



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

**Monday, May 22, 2023 – 1:30 p.m.  
BOARD ROOM/VIRTUAL  
Laguna Woods Village  
24351 El Toro Road, Laguna Woods, CA**

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

1. *Join in-person in the Community Center Board Room*
2. *Join the Zoom meeting at <https://zoom.us/j/93131082872>. Please raise your “Virtual Hand” during the agenda item you wish to speak to.*
  - *If you have a comment regarding a topic that is **not** on the agenda, please raise your “Virtual Hand” during the “Member Comments” agenda item.*
3. *Via email to [meeting@vmsinc.org](mailto:meeting@vmsinc.org) any time before the meeting is scheduled and before the agenda item you wish to speak to during the meeting. Please use the name United Mutual Landscape Committee in the subject line of the email. Name and unit number must be included.*

*FYI: All landscaping rules and regulations may be found in the United Landscape Manual on the Village website: <https://www.lagunawoodsvillage.com/documents/view/United-Landscape-Maintenance-Manual-Updated-June-2020.pdf?v=1597776227>*

**AGENDA**

1. Call Meeting to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of the Meeting Report for April 24, 2023
5. Remarks of the Chair
6. Department Head Update
  - a. Project Log
  - b. Water Use Comparison Graph
7. Member Comments (Items Not on the Agenda)

8. Response to Member Comments

Items for Discussion and Consideration

9. Tree Removal Request – 118-U Via Estrada

Concluding Business

10. Committee Member Comments

11. Date of Next Meeting – June 26, 2023 at 1:30 p.m.

12. Adjournment

Diane Casey, Chair  
Kurt Wiemann, Staff Officer  
Jayanna Abolmoloki, Landscape Administrative Assistant  
Telephone: 949-268-2565

\*A quorum of the United Board, or more, may also be present at the meeting.



**OPEN MEETING**

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

**Monday, April 24, 2023 – 1:30 P.M.  
BOARD ROOM/VIRTUAL MEETING  
Laguna Woods Village Community Center Board Room  
24351 El Toro Road**

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Chair- Diane Casey, Sue Quam, Anthony Liberatore

**COMMITTEE MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Maggie Blackwell, Vu Chu, Juanita Skillman

**ADVISORS PRESENT:** Mary Sinclair, Ann Beltran

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

**1. Call to Order**

Chair Casey called the meeting to order at 1:30 p.m.

**2. Acknowledgment of Media**

No media were present.

**3. Approval of the Agenda**

Director Quam made a motion to approve the agenda. Director Liberatore seconded. The agenda was approved unanimously.

**4. Approval of the Meeting Report for November 28, 2022**

Director Quam made a motion to approve the report. The committee was in unanimous support.

**5. Chair's Remarks**

Chair Casey read a pre-written statement regarding the draft version of the Urban Forest Management Plan. Members made comments and asked questions.

## **6. Department Head Update**

### **6a. Project Log**

Mr. Wiemann discussed the provided project log in detail. Members made comments and asked questions.

### **6b. Water Use Comparison Graph**

Mr. Wiemann discussed the provided graph in detail. Members made comments and asked questions.

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

Topics included:

- Weeds
- Painters damaging landscaping

## **8. Response to Member Comments**

Mr. Wiemann and members of the committee responded to the member comment

### **Items for Discussion and Consideration**

## **9. Turf Reduction Projects Status Update**

Mr. Wiemann discussed the current status of the passive park project, along with the status of the approved locations list. Members made comments and asked questions.

### **Concluding Business**

## **11. Committee Member Comments**

Various comments were made.

## **12. Date of Next Meeting – May 22, 2023 at 1:30 p.m.**

## **13. Adjourned at 2:10 p.m.**



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Diane Casey, Chair

**United Mutual Landscape Project Log**

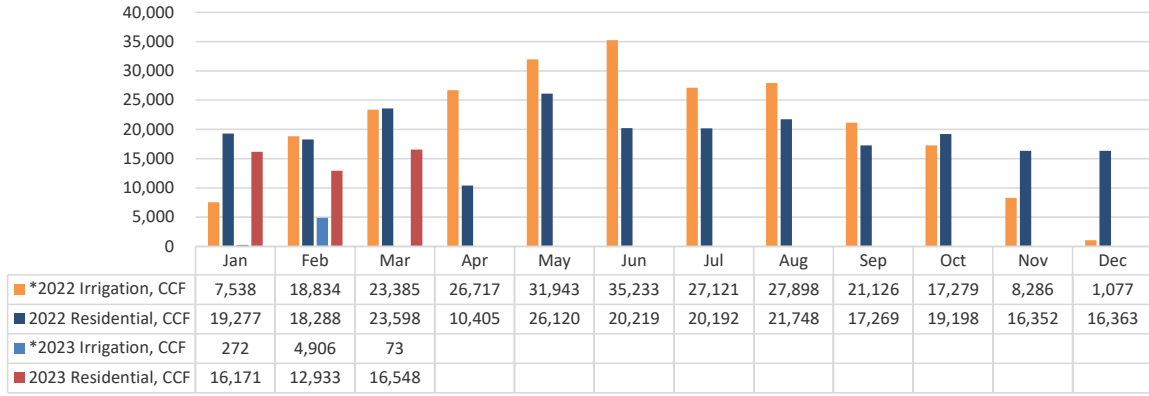
**May 22, 2023**

**2023 Reserve Fund Projects (As of 03/31/2023)**

Project	Work Unit	Description	Status	Contract Number	Estimated Completion	Completion	Budget	YTD*	Balance
Landscape Modification/Turf Reduction	510-Staff	Areas to eliminate inefficient maintenance and high water usage; replace with easier to maintain/water efficient landscape with low water use irrigation.	Work on locations approved by Committee in process; expected completion 8/1/23	n/a	Annual	22.45%	\$ 177,744	\$39,898	\$ 137,846
	540-Staff		Work scheduled for Fall 2023	n/a	Annual	16.73%	\$ 24,985	\$ 4,179	\$ 20,806
	Contracted		Work started 5/8/2023; estimated completion 7/26/23	P100011800	7/26/2023	3.69%	\$ 189,480	\$ 7,000	\$ 182,480
Slope Renovation/Maintenance	Mission Landscape	Annual cutting back and removal of vegetation on slopes. Maintenance thereafter.	In progress, on schedule.	MIS106-2201-01	Annual	30.24%	\$ 73,913	\$ 22,348	\$ 51,565
Tree Maintenance	Great Scott Tree Services, Inc.	The annual program a combination of contracted work and in-house staff, working on a 5 year species-based trim cycle. Contractor performs mainly scheduled annual maintenance and isolated removals. Staff crew focuses on customer service.	Contracted tree crews trimmed 1,973 trees and removed 5 trees.	P100011261	Annual	83.02%	\$ 531,146	\$ 440,949	\$ 90,197
	In-House Tree Crew		As of March 31, 2023, the in-house crew trimmed 47 trees and removed 20 trees.	n/a	Annual	15.32%	\$ 395,240	\$ 60,564	\$ 334,676

\*Completion based upon invoices received to-date; 05/12/2023

## United Mutual - Water Consumption 2022-2023 Trends



\*Estimated Irrigation Usage