval to remove the grass in front of the manor and replace it with artificial turf. See Attachment 1.

### **DISCUSSION**

All alterations to Common Area relating to landscape must be reviewed and approved by the Landscape Committee. The primary reason the request to remove kikuyu grass turf and replace it with artificial turf was submitted is due to the on-going poor appearance of the kikuyu grass and the wide bare areas that are typically maintained around items in the turf in support of mowing operations. See Attachment 2.

No recent requests to install artificial turf have been submitted or considered by the Committee. However, there is a manor located at 5077 that has artificial turf. See Attachment 3. This manor has had artificial turf for approximately eight to ten years, according to residents. There is no documentation of that installation or any approval process that was completed. There are no records of any maintenance issues associated with that turf installation.

The installation of the artificial turf would require prior modification of the existing irrigation systems by staff as a chargeable service to the manor owner. While most sprinkler heads would be removed, subsurface tree-well bubblers would be required to insure the tree has a water source. Additionally, staff would request that the raised planter constructed around the base of the tree be removed and the appropriate grade be re-established; leaving a clear space around the tree of 18-24".

If the alteration were approved, no further lawn maintenance would be required in the future. Maintenance of the tree located in front of the manor would not have any impact on the artificial turf. Staff cannot predict the impact on the tree if the surrounding irrigation systems were deactivated. Staff has no objections to the proposed alterations as submitted.

### **FINANCIAL ANALYSIS**

If approved, there would be no cost to the Mutual associated with the removal of the turf, modification of the irrigation systems, removal of the planter, re-establishment of grade and installation of artificial turf, as all costs would be borne by the Member. There would be a slight reduction in annual maintenance and irrigation water costs associated with the request.

**Prepared By:** Bruce Hartley, General Services Director

**Reviewed By:** Siobhan Foster, Chief Operating Officer

### **ATTACHMENT(S)**

ATT-1: Request Form and Supporting Information

ATT-2: Photographs of Existing Conditions

ATT-3: Photographs of Artificial Turf at 5077

## 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.*

5202 AVE. ESPINO  
Address

2/9/18  
Today's Date

DORIE MILLER  
Resident's Name

949/444 1618  
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): TURF REDUCTION AND TURF

### 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.

Removal and REPLACEMENT OF GRABS IN  
COMMON AREA WITH ARTIFICIAL TURF.

### 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
	5203	X		
Bernice G. Kotz	5201	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 \_\_\_\_\_

