



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

**Thursday, March 11, 2021 – 9:30 a.m.
VIRTUAL MEETING
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 the Zoom meeting at <https://zoom.us/j/93131082872>
2. Via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name United Landscape Committee in the subject line of the email. Name and unit number must be included.
3. By calling (949) 268-2020 beginning one half hour before the meeting begins and throughout the remainder of the meeting. You must provide your name and unit number.

AGENDA

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for February 11, 2021
5. Chair Remarks
6. Department Head Update
 - a. Project Log
 - b. Water Usage Report
 - c. Landscape Staffing Update
 - d. Landscape Manual Update:

Link to United Landscape Manual on the Village website:
<https://www.lagunawoodsvillage.com/documents/view/United-Landscape-Maintenance-Manual-Updated-June-2020.pdf?v=1597776227>
 - e. FAQs

- f. Landscape Website Format Update
- 7. Member Comments (Items not on the agenda)
- 8. Response to Member Comments

Items for Discussion and Consideration

- 9. Landscape Revision Request: 577-A (Beduya)
- 10. Tree Removal Request and Drainage Issue: Building 896 (MacKinnon) – One English Holly Tree
- 11. Request to Keep Potted Plants in Common Area (Zhao) – 329-D (Tabled at 2/11/21)
- 12. Pine Tree Removal Project
- 13. Landscape Modernization Locations

Other Items

KPIs

- 14. Leading – Work Request by Category

Quality & Improvements

- 15. Repeated issue review and discussion

Financial

- 16. Reserve Expenditure Report
- 17. Operating Expenditure Report
- 18. Budget Process Overview

Future Agenda Items

- 19. Landscape Equipment Review
- 20. Performance Improvements - Quarterly
- 21. Resident Requests Report (Tickets) - Quarterly
- 22. Shrub Bed Maintenance Cycle Report - Quarterly

Concluding Business:

- 23. Committee Member Comments
- 24. Date of Next Meeting – Thursday, April 8, 2021 at 9:30 a.m.
- 25. Adjournment

Andre Torng, Chair
Kurt Wiemann, Staff Officer
Eve Morton, Landscape Coordinator
Telephone: 949-268-2565