

## REGULAR MEETING UNITED LAGUNA WOODS MUTUAL LANDSCAPE COMMITTEE

Friday, February 24, 2023 – 9:30 a.m.
BOARD ROOM/VIRTUAL
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 for virtual meetings using one of three options:

- 1. Join in-person in the Community Center Board Room
- 2. Join the Zoom meeting at https://zoom.us/j/93131082872. Please raise your "Virtual Hand" during the agenda item you wish to speak to.
  - If you have a comment regarding a topic that is **not** on the agenda, please raise your "Virtual Hand" during the "Member Comments" agenda item.
- 3. Via email to meeting@vmsinc.org any time before the meeting is scheduled and before the agenda item you wish to speak to during the meeting. Please use the name United Mutual Landscape Committee in the subject line of the email. Name and unit number must be included.

FYI: All landscaping rules and regulations may be found in the United Landscape Manual on the Village website: <a href="https://www.lagunawoodsvillage.com/documents/view/United-Landscape-Maintenance-Manual-Updated-June-2020.pdf?v=1597776227">https://www.lagunawoodsvillage.com/documents/view/United-Landscape-Maintenance-Manual-Updated-June-2020.pdf?v=1597776227</a>

#### **AGENDA**

- 1. Call Meeting to Order
- 2. Acknowledgment of Media
- Approval of the Agenda
- 4. Approval of the Meeting Report for January 23, 2023
- Remarks of the Chair
- 6. Department Head Update
  - a. Project Log
  - b. Water Use Comparison Graph
  - c. Key Performance Indicators Presentation

- d. Landscape Ticket Process Presentation
- 7. Member Comments (Items Not on the Agenda)
- 8. Response to Member Comments

#### Items for Discussion and Consideration

9. Water Saving Landscape Projects

#### **Concluding Business**

- 10. Committee Member Comments
- 11. Date of Next Meeting March 27, 2023 at 1:30 p.m.
- 12. Adjournment

Diane Casey, Chair Kurt Wiemann, Staff Officer Jayanna Abolmoloki, Landscape Administrative Assistant Telephone: 949-268-2565

\*A quorum of the United Board, or more, may also be present at the meeting.



#### **OPEN MEETING**

# REGULAR MEETING OF THE UNITED LAGUNA WOODS MUTUAL LANDSCAPE COMMITTEE

Monday, January 23, 2023 – 1:30 P.M.
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center Board Room
24351 El Toro Road

#### **REPORT**

**COMMITTEE MEMBERS PRESENT:** Chair- Diane Casey, Maggie Blackwell, Anthony Liberatore

**COMMITTEE MEMBERS ABSENT:** Lenny Ross

**OTHERS PRESENT:** Azar Asgari, Yvonne Horton

ADVISORS PRESENT: Ann Beltran, Mary Sinclair

STAFF PRESENT: Kurt Wiemann, Bob Merget, Sandra Spencer

1. Call to Order

Chair Casey called the meeting to order at 1:30 p.m.

#### 2. Acknowledgment of Media

No media were present.

#### 3. Approval of the Agenda

Director Blackwell made a motion to approve the agenda. Director Liberatore seconded. The agenda was approved unanimously.

#### 4. Approval of the Meeting Report for November 28, 2022

Director Blackwell made a motion to approve the report. Director Liberatore seconded. The committee was in unanimous support.

#### 5. Chair's Remarks

Director Casey stated that she was recovering from surgery.

#### 6. Department Head Update

Mr. Wiemann explained items on the project log were listed as a summary of the 2022 projects and that an updated log for 2023 would be provided at the next meeting along with KPI updates. Mr. Wiemann also reviewed the Water Use Comparison Graph with the committee. Mr. Wiemann also shared a presentation providing an update on Canary Island Pine Tree Trimming throughout the Village.

Members made comments and asked questions.

