

REGULAR MEETING THIRD LAGUNA HILLS MUTUAL LANDSCAPE COMMITTEE

Thursday, January 6, 2022 – 9:30 a.m.
VIRTUAL ONLY
Laguna Woods Village 24351 El Toro Road, Laguna Woods, CA

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions using one of two options:

- 1. Join the meeting via Zoom by using this link: https://zoom.us/j/92325659805
- 2. Send in your comment via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name Third Mutual Landscape Committee in the subject line of the email. Name and unit number must be included.

AGENDA

- 1. Call to Order
- 2. Acknowledgment of Media
- Approval of the Agenda
- 4. Approval of Meeting Report for December 2, 2021
- 5. Chair Remarks
- 6. Department Head Update
 - a. Project Log
 - b. Tree Work Status Report
- 7. Member Comments (Items Not on the Agenda)
- 8. Response to Member Comments

Consent:

None

Unfinished Business

9. Tree Removal Request: 5473-C Paseo Del Lago E. – One Red Iron Bark

Items for Discussion and Consideration

- 10. Tree Removal Request: 3047-P Via Serena C. Rusty Leaf Fig.
- 11. Tree Removal Request: 3154-B Alta Vista Brazilian Pepper
- 12. Tree Removal Request: 3160-D Alta Vista Three King Palms
- 13. Landscape Revision Request: 3234-B San Amadeo
- 14. Off-Schedule Tree Trimming: 4007-1C Calle Sonora Oeste Rusty Leaf Fig
- 15. Landscape Revision Request: 5209 Avenida Despacio
- 16. Landscape Revision Request: 5423 Calle Carmenita

Future Agenda Items

- 17. Tree Replacement Program
- 18. Members Converting Turf Campaign

Concluding Business:

- 19. Committee Member Comments
- 20. Date of Next Meeting Thursday, February 3, 2022 at 9:30 a.m.
- 21. Adjournment

Lynn Jarrett, Chair Kurt Wiemann, Staff Officer Eve Morton, Landscape Coordinator Telephone: 949-268-2565



OPEN MEETING

REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL LANDSCAPE COMMITTEE

Thursday, December 2, 2021 – 9:30 a.m.
BOARD ROOM AND VIRTUAL MEETING
Laguna Woods Village Community Center 24351 El Toro Road

REPORT

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

COMMITTEE MEMBERS ABSENT

OTHERS PRESENT:

ADVISORS PRESENT:

STAFF PRESENT: Kurt Wiemann, Eve Morton

1. Call to Order

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

2. Acknowledgement of Media

No media was present.

3. Approval of the Agenda

The agenda was approved by consensus.

4. Approval of the November 4, 2021 Report

The report was approved by consensus.

5. Committee Chair Remarks

Chair McCary said it is great to see residents here in-person.

6. Member Comments (Items Not on the Agenda)

Member stated her Junipers were all cut down instead of trimmed. They took away her privacy and the sound barrier. She is requesting for tall shrubs to be put in their place. She spoke to Raul said last summer and he is waiting for approval to put

Third Landscape Committee December 2, 2021 Page 2

irrigation in that area. Now, half of those trees are dead. Mr. Wiemann stated he will talk to his staff and get back to her.

Member spoke about neighbor's landscape alteration and wanted to make staff was making sure neighbor followed plan of what committee allowed.

Member stated he just moved in June 1 and loves the amenities here. He has put in Landscape Request Form to change his landscape. He would like to encourage the use of California native vegetation in the Village. They don't have some of the pests that exotics attract. He said the California Holly may work for Member who previously spoke. Mr. Wiemann asked him to look at the list of drought-tolerant plants on Village website and give him any feedback.

7. Response to Member Comments

Above.

8. Department Head Update

Mr. Wiemann presented a PowerPoint of the Landscape Department's Key Performance Indicators (KPI) and answered some questions.

Mr. Wiemann presented a report on an Alternative Herbicide Trial he conducted and answered some questions.

8a. Project Log

Mr. Wiemann reviewed the Project Log information with the committee and answered some questions.

8b. Tree Work Status Report

Mr. Wiemann reviewed this report with the committee.

Consent:

None

<u>Unfinished Business</u>

9. Review Proposed Stepping Stones Resolution and Policy

Chair McCary explained that resolution went to the Board and is back to this committee because the resolution needed more clear wording and Board requested that examples of a Landscape Request Form, a sample filled-in Landscape Request form, and a sample of a sketch showing were a fictitious Member was requesting stepping stones be allowed accompany the resolution.

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Instead of a variance for stepping stone requests, these requests will now be made with a Landscape Request Form and go to the Landscape committee for consideration.

The committee agreed unanimously to recommend the updated Stepping Stones Resolution, Policy, and accompanying documents to the Board.

Items for Discussion and Consideration

10. Tree Removal Request: 2394-1F Via Mariposa W. – One Red Bud tree

Director Lewis made a motion to accept staff recommendation and deny this request. Director Jarrett seconded. The committee was in unanimous support.

11. Tree Removal Request: 3421-3H Calle Azul - One Brisbane Box tree

Director Lewis made a motion to accept staff recommendation and approve this request. Director Engdahl seconded. The committee was in unanimous support.

Future Agenda Items

12. Tree Replacement Program

13. Members Converting Turf Campaign

Concluding Business:

14. Committee Member Comments

Director Jarrett thanked residents for attending.

Director Lewis stated that some native plants don't look too great at some points of the year.

Mr. Wiemann stated that staff is being re-trained on trimming methods. They are focusing more on quality of work and will reduce the amount of time it takes for them to trim.

Director Rane-Szostak said as Chair of the Water Conservation committee that climate change is happening faster than anticipating. Drought conditions will require water conservation and may stop any outdoor watering by residents. Please watch your water usage.

Mr. Wiemann stated that GRF has commissioned the updating of our irrigation system and he will be presenting that to the GRF Landscape Committee this month.

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- 15. Date of Next Meeting Thursday, January 6, 2022 at 9:30 a.m.
- 16. Adjournment at 10:50 a.m.

Annie McCary (Dec 13, 2021 13:35 PST)

Annie McCary, Chair Kurt Wiemann, Staff Officer Eve Morton, Landscape Coordinator – 268-2565

		Third	Third Mutual Landscape Project Log					
			January 2022					
		2021 Reserve F	2021 Reserve Fund Projects (YTD November 30, 2021)					
Project	Contractor	Description	Status	Estimated Completion	Completion*	Budget	YTD*	Balance
	West Coast Arborists	The annual program, a combination of contracted work and in-house staff, working on a 5 year	Contracted tree crews trimmed 2,355 trees, removed 49, and planted 1 tree.		%68	\$402,397	\$356,655	\$45,743
Tree Maintenance	In-House Tree Crew	species-based trim cycle. Contractor performs mainly scheduled annual maintenance and isolated removals. Staff crew focuses on customer service.	As of November 30, 2021, the in-house crew trimmed 1,266 trees, removed 183 trees, and planted 12 trees.	Annual Program	72%	\$518,475	\$375,078	\$143,397
Landscape Modernization	Staff	Elimination of highest water using turf areas; replacing with water efficient landscapes.	Committee approved locations 2/4/21; Completed 4/20/21, 6,000 SF. Balance of funds to be used for replanting.	Annual Program	%9/	\$140,697	\$107,047	\$33,650
Slope Maintenance Outsourced	Mission Landscape	Annual Maintenance	In progress, on schedule.	Annual Program	100%	\$473,650	\$473,650	0\$
Fire Risk Reduction	Andre Landscaping/Mission Landscaping/ Staff	Project includes the removal of vegetation with a high risk of fire.	Staff is has received word from OC Parks and Nature Preserve that extension of fire fuel reduction can occur next spring/summer. All other work complete and accepted by OCFA.	Annual Program	52%	\$180,000	\$93,025	\$86,975

*Completion based upon invoices recieved to-date. In-house expenses not included.

TREE WORK STATUS REPORT

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1905/2013 1499	10/4/2021	3001	Clearance	Carrotwood	2	Trim away from patio	Staff
	10/4/2021	2250	Removal	Chinese Elm	10	Damaged by storm no restoration	Staff
	10/5/2021	3493	Removal	Chinese Elm	12	Damaged by storm no restoration	Staff
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STAFF REPORT

DATE: December 6, 2021

FOR: Landscape Committee

SUBJECT: Tree Removal Request: 5473-C Paseo Del Lago E. – One Red Iron Bark tree

RECOMMENDATION

Approve the request for the removal of one Red Iron Bark tree located at 5473-C.

