



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

**Thursday, December 10, 2020 – 9:30 a.m.
VIRTUAL MEETING
Laguna Woods Village
24351 El Toro Road, Laguna Woods, CA**

AGENDA

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for October 8, 2020
5. Chair Remarks
6. Department Head Update

Consent:

None

Reports

7. Project Log
8. Landscape Ticket Response Report (FUTURE)
9. Landscape Cycle Completion Data Report (FUTURE)

Items for Discussion and Consideration

10. Tree Removal Request: 100-G Via Estrada (Holden) - One Atlas Cedar
11. Tree Removal Request: 312-A Avenida Seville Via Alhambra (Leu) - One Canary Island Pine tree
12. Tree Removal Request: 360-A Avenida Castilla (Strousse) - One Weeping Fig
13. Off-Schedule Trimming Request: 821-N Via Alhambra (Appell) - Two Canary Island Pines
14. Discuss Alternatives and Cost of a Fence Around the Monkey Puzzle Trees
15. Review United Mutual Landscape Committee Charter

Future Agenda Items

16. Review United Landscape Manual
17. Landscape Staffing Levels, Efficiency, Effectiveness Levels

Concluding Business:

18. Member Comments (Items Not on the Agenda)

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions regarding virtual meetings using one of two options:

1. 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.

2. 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.

19. Response to Member Comments

20. Committee Member Comments

21. Date of Next Meeting – Thursday, February 11, 2021 at 9:30 a.m.

22. Adjournment

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



OPEN MEETING

**REGULAR MEETING OF THE UNITED LAGUNA WOODS MUTUAL
LANDSCAPE COMMITTEE
VIRTUAL MEETING
Thursday, October 8, 2020 – 9:30 A.M.
Laguna Woods Village Community Center Board Room
24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair – Manuel Armendariz, Anthony Liberatore, Elsie Addington

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT:

ADVISORS PRESENT:

STAFF PRESENT: Kurt Wiemann, Eve Morton

1. Call to Order

Called to order at 9:40 a.m.

2. Acknowledgment of Media

No media were present.

3. Approval of the Agenda

Chair Armendariz made a motion to add approving funds for resident request from 239-D as an agenda item under “Unfinished Business.” The committee was in unanimous support.

Director Addington made a motion to approve the agenda with the additional item. Chair Armendariz seconded. The committee was in unanimous support.

4. Approval of the Meeting Report for June 11, 2020

Director Addington made a motion to approve the report. Chair Armendariz seconded. The committee was in unanimous support.

5. Chair’s Remarks

Chair Armendariz stated that in spite of the pandemic, the Landscape Department is doing a good job.

6. Department Head Update

Mr. Wiemann stated that staff is now switching mowing to biweekly now that fall is approaching. There is an increase in requests for improving the turf and this is the time of year when turf is worked on. A fair portion of these requests are for weeds in the turf area. Staff is aware of these issues and will address them in due time. There are only four pesticide applicators and they are currently focusing on the rodent issues.

Consent:
None

Reports:

7. Project Log

Mr. Wiemann reviewed the Project Log with the committee; all projects are on schedule.

Unfinished Business:

8. Request for Funds to Repair Landscaping at 239-D

Chair Armendariz made a motion for Landscape staff to repair the bare areas left after Shepherds Crooks were installed near 239-D. There were no objections.

Items for Discussion and Consideration:

9. Request for Tree Removal – 201-H Avenida Majorca (Lin) – One Canary Island Pine

Director Liberatore made a motion to approve staff's recommendation and deny this request. Director Addington seconded. The committee was in unanimous support.

10. Request for Tree Removal – 2072-C Rhonda Granada (Covell) – One Weeping Fig

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

11. Discuss Future Turf Reduction Locations

Mr. Wiemann reviewed four possible areas for turf reduction in United Mutual. Chair Armendariz made a motion to approve, for this calendar year, removing the turf at two of the proposed areas and replace the turf with drought tolerant plantings; Area One is a greenbelt across from Building 960, 250, and 251 Calle Aragon and is approximately 910 square feet and Area Two which is 800 square feet and is on the side of Building 960. Director Liberatore seconded. The committee was in unanimous support. The remaining two areas will be redesigned by staff and presented next fiscal year.

12. Discuss Procedures to Remove Trees Planted in Groves to Help with Fire Safety and Possible Damage to Underground Pipes

Mr. Wiemann reported that the Orange County Fire Authority has never indicated that the trees are a fire hazard in Laguna Woods Village.

The committee requested that staff draft a policy regarding the removal of trees growing in groves and present their recommendation at a future meeting.

13. Discuss Discontinuing New Plantings Close to Units for Fire Control

Discussion ensued. Mr. Wiemann reported the plantings next to building don't usually interfere with the sewer lines. In the past, roots grew into the pipe joints but now that the pipes are lined with epoxy that is not happening any longer. Also, staff or this committee must approve any new plantings and would not allow plantings too close to the units. The Orange County Fire Authority recommends plants be two feet from residences if they are in a high fire risk area but United is not in a high fire risk area.

Mr. Wiemann stated that he will request that the Maintenance Department let Landscape Staff know when they have a root issue with pipes for staff to review.

Items for Future Agendas:

Concluding Business:

14. Member Comments (Items Not on the Agenda)

None.

15. Response to Member Comments

None.

16. Committee Member Comments

Director Addington stated that Eugenia bushes used to be abundant but then a plague attacked them and they no longer exist. She said we must be careful about something like that in the Village.