#### 7. Member Comments (Items not on the agenda)

Topics included:

- Reguest to replace bench formerly located on Friendship Walk
- Requests for further landscaping in the area of Building 2189
- Request for list of standard and non-standard plants
- Request for removal of plant debris on slope near Manor 455

#### 8. Response to Member Comments

Mr. Wiemann and members of the committee responded to the member comments.

#### **Items for Discussion and Consideration**

#### 9. Off-Schedule Tree Trimming Request – 818-O One Magnolia Tree

Director Blackwell made a motion to approve staff's recommendation to deny the request. Director Casey seconded the motion. The motion passed unanimously.

#### 10. Tree Removal Request – 2077-D One Chinese Elm Tree

Director Blackwell made a motion to approve staff's recommendation to deny the request. Director Casey seconded the motion. The motion passed unanimously.

#### 11. Supplemental Funds for Turf Reduction

Director Blackwell made a motion to approve staff's recommendation to request the board approve a supplemental appropriation to fund a portion of the projects in United. Director Casey seconded. The committee was in unanimous support.

#### 12. Water Saving Landscape Projects

Mr. Wiemann requested the committee visit the specific locations identified for turf reduction and provide a priority list to the department.

#### 13. Urban Forest Management Plan – Community Presentation by Dudek

Representatives from Dudek shared a presentation regarding the Urban Forest Management Plan "UFMP" and answered questions from the committee and members. Suggestions were made and recorded for incorporation into the UFMP document. The committee recommends an update published in the Globe and suggested holding a Town Hall meeting to encourage more members to participate.

#### **Concluding Business**

#### 14. Committee Member Comments

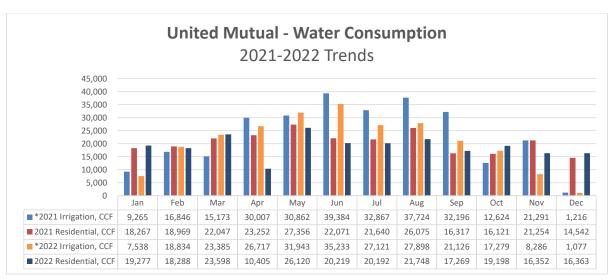
Various comments were made.

- 15. Date of Next Meeting February 27, 2023 at 1:30 p.m.
- 16. Adjournment at 3:30 p.m.

Diane Casey, Chair

		'n	United Mutual Landscape Project Log February 24, 2023							
		2023 R	2023 Reserve Fund Projects (As of 01/31/2023)							
Project	Work Unit	Description	Status	Contract Number	Estimated Completion	Completion	Budget	t	YTD*	Balance
Landscape Modification/Turf	510-Staff	Areas to eliminate inefficient maintenance and high water useage; replace with easier	Project locations were presented to Committee and approved on January 27, 2023 Location for Turf Reduction.	n/a	Annual	4.66%	\$ 177,	177,744 \$	8,285	8,285 \$ 169,459
Reduction	540-Staff	to maintaint/water enicient landscape with low water use irrigation.		n/a	Annual	0.00%	\$ 24,	24,985 \$	-	\$ 24,985
	Contracted		Supplemental Funds approved 2/14/23	01-23-08	Annual	0.00%	\$ 189,480	480 \$	-	\$ 189,480
Slope Renovation/Maintenance	Mission Landscape	Annual cutting back and removal of vegetation on slopes. Maintenance thereafter.	In progress, on schedule.	MIS106-2201-01	Annual	8.33%	\$ 73,	73,913 \$	6,160	6,160 \$ 67,754
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.	lindata nandina na echadila	P100011261	o i co	4.67%	\$ 531,	531,146 \$	24,820	24,820 \$ 506,326
	In-House Tree Crew	Contractor performs mainly scheduled annual maintenance and isolated removals. Staff crew focuses on customer service.	opdate parteling, oil acredute.	n/a	,	6.77%	\$ 395,	395,240 \$	26,749	26,749 \$ 368,491

\*Completion based upon invoices received to-date; 02/16/2023



<sup>\*</sup>Estimated Irrigation Usage



#### STAFF REPORT

**DATE:** February 24, 2023

FOR: United Landscape Committee SUBJECT: Water Saving Landscape Projects

#### RECOMMENDATION

Approve a list of specific locations identified for turf reduction to be renovated in 2023, with funds allocated in the 2023 Business Plan.

