



OPEN MEETING

REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL LANDSCAPE COMMITTEE*

**Thursday, July 6, 2023 at 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA
92637 Board Room and Virtual with Zoom**

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings in-person and virtually. To submit comments or questions virtually for committee meetings, please use one of the following options:

1. Join the committee meeting via Zoom by clicking this link:
<https://zoom.us/j/92325659805>
2. Via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and unit number must be included.

NOTICE AND AGENDA

This Meeting May Be Recorded

1. Call Meeting to Order
2. Approval of the Agenda
3. Approval of the Meeting Report from June 1, 2023
4. Remarks of the Chair
5. Department Head Update
 - a. Project Log
 - b. Water Use Comparison
 - c. Tree Work Status Report
 - d. Key Performance Indicators
6. Member Comments
7. Response to Member Comments
8. Items for Discussion and Consideration
 - a. Tree Removal Request – 5480-B
 - b. Tree Removal Request – 5554-A
 - c. Urban Forest Management Plan
 - d. Proposed Addition of Two Full Time Equivalents

9. Items for Future Agendas: *All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.*

10. Committee Member Comments

11. Date of Next Meeting: Thursday, August 3, 2023 at 9:30 a.m.

12. Adjournment

*A quorum of the Third Board or more may also be present at the meeting.

Ira Lewis, Chair
Kurt Wiemann, Staff Officer
Telephone: 949-268-2565



OPEN MEETING

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

**Thursday, June 1, 2023 at 9:30 a.m.
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center, 24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair- Ira Lewis, Ralph Engdahl, Cush Bhada, Donna Rane-Szostak

COMMITTEE MEMBERS ABSENT: Mark Laws (Excused), Jules Zalon (Excused)

OTHERS PRESENT: S.K. Park, Jim Cook, Kay Havens (President, El Toro Water District Board of Directors)

ADVISORS PRESENT: None.

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki

1. Call Meeting to Order

Chair Lewis called the meeting to order at 9:32 a.m.

2. Approval of Agenda

Director Bhada made a motion to approve the agenda. Director Engdahl seconded. The meeting agenda was approved by unanimous consent.

3. Approval of the May 4, 2023 Report

Director Bhada made a motion to approve the meeting report. Director Engdahl seconded. The committee was in unanimous support.

4. Remarks of the Chair

Chair Lewis did not have any comments to share.

5. Department Head Update

Mr. Wiemann informed the audience that landscaping services is making progress on the current weed issue by hiring additional contract workers and spraying five times per week in lieu of the normal three times. Additionally, staff is spraying broadleaf on the lawns weekly.

5a. Project Log

Mr. Wiemann discussed the provided Project Log in detail. Members made comments and asked questions.

5b. Water Use Comparison

Mr. Wiemann discussed the provided graph in detail. Members made comments and asked questions.

6. Member Comments

One member made a comment and asked questions regarding a specific issue within the mutual.

7. Response to Member Comments

Mr. Wiemann, along with other committee members, responded to the comment.

8. Items for Discussion and Consideration

8a. Alteration Request – 5193

Mr. Wiemann shared this staff report and attachments with the members of the committee as a document intended to receive and file. No action was necessary. The committee accepted the staff report. Members made comments and asked questions.

8b. Alteration Request – 3531-B

Director Bhada made a motion to accept staff recommendation for the alteration request. Director Engdahl seconded. The motion passed.

Discussion ensued among the committee.

Director Bhada made a motion to extend the removal deadline for all other features and plant material not to exceed November 30, 2023. Director Engdahl seconded. The motion passed.

8c. Alteration Request – 2380-A

Director Bhada made a motion to accept staff recommendation for the alteration request. Director Engdahl seconded. The motion passed.

8d. Request for Shrub Removal – 5190

Director Bhada made a motion to accept staff recommendation for the shrub removal request. Director Engdahl seconded. The motion passed.

8e. Tree Removal Request 3077-A Via Serena South – One Fern Pine Tree

Director Bhada made a motion to accept Staff Recommendation for the Tree Removal Request. Director Engdahl seconded. The motion passed.

Discussion ensued among the committee.

Director Bhada made a motion to direct staff to conduct an off-season crown reduction of the tree. Director Engdahl seconded. The motion passed.

8f. Tree Removal Request: 2387-3A Via Mariposa – One Eucalyptus Spotted Gum Tree and One Canary Island Pine Tree

Director Bhada made a motion to accept Staff Recommendation for the Tree Removal Request. Director Engdahl seconded. The motion passed.

8g. Tree Removal Request: Three Eucalyptus Blue Gum Trees

Director Bhada made a motion to accept Staff Recommendation for the Tree Removal Request. Director Engdahl seconded. The motion passed.

Director Bhada left the room at 10:32 a.m.

9. Items for Future Agendas

- Additional Water Saving Landscape Project Locations for approval by the Committee.

10. Committee Member Comments

No comments were made.

11. Date of Next Meeting: Thursday, July 6, 2023 at 9:30 a.m.

12. Adjourned at 10:36 a.m.

Ira Lewis

Ira Lewis (Jun 13, 2023 11:44 PM)

Ira Lewis, Chair

Kurt Wiemann, Staff Officer

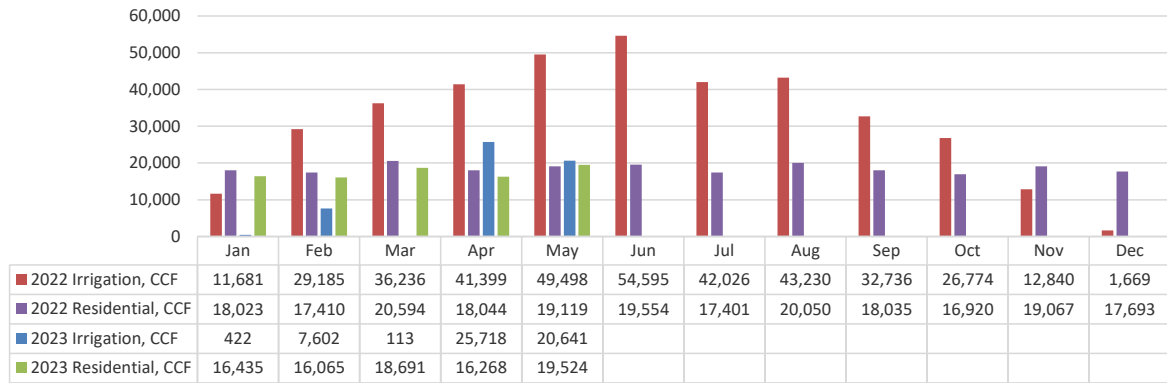
Jayanna Abolmoloki, Landscape Administrative Assistant

