



OPEN MEETING

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

**Thursday, November 1, 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 September 6, 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. Project Log
10. Irrigation Status Report Update

Items for Discussion and Consideration:

11. Appeal – Denial of Tree Removal Request (Cohen) 3217-B Via Carrizo
12. Tree Removal/Off-Schedule Trim Requests
 - a) 5543-C Avenida Sosiega (Naideth)
 - b) 3384-A Punta Alta (Zelko)
 - c) 5210 Elvira (Sando)
13. Preliminary Plan for Landscape Conversion

Items for Future Agendas:

14. Water Efficient Plant Palette (DEC)

Concluding Business:

15. Committee Member Comments
16. Date of Next Meeting – December 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 WOODS MUTUAL LANDSCAPE COMMITTEE

Thursday, September 6, 2018 – 9:00 a.m.
Laguna Woods Village Community Center Sycamore Room – 24351 El Toro Road

MEMBERS PRESENT: James Tung – Chair, Jules Zalon, John Frankel, Roy Bruninghaus, Cush Bhada

MEMBER ABSENT: Jack Connelly, Violet Lawrence (Advisor)

OTHER DIRECTORS:

STAFF PRESENT: Bruce Hartley, Larry Hernandez, Tiffany Rivas, Lulu Boctor, Liz Cortez, Eileen Paulin

1. Call to Order

Chair Blackwell called the meeting to order at 8:59 a.m.

2. Acknowledgement of the Press

No media was present.

3. Approval of the Agenda

Chair Tung added item # 16 – “Frequency of Committee Meetings” to the agenda. The amended agenda was approved by consensus.

4. Approval of Committee Report for July 5, 2018

The meeting report of August 2, 2018, was approved by consensus.

5. Chair’s Remarks

Chair Tung mentioned the use of Round Up herbicide in Third Mutual was ended by the Board on August, 27 2018. Mr. Tung spoke about the necessity of converting landscape to drought tolerant. Mr. Tung limited speakers to two minutes.

6. Member Comments (Items Not on the Agenda)

Ed McGill 2390-2C- Spoke on landscape issues.

Michael Mullen 2251-B – Spoke about ridge route brush clearing project.

Christy Diller 5513-A- Spoke about maintenance issues.

Mary Agnelly 2251-N- Spoke about ridge route brush clearing project.

Lloyd Silverman 5144- had landscaping complaints.

Dorothy Woods 3366-3G- Spoke about turf and re-landscaping.

Sherie Merchant 3364-1G – Spoke about a compliance issue.

Kay Heavens 5353-B- Spoke about the fuel modification

7. Response to Member’s Comments

Mr. Hartley spoke to each of the issue brought forward during Member Comments.

8. Department Head Update

Mr. Hartley talked about the new landscape supervisors, the pesticide update and artificial turf.

Consent:

9. Supplemental Funding for Tree Trimming

Mr. Hartley gave an overview of the supplemental funding for tree trimming.

Director Frankel made motion to approved \$150,000, second by Director Bruninghaus.
Approved by Committee unanimously.

Reports

10. Water Efficient Landscape

PowerPoint presentation by Director Jules Zalon.

Eileen Lazar 5220- Spoke about PowerPoint presentation.

11. Project Log

Mr. Hartley gave an overview of the log and answered questions from the Committee.

ITEMS FOR DISCUSSION AND CONSIDERATION

12. Yellow Stake Program

Mr. Hartley explained the "Yellow Stake Program"

He provided a report on the current status of program. There is no "Yellow Stake Program" it is on moratorium and looking for direction on how to move forward.

Director Frankel spoke about areas not being maintained.

Director Tung spoke about the reasons for stopping this program.

Director Zalon supports ending the "Yellow Stake Program".

Director Frankel inquired about residents currently managing their areas.

Director Bruninghaus spoke about complaints regarding common area planting and neighbor to neighbor disputes and he does not support the "Yellow Stake Program".

Director Frankel commented on possible methods to grandfather current "Yellow Stake Program" areas.

Director Tung commented that there will not be grandfathering unless they are drought tolerant.

Director Bhada suggested for people who want to garden to use the garden centers.

Eileen Lazar 5220- Spoke about Gate 11 fruit trees.

Mr. Hartley responded to Ms. Lazar that the trees will remain.