BACKGROUND

The resident at 5473-C purchased the manor in September 2019, and is requesting the removal of one Red Iron Bark tree, *Eucalyptus, sideroxylon* located at the front of the manor. The reasons cited for the removal are structural damage, litter/debris, and a potential slip and fall situation. There are three additional signatures on the Mutual Request Form in favor of the removal and one resident stated they it didn't matter to them one way or the other (Attachment 1).

The tree was last pruned in July of 2021. Future trimming is tentatively scheduled for fiscal year 2025. The height of the tree is approximately 45 feet with a trunk diameter of approximately 25 inches. The tree is growing in the turf area approximately three feet from the sidewalks and driveway (Attachment 2).

DISCUSSION

At the November 4th Landscape Committee meeting, the committee voted unanimously to table this request for removal and directed staff to address remarks made by the requesting resident. Staff has provided additional pictures of areas which were mentioned at that meeting (Attachment 3).

There are several additional areas of concrete hardscape that have cracks; the sidewalk ribbon at the street (four feet from the tree), at the corner of the garage (six feet from the tree), lifting of the walk at the main entrance (20 feet from the tree), and a previous repair to the stucco wall near the archway (20 feet from the tree).

The tree is too far from the drains to have caused any problem with those. The drains are currently functioning as designed.

Staff met onsite with the Streets and Sidewalks Division to determine the cost to replace the walkway from the entrance gate to the driveway. Including a partial replacement of the driveway, the cost would be approximately \$6,510. This does not include any repairs that would be needed in the garage area.

At the time of inspection, the garage was filled with construction supplies and staff was unable to see any damage to the concrete. With the additional work and costs for replacement, the opinion of staff is it would be a more cost effective, long-term solution to remove the tree.

FINANCIAL ANALYSIS

The cost to remove the tree would be approximately \$1,475. The cost to trim the tree would be \$349 and the estimated value of the tree is \$6,080 based on the tree inventory data.

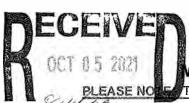
Prepared By: Bob Merget, Landscape Manager

Reviewed By: Kurt Wiemann, Director of Landscape Services

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form

Attachment 2: Photographs



Laguna Woods Village*

MUTUAL LANDSCAPE REQUEST FORM

EASE NO THIS FORM IS NOT INTENDED FOR ROUTINE MAINTENANCE REQUESTS

Fot 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.

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Winifred Jacob	Oct 3, 2021 Today's Date 9496993621
Resident's Name	Telephone Number
Non-Routine Ro	equest
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- <u>Structural/Sewer Damage</u>: Damage to buildings, sidewalks, sewer pipes, or other facilities may justify removal if corrective measures are not practical.
- <u>Overgrown/Crowded:</u> Trees or plants that have outgrown the available space may justify removal.
- <u>Damaged/Declining Health:</u> Trees or plants that are declining in health will be evaluated for corrective action before removal/replacement is considered.
- <u>Litter and Debris:</u> 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.
- <u>Personal Preference</u>: 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.

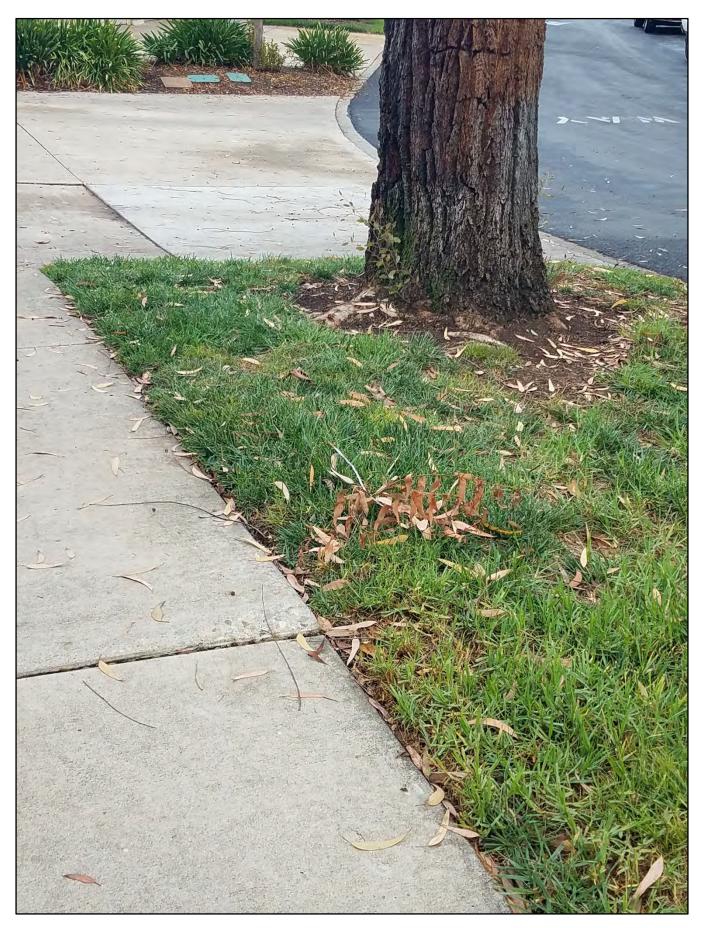
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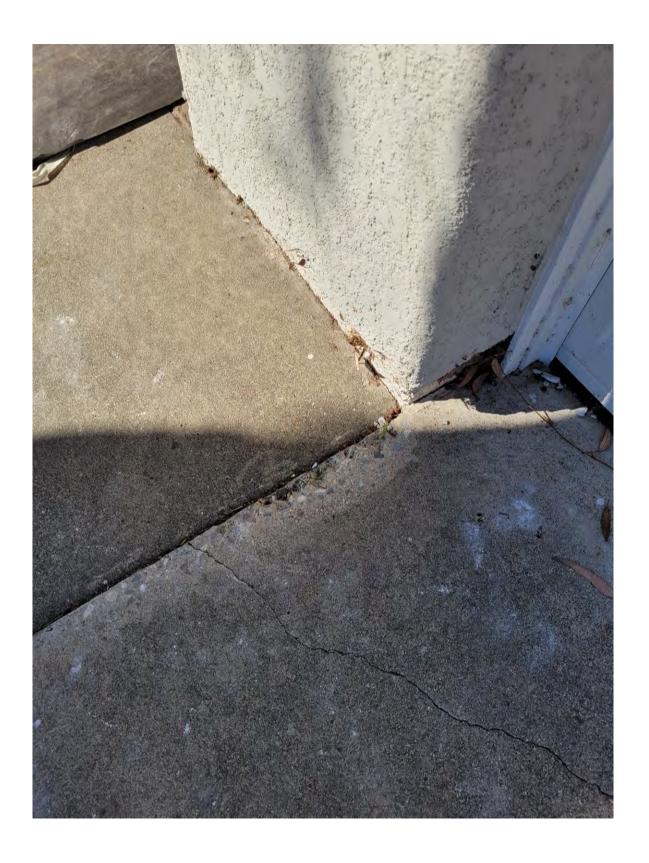
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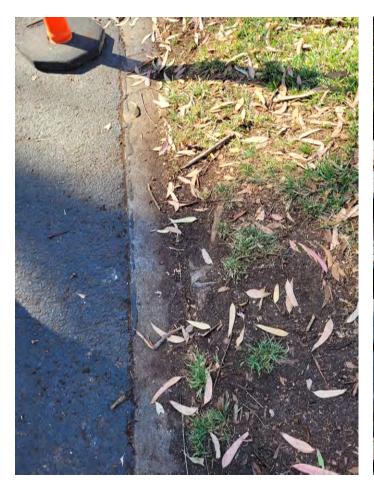


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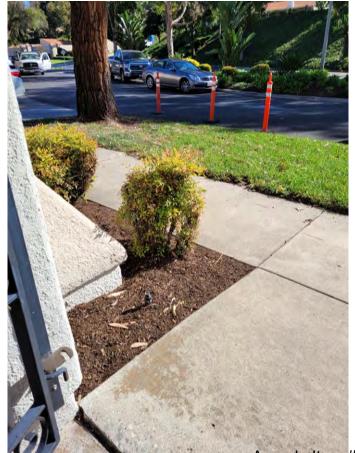


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STAFF REPORT

DATE: January 6, 2022

FOR: Landscape Committee

SUBJECT: Tree Removal Request: 3047-P Via Serena S. – Rusty Leaf Fig tree

RECOMMENDATION

Deny the request for the removal of a Rusty Leaf Fig tree.

BACKGROUND

The resident at 3047-P purchased the manor in March 2013, and is requesting the removal of a Rusty Leaf Fig tree, *Ficus*, *rubiginosa*, located at the front of the manor. The reason cited for the removal is the continual dropping of nuts due to the tree being too close to the manor. There are four additional signatures on the Mutual Request Form in favor of the removal (Attachment 1).