949-268-2565

Third Mutual Landscape Project Log July 2023									
Project	Contractor	Description	Status	Estimated Completion	Completion	Budget Status	Budget	YTD*	Balance
Tree Maintenance	Great Scott Tree Services, Inc.	The annual program, a combination of contracted work and in-house staff, working on a 5 year species-based trim cycle. Contractor performs mainly scheduled annual maintenance and isolated removals. Staff crew focuses on customer service.	Contracted tree crews trimmed 1,872 trees, removed 13 and planted 4 trees.	Annual Program	40%	67%	\$503,120	\$ 339,281.44	\$163,839
	In-House Tree Crew		As of May 31, 2023, the in-house crew trimmed 196 trees, removed 35 and planted 16 trees.		60%	48%	\$396,694	\$189,658	\$207,036
Landscape Modernization	Staff	Elimination of highest water using turf areas; replacing with water efficient landscapes. Replacing old, end of useful life plant material using drought tolerant where appropriate	On-going annual project using in-house crews. First list of committee approved locations completed.	Annual Program	55%	34%	\$195,650	\$65,992	\$129,658
Slope Maintenance Outsourced	Mission Landscape	Annual Maintenance	In progress, on schedule.	Annual Program	50%	36%	\$523,765	\$187,829	\$335,936
Fire Risk Reduction	Mission Landscaping/FRS/Staff	Project includes the removal of vegetation with a high risk of fire.	Awarded Contract to FRS (Dudek) for Fire Fuel Reduction/Habitat Enhancement. Project expected to start early July 2023. Mission working on OCFA punchlist.	Annual Program	5%	0%	\$180,000	\$0	\$180,000

*Completion based upon invoices recieved to-date, 06/19/2023. In-House Expenses as of 05/31/2023.

Third Mutual Water Consumption 2022 - 2023 Trends



Third Mutual Off Schedule Tree Work						
Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
1/3/2023	3374	Hanger	Bottle Brush	2	Hanger	Staff
1/3/2023	5504	Hanger	Carrotwood	2	Hanger	Staff
1/3/2023	3242	Hanger	Brazilian Pepper	2	Hanger	Staff
1/3/2023	5546	Hanger	Desert Gum	2	Hanger	Staff
1/3/2023	3441	Hanger	Unknown	4	Hanger	Staff
1/4/2023	5370	Hanger	Silk Oak	3	Hanger	Staff
1/4/2023	5371	Hanger	Paperbark	2	Hanger	Staff
1/4/2023	3252	Removal	Italian Cypress	4	Removal	Staff
1/6/2023	2256	Removal	Pittosporum	6	Removal	Staff
1/6/2023	2228	Removal	Two Hobseed	3	Removal	Staff
1/9/2023	3204	Removal	Silver Dollar Gum	4	Dead	Staff
1/9/2023	3489	Clearance	Mayoporum	2	Clear, end weight	Staff
1/9/2023	3329	Clearance	Carrotwood	3	Clear, end weight	Staff
1/9/2023	5240	Clearance	Silverdollar	3	Clear of building	Staff
1/9/2023	5242	Clearance	Xylosma	2	Clear of building	Staff
1/9/2023	3277	Clearance	Two Podocarpus	5	Clear of building	Staff
1/9/2023	3233	Clearance	Fern Pine	3	Clear, end weight	Staff
1/9/2023	2279	Trim	Red Alder	3	Full trim	Staff
1/11/2023	3008	Trim	Jacaranda	6	Full trim	Staff
1/13/2023	5557	Trim	Aleppo Pine	20	Full trim	Staff
1/13/2023	5582	Trim	Fern Pine	4	Full trim	Staff
1/13/2023	5581	Trim	Fern Pine	4	Full trim	Staff
1/13/2023	3278	Clearance	Carrotwood	3	clear, end weight	Staff
1/16/2023	5563	Hanger	Nichol Willow	2	Hanger in canopy	Staff
1/16/2023	5378	Removal	Red Clusterberry	3	Dead	Staff
1/16/2023	3310	Clearance	Two Carrotwood	4	Clear, end weight	Staff
1/17/2023	3473	Trim	California Pepper	3	Full trim	Staff
1/17/2023	3310	Clearance	Carrotwood	2	Clear, end weight	Staff
1/17/2023	3311	Clearance	Carrotwood	2	Clear, end weight	Staff
1/18/2023	3109	Removal	Avocado	3	Resident request	Staff
1/18/2023	5243	Removal	Acacia	4	Dead	Staff
1/18/2023	5475	Clearance	Rusty Leaf	2	Clear, end weight	Staff
1/18/2023	5420	Removal	Pink Maleluca	3	Uprooted	Staff
1/20/2023	3176	Removal	Hyporum	4	Uprooted	Staff
1/23/2023	2334	Hanger	Jacaranda	4	Hanger in Canopy	Staff
1/23/2023	5375	Hanger	Carrotwood	2	Hanger in Canopy	Staff
1/23/2023	3334	Removal	Bushy Yate	20	Dead	Staff
1/23/2023	3324	Hanger	Bottlebrush	2	Hanger in Canopy	Staff
1/23/2023	2381	Hanger	Jacaranda	4	Hanger in Canopy	Staff
1/23/2023	2369	Hanger	Brazilian Pepper	3	Hanger in Canopy	Staff
1/24/2023	3090	Hanger	Bottlebrush	2	Hanger in Canopy	Staff
1/24/2023	2300	Removal	Bottlebrush	2	Uprooted	Staff
1/24/2023	2292	Removal	Juniper	2	Uprooted	Staff
1/31/2023	5075	Trim	Hollywood Juniper	8	Full trim	Staff
1/31/2023	5372	Clearance	Carrotwood	2	Clear, end weight	Staff
1/31/2023	5054	Clearance	Crape Myrtle	1	Clear, end weight	Staff
2/1/2023	3293	Clearance	Brazilian Pepper	2	Clear, end weight	Staff
2/1/2023	3294	Clearance	Carrotwood	2	Clear, end weight	Staff
2/2/2023	3153	Removal	Lemon	2	Resale	Staff
2/2/2023	3153	Removal	Orange	2	Resale	Staff
2/2/2023	5208	Removal	Ficus Benjamina	3	Dead	Staff
2/2/2023	5267	Trim	Aleppo Pine	4	Full trim	Staff
2/2/2023	3436	Clearance	Carrotwood	1	Clear, end weight	Staff
2/2/2023	3493	Trim	King Palm	2	Full trim	Staff
2/2/2023	5527	Hanger	Chinese Elm	2	Hanger in canopy	Staff