Director Liberatore stated that he is amazed at the variety of trees in the Village. He is happy with this committee and that we listen to each other.

Chair Armendariz stated that this was a good meeting with a lot of material. He has had some Members complain to him about the turf.

Mr. Wiemann reported that there are occasional turf infections. Rat control is a high priority right now as well as pre-emergent spraying to control weeds.

17. Date of Next Meeting – December 10, 2020

18. Adjournment at 10:46 a.m.

Manuel Armendariz, Chair

**United Mutual Landscape Project Log
December 2020
2020 Reserve Fund Projects**

Project	Description	Status	Estimated Completion	Completion*	Budget	YTD*	Balance
Landscape Revitalization Project	Elimination of highest water using turf areas; replacing with water efficient landscapes. Continue separating mixed stations.	Aeration of turf completed. Project awarded to Land Care Logic for Gates 1 & 5. Removals complete, irrigation 90%, planting started 12/3 and is expected to be completed 12/18.	2020	27%	\$128,189	\$34,170	\$94,019
Slop Renovation/Maintenance	Annual cutting back and removal of vegetation on slopes. Maintenance thereafter.	Slope work began in United on March 1, 2020.	2020	80%	\$85,228	\$68,176	\$17,052
Tree Maintenance	This annual program includes the scheduled trimming of all Mutual trees; unscheduled pruning and service requests; dead tree removal and replacement.	As of October 31, 2020, the in-house crew trimmed 493 trees, removed 72 trees and planted 32 new trees. Contracted tree crews trimmed 2,728 trees and removed 38 trees.	December 2020 Annual	85%	\$864,752	\$736,360	\$128,392

*Completion based upon invoices received to-date. YTD Tree Total is estimated due to In-house Tree Labor expenses.



STAFF REPORT

DATE: December 10, 2020

FOR: Landscape Committee

SUBJECT: Tree Removal Request: 100-G Via Estrada (Holden) - One Atlas Cedar tree

RECOMMENDATION

Deny the removal request for One Atlas Cedar tree and schedule trimming during next cycle trim.

BACKGROUND

Ms. Holden became a member in September 2012, and is requesting the removal of one Atlas Cedar tree, *Cedrus, atlantica*, located at the front of her unit. The reasons cited for the removal are structural damage, litter/debris, dirt, needles, and reduction in the ability to use her outside patio. Ms. Holden further states that roots are exposed to the grass area and damage other shrubs. There is a sticky substance on her patio and she feels there will be future damage to the patio if the tree is not removed. There is one additional signature in favor of the removal, however, staff contacted the resident in Unit T, Ms. Finck, who stated she did not want the tree to be removed (Attachment 1).

The tree was last pruned in October 2019. Future trimming is tentatively scheduled for fiscal year 2024. The height of the tree is approximately 20 feet with a trunk diameter of approximately nine inches. The tree is approximately one foot from the patio wall and eight feet from the walkway (Attachment 2).

DISCUSSION

At the time of inspection, the tree was found to be in good condition with a well-shaped root flare, no noticeable pests, disease, or damage to the trunk. There was no noticeable damage to the patio wall, the inside of the patio, the walkway, or the surrounding shrubs.

The previous trimming has maintained a clearance from both Unit G and Unit T allowing the tree to grow upright and, thereby, reducing any infrastructure conflict.

Since the policy of the Mutual is not to remove trees for litter/debris, there is no just cause to remove the tree.

FINANCIAL ANALYSIS:

The cost to remove the tree is estimated at \$700. The cost to trim the tree is estimated at \$100 and the value of the tree is \$1,380 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

ATTACHMENT 1



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.

100 VIA ESTRADA 5
Address

11-17-20
Today's Date

NANCY WITHAM HOLDEN
Resident's Name

760-838-0837
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): DIRT DUST, NEEDLES EXCESSIVE DAMAGE TO THE USE OF MY OUTDOOR PATIO.

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.

ROOTS ARE EXPOSED TO GRASS AREA + DAMAGING OTHER BUSHES + SHRUBS.
 THIS TREE PRODUCES NEEDLE DUST DURING SILICIA SUBSTANCE ON THE
 PATIO + SURROUNDING LANDSCAPING IN THE FUTURE IT WILL DAMAGE
 PATIO FOUNDATION IF NOT 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
<i>[Signature]</i>	100-F	X		
STAFF CONTACTED RES	100-T			X
11-29-20 1:50 MS Finck				

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

[Signature]
 Owner's Signature

NANCY WILLIAM HOLDEN
 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: _____

Resident Services
Re: Tree removal 100 G
Nov 17, 2020 at 9:05:37 AM
Nancy

Good Morning,

Please be advise to have a tree removed you will need to fill out a landscape request form, all instruction are on the form, it must be filled out sign and return back . The form can be located on the web site. Please if you have other questions please call Resident Services at ..