The tree was last pruned in June of 2020. Future trimming is tentatively scheduled for fiscal year 2022. The height of the tree is approximately 42 feet with a trunk diameter of approximately 23 inches. The tree is approximately 15 feet from the sidewalk and approximately seven feet from the patio cover (Attachment 2).

DISCUSSION

At the time of inspection, the tree was found to be in good condition with no signs of pests or previous pest damage. There was no trunk damage, however, there were signs of previous bleeding of the trunk, possibly from a wound that the tree itself has corrected.

There are surface roots present as is typical with this species. One large surface root is present approximately 25 feet from the tree, however, no infrastructure damage was present. This root may be left over from a previous tree removal though staff could not find any history. That large root will be removed during the next trim cycle.

There is approximately five feet of canopy overhanging the patio and the manor's roof and there will be a clearance performed during the next trim cycle.

FINANCIAL ANALYSIS

The cost to remove the tree is estimated at \$1,357 and the estimated value of the tree is \$6,080, based on the tree inventory data.

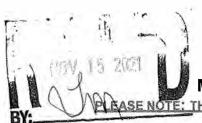
Prepared By: Bob Merget, Landscape Manager

Reviewed By: Kurt Wiemann, Director of Landscape Services

ATTACHMENT(S)

Mutual Landscape Request Form Photographs Attachment 1:

Attachment 2:





Laguna Woods Village

UTUAL LANDŠCAPE REQUEST FORM

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 FO	ORM TO RESIDENT SERVICES.
Resident/Owner Info	
You must be an owner to request non-routine Landscap	e requests.
3047 P VIA SERENA SO	9-10-21
Addrage	Today's Date
JOYCE DILLENBECK	(949) 2060031 Telephone Number
Resident's Name	Telephone Number
Non-Routine Red	
lease checkmark the item that best describes your requ Other" and explain.	est. If none apply, please checkmark
☑ Tree Removal ☐ New Landscape	☐ Off-Schedule Trimming
□ Other (explain):	
Reason for Requester Please checkmark the item(s) that best explain the reason	
☐ Structural Damage ☐ Sewer Damage ☐ Overgrow	vn □ Poor Condition
☑ Litter/Debris ☐ Personal Preference ☐ View Obstru	uction
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GUIDELINES:	NEIGHBORS ALSO HEAR THEM FALLIN
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 <u>Damaged/Declining Health:</u> Trees or plants that are corrective action before removal/replacement is cons 	
 <u>View Blockage</u>: By nature, view blockage must be re appropriate course of action. 	•
 <u>Litter and Debris:</u> Because all trees shed litter seaso reason to justify removal. However, if granted, removexpense. 	
Personal Preference: Because one does not like the the tree or plant generally does not justify its remova-	• •

Mutual Landscape Request Form

removal/replacement is usually at the resident's expense.

Page 1 of 2

OVER ->

Description & Location of Request		
Please <u>briefly</u> describe the situation and the exact location of the subject	ct of the reques	st (e.g.,
"roots of pine tree in front of manor XYZ are lifting the sidewalk"). Attack	h pictures as n	ecessary.
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FACING THE UNIT IT IS THE TREE ON	THE RI	6 HT
I THINK THE PROBLEM LIES WITH TRE		
CLOSE TO BUILDING AND CONTINUALLY DE	20 APING	HUTS
Signatures of All Neighbors Affected By This	Request	
Because your request may affect one or more of your neighbors, it is im	perative that y	ou obtain
their signatures, manor numbers, and whether they are for, undecided, or		Lancard Control
Signature Manor # For	Undecided	Against
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Black Reggo 3047-AX	99.00.00	
Fill (2100) 3047-13 X		
Julie Garcia 3047-13 X		,
(Please attach a separate sheet if more signatures are necessary.)	***************************************	
Acknowledgement - Owner		
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TREE SPECIES:		
COMMENTS;		17 11 11 11 11 11 11 11
GOMMENTS,		





Agenda Item #10 Page 6 of 8



Agenda Item #10 Page 7 of 8



Agenda Item #10 Page 8 of 8



STAFF REPORT

DATE: January 6, 2022

FOR: Landscape Committee

SUBJECT: Tree Removal Request: 3154-B Alta Vista – Brazilian Pepper tree

RECOMMENDATION

Approve the request for the removal of one Brazilian Pepper tree.

BACKGROUND

The resident at 3154-B purchased the manor in November 2021, and is requesting the removal of one Brazilian Pepper tree, *Schinus, terebinthifolius*, located at the rear of the manor. The reasons cited for the removal are previous structural damage and the threat of falling limbs, due to the canopy overhanging the manor's roof and patio area. There are three additional signatures on the Mutual Request Form in favor of the removal (Attachment 1).

The tree was last pruned in June of 2020. Future trimming is tentatively scheduled for fiscal year 2022. The height of the tree is approximately 32 feet with a trunk diameter of approximately 20 inches. The tree is approximately seven feet from the patio wall and manor (Attachment 2).

DISCUSSION

At the time of inspection, the tree was found to be in poor condition with signs of a termite infestation, as well as pockets of decay throughout the canopy.

Also, one of the main leader branches at the center has a poor attachment with included bark. This occurs when two main branches grow together to form a poor "V" shaped union, rather than a preferred connection to the trunk with a 'U' shaped union.

Given the decay and the size of the co-dominant limb, the removal of either branch would cause a wound that would be susceptible to additional decay and further termite activity. Therefore, in this case, the best choice is removal of the tree.

FINANCIAL ANALYSIS

The cost to remove the tree is estimated at \$1,457 and the estimated value of the tree is \$6,230 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager

Reviewed By: Kurt Wiemann, Director of Landscape Services

ATTACHMENT(S)

Mutual Landscape Request Form Photographs Attachment 1:

Attachment 2:



MUTUAL LANDSCAPE REQUEST FORM

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

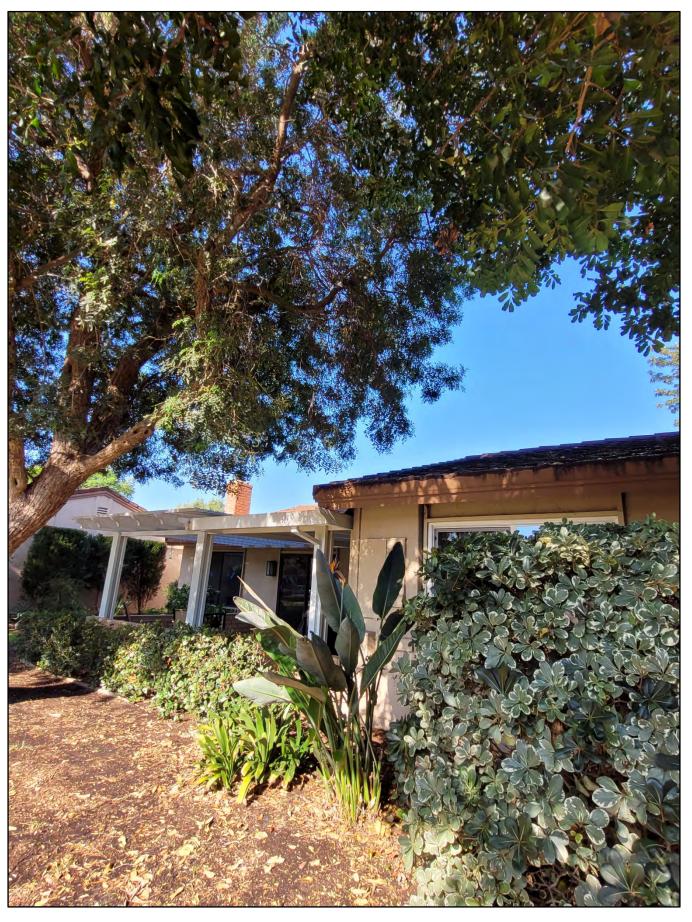
For all non-routine requests, please fill out this form. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Mutual's Landscape Committee for review. If you are unsure whether your request falls into this category, first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

PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.

	Resident/Owner Info	ormation
You	must be an owner to request non-routine Landscap	e requests.
_	154 ALTA Vista UNITB	11-26-2021 FRIDE
Ado	lress	Today's Date
1	Daniel & Pamela Ohlinger	480 570-2978
Res	ident's Name	Telephone Number
	Non-Routine Red	uest
Pleas	e checkmark the Item that best describes your requ	
	r" and explain.	
™ , Tr	ee Removal	☐ Off-Schedule Trimming
□О	ther (explain):	
	, ,	
	Reason for Regi	uest
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	<u>Overgrown/Crowded:</u> Trees or plants that have outgo emoval.	rown the available space may justify
	<u>Pamaged/Declining Health:</u> Trees or plants that are	
	orrective action before removal/replacement is cons	
	itter and Debris: Because all trees shed litter seaso	
	eason to justify removal. However, if granted, remo xpense.	val/replacement may be at the resident's
	Personal Preference: Because one does not like the	appearance or other characteristics of
th	ne tree or plant generally does not justify its remova	I. However, if granted,
re	emoval/replacement is usually at the resident's expe	ense.