Director Bruninghaus made motion to end the "Yellow Stake Program", second by Director Jules Zalon. Approved by Committee unanimously.

13. Tree Trimming for Solar Panels

Mr. Hartley explained the tree trimming for solar panels report.

Director Roy Bruninghaus made a motion to support staff recommendation, second by Director Jules Zalon. Approved by Committee unanimously.

14. Landscape Design Alteration Request 5232 Moya (Watkin)

Mr. Hartley explained the request.

Ms. Watkin - Spoke about her request and agreed to not use stepping stones. Ms. Watkin pointed out previously approved brick in another location.

Director Tung requested a photo of stepping stones.

Ms. Watkin described them as being gray in color.

Director Tung talked about making a conditional approval.

Mr. Hernandez spoke about the need for specifications.

Mr. Tung stated that we need a design and sample.

Director John Frankel made motion to approve the landscape request without stepping stones. Second by Director Jules Zalon. Approved by Committee unanimously.

15. Tree Removal/Off-Schedule Trim Requests

- a) 3113-D Via Serena South (Erskine) – Director Jules Zalon made motion to support the request of removal of one Weeping Fig tree due to damage to surrounding hardscape and a high potential for damage to the manor.
- b) 5076 Tero (Asner) – Ms. Asner spoke about her tree trimming request and stated it was a viewing problem. Request denied by consensus.
- c) 3429-O Bahia Blanca West (Kremer) - Director Bruninghaus made a motion to remove one Pine tree due to repetitive damage to adjacent driveway. Second by Director Zalon. Approved by Committee unanimously.
- d) 5354-Q (tour visit only) – Committee directed staff to provide a report to Compliance giving direction to remove all edible plants, keep the citrus and remove the papaya.

Items for Future Agendas

16. Irrigation Status Report (Oct.)

17. Water Efficient Plant Palette (Oct.)

Concluding Business

16. Committee Member Comments

None

17. Date of Next Meeting November 1, 2018

18. Adjournment

Meeting was adjourned at 11:07 a.m.



James Turg, Chair

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Third Mutual Landscape Project Log

November 2018

Project	Description	Status	Estimated Completion/ On-going Date	Budget vs Actual
Tree Maintenance	This annual program includes the scheduled trimming of Mutual trees; un-scheduled pruning and service requests; dead tree removal and replacement.	As of September 30, 2018, approximately <u>3,422</u> scheduled trees were trimmed and <u>220</u> trees removed along with an estimated <u>113</u> un-scheduled service requests completed.	December 2018 Annual	Budget: \$826,476 Supplemental Funding: \$150,000 Year-to-date (Sept.): \$896,511 Balance: \$79,965
2018 Modernization Project				
Slope Renovation	Gate 9 - Entrance slope replanting		Completed July 2018	Budget: \$66,222 Cost: \$15,325 Balance: \$50,898
Slope Renovation	Gate 11 - Pina Slope	Staff utilized young succulents, agaves and aloe plants found in the community as ground cover for this project; dramatically reducing plant costs.	Completed October 20, 2018	Budget: \$92,443 Cost: \$6,979 Balance: \$85,464
Slope Renovation	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
Slope Renovation	Punta Alta - Renovation of bare areas of slope	Not started. Anticipated start December 2018	December 2018 Annual	Budget: \$60,450 Cost: \$0 Balance: \$60,450
2018 Miscellaneous Projects				
Ridge Route Brush Clearing	Clearing of brush, trees and debris from the public right-of-way along Ridge Route Drive along Third Mutual perimeter wall.	Staff planted over a dozen hedge plants along the interior of the perimeter wall and Brightview Landscape is scheduled to plant five 24" box size Eastern Redbud trees to provide screening as requested by residents.	Brush Clearing Completed August 2018; planting to be completed by Nov. 30, 2018	Budget: \$68,640 Invoiced: \$62,400 Balance: \$6,240
Fire Risk Reduction	Project includes the removal of vegetation; lowering height of shrubs and raising the lower branches on trees on slopes with a high risk of fire.	Board approved \$200,000 in current year funding. Contract awarded to Brightview Landscape. Work started August 16, 2018. Work began in the Bahia Blanca/Barbara's Lake area. Slopes cleared along open space, Santa Maria and currently being cut back along Bahia Blanca West interior slopes.	Started August 16, 2018	Budget: \$200,000 Invoiced: \$91,000 Balance: \$109,000
2019 Projected Projects				
Turf Reduction	Elimination of highest water using turf areas; replacing with water efficient landscapes.	Not started	2019	Budget: \$105,536
Slope Renovation	Locations To Be Determined by Landscape Committee	Not started	2019	Budget: \$250,000
Slope Maintenance Outsourced	Annual cutting back and removal of vegetation on slopes	Not started	2019	Budget: \$464,422
Fire Risk Reduction	Project includes the removal of vegetation; lowering height of shrubs and raising the lower branches on trees on slopes with a high risk of fire.	Not started	2019	Budget: \$180,000
Tree Maintenance	For 2019 this annual program only includes street light clearing, un-scheduled pruning, service requests and dead tree removal.	Not started	2019	Budget: \$213,630

