



**REGULAR MEETING  
UNITED LAGUNA WOODS MUTUAL  
LANDSCAPE TREE AD HOC COMMITTEE**

**Thursday, October 20, 2022 – 9:30 a.m.  
SYCAMORE 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 Sycamore Room*
2. *Join the Zoom meeting at <https://us06web.zoom.us/j/89462534641> 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 to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of the Meeting Report from September 19, 2022
5. Chair Remarks

6. Department Head Comments

Items for Discussion and Consideration

7. Status Report of the Canary Island Pine Tree Trimming
8. Canary Island Pine Tree Trimming Tour by Bus
  - Review Tree Removal Request: 82-A Calle Aragon
9. Nursery Tour by Bus

Concluding Business:

10. Committee Member Comments
11. Date of Next Meeting – TBD
12. Adjournment

Diane Casey, Chair  
Kurt Wiemann, Staff Officer  
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 TREE AD HOC COMMITTEE**

**Monday, September 19, 2022 – 9:30 A.M.  
Sycamore Room / Virtual Meeting  
Laguna Woods Village Community Center Board Room  
24351 El Toro Road**

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Chair- Diane Casey, Carl Randazzo, Ken Benson, Mary Sinclair, Robert Reyes, Cheryl Nielsen, Jack Salvador (left the meeting at 10:32 a.m.)

**COMMITTEE MEMBERS ABSENT:** None.

**OTHERS PRESENT:** None.

**ADVISORS PRESENT:** None.

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

**1. Call to Order**

Chair Casey called the meeting to order at 9:41 a.m.

**2. Acknowledgment of Media**

No media were present.

**3. Approval of the Agenda**

The agenda was approved by consensus.

**4. Approval of the Meeting Report from July 18, 2022**

The meeting report was approved by consensus.

**5. Chair's Remarks**

Chair Casey shared that she believes the recent tree trimming looks very good.

**6. Department Head Update**

Committee members introduced themselves to the group. Mr. Wiemann welcomed them and stated that their input was valuable to the Committee.

Items for Discussion and Consideration

**7. Canary Island Pine Tree Trimming and Watering**

Mr. Merget explained the two tree maps provided in the agenda packet. He and Mr. Wiemann also discussed the following topics:

- Watering schedule
- Mulch and labor hours
- Mowing schedule
- Canary Island Pine trimming

Members made comments and asked questions.

**8. Urban Forest Proposal**

Mr. Wiemann discussed the Urban Forest Proposal with the committee. Mr. Wiemann also informed the committee that he will be coordinating a meeting between Dudek, the United Landscape Committee, and the United Tree Ad-Hoc Committee to kick-off the project.

Members made comments and asked questions.

**9. Environmental Assessment Discussion**

Mr. Wiemann discussed the Environmental Assessment with the committee.

Members made comments and asked questions.

Concluding Business:

**10. Committee Member Comments**

Various comments were made.

**11. Date of Next Meeting – TBD**

**12. Adjournment at 11:01 a.m.**

  
Diane Casey (Sep 20, 2022 16:38 PDT)

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Diane Casey, Chair



## STAFF REPORT

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**DATE:** October 20, 2022  
**FOR:** Tree Ad Hoc Committee  
**SUBJECT:** Tree Removal Request: 82-A Calle Aragon – One Canary Island Pine Tree

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### **RECOMMENDATION**

Recommend to approve the request for the removal of one Canary Island Pine tree.

### **BACKGROUND**

The requestor became a Member in March 2021, and is requesting the removal of one Canary Island Pine tree, *Pinus, Canariensis*, located in the shrub bed area at the front of the unit.

The reasons cited for the removal are overgrown, poor condition, structural damage to roof, view obstruction and litter and debris. There are six additional signatures on the Mutual Request Form in favor of the removal. (Attachment 1)

The tree was last pruned in October 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 60 feet, with a trunk diameter of approximately 22 inches. The tree is growing approximately eight feet from the common walkway, approximately five feet from the manor and approximately three feet from the roof's eaves. (Attachment 2)

### **DISCUSSION**

At the time of the inspection, the tree was found to be in fair health with a large number of dead needles and an off balanced canopy due to previous clearance trimming. There were no pests present or signs of previous pest damage. The trunk has a favorable flare with no visible surface roots. There has been grinding to the common area walkway to avoid an off-set lip and there is one crack in the sidewalk.

A portion of the trees canopy is resting on the roof, (at time staff was unable to inspect the roof for damage) and there is approximately ten feet by 45 feet of overhang of the roof. Given the close proximity of the tree to the roof and the amount of overhang, more than half the canopy would need trimming to develop a favorable opening of the canopy. This would require a large amount of limb removal which may put the tree into decline which could cause a favorable environment for a pest infestation and tree failure.

**FINANCIAL ANALYSIS**

The cost to remove the tree is estimated at \$1,518. The recurring cost every four years to trim the tree is \$156 and the crew rental cost for an off-schedule clearance and canopy reduction is estimated at \$1,050. The estimated value of the tree is \$9,110 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

**RECEIVED**  
SEP 13 2022  
BY: AJB



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 Information**

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

82A Calle Aragon  
Address

9/7/2022  
Today's Date

KINGS LEE  
Resident's Name

972-365-8881  
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 <sup>roof</sup>  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.

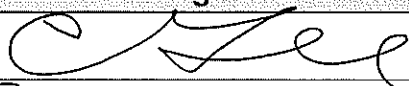


**Description & Location of Request**

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.

Tall pine tree, overgrown, hitting roof, unkept,  
drop pine needles, pine needles could clog up sewage

**Signatures of All Neighbors Affected By This Request**

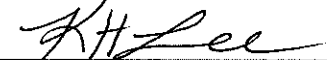
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
	82D	✓		
Penelope L. Shuckelford	82 B	✓		
	82C	✓		
	82N	✓		
Diane Juhis	82W	✓		
Joseph Sklar	82Q	✓		

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

**Acknowledgement - Owner**

By signing, you are acknowledging this request.

  
Owner's Signature

KINGS W. LEE  
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: \_\_\_\_\_











