



OPEN MEETING

REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL LANDSCAPE COMMITTEE*

**Thursday, December 1, 2022 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 November 3, 2022
4. Remarks of the Chair
5. Department Head Update
 - a. Project Log
 - b. Water Use Comparison Graph
6. Member Comments – *(Items Not on the Agenda)*
7. Response to Member Comments
8. Items for Discussion and Consideration
 - a. Landscape Charter
 - b. Tree Removal Request – One Ficus Nitida Tree – 3165-D Alta Vista

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, January 5, 2023 at 9:30 a.m.

12. Recess – At this time, the meeting will recess for a short break and reconvene to Closed Session to discuss the following matters.

Closed Session Agenda

Approval of the Agenda

Remarks of the Chair

Discuss and Consider Contractual Matters

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, November 3, 2022 – 9:30 AM
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center, 24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair- Ira Lewis, Ralph Engdahl, Annie McCary, Donna Rane-Szostak, Jules Zalon

COMMITTEE MEMBERS ABSENT: None.

OTHERS PRESENT: Kay Havens (ETWD)

ADVISORS PRESENT: None.

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki

1. Call Meeting to Order

Chair Lewis called the meeting to order at 9:36 a.m.

2. Approval of the Agenda

Chair Lewis made a motion to move Agenda Item 8b to the final item listed under Agenda Item 8. The motion passed. The agenda was approved by unanimous consent with the change in item order.

3. Approval of the September 1, 2022 Report

The meeting report was approved by unanimous consent.

4. Remarks of the Chair

Chair Lewis stated that he is happy that water conservation efforts have been successful so far. Chair Lewis also addressed a concern listed on a petition signed by 49 residents of Gate 11. Chair Lewis shared that the concern consisted of a complaint that lawns in the Gate 11 area have been too soggy. Chair Lewis stated that irrigation will be cut back in this area to mitigate the issue.

5. Department Head Update

Mr. Wiemann stated that the Master Control Irrigation System training has begun. Mr. Wiemann shared that staff members are very excited about the new system. Mr. Wiemann also shared that 36 controllers have been delivered for Third Mutual already, and staff is spending time getting to know features of the new system.

Mr. Wiemann also informed the committee that trimming techniques have been updated, which is allowing more labor hours to be dedicated to mulching.

5a. Project Log

Mr. Wiemann reviewed the Project Log and answered some questions.

5b. Water Use Comparison Graph

Mr. Wiemann reviewed the Water Use Comparison Graph in detail. Members made comments and asked questions.

5c. Tree Donation

Mr. Wiemann reviewed the Tree Donation presentation with the committee. Members made comments and asked questions.

6. Member Comments

None.

7. Response to Member Comments

None.

8. Items for Discussion and Consideration

8a. Enhancement Plan

Chair Lewis and Mr. Wiemann discussed the Enhancement Plan in depth. Director Rane-Szostak made a motion to approve the Enhancement Plan. Director Zalon seconded. The motion passed with unanimous support.

8b. Tree Removal Request – One King Palm Tree – 2231-P Via Puerta

Chair Lewis requested that all Tree Removal Requests be listed under one motion. Director Zalon made a motion to approve the staff recommendation listed for each Tree Removal Request. Director McCary seconded. The motion passed.

8c. Tree Removal Request – Two Australian Willow Trees – 3041-C Via Serena South

8d. Tree Removal Request – One Fern Pine Tree – 4021-B Calle Sonora Este

8e. Tree Removal Request – One Kaffir Plum Tree – 5433 Via Carrizo

8f. Landscape Charter

Director Lewis discussed the Landscape Charter and proposed changes in detail. Discussion ensued. Additional changes were suggested. The proposed Landscape Charter will be updated with the additional changes and brought back to the committee for further review.

9. Items for Future Agendas

Chair Lewis stated that he would like to see a more diverse water-wise approved plant list.

10. Committee Member Comments

Several comments were made.

11. Date of Next Meeting: Thursday, December 1, 2022 at 9:30 a.m.

12. Recess at 10:27 a.m. to prepare for Closed Session.

Ira Lewis

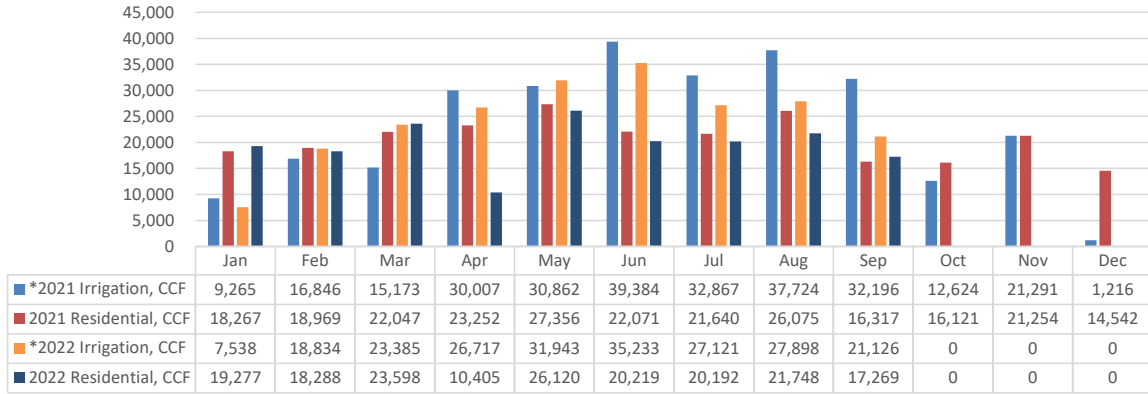
Ira Lewis (Nov 13, 2022 2:11:10 PM)