Note:

Green = Complete

Blue = In-Progress

Black = Not Started

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STAFF REPORT

DATE: November 1, 2018
FOR: Landscape Committee
SUBJECT: Irrigation Status Report

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 each meeting to show trends from 2015 to present.

DISCUSSION

Irrigation water use data collected for April through August 2018 documents that with the exception of July of this year, the overall water consumption decreased in 2018 compared to 2017 for the period. July 2018 shows a significant increase in usage, which reflects a much hotter month. See Attachment 1.

There was no rainfall in June through August 2018. The evapotranspiration (ET) rates increased for these months compared to 2017; meaning that the plants' demand for water was higher. See Attachment 2. Compared to historical data kept since 1993, July 2018 recorded the highest ET at 7.39 inches. August 2018 ET is lower than July, but higher than August 2017. The Village computer controlled 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. These high ET values reflect the high temperatures that were experienced on several days during this time period.

FINANCIAL ANALYSIS

Overall, the water use for 2018 is generally less than 2017, which has resulted in budgetary savings. With the weather cooling and the growing season winding down, it is anticipated that the savings will continue through the end of the year.

Prepared By: Mindra Fielding, Landscape Management Analyst

Reviewed By: Larry Hernandez, Landscape Manager

Bruce Hartley, General Services Director

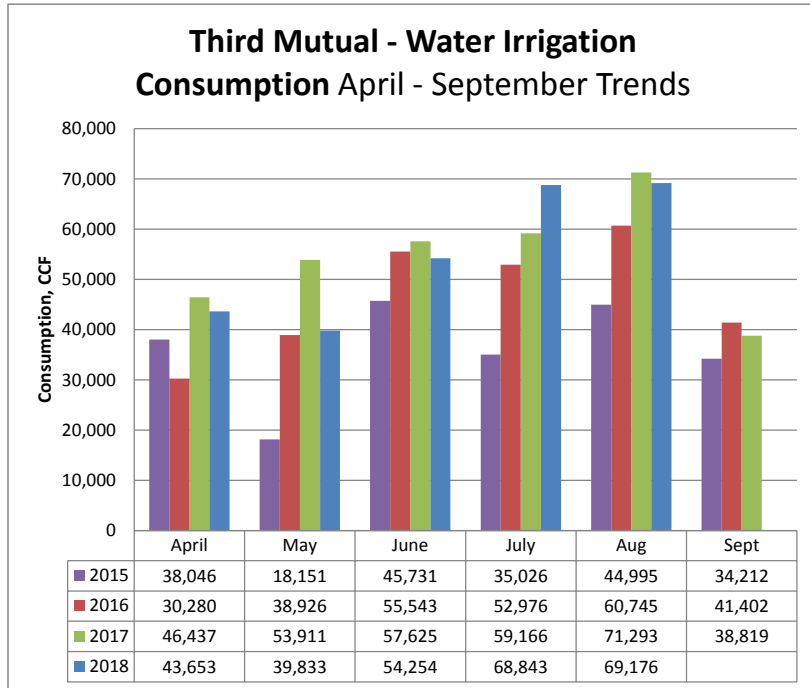
ATTACHMENT(S)

