



OPEN MEETING

REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL LANDSCAPE COMMITTEE*

**Thursday, February 1, 2024 at 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA
Board Room and Virtual with Zoom**

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings in-person and virtually. To submit comments or questions virtually for committee meetings, please use one of the following options:

1. Join the committee meeting via Zoom by clicking this link:
<https://zoom.us/j/92325659805>
2. Via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and unit number must be included.

NOTICE AND AGENDA

This Meeting May Be Recorded

1. Call Meeting to Order
2. Approval of the Agenda
3. Approval of the Meeting Report from January 4, 2024
4. Remarks of the Chair
5. Department Head Update
 - a. Project Log
 - b. Year-End Report
 - c. Tree Work Status Report
6. Member Comments
7. Response to Member Comments
8. Items for Discussion and Consideration
 - a. 3153-A Tree Removal Request
 - b. 3489-B Tree Removal Request
 - c. 4010-3E Tree Removal Request
 - d. 5371-2F Tree Removal Request

- e. 5510-3C Tree Removal Request
- f. 5570-A Tree Removal Request
- g. Turf Reduction Projects
- h. Bahia Blanca Project
- i. Resident Inspectors

9. Items for Future Agendas: *All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.*

10. Committee Member Comments

11. Date of Next Meeting: Thursday, March 7, 2024 at 9:30 a.m.

12. Adjournment

*A quorum of the Third Board or more may also be present at the meeting.

Ira Lewis, Chair
Kurt Wiemann, Staff Officer
Megan Feliz, Landscape Administrative Assistant
Telephone: 949-268-2565



OPEN MEETING

**REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
LANDSCAPE COMMITTEE**

Thursday, January 4, 2024 at 9:30 a.m.

BOARD ROOM/VIRTUAL MEETING

Laguna Woods Village Community Center, 24351 El Toro Road

REPORT

COMMITTEE MEMBERS PRESENT: Chair- Ira Lewis, Ralph Engdahl, Brad Rinehart, S.K. Park, Reza Karimi

COMMITTEE MEMBERS ABSENT: None

OTHERS PRESENT: Cris Prince

ADVISORS PRESENT: None.

STAFF PRESENT: Kurt Wiemann, Megan Feliz

1. Call Meeting to Order

Chair Lewis called the meeting to order at 9:32 a.m.

2. Approval of Agenda

Director Park made a motion to approve the agenda. Director Lewis seconded. The meeting agenda was approved by unanimous consent.

3. Approval of the October 11, 2023 Report

Director Park made a motion to approve the meeting report. Director Rinehart seconded. The committee was in unanimous support.

4. Remarks of the Chair

Chair Lewis had no remarks.

5. Department Head Update

5a. Project Log

Mr. Wiemann discussed the provided Project Log in detail. Directors made comments and asked questions.

5b. Water Use Comparison

Mr. Wiemann discussed the provided Water Use Chart in detail. Directors made comment and asked question. Committee directed staff that this no longer needs to be in the agenda packet. They unanimously agreed to just put it in once a year with the year-end report.

5c. Tree Work Status Report

No remarks made.

6. Member Comments

Three comments were made. Topics included the following:

- Reseeding and plugging of lawn
- Tree planting request
- Member specific observations

7. Response to Member Comments

Mr. Wiemann and Chair Lewis responded to the comments.

8. Items for Discussion and Consideration

8a. Wildflower Pilot Program

Discussion ensued, the committee asked questions of Mr. Wiemann. Director Lewis made a motion to approve the project. Director Park seconded. The motion passed unanimously.

8b. Artificial Turf

Discussion ensued among the committee. Mr. Wiemann suggested that each request be decided on a case by case basis, and all requests for artificial turf be brought before the committee via the Landscape Request Form process. Director Rinehart made a motion to accept this policy. Director Karimi seconded the motion. The motion passed unanimously.

8c. Transition Plant List

No discussion was had. Mr. Wiemann informed committee it is an ongoing project for staff.

9. Items for Future Agendas

10. Committee Member Comments

Several comments were made.

11. Date of Next Meeting: Thursday, February 1, 2024, at 9:30 a.m.

12. Adjourned at 10:55 a.m.

Ira Lewis

Ira Lewis (Jan 5, 2024 17:58 PST)

Ira Lewis, Chair

Kurt Wiemann, Staff Officer

Megan Feliz, Landscape Administrative Assistant

949-268-2565

This page is intentionally left blank

Third Mutual Landscape Project Log February 2024									
Project	Contractor	Description	Status	Estimated Completion	Completion	Budget Status	Budget	YTD*	Balance
Tree Maintenance	Great Scott Tree Services, Inc.	The annual program, a combination of contracted work and in-house staff, working on a 6 year species-based trim cycle. Contractor performs mainly scheduled annual maintenance and isolated removals. Staff crew focuses on customer service.	Scheduled Maintenance Trims	Annual Program	0%	0%	\$578,588	\$0	\$578,588
	In-House Tree Crew		Service Requests		0%	0%	\$401,600	\$0	\$401,600
Landscape Modernization	Staff	Elimination of highest water using turf areas; replacing with water efficient landscapes. Replacing old, end of useful life plant material using drought tolerant where appropriate	On-going annual project using in-house crews.	Annual Program	0%	0%	\$200,293	\$0	\$200,293
Turf Reduction	N/A	Turf Reduction	Open		0%	0%	\$254,594		\$254,594
	David Voilz Design	Bahia Blanca Designs	Renderings Complete, Committee Review	June 2024	45%	43%	\$90,604	\$38,514	\$52,090
Slope Maintenance Outsourced	Mission Landscape	Annual Maintenance	In progress, on schedule.	Annual Program	0%	0%	\$568,152	\$0	\$568,152
Prior To Paint Program	TBD	Annual Maintenance	RFP in progress.	Annual Program	0%	0%	\$1,750,000	\$0	\$1,750,000
Fire Risk Reduction	Mission Landscaping/FRS/Staff	Project includes the removal of vegetation with a high risk of fire.	Ongoing	Annual Program	0%	0%	\$180,000	\$0	\$180,000

This page is intentionally left blank

Third Mutual Landscape Project Log December 2023									
Project	Contractor	Description	Status	Estimated Completion	Completion	Budget Status	Budget	YTD*	Balance
Tree Maintenance	Great Scott Tree Services, Inc.	The annual program, a combination of contracted work and in-house staff, working on a 6 year species-based trim cycle. Contractor performs mainly scheduled annual maintenance and isolated removals. Staff crew focuses on customer service.	Contracted tree crews trimmed 2,353 trees, removed 39 and planted 4 trees.	Annual Program	100%	99%	\$503,120	\$497,837	\$5,283
	In-House Tree Crew		As of December 31, 2023, the in-house crew trimmed 653 trees, removed 146 and planted 19 trees.		100%	93%	\$396,694	\$367,519	\$29,175
Landscape Modernization	Staff	Elimination of highest water using turf areas; replacing with water efficient landscapes. Replacing old, end of useful life plant material using drought tolerant where appropriate	On-going annual project using in-house crews. First list of committee approved locations completed. Turf Reduction was stopped by Chair 9/7/2023; remainder of year spent planting.	Annual Program	100%	74%	\$195,650	\$145,119	\$50,531
Slope Maintenance Outsourced	Mission Landscape	Annual Maintenance	In progress, on schedule.	Annual Program	100%	91%	\$511,413	\$464,305	\$47,108
Turf Reduction	Greenside Landscaping	Passive Park Landscape Design and Project	Via Puerta Design and Construction Complete (\$38,939)	Complete	100%	100%	\$38,939	\$38,939	\$0
	David Volz Design		Bahia Blanca Designs Multi-Year Project (\$90,604)	June 2024	45%	43%	\$90,604	\$38,514	\$52,090
Turf Aeration	Andre Landscaping	Turf Aeration of Third	Project, completed.	Project	100%	100%	\$57,634	\$57,634	\$0
Fire Risk Reduction	Mission Landscaping/FRS/Staff	Project includes the removal of vegetation with a high risk of fire.	Awarded Contract to FRS (Dudek) for Fire Fuel Reduction/Habitat Enhancement. Project started early July 2023. Mission completed OCFA punchlist.	Annual Program	50%	51%	\$180,000	\$91,509	\$88,491

*Completion based upon invoices recieved to-date, 1/23/24. In-House Expenses as of 11/30/2023.