2/2/2023	3044	Removal	Catalina Cherry	2	Dead	Staff
2/2/2023	3044	Removal	Myoporum	2	Dead	Staff
2/2/2023	3044	Hanger	Italian Stone Pine	2	Hanger in canopy	Staff
2/2/2023	3044	Hanger	Spotted Gum	1	Hanger in canopy	Staff
2/2/2023	3044	Hanger	Canary Island Pine	1	Hanger in canopy	Staff
2/2/2023	3044	Removal	Myoporum	2	Dead	Staff
2/3/2023	3026	Removal	Bailey Acacia	4	Dead	Staff
2/3/2023	3027	Removal	Myoporum	2	Dead	Staff
2/3/2023	3027	Removal	Myoporum	2	Dead	Staff
2/3/2023	3027	Removal	Myoporum	3	Dead	Staff
2/3/2023	3021	Trim	Liquid Amber	9	Full trim	Staff
2/8/2023	3367	Trim	Silk Oak	8	Full trim	Staff
2/8/2023	2379	Hanger	Sycamore	2	Hanger in canopy	Staff
2/8/2023	2351	Trim	Eucalyptus	18	Full trim	Staff
2/9/2023	5240	Hanger	Silver Dollar	3	Hanger in canopy	Staff
2/10/2023	3498	Removal	Two Hollywood Juniper	6	Dead	Staff
2/10/2023	3463	Clearance	Ficus Nitida	2	Clear, end weight	Staff
2/10/2023	3465	Trim	Carrotwood	8	Full trim	Staff
2/22/2023	5323	Removal	Crape Myrtle	2	Uprooted	Staff
2/23/2023	2379	Removal	Sycamore	8	Dead	Staff
2/24/2023	3367	Removal	Sycamore	8	Dead	Staff
2/27/2023	3242	Hanger	Brazilian Pepper	2	Hanger in canopy	Staff
2/27/2023	5540	Hanger	Maleluca	2	Hanger in Canopy	Staff
2/27/2023	4004	Hanger	Rusty Leaf Fig	2	Hanger in Canopy	Staff
2/27/2023	2395	Hanger	Brazilian Pepper	2	Hanger in canopy	Staff
2/27/2023	3477	Clean Up	Ground Branches	2	Clean Up debris	Staff
2/27/2023	3424	Trim	Catalina Cherry	3	Full trim	Staff
2/27/2023	3424	Trim	Metrosideros	3	Full trim	Staff
2/27/2023	3424	Trim	African Sumac	3	Full trim	Staff
2/27/2023	3370	Clearance	Indian Laurel Fig	2	Clear, end weight	Staff
2/27/2023	3370	Clearance	Indian Laurel Fig	2	Clear, end weight	Staff
2/28/2023	2395	Hanger	Spotted Gum	2	Hanger in canopy	Staff
2/28/2023	3100	Hanger	Cajeput Tree	3	Hanger in canopy	Staff
2/28/2023	5510	Hanger	Shamel Ash	3	Hanger in canopy	Staff
2/28/2023	5372	Clearance	Carrotwood	3	Clear, end weight	Staff
2/28/2023	3424	Trim	Catalina Cherry	2	Full trim	Staff
2/28/2023	3424	Trim	Three African Sumac	7	Full trim	Staff
2/28/2023	3424	Trim	Three African Sumac	8	Full trim	Staff
2/28/2023	3424	Trim	Red Ironbark	6	Full trim	Staff
3/1/2023	4025	Removal	New Zealand	6	Split	Staff
3/1/2023	3337	Removal	Volunteers	6	Dead	Staff
3/2/2023	2136	Clearance	Stone Pine	2	Clearance in canopy	Staff
3/2/2023	2135	Removal	Edible Loquat	6	Resident request	Staff
3/2/2023	2392	Hanger	Stone Pine	6	Hanger in canopy	Staff
3/2/2023	2392	Clearance	Canary Island Pine	3	Clear, end weight	Staff
3/3/2023	5437	Removal	Evergreen Pear	5	Uprooted	Staff
3/3/2023	3352	Removal	Juniper	6	Dead	Staff
3/6/2023	3487	Hanger	Spotted Gum	3	Hanger in canopy	Staff
3/6/2023	3425	Trim	Two Bottle Brush	6	Full trim	Staff
3/7/2023	3360	Hanger	Silver Dollar	2	Hanger in canopy	Staff
3/7/2023	3426	Trim	Hibiscus	3	Full trim	Staff
3/9/2023	3342	Hanger	Bottle Brush	2	Hanger in canopy	Staff
3/9/2023	5214	Trim	Brazilian Pepper	8	Full trim	Staff
3/9/2023	3221	Clearance	Carolina Cherry	3	Clear, end weight	Staff
3/9/2023	3275	Clearance	Bushy Yate	2	Clear, end weight	Staff
3/9/2023	3240	Clearance	Eucalyptus	4	Clear, end weight	Staff
3/10/2023	4022	Clearance	Carrotwood	2	Clear, end weight	Staff