### OFFICE USE ONLY

MOVE-IN DATE: \_\_\_\_\_ DATE: \_\_\_\_\_ INITIALS: \_\_\_\_\_

530 \_\_\_\_\_ 540 \_\_\_\_\_ 570 \_\_\_\_\_ LAST PRUNED: \_\_\_\_\_

RELANDSCAPED: \_\_\_\_\_ NEXT TIME: \_\_\_\_\_

TREE SPECIES: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

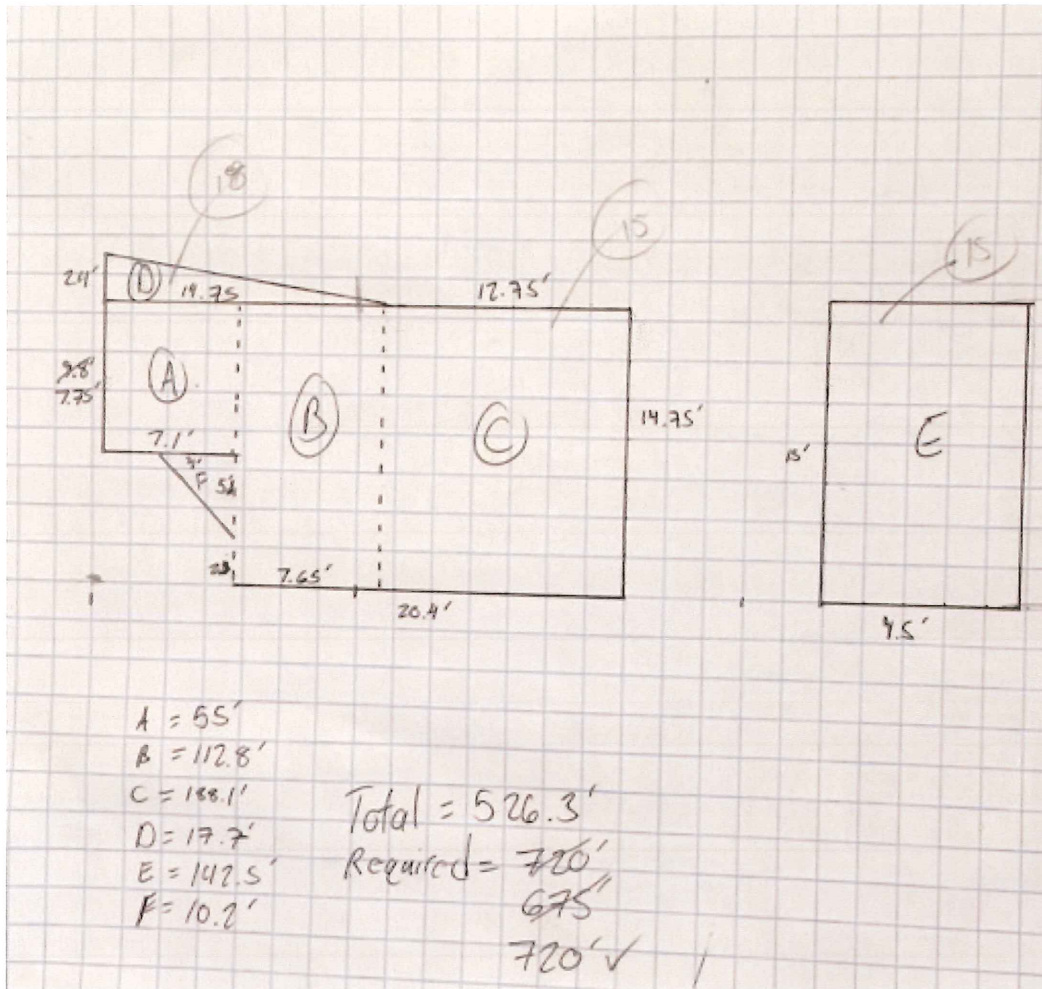
TREE VALUE: \_\_\_\_\_ TREE REMOVAL COST: \_\_\_\_\_











**Lucas Lanfranco** | Owner

[grizzlyturf.com](http://grizzlyturf.com) | [lucas@grizzlyturf.com](mailto:lucas@grizzlyturf.com)

phone: 866.237.TURF

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Frank  
5202







5077 TORO  
THIS IS 8-10 YEARS OLD  
& STILL LOOK GREEN



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## STAFF REPORT

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**DATE:** August 2, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request – 4007-2G Calle Sonora (Lai) – Evergreen Pear

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### **RECOMMENDATION**

Approve the request for the removal of one Evergreen Pear at Manor 4007-2G to be scheduled prior to October 2018.

### **BACKGROUND**

Mr. Lai purchased the manor in July 2014. He is requesting the removal of an Evergreen Pear tree, *Pyrus kawakamii*, located at the rear of the manor. See Attachment 1. Resident also states that should the removal not be approved, then trimming of approximately 80 percent is requested. The reasons cited by him for the removal are: overgrown and view obstruction. Three additional residents have signed the Mutual Landscape Request Form in favor of the removal. See Attachment 2.

### **DISCUSSION**

The tree was last trimmed in September 2017 and is scheduled for inspection/pruning in approximately January 2021. It is approximately 28 feet in height with a trunk diameter of approximately seven inches. It is growing in a shrub bed area approximately three to four feet from the building.

At the time of inspection the tree was found to be in fair condition with visible signs of Fire Blight, a bacterial disease which enters at the tips of the branches and causes twig/branchlet death. Laguna Woods has 189 of this tree species and 162 of them are affected with Fire Blight. Only 12 trees have been identified as being in good condition. Eventually all of these trees will have some level of the bacteria. Although rarely fatal to the tree, typically the disease causes extensive die back of individual branches during the warmest months of the year. The most common method of managing the disease is to prune off the affected branches, which would require significant resources on an annual basis.

### **FINANCIAL ANALYSIS**

The cost to remove the tree is estimated at \$300. The cost to trim the tree is estimated to be \$100. The estimated value is \$1,771 based on the ArborPro tree inventory.

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

**Reviewed By:** Larry Hernandez, Landscape Manager

Bruce Hartley, General Services Director

Third Laguna Hills Mutual  
Tree Removal Request – 4007-2G Calle Sonora (Lai) – Evergreen Pear  
August 2, 2018

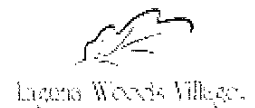
**ATTACHMENT(S)**

ATT-1: Photographs

ATT-2: Mutual Landscape Request Form







RECEIVED  
JUN 25 2018  
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.