Supplemental Fund Accounting

Supplemental Appropriation	\$	151,000	Resolution 03-22-137
Geometric Design Templates	\$	4,880	United Paid 50%
Design Via Puerta	\$	4,910	
Construction Via Puerta	\$	34,029	
Design Bahia Blanca	\$	90,604	
Balance	\$	16,578	
Unbudgeted Expense	\$	314,900	RESOLUTION 03-23-124
Balance of Resolution 03-22-137	\$	16,578	
Balance	\$	331,478	
Aeration	\$	57,634	
Nuvis Proposal Front Yard	\$	19,250	
Balance	\$	254,594	

Third Mutual Off Schedule Tree Work						
Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
11/20/2023	3201	Clearance	Sycamore	3	Clear, End Weight	Staff
11/20/2023	3221	Trim	Liquid Amber	4	Full Trim	Staff
11/20/2023	5509	Removal	Bird of Paradise	6	In Decline	Staff
11/20/2023	5404	Removal	Evergreen Pear	6	In Decline	Staff
11/20/2023	3104	Hanger	Shamel Ash	7	Hanger In Canopy	Staff
11/20/2023	5451	Clearance	Camphor Tree	3	Clear, End Weight	Staff
11/20/2023	5393	Clearance	Fern Pine	3	Clear, End Weight	Staff
11/20/2023	5510	Clearance	Rusty Leaf Fig	3	Clear, End Weight	Staff
11/20/2023	5220	Clearance	Fiddle leaf fig	2	Clear, End Weight	Staff
11/20/2023	5220	Clearance	Rubber Tree	1	Clear, End Weight	Staff
11/21/2023	4020	Trim	Fern Pine	16	Full Trim	Staff
11/21/2023	3459	Removal	Black Locust	8	In Decline	Staff
11/22/2023	2234	Removal	Christmas Tree	4	In Decline	Staff
11/22/2023	2232	Removal	Brisbane Box	5	In Decline	Staff
11/22/2023	2233	Hanger	Aleppo Pine	4	Hanger In Canopy	Staff
11/22/2023	2392	Trim	Queen Palm	2	Full Trim	Staff
11/27/2023	2205	Removal	Crape myrtle	6	In Decline	Staff
11/27/2023	2205	Removal	Stone Pine	12	In Decline	Staff
11/27/2023	3104	Hanger	Shamel Ash	15	Hanger In Canopy	Staff
11/28/2023	5480	Removal	Bottlebrush	7	In Decline	Staff
11/28/2023	5391	Removal	Carrotwood	10	In Decline	Staff
11/28/2023	3512	Hanger	Spotted Gum	2	Hanger In Canopy	Staff
11/28/2023	3365	Removal	Cajeput Tree	10	In Decline	Staff
11/29/2023	5554	Removal	Fern Pine	4	In Decline	Staff
11/29/2023	3022	Trim	Morus Alba	3	Full Trim	Staff
11/29/2023	3024	Trim	Carrotwood	4	Full Trim	Staff
11/29/2023	3025	Trim	Camphor Tree	3	Full Trim	Staff
11/29/2023	3025	Clearance	Canary Island Pine	1	Clear, End Weight	Staff
11/29/2023	3031	Removal	Edible Fig	2	Resident Request	Staff
11/29/2023	5008	Removal	Albizia Julibrissin	3	In Decline	Staff
11/29/2023	5044	Trim	Chinese Pistache	4	Full Trim	Staff
11/29/2023	5086	Clearance	Carrotwood	1	Clear, End Weight	Staff
11/29/2023	5206	Trim	Carrotwood	4	Full Trim	Staff
11/29/2023	3363	Clearance	Manna Gum	3	Clear, End Weight	Staff
12/1/2023	2129	Removal	Red Bud	2	In Decline	Staff
12/4/2023	3243	Trim	2 Canary Island Pines	18	Full Trim	Staff
12/4/2023	3243	Clearance	Manna Gum	2	Clear, End Weight	Staff
12/4/2023	3283	Hanger	Silk Oak	3	Hanger In Canopy	Staff
12/4/2023	2173	Hanger	Rusty Leaf Fig	2	Hanger In Canopy	Staff
12/4/2023	3293	Trim	Ficus Benjamina listed as Maleluca	6	Full Trim	Staff
12/5/2023	5349	Trim	Canary Island Pine	12	Full Trim	Staff
12/6/2023	5400	Hanger	Spotted Gum	2	Hanger In Canopy	Staff
12/7/2023	2149	Clearance	Brazilian Pepper	8	Clear, End Weight	Staff
12/8/2023	2390	Hanger	Brazilian Pepper	2	Hanger In Canopy	Staff
12/8/2023	2206	Removal	2 White Birch		In Decline	Staff
12/8/2023	2396	Removal	Catalina Cherry		In Decline	Staff
12/8/2023	2297	Removal	Kumquat		In Decline	Staff

12/8/2023	5118	Trim	2 Juniper		Full Trim	Staff
12/8/2023	3066	Removal	Canary Date Palm		In Decline	Staff
12/11/2023	3069	Removal	Bushy Yate	12	In Decline	Staff
12/11/2023	3199	Hanger	Carob Tree	3	Hanger In Canopy	Staff
12/11/2023	5524	Clearance	2 Bottle Brush	4	Clear, End Weight	Staff
12/11/2023	5589	Hanger	Canary Island Pine	4	Hanger In Canopy	Staff
12/13/2023	5418	Hanger	Red ironbark	4	Hanger In Canopy	Staff
12/13/2023	5428	Hanger	Aleppo Pine	3	Hanger In Canopy	Staff
12/13/2023	5322	Removal	Avocado	10	Resident Request	Staff
12/13/2023	5322	Trim	Aleppo Pine	15	Full Trim	Staff
12/15/2023	2169	Trim	5 Junipers	10	Full Trim	Staff
12/15/2023	5404	Stump Grind	Evergreen Pear	10	Stump Grind	Staff
12/15/2023	5522	Stump Grind	Fern Pine	3	Stump Grind	Staff
12/21/2023	3490	Trim	Pink Trumpet	2	Full Trim	Staff
12/21/2023	3488	Trim	Crape myrtle	3	Full Trim	Staff
12/21/2023	3487	Trim	Crape myrtle	3	Full Trim	Staff
12/21/2023	3489	Trim	2 Red Ironbark	16	Full Trim	Staff
12/22/2023	3152	Removal	Crape myrtle	6	In Decline	Staff
12/22/2023	4004	Removal	Monterrey Pine	18	In Decline	Staff
12/28/2023	2297	Clearance	Indian Laurel Fig	3	Clear, End Weight	Staff
12/28/2023	2405	Removal	Queen Palm	4	In Decline	Staff
12/29/2023	5495	Hanger	Camphor Tree	2	Hanger In Canopy	Staff
1/2/2024	5208	Clearance	Carrotwood	2	Clear, End Weight	Staff
1/2/2024	5244	Removal	Catalina Cherry	3	In Decline	Staff
1/2/2024	5208	Trim	Yucca	2	Full Trim	Staff
1/2/2024	5207	Trim	Hedge of Honeysuckle	24	Full Trim	Staff
1/2/2024	5207	Trim	C. pepper	2	Full Trim	Staff
1/2/2024	3367	Clearance	Magnolia	2	Clear, End Weight	Staff
1/3/2024	5314	Removal	Fern Pine	6	In Decline	Staff
1/3/2024	5063	Trim	2 Magnolias	2	Full Trim	Staff
1/3/2024	5063	Clearance	Paperbark	3	Clear, End Weight	Staff
1/3/2024	5423	Removal	Camphor Tree	8	In Decline	Staff
1/4/2024	5559	Removal	Orchid Tree	6	In Decline	Staff
1/4/2024	5560	Clearance	Orchid Tree	2	Clear, End Weight	Staff
1/4/2024	3345	Clearance	Paperbark	3	Clear, End Weight	Staff
1/5/2024	3005	Removal	Schefflera	6	In Decline	Staff
1/8/2021	3089	Trim	Mulberry	15	Full Trim	Staff
1/9/2024	3367	Removal	Sycamore	16	In Decline	Staff
1/10/2024	5538	Removal	White Alder	12	In Decline	Staff
1/12/2024	3277	Hanger	Chinese elm	9	Hanger In Canopy	Staff
1/17/2024	3490	Hanger	Spotted Gum	4	Hanger In Canopy	Staff
1/19/2024	3170	Hanger	Cajeput Tree	2	Hanger In Canopy	Staff
1/19/2024	3022	Removal	Domestica Plum	4	In Decline	Staff
1/19/2024	3298	Hanger	Silk Oak	2	Hanger In Canopy	Staff
1/19/2024	5232	Removal	Giant Bird of Paradise	5	In Decline	Staff



STAFF REPORT

DATE: February 1, 2024
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 3153-A Alta Vista – One Rusty Leaf Fig Tree

RECOMMENDATION

Approve the request for the removal of one Rusty Leaf Fig tree located at 3153-A Alta Vista.

BACKGROUND

The resident purchased the unit in December 2022, and is requesting the removal of one Rusty Leaf Fig tree, *Ficus Rubiginosa*, located at the rear of the unit in the turf area.

The reasons cited for the removal include the tree is in close proximity to the home and fear of failure. There are two signatures on the request form in favor of the removal (Attachment 1).

The Rusty Leaf Fig tree was last pruned in August of 2022. Future trimming is tentatively scheduled for fiscal year 2024. This tree is on a two-year trim cycle.

The height of the tree is approximately 80 feet with a trunk diameter of approximately 22 inches. The tree is growing in the turf areas behind the manor. The tree is approximately 8 feet from the manor.