3/13/2023	2352	Removal	Fig	5	Resident request	Staff
3/13/2023	3243	Clearance	Eucalyptus	4	Clear, end weight	Staff
3/13/2023	2371	Removal	Carolina Cherry	3	Dead	Staff
3/13/2023	2372	Hanger	Carolina Cherry	2	Hanger in canopy	Staff
3/15/2023	3296	Removal	Silver Dollar	8	Uprooted	Staff
3/16/2023	2387	Clearance	Spotted Gum	4	Clear, end weight	Staff
3/16/2023	3427	Trim	Two New Zealand	4	Full trim	Staff
3/16/2023	3427	Trim	Bottlebrush	4	Full trim	Staff
3/16/2023	3428	Trim	Two New Zealand	3	Full trim	Staff
3/16/2023	3429	Trim	Magnolia	2	Full trim	Staff
3/16/2023	2231	Removal	King Palm	4	Dead	Staff
3/16/2023	3531	Hanger	Yew Pine	2	Hanger in canopy	Staff
3/16/2023	3428	Trim	Carrotwood	3	Full trim	Staff
3/16/2023	3428	Trim	Red Ironbark	4	Full trim	Staff
3/16/2023	3428	Trim	Two Bottle Brush	3	Full trim	Staff
3/16/2023	3428	Trim	Red Ironbark	4	Full trim	Staff
3/17/2023	2393	Clean Up	Ground Branches	7.5	Clean Up	Staff
3/17/2023	3428	Trim	Silver Dollar	4	Full trim	Staff
3/17/2023	3428	Trim	Silver Dollar	4	Full trim	Staff
3/17/2023	3429	Trim	Silver Dollar	4	Full trim	Staff
3/17/2023	3429	Trim	Silver Dollar	4	Full trim	Staff
3/20/2023	3375	Hanger	Carrotwood	2	Hanger in canopy	Staff
3/20/2023	3376	Hanger	Three Carrotwood	3	Hanger in canopy	Staff
3/20/2023	3377	Hanger	Carrotwood	3	Hanger in canopy	Staff
3/21/2023	2358	Removal	Juniper Spartan	4	Uprooted	Staff
3/21/2023	3478	Hanger	Silver Dollar	2	Hanger in canopy	Staff
3/21/2023	3498	Hanger	Camphor	2	Hanger in canopy	Staff
3/21/2023	3430	Hanger	Crape Myrtle	2	Hanger in canopy	Staff
3/21/2023	3407	Hanger	Red Ironbark	2	Hanger in canopy	Staff
3/22/2023	3324	Removal	Bushy Yate	8	Uprooted	Staff
3/22/2023	3429	Removal	Silver Dollar	9	Uprooted	Staff
3/27/2023	3201	Clearance	Sycamore	2	Clear, end weight	Staff
3/27/2023	5332	Trim	Carolina Cherry	4	Full trim	Staff
3/27/2023	2329	Removal	Queen Palm	5	Dead	Staff
3/28/2023	2292	Removal	Juniper	4	Dead	Staff
3/28/2023	3428	Trim	Cajeput Tree	4	Full trim	Staff
3/28/2023	3429	Trim	Red Ironbark	6	Full trim	Staff
3/28/2023	3429	Trim	Bottle	3	Full trim	Staff
3/29/2023	3350	Hanger	Silk Oak	2	Hanger in canopy	Staff
3/29/2023	5563	Hanger	Willow Leaf	2	Hanger in canopy	Staff
3/29/2023	3299	Clearance	Ironbark	2	Clear, end weight	Staff
3/30/2023	4008	Trim	Orchid Tree	3	Full trim	Staff
3/30/2023	5460	Hanger	Silver Dollar Gum	2	Hanger in canopy	Staff
3/30/2023	5474	Removal	Orange	2	Resale	Staff
3/30/2023	3251	Trim	Canary Island Pine	8	Full trim	Staff
3/31/2023	3369	Removal	Bird Paradise	7	Dead	Staff
4/3/2023	5596	Hanger	Eucalyptus	2	Hanger in canopy	Staff
4/3/2023	3290	Hanger	Spotted Gum	3	Hanger in canopy	Staff
4/4/2023	5568	Removal	Willow Leaf	16	Dead	Staff
4/4/2023	3245	Clearance	Scented Gum	4	Clear, end weight	Staff
4/5/2023	3298	Trim	Silk Oak	6	Full trim	Staff
4/5/2023	3478	Hanger	Silver Dollar	4	Hanger in canopy	Staff
4/5/2023	5546	Hanger	Desert Gum	3	Hanger in canopy	Staff
4/5/2023	5546	Hanger	Aleppo Pine	3	Hanger in canopy	Staff
4/5/2023	3430	Trim	Bottlebrush	2	Full trim	Staff
4/5/2023	3522	Removal	Fern Pine	6	Dead	Staff
4/5/2023	3437	Clearance	Two King Palm	2	Clear, end weight	Staff

4/5/2023	3438	Clearance	Three King Palm	3	Clear, end weight	Staff
4/7/2023	3310	Hanger	Fern Pine	2	Hanger in canopy	Staff
4/7/2023	2224	Clearance	Australian Willow	4	Clear, end weight	Staff
4/17/2023	3286	Hanger	Red Ironbark	4	Hanger in canopy	Staff
4/17/2023	4014	Hanger	Bottlebrush	2	Hanger in canopy	Staff
4/17/2023	3258	Removal	Purple Leaf Plum	2	Dead	Staff
4/17/2023	3444	Trim	Ficus Nitida	6	Full trim	Staff
4/19/2023	3530	Clearance	Bottle Brush	3	Clear, end weight	Staff
4/19/2023	2325	Removal	Victorian Box	6	Dead	Staff
4/19/2023	3439	Trim	Camphor	3	Full trim	Staff
4/20/2023	3525	Hanger	Chinese Elm	6	Hanger in canopy	Staff
4/20/2023	3525	Hanger	Fern Pine	3	Hanger in canopy	Staff
4/20/2023	3407	Trim	Red Ironbark	6	Full trim	Staff
4/20/2023	3442	Trim	Two Queen Palm	5	Full trim	Staff
4/20/2023	3444	Trim	Queen Palm	3	Full trim	Staff
4/20/2023	3443	Trim	Camphor	3	Full trim	Staff
4/20/2023	5298	Clearance	Spotted Gum	5	Clear, end weight	Staff
4/20/2023	3214	Hanger	Brazilian Pepper	2	Hanger in canopy	Staff
4/20/2023	3208	Hanger	Fern Pine	2	Hanger in canopy	Staff
4/21/2023	5166	Trim	Fern Pine	6	Full trim	Staff
4/21/2023	3443	Trim	Canary Island Pine	6	Full trim	Staff
4/24/2023	3275	Clearance	Bushy Yate	6	Clear, end weight	Staff
4/26/2023	2317	Removal	Magnolia	6	Resale	Staff
4/27/2023	2277	Removal	Flame	6	Resale	Staff
4/27/2023	2371	Removal	Silk Oak	6	Resale	Staff
4/27/2023	2370	Removal	Silk Oak	12	Resale	Staff
4/28/2023	3186	Removal	Lemon	2	Resale	Staff
4/28/2023	3186	Removal	Two Fruit Trees	4	Resale	Staff
4/28/2023	5513	Removal	Lemon and orange	4	Resale	Staff
4/28/2023	5154	Removal	Lemon	2	Resale	Staff
4/28/2023	5169	Trim	Sycamore	8	Full trim	Staff
4/28/2023	5189	Clearance	Acacia	3	Clear, end weight	Staff
4/28/2023	5275	Trim	Crape Myrtle	3	Full trim	Staff
4/28/2023	3425	Trim	Bottlebrush	4	Full trim	Staff
4/11/2023	3454	Clearance	Ironbark	3	Clear, end weight	Staff
4/11/2023	5033	Clearance	Magnolia	2	Clear, end weight	Staff
4/11/2023	5298	Hanger	Two Star Pine	4	Hanger in canopy	Staff
4/11/2023	5298	Clearance	Three Black Acacia	8	Clear, end weight	Staff
4/11/2023	5298	Clearance	Black Acacia	4	Clear, end weight	Staff
4/11/2023	5298	Clearance	Stone Pine	4	Clear, end weight	Staff
4/13/2023	2265	Clearance	Chinese Juniper	3	Clear, end weight	Staff
4/13/2023	2318	Removal	American Arborvitae	4	Dead	Staff
4/13/2023	3409	Removal	Bottlebrush	8	Dead	Staff
4/13/2023	5533	Trim	Carrotwood	4	Full trim	Staff
4/13/2023	3401	Removal	Aristrian	2	Dead	Staff
4/13/2023	3489	Hanger	Spotted Gum	2	Hanger, end weight	Staff
4/14/2023	3437	Trim	Silk	3	Full trim	Staff
5/1/2023	5590	Trim	Two Bird of Paradise	3	Full trim	Staff
5/1/2023	3461	Hanger	Carrotwood	1	Hanger in canopy	Staff
5/1/2023	3458	Hanger	Carrotwood	1	Hanger in canopy	Staff
5/2/2023	3435	Trim	Silver Dollar Gum	8	Full trim	Staff
5/2/2023	3436	Trim	Silver Dollar Gum	8	Full trim	Staff
5/2/2023	3214	Trim	Large Hedge	8	Full trim	Staff
5/4/2023	5319	Removal	Brisbane Box	6	Dead	Staff
5/4/2023	3491	Removal	Sycamore	5	Dead	Staff
5/5/2023	3088	Clearance	Jacaranda	2	Clear, end weight	Staff
5/8/2023	5374	Trim	Two King Palm	3	Full trim	Staff

