



**REGULAR MEETING
UNITED LAGUNA WOODS MUTUAL LANDSCAPE COMMITTEE**

**Monday, September 25, 2023 – 1:30 p.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: <https://www.lagunawoodsvillage.com/documents/view/United-Landscape-Maintenance-Manual-Updated-June-2020.pdf?v=1597776227>

AGENDA

1. Call Meeting to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of the Meeting Report for August 28, 2023
5. Remarks of the Chair

6. Department Head Update
 - a. Project Log
 - b. Water Use Comparison Graph
 - c. Tree Work Status Report
7. Member Comments (Items Not on the Agenda)
8. Response to Member Comments

Items for Discussion and Consideration

9. Tree Removal Request – 2151-D
10. Urban Forest Management Plan Update

Concluding Business

11. Committee Member Comments
12. Date of Next Meeting – October 30, 2023 at 1:30 p.m.
13. 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, August 28, 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, Sue Quam, Anthony Liberatore

COMMITTEE MEMBERS ABSENT: None.

OTHERS PRESENT: None.

ADVISORS PRESENT: Mary Sinclair, Ann Beltran

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki

1. Call to Order

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

2. Acknowledgment of Media

No media was present.

3. Approval of the Agenda

Mr. Wiemann suggested that Item #12 be removed due to the requester revoking his request. Mr. Wiemann also asked that Item #16 be added with the title of "Building 212 Concept Plan." The Committee was in unanimous support. Director Quam motioned to approve the agenda with Mr. Wiemann's changes. Director Liberatore seconded. The agenda was approved unanimously.

4. Approval of the Meeting Report for May 22, 2023

Director Quam made a motion to approve the report. The committee was in unanimous support.

5. Chair's Remarks

Chair Casey stated that she has been driving around the Mutual and noticed that, overall, the landscaping looks great.

6. Department Head Update

6a. Project Log

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

6b. Water Use Comparison Graph

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

6c. Tree Work Status Report

6d. Key Performance Indicators

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

7. Member Comments (Items not on the agenda)

Topics included:

- A unit specific complaint
- Support for the Building 212 project
- A request for re-election support from a current United Board member

8. Response to Member Comments

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

Items for Discussion and Consideration

9. Tree Removal Request – 135-A Avenida Majorca

Director Liberatore made a motion to accept staff recommendation. The motion failed with Directors Casey and Quam voting no.

Director Quam made a motion to reject staff's recommendation. Director Casey seconded. The motion passed unanimously.

10. Tree Removal Request – 396-A Avenida Castilla

Director Quam made a motion to accept staff recommendation to approve the request for the removal of one Southern Magnolia tree located at 396-A Avenida Castilla. Director Liberatore seconded. The motion passed unanimously.

11. Tree Removal Request – 692-C Avenida Sevilla

Director Quam made a motion to accept staff recommendation to approve the request for the removal of one Bronze Loquat tree located at 692-C Avenida Sevilla. Director Liberatore seconded. The motion passed unanimously.

12. Memorial Plaque Request – 701-C

This item was removed from the agenda and not discussed.

13. Suggested Water Saving Landscape Project Locations

Mr. Wiemann asked the Committee to review the locations and be prepared to vote at the next United Landscape Committee meeting in September.

14. No Herbicide Spraying Agreement

Director Quam made a motion to approve the resolution for herbicide spray guidelines and acknowledgement form. Director Liberatore seconded. The motion passed unanimously.

15. Unbudgeted Operating Expenditure for Water Saving Landscaping

Director Quam made a motion to approve an unbudgeted operating expenditure in the amount of \$212,000 for water saving landscaping projects within United Mutual. Director Liberatore seconded. The motion passed unanimously.

16. Building 212 Concept Plan

Director Liberatore made a motion to direct staff to move forward with obtaining construction drawings for the project, along with staff sending a Request for Proposal out to contractors for construction. Director Quam seconded. The motion passed unanimously.

Concluding Business

11. Committee Member Comments

Various comments were made.

