



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

**Thursday, July 14, 2022 – 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:

<https://www.lagunawoodsvillage.com/documents/view/United-Landscape-Maintenance-Manual-Updated-June-2020.pdf?v=1597776227>

AGENDA

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for June 9, 2022
5. Chair Remarks

6. Department Head Update
 - a. Project Log
 - b. Water Use Comparison Graph
7. Member Comments (Items not on the agenda)
8. Response to Member Comments

Items for Discussion and Consideration

9. Moving the Meeting Date
10. Discuss Plantings and Pots in Common Areas
11. Tree Removal Request: 28-A Avenida Castilla – Three Canary Island Pine Trees
12. Tree Removal Request: 426-A Avenida Castilla– One Canary Island Pine Tree

Concluding Business:

13. Committee Member Comments
14. Date of Next Meeting – TBD
15. 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**

**Thursday, June 9, 2022 – 9:30 A.M.
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center Board Room
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair- Maggie Blackwell, Diane Casey, Azar Asgari substituting for Lenny Ross

COMMITTEE MEMBERS ABSENT: Lenny Ross

OTHERS PRESENT: None.

ADVISORS PRESENT: None.

STAFF PRESENT: Kurt Wiemann, Jayanna Abolmoloki

1. Call to Order

Chair Blackwell called the meeting to order at 9:37 a.m.

2. Acknowledgment of Media

No media were present.

3. Approval of the Agenda

The committee was in unanimous support to approve the agenda.

4. Approval of the Meeting Report for May 12, 2022

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

5. Chair's Remarks

Chair Blackwell addressed that the summer months may be rough as water is rationed due to the drought.

6. Department Head Update

Mr. Wiemann stated that the El Toro Water District is still working to determine the effects of water mandates in our area. Mr. Wiemann also stated that he believes that the Landscape department will be able to keep most of the plant material alive despite the drought and water regulations. Some of the tropical plants will wilt and the turf will go into shock in the heat of the summer.

6a. Project Log

Mr. Wiemann reviewed the Project Log with the committee.

7. Member Comments (Items not on the agenda)

Topics included:

- State and local restrictions on irrigation water due to the current drought in California.
- Mutual owned low-flush toilets

8. Response to Member Comments

Mr. Wiemann stated that El Toro Water District has “all hands on deck,” in regard to water restrictions on the horizon for Laguna Woods.

Mr. Wiemann also shared that he has received bids for a new irrigation system which will increase water savings over the course of a two and one-half year installation process.

Mr. Wiemann stated that United installed many low-flush toilets four years ago.

Mr. Wiemann stated that anything irrigated by the Mutual should not be watered by members.

Mr. Wiemann suggested that United enforce mandates and restrictions on their recycled water areas.

9. Selection of Members for Tree Ad-Hoc Committee

Director Blackwell announced the selected Members for the Tree Ad-Hoc Committee.

Director Asgari made a motion to approve the selected members. Director Casey seconded. The committee was in unanimous support.

9b. Tree Proposal (Added to the agenda by Director Asgari at this point during the meeting. Approved by Chair Blackwell.)

Director Asgari made a motion to implement a one-for-one tree replacement plan. The motion was not seconded.

Members made comments and asked questions.

10. Tree Removal Request: 54-C Calle Aragon – One Canary Island Pine Tree

Director Casey made a motion to accept staff recommendation to deny the request for removal of this tree, and to approve staff recommendation of an alternate solution of a clearance and thinning of this tree. Director Asgari seconded. The committee was in unanimous support.

11. Tree Removal Request: 100-A Via Estrada – Four Canary Island Pine Trees, One Monterey Pine Tree and One Silk Oak Tree

Director Casey made a motion to accept staff recommendation to deny the request for the removal of four Canary Island Pine trees and one Silk Oak tree, and to approve staff recommendation to remove one Monterey Pine tree. The committee was in unanimous support.

12. Tree Removal Request: 220-D Avenida Majorca – One Canary Island Pine Tree

Director Casey made a motion to accept staff recommendation to deny the request for the removal of one Canary Island Pine tree. Director Asgari seconded. The committee was in unanimous support.

Concluding Business:

13. Committee Member Comments

Various comments were made.