ATT-1: April – September Water Consumption Trends

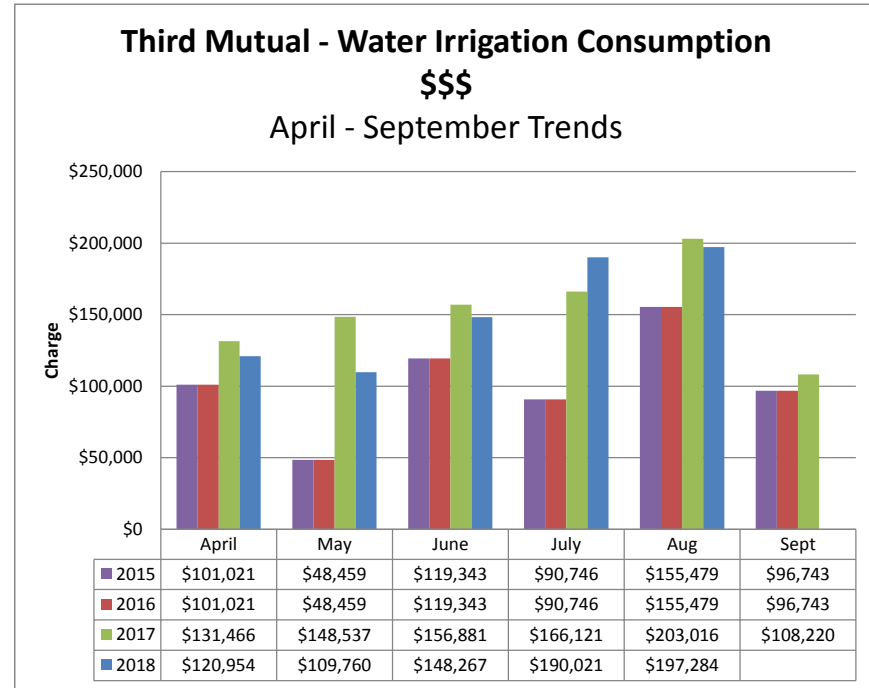
ATT-2: April – September Rainfall and Evapotranspiration Trends

THIRD MUTUAL
APRIL - SEPTEMBER WATER CONSUMPTION TRENDS

ATT-1



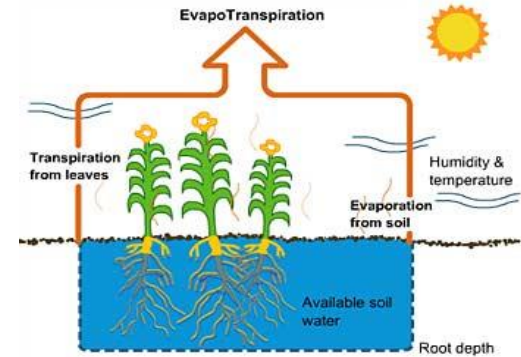
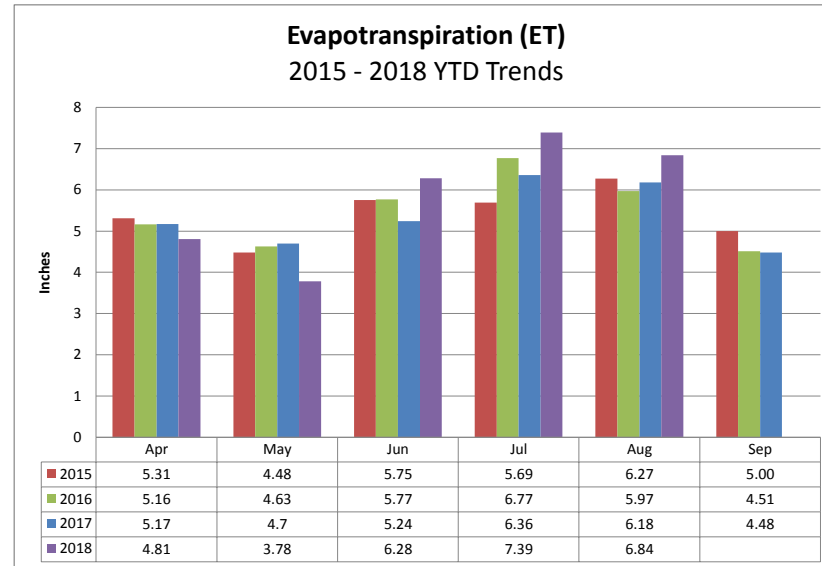
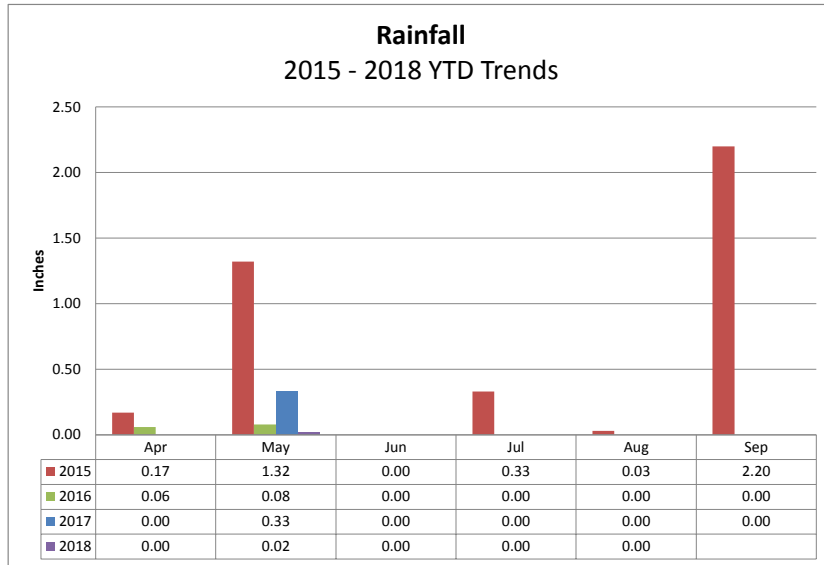
Note: May 2015 received approx. 1.3 inches of rain. Drought restrictions were in place from July 2015 thru June 2016. July 2018 recorded the highest ET at 7.39 inches.