DISCUSSION

At the time of inspection, the Rusty Leaf Fig tree was found to be in good condition. There were no signs of pests or previous pest damage. No decay, dead or broken branches were found in the canopy. There was some overhang of limbs over the roof. One surface root was growing towards the unit; one girdling root and additional roots are growing on the opposite side of the tree.

The proximity of the tree to the unit does jeopardize the stability of the tree. Root pruning would reduce the risk of damage to the foundation but this would jeopardize the stability of the tree and risk further structural damage to the unit.

It is the recommendation of staff that the tree removal request be approved due to a present issue regarding the potential for roof and foundation structural damage. This tree meets the parameters set forth in §3.3.3. Infrastructure Conflicts, of the Third Mutual Urban Forest Management Plan (UFMP).

FINANCIAL ANALYSIS

The cost to remove the Rusty Leaf Figs approximately \$1,518. The cost to trim the tree at scheduled trimming is \$186. The estimated value of the tree is \$3,260 based on the tree inventory data.

Prepared By: John Cox, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Field Operations
Megan Feliz, Department Administrative Assistant

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form
Attachment 2: Photographs

RECEIVED
NOV 22 2023

Attachment 1



Laguna Woods Village

BY:

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.

3153 Alta Vista Unit A

Address

Nov. 22, 2023

Today's Date

Terri Hecht

Resident's Name

(949)-243-6887

Telephone Number

(609)-578-8362

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): _____

RECEIVED
DEC 18 2023

BY:
* Signatures received.

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 tree is behind my manor. It is about eighty feet tall. Inches from my kitchen window.

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
It is just affecting	CSK	3153A		
my home. No signatures	3152C	X		
because of that.				
two feet or less from				
Kitchen window. eighty				
feet tall. Scared of it falling on bedroom.				

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Terri Hecht
Owner's Signature

Terri Hecht
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: _____

Attachment 2











STAFF REPORT

DATE: February 1, 2024
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 3489-B Calle Azul – One Melaleuca Tree

RECOMMENDATION

Deny the request for the removal of one Melaleuca tree located at 3489-B Calle Azul.

BACKGROUND

The resident purchased the unit in June 2022, and is requesting the removal of one Melaleuca tree, *Melaleuca Linariifolia*, located at the rear of the unit in the turf area.

The reason cited for the removal is tree leaning towards the manor, root intrusion, and tree health. There are no additional signatures on the request form in favor of the removal (Attachment 1).

The Melaleuca tree was last pruned in September of 2022. Future trimming is tentatively scheduled for fiscal year 2025 as this tree is on a three-year trim cycle.

The height of the tree is approximately 40 feet with a trunk diameter of approximately 20 inches. The tree is growing in the turf area approximately 10 feet from the building.

DISCUSSION

At the time of inspection, the Melaleuca tree was found to be in fair condition. There were no signs of pests or previous pest damage. No decay and no exceptional lean towards the building was observed. There is some dormancy in the branches of the canopy which is normal for this species. There were no surface roots growing towards the manor. There is sufficient space between the manor and the tree for further canopy growth.

This tree does not meet the parameters set forth in §3.3.3, Infrastructure Conflicts, of the Third Mutual Urban Forest Management Plan. It is the recommendation of the staff the tree removal be denied.

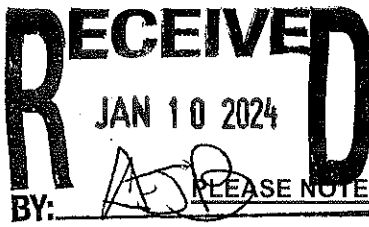
FINANCIAL ANALYSIS

The cost to remove the Melaleuca tree is approximately \$1,580. The cost to trim the tree at a crew rental cost is approximately \$450 and scheduled trimming is \$186. The estimated value of the tree is \$9,830 based on the tree inventory data.

Prepared By: John Cox, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Field Operations
Megan Feliz, Department Administrative Assistant

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.

3489-B Calle Azul

Address

1/10/24

Today's Date

Kelly Noh & Jason Noh

Resident's Name

949-664-1100, 714-655-8924

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.

Location - Back of the property - Close to the property

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 tree is too close to the property and begin to leaning toward the property. The tree is half dead in the middle and looks ugly. We are concerned about structural damage by overgrown root. The ground has risen up compare to

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.

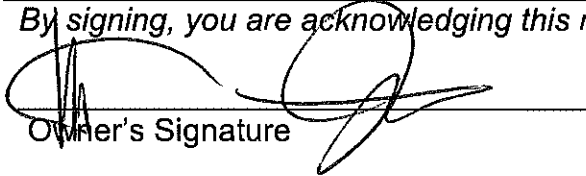
other area.

Signature	Manor #	For	Undecided	Against

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

Acknowledgement - Owner

By signing, you are acknowledging this request.


Owner's Signature

Kelly & Jason Noh
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: _____

Attachment 2







This page is intentionally left blank



STAFF REPORT

DATE: February 1, 2024
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 4010-3E Calle Sonora Oeste – One Eucalyptus Tree

RECOMMENDATION

Deny the request for the removal of one Eucalyptus Desert Gum tree located at 4010-3E Calle Sonora Oeste.

BACKGROUND

The resident purchased the unit in February 2010, and is requesting the removal of one Eucalyptus tree, *Eucalyptus Gonglyocarpa*, located at the rear of the unit in the turf area.

The reason cited for the removal is roof encroachment and tree health. There are three additional signatures on the request form in favor of the removal (Attachment 1).

The Eucalyptus tree was last pruned in June of 2021. Future trimming is tentatively scheduled for fiscal year 2026 as this tree is on a five-year trim cycle.

The height of the tree is approximately 60 feet with a trunk diameter of approximately 20 inches. The tree is growing in the turf belt approximately 20 feet from the building.

DISCUSSION

At the time of inspection, the Eucalyptus tree was found to be in fair condition. There were no signs of pests, decay or previous pest damage. There is some dead wood present in the canopy. There were no surface roots growing towards the manor.

The proximity of the tree to the manor is 20 feet and more than sufficient to accommodate the canopy spread. The dead wood was probably caused by a previous lerp psyllid infection, and can be removed with some shaping of the canopy to bring the tree to full restoration.

This tree does not meet the parameters set forth in §3.3.3, Infrastructure Conflicts, of the Third Mutual Urban Forest Management Plan (UFMP). It is the recommendation of the staff the tree removal be denied and dead wood removed in the next trimming cycle.

FINANCIAL ANALYSIS

The cost to remove the Eucalyptus tree is approximately \$1,580. The cost to trim the tree at a crew rental cost is approximately \$450 and scheduled trimming is \$186. The estimated value of the tree is \$1,690 based on the tree inventory data.

Prepared By: John Cox, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Field Operations
Megan Feliz, Department Administrative Assistant

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form
Attachment 2: Photographs

RECEIVED
NOV 27 2023

Attachment 1


Laguna Woods Village

BY: JA **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.

4010/3E
Address

11/15/23
Today's Date

Dr. JING MA
Resident's Name

1.949.954.4220
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 nearly dead and it is brushing on
Roof. By far worst shaped tree in our green belt.

* (in worst shape) 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): Please remove (and replace, if possible)
w/ small tree

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.

Behind 4010/1 G, 4010/2 G and 4010/3 E

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>Irishman Ma</i>	4010 3E	✓		
<i>W.D. Co</i>	4010 1G	✓		
<i>Grace L. Ja</i>	4010 2H	✓		
<i>Lynn Jonack (Captain)</i>	4010 1C	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

[Signature]
Owner's Signature

N.A.
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: _____

Attachment 2











STAFF REPORT

DATE: February 1, 2024
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 5371-2F Punta Alta – Two Cypress Trees

RECOMMENDATION

Approve the request for the removal of two Cypress trees located at 5371-2F Punta Alta.

BACKGROUND

The resident purchased the unit in October 2021, and is requesting the removal of two Cypress trees, *Cupressus*, located at the rear of the unit in the shrub bed.

The reason cited for the removal is the health of the tree and a potential fire hazard. There are six additional signatures on the request form in favor of the removal (Attachment 1).

The Cypress trees are not in our inventory. The trees were topped several years ago due to salvaging them as a shrub barrier.

The height of the trees is approximately 15 feet with a trunk diameter of approximately 6 inches. The trees are growing in the shrub bed approximately 4 feet from the manor.

DISCUSSION

At the time of inspection, the Cypress trees were found to be in poor condition. There were signs of pests and previous pest damage. Decay, dead and broken branches were in the canopy. Due to the previous trimming practice of topping the trees in an attempt to salvage the trees and being a favorable target for spider mite, the trees are past saving.

This tree does meet the parameters set forth in §3.3.1, Parameters for Tree Removal, of the Third Mutual Urban Forest Management Plan. It is the recommendation of staff that the tree removal request be approved.

FINANCIAL ANALYSIS

The cost to remove the Cypress trees is approximately \$156 each.

