



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

**Friday, November 12, 2021 – 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 the meeting 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 “Member Comments” agenda item 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 October 14, 2021**
- 5. Chair Remarks**

6. Department Head Update
  - a. Project Log
  - b. Off-Schedule Tree Work
7. Member Comments (Items not on the agenda)
8. Response to Member Comments

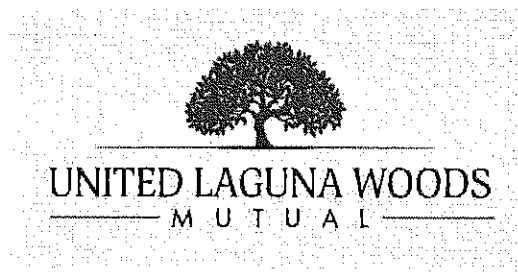
Items for Discussion and Consideration

9. Tree Removal Request: 2144-B Ronda Granada – One Carrotwood Tree

Concluding Business:

10. Committee Member Comments
11. Date of Next Meeting – Thursday, December 9, 2021
12. Adjournment

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



**OPEN MEETING**

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

**Thursday, October 14, 2021 – 9:30 A.M.**

**BOARD ROOM/VIRTUAL MEETING**

**Laguna Woods Village Community Center Board Room  
24351 El Toro Road**

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Chair- Manuel Armendariz, Neda Ardani, Maggie Blackwell

**COMMITTEE MEMBERS ABSENT:**

**OTHERS PRESENT:**

**ADVISORS PRESENT:** Annie Zipkin, Teresa Frost

**STAFF PRESENT:** Kurt Wiemann, Eve Morton

**1. Call to Order**

Called to order at 9:38 a.m.

**2. Acknowledgment of Media**

No media were present.

**3. Approval of the Agenda**

The agenda was approved unanimously.

**4. Approval of the Meeting Report for September 9, 2021**

The Meeting Report was approved unanimously.

**5. Chair's Remarks**

None.

**6. Department Head Update**

**a. Project Log**

Mr. Wiemann reviewed the Project Log with the committee and answered some questions.

**b. Off-Schedule Tree Work**

Mr. Wiemann reviewed this report with the committee.

**c. Herbicide Information**

Mr. Wiemann presented some slides on this subject to the committee and answered some questions.

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

A Member stated that she is in favor of turf reduction. She was a Director years ago and she is happy there is progress being made there. She is encouraging these types of projects, as well as solar projects.

A Member stated that the hillside maintenance outside his manor was done poorly. They did haul away a lot of debris but many pine cones and needles were left. Flammable honeysuckle was left at the base of the pine trees. Hillsides should be re-planted.

Project to remove Canary Island Pines; is there a map of which trees will be removed?

A member discussed dogs and herbicides. She stated that she has read many sources to learn about this topic. She also spoke to experts about this. Mr. Wiemann said he will meet with her to discuss further.

**8. Response to Member Comments**

Mr. Wiemann will speak to Mission Landscape about cleaning up of the hillsides.

It is a Board decision on whether to want to start replacing honeysuckle. Slopes are currently maintained to OCFA standards. Slopes are cut back twice a year and can look bad in between.

Landscape must balance between labor costs and chemicals used. Staff sprays every three months so it is not constant spraying. Spraying schedules are posted on the Village website. He will speak to staff about making sure they put out flags. Vinegar does not work on the Kikuyu grass. We need systemic herbicides that work at the root.

An advisor commented that the yellow rings look bad. They last for a long time.

Unfinished Business:

**9. Tree Removal Request: 3-D Via Castilla – One Canary Island Pine Tree**

Discussion ensued.

Chair Armendariz made a motion to accept staff's recommendation and approve this request. The committee was in unanimous support.

**10. Tree Removal Request: 432-B Avenida Sevilla – One Crape Myrtle Tree**

Discussion ensued.

Mr. Wiemann recommended that staff procure three more neighbor's signatures who are in favor of allowing the Member to remove this tree and replace it with another type, at her expense.

Chair Armendariz moved to accept Mr. Wiemann's suggestion and gave conditional approval based on procurement of three more neighbor's signatures who approve of this plan. Director Blackwell did not agree and Director Adani agreed. The motion passed.

Director Blackwell stated that any resident is susceptible to slipping, not just this resident. She doesn't want to remove trees because people get older.

Items for Discussion and Consideration

**11. Tree Removal Request: 532-F Via Estrada – One Crape Myrtle Tree**

Chair Armendariz made a motion to accept staff's recommendation and deny this request. The committee was in unanimous support.

**12. Tree Removal Request: 702-A Avenida Sevilla – One Carob Tree**

Chair Armendariz made a motion to accept staff's recommendation and approve this request. The committee was in unanimous support.