#### **BACKGROUND**

On July 14, 2022, the Landscape Committee recognized that the State of California is experiencing record drought conditions. Irrigating turf has been identified as the major use of water. Staff has identified 36 locations in United Mutual that are eligible candidates for turf reduction. (Attachment 1).

These 36 locations were presented to the Landscape Committee at the regular meeting on January 23, 2023. Staff requested that the Committee visit the sites before the next meeting and prioritize the locations for work budgeted in the 2023 Business plan.

#### DISCUSSION

United Mutual is responsible for the maintenance of 236.7 acres of irrigated landscape, 138 of those acres is turf, all of which is irrigated with potable water. The Landscape Committee has determined that the reduction of landscape irrigation is a prudent and proactive approach to the ongoing drought conditions in the region and has committed to accomplish this in two ways; by reducing irrigation water use by 15 percent (Resolution 01-22-55, Irrigation Water Mandate), and turf reduction.

Designs developed by a landscape architect, using attractive water saving landscape plantings, will be implemented in the listed locations to further reduce the water use in United Mutual. This work will be performed by in house crews.

#### FINANCIAL ANALYSIS

The 2022 Business Plan allocates \$177,744 for turf reduction. These budgeted funds are sufficient to accomplish the work identified in Attachment 1.

Prepared By: Jayanna Abolmoloki, Landscape Administrative Assistant

**Reviewed By:** Kurt Wiemann, Director of Landscape Services

Third Laguna Hills Mutual **Third Mutual Landscape Committee**January 23, 2023

Page 2

Committee Routing: None.

## ATTACHMENT(S)

Attachment 1: Turf Reduction Location Information Forms



# Turf Reduction Location Forms Table of Contents

Page #	Bld / Manor	Street	Sq. Footage	Est. Cost
Page 1	725-A	Avenida Majorca	45	\$203
Page 2	726-B	Avenida Majorca	114	\$513
Page 3	599-C	Avenida Majorca	180	\$810
Page 4	302-B	Avenida Sevilla	200	\$900
Page 5	2131-H	Via Puerta	260	\$1,040
Page 6	201-E	Avenida Majorca	280	\$1,120
Page 7	943-A	Avenida Majorca	255	\$1,148
Page 8	599-B	Avenida Majorca	280	\$1,260
Page 9	711-D	Avenida Majorca	300	\$1,350
Page 10	687-D	Avenida Sevilla	300	\$1,350
Page 11	401-C	Avenida Castilla	320	\$1,440
Page 12	B738	Avenida Majorca	324	\$1,458
Page 13	477-A	Calle Cadiz	400	\$1,600
Page 14	613-B	Avenida Sevilla	420	\$1,680
Page 15	259-C	Calle Aragon	420	\$1,680
Page 16	401-B	Avenida Castilla	400	\$1,800
Page 17	2041-C	Via Mariposa E	450	\$1,800
Page 18	Building 495	Calle Cadiz	500	\$2,000
Page 19	Building 116	Via Estrada	600	\$2,400
Page 20	687-D	Avenida Sevilla	600	\$2,400
Page 21	Building 142	Avenida Majorca	800	\$3,200
Page 22	756 C & D	Calle Aragon	1,100	\$4,400
Page 23	951-B	Avenida Carmel	1,150	\$4,600
Page 24	2012-C	Via Mariposa W	1,200	\$4,800
Page 25	Building 59	Calle Cadiz	1,200	\$4,800
Page 26	Building 384	Avenida Castilla	1100	\$4,950
Page 27	Building 143	Avenida Majorca	1,250	\$5,000
Page 28	Building 133	Avenida Majorca	1,500	\$6,000
Page 29	472-C	Calle Cadiz	1650	\$7,425
Page 30	756-B	Avenida Majorca	2,000	\$8,000
Page 31	Building 132	Avenida Majorca	2,100	\$8,400
Page 32	141-B	Avenida Majorca	2,200	\$8,800
		Sub-Total Staff Wor	·k:	\$98,326
Page 33	Building 131	Avenida Majorca	3,000	\$12,000
Page 34	130 A&B	Avenida Majorca	4,000	\$16,000
Page 35	443-A	Avenida Sevilla	4,900	\$19,600
Page 36	Building 130	Avenida Majorca	4500	\$20,250
	\$67,850			