5/9/2023	3217	Trim	Sycamore	6	Full trim	Staff
5/9/2023	3351	Trim	Pine	4	Full trim	Staff
5/9/2023	5375	Trim	Liquid Amber	4	Full trim	Staff
5/9/2023	5374	Trim	Evergreen Pear	3	Full trim	Staff
5/10/2023	2110	Removal	Bottle	6	Dead	Staff
5/11/2023	3201	Trim	Sycamore	6	Full trim	Staff
5/11/2023	3217	Clearance	Hedge of Toyon	4	Clear off Building	Staff
5/11/2023	2196	Trim	Loquat	3	Full trim	Staff
5/15/2023	3331	Clearance	Rusty Leaf Fig	2	Clear off Building	Staff
5/15/2023	3330	Clearance	Carrotwood	2	Clear off Building	Staff
5/15/2023	3047	Trim	Canary Island Pine	16	Full trim	Staff
5/15/2023	5303	Clearance	Eucalyptus	2	Clear off Building	Staff
5/15/2023	3454	Hanger	Red Flowering Gum	3	Hanger in canopy	Staff
5/16/2023	3498	Trim	Two Camphor	12	Full trim	Staff
5/16/2023	3330	Clearance	Peppermint	2	Clear off Building	Staff
5/16/2023	3331	Clearance	Red Bud	2	Clear off Building	Staff
5/16/2023	5374	Trim	Red Ironbark	8	Full trim	Staff
5/16/2023	5375	Trim	Red Ironbark	8	Full trim	Staff
5/16/2023	5375	Trim	Cajeput Tree	4	Full trim	Staff
5/17/2023	3363	Hanger	Silk Oak	2	Hanger in canopy	Staff
5/17/2023	3363	Clearance	China Berry	2	Clear, end weight	Staff
5/17/2023	5378	Trim	Red Flowering Gum	8	Full trim	Staff
5/18/2023	5378	Trim	Red Flowering Gum	6	Full trim	Staff
5/18/2023	5374	Trim	Two Cajeput Tree	6	Full trim	Staff
5/18/2023	5373	Trim	Two Cajeput Tree	5	Full trim	Staff
5/18/2023	5373	Trim	Red Flowering Gum	4	Full trim	Staff
5/18/2023	5373	Trim	Cajeput Tree	4	Full trim	Staff
5/18/2023	961	Removal	Dracaena	4	Dead	Staff
5/19/2023	3500	Clearance	Two Junipers	4	Clear, end weight	Staff
5/19/2023	3355	Trim	Red Ironbark	8	Full trim	Staff
5/19/2023	3354	Trim	Red Ironbark	8	Full trim	Staff
5/19/2023	3354	Trim	Windmill Palm	2	Full trim	Staff
5/22/2023	5064	Removal	Four Volunteers	4	Dead	Staff
5/22/2023	3355	Trim	Bottle	3	Full trim	Staff
5/22/2023	3357	Trim	Brisbane Box	6	Full trim	Staff
5/22/2023	3356	Trim	Peppermint	4	Full trim	Staff
5/23/2023	5470	Clearance	Camphor	2	Clear, end weight	Staff
5/24/2023	3358	Trim	Two Peppermint	6	Full trim	Staff
5/25/2023	3415	Clearance	Red Ironbark	2	Clear, end weight	Staff
5/25/2023	2402	Removal	Redbud	4	Uprooted	Staff
5/26/2023	2329	Removal	Ficus Carica	6	Dead	Staff
5/30/2021	5340	Removal	Lemon	2	Resale	Staff
5/30/2021	5340	Removal	Lemon	2	Resale	Staff
5/30/2021	3357	Clearance	Canary Island Pine	2	Clear, end weight	Staff
5/30/2021	3357	Clearance	Bottle	2	Clear, end weight	Staff
5/30/2021	3357	Clearance	Bottle	2	Clear, end weight	Staff
5/30/2021	3357	Clearance	Bottle	2	Clear, end weight	Staff
5/30/2021	3357	Clearance	Bottle	2	Clear, end weight	Staff
5/30/2021	3357	Clearance	Angel Trumpet	1	Clear, end weight	Staff
5/30/2021	3358	Clearance	Bottle	1	Clear, end weight	Staff
5/30/2021	2401	Clearance	Schefflera	1	Clear, end weight	Staff
6/12/2023	3335	Removal	Paperbark	8	Dead	Staff
6/12/2023	2254	Clearance	Star Pine	2	Clear, end weight	Staff
6/12/2023	5463	Removal	Magnolia	4	Dead	Staff
6/12/2023	3210	Removal	Avocado	5	Roots causing damage to flower bed bricks	Staff