4007-2G  
Address

6-22-2018  
Today's Date

WAN CHI LAI  
Resident's Name

949-573-4988  
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): WE TALKED TO YOUR TEAM

WORKER LAST YEAR, HE SAID IT WILL BE TRIMMED

### 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

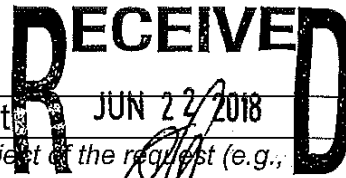
☐ Other (explain):

THIS YR BUT  
NOTHING HAD  
BEEN DONE.  
UP TO THIS  
MOMENT

### 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 &amp; Location of Request

JUN 22 2018

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.

THIS TREE BLOCKS THE WINDOWS OF 2H AND 2G  
ALL 4 UNITS SIGNED TO REMOVE THIS TREE.  
IF TRIMMING IS YOUR ONLY DECISION, PLEASE  
CUT ALL BRANCHES ~~BELOW~~ WINDOW OF 1G TO  
AVOID ~~TRIMMING~~ <sup>OR SAME LEVEL</sup> GROWING TOO FAST IN THE FUTURE

## 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
	2G	✓		
	2H	✓		
Kay Yoon	3F	✓		
Nick R...	1H	✓		

(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

949-573-4988  
WAN CHI LAL 6-22-18

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## STAFF REPORT

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**DATE:** August 2, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request – 3138-C Via Vista (Hurst) – Weeping Fig

---

### **RECOMMENDATION**

Deny the the request for the removal of one Weeping Fig at Manor 3138-C and schedule root pruning to be completed by October 2018.

### **BACKGROUND**

Ms. Hurst purchased the manor in November 2014. She is requesting the removal of a Weeping Fig tree, *Ficus benjamina*, located to the rear of the manor. The reason cited by her for the request is that the roots of the tree may cause future structural damage to her patio alteration. See Attachments 1 and 2.

Ms. Hurst recently filed a claim for damages with VMS, Inc. She claims that roots from the Weeping Fig have caused damage to the pavers that are within the patio wall to the rear of her manor. Previously, staff trenched along the exterior of the patio wall, cutting and removing roots. Additionally, root trenching was performed in the turf immediately adjacent to the tree. Following that work, several managers and supervisors met with Ms. Hurst to discuss the condition of the patio and determine a course of action. At that time, she was informed that VMS, Inc. would not perform any repair work to the pavers as they were an alteration, but that if she had the pavers removed for repair, to make sure and take photographs and discuss a property damage claim with VMS, Inc. Ms. Hurst obtained quotes for the work and provided those to the VMS, Inc Risk Manager along with photographs documenting the roots under the raised areas of pavers.

### **DISCUSSION**

Staff concurs that the roots are the likely cause of the damage to the patio, but believe that roots cut in the past combined with additional root pruning and the installation of root barriers would protect the patio from future damage while saving the tree.

Three additional manors would be affected by the removal; 3139-A is in favor of the removal (staff contacted Ms. Lamy via telephone); 3139-B is opposed to the removal (staff contacted Mr. Lay via telephone) and 3138-B is undecided as stated on the Mutual Landscape Request form. See Attachment 2.

The tree was last trimmed in January 2018 and is scheduled for inspection/pruning in approximately November 2020. It is approximately 32 feet in height with a trunk diameter of approximately 32 inches. It is growing in the lawn area approximately 15 to 20 feet from the

patio wall at 3138-C; 20-25 feet from 3139-A patio wall and 12-15 feet from 3139-B patio wall.

At the time of inspection, the tree was found to be in fair condition with no visible decay in the canopy, damaged bark, visible pests or disease. There are noticeable surface roots in the turf area, which is common for all species of ficus trees. In January 2018, roots were removed from around the patio of 3138-C and a root trench was performed. Based on the patio's distance from the Weeping Fig, staff believes these are not from this particular Weeping Fig tree. In effort to determine where the roots have come from, staff researched an old inventory dating back many years showing a second Weeping Fig associated with 3139-A. However, there is no record of its removal. There are many surface roots at the rear of this patio and staff recommends they be removed at the time of the root trenching.

**FINANCIAL ANALYSIS**

The cost to remove the tree is estimated at \$2,100. The cost to root trench is estimated at \$350. The estimated value is \$3,289 based on the ArborPro tree inventory.