Prepared By: John Cox, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Field Operations
Megan Feliz, Department Administrative Assistant

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.*

5371 Punta Delta 2F
Address

12/19/23
Today's Date

Debra Ross
Resident's Name

714-381-1997
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): _____

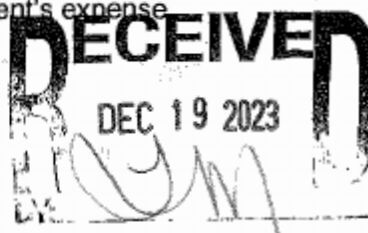
Reason for Request

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): messy dead trees

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.





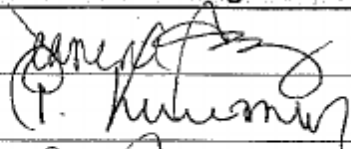
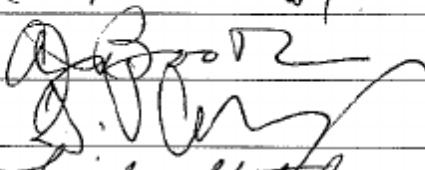
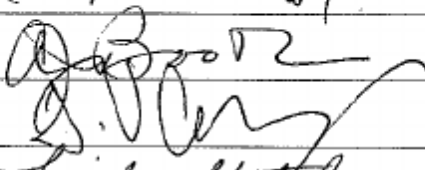
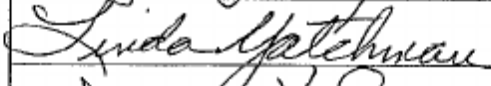


Description & Location of Request

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 residents of 5371 Punta Alta request the removal of the "dead" Cypress trees next to the patio outside our rec room. Everybody mentioned What a "Huge" Fire hazard this is!

Signatures of All Neighbors Affected By This Request

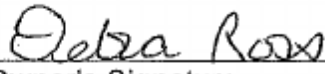
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

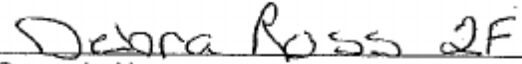
Signature	Manor #	For	Undecided	Against
	2E	✓		
	3D	✓		
	3C			
	3B	✓		
	3E			
	2C	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.


Owner's Signature

 2F
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____ DATE: _____ INITIALS: _____

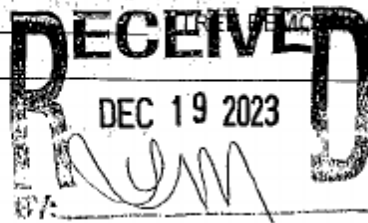
530 _____ 540 _____ 570 _____ LAST PRUNED: _____

RELANDSCAPED: _____ NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____



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 residents of 5371 Punta Alta request the removal of the "dead" Cypress trees next to the patio outside our rec room.

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
	2G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3H	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2D	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3F	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	1A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3A	<input checked="" 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.

Owner's Signature

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: _____

RECEIVED
DEC 19 2023
BY:

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 residents of 5371 Punta Alta request the removal of the "dead" Cypress trees next to the patio outside our rec room.

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>Jeffrey Baker</i>	1F	✓		
<i>Mark Rechte</i>	1C	✓		
<i>Vicki Johnson</i>	1B	X		
<i>Sara Floate</i>	1G	X		
<i>Latimch Hase</i>	1H	✓		
<i>As...</i>	1D	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Debra Ross
Owner's Signature

Debra Ross 2F
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____

RECEIVED
DEC 19 2023

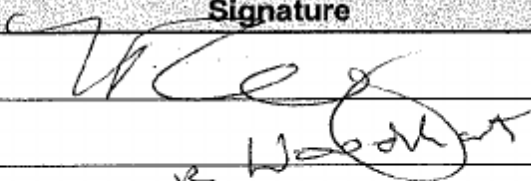
Description & Location of Request

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 residents of 5371 Punta Alta
request the removal of the "dead" Cypress
trees next to the patio outside our rec room.

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.

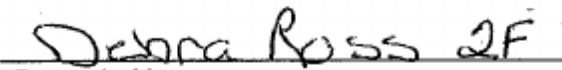
Signature	Manor #	For	Undecided	Against
	2B	✓		
Frank Wadsworth	3H			

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

Acknowledgement - Owner

By signing, you are acknowledging this request.


Owner's Signature

 2F
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

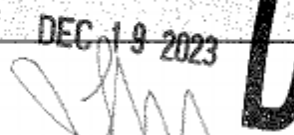
NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____

TREE REMOVAL COST: _____

RECEIVED
DEC 19 2023


Attachment 2















This page is intentionally left blank



STAFF REPORT

DATE: February 1, 2024
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 5510-3C Paseo Del Lago West – One Rusty Leaf Fig Tree

RECOMMENDATION

Approve the request for the removal of one Rusty Leaf Fig tree located at 5510-3C Paseo Del Lago West.

BACKGROUND

The resident purchased the unit in October 2012, and is requesting the removal of one Rusty Leaf Fig tree, *Ficus Rubiginosa* located at the rear of the unit in the shrub bed adjacent to the manor.

The reason cited for the removal is the proximity of the tree to the to three units' balconies along with potential damaging root mass. There are six additional signatures on the request form in favor of the removal (Attachment 1).

The Rusty Leaf Fig tree was last pruned in November of 2023. Future trimming is tentatively scheduled for fiscal year 2026 as this tree is on a three-year trim cycle.

The height of the tree is approximately 60 feet with a trunk diameter of approximately 20 inches. The tree is growing in the shrub bed approximately 10 feet from the manor.

DISCUSSION

At the time of inspection, the Rusty Leaf Fig tree was found to be in fair condition. There were no signs of pests or previous pest damage. No decay, dead or broken branches were in the canopy. However, there were a number of surface roots growing towards the unit's patio deck. The canopy is also crowding out the canopy spread of two adjacent trees. The tree needs to be regularly clearance pruned away the manor causing an imbalanced canopy. The most potential for damage from the tree is at the foundation level.

Due to the proximity of the tree to the manor, and the issue of highly vigorous root intrusion associated with this particular species of tree, is resulting in staff's opinion of a condition potentially endangering the manor.

This tree does meet the parameters set forth in § 3.3.3, Infrastructure Conflicts, of the Third Mutual Urban Forest Management Plan. It is the recommendation of staff that the tree removal request be approved.

FINANCIAL ANALYSIS

The cost to remove the Rusty Leaf Fig tree is approximately \$1,580. The estimated value of the tree is \$9,830 based on the tree inventory data.

Prepared By: John Cox, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Field Operations
Megan Feliz, Department Administrative Assistant

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form
Attachment 2: Photographs

RECEIVED
DEC 11 2023

Laguna Woods Village

MUTUAL LANDSCAPE REQUEST FORM

BY: if 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.

5510-3C

Address

12/08/2023

Today's Date

Lorna Seung

Resident's Name

630-567-0598

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 ☐ 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.

The tree Near 1D, 2D, 3C Patio, about 18 inches away from Building
 There are two overgrowing tree fighting for space, constantly branches growing into patio, has to trimming before regular schedule for tree pruning

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.

The root of tree is going toward Building

Signature	Manor #	For	Undecided	Against
Lorna Seung	5510-3C	X		
Lee	5510-1C	X		
Marilyn Perez	5510 2A	X		
Myung Anna	5510 3A	X		
Barbara Montano	5510 1E	X		
XinXian Gao	5510 2D	X		
Janees Kirkwood	5510 1D			X

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Lorna Seung
 Owner's Signature

Lorna Seung (Building Captain)
 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: _____

Attachment 2















STAFF REPORT

DATE: February 1, 2024
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 5570-A Lux Del Sol – One Podocarpus Tree (A) – One Additional Podocarpus Tree (B) Removal

RECOMMENDATION

- Approve the request for the removal of one Podocarpus tree (A) located at 5570-A Lux Del Sol.
- Approve the request of Staff's recommendation for the removal of an additional Podocarpus tree (B).

BACKGROUND

The resident purchased the unit in October 2012, and is requesting the removal of one Podocarpus tree, *Podocarpus Gracillior*, located at the rear of the unit in the shrub bed (Tree A).

The reason cited for the removal is the proximity of the tree to the roof line. The tile is an approved alteration from 2002. There are six additional signatures on the request form in favor of the removal (Attachment 1).

The Podocarpus tree (A&B) was last pruned in November of 2023. Future trimming is tentatively scheduled for fiscal year 2026 as this tree is on a three-year trim cycle.

The height of the trees is approximately 80 feet with a trunk diameter of approximately 20 inches. The tree (A) is growing in the turf area at the top of the slope at the fence line, approximately 12 feet from the manor and tree (B) is in the front turf area, adjacent to 5570-B.

DISCUSSION

At the time of inspection, the Podocarpus trees were found to be in poor (A) and critical (B) condition.

There were no signs of pests or previous pest damage on Podocarpus (A). No decay, dead or broken branches were in the canopy. However, several of the limbs were co-dominant leaders competing with each other, with weak attachments, creating a situation prone to failure. Approximately 10' of canopy is hanging over the roof. There are a number of surface roots growing towards the unit's patio deck.