6/12/2023	3498	Clearance	Two Rusty Leaf Fig	4	Clear, end weight	Staff
6/12/2023	3242	Clearance	Shamel Ash	2	Clear, end weight	Staff
6/12/2023	4009	Removal	Red Bud	3	Dead	Staff
6/12/2023	5592	Clearance	Magnolia	3	Clear, end weight	Staff
6/12/2023	5592	Clearance	Kaffir Plum	4	Clear, end weight	Staff
6/13/2023	3460	Clearance	Black Locust	2	Clear, end weight	Staff
6/13/2023	5511	Trim	Two Monterrey Pines	8	Full trim	Staff
6/14/2023	5439	Clearance	Camphor	3	Clear, end weight	Staff
6/14/2023	3333	Clearance	Wilson Holly	2	Clear, end weight	Staff
6/15/2023	2226	Trim	Aleppo Pine	8	Full trim	Staff
6/15/2023	2226	Trim	Aleppo Pine	8	Full trim	Staff
6/15/2023	2226	Trim	Aleppo Pine	9	Full trim	Staff
6/16/2023	2225	Removal	Paperbark	16	Dead	Staff
6/16/2023	2225	Trim	Silk Oak	12	Full trim	Staff
6/21/2023	2171	Removal	Edible Fig	3	Resident request	Staff
6/21/2023	2169	Clearance	Mulberry	2	Clear, end weight	Staff
6/21/2023	2384	Clearance	Torulosa	1	Clear, end weight	Staff
6/21/2023	2384	Clearance	Two Bottle Brush	4	Clear, end weight	Staff
6/22/2023	3242	Trim	Torulosa	4	Full trim	Staff
6/22/2023	3242	Trim	Podocarpus	2	Full trim	Staff
6/22/2023	3292	Clearance	Mulberry	3	Clear, end weight	Staff
6/22/2023	3340	Removal	Liquid Amber	8	Dead	Staff
6/22/2023	3367	Clearance	Three Canary Island Pines	6	Clear, end weight	Staff
6/22/2023	5541	Clearance	Ornamental Pear	2	Clear, end weight	Staff
6/22/2023	5542	Clearance	Two Ornamental Pears	4	Clear, end weight	Staff
6/22/2023	5581	Clearance	Four Catalina Cherry	5	Clear, end weight	Staff
6/22/2023	4005	Clearance	Crape Myrtle	2	Clear, end weight	Staff
6/23/2023	4022	Clearance	Spotted Gum	3	Clear, end weight	Staff
6/23/2023	5265	Trim	New Zealand	3	Full trim	Staff
6/23/2023	5265	Clearance	Myoporum	2	Clear, end weight	Staff
6/23/2023	5118	Clearance	Sycamore	2	Clear, end weight	Staff
6/23/2023	5267	Trim	New Zealand	3	Full trim	Staff
6/23/2023	5316	Trim	Two Pine	15	Full trim	Staff



STAFF REPORT

DATE: July 6, 2023
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 5480-B Paseo Del Lago West – One Bottlebrush Tree

RECOMMENDATION

Approve the request for the removal of one Bottlebrush tree located at 5480-B Paseo Del Lago West.

BACKGROUND

The resident purchased the unit in May 2023, and is requesting the removal of one Bottlebrush tree, *Callistemon*, located at the rear of the unit in the shrub bed. The reason cited for the removal is the tree roots are lifting the tiles of the sun room (alteration). The tile is an approved alteration from 2002. There are seven additional signatures on the request form in favor of the removal (Attachment 1).

The Bottlebrush tree was last pruned in April of 2021. Future trimming is tentatively scheduled for fiscal year 2026 as this tree is on a five-year trim cycle. The height of the tree is approximately 40 feet with a trunk diameter of approximately 20 inches. The tree is growing in the shrub bed approximately three feet from the alteration sun room.

DISCUSSION

At the time of inspection, the Bottlebrush tree was found to be in fair condition. There were no signs of pests or previous pest damage. No decay, dead or broken branches were in the canopy. However, there were some limbs hanging onto the roof of the sun room and the tree does require additional off schedule trimming. There are a number of surface roots growing towards the unit's sun room. These roots are growing on the opposite side of the tree's tilt, which is leaning away from the sun room.

Due to the proximity of the tree to the sun room, there is not enough room to perform a root trench without jeopardizing the stability of the tree. The roots will continue to grow and cause additional raising of the tiles.

Staff is recommending the removal of the tree to prevent further damage. The residents have been made aware that any and all repairs to the tiles will be the sole responsibility of the residents and not the Mutual.

FINANCIAL ANALYSIS

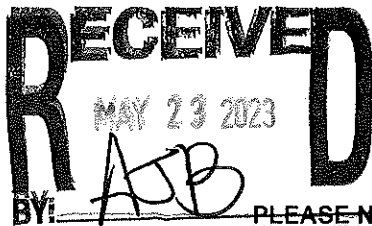
The cost to remove the Bottlebrush tree is approximately \$1,380. The cost to trim the tree at a crew rental cost is approximately \$450 and scheduled trimming is \$156. The estimated value of the tree is \$3,260 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Field Operations
Jayanna Abolmoloki, Department Administrative Assistant

Committee Routing: None

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form
Attachment 2: Photographs



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.

5480 Paseo Del Lago W #B

Address

5-23-2023

Today's Date

June & Charles Kim

Resident's Name

(909)348-4481

Telephone Number

Non-Routine Request

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

☒ Tree Removal

☐ New Landscape

☐ Off-Schedule Trimming

☐ Other (explain):

Reason for Request

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

☒ Structural Damage ☐ Sewer Damage ☐ Overgrown ☐ Poor Condition

☐ Litter/Debris ☐ Personal Preference

☐ Other (explain):

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.
- 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.

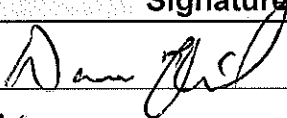
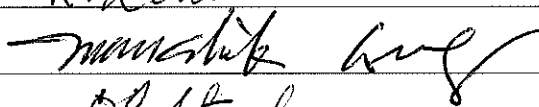
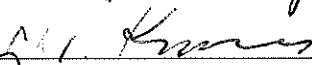
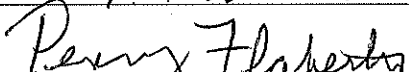
Description & Location of Request

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.

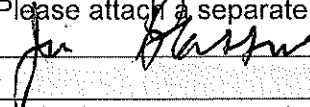
roots of the tree in back of manor 5480 B
are lifting the sunroom tiles

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.