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.

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STAFF REPORT

DATE: November 1, 2018
FOR: Landscape Committee
SUBJECT: Appeal of Denied Tree Removal Request – Cohen (3217-B) – Olive Tree

RECOMMENDATION

Deny the request for the removal of one Olive tree at Manor 3217-B and trim/inspect on schedule.

BACKGROUND

The Landscape Committee considered the tree removal request submitted by Mr. Cohen at the meeting of July 5, 2018. The Committee voted unanimously to deny the request with approval for application of fruit suppressant one time annually at member's expense to mitigate the complaint regarding the heavy fruit drop and staining of concrete. Mr. Cohen is appealing the Landscape Committee's decision to deny the removal and is requesting that the Committee reconsider. See Attachment 1.

Mr. Cohen purchased the manor in March 2018. He is requesting the removal of one Olive tree, *Olea europaea*, located in the front of the manor. The reasons cited by him for the removal are: overgrown, litter/debris, view obstruction and uneven paving. Seven 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 December 2017 and is scheduled for inspection/pruning in approximately December 2020. It is approximately 27 feet in height. It is multi-trunked with diameters of each averaging approximately 12 inches. It is growing in the lawn area approximately three to four feet from the sidewalk and driveway. See Attachment 1.

At the time of inspection, the tree was found to be in good condition with some visible wood decay; typical for aging Olive trees. There is minimal risk of any limb failure. Some minimal cracking in the concrete areas was observed.

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 \$2,692 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, Appeal Letter



3217 Via Carrizo, Unit B
 Laguna Woods, CA 92637
 Home: (949)520-1272
 E-Mail Scohen.ret@gmail.com
 October 2, 2018

Mr. Bruce Hartley
 General Services Director
 Third Laguna Hills Mutual
 P.O. Box 2220
 Laguna Hills, CA 92654

Dear Mr. Hartley,

I am in receipt, for the first time today, of your letter dated July 18, 2018 denying our request to remove a large olive tree located at our front entrance. Since early July, when we appeared before the Landscape Committee, we have requested the letter advising us of the Board's decision at least three times. Your call center files should confirm this. We expect the deadline for our appeal to be 30 days from today.

Our complaint never questioned the health of the tree. Rather our reasons are:

1. As senior citizens in a retirement community where we pay for outside maintenance and groundskeeping, we don't expect to have to clean up after a tree several times a day. We don't have the energy or capacity to do so. I am taking medication for high blood pressure and an anticoagulant as a result of a tear in a major artery. We deliberately moved to such a community so we would not have the responsibility for maintaining a home.
2. The tree presents a serious safety hazard as the tree produces an unusual amount of flowers, leaves, and fruit that covers the driveway to our unit as well as the front entryway. The previous owner of our unit actually slipped in that driveway and was taken to the hospital.
3. The cement walkway from the driveway to our front door was repaved and has a curvature that appears to cover the tree's root system which most likely caused it to buckle in the first place. The combination of this incline and the slippery nature of the olives makes it dangerous for our guests, the postman, deliverymen, ourselves and any other party attempting to negotiate this route.
4. By their own admission, the Board insists that fire safety and water conservation are two of their top priorities. The tree overhangs our roof, is only feet away from the structure, and absorbs a great deal of water. It could be replaced with succulent plants that would greatly mitigate both of these conditions.