Totals: 40,298 \$166,176
--------------------------



## 725-A Avenida Majorca, Laguna Woods, CA, 92637

• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 45 Estimated Cost: \$203

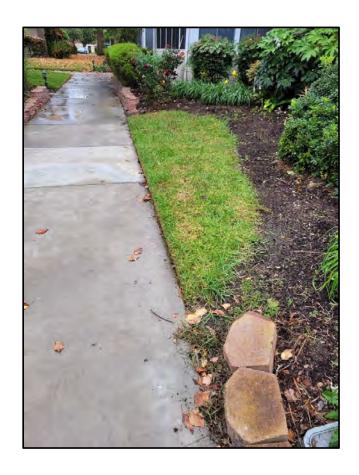
• In 2023 Budget? YES NO





#### 726-B Avenida Majorca, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: <u>114</u> Estimated Cost: \$<u>513</u>
- In 2023 Budget? YES NO





## 599-C Avenida Majorca, Laguna Woods, CA, 92637

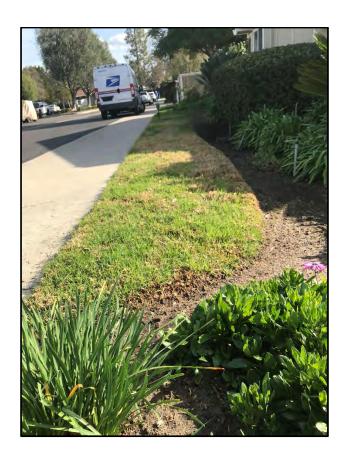
• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 180 Estimated Cost: \$810

• In 2023 Budget? YES NO

Notes: This area is too narrow to mow.





#### 302-B Avenida Sevilla, Laguna Woods, CA, 92637

Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 200 Estimated Cost: \$900

In 2023 Budget? YES NO

Notes: Turf does not grow in this area due to excess shade and numerous exposed tree roots.





#### 2131-H Via Puerta, Laguna Woods, CA, 92637

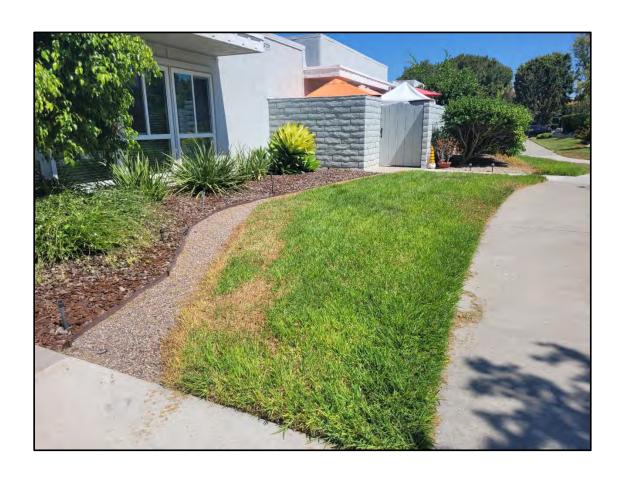
• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: <u>260</u> Estimated Cost: \$1,040

• In 2023 Budget? YES NO

Notes: This area is too narrow to mow.