Landscape/Forms/Request Forms Revised: January 2020 Page 1 of 2 ○VER →

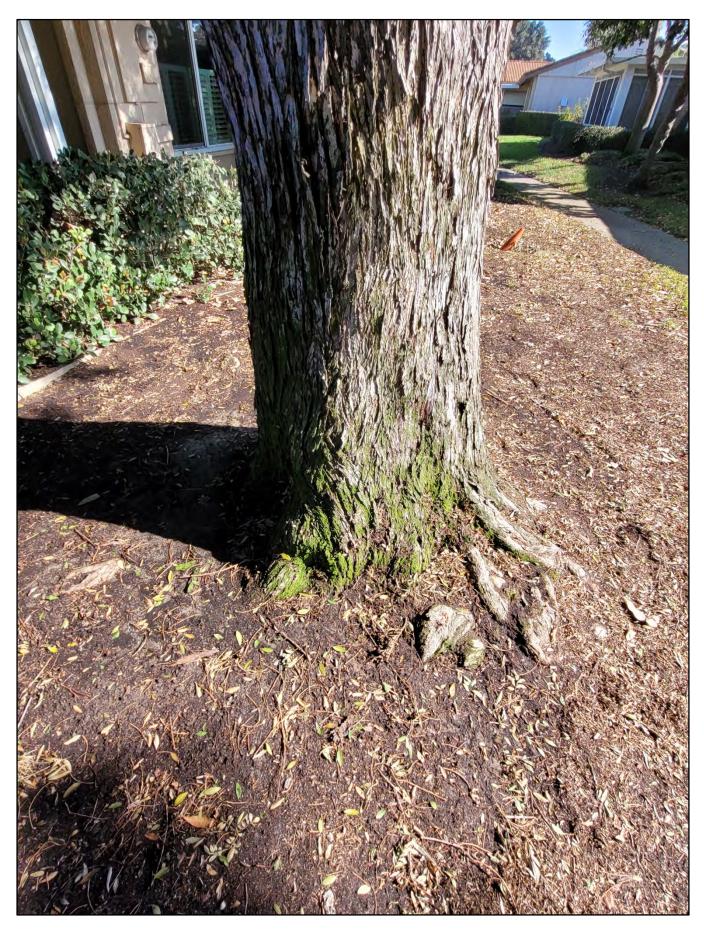
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Because your request may affect one or more their signatures, manor numbers, and whether				
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Martha Kexinger	31510			
LINDA 17513-H	3154A	X		
maxing Vittis	31571	X		
THE NEW CONTRACTOR		/		
		-		
(Please attach a separate sheet if more signal	tures are nece	ssary.)		<u>. </u>
Acknowledg		vner		
By signing, you are acknowledging this req	juest.	-		***************************************
David Oblinger.	Par	mela.	Ohling	04.
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Agenda Item #11 Page 5 of 10



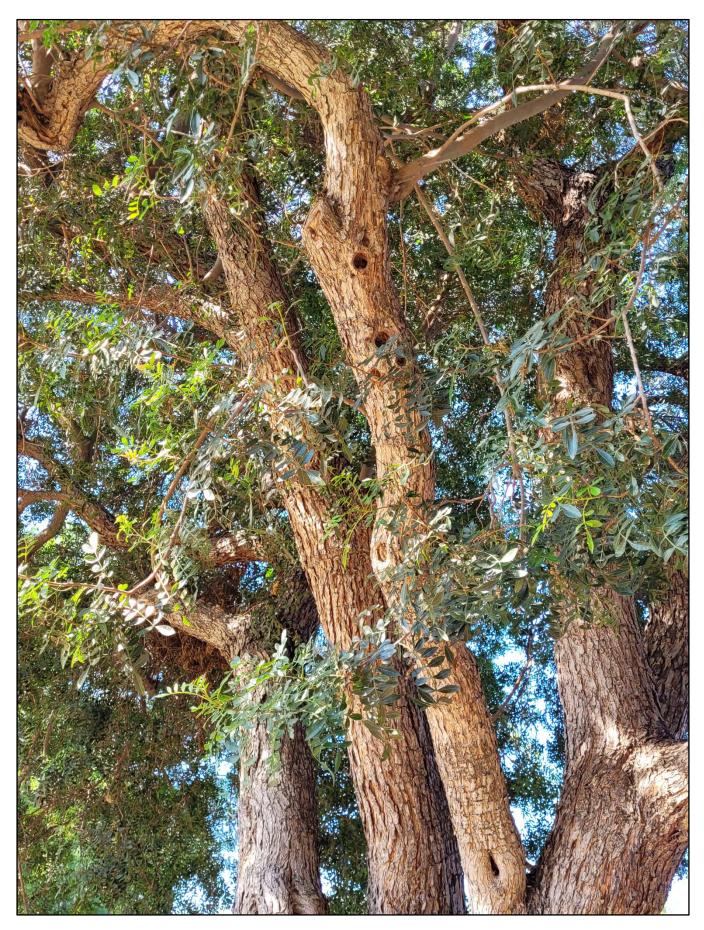
Agenda Item #11 Page 6 of 10



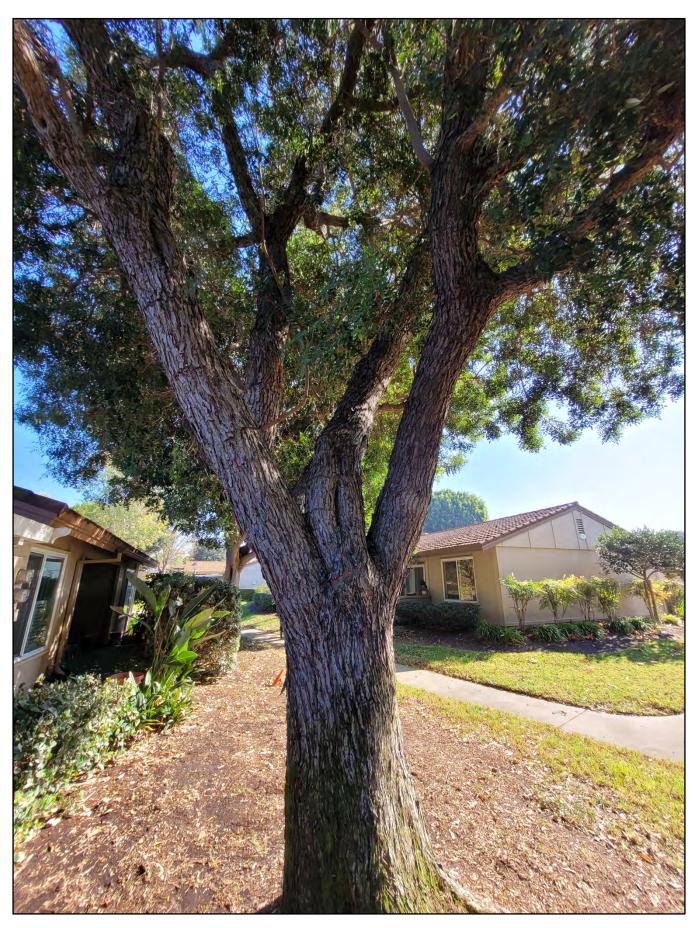
Agenda Item #11 Page 7 of 10



Agenda Item #11 Page 8 of 10



Agenda Item #11 Page 9 of 10



Agenda Item #11 Page 10 of 10



DATE: January 6, 2022

FOR: Landscape Committee

SUBJECT: Tree Removal Request: 3160-D Alta Vista – Three King Palm trees

RECOMMENDATION

Deny the request for the removal of three King Palm trees; one multi-trunk and two standard trunks.

BACKGROUND

The resident at 3160-D purchased the manor in January 2021, and is requesting the removal of three King Palm trees, *Archontophoenix*, *king palm*, located at the side of the manor. The reasons cited for the removals are potential structural damage and litter/debris. There are four additional signatures on the Mutual Request Form in favor of the removal (Attachment 1).

The trees were last pruned in June of 2020. Future trimming is tentatively scheduled for fiscal year 2022. The height of the trees are approximately 30 feet with trunk diameters of approximately 12 inches. The trees are approximately three feet from the sidewalk and manor (Attachment 2).