12. Date of Next Meeting – September 25, 2023 at 1:30 p.m.

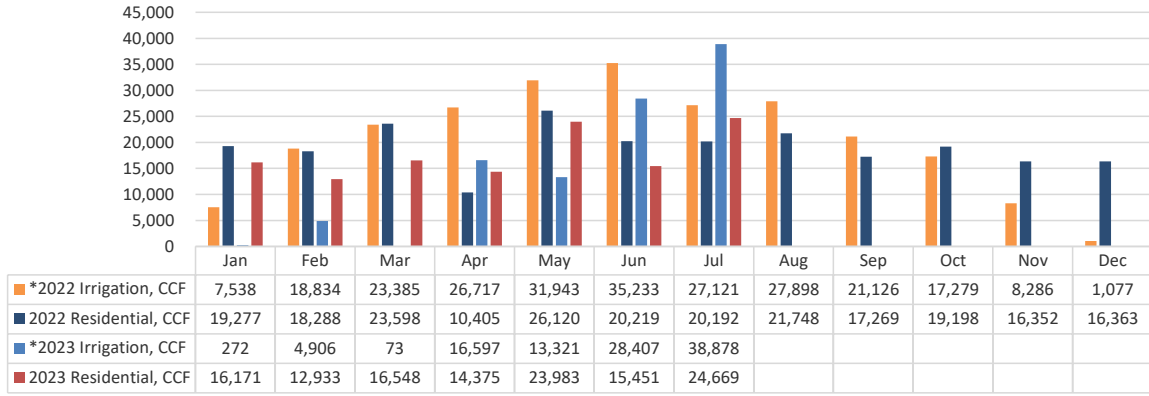
13. Adjourned at 3:39 p.m.

Diane Casey, Chair

United Mutual Landscape Project Log									
September 25, 2023									
2023 Reserve Fund Projects (As of 07/31/2023)									
Project	Work Unit	Description	Status	Contract Number	Estimated Completion	Completion	Budget	YTD*	Balance
Landscape Modification/Turf Reduction	510-Staff	Areas to eliminate inefficient maintenance and high water usage; replace with easier to maintain/water efficient landscape with low water use irrigation.	Work on locations under Committee review.	n/a	Annual	54.28%	\$ 177,744	\$ 96,476	\$ 81,268
	540-Staff								
	Contracted								
Slope Renovation/Maintenance	Mission Landscape	Annual cutting back and removal of vegetation on slopes. Maintenance thereafter.	Completed 8/31/23	P100011800	7/26/2023	100.00%	\$ 189,480	\$ 146,682	\$ 42,798
			In progress, on schedule.	MIS106-2201-01	Annual	68.15%	\$ 73,913	\$ 50,370	\$ 23,543
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 2,046 trees, removed 16 and planted 1 tree.	P100011261	Annual	95.12%	\$ 544,266	\$ 517,706	\$ 26,560
	In-House Tree Crew								