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

**Reviewed By:** Larry Hernandez, Landscape Manager

Bruce Hartley, General Services Director

**ATTACHMENT(S)**

ATT-1: Photographs

ATT-2: Mutual Request Form







## 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.*

3138 Via Vista #C, Lag Woods, CA  
Address

7/11/18  
Today's Date

Judith Hurst, Trustee  
Resident's Name

949-300-7488  
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): Concern about future damage due to roots again damaging the  
tree  
repaired patio floor

#### **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.

Roots of large Sycamore tree have invaded my back patio floor covered with pavers. Only roots that were somewhat close to the patio gate were removed, leaving roots emanating from 75-80% of the trunk base remaining, increasing the likelihood of future damage by those roots. I would be in

### 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
Carthy Garis	338B		X	

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

Judith Hurst, Tree  
Owner's Signature

Judith Hurst  
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: \_\_\_\_\_

I am ~~in~~ favor of planting a shade tree known to have a more contained root system, or putting a root guard around the tree or doing periodic testing on the roots to prevent further damage.

Red Bud  
or  
Crash  
Myrt





## STAFF REPORT

---

**DATE:** August 2, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Off-Schedule Tree Trimming Request – 3166-B Alta Vista (Hirsen) – Indian Laurel Fig

---

### **RECOMMENDATION**

Approve the request for the off-schedule trimming of one Indian Laurel Fig at Manor 3166-B; to be completed within 60-90 days.

### **BACKGROUND**

Mr. Hirsen purchased the manor in July 2018. He is requesting the off-schedule trimming of one Indian Laurel Fig tree, *Ficus microcarpa* 'Nitida', located in front of the manor. The reasons cited by him for the trimming are: overgrown and a safety concern for the manor(s) should the tree fall or lose limbs during a storm event. One additional resident at Unit A signed the Mutual Landscape Request Form in favor of the additional trimming. See Attachment 2.

### **DISCUSSION**

The tree was last trimmed in February 2018 and is scheduled for inspection/pruning in approximately December 2020. It is approximately 42 feet in height with a trunk diameter of approximately 30 inches. It is growing in the lawn area approximately 15 feet from the manor and five feet from the sidewalk. See Attachment 1.

At the time of inspection the tree was found to be in good condition with visible surface rooting, and a very large balanced canopy, typical of trees of this species. The adjacent sidewalk has risen slightly due to the roots of the tree. Staff recommends increasing the percentage of foliage removed during trimming performed on all mutual trees. This would be a good candidate to evaluate heavier trimming and to observe any effects it may cause.

This tree has had very little, if any, internal pruning or thinning in the past. This has promoted a growth habit where most of the foliage is at the ends of the limbs. This will make it more difficult to crown reduce by trimming back to proper attachment. These species of tree, when over-trimmed, have a tendency to react with rapid growth, so the pruning of this tree will be challenging. The tree crew will be in this area in approximately two months, which would be a convenient time to perform off-schedule trimming on the tree while the necessary equipment is already in the area.

### **FINANCIAL ANALYSIS**

The cost to trim (crown reduce) the tree is estimated at \$1,800. The estimated value is \$6,470 based on the ArborPro tree inventory.

Third Laguna Hills Mutual  
Off Schedule Tree Trimming Request – 3166-B Alta Vista (Hirsen) – Indian Laurel Fig  
August 2, 2018

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

**Reviewed By:** Larry Hernandez, Landscape Manager

Bruce Hartley, General Services Director

**ATTACHMENT(S)**

ATT-1: Photographs

ATT-2: Mutual Landscape Request Form





RECEIVED  
JUN 20 2018

RECEIVED  
Laguna Woods Village  
JUN 21 2018  
LANDSCAPE DIVISION

ATT-2

BY: JA

## MUTUAL LANDSCAPE REQUEST FORM

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

For all non-routine requests, please fill out this form. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Mutual's Landscape Committee for review. If you are unsure whether your request falls into this category, first contact Resident Services at 597-4600 in order to make that determination.

**PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.**

### Resident/Owner Information

You must be an owner to request non-routine Landscape requests.

3166 ALTA VISTA - UNIT B

Address

6/20/18

Today's Date

JAMES AND MARGARET HIRSEN

Resident's Name

JAMES  
(714) 614-0401

Telephone Number

MARGARET  
(714) 357-0401

### 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.
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- 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.

We kindly ask the committee to consider an Off Schedule trimming of the tree, located directly in front of the home on the front lawn facing Alta Vista, to help alleviate the safety concerns that we have regarding the tree's present condition. The tree has grown to a height and width that, if branches were to fall during high winds or a storm, they are likely to strike the house or the front windows, which are both bedroom windows. Additionally, the overgrowth with regard to the density of the tree branches create a top heaviness to the upper part of the tree. In the event the entire tree were to topple, it could cause serious damage to the home and people inside. We understand that it may be

### Signatures of All Neighbors Affected By This Request

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

Signature	Manor #	For	Undecided	Against
<i>Sandra Katz</i>	3166-A	✓		

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

*[Signature]* Owner's Signature *Margaret Hirschen* Owner's Name *James and Margaret Hirschen*

necessary  
to contribute  
to the cost  
of the work  
requested  
Thank you  
The Hirschen

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## STAFF REPORT

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**DATE:** August 2, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request – 5567-A Via Portora (Ho) – Carrotwood

---

### **RECOMMENDATION**

Approve the request for the removal of one Carrotwood tree at Manor 5567-A at Mutual expense. Schedule work to be performed by September 2018.