DISCUSSION

At the time of inspection, the trees were found to be in good condition with no signs of pests, previous pest damage, and no trunk damage.

King palms are not typically root aggressive. They tend to grow straight down with very few outreaching roots. The canopies of the trees are above the roof line and will be maintained above the roof line through future trimming.

The size of the King Palms will not be a conflict with the manor or the roof edge. At this time, there is no reason to justify the removal of these trees.

FINANCIAL ANALYSIS

The combined cost to remove the trees is estimated at \$2,124, the combined cost to trim the trees is \$552, and the estimated value of the trees is \$4,140 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager

Reviewed By: Kurt Wiemann, Director of Landscape Services

ATTACHMENT(S)

Mutual Landscape Request Form Photographs Attachment 1:

Attachment 2:

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 In	formation
You must be an owi	ner to request non-routine Landsca	
Address	78 V1574 40	//-/υ - 20ン/ Today's Date
CHI-ME Resident's Name	1 CHANG	626-353-5117 Telephone Number
Please checkmark th "Other" and explain.	Non-Routine Re re item that best describes your red	equest quest. If none apply, please checkmark
Tree Removal	☐ New Landscape	☐ Off-Schedule Trimming
☐ Other (explain):		
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Please checkmark to	Reason for Reo he item(s) that best explain the rea	
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Litter/Debris	Personal Preference	own □ Poor Condition
☐ Other (explain):_	Personal Preference	own Poor Condition
Litter/Debris Other (explain): GUIDELINES: Structural/Sewer may justify remo Overgrown/Crow removal. Damaged/Declin corrective action Litter and Debris reason to justify expense.	Personal Preference <u>r Damage</u> : Damage to buildings, sival if corrective measures are not vided: Trees or plants that have out before removal/replacement is cost Because all trees shed litter seas removal. However, if granted, rem	dewalks, sewer pipes, or other facilities practical. grown the available space may justify be declining in health will be evaluated for

removal/replacement is usually at the resident's expense.

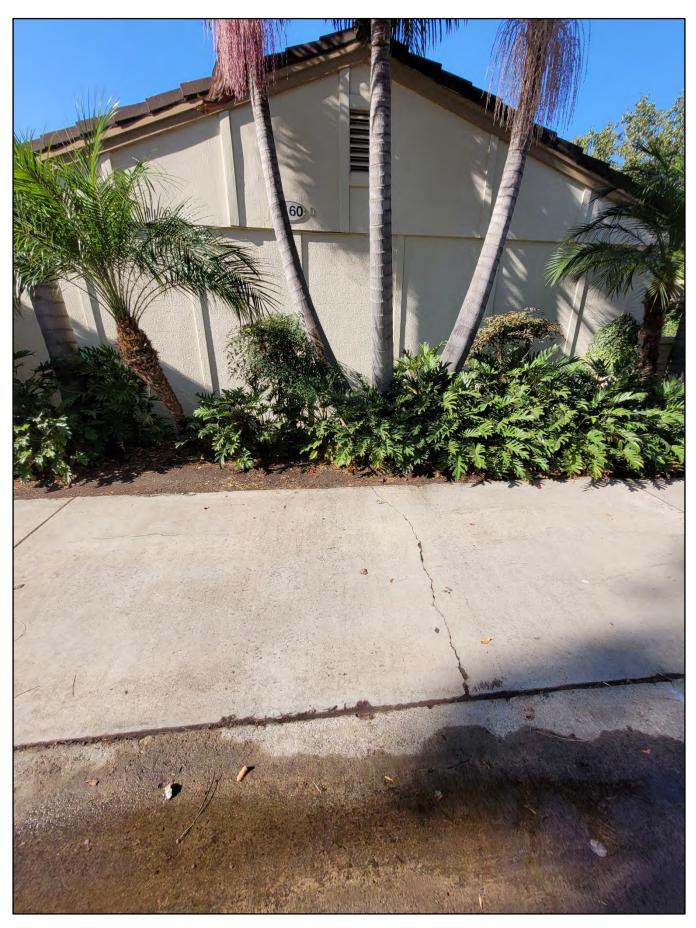
Description & L	ocation of F	Request		
Please briefly describe the situation and the e		-	•	. •
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OM S	3160B	V		
Baren Wood	3160A			
	}			
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Owner's Signature	Owner'	s Name		
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RELANDSCAPED:		NEXT	ГІМЕ:	
TR	EE SPECIES:		. :	•
COMMENTS:	<u>^.</u>			
TREE VALUE:	TREE REMOV	AL COST:		



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Agenda Item #12 Page 6 of 7



Agenda Item #12 Page 7 of 7



DATE: January 6, 2022

FOR: Landscape Committee

SUBJECT: Landscape Revision Request: 3234-B San Amadeo

RECOMMENDATION

Deny the request for revisions to the landscaping adjacent to 3234-B.

BACKGROUND

The requesting resident purchased the unit in March of 2019, and is requesting permission to revise the landscape area adjacent to the driveway of the subject manor (Attachment 1).

DISCUSSION

The requesting resident is seeking permission to remove existing common area shrubs and planter area and to install pavers or concrete in its stead. The reasoning behind the request is to allow additional access to and from vehicles parked in the driveway. This request would violate Third Mutual Policies regarding use of common area and staff recommends denial of this request.

FINANCIAL ANALYSIS

No cost to the Mutual.

Prepared By: Kurt Wiemann, Director of Landscape Services

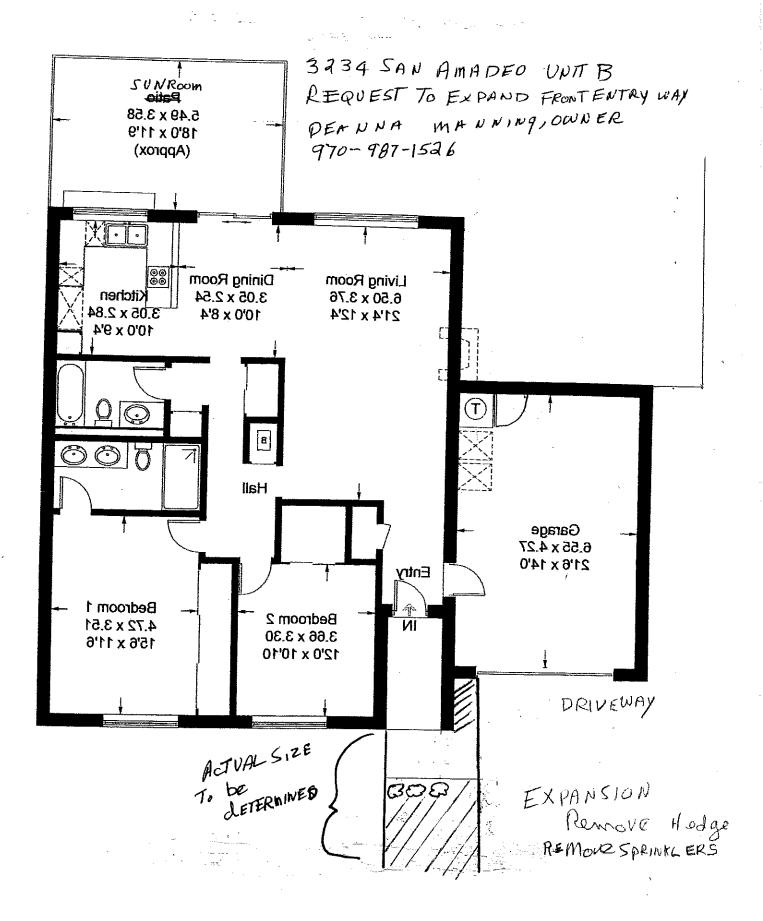
Reviewed By: Eve Morton, Landscape Coordinator

ATTACHMENT(S)

Attachment 1: Proposed Plan

Attachment 2: Mutual Landscape Request Form

Las Flores



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 I	nformation
You must be an owner to request non-routine Lands	cape requests.
3234 SANAMADEO Un &B Address	/// 34 30 31 Today's Date
Resident's Name	970-987-15 26 Telephone Number
Non-Routine F	Request
Please checkmark the item that best describes your r "Other" and explain. □ Tree Removal □ New Landscape	☐ Off-Schedule Trimming
Other (explain):	10
Reason for R	equest
Please checkmark the item(s) that best explain the re	eason for your request.
☐ Structural Damage ☐ Sewer Damage ☐ Overg	grown Poor Condition
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.