14. Date of Next Meeting – Thursday, July 14, 2022

15. Adjournment at 11:07 a.m.

Maggie Blackwell

Maggie Blackwell (Jun 13, 2022 16:15 PDT)

Maggie Blackwell, Chair

United Mutual Landscape Project Log

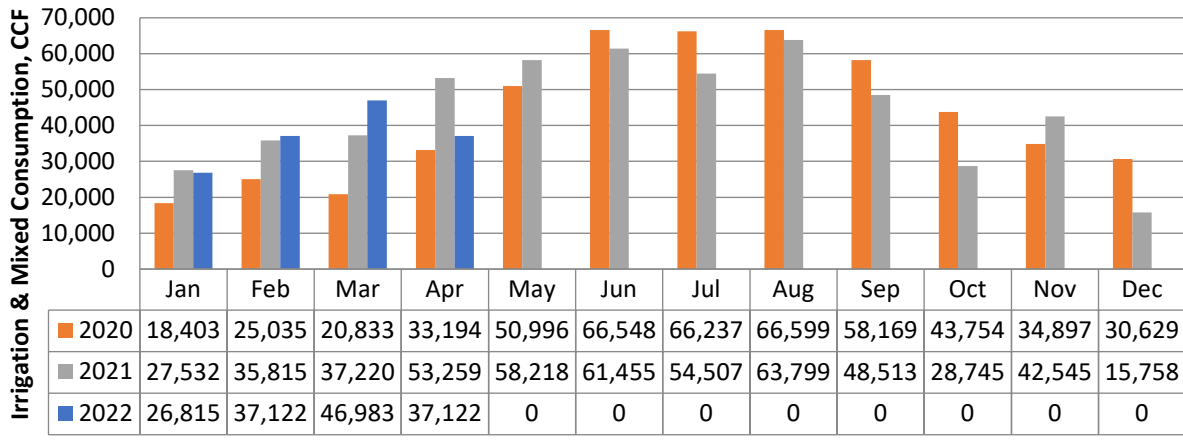
July 14, 2022

2022 Reserve Fund Projects (As of 05/31/2022 Preliminary)

Project	Work Unit	Description	Status	Contract Number	Estimated Completion	Completion	Budget	YTD*	Balance
Improvement and Restoration	Staff	Replacement of plant material that is beyond it's useful life. Renovation of shrub beds adjacent to buildings.	On-going annual project using in-house crews.	n/a	Annual	17.37%	\$ 374,958	\$ 65,143	\$ 309,815
Landscape Modification/Turf Reduction	Staff	Areas to eliminate inefficient maintenance and high water usage; replace with easier to maintain/water efficient landscape with low water use irrigation.	Project locations were presented to Committee and approved on February 10, 2022.	n/a	Annual	60.90%	\$ 26,078	\$ 15,881	\$ 10,197
Slope Renovation/Maintenance	Mission Landscape	Annual cutting back and removal of vegetation on slopes. Maintenance thereafter.	In progress, on schedule.	MIS106-2201-00	Annual	7.01%	\$ 85,847	\$ 6,022	\$ 79,825
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 298 trees, removed 20, and planted 8 trees.	P100009780	Annual	14.38%	\$ 503,120	\$ 72,356	\$ 430,764
	In-House Tree Crew		As of May 31, 2022, the in-house crew trimmed 221 trees, removed 42 trees.	n/a		34.53%	\$ 444,537	\$ 153,480	\$ 291,057

*Completion based upon invoices received to-date: 6/27/2022

United Mutual - Irrigation & Mixed Consumption 2020 - 2022 Trends





STAFF REPORT

DATE: July 14, 2022

FOR: Landscape Committee

SUBJECT: Tree Removal Request: 28-A Avenida Castilla – Three Canary Island Pine Trees

RECOMMENDATION

Approve the request for the removal of two of the three requested Canary Island Pine trees.

BACKGROUND

The requestor became a Member in January 2020 and is requesting the removal of three Canary Island Pine trees, *Pinus canariensis*. Tree number one is located in the planter area at the side of the unit. Numbers two and three are located in the turf area (Attachment 1).

The reasons cited for the removal are litter/debris, overgrown and poor condition. There is one additional signature in favor of the removal on the Mutual Request Form. (Attachment 2)

The trees were last pruned in May 2019. Future trimming is tentatively scheduled for fiscal year 2023. This tree species is on a four-year trimming cycle.

The average height of the trees is approximately 50 feet with an average trunk diameter of approximately 24 inches. The trees are growing approximately six feet from the common walkway. Tree number one is growing in the shrub bed area, approximately five feet from the manor, and is currently overhanging the roof three feet by 40 feet. Trees two and three are approximately ten feet from the manors.

A portion of the sidewalk was repaired in January 2020. Concrete grinding was performed in January 2021 to eliminate a trip hazard. Since 2013, there have been seven gutter cleaning requests. No associated costs for repairs were available. (Attachment 2)

DISCUSSION

At the time of the inspection, the trees were found to be in fair health. There was no noticeable damage to the trunks, and favorable trunk flares were observed. Trees two and three have some noticeable surface rooting. There were no signs of pests or previous pest damage.

Trees one and two both have codominant leaders, which is rare with Canary Island Pine trees. A codominant leader is when a tree has more than one main trunk that is similar in diameter. The problem with codominant leaders is that the union between the multiple leads has “bark inclusion,” which causes the structure of the tree to be very weak and unstable.