*Completion based upon invoices received to-date; 09/07/2023

United Mutual - Water Consumption 2022-2023 Trends



*Estimated Irrigation Usage

United Mutual Off Schedule tree Work

Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
8/14/2023	811	Trim	Chinese Pistache	6	Full Trim	Staff
8/14/2023	810	Clearance	Liquid Ambar	2	Clear, End Weight	Staff
8/14/2023	422	Trim	Orchid tree	2	Full Trim	Staff
8/14/2023	865	Trim	3 Guadalupe Palms	6	Full Trim	Staff
8/14/2023	865	Trim	Guadalupe Palm	2	Full Trim	Staff
8/14/2023	847	Clearance	Carrotwood	2	Clear, End Weight	Staff
8/15/2023	541	Removal	3 Fruit Trees	4	Resident Request	Staff
8/15/2023	95	Trim	Red Bud	2	Full Trim	Staff
8/15/2023	925	Clearance	Carob	2	Clear, End Weight	Staff
8/15/2023	663	Hanger	Liquid Ambar	1	Hanger in Canopy	Staff
8/17/2023	2092	Removal	Crape Myrtle	2	In Decline	Staff
8/17/2023	2092	Hanger	Magnolia	2	Hanger in Canopy	Staff
8/18/2023	560	Hanger	Silk Oak	2	Hanger in Canopy	Staff
8/18/2023	183	Trim	King palm	2	Full Trim	Staff
8/21/2023	166	Removal	Bottle Brush	4	Uprooted	Staff
8/21/2023	138	Hanger	Paper Bark	3	restore Hanger in Canopy	Staff
8/21/2023	2187	Removal	Chitalpa	2	Uprooted	Staff
8/21/2023	633	Hanger	Windmill Palms	3	Uprooted	Staff
8/22/2023	24	Hanger	Bottle Brush	2	Hanger in Canopy	Staff
8/22/2023	102	Hanger	African Sumac	3	Hanger in Canopy	Staff
8/22/2023	126	Hanger	Silk Oak	2	Hanger in Canopy	Staff
8/22/2023	172	Removal	Indian Bean	6	Uprooted	Staff
8/22/2023	172	Hanger	Paper Bark	2	Hanger in Canopy	Staff
8/22/2023	543	Hanger	Liquid Ambar	2	Hanger in Canopy	Staff
8/22/2023	508	Hanger	Sycamore	1	Hanger in Canopy	Staff
8/22/2023	555	Removal	Red Bud	2	Uprooted	Staff
8/22/2023	844	Hanger	Evergreen Pear	2	Hanger in Canopy	Staff
8/22/2023	782	Hanger	Liquid Ambar	2	Hanger in Canopy	Staff
8/22/2023	169	Hanger	Liquid Ambar	3	Hanger in Canopy	Staff
8/22/2023	172	Hanger	Alder	2	Hanger in Canopy	Staff
8/22/2023	585	Hanger	Chinese Elm	3	Hanger in Canopy	Staff
8/25/2023	887	Hanger	Paper Bark	5	Hanger in Canopy	Staff
8/25/2023	774	Hanger	Spotted Gum	3	Hanger in Canopy	Staff
8/25/2023	775	Hanger	Spotted Gum	4	Hanger in Canopy	Staff
8/28/2023	81	Hanger	Brazilian Pepper	4	Hanger in Canopy	Staff
8/28/2023	51	Removal	Madeira Bay Pig	5	In Decline	Staff
8/28/2023	284	Hanger	Silk Oak	3	Hanger in Canopy	Staff
8/28/2023	124	Hanger	Bottle Brush	2	Hanger in Canopy	Staff
8/28/2023	772	Clearance	C. Pepper	2	Clear, End Weight	Staff
8/28/2023	2214	Removal	Pink Trumpet	6	In Decline	Staff
8/29/2023	610	Hanger	Sycamore	3	Hanger in Canopy	Staff
8/29/2023	775	Hanger	2 Paperbark	4	Hanger in Canopy	Staff
8/29/2023	775	Hanger	Ruber Tree	2	Hanger in Canopy	Staff
8/29/2023	681	Removal	Bronze Loquat	2	In Decline	Staff
8/29/2023	321	Clearance	Podocarpus	2	Clear, End Weight	Staff
8/29/2023	315	Removal	Loquat	5	In Decline	Staff
8/29/2023	787	Hanger	Liquid Ambar	2	Hanger in Canopy	Staff
8/29/2023	766	Hanger	Brazilian Pepper	2	Hanger in Canopy	Staff
8/29/2023	354	Trim	Liquid Ambar	6	Full Trim	Staff
8/29/2023	524	Removal	Edible Fig	4	Resident Request	Staff
8/29/2023	51	Hanger	Brazilian Pepper	2	Hanger in Canopy	Staff
8/29/2023	739	Trim	2 Liquid Ambar	5	Full Trim	Staff
8/30/2023	912	Hanger	Bottle Brush	2	Hanger in Canopy	Staff
8/30/2023	908	Removal	Myoporum	2	In Decline	Staff
8/30/2023	908	Removal	Myoporum	2	In Decline	Staff
8/30/2023	908	Trim	Myoporum	2	Full Trim	Staff
8/30/2023	908	Trim	Myoporum	2	Full Trim	Staff
8/30/2023	908	Trim	Myoporum	2	Full Trim	Staff
8/30/2023	908	Trim	Myoporum	2	Full Trim	Staff
8/30/2023	907	Hanger	Bottlebrush	2	Hanger in Canopy	Staff

8/30/2023	907	Trim	Myoporum	2	Full Trim	Staff
8/30/2023	907	Trim	Myoporum	2	Full Trim	Staff
8/30/2023	150	Hanger	Melaleuca	2	Hanger in Canopy	Staff
8/30/2023	910	Hanger	Sawtooth	2	Hanger in Canopy	Staff
8/30/2023	867	Clearance	Mulberry	2	Clear, End Weight	Staff
8/30/2023	807	Clearance	Chinese Elm	2	Clear, End Weight	Staff
8/30/2023	807	Clearance	Chinese Elm	1	Clear, End Weight	Staff
8/30/2023	867	Clearance	Mulberry	1	Clear, End Weight	Staff
8/30/2023	561	Clearance	Carrotwood	1	Clear, End Weight	Staff
8/31/2023	136	Clearance	Manolia and Canary Island	4	Clear, End Weight	Staff
8/31/2023	136	Clearance	Canary Pine and Cajeput	4	Clear, End Weight	Staff
8/31/2023	136	Clearance	Liquid Ambar	2	Clear, End Weight	Staff
8/31/2023	110	Clearance	Liquid Ambar	2	Clear, End Weight	Staff
8/31/2023	111	Clearance	Golden Medallion	2	Clear, End Weight	Staff
8/31/2023	776	Hanger	2 Canary Island Pine	6	Hanger in Canopy	Staff
8/31/2023	387	Hanger	Silk Oak	2	Hanger in Canopy	Staff
8/31/2023	786	Hanger	Liquid Ambar	2	Hanger in Canopy	Staff
8/31/2023	787	Trim	Liquid Ambar	4	Full Trim	Staff
8/31/2023	158	Clearance	Maple tree	2	Clear, End Weight	Staff