Attachment 1

November 23, 2021

TO: Department Of Landscaping Services

FROM: Deanna Manning

3234 San Amadeo, Unit B

Subject: Landscape Revision/Improvement Request

3234 San Amadeo, Unit B

Laguna Woods, CA 92637

To allow a remedial concrete or paver surface improvement to replace a small turf and hedge area contiguous to the existing concrete entry and driveway at the front entrance to the manor:

- To provide reasonable accommodation for handicap access, particularly wheelchair, walker and caretaker assisted, including transfer from auto and van.
- 2. Eliminate a dangerous "trip hazard" planter area
- 3. Improve visual aesthetics.
- 4. Improve pedestrian access.
- 5. Reduce water use.
- 6. Relieve Mutual of the maintenance burden which is not of general use to the other members of third.

A specific plan will be submitted for review and approval if the general use is approved. A general site location and site pictures are shown on attachments.

Thank you for your consideration. I look forward to an onsite meeting.

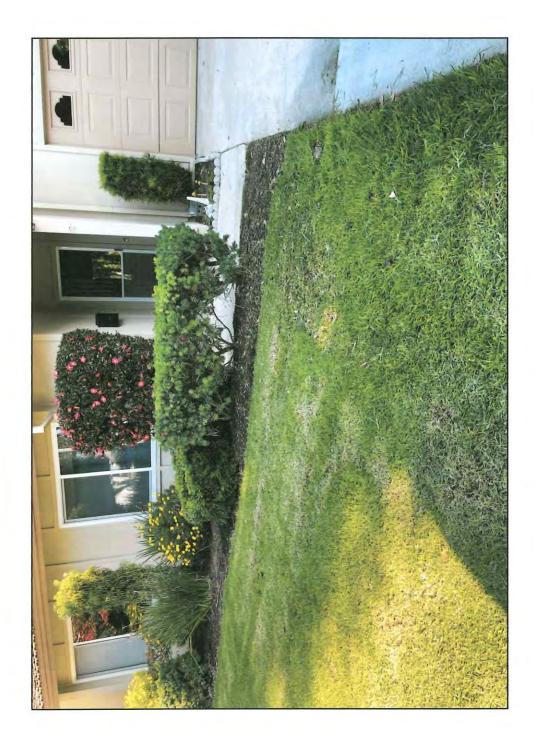
Deanna Manning, Owner/

970-987-1526

3234 San Amadeo, Unit B

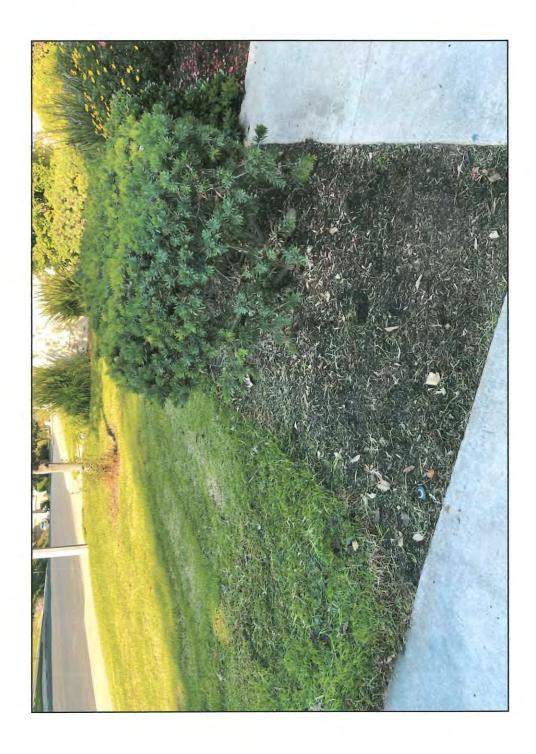
Laguna Woods, CA 92637





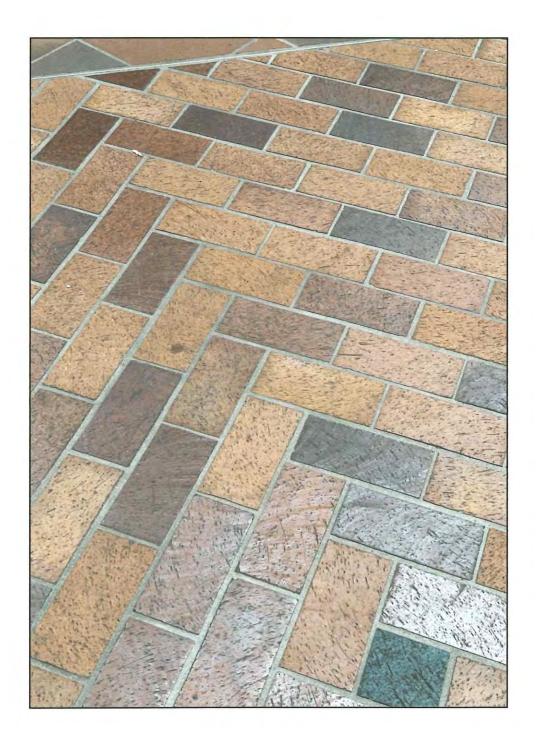














DATE: January 6, 2022

FOR: Landscape Committee

SUBJECT: Off-schedule Tree Trimming: 4007-1C Calle Sonora Oeste- Rusty Leaf Fig

RECOMMENDATION

Deny the request for an off-schedule trimming of a Rusty Leaf Fig tree.

BACKGROUND

The resident at 4007-1C purchased the manor in June 1998, and is requesting the off-schedule trimming of a Rusty Leaf Fig tree, *Ficus, rubiginosa,* located at the rear of the manor in the greenbelt area. The reasons cited for the off-schedule trimming are; the tree has been neglected, it is overgrown, badly damaged, and resident claims it was not trimmed in February as recorded. There are two additional signatures on the Mutual Request Form in favor of the off-schedule trimming (Attachment 1).

The tree was last pruned in February of 2021. Future trimming is tentatively scheduled for fiscal year 2023. The height of the tree is approximately 44 feet with a trunk diameter of approximately 23 inches. The tree trunk is approximately 55 feet from the manor and the outer canopy is approximately 20 feet from the manor's patio (Attachment 2).

DISCUSSION

At the time of inspection, the tree was found to be in good condition with no signs of pests or previous pest damage. There is no trunk damage and the tree has a favorable trunk flair.

There are a number of surface roots which are typical for this species. However, there was no noticeable damage to the surrounding irrigation valve boxes, drains, or the split rail fence. There is one large surface root that will be scheduled to be ground down below the turf.

The canopy does have additional growth on one side, but staff doesn't believe this will be an issue between now and the next scheduled trimming.

The last trim was merely a crown raising which, at the time, was all that was needed.

Staff did not see any damaged branches or deadwood that would require trimming at this time.

FINANCIAL ANALYSIS

The cost to perform an off-schedule trimming would be approximately \$400, the cost to perform the root grinding is approximately \$295, and the estimated value of the tree is \$6,080 based on the tree inventory data.

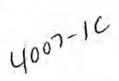
Prepared By: Bob Merget, Landscape Manager

Reviewed By: Kurt Wiemann, Director of Landscape Services

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

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.

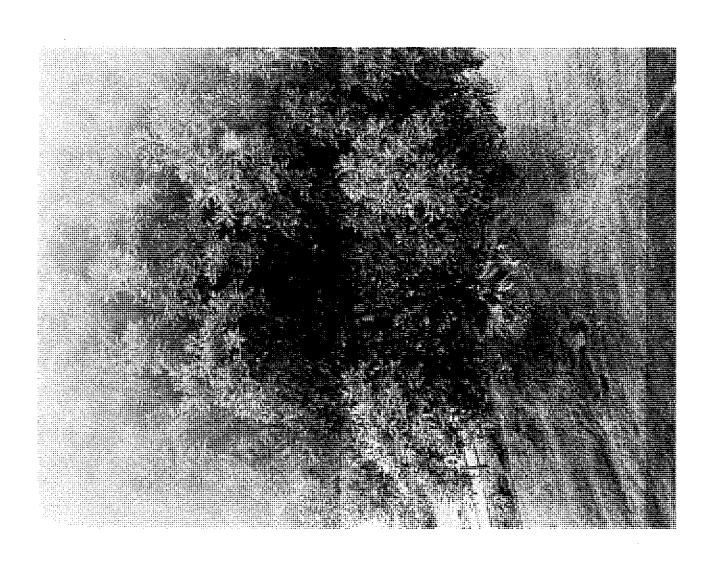
PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.