Given the size of these codominant leaders, it is no longer feasible to remove just one of them due to the potential of introducing pests and decay. It would also be impossible to balance the canopy.

Although the trees have survived this condition for many years, there is a likelihood that one of the branches on either tree could experience a catastrophic failure.

It is staff's recommendation that trees number one and two, which exhibit this condition, be removed and tree number three remain.

FINANCIAL ANALYSIS:

The combined cost to remove the two selected trees is estimated at \$3,792. The reoccurring four-year cost to trim the trees is \$156 each, and the crew rental cost to trim each tree is estimated at \$450. The estimated value of each tree is \$4,840 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager

Reviewed By: Kurt Wiemann, Director of Landscape Services

ATTACHMENT(S)

Attachment 1: Photographs

Attachment 2: Mutual Landscape Request Form



















MUTUAL LANDSCAPE REQUEST FORM

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

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

PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.

Resident/Owner Information

You must be an owner to request non-routine Landscape requests.

28 Avenida Casilla, Unit A

Address

6-7-22

Today's Date

Penny Gritzmacher

Resident's Name

928 254 8082

Telephone Number

Non-Routine Request

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

Tree Removal

New Landscape

Off-Schedule Trimming

Other (explain): _____

Reason for Request

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

Structural Damage

Sewer Damage

Overgrown

Poor Condition

Litter/Debris

Personal Preference

Other (explain):

3 Canary Island Pine Trees overhang the front of Units A & D. Walk way, gutters and roof are

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.

DECEIVED

JUN 08 2022

covered all seasons of year.

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.

The walkway to access units A & D are always covered with debris from 3 Canary Island Pine trees. The trees do not look healthy.

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
MIGUEL AND BERTA SEGURA	28D	X		
<i>[Signature]</i> - Berta Segura				

RECEIVED
 JUN 08 2022
 BY: *[Signature]*

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Penny Gritzmacher
 Owner's Signature

Penny Gritzmacher
 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: _____



STAFF REPORT

DATE: July 14, 2022

FOR: Landscape Committee

SUBJECT: Tree Removal Request: 426-A Avenida Castilla – One Canary Island Pine Tree

RECOMMENDATION

Deny the request for the removal of one Canary Island Pine tree.

BACKGROUND

The requestor became a Member in May 2012, and is requesting the removal of one Canary Island Pine tree, *Pinus canariensis*, located in the planter area at the side of the unit.

The reasons cited for the removal are litter/debris, overgrown, and the resident cannot keep up with the removal of pine needles, which requires three hours per week. The resident also states she is in too much pain to perform the work. There are no additional signatures on the Mutual Request Form. (Attachment 1)

The tree was last pruned in May 2019. Future trimming is tentatively scheduled for fiscal year 2023. This tree species is on a four-year trimming cycle.

The height of the tree is approximately 42 feet, with a trunk diameter of approximately 18 inches. The tree is growing approximately five feet from the common walkway and approximately 12 feet from the manor. (Attachment 2)

DISCUSSION

At the time of the inspection, the tree was found to be in good health. There was no noticeable damage to the trunk and a favorable trunk flare was observed. There were no signs of pests or previous pest damage. The tree has an open canopy with some needle dieback. There was no noticeable structural damage to the sidewalks or manor.

In regard to litter/debris, as stated in Resolution 01-13-17 Tree Maintenance Policy,

“...Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents’ personal preferences concerning shape, color, size or fragrance...”

This request does not meet the requirements of the policy; therefore, staff is recommending the denial of this request.

FINANCIAL ANALYSIS:

The cost to remove the tree is estimated at \$1,242. The reoccurring four-year cost to trim the tree is \$156 and the crew rental cost to trim the tree is estimated at \$450. The estimated value of the tree is \$4,840 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager

Reviewed By: Kurt Wiemann, Director of Landscape Services

ATTACHMENT(S)

Attachment 1: Photographs

Attachment 2: Mutual Landscape Request Form

ATTACHMENT 1







MUTUAL LANDSCAPE REQUEST FORM

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

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

PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.

Resident/Owner Information

You must be an owner to request non-routine Landscape requests.

426-A Avenida Castilla

Address

May 19, 2022

Today's Date

Barbara Gear

Resident's Name

949-633-4856

Telephone Number

Non-Routine Request

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

Tree Removal

New Landscape

Off-Schedule Trimming

Other (explain): _____

Reason for Request

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

Structural Damage Sewer Damage Overgrown Poor Condition

Litter/Debris Personal Preference

Other (explain): Medical Problem: I can't keep up with pine needles

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.

↓
I can
get a
MD
letter.
Too
much
pain.

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.

426-A The NON-NATIVE PINE in front of my bedrooms. Much too difficult for me to keep up. Much too limited Landscaping. It's a weekly job.

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
This does NOT affect neighbors				

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Barbara Greer
Owner's Signature

Barbara Greer
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: _____