#### 201-E Avenida Majorca, Laguna Woods, CA, 92637

• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: <u>280</u> Estimated Cost: \$1,120

In 2023 Budget? YES NO





#### 943-A Avenida Majorca, Laguna Woods, CA, 92637

• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: <u>255</u> Estimated Cost: \$1,148

• In 2023 Budget? YES NO

Notes: Turf does not grow in this area due to excess direct sunlight.





#### 599-B Avenida Majorca, Laguna Woods, CA, 92637

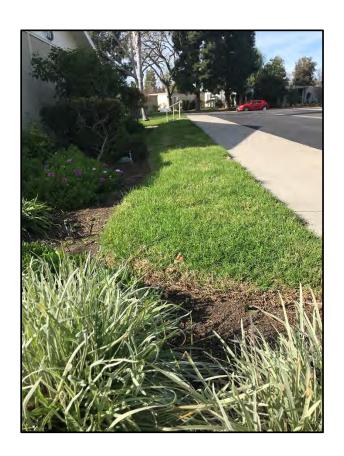
• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 280 Estimated Cost: \$1,260

• In 2023 Budget? YES NO

Notes: This area is too narrow to mow.





#### 711-D Avenida Majorca, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 300 Estimated Cost: \$1,350
- In 2023 Budget? YES NO

Notes: Turf does not grow; too much shade & pine needles.





#### 687-D Avenida Sevilla, Laguna Woods, CA, 92637

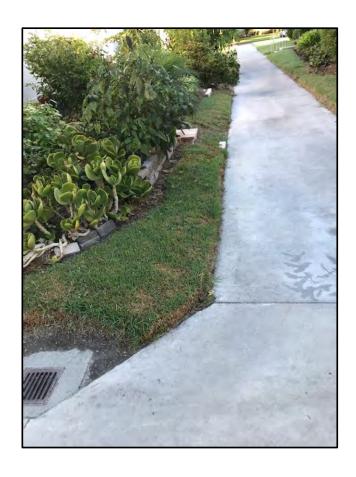
• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 300 Estimated Cost: \$1,350

• In 2023 Budget? YES NO

Notes: This area is too narrow to mow.





#### 401-C Avenida Castilla, Laguna Woods, CA, 92637

• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: <u>320</u> Estimated Cost: \$<u>1,440</u>

• In 2023 Budget? YES NO

Notes: Turf does not grow in this area due to excess shade and exposed tree roots.





#### Building 738 Avenida Majorca, Laguna Woods, CA, 92637

Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 324 Estimated Cost: \$1,458

• In 2023 Budget? YES NO

Notes: Turf does not grow in this area due to excess shade and exposed tree roots.





#### 477-A Calle Cadiz, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 400 Estimated Cost: \$1,600
- In 2023 Budget? YES NO





#### 613-B Avenida Sevilla, Laguna Woods, CA, 92637

Landscape Request Form on File?
 YES
 NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 420 Estimated Cost: \$1,680

• In 2023 Budget? YES NO

Notes: This area is too narrow to mow and too overcrowded for Turf to grow well.





#### 259-C Calle Aragon, Laguna Woods, CA, 92637

• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 420 Estimated Cost: \$1,680

• In 2023 Budget? YES NO

Notes: This area is too narrow to mow.





#### 401-B Avenida Castilla, Laguna Woods, CA, 92637

• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 400 Estimated Cost: \$1,800

• In 2023 Budget? YES NO

Notes: This area is too difficult to mow due to exposed tree roots.





#### 2041-C Via Mariposa E, Laguna Woods, CA, 92637

• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 450 Estimated Cost: \$1,800

In 2023 Budget? YES NO

Notes: Turf does not grow well in this area and there are numerous tree roots exposed.