Podocarpus (B) had a severe lean exacerbated by a heaving root flare accompanied by girdled roots. The potential for damage at the adjacent property (5570- B) driveway and any potential obstruction at the time of future failure. Due to the proximity of the tree to the manor, and the violent shaking during high winds, the issue of co-dominant leaders resulting the possibility of jeopardizing the stability of the tree.

This tree does meet the parameters set forth in §3.3.3 Infrastructure Conflicts, and §3.3.4 Tree Removals of the Third Mutual Urban Forest Management Plan (UFMP). Staff is recommending the removal of both Podocarpus trees (A&B) to mitigate any potential future damages. Tree

(B) is a candidate for replacement per §3.3.4 of the UFMP. Replacement trees will be selected per § 3.3.4.2 and Appendix A.

FINANCIAL ANALYSIS

The cost to remove the Podocarpus trees are approximately \$1,380 each. The estimated value of each tree is \$3,260 based on the tree inventory data.

Prepared By: John Cox, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Field Operations
Megan Feliz, Department Administrative Assistant

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form
Attachment 2: Photographs

RECEIVED
OCT 18 2023



Laguna Woods Village

BY: _____
OCT 18 2023
RECEIVED

MUTUAL LANDSCAPE REQUEST FORM

BY: --- **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.

5570 Luz del Sol - A
Address

9/27/23
Today's Date

Yoon S. Kim
Resident's Name

614-579-9261 (Cell)
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): _____

RECEIVED
OCT 17 2023
BY: _____

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 ☐ 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.

- ① dangerously over grown tree too close to the property (5570-A), ② fallen branches over the roof blocking the downspout.
 ③ Violently shaking whenever strong winds blowing

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>Eileen Bohell-Walsh</i>	5570-B	✓		
<i>Sunette Bode</i>	5570-B	✓		
<i>Paul K. Cho Grace Cho</i>	5559 B	✓		
<i>Lynn Kim</i>	5570-A	✓		
<i>YOUNG Kwodo</i>	5570-B	✓		
<i>Yong Rheo</i>	5579-B	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Yoon S. Kim
Owner's Signature

Yoon S. Kim
Owner's Name

RECEIVED
OCT 17 2023
BY: *[Signature]*

OFFICE USE ONLY

MOVE-IN DATE: _____ DATE: _____ INITIALS: _____
 530 _____ 540 _____ 570 _____ LAST PRUNED: _____
 RELANDSCAPED: _____ NEXT TIME: _____
 TREE SPECIES: _____
 COMMENTS: _____
 TREE VALUE: _____ TREE REMOVAL COST: _____