STAFF REPORT

DATE: September 25, 2023
FOR: Landscape Committee
SUBJECT: Tree Removal Request: One Fern Pine Tree located at 2151-D Ronda Granada

RECOMMENDATION

Approve the request for the removal of one Fern Pine tree located at 2151-D Ronda Granada.

BACKGROUND

The requestor became a Member in March 2023, and is requesting the removal of one Fern Pine tree, *Podocarpus, gracilior*, located in the shrub bed area at the front of the unit.

The reasons cited for the removal request are potential foundation damage, damage to surrounding sidewalk and view obstruction. There are six additional signatures on the Landscape Request Form in favor of the removals (Attachment 1).

The tree was last pruned in 2021. Future trimming is tentatively scheduled for fiscal year 2025. This tree species is on a four-year trimming cycle.

The height of the tree is approximately 30 feet, with a trunk diameter of approximately 12 inches. The tree is growing approximately six feet from the common walkway and six feet from the wall (Attachment 2).

DISCUSSION

At the time of the inspection, the tree was found to be in good health with an unbalanced canopy due to clearance trimming away from the unit. There were no signs of pests or pest activity, and no deadwood or decayed branches. There were no signs of trunk damage, however, surface roots were present. View obstruction is not a legitimate reason for a tree removal and was not taken into consideration.

There is damage to the sidewalks as well as the block wall. The wall has been pushed out by the roots, evident by the wall leaning outward. The wall is also lifted, cracked and the blocks have separated. There are visible roots in the location of the block wall. The cracks in the sidewalk originate from the same area as the block wall damage.

There is not sufficient space to perform a root trenching, doing so would put the tree in an unstable situation. It is staff's recommendation to remove the tree prior to additional damage and plant a slow growing tree in the turf area adjacent to the planter area.

FINANCIAL ANALYSIS

The recurring cost to trim the tree is \$156. The estimated cost to remove the tree is \$828. The estimated value of the tree is \$3,021 based on the tree inventory data. The cost to plant a 15-gallon tree is \$199. The cost to plant a 24-inch box tree is \$399.

Prepared By: Bob Merget, Landscape Manager

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

Committee Routing: None

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form
Attachment 2: Photographs



Laguna Woods Village

MUTUAL LANDSCAPE REQUEST FORM

AUG 02 2023

Handwritten initials 'JH'.

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.

2151 Ronda Granada #D Laguna Woods, CA.
Address

07/30/2023
Today's Date

Manuel Park
Resident's Name

(714) 470-7711
Telephone Number

Non-Routine Request

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

- Tree Removal, New Landscape, Off-Schedule Trimming, Other (explain):

Reason for Request

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

- Structural Damage, Sewer Damage, Overgrown, Poor Condition, Litter/Debris, Personal Preference, View Obstruction, Other (explain):

GUIDELINES:

- Structural/Sewer Damage: Damage to buildings, sidewalks, sewer pipes, or other facilities may justify removal if corrective measures are not practical.
Overgrown/Crowded: Trees or plants that have outgrown the available space may justify removal.
Damaged/Declining Health: Trees or plants that are declining in health will be evaluated for corrective action before removal/replacement is considered.
View Blockage: By nature, view blockage must be reviewed case by case to determine the appropriate course of action.
Litter and Debris: Because all trees shed litter seasonally, generally this is not an adequate reason to justify removal. However, if granted, removal/replacement may be at the resident's expense.
Personal Preference: Because one does not like the appearance or other characteristics of the tree or plant generally does not justify its removal. However, if granted, removal/replacement is usually at the resident's expense.

AUG 0'2 2023

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.

