



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

**Monday, November 28, 2022 – 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 October 24, 2022
5. Remarks of the Chair

6. Department Head Update
  - a. Project Log
  - b. Water Use Comparison Graph
  - c. Turf Reduction Update
  - d. Canary Island Pine Tree Trimming Presentation
7. Member Comments (Items Not on the Agenda)
8. Response to Member Comments

Items for Discussion and Consideration

9. Reminder: December Meeting Cancelled

Concluding Business

10. Committee Member Comments
11. Date of Next Meeting – January 23, 2023 at 1:30 p.m.
12. Adjournment

Maggie Blackwell, 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, October 24, 2022 – 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, Maggie Blackwell, Lenny Ross

**COMMITTEE MEMBERS ABSENT:** None.

**OTHERS PRESENT:** None.

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

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

**1. Call to Order**

Chair Casey called the meeting to order at 1:31 p.m.

**2. Acknowledgment of Media**

No media were present.

**3. Approval of the Agenda**

Director Ross made a motion to approve the agenda. Director Blackwell seconded. The agenda was approved unanimously.

**4. Approval of the Meeting Report for September 26, 2022**

Director Ross made a motion to approve the report. Director Blackwell seconded. The committee was in unanimous support.

**5. Chair's Remarks**

Director Casey stated that the Tree Ad Hoc Committee had a great meeting on October 20, 2022, that included a bus tour to see a tree in distress, the mulch yard, and the nursery.

## **6. Department Head Update**

Mr. Wiemann explained items on the project log in detail. Mr. Wiemann also reviewed the Water Use Comparison Graph with the committee.

Members made comments and asked questions.

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

Topics included:

- Requests for further landscaping in the area of Building 2189
- Zoom chat issue
- Removal of plant debris after the cleaning of roofs

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

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

## **9. Turf Reduction Update**

A section of non-functional turf adjacent to building 695 was approved by the Committee several months ago; a landscape architect has provided two different options for the design of the passive park.

Director Blackwell made a motion to approve design concept number two. Director Ross seconded the motion. The motion passed unanimously.

## **10. Gate 1 Planting Renovation Update**

Mr. Wiemann informed the committee that this project should begin on Friday. Mr. Wiemann explained the concept for this renovation, including the specific types of trees that will be planted.

## **11. Tree Removal Request: 82-A Calle Aragon – One Canary Island Pine Tree**

Director Blackwell made a motion to accept staff recommendation to approve the removal of one Canary Island Pine tree. Director Ross seconded. The committee was in unanimous support.

## **12. Tree Removal Request: 463-N Avenida Sevilla – One Brazilian Pepper Tree**

Director Blackwell made a motion to accept staff recommendation to approve the removal of one Brazilian Pepper tree. Director Ross seconded. The committee was in unanimous support.

Concluding Business:

**13. Committee Member Comments**

Various comments were made.

**14. Date of Next Meeting – Monday, November 28, 2022 at 1:30 p.m.**

**15. Recess at 2:27 p.m. for a special closed session meeting.**

  
Diane Casey (Nov 3, 2022 15:10 MDT)

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Diane Casey, Chair

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**United Mutual Landscape Project Log**  
**November 28, 2022**  
**2022 Reserve Fund Projects (As of 10/31/2022)**

Project	Work Unit	Description	Status	Contract Number	Estimated Completion	Completion	Budget	YTD*	Balance
Landscape Modification/Turf Reduction	Staff	Areas to eliminate inefficient maintenance and high water usage; replace with easier to maintain/water efficient landscape with low water use irrigation.	On-going annual project using in-house crews.	n/a	Annual	39.28%	\$ 374,958	\$ 147,299	\$ 227,659
	Staff	Replacement of plant material that is beyond it's useful life. Renovation of shrub beds adjacent to buildings.	Project locations were presented to Committee and approved on February 10, 2022. Location under design. (In-House expenses as of 09/30/2022)	n/a	Annual	32.10%	\$ 26,078	\$ 8,371	\$ 17,707
Slope Renovation/Maintenance	Mission Landscape	Annual cutting back and removal of vegetation on slopes. Maintenance thereafter.	In progress, on schedule.	MIS106-2201-00	Annual	70.15%	\$ 85,847	\$ 60,220	\$ 25,627
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 firm cycle. Contractor performs mainly scheduled annual maintenance and isolated removals. Staff crew focuses on customer service.	Contracted tree crews trimmed 2,616 trees, removed 21, and planted 14 trees.	P100009780	Annual	86.54%	\$ 590,000	\$ 510,582	\$ 79,418
	In-House Tree Crew		As of October 31, 2022, the in-house crew trimmed 389 trees, removed 62 and planted 5 trees.	n/a		84.32%	\$ 357,657	\$ 301,579	\$ 56,078

\*Completion based upon invoices received to-date; 10/31/2022