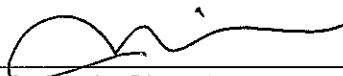
Signature	Manor #	For	Undecided	Against
	5479 B	✓		
K. Renon	5479 A	✓		
	5479 C	✓		
DP Steinberg	5481 B	✓		
	5483 C	✓		
	5483 A	✓		

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

 5472 A ✓

Acknowledgement - Owner

By signing, you are acknowledging this request.


Owner's Signature

June Kim
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

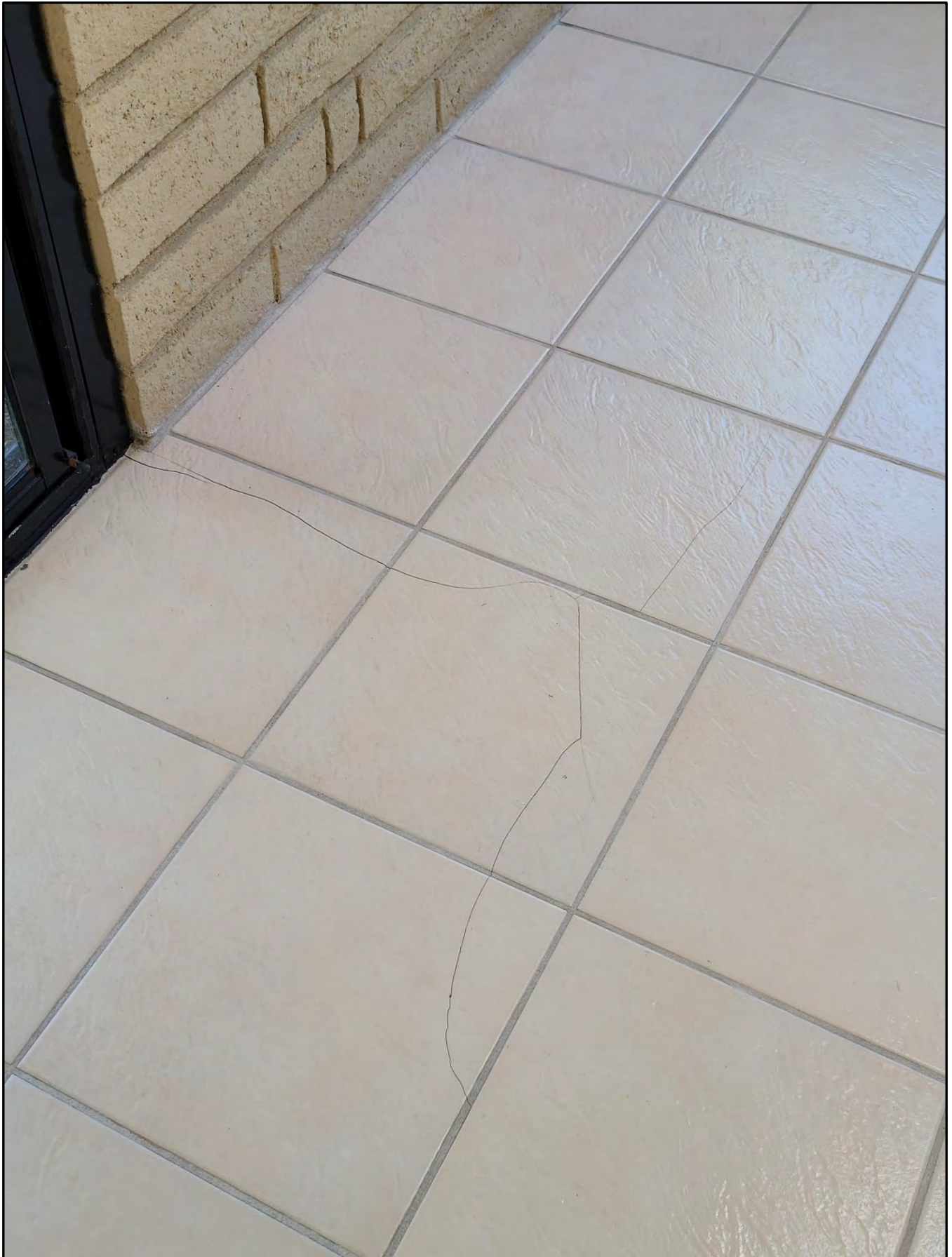
COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

Attachment 2

















STAFF REPORT

DATE: July 6, 2023
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 5554-A Rayo Del Sol – One Fern Pine Tree

RECOMMENDATION

Approve the request for the removal of one Fern Pine tree located at 5554-A Rayo Del Sol.

BACKGROUND

The resident purchased the unit in March 2023, and is requesting the removal of one Fern Pine tree, *Podocarpus, gracilior*, located at the front of the unit in the turf area. The reasons cited for the removal are structural damage and a massive root system that is unsightly. There are three additional signatures on the request form in favor of the removal (Attachment 1).

The Fern Pine tree was last pruned in April of 2022. Future trimming is tentatively scheduled for fiscal year 2025 as these trees are on a three-year trim cycle. The height of the tree is approximately 35 feet with a trunk diameter of approximately 22 inches. The tree is growing in the turf area in front of the unit approximately eight feet from the unit's walkway and approximately three feet from the common walkway.

DISCUSSION

At the time of inspection, the Fern Pine tree was found to be in good condition. There was a full balanced canopy with no decay, deadwood or broken branches. There was no pest activity or prior pest damage. The tree had several large branches with included bark. This is a result of two branches of the same size growing together in a 'V' shape rather than a preferred "U" shape. With a 'V' shape, it is typically a weak attachment and is susceptible to splitting.

There are many surface roots growing towards the main walkway and the unit's walkway with separation at the expansion joint on the unit's walkway, as well as a recent grinding to prevent an offset lip or trip hazard. The main walkway has a raise of the concrete at the curb. Given the available space from the two walkways, and the tree trunk, there is not enough adequate space to perform a root trench without jeopardizing the stability of the tree.

It is staff's recommendation to remove the Fern Pine tree before further damage to the walkways occurs and to avoid the potential for future limb loss.