Thank you,
Alma

From: Nancy < >
Sent: Tuesday, November 17, 2020 4:52 PM
To: Resident Services < >
Cc: Nancy < >
Subject: Re: Tree removal 100 G

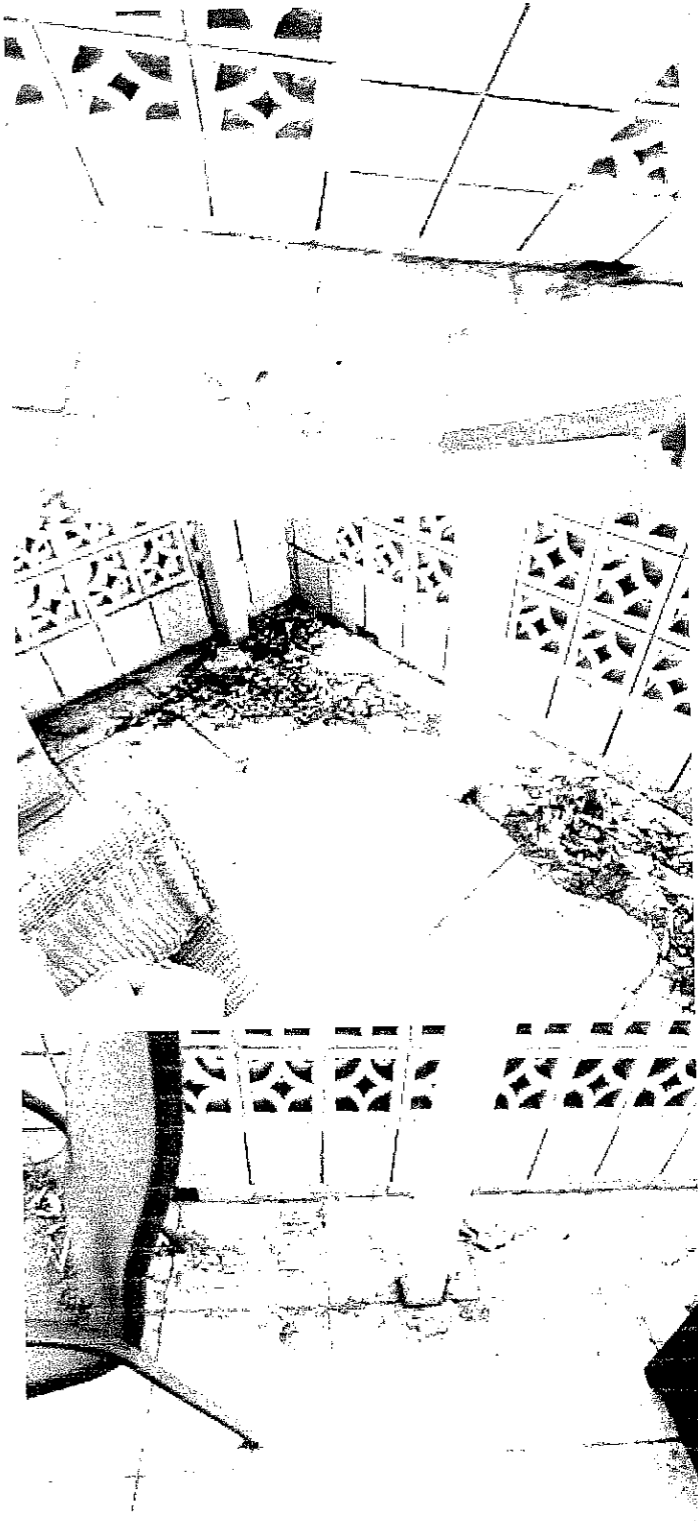
After being on for 12 days, my property was a total mess. Needles, dust, dirt and sticky substance covered my patio and furniture. As I get older and after knee surgery, I can not keep up with this situation. If you remove this tree I will be happy to replace it with a bush or a slow growing tree.

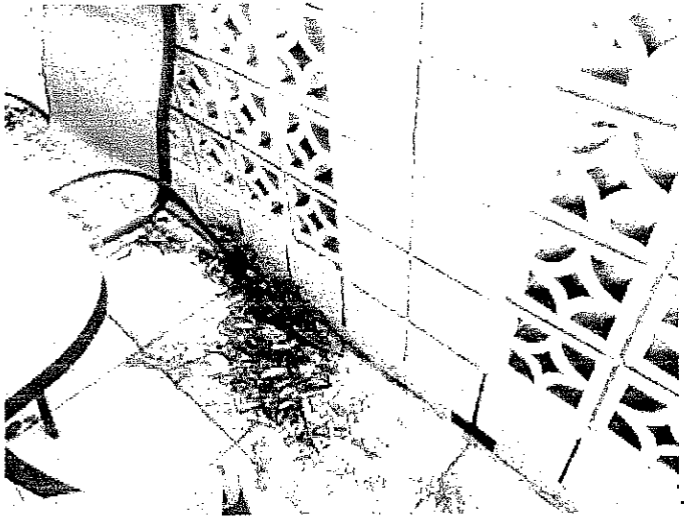
The roots are in the process of taking over the grass area and has had an impact on the surrounding trees and bushes.

Please help me regarding this situation.



Nancy Witham





-Holden

100 G

Good Morning,
Please be advise to be able to assist you better, we will need more information. Your
address and what we can assist you with.

Thank you,
Alma

From: Nancy < >
Sent: Tuesday, November 17, 2020 5:06 AM
To: Resident Services < >
Subject: Tree removal

ATTACHMENT 2









STAFF REPORT

DATE: December 10, 2020

FOR: Landscape Committee

SUBJECT: Tree Removal: 312-A Avenida Seville Via Alhambra (Leu) - One Canary Island Pine tree

RECOMMENDATION

Approve the removal of One Canary Island Pine tree to be scheduled in early fiscal year 2021.

