



OPEN MEETING

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

**Thursday, June 6, 2024 at 9:30 a.m.
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center, 24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair- Mark Laws, Reza Karimi, S.K. Park, David Veeneman

COMMITTEE MEMBERS ABSENT: Brad Rinehart

OTHERS PRESENT: None

STAFF PRESENT: Kurt Wiemann, Megan Feliz

1. Call Meeting to Order

Chair Laws called the meeting to order at 9:31 a.m.

2. Approval of Agenda

Director Park moved to approve the agenda, and Director Karimi seconded. Chair Laws requested that item #10j, landscape questions from the committee, be added to the agenda. Hearing no objection, the agenda was unanimously approved.

3. Approval of the May 2, 2024 Report

Director Veeneman moved to approve the meeting report, which Director Park seconded. The committee unanimously supports.

4. Remarks of the Chair

Chair Laws notified the committee that he is the temporary chair, as Director Lewis has stepped away from the landscape committee.

5. Department Head Update

a. Project Log

Mr. Wiemann went over the project log in detail for each line item. The tree maintenance is on schedule. Turf Reduction crews are in United at this time; they will be moving to Third in the summer. The Front Yard Design project is in the process of completing the construction drawings, which staff expects to have shortly. The PPRP schedule is provided, and the pre-construction meeting has been completed. The Fire Risk Reduction project is on schedule and in the grow-and-kill process. The Committee members asked questions and received answers.

b. Slope Schedule

Mr. Wiemann stated that the slope schedule is on track and ahead of schedule. Chair Laws asked for an in-house slope schedule. Mr. Wiemann told the committee that the staff is working on a schedule and waiting on the mapping project to ensure none are missed; the current plan is that this mapping should be done around September 2024.

c. Bahia Blanca Schedule

Mr. Wiemann provided a schedule to the committee. He notified them that this project is going to construction designs and will then be shelved until after AB 1572 efforts have been completed. From this standpoint, stopping the designs does not save enough to stop the process. The design process will be complete by July. Chair Laws asked if this effort should continue and the Committee decided to continue to complete the "construction plans" and then put the results on hold while Landscaping and the Committee address higher-priority activities.

d. Tree Work Status Report

Mr. Wiemann stated the tree work is moving along. The staff has not planted any trees as they are waiting to do so with turf reduction locations for AB1572 rebates.

e. Quarterly KPI's

Mr. Wiemann presented the quarterly KPIs PowerPoint. He went into detail on each slide, with questions being asked and answered per slide. Chair Laws requested the Committee Members identify any KPIs that they think Landscaping should be tracking and reporting; the intent is to review these during the July Committee Meeting.

6. Member Comments

None

7. Response to Member Comments

None

8. Guest Speaker- Matt Davenport, Monarch Environmental, Inc.

Mr. Wiemann introduced Mr. Davenport, explaining he would perform a landscape operations performance review. Mr. Davenport gave an overview of the company and his background. He explained the scope of work he would be completing and said he would set up a time to meet with the landscape committee. Mr. Davenport answered questions from the committee and will get a schedule to staff shortly.

9. Consent

None

10. Items for Discussion and Consideration

a. 2195-C Landscape Alteration Request

The resident spoke about her concerns and the reasoning behind the request. The committee discussed the request. Director Veeneman moved to accept the staff recommendation to deny the request for stepping stones. He made a second motion to refer this item to the manor and alteration committee; Director Karimi seconded the motion. The motion passed unanimously.

b. Gate 11 & 14 Advisors

The advisors present spoke about their interests. The item was discussed amongst the committee and staff. The Committee agreed to consider the four residents living in Gate 11 or 14 as Committee Advisors. The chair will follow up with the candidates.

c. PPRP Schedule/Oversight

Mr. Wiemann explained the scope of work to the committee, along with the plan and schedule. Chair Laws requested for a documented "scope of work" that the Committee can refer to as this project progresses; Mr. Wiemann agreed to provide such a document. He notified them we are hiring a part-time employee to manage this contract. The committee asked questions and discussed. For design plan approval, Mr. Wiemann asked for the committee's direction on how they would like to proceed to make this as efficient as possible. The committee discussed and agreed to have all building designs emailed to them; they will have three business days to respond with any comments or changes. After that, any decision-making is at the staff's discretion.

d. Slope Failure Plant Material

No discussion was had; the request was from the previous chair. Chair Laws directed staff to leave it for the next meeting.

e. Front Yard Design Project

The designs were presented, and discussion ensued. Nothing was required from the committee on the project.

f. AB1572 Strategy

Mr. Wiemann explained the information on the graph. He asked the committee for direction on whether they would like to keep the area of turf or remove all. Mr. Wiemann explained that he suggested sending out an RFP to get the design cost and noted areas where turf could remain. The committee discussed the options. They advised staff to send out an RFP to a designer for gathering areas, stating where to locate and what to design. Due to the time constraints of the attendees, further discussion on this topic was tabled until the next meeting.

g. Service Tickets

Item tabled until next meeting.

h. Staff Efficiency

Item tabled until next meeting.

i. Mulching Status

Item tabled until next meeting.

j. Landscape Committee Questions

Item tabled until next meeting.

11. Items for Future Agendas

- Ficus Tree Removals
- Quality Control Monthly Update
- Training Schedule Chart Monthly
- Suggested KPIs from Committee and Board Members

12. Committee Member Comments

None

13. Next Meeting Date: Thursday, July 11, 2024, at 9:30 a.m.

14. Adjourned at 12:57 p.m.

Mark W. Laws

Mark W. Laws (Jun 10, 2024 16:37 PDT)

Mark W. Laws, Chair

Kurt Wiemann, Staff Officer

Megan Feliz, Landscape Administrative Assistant

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