### **BACKGROUND**

Mr. Ho purchased the manor in October 2017. He is requesting the removal of a Carrotwood tree, *Cupaniopsis anacardioides*, located in the front of the manor. The reasons cited by him for the removal are: structural damage, overgrown, litter/debris, view obstruction and health concern. Three additional residents have also signed the Mutual Landscape Request Form in favor of the removal. See Attachment 2.

### **DISCUSSION**

The tree was last trimmed in August 2015 and is scheduled for inspection/pruning in approximately August 2018. It is approximately 20 feet in height with a trunk diameter of approximately 16 inches. It is growing in the lawn area approximately two to three feet from the sidewalk and six to eight feet from the driveway. There was visible sidewalk lifting and cracking of the driveway. See Attachment 1.

At the time of inspection the tree was found to be in fair condition with visible trunk damage and some decay. The tree was planted in close proximity to a very large Weeping Fig tree necessitating corrective trimming to both trees to accommodate the adjoining space. Staff has responded on numerous occasions for dirty sidewalks and leaf pick up requests through Resident Services.

### **FINANCIAL ANALYSIS**

The cost to remove the tree is estimated at \$700. The cost to trim the tree is estimated to be \$250. The estimated value is \$3,620 based on the ArborPro tree inventory.

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

**Reviewed By:** Larry Hernandez, Landscape Manager

Bruce Hartley, General Services Director

### **ATTACHMENT(S)**

ATT-1: Photographs

ATT-2: Mutual Landscape Request Form









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JUN 12 2018

ATT-2

BY: CH

## MUTUAL LANDSCAPE REQUEST FORM

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

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JUN 12 2018

LANDSCAPE DIVISION

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.

5567 A. Via portora  
Address

6/11/2018  
Today's Date

JUNN H. HO. JENN Y. HO.  
Resident's Name

901 237 6215  
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): Health Concern

### 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.

- 1. property Damage please see Attached.
- 1. Increase Liability
- 1. Health concerns
- 1. unsightly unfriendly Environment
- 1. ~~overgrown~~

### 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
Say - Jan	5565A	✓		
hbl	5546B	✓		
Y/la De	5566-B	✓		
MI. Turk	5568B	✓		
Mrs. L. S.	5567B	✓		
Jy S. L.	5597B	✓		

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

Jim H. Ho.  
Owner's Signature

JIM H. HO. JENE Y. HO.  
Owner's Name

Reason for Tree Removal at 5567 Via Portora, Unit A, Laguna Woods, CA 92637

In this petition, we provide the reasons for the removal of a problematic tree on our property.

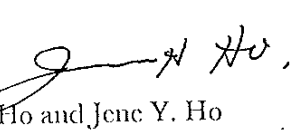
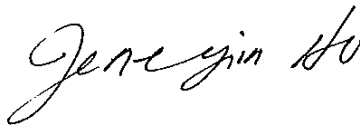
First, the tree roots have cracked our sidewalk, lifting the walkway and resulting in an uneven surface. The uneven surface is also a potential safety hazard. Given the number of elderly residents and pedestrians, the raised surface is even more dangerous and would thus increase the liability for the village, manor, and the community.

Second, this tree sheds an abundance of falling seeds and leaves on the sidewalk. The mature seeds also have fruit, which often spray a sticky, slippery yellow liquid. When the sidewalk (and even parked cars nearby) is sprinkled with this yellow liquid, it becomes quite slippery, creating another safety hazard for pedestrians. The continuous debris and yellow liquid from the tree also create an unsightly and unattractive mess on the sidewalk, lawns, and parked cars.

The unusual abundance of seeds, fruits, and yellow secretions, in addition to being sticky and slippery, also carries significant pollen. Our family has noticed increased allergies when near the tree. For example, the pollen has made my eyes irritated, itchy, and red, increasing my upper respiratory symptoms; it has also exacerbated my wife's asthma symptoms, such as wheezing.

For these reasons -- structural, safety, and health concerns -- we strongly urge the village to please remove this tree.

Sincerely,

Jium H. Ho and Jene Y. Ho