BACKGROUND

Mr. Leu became a Member in September 2012, and is requesting the removal of one Canary Island Pine tree, *Pinus, canariensis*. The reasons cited for the removal are; structural damage, a fallen Pine cone broke his alteration skylight, and the tree was planted too close to the unit. There are four additional signatures in favor of the removal on the Mutual Request Form (Attachment 1).

The tree was last pruned in June 2019. Future trimming is tentatively scheduled for fiscal year 2024. The height of the tree is approximately 52 feet with a trunk diameter of approximately 29 inches. The tree is located approximately six feet from the side of the unit growing in the planter area (Attachment 2).

DISCUSSION

At the time of inspection, the tree was found to be in fair condition with a well-shaped root flare, no noticeable pests, disease, or damage to the trunk, and a thick, full un-balanced canopy.

There were no obvious signs of damage to the unit. The tree's canopy hangs over the roof approximately seven feet. There are four additional Canary Island Pine trees planted in this same location, approximately eight to 15 feet apart with canopies growing together. Since the majority of the canopy is over the roof, a clearance trim would require a drastic reduction in the overall structure of the tree, endangering the health of the tree. Therefore, staff recommends removal of the tree.

There have been previous directions from the Committee regarding the thinning out of Canary Island Pine trees that have been planted in groves; a series of three, five, and sometimes as many as seven, all planted too closely together at their current size. The thought behind removals in this type of scenario is to allow more sun light to help promote better growth rates in turf and shrubs. Additionally, with the 1,052 Canary Island pines in United Mutual, it would reduce the number of complaints generated for needle pick up, thereby saving staff time and labor costs.

FINANCIAL ANALYSIS:

The cost to remove the tree is estimated at \$1,770. The cost to trim is estimated at \$100 and the estimated value of the tree is \$14,740 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

ATTACHMENT 1

MUTUAL LANDSCAPE REQUEST FORM

PLEASE NOTE: THIS FORM IS NOT INTENDED FOR REQUESTING MAINTENANCE SERVICES

For all non-routine requests, please fill out this form. For the policy of your Mutual or your personal falls outside the scope of the managing agent's authority, it will be forwarded to the Mutual's Landscaping Department for review. If you are unsure whether your request falls into this category, feel free to contact the Mutual at 207-233-1100 in order to make that determination.

PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES

Resident/Owner Information

You need to fill out this information for all non-routine requests.

312 Avenida de los Arboles
Address Laguna Hills, CA 92653

11111 11111
Tract #/Unit

James Lee
Resident's Name

11111 11111
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 Landscaping Off-schedule Pruning

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

Other Debris Personal Preference

Other (explain): *The tree can be dropped & cause damage to the house*

GUIDELINES:

- Structural Sewer Damage:** Damage to buildings, sidewalks, sewer pipes, or other structures may justify removal if corrective measures are not practical.
- Overgrown/Overhead:** 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.
- Other Debris:** Because all trees shed litter seasonally, generally this is not an adequate reason for 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 a tree, generally this 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 if necessary.

The manor is 100 yards to the property that several
are being

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
<i>[Signature]</i>	300E	<input checked="" type="checkbox"/>		
Bernice Gatchell	310B	<input checked="" type="checkbox"/>		
<i>[Signature]</i>	310A	<input checked="" type="checkbox"/>		
<i>[Signature]</i>	300D	<input checked="" type="checkbox"/>		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

James Lee
Owner's Signature

James Lee
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____ DATE: _____ INITIALS: _____
 S/U: _____ S/D: _____ 670: _____ LAST PRUNED: _____
 RELANDSCAPED: _____ NEXT TIME: _____
 TREE SPECIES: _____
 COMMENTS: _____
 TREE VALUE: _____ TREE REMOVAL COST: _____

ATTACHMENT 2









STAFF REPORT

DATE: December 10, 2020

FOR: Landscape Committee

SUBJECT: Tree Removal Request: 360-A Avenida Castilla (Strousse) - One Weeping Fig tree

RECOMMENDATION

Remove one Weeping Fig tree

BACKGROUND

Ms. Strousse became a member in June 2017, and is requesting the removal of one Weeping Fig tree, *Ficus, benjamina*. The reasons cited by the resident for the removal are structural damage to the exterior wall and inside of the unit. There are no additional signatures on the Mutual Request Form (Attachment 1).

The tree was last pruned in January 2019. Future trimming is tentatively scheduled for fiscal year 2021. The height of the tree is approximately 20 feet with a trunk diameter of approximately 10 inches. The tree is approximately 10 feet from the unit, and two feet from the sidewalk. (Attachment 2).

DISCUSSION

At the time of inspection, the tree was found to be in fair condition with some trunk damage and white fly activity. There is an excessive amount of surface rooting and damage to the nearby sidewalk causing an offset lip. There has been previous grinding down on a portion of the sidewalk.

The surface roots have grown into the turf area causing the mowing equipment to avoid the area in fear of damaging the equipment. Line trimmers are currently being used to maintain the height of the turf around the surface roots incurring additional labor costs. Due to the amount of surface roots, staff doesn't recommend the grinding the roots as this could cause potential tree failure. With the tree's proximity to the sidewalk, it requires additional annual crown raising, which is out of the normal trim cycle. This tree will eventually outgrow the area.

There are two additional trees in close proximity to the Weeping Fig; an Ornamental Pear and a Carrotwood. Both of those trees would continue to enhance the greenbelt area after the Ficus removal. Staff does not recommend a replacement tree in this area.

FINANCIAL ANALYSIS:

The cost to remove the tree is estimated at \$650. The cost to trim the tree is estimated at \$100 and the estimated value of the tree is \$700 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



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.

