



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

**Monday, September 26, 2022 – 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](mailto: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 22, 2022
5. Remarks of the Chair
  - a. Report of the Tree Ad Hoc Committee

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. Turf Reduction Update
10. Uniting with the Third Mutual Water Conservation Committee
11. Tree Removal Request – 74-E Calle Aragon – One Brazilian Pepper Tree

Concluding Business

13. Committee Member Comments
14. Date of Next Meeting – October 24, 2022 at 1:30 p.m.
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**

**Monday, August 22, 2022 – 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, Lenny Ross

**COMMITTEE MEMBERS ABSENT:** None.

**OTHERS PRESENT:** None.

**ADVISORS PRESENT:** Ann Beltran

**STAFF PRESENT:** Kurt Wiemann, Jayanna Abolmoloki

**1. Call to Order**

Chair Casey called the meeting to order at 1:32 p.m.

**2. Acknowledgment of Media**

No media were present.

**3. Approval of the Agenda**

Director Casey made a motion to remove item number nine from the agenda.  
Director Ross seconded. The agenda was approved unanimously with the amendment.

**4. Approval of the Meeting Report for July 14, 2022**

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

**5. Chair's Remarks**

None.

**6. Department Head Update**

Mr. Wiemann reviewed two presentations with the committee. The first presentation displayed Key Performance Indicators. The second presentation displayed a greenbelt area, between buildings 695 and 697 on Avenida Sevilla, that has been chosen for turf reduction this fall.

Mr. Wiemann also discussed the project log with the committee.

Members made comments and asked questions.

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

Topics included:

- Crew at Dodger's Stadium dedicated solely to drought tolerant plants
- Trimming of perimeter trees along El Toro Road

## **8. Response to Member Comments**

Mr. Wiemann stated that he will look into what Dodger's Stadium is doing with their crews, and he thanked the member for his comment.

Mr. Wiemann stated that the perimeter trees are included in the trimming schedule.

## **9. Tree Environmental Assessment – Removed from the agenda.**

## **10. Discuss Resolution for Personal Items in Common Area**

Director Blackwell made a motion to approve the resolution with several changes within the verbiage of the document. Director Ross seconded. The motion passed two-to-one.

Members made comments and asked questions.

## **11. Staff Report and Resolution for Restrictions on Outside Plant Watering**

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

## **12. Tree Removal Request: 35-G Calle Aragon – One Pink Flame Tree**

Director Blackwell made a motion to accept staff recommendation to deny the request for the removal of one Pink Flame tree. Director Ross seconded. The committee was in unanimous support.

## **13. Tree Removal Request: 2044-C Via Mariposa East – One Jacaranda Tree**

Director Blackwell made a motion to accept staff recommendation to deny the request for the removal of one Jacaranda tree. Director Ross seconded. The committee was in unanimous support.

Members made comments and asked questions.

Concluding Business:

**14. Committee Member Comments**

Various comments were made.

**15. Date of Next Meeting – Monday, September 26, 2022 at 1:30 p.m.**

**16. Adjournment at 3:51 p.m.**

*Diane Casey*

[Diane Casey \(Sep 6, 2022 11:40 PDT\)](#)

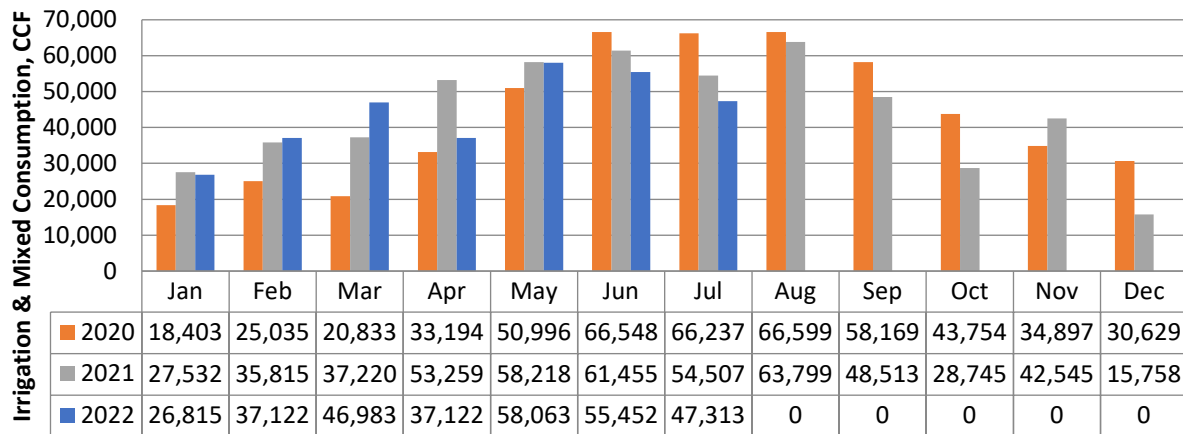
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Diane Casey, Chair