Concluding Business:

**13. Committee Member Comments**

Director Blackwell commented that it is good to be back on the committee, at least for a day. She appreciates work people do in the interest of the health of the dogs.

Chair Armendariz commented that there are some real challenges in Landscaping. He has found that staff is responsive when he calls in requests.

Mr. Wiemann stated that the Pine tree removal project is going out to bid soon and if the project goes forward, there will be a large outreach to the Village with information about that project before starting.

**14. Date of Next Meeting – TBD since regular meeting date falls on a holiday**

**15. Adjournment at 10:45 a.m. into a Closed session.**

*Manuel J. Armendariz*  
Manuel J. Armendariz (Oct 19, 2021 14:36 PDT)

Manuel Armendariz, Chair

<b>United Mutual Landscape Project Log</b> <b>November 12, 2021</b> <b>2021 Reserve Fund Projects (As of September 30, 2021)</b>							
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	62.06%	\$ 196,330 \$ 120,000
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.	In-House crew completed approved Turf Reduction Project for three identified locations which covered 14,960 square feet. The crew removed turf, planted 1,433 of various plant types, mulched and added a blockwall by building 290. In addition, irrigation work was performed by in-house crews.	n/a	9/1/2021	92.07%	\$ 63,595 \$ 5,478
Slope Renovation/Maintenance	Mission Landscape**	Annual cutting back and removal of vegetation on slopes. Maintenance thereafter.	Work began in February	P100008220	Annual	55.38%	\$ 99,518 \$ 44,403
Tree Maintenance	West Coast Arborists	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 1,270 trees, removed 24 trees and planted 0 new trees.	P100008222	Annual	51.71%	\$ 402,397 \$ 194,299
	In-House Tree Crew		As of September 30, 2021, the in-house crew trimmed 422 trees, removed 87 trees, and planted 11 trees.	n/a		42.15%	\$ 531,161 \$ 307,265