360 Avenida Castilla Unit A
Address

10/11/2020
Today's Date

Teacy Strousse
Resident's Name

(206) 349-2515
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.

A ficus tree on the side of the manor has long extending roots. It is causing damage to my manor, (crack on the exterior wall and cracks inside the office)

Signatures of All Neighbors Affected By This Request

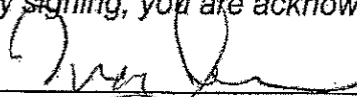
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
Lockbox is on the gate of 318C - owner is not available.				

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

Acknowledgement - Owner

By signing, you are acknowledging this request.


Owner's Signature

Tracy Strousse
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE:

530 540

DATE:

570

INITIALS:

LAST PRUNED:

RELANDSCAPED:

NEXT TIME:

TREE SPECIES:

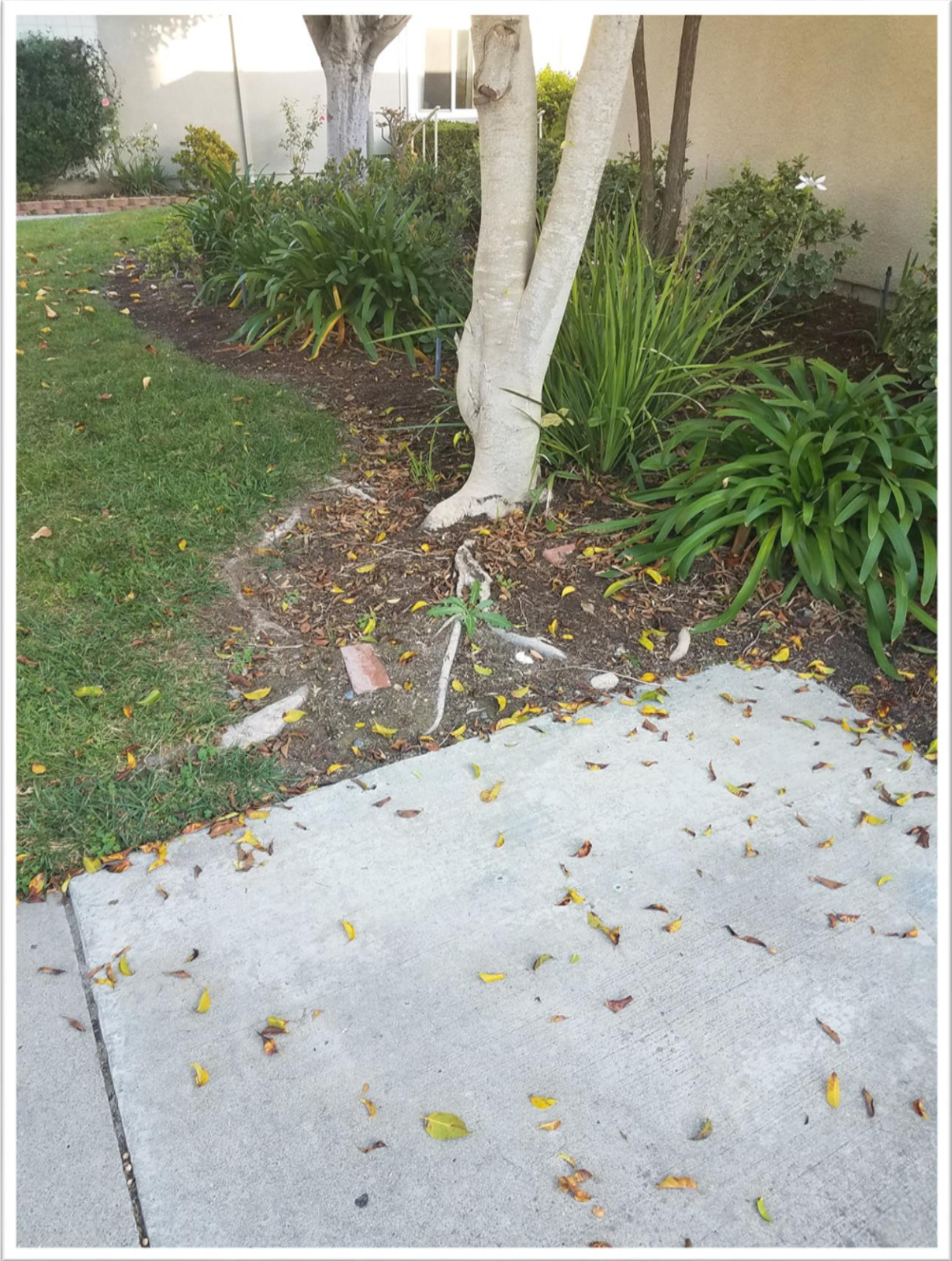
COMMENTS:

TREE VALUE:

TREE REMOVAL COST:

ATTACHMENT 2







STAFF REPORT

DATE: December 10, 2020

FOR: Landscape Committee

SUBJECT: Off-Schedule Trimming Request: 821-N Via Alhambra (Appell) - Two Canary Island Pine trees

RECOMMENDATION

Approve the off-schedule trimming of only *one* of the Canary Island Pine trees, to be scheduled in early fiscal year 2021.