United Mutual Landscape Project Log September 26, 2022 2022 Reserve Fund Projects (As of 08/31/2022 - 67%)							
Project	Work Unit	Description	Status	Contract Number	Estimated Completion	Completion	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	35.85%	\$ 208,466
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.	Turf reduction project locations were presented to Committee and approved on February 10, 2022 and completed in May 2022. Second project location under design.	n/a	Annual	5.16%	\$ 120,175
Slope Renovation/Maintenance	Mission Landscape	Annual cutting back and removal of vegetation on slopes. Maintenance thereafter.	In progress, on schedule.	MIS106-2201-00	Annual	56.12%	\$ 37,671
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 1,767 trees, removed 21, and planted 14 trees.	P100009780	Annual	52.20%	\$ 282,019
	In-House Tree Crew		As of August 31, 2022, the in-house crew trimmed 354 trees, removed 56 and planted 5 trees.	n/a		66.47%	\$ 119,920

\*Completion based upon invoices received to-date; 8/31/2022

## United Mutual - Irrigation & Mixed Consumption 2020 - 2022 Trends





## STAFF REPORT

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**DATE:** September 26, 2022  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request: 74-E Calle Aragon – One Brazilian Pepper Tree

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### **RECOMMENDATION**

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

### **BACKGROUND**

The requestor became a Member in March 2002, and is requesting the removal of one Brazilian Pepper tree, *Schinus, terebinthifolius*, located in the turf area at the front of the unit.

The reasons cited for the removal are overgrown and serious decline. There is one additional signature on the Mutual Request Form in favor of the removal. (Attachment 1)

The tree was last pruned in October 2021; future trimming is tentatively scheduled for fiscal year 2023. This tree species is on a two-year trimming cycle.

The height of the tree is approximately 44 feet, with a trunk diameter of approximately 38 inches. The tree is growing approximately six feet from the common walkway, approximately 11 feet from the entrance walkway and approximately 11 feet from the manor. (Attachment 2)

### **DISCUSSION**

At the time of the inspection, the tree was found to be in fair health with some decay on two limbs. The tree has an open balanced canopy with no signs of pests or previous pest damage. The trees canopy does hang over the roof with a well-established clearance. The trunk has a favorable flare with some surface rooting. There is a fairly new walkway leading to the manor, however there was no information in the data system.

The tree has one main branch with some discoloration. At the time of inspection this was not affecting the health of the tree or producing a poor attachment. There were pockets of dried previous bleeding in the trunk, this was possibly due to fast expansion growth of the trunk in previous growing seasons. At the time this was not a factor of a poor condition or a state of decline.

At this time staff found no reasons for the removal of this tree.

### **FINANCIAL ANALYSIS**

The cost to remove the tree is estimated at \$3,002. The recurring cost every two years to trim the tree is \$156 and the crew rental cost for an off-schedule trim is estimated at \$450. The estimated value of the tree is \$3,260 based on the tree inventory data.



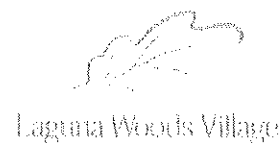
**Prepared By:** Bob Merget, Landscape Manager

**Reviewed By:** Kurt Wiemann, Director of Landscape Services  
Jayanna Abolmoloki, Landscape Administrative Assistant

**Committee Routing:** None

**ATTACHMENT(S)**

**Attachment 1:** Mutual Landscape Request Form  
**Attachment 2:** Photographs



## 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.*

74 Calle Aragon Unit E  
Address

7/26/22  
Today's Date

Nancy Robertson  
Resident's Name

949 951-6935  
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): \_\_\_\_\_

#### **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.

### 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 Brazilian pepper tree in front of my bedroom is in a state of serious decline. Clemente from landscaping said he cannot be sure that the tree won't come down on my house. I am requesting that the tree in front of 74-E be removed.

### 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
<u>Samuel Elting</u>	<u>74-F</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

Nancy Robertson  
Owner's Signature

Nancy Robertson  
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: \_\_\_\_\_