\*Completion based upon invoices received to-date: 11/01/2021

\*\*Mission behind in invoices since September





United Mutual Off Schedule Tree Work						
Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
8/11/2021	430	Clearance	Brazilian pepper	3.5	Crown raise	Staff
8/11/2021	169	Clearance	Carrotwood	3	End weight	Staff
8/11/2021	829	Clearance	Loquate	2.5	Touching roof	Staff
8/11/2021	2041	Clearance	Fern Pine	3	Touching roof	Staff
8/16/2021	3484	Removal	Peach tree (2)	3	Resident request non-standard	Staff
8/16/2021	347	Clearance	King Palm (2)	3	Touching roof	Staff
8/16/2021	611	Ivy removal	Eucalyptus	2.5	Remove ivy and dead branches from trunk	Staff
8/16/2021	670	Hanger	Liquid Amber	2	Hanger in the Canopy	Staff
8/16/2021	2145	Clearance	Elm	3	Touching roof	Staff
8/16/2021	667	Trim	Liquid Amber	4	End weight and decayed branch removal	Staff
8/17/2021	172	Removal	Chitalpa	3.5	Uprooted due to weak root attachment	Staff
8/17/2021	960	Removal	Loquate	3	Dead due to pest	Staff
8/18/2021	5	Removal	Ca Pepper	4	Dead due to pest	Staff
8/18/2021	2021	Hanger	Ca Pepper	2	Hanger in the Canopy	Staff
8/18/2021	374	Trim	Liquid Amber	4	End weight and decayed branch removal	Staff
8/18/2021	584	Clearance	Elm	3.5	Touching roof	Staff
8/18/2021	583	Clearance	Elm	3	Touching roof	Staff
8/18/2021	925	Clearance	Carob	2.5	Touching roof	Staff
8/18/2021	502	Clearance	Crape Myrtle	2	End weight	Staff
8/19/2021	615	Trim	Eucalyptus	5	End weight	Staff
8/23/2021	44-L	Removal	Spartan Juniper (9)	8	In decline due to pest, red spider mite, relandscape scheduled	Staff
8/23/2021	2068	Clearance	New Zealand Christmas	4	End weight	Staff
8/23/2021	564	Removal	Purple leaf plum	2.5	In decline due to pest	Staff
8/27/2021	533	Clearance	Magnolia little gem	2	Hanging over the sidewalk	Staff
8/30/2021	386	Hanger	Manolia grandaflora	2	Hanger in the Canopy	Staff
8/31/2021	602	Hanger	Lemon scented gum	2	Hanger in the Canopy	Staff
9/2/2021	402	Removal	Fig	2	Fruit tree resident request	Staff
9/3/2021	131	Clearance	Carrotwood	2	Touching roof	Staff
9/3/2021	954	Clearance	Podocarpus	3	Touching roof	Staff
9/3/2021	2037	Trim	White Birch	2	Deadwood removal	Staff
9/7/2021	934	Trim	Liquid Amber	3	Deadwood removal	Staff
9/8/2021	96	Clearance	Silk Oak	2	Touching roof	Staff
9/8/2021	619	Hanger	Liquid Amber	2.5	Hanger in the Canopy	Staff
9/8/2021	95	Hanger	Valley Oak	2.5	Hanger in the Canopy	Staff
9/13/2021	712	Clearance	Crape Myrtle	2	Touching roof	Staff
9/13/2021	916	Clearance	Fern Pine	2	Touching roof	Staff
9/13/2021	514	Clearance	Carrotwood	2	Touching roof	Staff
9/13/2021	229	Trim	King Palm	1	Remove stems	Staff
9/13/2021	422	Clearance	African Sumac	2	Touching roof	Staff
9/13/2021	724	Removal	Red Bud (3)	3	Pest	Staff
9/16/2021	2078	Trim	Brisbane box	2	End Weight	Staff
9/22/2021	375	Hanger	Queen Palm	1	Remove hanger	Staff
9/22/2021	396	Trim	Magnolia	2	Deadwood removal	Staff
9/22/2021	2212	Trim	Magnolia	1.5	Deadwood removal	Staff
9/22/2021	263	Trim	Magnolia	1.5	Deadwood removal	Staff
9/22/2021	269	Trim	Red Bud	1.5	Crown raise	Staff
9/22/2021	812	Clearance	Canary Island Pine	2	Clearance away from patio	Staff
9/22/2021	739	Clearance	Liquid Amber	2	Clearance away from patio	Staff
9/28/2021	161	Clearance	Golden Medallion	1	End Weight	Staff
9/28/2021	2030	Removal	Kumquat	2	Resident request non-standard	Staff
9/28/2021	942	Removal	Japanese cherry	2	Resident request non-standard	Staff
9/30/2021	290	Trim	Patio trees	1.5	Low hanging branches	Staff
10/1/2021	561	Clearance	Carrotwood	2	Touching roof	Staff
10/5/2021	241	Removal	Peach tree (2)	3	Resident request non-standard	Staff
10/8/2021	447	Trim	Crape Myrtle	2	Touching roof	Staff
10/11/2021	514	Hanger	Ash	1.5	Hanger in the Canopy	Staff
10/15/2021	100	Hanger	Atlas Cedar	2	Deadwood removal	Staff
10/15/2021	2077	Removal	Juniper	2.5	Interference with manor	Staff
10/15/2021	2002	Removal	Loquate	2	Resident request non-standard	Staff
10/18/2021	2089	Trim	Ca Pepper	2	Deadwood removal	Staff
10/18/2021	373	Trim	King Palm	1	Removed seed pods	Staff
10/19/2021	787	Removal	Schefflera	2	Interference with manor	Staff
10/19/2021	44	Removal	Peach tree	1.75	Resident request non-standard	Staff
10/19/2021	170	Removal	Flowering Plum	2	Dead due to pest	Staff
10/19/2021	208	Trim	Magnolia	1	End weight	Staff
10/26/2021	127	Clearance	Loquate	2	Touching roof	Staff
10/26/2021	2021	Clearance	Weeping Fig	2	End weight and decayed branch removal	Staff
10/26/2021	2064	Clearance	Crape Myrtle	1.5	Clearance away from patio	Staff
10/26/2021	2087	Clearance	Carrotwood	2	Clearance away from patio	Staff

10/26/2021	474	Clearance	Magnolia	1	Touching roof	Staff
10/26/2021	469	Clearance	Magnolia 2	2	Touching roof	Staff
10/26/2021	289	Clearance	Mulberry	1.5	Crown raise	Staff
10/26/2021	544	Clearance	Magnolia 2	2.5	Touching roof	Staff
10/27/2021	126	Hanger	Silk oak	2	Hanger in the Canopy	Staff
10/27/2021	126	Trim	Magnolia	1.5	Crown raise	Staff
10/27/2021	136	Clearance	Canary Island Pine	2	Touching roof	Staff
10/27/2021	139	Trim	King poal	1	Touching roof	Staff
10/27/2021	33	Hanger	Chinese Elm	1.5	Hanger in the Canopy	Staff
10/27/2021	374	Trim	Canary Island Pine	2	Touching roof	Staff
10/27/2021	180	Clearance	Bottlebrush	1.5	Touching roof	Staff
10/28/2021	138	Trim	Golden Medalion	2	Crown raise	Staff
10/28/2021	817	Trim	Brazilian Pepper	2	Crown raise	Staff
10/28/2021	2025	Trim	Brazilian Pepper	2	Crown raise	Staff
10/28/2021	2088	Trim	Wilson Holly	1	Crown raise	Staff
10/28/2021	2062	Removal	Weeping Fig	3.5	Interference with manor, root damage	Director



## STAFF REPORT

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**DATE: November 12, 2021**

**FOR: Landscape Committee**

**SUBJECT: Tree Removal Request: 2144-B Ronda Granada – One Carrotwood Tree**

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### **RECOMMENDATION**

Approve the request to remove one Carrotwood tree.