BACKGROUND

Ms. Appell became a member in June 2004, and is requesting the off-schedule trimming of two Canary Island Pine trees, *Pinus, canariensis*. The reasons cited for the off-schedule trimming are litter/debris, falling pine cones, clogged gutters requiring cleaning two to three times a year, and dew forming on the patio in the early morning. There are no additional signatures on the Mutual Request Form (Attachment 1).

The tree closest to the unit (Tree #1) was last pruned as a clearance trim only in April 2019. Future trimming is tentatively scheduled for fiscal year 2023.

The average height of the trees is approximately 70 feet with an average trunk diameter of approximately 28 inches. Staff is recommending to trim Tree #1 which is growing approximately eight feet from the unit and 15 feet from the patio. Staff feels the second tree mentioned in this request form (Tree #2) is far enough away from the patio to create an adequate clearance situation (Attachment 2).

DISCUSSION

At the time of inspection, Tree #1 was found to be in good condition with a well-shaped root flare, no noticeable pests, disease, or damage to the trunk, with a thick, full canopy. The lower part of the canopy is within two feet of the patio and the remaining 55 feet of canopy is hanging approximately five to eight feet over the building's roofline.

Staff recommends performing a hard trim on Tree #1 to eliminate a large percentage of its scaffolding branches, which would open up the canopy, would reduce pine needles and pine cones, as well as reducing staff time on tickets for litter pick up.

To-date, there has never been hard trimming on any of the 1,052 Canary Island Pines in United Mutual. Staff is suggesting to monitor this tree after the hard trim to see if the current five-year trim cycle could be extended to a seven-year cycle or possibly longer. This could be an alternative to the complete removal of some of the larger Pine trees in the future.

There have been previous directions from the Committee regarding the thinning out of Canary Island Pine trees that have been planted in groves; a series of three, five, and sometimes as many as seven, all planted too closely together at their current size. The thought behind removals in this type of scenario is to allow more sun light to help promote better growth rates in turf and shrubs. In most cases, the trees are planted so closely together they have grown into each other creating a solid wall of canopy. Once the selected trees were removed, it would allow the remaining trees to fill in properly while still maintaining the Village's Urban Forest. Additionally, with the 1,052 Canary Island pines in United Mutual, it would reduce the number of complaints generated for needle pick up, thereby saving staff time and labor costs. Tree #1 would not be a candidate for the thinning of groves based on the lack of surrounding trees.

FINANCIAL ANALYSIS:

The cost to remove each tree is estimated at \$1,700. The cost for a hard trim and thinning is estimated at \$700 for each tree. The estimated value of both trees is \$23,850 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



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.

821 N Via Alhambra _____ 11/4/2020 _____
 Address Today's Date

Sonia Appell _____ 949-859-6743 _____
 Resident's Name 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): tree pruning

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): See attached

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.

24351
El Trowel

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 attached photos and explanations

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

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Sonia Appell
Owner's Signature

Sonia Appell
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

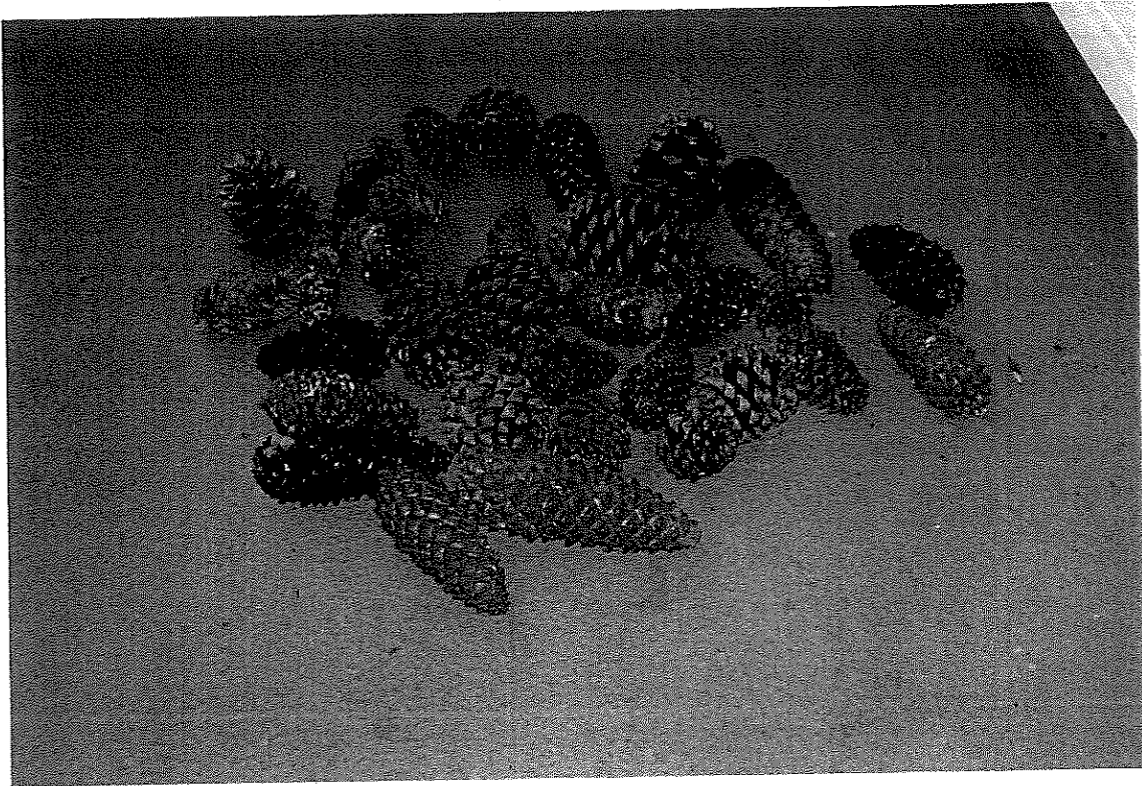
TREE VALUE: _____ TREE REMOVAL COST: _____

There are two Canary Island Pine trees in front of my balcony that are about nine stories high. I moved into my unit in May 2004, and the trees have been pruned only once in the past 16 ½ years. I am, hereby requesting that they be pruned ASAP because of all the tree waste that drops on my balcony from one of the trees in particular. This tree was planted too close to the building, and its branches are now hanging over my balcony.