- 1) The roots of tree in front of manor 2151 (D) are lifting the sidewalk
- 2) The tree is over grown, so tall, therefore its root could be cause damage to building foundation (concrete) etc. and already broke sidewalk concrete.
- 3) The tree is causing view obstruction to many manor neighbors.

Signatures of All Neighbors Affected By This Request

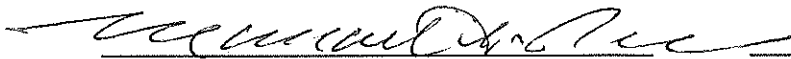
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
Ronald Draiden	2152-D	✓		
[Signature]	2151-C	✓		
[Signature]	2152-P	✓		
Hurtis	2152-B	✓		
Esther [Signature]	2153-C	✓		
Margie Anderson	2147-C	✓		

(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 _____

OFFICE USE ONLY

MOVE-IN DATE: _____ DATE: _____ INITIALS: _____

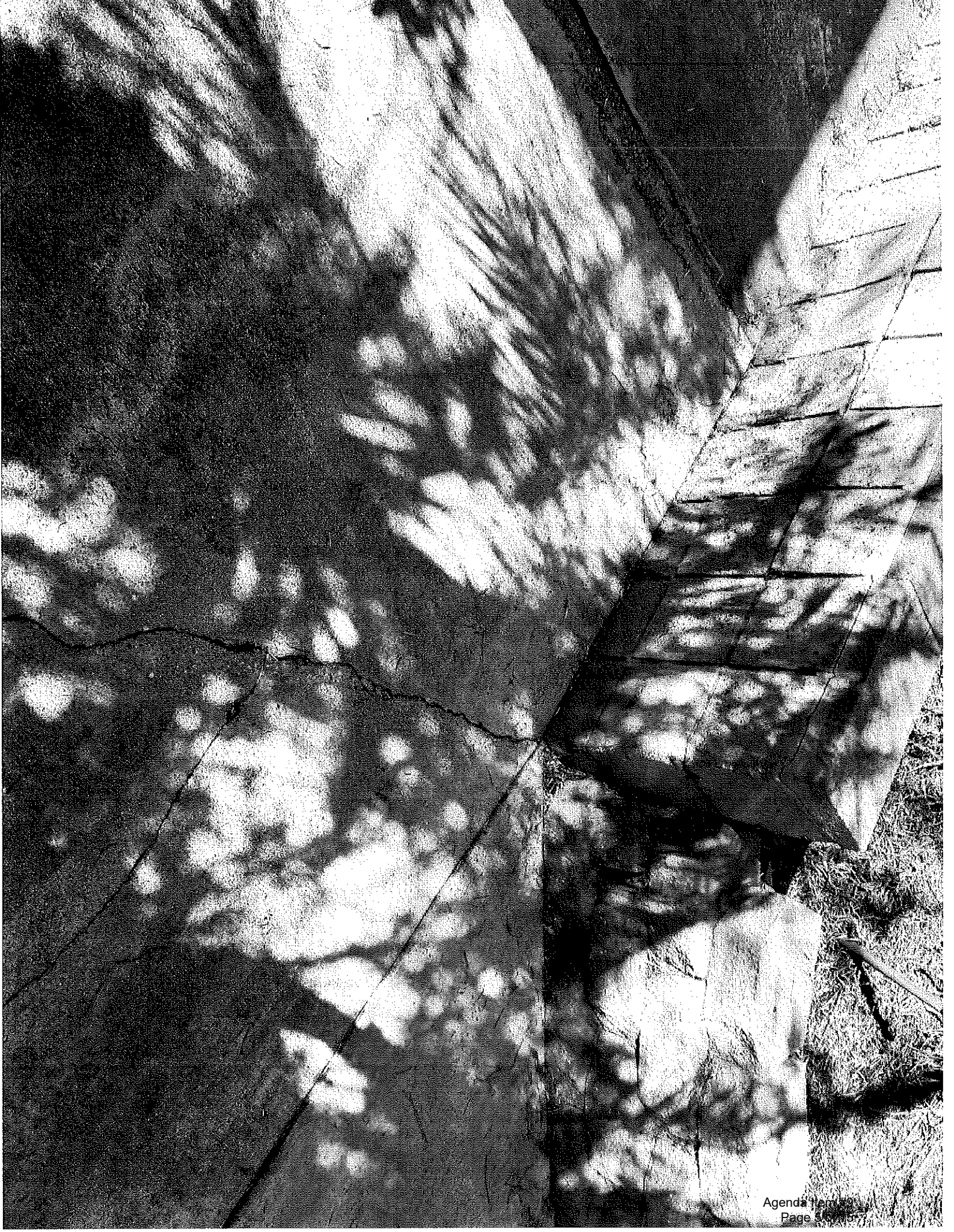
530 _____ 540 _____ 570 _____ LAST PRUNED: _____