We can't understand why the Board of a senior living community would prize a tree over the well being of their constituency. That is insane.

We will be retaining this communication and your response and will keep it on file in the event that any accidents, fires, or damage is caused by the non removal of this tree.

We wish to appeal the Board's decision when we can demonstrate the amount of debris created by the

tree, which is when it is producing and dropping fruit. The Landscape Committee examined it when it was dormant.

Yours truly,

Handwritten signatures of Stanley N. Cohen and Sandra Lee Cohen. Stanley's signature is on the left, and Sandra's is on the right. Both are written in cursive.

Stanley N. and Sandra Lee Cohen

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.

3217 VIA CARRIZO UNIT B

Address

5/14/2018

Today's Date

Stanley Cohen

Resident's Name

201 675-9610

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):

Uneven paving because of roots, originally planted by homeowner not HOA.

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 Olive Tree in front of 3217 Unit B

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
Eric Kuby	3215A	✓		
* Connette Cleveland	3218A	✓		
Milton Feldman	3217D	✓		
Linda Thrasher	3216A	✓		
Barkun Gel	3216B	✓		
Stanley Cohen	3217-C	✓		

(Please attach a separate sheet if more signatures are necessary.) 3218-B ✓ FOR

Acknowledgement - Owner

By signing, you are acknowledging this request.

Stanley Cohen
Owner's Signature

Stanley Cohen
Owner's Name

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STAFF REPORT

DATE: November 1, 2018
FOR: Landscape Committee
SUBJECT: Tree Removal Request – Naideth (5543-C) – Cajeput tree

RECOMMENDATION

Deny the request for the removal of one Cajeput tree at Manor 5543-C and trim/inspect on schedule.

BACKGROUND

Mr. Naideth purchased the manor in October 2012. He is requesting the removal of a Cajeput tree, *Melaleuca quinquenervia*, located at the side of the manor. The reasons cited by him for the removal are: potential structural damage, overgrown, litter/debris, and surrounding plant material cannot grow where the tree is located. One additional resident has signed the Mutual Landscape Request Form in favor of removal. See Attachment 2.

DISCUSSION

The tree was last trimmed in July 2015 and is scheduled for inspection/pruning in approximately November 2018. It is approximately 28 feet in height with a trunk diameter of approximately 30 inches. It is growing in the planter area approximately eight to ten feet from the walkway and patio. There was no visible lifting or cracking of the walkway or patio. See Attachment 1.

At the time of inspection the tree was found to be in fair condition with no trunk damage or decay. One of the multi trunks has a lean towards manor 5521-A. To address this, staff will be performing a crown reduction in order to eliminate end-weight and create a more balanced canopy. As is typical for mature trees in the Village, the shading does limit the ability of turf and/or ground cover to grow successfully under the canopy of the tree.

FINANCIAL ANALYSIS

The cost to remove the tree is estimated at \$850. The cost to trim the tree is estimated to be \$400. The estimated value is \$6,470 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)

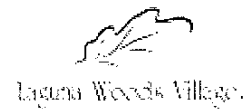
ATT-1: Photographs

ATT-2: Mutual Landscape Request Form





RECEIVED
AUG 08 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.

5543 C AVENIDA SOSIEGA

Address

August 8, 2018

Today's Date

PHILIP & MARSHA NAIDETH

Resident's Name

949-465-0091

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): POTENTIAL DAMAGE TO PATIO & WALKWAY

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.

TREE IS LOCATED NEAR WALKWAY TO MANOR 5543-C
AND PATIO OF 5521-A, ROOTS COULD DAMAGE
WALKWAY & PATIO. PLANTS CANNOT GROW IN PLANTER
WHERE TREE IS LOCATED.