This tree produces an over abundance of tree waste that includes pine cones, pine needles, yellow pollen and brown droppings (?). When the weather conditions are right, dew forms on the needles and the water drops on my balcony forming a large wet area in the morning.

The gutter above my balcony is always full of pine needles and has to be cleaned out 2-3 times a year; my balcony is always covered with pine needles; yellow pollen covers my balcony in the spring; the brown droppings show up in the fall; and pine cones drop all year long. I am particularly concerned about the pine cones. When a cone lands on the balcony, it sounds like a gun being shot. It always startles me especially in the middle of the night when I'm asleep.

The present situation is unacceptable, and I've been unable to get information about when the trees are scheduled to be pruned. The present situation is unacceptable, and I think it is unreasonable to expect me to put up with the tree waste that this tree produces all year long when the problem can be easily solved by removing the branches that hang over my balcony.



I began collecting pine cones that dropped on my balcony starting in July. There are now 32 cones in my collection. The largest ones weigh 8 ounces each, and the entire collection weighs eight pounds. When they land on my balcony, it sounds like a gun went off. The sound startles me especially in the middle of the night when I'm sleeping. If one of them landed on my head, I'd probably end up in Urgent Care. The cones are dropping from branches the hang over my balcony. These branches need to be trimmed back.



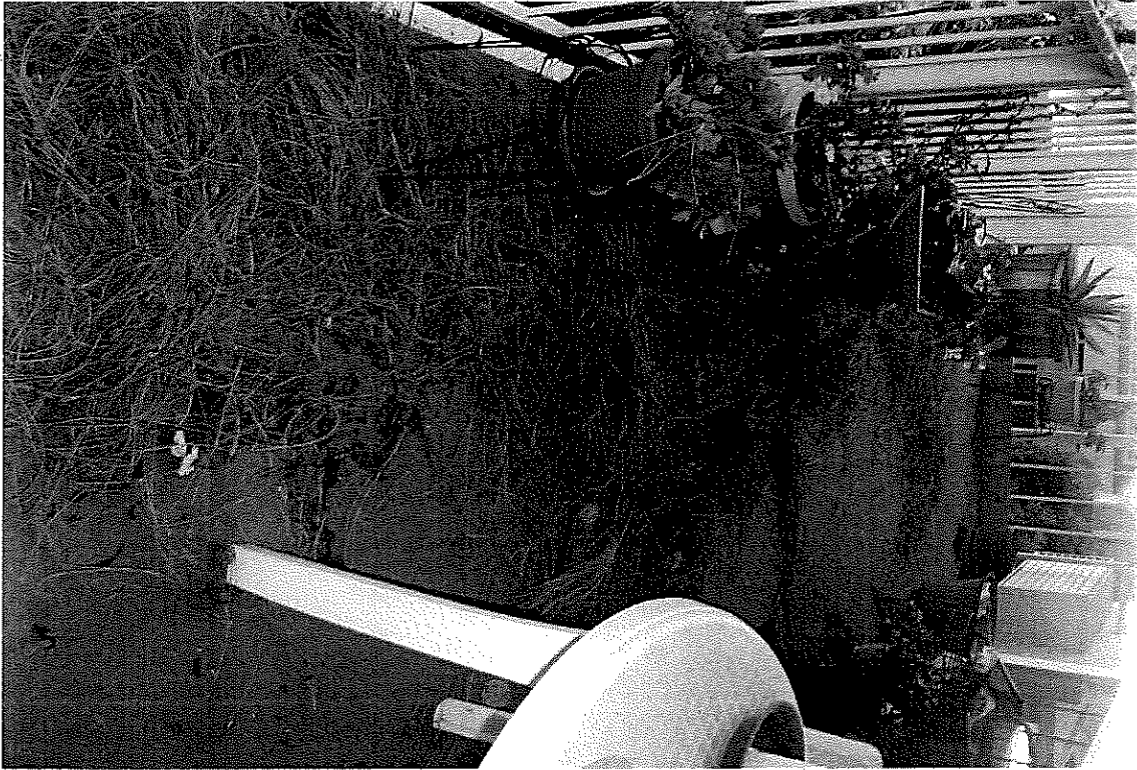
I don't know what these droppings are. They arrived in October and covered half my balcony. See samples in plastic bag.

I don't know what these droppings are. They arrived in October and covered half my balcony. See samples in plastic bag.



The pile of needles that accumulated during the windstorm was so large that I could not remove them on my own. Since the gardening crew was outside my building, I asked for help and one of gardeners piled the needles into a burlap sheet and tossed it over the balcony and onto the lawn below.

If the branches had been trimmed back, the pile would have been smaller and easier to remove.