Resident/Owner Info	rmation
You must be an owner to request non-routine Landscape	FOR HELDER AND ADMINISTRATION AN
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Address	Today's Date
Resident's Name	<u> タリタ ガリュ ロンル</u> Telephone Number
Non-Routine Reg	Change of the Control
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☑ Other (explain): <u> 1R0 </u>	BEEN TRINGLA IN a
Ling Time II is SLOPING A	No Branches BREAKING
Reason for Regu	iest
Please checkmark the item(s) that best explain the reason	on for your request.
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□ Litter/Debris □ Personal Preference □ Other (explain): fraim 14 NAS YM14. GUIDELINES: • Structural/Sewer Damage: Damage to buildings, side may justify removal if corrective measures are not preference. • Overgrown/Crowded: Trees or plants that have outgramoval. • Damaged/Declining Health: Trees or plants that are of the content	ewalks, sewer pipes, or other facilities $3ccmac$ actical. own the available space may justify MAIVELLE
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Landscape/Forms/Request Forms Revised: January 2020 Page 1 of 2 OVER →

	Description & Lo					- Landau de la company de la c						
	Please <u>briefly</u> 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.											
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Page 2 of 2





Agenda Item #14 Page 6 of 8



Agenda Item #14 Page 7 of 8



Agenda Item #14 Page 8 of 8

DATE: January 6, 2022

FOR: Landscape Committee

SUBJECT: Landscape Revision Request: 5209 Avenida Despacio

RECOMMENDATION

Deny the request for revisions to the landscaping adjacent to 5209.

BACKGROUND

The requesting resident purchased the unit in March of 2019, and is requesting permission to revise the common area landscape adjacent to the subject manor (Attachment 1).

DISCUSSION

The requesting resident is seeking permission to place colored stones in the shrub bed area adjacent to her manor. The resident had previously placed numerous decorative stones in the common area and had removed them after receiving a Courtesy Notice from Compliance stating that the stones violate Mutual policies.

Additionally, these stones pose a potential hazard to maintenance staff and resident if the stones migrate into the turf area. This request would violate Third Mutual Policies regarding use of common area and staff recommends denial of this request.

FINANCIAL ANALYSIS

No cost to the Mutual.

Prepared By: Kurt Wiemann, Director of Landscape Services

Reviewed By: Eve Morton, Landscape Coordinator

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form

Attachment 2: Photos



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 Land	dscape requests.
5209 Avenida Despacio	Contombour 4, 2021
Address	September 4, 2021 Today's Date
Laurie Burgis	818-744-4329
Resident's Name	Telephone Number
Non-Routine	Request
Please checkmark the item that best describes your "Other" and explain.	request. If none apply, please checkmark
☐ Tree Removal ☐ New Landscape	☐ Off-Schedule Trimming
☑ Other (explain): <u>Desire to place decorative it</u>	ems in the planter areas of the front yard.
Reason for I Please checkmark the item(s) that best explain the	
, ,	·
☐ Structural Damage ☐ Sewer Damage ☐ Ove	rgrown Poor Condition
☐ Litter/Debris ☐ Personal Preference	
☑ Other (explain): HOA has given me a demand r	notice to remove the decorative items.

GUIDELINES:

- <u>Structural/Sewer Damage</u>: 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.
- <u>Damaged/Declining Health</u>: Trees or plants that are declining in health will be evaluated for corrective action before removal/replacement is considered.
- <u>Litter and Debris</u>: 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.
- <u>Personal Preference</u>: 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.

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Please <u>briefly</u> 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.

I would like to be able to place decorative items in planter areas in my front yard. Most of the

residents who have walked by have expressed joy in seeing them and have, with my permission,

taken some home for their continued enjoyment.

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
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(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

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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.

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Carolin King	5242	W		
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(Please attach a separate sheet if more signatures are necessary.)

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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.

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

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Return the Stones

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
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B.J. Bonnett	5241	V		
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(Please attach a separate sheet if more signatures are necessary.)

Acknowledgement - Owner

By signing, you are acknowledging this request.

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October 16, 2021

Compliance Department Third Laguna Hills Mutual PO Box 2220 Laguna Hills, CA 92654

Re: Request for Consent

I am requesting consent from the Board of Directors for the Third Laguna Hills Mutual to place decorative item in the front yard of my house. These items may consist of painted stones, ornamental statuary, and colored solar light sticks as used to light a pathway. These items will be placed in a manner so that they do not impede anyone's movement around the grounds. They are there to give joy and pleasure to all who see them. Thus far, many of my neighboring residents have stopped to enjoy my display and have thanked me for brightening their day. I also encourage anyone who wishes to take some of the painted stones to use in decorating their own homes and many neighbors have shown great appreciation for my sharing of these items. Attached are a few pictures showing this. I was pleasantly struck by one of the residents, a resident in gate 10, who brought her grandchildren by to enjoy my efforts. The children gleefully took several of the painted stone home with them. I put it to you that my decorations are in good taste, harm no one, and provide pleasure and joy to many in our community. I have also been assured by the regular landscape crew that these items, as they are placed (located) within the landscape, do not interfere in any way with their ability to maintain the common grounds.

In closing, in as much as my decorative items make no noise, harm no one, get in no one's way, and provide a moment of peace and happiness to all who see them, I would greatly appreciate your granting me your consent to provide joy and pleasure to the residents of Laguna Woods.

Thank you,

Laurie Burgis

5209 Avenida Despacio Laguna Woods, CA 92637



Courtesy Notice

August 27, 2021

Via First Class Mail and Email lburgis@aol.com

Ms. Laurie Burgis Mr. Michael Burgis Mr. Paul Burgis 5209 Avenida Despacio Laguna Woods, CA 92637

Re: Request for Compliance

Landscape Maintenance Manual, Owners Role

Resolution 03-16-117, Care & Maintenance of Patios, Balconies, Breezeways &

Walkways

Dear Members:

The Third Laguna Hills Mutual (Third) Board of Directors has received a report alleging that you may be in violation of the community rules. It has been reported that you revised the landscaped area around your unit prior to obtaining Mutual consent.

Landscape Maintenance Manual – Owners Role states:

- DO NOT plant/alter, or have your gardener plant/alter, on slopes, around trees, or in the lawn of the common area.
- DO NOT remove plantings without approval from the Landscape Division.
- DO NOT place materials such as stepping stones, edging materials, potted plants, statuary, or any other item (including hoses, hose reels, patio furniture) in common areas which interfere with landscaping operations, or cause a safety hazard. If desired, these items can be removed by the Landscape Division as a chargeable service.

Resolution 03-16-117, the Care & Maintenance of Patios, Balconies, Breezeways & Walkways states: "... Common areas are for the use and enjoyment of all residents and while limited common area permit exclusive use of the area, it is essential that all residents be aware of the need for safety, attractiveness and the prevention of damage to the building by items placed by residents in or on the common or limited common areas... All plants shall be attractive and shall be maintained by the resident in a healthy, well cared for condition, properly watered and pruned..."

As managing agent for the Third Board of Directors, you are requested to take the necessary action to ensure compliance to the cited restrictions. You are therefore requested to take action within 10 days, on or before September 6, 2021 by removing the colored rocks, sign post, and any other personal items; and bringing the landscaped area back to Mutual Standards. If you require further assistance you may call Maribel Flores, Landscape Department Operations Coordinator at 949-597-4605.

Ms. Laurie Burgis Mr. Michael Burgis Mr. Paul Burgis August 27, 2021 Page 2 of 2

As Third Members, please be advised that you are personally responsible for ensuring that the rules, regulations, and policies are followed by anyone you allow into the community. This includes any Co-occupant, Lessee, or Guest.

If you feel that this notice was sent to you in error, please respond to these allegations in writing to the Compliance Department, P.O. Box 2220, Laguna Hills, CA 92654. Alternatively, you may email me at compliance@vmsinc.org or contact me at 949.268.2255.