#### Building 495 Calle Cadiz, Laguna Woods, CA, 92637

• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 500 Estimated Cost: \$2,000

• In 2023 Budget? YES NO





#### Building 116 Via Estrada, Laguna Woods, CA, 92637

• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 600 Estimated Cost: \$2,400

• In 2023 Budget? YES NO

Notes: This area is too narrow to mow. Turf does not grow well due to excess shade.





#### 687-D Avenida Sevilla, Laguna Woods, CA, 92637

• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 600 Estimated Cost: \$2,400

• In 2023 Budget? YES NO





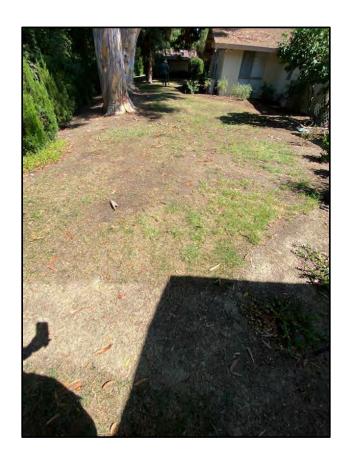
#### Building 142 Avenida Majorca, Laguna Woods, CA, 92637

• Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 800 Estimated Cost: \$3,200

• In 2023 Budget? YES NO





#### 756 C & D Calle Aragon, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 1,100 Estimated Cost: \$4,400
- In 2023 Budget? YES NO

Notes: Turf does not grow well in this area due to excess shade.





#### 951-B Avenida Carmel, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 1,150 Estimated Cost: \$4,600
- In 2023 Budget? YES NO

Notes: Turf does not grow well in this area due to excess shade.





#### 2012-C Via Mariposa W, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 1,200 Estimated Cost: \$4,800
- In 2023 Budget? YES NO

Notes: Turf does not grow in this area due to excess shade.





## Building 59 Calle Cadiz, Laguna Woods, CA, 92637

• Landscape Request Form on File? YES NO

• Work will be completed by: **STAFF CONTRACTOR** 

• Square Feet: 1,200 Estimated Cost: \$4,800

• In 2023 Budget? YES NO

Notes: This area is too narrow to mow.





## Building 384 Avenida Castilla, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 1,100 Estimated Cost: \$4,950
- In 2023 Budget? YES NO





## Building 143 Avenida Majorca, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 1,250 Estimated Cost: \$5,000
- In 2023 Budget? YES NO





## Building 133 Avenida Majorca, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 1,500 Estimated Cost: \$6,000
- In 2023 Budget? YES NO





## 472-C Calle Cadiz, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 1,650 Estimated Cost: \$7,425
- In 2023 Budget? YES NO

Notes: This area is too narrow to mow.





## 756-B Avenida Majorca, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 2,000 Estimated Cost: \$8,000
- In 2023 Budget? YES NO





## Building 132 Avenida Majorca, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 2,100 Estimated Cost: \$8,400
- In 2023 Budget? YES NO





## 141-B Avenida Majorca, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 2,200 Estimated Cost: \$8,800
- In 2023 Budget? YES NO





## Building 131 Avenida Majorca, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 3,000 Estimated Cost: \$12,000
- In 2023 Budget? YES NO





## 130 A&B Avenida Majorca, Laguna Woods, CA, 92637

- Landscape Request Form on File? YES NO
- Work will be completed by: STAFF CONTRACTOR
- Square Feet: 4,000 Estimated Cost: \$16,000
- In 2023 Budget? YES NO





## 443-A Avenida Sevilla, Laguna Woods, CA, 92637

Landscape Request Form on File?
 YES
 NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 4,900 Estimated Cost: \$19,600

• In 2023 Budget? YES NO

Notes: This area is non-functional turf.





## Building 130 Avenida Majorca, Laguna Woods, CA, 92637

Landscape Request Form on File? YES NO

Work will be completed by: STAFF CONTRACTOR

• Square Feet: 4,500 Estimated Cost: \$20,250

• In 2023 Budget? YES NO

Notes: Turf does not grow in this area due to excess shade. The turf is in poor condition.