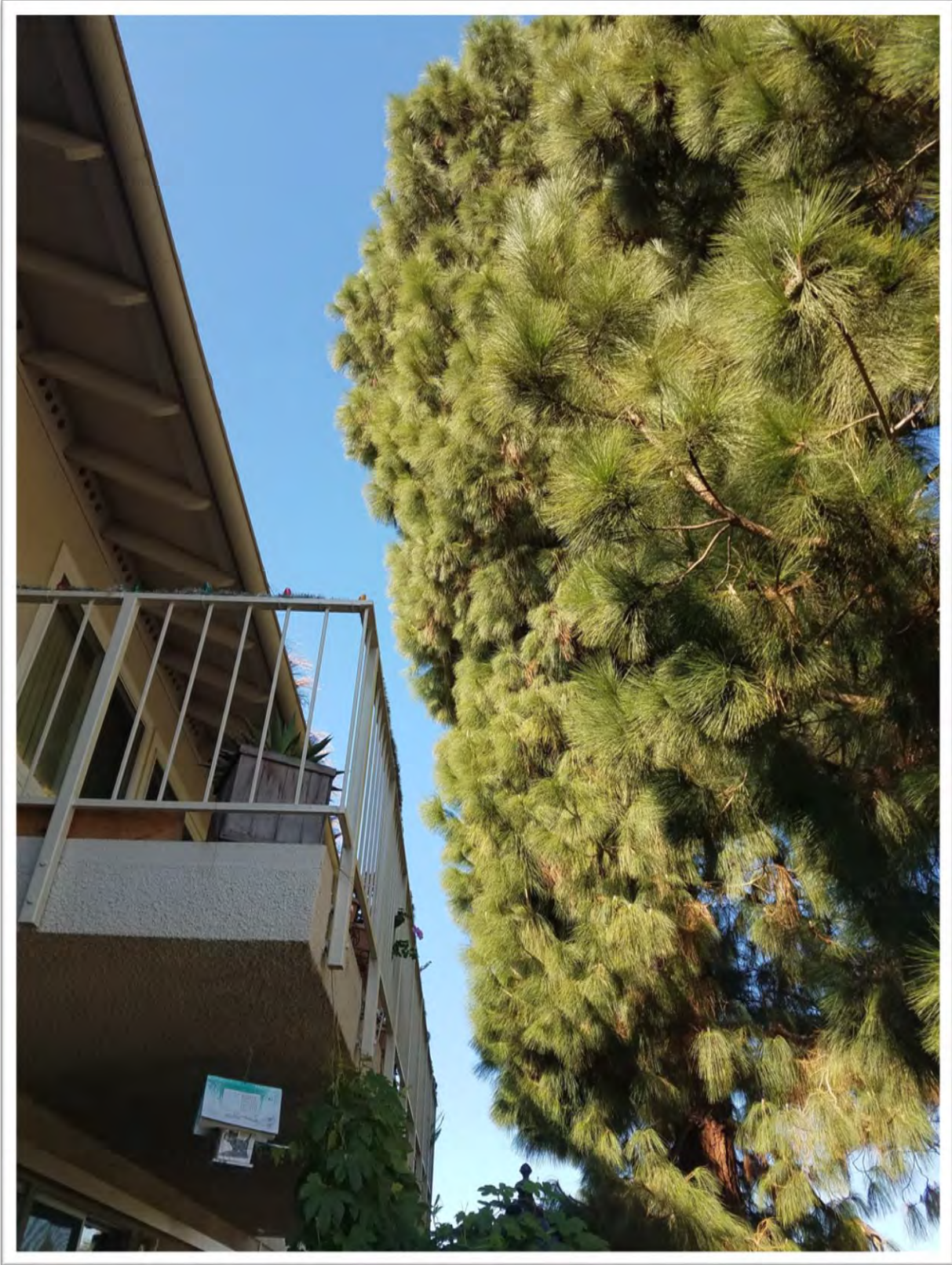




The gutter over my balcony is always packed with pine needles. It's cleaned 2-3 times a year.

ATTACHMENT 2









RESOLUTION 01-12-224

RESOLVED, December 11, 2012, that pursuant to Article VII, Section I of the Bylaws, a Landscape Committee is hereby established as a standing committee of this corporation; and

RESOLVED FURTHER, that the committee is charged with the following duties and responsibilities:

1. Ensure that the rules and regulations as listed in the Landscape Maintenance Manual are enforced uniformly throughout United Laguna Woods Mutual.
 - a. Help set up some long-range plans for future landscape developments and practices that would work best with the anticipated future water supplies available for irrigation uses in the Community.
 - b. Promote efficient use of water in the United Laguna Woods Mutual.
2. Work with the Third Mutual Landscape Committee, the GRF Landscape Committee and our managing agent to:
 - a. Help determine service levels, and capital and operating budget requirements for the Community and to review annual landscape budgets prepared by the managing agent and make recommendations to the Board of Directors.
 - b. Update the rules and regulations in the Landscape Manual as needed.
 - c. Develop policies with regard to control of pests such as ants, rodents, etc.
 - d. Promote and oversee recycling programs and provide for optimum trash pickup and disposal services at reasonable and customary costs.
3. Review each petition for a change in landscape and visit those sites (1) for which clarification is deemed necessary and (2) for which a denial is being considered. Based upon information supplied by a qualified staff member, a petition may be granted without an on-site visit.
4. To report on its activities to the Board of Directors at monthly Board meetings or when requested by the President.
5. Perform such tasks as may be assigned or referred to this committee by the President or the Board of Directors.