### **BACKGROUND**

The requesting member became a Member in October 2019, and is requesting the removal of one Carrotwood tree, *Cupaniopsis, anacardioides* (located in the turf in the front area of the unit). The reason cited is limb failure. There is one additional signature on the Mutual Request Form in favor of the removal (Attachment 1).

The tree was last pruned in May 2020. Future trimming is tentatively scheduled for fiscal year 2022. This tree species is on a two-year trimming cycle.

The height of the tree is approximately 25 feet with a trunk diameter of approximately 16 inches. The tree is approximately three feet from the main walkway and eight feet from the walkway leading to the unit (Attachment 2).

### **DISCUSSION**

At the time of inspection, the tree was found to be in poor condition. There has been a number of previous limb loss due to the overall poor structure of the tree. There are a number of weak attached limbs due to previous cuts that were made to help correct the balance of the canopy. The tree has two competing trunks that have developed included bark and pockets of decay. Bark Inclusion occurs when two branches or stems of a tree grow too close together in a V formation and the bark has turned into itself and creates a situation where the tree could give way or split down the middle. This is an unfavorable condition as the tree has the potential of losing one of the trunks.

Due to overall poor limb attachments, as well as poor limb taper, this tree will continue to suffer from limb failure. Therefore, staff is recommending removal of this tree.

**FINANCIAL ANALYSIS:**

The cost to remove the tree is estimated at \$882. The cost to trim the tree is estimated at \$249 and 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

**ATTACHMENT(S)**

**Attachment 1:** Mutual Landscape Request Form

**Attachment 2:** Photographs

BY: J.A.**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.*

2144-B Ronda Granada  
Address

10-27-21  
Today's Date

Barbara Sewall  
Resident's Name

630-373-2644  
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): see letter

**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): large limbs falling spontaneously

**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.

See letter

### 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
See letter				

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

Barbara A. Sewall  
Owner's Signature

Barbara Sewall  
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: \_\_\_\_\_

Attn: Landscaping manager: fallen 15 ft. Carrotwood tree limb

From: Barbara Sewall (barbara.sewall@att.net)

To: residentsercvices@vmsinc.org

Cc: barbara.sewall@att.net

Date: Thursday, October 21, 2021, 11:45 AM PDT

Dear Madame or Sir,

On the afternoon of October 17th, a fifteen foot tree limb (with dagger-like sheared end) spontaneously dropped from the oversized Carrotwood tree located on the grassy area in front of my patio wall, next to my walkway. It is most fortunate that I'd not been struck by this deadly limb: I'd been on that sidewalk, that leads from the street to my patio entryway just minutes before the limb fell! At the time that this branch broke away and fell onto my walkway there was NO wind or inclement weather to provoke such an incident! And this is the SECOND time a large limb has detached and dropped from this oversized tree: suspect tree is either severely stressed or diseased (as there are other high branches that appear to have leaf-wilt).

As I am certain that Laguna Woods Management does not want to see anyone injured or killed by another event like what just occurred at 2144-B Ronda Granada, I am appealing to your landscaping department address this *dangerous* situation ASAP: acting to either severely thin or remove the tree from these premises!

For record, I have enclosed photos taken before crews removed the fallen limb during routine rounds on Monday.

This notification should have been generated to you the day following the limb-drop. However I underwent surgery two weeks ago and have had to address some post-surgical complications as first order of business.

I will appreciate the courtesy of callback or written acknowledgement from the individual who oversees this area of business -- that this matter will be **promptly reviewed and resolved**. It concerns not only my resident safety but the safety of all who regularly walk under or park beside this weakened, oversized, street-bordering tree!

Thank you for your shared concern and prompt attention.

Barbara Sewall, LWV resident  
2144 Ronda Granada, Unit B  
630-373-2644

2144 # C Row Mellow/This A  
Account wait to hurt someone,

2144-B Ronda Granada

Photo: 1

Cracked and downed 15 ft.



limb from Carrotwood tree



2144-B Ronda Granada

Photo 2: Long dagger-end



of cracked-off tree limb

