FINANCIAL ANALYSIS

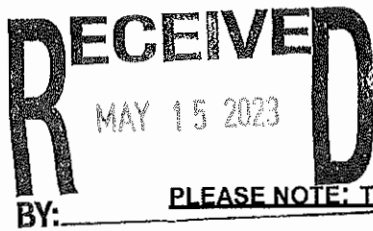
The cost to remove the Fern Pine is approximately \$1,518. The cost to trim the tree at a crew rental cost is approximately \$450 and scheduled trimming is \$156. The estimated value of the tree is \$3,260 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Landscape Services
Jayanna Abolmoloki, Department Administrative Assistant

Committee Routing: None

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form
Attachment 2: Photographs



Laguna Woods Village

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

BY: _____

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.*5554 A

Address

5-15-23

Today's Date

Vincent + Valerie Scardina

Resident's Name

949-280-3631

Telephone Number

Non-Routine Request

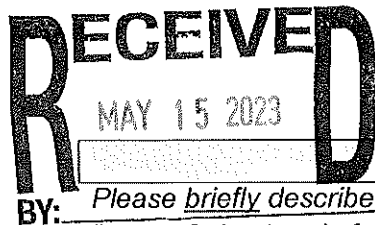
Please checkmark the item that best describes your request. If none apply, please checkmark "Other" and explain.

☒ 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):Above ground root system is massive + unsightly**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

BY: 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.

Location - adjacent to driveway + front walkway
- roots are lifting sidewalk/walkway

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>Phonette Z Hobbs</i>	5554B	X		
<i>John Wurdinger</i>	5554B	X		
<i>Song m. Joz</i>	5565A	X		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Vincent Scardina

Owner's Signature

Vincent Scardina

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: _____

Attachment 2



















STAFF REPORT

DATE: July 6, 2023
FOR: Landscape Committee
SUBJECT: Proposed Addition of Two Full Time Equivalents

RECOMMENDATION

Recommend to the Board of Directors to add two Gardener positions to the Grounds Maintenance Division for the period of July through December 2023.

BACKGROUND

Third Mutual has 366.8 acres of landscape to maintain, with 43 Gardeners assigned. The Grounds Maintenance Division has divided the acreage into five sections, with crews averaging 8.6 gardeners each.

DISCUSSION

The landscape maintenance schedule of four cycles is based on actual labor hours needed to perform tasks associated with the work; weeding, pruning, mowing, etc. When Gardeners are out sick or on vacation, the efficiency of the crews drop dramatically making it difficult to maintain schedules. The addition of two full time Gardeners functioning as “floaters” to fill in temporary vacancies will increase the effectiveness of affected crews, allowing them to perform the work efficiently and stay on schedule.

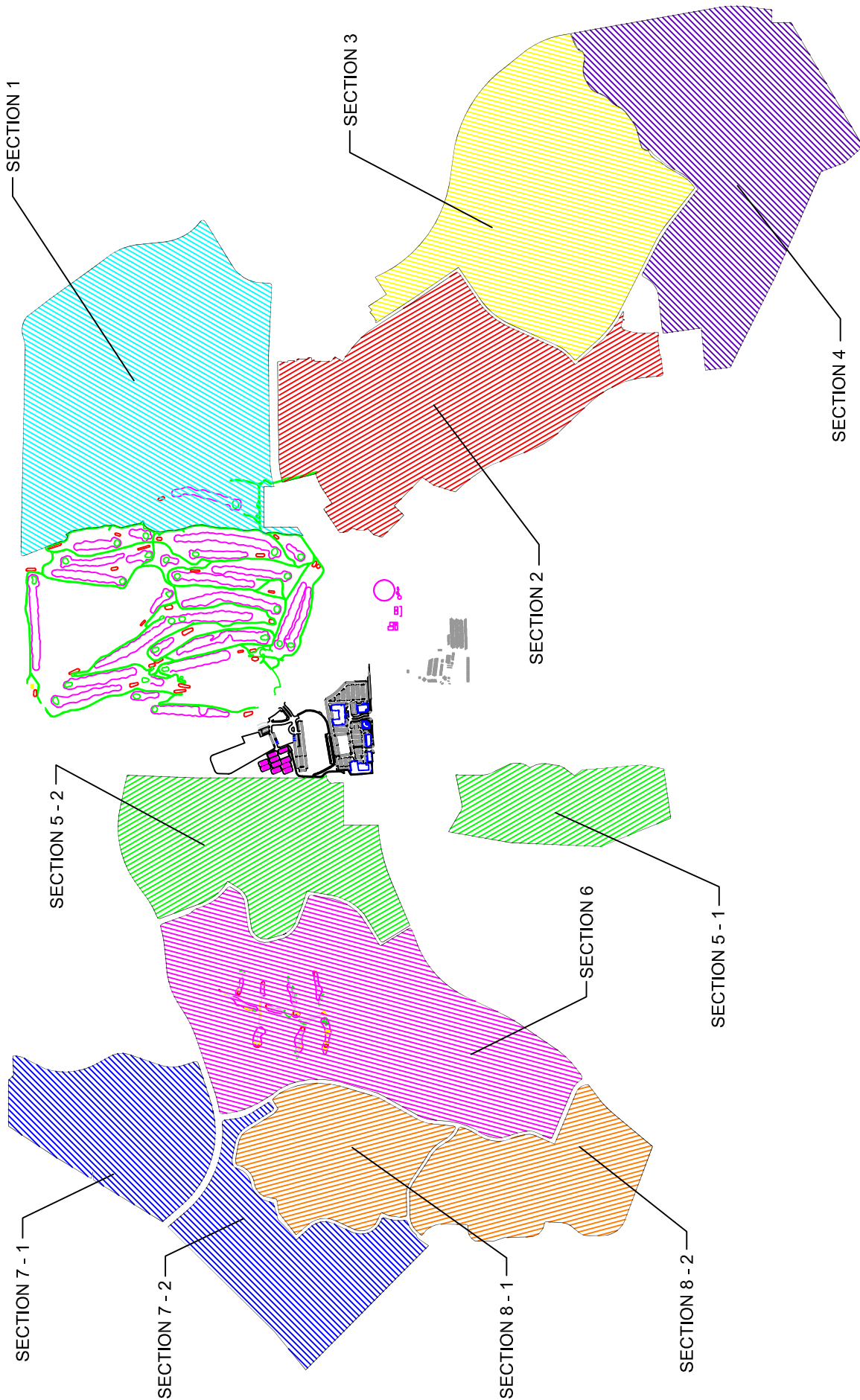
FINANCIAL ANALYSIS

The staff costs to add two Gardeners from July through December 2023, would be a \$70,000 unbudgeted operating expense to be funded by operational savings in the current year.

Prepared By: Kurt Wiemann, Director of Field Operations
Reviewed By: Jayanna Abolmoloki, Landscape Administrative Assistant

ATTACHMENT(S)

Attachment 1: Section Map



Laguna Woods Village© - Laguna Woods
 Projects Department
 24351 El Toro Road, Laguna Woods, California 92653
 P.O. Box 2220, Laguna Woods, California 92654

MAINTENANCE CREW AREA ASSIGNMENTS
 AREA MAP