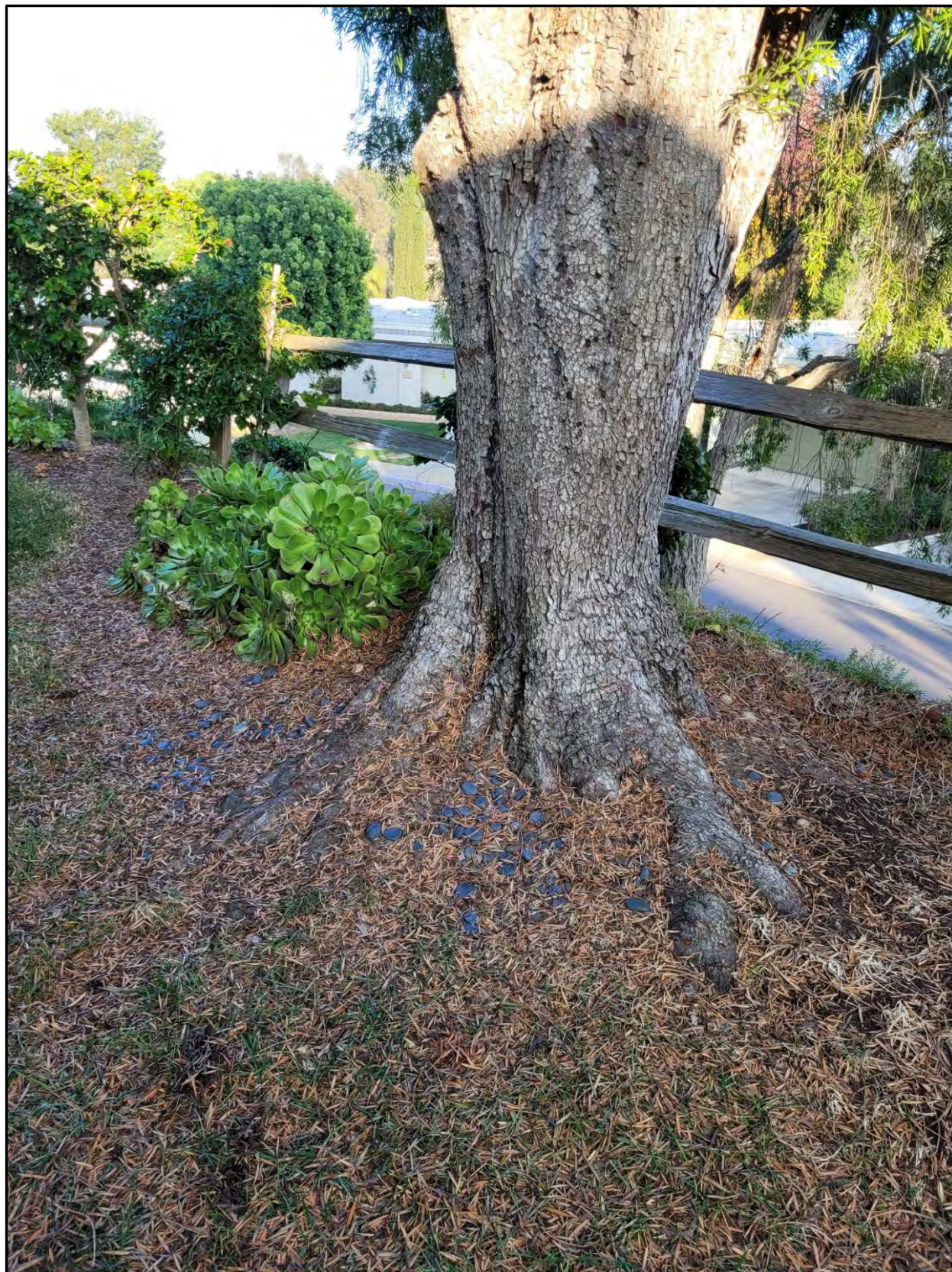
Attachment 2
Tree A



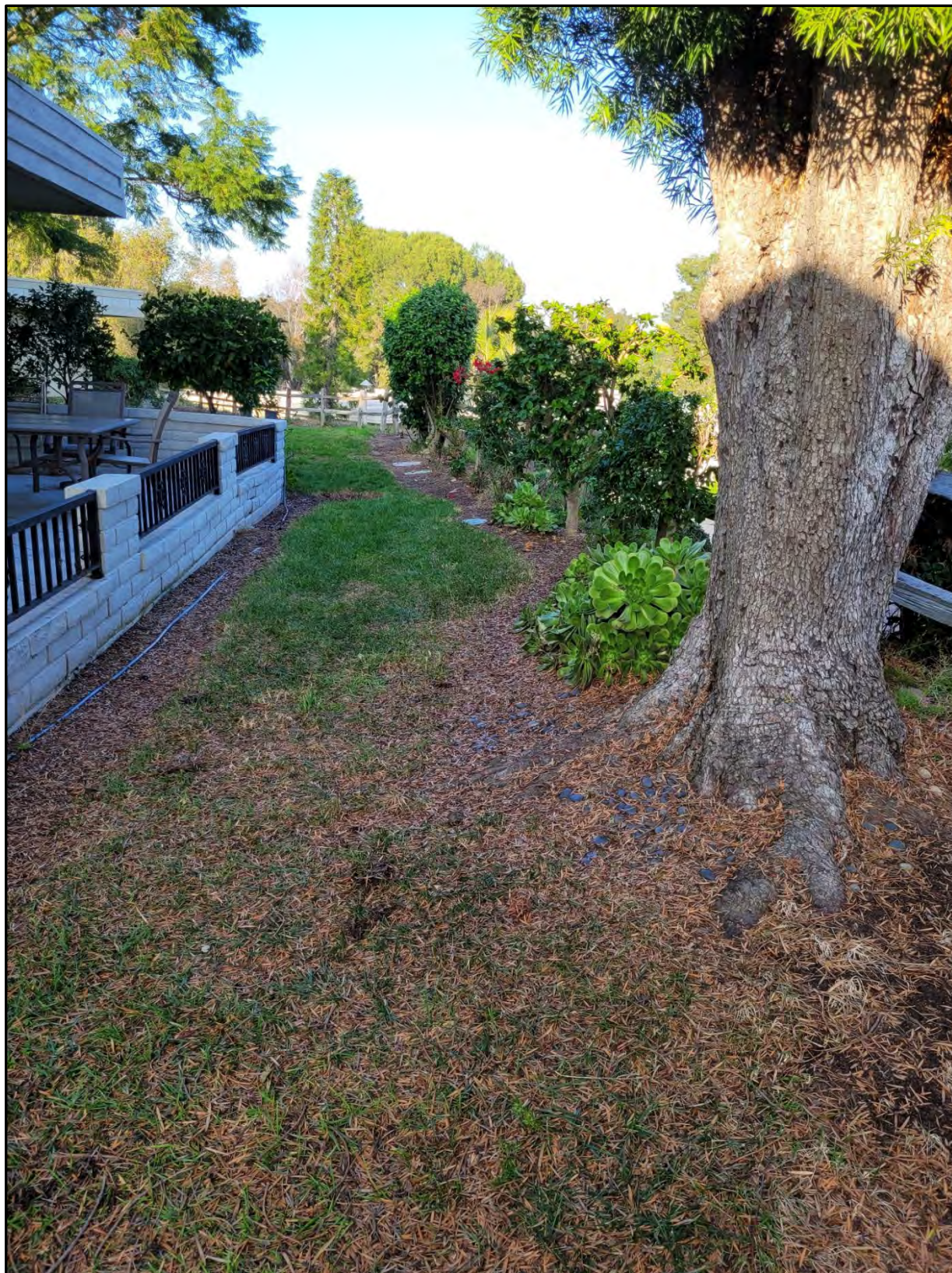
Tree A



Tree A



Tree A



Tree A



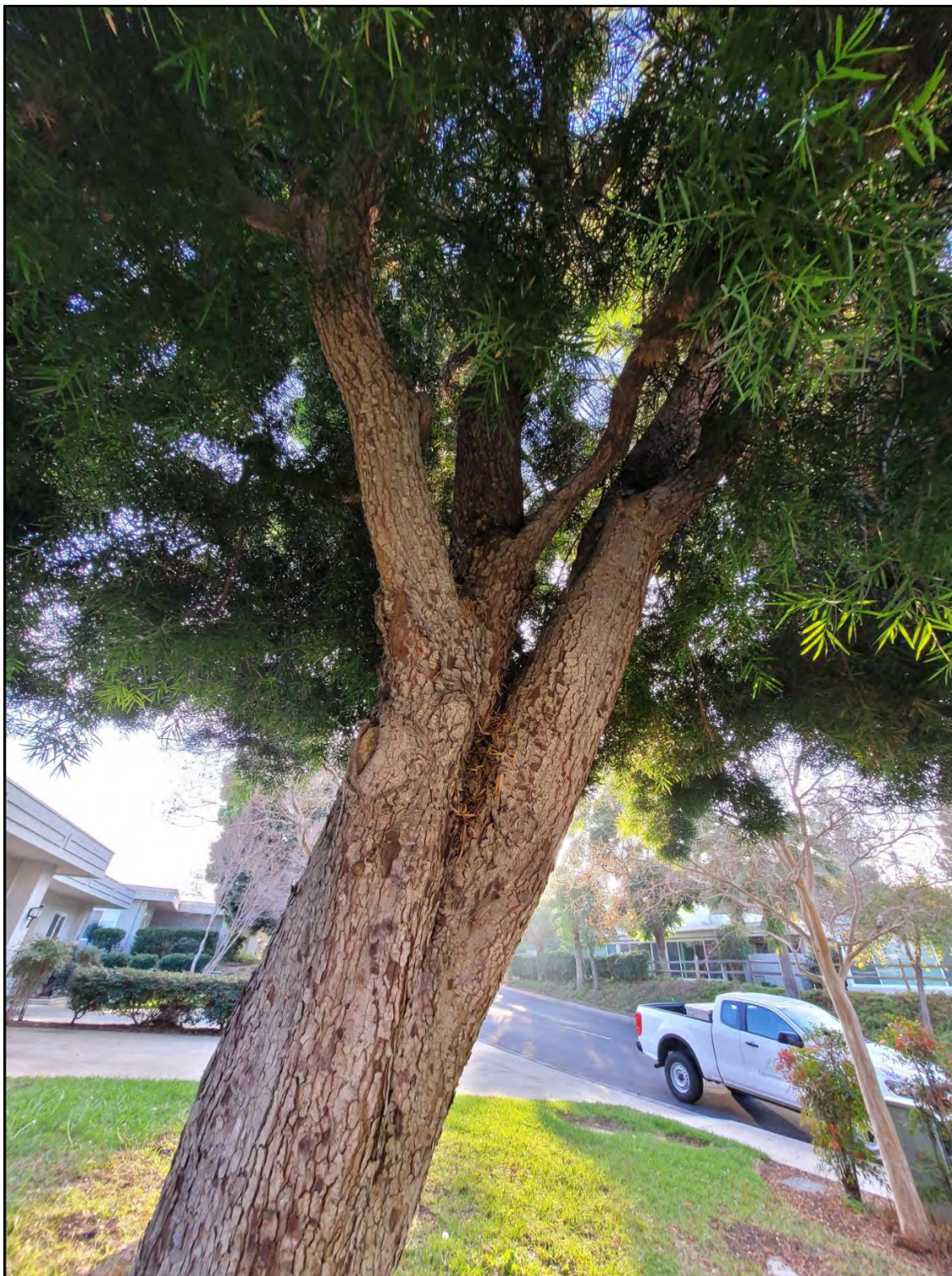
Tree B



Tree B



Tree B



Tree B



Tree B



Tree B



This page is intentionally left blank

Turf Reduction LRF Request from Stellar

Page #	Address	Street	LRF entered into system	Gate	Sq. Footage	Estimated Costs	Cost per Sq. Foot
2	3228-D	Via Carrizo	8/9/2022	7	150	\$638	\$4.25
3	3521-B	Bahia Blanca W	2/16/2023	9	260	\$1,105	\$4.25
4	2131-D	Via Puerta	3/10/2023	6	300	\$1,275	\$4.25
5	3186-C	Via Buena Vista	5/13/2023	7	300	\$1,275	\$4.25
6	5482-A	Paseo Del Lago E	8/9/2022	10	400	\$1,700	\$4.25
7	3248-P	San Amadeo	9/16/2022	9	550	\$2,338	\$4.25
8	5541-B	Avenida Sosiega	11/20/2023	9	700	\$2,975	\$4.25
10	3051-C	Via Serena S	11/30/2022	7	700	\$2,975	\$4.25
11	3359-N	Monte Hermoso	3/16/2023	10	750	\$3,188	\$4.25
14	3131-A-D	Via Serena	1/15/2024	8	1100	\$4,675	\$4.25
15	2131-H	Via Puerta	4/5/2023	6	1400	\$5,950	\$4.25
17	2350-C	Via Mariposa W	1/30/2023	6	1500	\$6,375	\$4.25
					Total	\$34,468	

Landscape Turf Reduction Candidate

3228-D Via Carrizo, Laguna Woods, CA, 92637

- Landscape Request Form on File: **YES**
- LRF Date Submitted: **8/9/2022**
- Work will be completed by : **Staff**
- Square Feet: **150 sq. ft.**
- Estimated Cost : **\$638**



Landscape Turf Reduction Candidate

3521-B Bahia Blanca W, Laguna Woods, CA, 92637

- Landscape Request Form on File: **YES**
- LRF Date Submitted: **2/16/2023**
- Work will be completed by : **Staff**
- Square Feet: **260 sq. ft.**
- Estimated Cost: **\$1,105**



Landscape Turf Reduction Candidate

2131-D Via Puerta, Laguna Woods, CA, 92637

- Landscape Request Form on File: **YES**
- LRF Date Submitted: **3/10/2023**
- Work will be completed by : **Staff**
- Square Feet: **300 sq. ft.**
- Estimated Cost : **\$1,275**