Ira Lewis, Chair
Kurt Wiemann, Staff Officer
Jayanna Abolmoloki, Landscape Administrative Assistant
949-268-2565

Third Mutual Landscape Project Log December 2022 2022 Reserve Fund Projects								
Project	Contractor	Description	Status	Estimated Completion	Completion*	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 2,376 trees, removed 43, and planted 14 trees.	Annual Program	84%	\$503,120	\$421,669	\$81,451
	In-House Tree Crew		As of October 31, 2022, the in-house crew trimmed 685 trees, removed 89 trees and planted 20 trees.		89%	\$440,304	\$393,490	\$46,814
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. (In-House expenses as of 09/30/2022)	Annual Program	55%	\$162,520	\$89,871	\$72,650
Slope Maintenance Outsourced	Mission Landscape	Annual Maintenance	In progress, on schedule.	Annual Program	85%	\$547,535	\$465,803	\$81,732
Fire Risk Reduction	Mission Landscaping/ Andre Landscape/Staff	Project includes the removal of vegetation with a high risk of fire.	Slope Erosion Scar Evaluation at 3420 Calle Azul transferred to M&C (Disaster Fund) : Completed clearing Non-Native Plants from fire areas.	Annual Program	59%	\$180,000	\$107,031	\$72,969

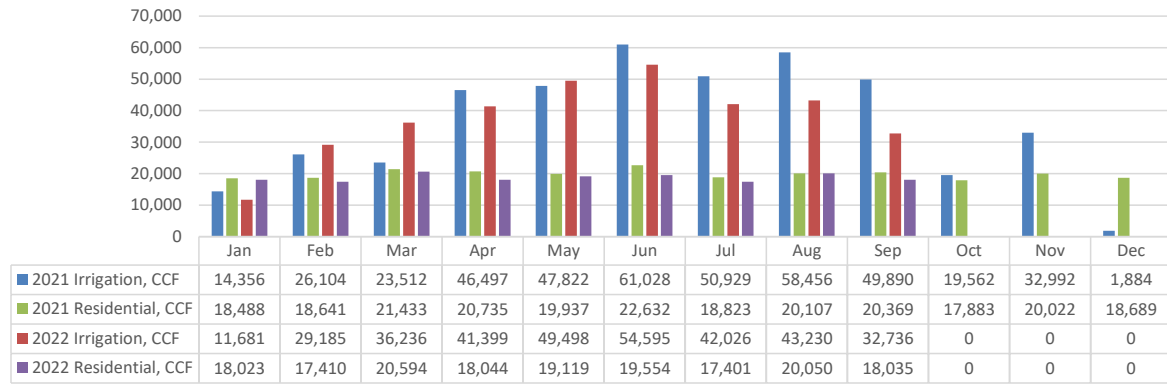
*Completion based upon invoices received to-date. In-house expenses as of October 31, 2022.

United Mutual - Water Consumption 2021-2022 Trends



*Estimated Irrigation Usage

Third Mutual Water Consumption 2021 - 2022 Trends





STAFF REPORT

DATE: December 1, 2022
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 3165-D Alta Vista – One Ficus Nitida Tree

RECOMMENDATION

Approve the request for the removal of one Ficus Nitida tree located at 3165 Alta Vista.

BACKGROUND

The resident purchased the unit in October 2012, and is requesting the removal of one Ficus Nitida tree, *Ficus Microcarpa* 'Nitida', located at the front of the manor in the turf area. The reasons cited for the removal are structural damage and plumbing stoppage. There are no additional signatures on the Mutual Request Form. (Attachment 1)

The tree was last pruned in August 2022. Future trimming is tentatively scheduled for fiscal year 2024, as this tree is on a two-year cycle. The height of the tree is approximately 45 feet with a trunk diameter of approximately 42 inches. The tree is growing in the turf area approximately 12 feet from the unit and main walkway. (Attachment 2)

DISCUSSION

At the time of inspection, the tree was found to be in good condition with an open and well-balanced canopy. There were no signs of pest activity or prior pest damage. The tree has multiple surface roots, which is typical in the majority of Ficus trees. This particular Ficus tree has many large, outreaching roots as far as 25 feet from the trunk and within three feet of the unit and the sewer line cleanout. There has been separation in the walkway approximately 15 feet from the tree.

There have been two mainline stoppages, October 2021 and April 2022, and both incidents had major tree roots detected. The resident has stated that the tiles on the kitchen floor are raising (staff was unable to provide pictures.)

Given the proximity of the tree to the manor, a root trenching and the installation of root barrier is not an option as this could cause instability of the tree's ground attachment.

Given the length of the noticeable surface roots, and the report of the raising of tiles in the kitchen, it is possible there are roots under the foundation causing the issue.

Staff is recommending the removal of this tree to avoid future damage to the foundation and/or plumbing stoppages.

FINANCIAL ANALYSIS

The cost to remove the tree is estimated at \$3,318. The cost to trim the tree off-schedule at a crew rental rate is estimated at \$600. Every two-year contract rate to trim the tree as scheduled is \$156 and the estimated value of the tree is \$17,220 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Field Operations

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.*

3165-D alta vista Laguna Woods

Address

Today's Date

Linda Levisto

1702 401 7987

Resident's Name

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.

tree roots lifting the tile in the kitchen,
plumbing service were called due to roots issue.

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

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

3 Ma
Owner's Signature

Tony Ma
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: _____