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
Carl & Negu	5521-A	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Philip Naideth
Owner's Signature

PHILIP NAIDETH
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: _____

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STAFF REPORT

DATE: November 1, 2018
FOR: Landscape Committee
SUBJECT: Tree Removal Request – Zelko (3384-A) – Brisbane Box tree

RECOMMENDATION

Deny the request for the removal of one Brisbane Box tree at Manor 3384-A and trim/inspect on schedule.

BACKGROUND

Ms. Zelko purchased the manor in May 2015. She is requesting the removal of a Brisbane Box tree, *Lophostemon confertus*, located at the front of the manor. The reasons cited by her for the removal are: litter/debris, tree is dying and requires too much water. Additionally Ms. Zelko stated she would be willing to pay for the removal. No additional residents have signed the Mutual Landscape Request Form. See Attachment 2.

DISCUSSION

The tree was last trimmed in August 2018 and is scheduled for inspection/pruning in approximately August 2021. It is approximately 28 feet in height with a trunk diameter of approximately 12 inches. It is growing in the turf area approximately five feet from the driveway and eight feet from the walkway with no visible cracking or lifting. See Attachment 1.

At the time of inspection the tree was found to be in good condition with no trunk damage, decay or pests present and is well placed. Based on Third Mutual's tree removal policies there is no justification to remove this tree solely on litter/debris.

FINANCIAL ANALYSIS

The cost to remove the tree is estimated at \$500. The cost to trim the tree is estimated to be \$150. The estimated value is \$2,692 based on the ArborPro tree inventory.

Prepared By: Bob Merget, Landscape Supervisor

Reviewed By: Larry Hernandez, Landscape Manager

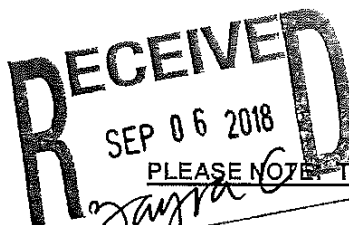
Bruce Hartley, General Services Director

ATTACHMENT(S)

ATT-1: Photographs

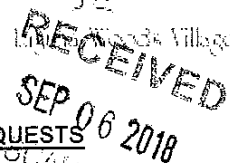
ATT-2: Mutual Landscape Request Form





MUTUAL LANDSCAPE REQUEST FORM

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PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.

Resident/Owner Information

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

3384 A

Address

Johann Zelko

Resident's Name

9-6-18

Today's Date

949 951 1070

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): TREE IS DYING and constant

leaves are too much work. It is not worth all the water it takes!

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): Needs to use too much water. Regular sprinklers

Scen & be not enough.

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.

Tree is located on the left side of the driveway. Most of the leaves have fallen off. It appears to be dying

Signatures of All Neighbors Affected By This Request

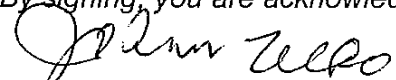
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
No Neighbors affected.				

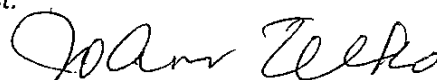
(Please attach a separate sheet if more signatures are necessary.)

Acknowledgement - Owner

By signing, you are acknowledging this request.



Owner's Signature



Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____



STAFF REPORT

DATE: November 1, 2018
FOR: Landscape Committee
SUBJECT: Tree Removal Request – Sando (5210 Elvira) – Magnolia Tree

RECOMMENDATION

Approve the request for the removal of one Magnolia tree at Manor 5210 and schedule in approximately November 2018.

BACKGROUND

Ms. Sando purchased the manor in September 2015. She is requesting the removal of a Magnolia tree, *Magnolia grandiflora*, located at the front of the manor. The reason cited by her for the removal is structural damage. One additional resident has also signed the Mutual Landscape Request Form in support of removal. See Attachment 2.

DISCUSSION

The tree was last trimmed in April 2018 and is scheduled for inspection/pruning in approximately April 2021. It is approximately 24 feet in height with a trunk diameter of approximately eight inches. It is growing in the planter area approximately three to four feet from the walkways with visible lifting and cracking. There is visible evidence that concrete grinding has been performed in the past to eliminate a trip hazard; but no record of the work was located. See Attachment 1.

At the time of inspection, the tree was found to be in good condition with no trunk damage or decay. There was a major limb removed during a previous trim cycle. Multiple surface roots are visible, which are likely the cause of the cracking of the sidewalks (one of which is an alteration.) Based on the tree's close proximity to the walkways, root pruning and root barrier installation is not an option, as this could make the tree unstable.