RELANDSCAPED: _____ NEXT TIME: _____

TREE SPECIES: _____

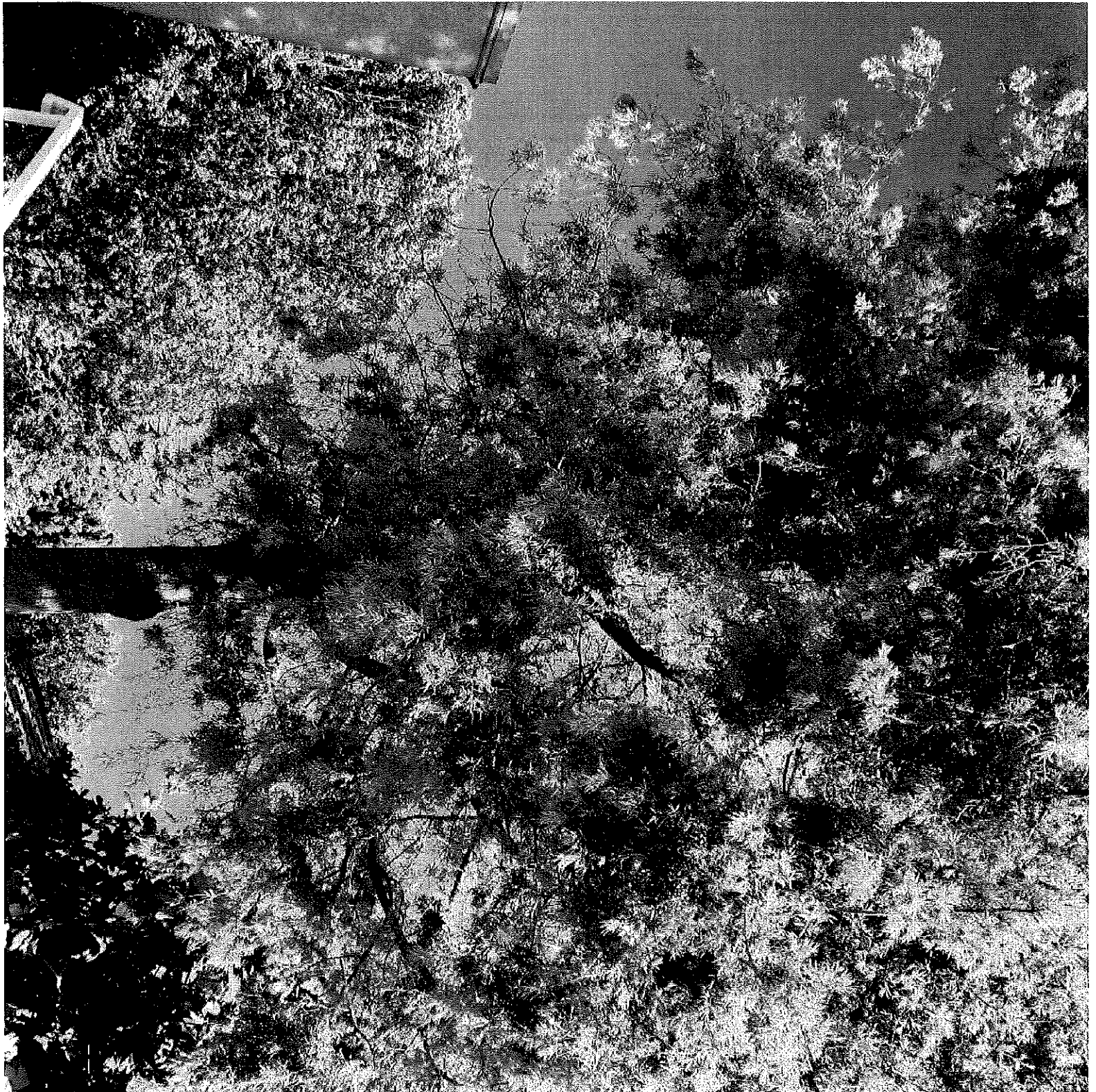
COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____













Attachment 2