Landscape Turf Reduction Candidate

3186-C Via Buena Vista, Laguna Woods, CA, 92637

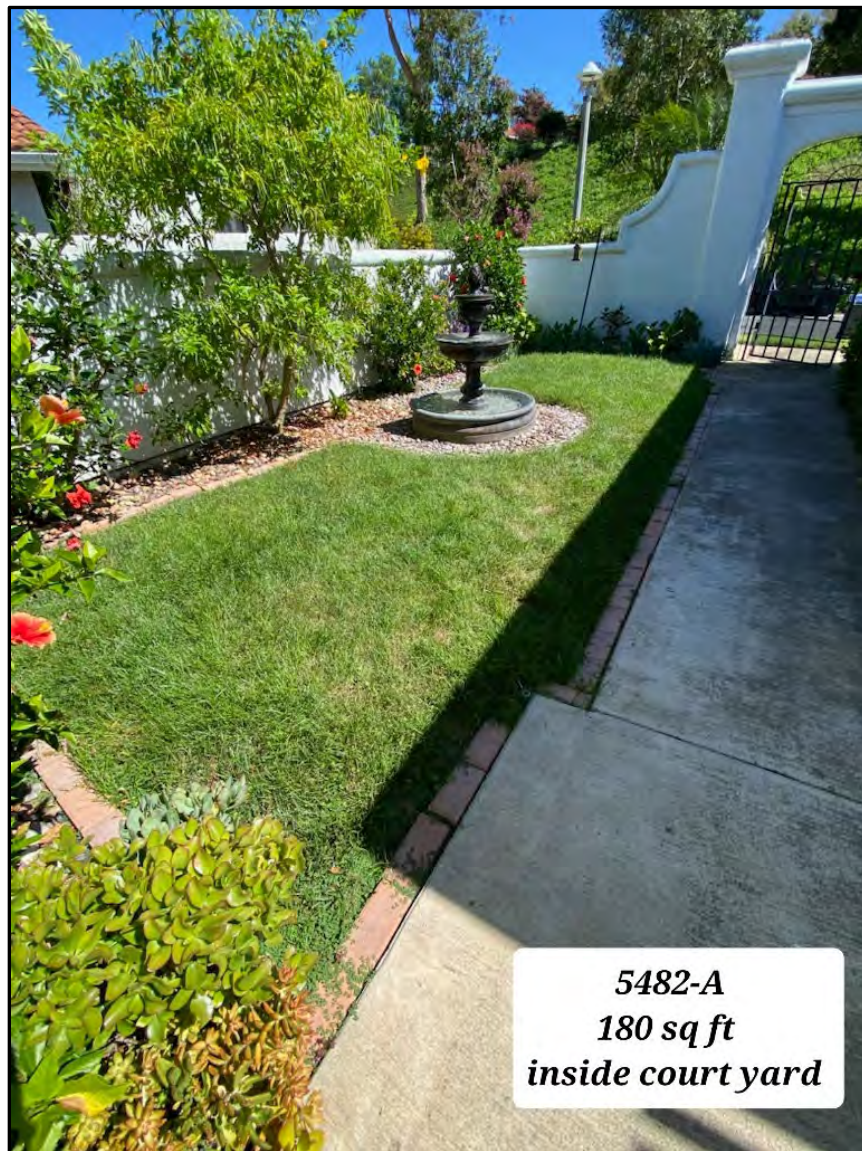
- Landscape Request Form on File: **YES**
- LRF Date Submitted: **5/13/2023**
- Work will be completed by : **Staff**
- Square Feet: **300 sq. ft.**
- Estimated Cost: **\$1,275**



Landscape Turf Reduction Candidate

5482-A Paseo Del Lago E, Laguna Woods, CA, 92637

- Landscape Request Form on File: **YES**
- LRF Date Submitted: **8/9/2022**
- Work will be completed by : **Staff**
- Square Feet: **400 sq. ft.**
- Estimated Cost : **\$1,700**



Landscape Turf Reduction Candidate

3248-P San Amadeo, Laguna Woods, CA, 92637

- Landscape Request Form on File: **YES**
- LRF Date Submitted: **9/16/2022**
- Work will be completed by : **Staff**
- Square Feet: **550 sq. ft.**
- Estimated Cost: **\$2,338**



Landscape Turf Reduction Candidate

5541-B Avenida Sosiega, Laguna Woods, CA, 92637

- Landscape Request Form on File: **YES**
- LRF Date Submitted: **11/20/2023**
- Work will be completed by : **Staff**
- Square Feet: **700 sq. ft.**
- Estimated Cost : **\$2,975**



Landscape Turf Reduction Candidate



Landscape Turf Reduction Candidate

3051-C Via Serena S, Laguna Woods, CA, 92637

- Landscape Request Form on File: **YES**
- LRF Date Submitted: **11/30/2022**
- Work will be completed by : **Staff**
- Square Feet: **700 sq ft.**
- Estimated Cost: **\$2,975**



Landscape Turf Reduction Candidate

3359-N Monte Hermoso, Laguna Woods, CA, 92637

- Landscape Request Form on File: **YES**
- LRF Date Submitted: **3/16/2023**
- Work will be completed by : **Staff**
- Square Feet: **750 sq. ft**
- Estimated Cost : **\$3,188**



Landscape Turf Reduction Candidate



Landscape Turf Reduction Candidate



Landscape Turf Reduction Candidate

3131-A-D Via Serena, Laguna Woods, CA, 92637

- Landscape Request Form on File: **YES**
- LRF Date Submitted: **1/15/2024**
- Work will be completed by : **Staff**
- Square Feet: **1100 sq. ft.**
- Estimated Cost : **\$4,675**



Landscape Turf Reduction Candidate

2131-H Via Puerta, Laguna Woods, CA, 92637

- Landscape Request Form on File: **YES**
- LRF Date Submitted: **4/5/2023**
- Work will be completed by : **Staff**
- Square Feet: **1400 sq. ft.**
- Estimated Cost : **\$5,950**



Landscape Turf Reduction Candidate



2131-H
1400 sqr feet

Landscape Turf Reduction Candidate

2350-C Via Mariposa W, Laguna Woods, CA, 92637

- Landscape Request Form on File: **YES**
- LRF Date Submitted: **1/30/2023**
- Work will be completed by : **Staff**
- Square Feet: **1500 sq. ft.**
- Estimated Cost : **\$6,375**



Landscape Turf Reduction Candidate



ENGINEER'S ESTIMATE
BAHIA BLANCA WEST (PARK SITE 1)
City of Laguna Woods Village

Schedule

January 9th 2024

Project Area
SF: 36,401.00
Acres: 0.84
Cost per Acre: \$ 2,280,874

A. SITE CLEARING, EARTHWORK AND GRADING, STORMWATER FACILITIES

	Description	Qty	Unit	Cost per Unit	Total
	Mobilization and Demobilization	1	LS	\$90,000.00	\$90,000.00
	Site Clearing				
	Clear and Grub Existing Landscape/Planting Area including trees under 9" dia.	36,401	SF	\$1.00	\$36,401.00
	Tree Protection and Watering (2)	1	LS	\$2,000.00	\$2,000.00
	Dust Control	1	LS	\$10,000.00	\$10,000.00
	Best Management Practices	1	LS	\$2,000.00	\$2,000.00
	Earthwork and Grading				
	Imports	1	LS	\$20,000.00	\$20,000.00
	Exports	1	LS	\$30,000.00	\$30,000.00
	Sanitary Sewer Utilities				
	Drain Inlet	1	LS	\$2,000.00	\$2,000.00
	Connect to Existing Sewer	1	LS	\$20,000.00	\$20,000.00
	Bio-retention	1	LS	\$100,000.00	\$100,000.00
				A. Total	\$312,401.00

B. PAVEMENTS, WALLS & FENCING

Key	Description	Qty	Unit	Cost per Unit	Total
	PCC Paving, Stair, Ramps, and Surfacing				
	Natural Grey PCC Pedestrian Pavement (4" thk)	5,582	SF	\$24.00	\$133,968.00
	PCC Stairs	132	SF	\$100.00	\$13,200.00
	Rustic "Large Timber" Step Face	156	LF	\$50.00	\$7,800.00
	12x24 Paver	1,193	SF	\$35.00	\$41,755.00
	Stabilized Decomposed Granite Walking Path	4,120	SF	\$4.00	\$16,480.00
	Curbs				
	8" Wide Maintenance Band	1,065	LF	\$35.00	\$37,275.00
	Walls				
-	C.I.P. Wall (Height varies min. 12" - max. 42")	637	LF	\$200	\$127,400.00
-	C.I.P. Retaining Wall (48" High, Natural Stone Finish w/ Precast Wall Cap)	53	LF	\$400	\$21,200.00
-	Seatwall, Natural Stone Finish w/ Precast Cap	170	LF	\$250	\$42,500.00
-	Column (1'-3" x 2'-5")	11	LF	\$5,000	\$55,000.00
	Rails				
-	Handrail @ Stairs	92	LF	\$250	\$23,000.00
-	Fence, Post Fence, and Metal Screen				
-	Barrier - 42" high	54	LF	\$165	\$8,910.00
				B. Total	\$528,488.00

C. SPORTS EQUIPMENT

	Description	Qty	Unit	Cost per Unit	Total
-	Sports Hardcourt (Shuffleboard Court)	615	SF	\$40.00	\$24,600.00
				C. Total	\$24,600.00

D. SITE FURNISHINGS

Key	Description	Qty	Unit	Cost per Unit	Total
-	In-ground Precast Bollard - 18" sq.	3	EA	\$2,500.00	\$7,500.00
-	Café Table w/ Integrated Game Board w/3 Benches (Accessible)	2	EA	\$4,000.00	\$8,000.00
-	Precast Block Bench 4' Long	6	EA	\$3,000.00	\$18,000.00
-	Park Bench with Backrest	4	EA	\$3,500.00	\$14,000.00