FINANCIAL ANALYSIS

The cost to remove the tree is estimated at \$650. The cost to trim the tree is estimated to be \$150. The estimated value is \$2,030 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





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.

5210 ELVIRA, LAGUNA Woods 92637
Address

7/28/18
Today's Date

JUDITH SANDO
Resident's Name

949 586 4337
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

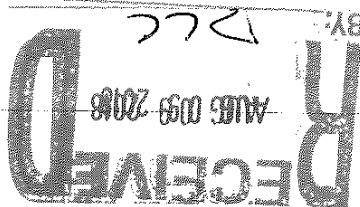
Please checkmark the item(s) that best explain the reason for your request.

- ☒ Structural Damage ☐ Sewer Damage ☐ Overgrown ☐ Poor Condition
☐ Litter/Debris ☐ Personal Preference ☐ View Obstruction

☐ Other (explain): root causing damage to sidewalk and ultimately the foundation

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.



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
Lee Waddle Jr	5209	X		
Carole Loden	5211	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

JUDITH SANDO

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

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STAFF REPORT

DATE: November 1, 2018
FOR: Landscape Committee
SUBJECT: Preliminary Plan for Landscape Conversion

RECOMMENDATION

Approve locations for 2019 Landscape Conversion (turf reduction) as provided by staff.

BACKGROUND

Included in the 2019 Business Plan for Third Mutual is funding in the amount of \$105,536 for the removal of turf areas and replanting with water efficient landscape to reduce irrigation water consumption.

DISCUSSION

In developing the proposed locations for turf reduction it was the intention of staff to identify those areas that contain a high volume of turf and consistently result in Tier 4 water use penalties from El Toro Water District. The conversion of these areas to water efficient plants would eliminate the Tier 4 penalties, reduce overall irrigation water consumption and save the Mutual in water costs. In evaluating the Tier 4 water meter billing information and correlating it to field locations, it became evident that the highest use water meters were in areas with few large turf areas and are mainly comprised of shrub, planter and slope areas. While the conversion of these areas may seem prudent, they would not result in the elimination of significant quantities of turf, and therefore may not realize the drastic reduction in water use and the commensurate savings in water costs that would be anticipated.

In light of this discovery, staff is recommending that turf areas be converted to low water using landscape, regardless if they are currently served by Tier 4 water meters or recycled water meters. Staff believes that conversion of these areas will yield the greatest savings in water and the associated cost. Slope areas that are Tier 4 water users could be re-irrigated and replanted with more water efficient plant palettes utilizing 2019 Slope Renovation Reserve funding instead, preserving the Turf Reduction funding for those projects that result in the elimination of primarily turf grass. The proposed areas will result in a reduction of 101,989 square feet of turf; a reduction of approximately 75% of the total turf in each area.

The conversion of the recommended areas will include a mix of California Friendly plant species; large mulch areas underneath existing trees; the addition of new drought tolerant trees and where appropriate, areas of decomposed granite to further reduce the square footage of plants and provide space where benches could be added in the future for residents to enjoy the new landscape.

The plant palette for these areas and other future projects will be presented to the Committee for approval in December 2018. It will be based upon the plant palette found in the Irvine Great Parks Neighborhoods, and adjusted to meet the unique needs of Third Mutual.

FINANCIAL ANALYSIS

The 2019 Business Plan for Third Mutual includes funding in the amount of \$105,536 for the removal of turf areas and replanting with water efficient landscape to reduce irrigation water consumption.

Prepared By: Larry Hernandez, Landscape Manager

Reviewed By: Bruce Hartley, General Services Director

ATTACHMENT(S)

ATT-1: Table of Meter Information and Area Quantities

ATT-2: Photographs

ATTACHMENT 1

**Third Laguna Hills Mutual
Preliminary Plan for Landscape Conversion**

Service Location	Classification	Location #	Meter #	Total Turf Per Meter Sq. Ft.	Estimated Turf Removal Sq. Ft.
B2385 MARIPOSA W IRRIG	Recycled Water	7447382	15750545	59,394	44,546
B2387 MARIPOSA W IRRIG	Recycled Water	7447392	15750544	76,591	57,443
Estimated Total Area:				135,985	
Estimated Total Turf Reduction:					101,989

Building 2384



Building 2385



Building 2386



Building 2387



Building 2388