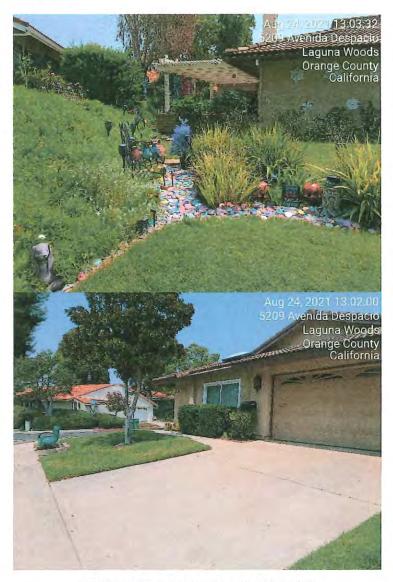
Sincerely,

FOR THE BOARD OF DIRECTORS

Casey Almero

Compliance Coordinator, VMS, Inc.

cc: Landscape Department



P.O. BOX 2220, LAGUNA HILLS, CA 92654-2220

CURRENT PHOTO OF AREA ADJACENT TO 5209

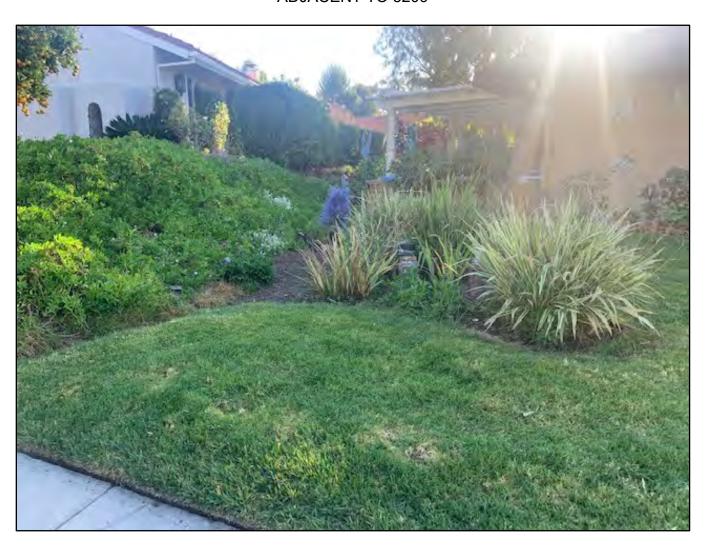
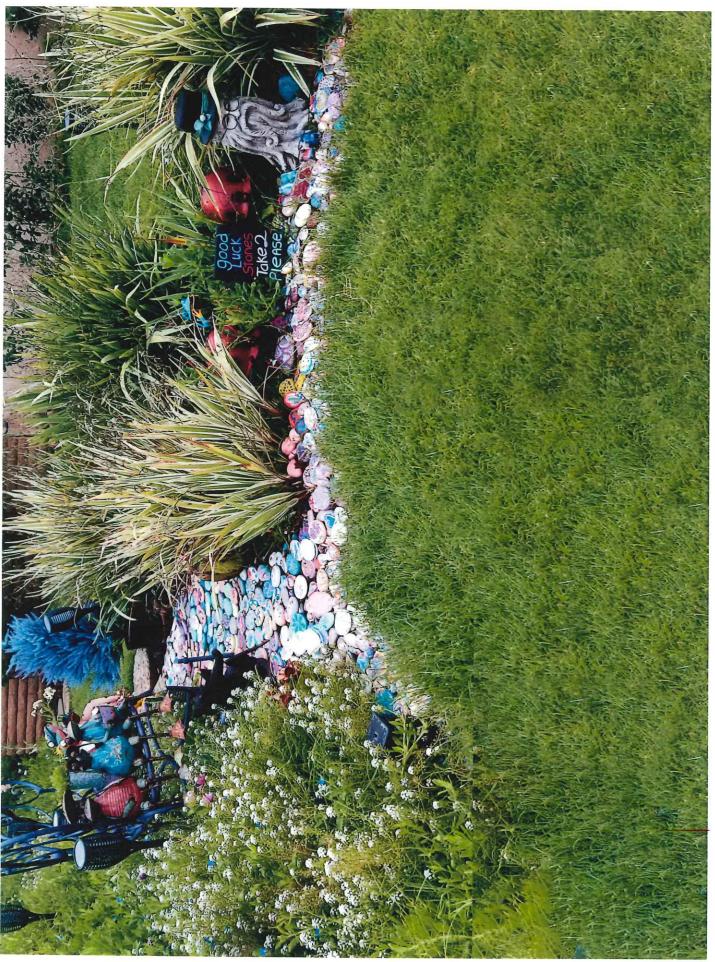


Photo of area adjacent to 5209 prior to removal of the painted stones. She is requesting to return the stones to this area.



Agenda Item #15 Page 13 of 13



STAFF REPORT

DATE: January 6, 2022

FOR: Landscape Committee

SUBJECT: Landscape Revision Request: 5423 Calle Carmenita

RECOMMENDATION

Approve the request for revisions to the landscaping adjacent to 5423.

BACKGROUND

The requesting resident purchased the unit in May of 2021, and is requesting permission to revise the landscaped shrub bed area adjacent to the subject manor (Attachment 1).

DISCUSSION

The requesting resident is seeking permission to remove existing shrubs in common area shrub beds and install drought tolerant and California native species.

All irrigation work related to this request would be performed by staff as a chargeable service; costs are estimated to be \$2,500.

Staff recommends approval of this work with the following conditions:

- All costs for design, construction, and maintenance of the improvement are the responsibility of the Property's Member Owner at 5423.
- All materials and installation shall be approved by the Landscape Department prior to start of work.
- The requesting Member understands that only the approved plant material may be planted and per Mutual policy, no vegetables or fruits may be planted.
- The requesting Member understands that the area will remain Common Area, subject to the use and passage of all members of Third Mutual.

FINANCIAL ANALYSIS

No cost to the Mutual.

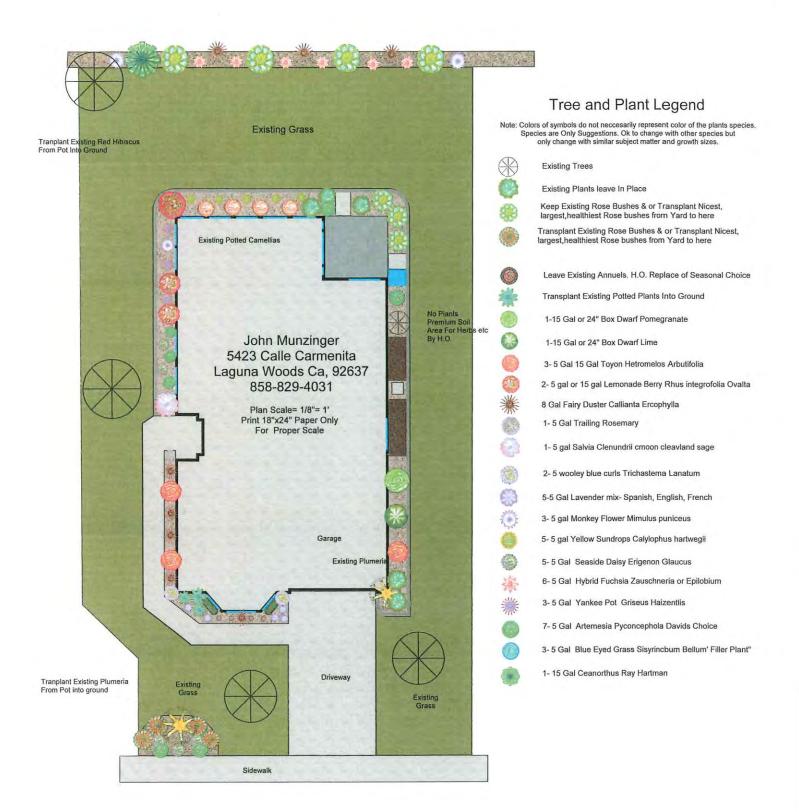
Prepared By: Kurt Wiemann, Director of Landscape Services

Reviewed By: Eve Morton, Landscape Coordinator

ATTACHMENT(S)

Attachment 1: Proposed Plan

Attachment 2: Mutual Landscape Request Form
Attachment 3: Photographs of Existing Landscape





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.

PLEASE RETURN COMPLETED REQUEST F	ORM TO RESIDENT SERVICES.
Resident/Owner Inf	formation
You must be an owner to request non-routine Landsca	pe requests.
5473 Calle Carmonita	11/30/20 21 Today's Date
John & & Ilene B. Munizinger Resident's Name	858-829-4031 Telephone Number
Non-Routine Re	equest
Please checkmark the item that best describes your req "Other" and explain.	uest. If none apply, please checkmark
☐ Tree Removal ☐ New Landscape	☐ Off-Schedule Trimming
Other (explain): Remove, replant,	replace and add
Vegetation. Remove 5 Podocary	
Reason for Red	
Please checkmark the item(s) that best explain the rea-	son for your request.
☐ Structural Damage ☐ Sewer Damage ☐ Overgro	own 🗷 Poor Condition
☐ Litter/Debris ☑ Personal Preference	
☐ Other (explain):	
 GUIDELINES: Structural/Sewer Damage: Damage to buildings, signary justify removal if corrective measures are not properly of the corrective measures are not properly of the corrective measures. Overgrown/Crowded: Trees or plants that have outpremoval. 	oractical.

- <u>Damaged/Declining Health</u>: Trees or plants that are declining in health will be evaluated for corrective action before removal/replacement is considered.
- <u>Litter and Debris</u>: 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.
- <u>Personal Preference</u>: 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.

Landscape/Forms/Request Forms
Revised: January 2020

Page 1 of 2

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