-	Metal Gazebo	3	EA	\$150,000.00	\$450,000.00
				D. Total	\$497,500.00
E. LANDSCAPE AND IRRIGATION					
	Description	Qty	Unit	Cost per Unit	Total
-	Soil Prep and Fine Grading + Weed Abatement	21,170	SF	\$0.75	\$15,877.50
-	Irrigation	1	LS	\$175,000.00	\$175,000.00
-	Tree 36" (Olive Tree & Shade Tree)	43	EA	\$1,750.00	\$75,250.00
-	Tree 24" (Italian Cypress)	31	EA	\$700.00	\$21,700.00
-	Shrubs #1	2,380	EA	\$25.00	\$59,500.00
-	Shrubs #5	1,190	EA	\$50.00	\$59,500.00
-	Shrubs #15	168	EA	\$175.00	\$29,400.00
-	Erosion Control Seed (During construction)	1	LS	\$20,000.00	\$20,000.00
-	Wood Mulch 2" Layer	85	CY	\$80.00	\$6,800.00
-	Turf from Sod	7,500	SF	\$2.00	\$15,000.00
-	Thinning and pruning existing trees (2 Trees)	1	LS	\$15,000.00	\$15,000.00
-	Ninety Day Maintenance	1	LS	\$50,000.00	\$50,000.00
				E. Total	\$543,027.50
Total Construction Items					\$1,906,017
Contingency & Escalation Estimate (15% of construction estimate)					\$285,902
Construction Budget Estimate					\$2,191,919

ENGINEER'S ESTIMATE
BAHIA BLANCA WEST (PARK SITE 2)
City of Laguna Woods Village

Schedule
January 9th 2024

Project Area
SF: 19,866.00
Acres: 0.46
Cost per Acre: \$ 1,980,124

A. SITE CLEARING, EARTHWORK AND GRADING, STORMWATER FACILITIES

	Description	Qty	Unit	Cost per Unit	Total
	Mobilization and Demobilization	1	LS	\$50,000.00	\$50,000.00
	Site Clearing				
	Remove Existing Curb and Parking Striping	1	LS	\$1,500.00	\$1,500.00
	Dust Control	1	LS	\$10,000.00	\$10,000.00
	Best Management Practices	1	LS	\$10,000.00	\$10,000.00
	Clear and Grub Existing Landscape/Planting Area including trees under 9" dia.	19,866	SF	\$1.00	\$19,866.00
	Tree Protection and Watering (10)	1	LS	\$2,000.00	\$2,000.00
	Earthwork and Grading				
	Imports	1	LS	\$20,000.00	\$20,000.00
	Exports	1	LS	\$30,000.00	\$30,000.00
	Sanitary Sewer Utilities				
	Drain Inlet	1	LS	\$2,000.00	\$2,000.00
	Connect to Existing Sewer	1	LS	\$20,000.00	\$20,000.00
	Bio-retention	1	LS	\$60,000.00	\$60,000.00
				A. Total	\$225,366.00

B. PAVEMENTS, WALLS & FENCING

Key	Description	Qty	Unit	Cost per Unit	Total
	PCC Paving, Stair, Ramps, and Surfacing				
	Natural Grey PCC Pedestrian Pavement (4" thk)	1,265	SF	\$24.00	\$30,360.00
	Wood Pedestrian Bridge	1	LS	\$20,000.00	\$20,000.00
	Stabilized Decomposed Granite Walking Path	2,812	SF	\$4.00	\$11,248.00
	Striping, ADA Markings and Signage				
	Striping	1	LS	\$1,000.00	\$1,000.00
	ADA Markings	1	LS	\$250.00	\$250.00
	ADA Parking Lot Signs	1	LS	\$800.00	\$800.00
	Curbs				
	8" PCC Curb	1,140	LF	\$35.00	\$39,900.00
	PCC Curb @ Parking Lot	335	LF	\$35.00	\$11,725.00
	Walls				
	Precast Tree Planter	1	EA	\$50,000	\$50,000.00
-	Rails				
-	Handrail @ Bridge	24	LF	\$250	\$6,000.00
				B. Total	\$171,283.00

C. SITE FURNISHINGS

Key	Description	Qty	Unit	Cost per Unit	Total
-----	-------------	-----	------	---------------	-------

-	Bench	3	EA	\$3,500.00	\$10,500.00
	Picnic Table	2	EA	\$5,500.00	\$11,000.00
-	Precast Parking Stop	5	EA	\$800.00	\$4,000.00
				C. Total	\$25,500.00
D. LANDSCAPE AND IRRIGATION					
	Description	Qty	Unit	Cost per Unit	Total
-	Soil Prep and Fine Grading + Weed Abatement	13,070	SF	\$0.75	\$9,802.50
-	Irrigation	1	LS	\$220,000.00	\$220,000.00
-	Tree 36"	9	EA	\$1,750.00	\$15,750.00
-	Shrubs #1	2,275	EA	\$25.00	\$56,875.00
-	Shrubs #5	1183	EA	\$50.00	\$59,150.00
-	Shrubs #15	168	EA	\$175.00	\$29,400.00
-	Wood Mulch 2" deep	81	CY	\$80.00	\$6,480.00
	4-8" Rock Mulch 2" deep	1,830	SF	\$15.00	\$27,450.00
	Landscape Boulder (2')	60	EA	\$300.00	\$18,000.00
	Landscape Boulder (4')	20	EA	\$600.00	\$12,000.00
-	Thinning and pruning existing trees (10)	1	LS	\$20,000.00	\$20,000.00
-	90-Day Maintenance	1	LS	\$6,000.00	\$6,000.00
				D. Total	\$480,907.50
Total Construction Items					\$903,057
Contingency & Escalation Estimate (15% of construction estimate)					\$135,458
Construction Budget Estimate					\$1,038,515



LEGEND

- PARK IMPROVEMENT AREA: 36,500 SF
- KEY - DESCRIPTION
- 1 - PAVED WALKWAY, 6' WIDE, MAX. 5% SLOPE, ADA COMPLIANT
 - 2 - EXISTING SIDEWALK, PROTECT-IN-PLACE
 - 3 - OPEN LAWN, SPACE FOR PICNICS
 - 4 - ACTIVITY "HARDCOURT" SPACE - OPPORTUNITY FOR SHUFFLEBOARD / BOCCIE BALL / TABLE TENNIS
 - 5 - WALL - HEIGHT VARIES (MIN. 12" - MAX. 42" H)
 - 6 - SEATWALL, NATURAL STONE FINISH, w/ PRECAST CAP
 - 7 - COLUMN
 - 8 - GAZEBO w/ SEATING (3 PLACES)
 - 9 - PARK BENCH w/ BACKREST
 - 10 - CAFE TABLE w/ INTEGRATED GAME BOARD
 - 11 - PRECAST BLOCK BENCH, 4' LONG
 - 12 - PRECAST BOLLARD, 18" SQ.
 - 13 - STAIRS
 - 14 - ENHANCED PAVING - ARCHITECTURAL PAVERS (12" X 24")
 - 15 - RUSTIC "LARGE TIMBER" STEPS w/ DECOMPOSED GRANITE TREADS
 - 16 - WALKING PATH, 4' WIDE, w/ STABILIZED DECOMPOSED GRANITE
 - 17 - CONCRETE HEADER (8')
 - 18 - BARRIER - 42" HIGH
 - 19 - WALL, 48" HIGH, NATURAL STONE FINISH, w/ PRECAST WALL CAP

PROPOSED PLANTINGS

SYMBOL	KEY	DESCRIPTION
	T-1	OLIVE TREE (TO CREATE APPEARANCE OF TREE GROVE)
	T-2	ITALIAN CYPRESS
	T-3	PROPOSED TREE
	T-4	EXISTING TREE (PROTECT-IN-PLACE)
	GC-1	LAWN, MOWABLE (7,500 SF)
	GC-2	LOW SPREADING GROUNDCOVER (12'-36" HIGH)
	GC-3	ORNAMENTAL GRASSES, NON-MOWABLE
	GC-4	LOW SPREADING GROUND COVER (12'-36" HIGH)
	GC-5	LOW SPREADING GROUND COVER (12'-36" HIGH)

PARK SITE 1 - CONCEPT

BAHIA BLANCA PARKS

CITY OF LAGUNA WOODS



LEGEND

- PARK IMPROVEMENT AREA: 36,500 SF
- | KEY | DESCRIPTION |
|-----|--|
| 1 | NEW CONCRETE PAVING |
| 2 | EXISTING SIDEWALK (PROTECT-IN-PLACE) |
| 3 | DRAIN INLET, LOW POINT - CONNECT OF STORM DRAIN SYSTEM |
| 4 | PRECAST TREE PLANTER |
| 5 | PICNIC TABLE (2 PLACES) |
| 6 | PARK BENCH (3 PLACES) |
| 7 | BRIDGE |
| 8 | DECOMPOSED GRANITE WALKING PATH, 5' WIDE |
| 9 | CONCRETE HEADER (8") |
| 10 | SWALE, ENHANCED W/ RIVER ROCK |
| 11 | WOOD MULCH |
| 12 | ROCK MULCH (SIZE: 4"-8") |

PROPOSED PLANTINGS

SYMBOL	KEY	DESCRIPTION
	T-1	PROPOSED TREE
	T-2	EXISTING TREE TO REMAIN
	SH-1	EVERGREEN SHRUB HEDGE / SCREEN (6'-10' HIGH)
	SH-2	ORNAMENTAL GRASSES & LOW GROUND COVER
	GC-1	GROUND COVER - LOW & SPREADING (12"-30" HIGH)