

Highlands Board of Directors Special Meeting Minutes
June 24, 2026, at 6:00 PM Zoom Meeting
Draft Minutes

1. Housekeeping – (Frank): 6:00 pm

- a. Board Members Present (quorum): Frank, Josiah, Ariel, Wayne, Shaun
- b. Units present: 113, 155 Claudia, dleav, John Haskins, 125 Andrea, 419 Katie, 308 Howard, Cheryl, Cheri, Eleanor,
- c. Others present: Seth Bailey, Bailey Tree Group
- d. Proof of Notice of Meeting or Waiver of Notice

2. Tree Removal (Frank)

- a. Frank began the discussion by saying that the meeting is being held to discuss one tree that might need to be removed and more broadly to discuss a plan for defensible space. Della described that the tree in question is between the buildings 101-108 and 109-116. **Motion:** Shaun moved approval of removing the tree that is leaning, located next to 109. Ariel seconded. Della reminded everyone that the Board had already approved funding for some tree removals proposed by Bailey Tree Group on 5/7/2026. Discussion followed as to whether the tree is currently dead. Howard noted that it is easier to take down live trees than dead trees. Cheryl said that trees can have leaves and still be dangerous. Josiah asked if we had received a quote on taking down the tree. Della believes that the estimate of \$1,300 that we received for a tree would probably be the cost of this one. Frank suggested that Shaun amend her motion to add a cost limit for removal. Shaun amended her earlier motion to set a limit of \$1,500 to remove the leaning tree. There was no second on the amendment. The original motion was voted on. Motion failed, Shaun voting yes, Ariel abstain, Josiah no, Wayne abstain. Seth Bailey joined the meeting. He stated that the tree in question is suffering from an infection that will eventually kill it, and makes it more susceptible to wind throw. He said that there are two trees in the same area between 108 and 109 that have the same infection, one is leaning. Seth said that he had asked that the Board deliberate on it because the trees look perfectly healthy and are not dead, but both contain the fungus. He said that he could fell both trees down the hill, with a price of \$3,000 for both trees. Seth recommended that both trees should come down at the same time. Seth will come tomorrow to take a core sample to ascertain whether he can see how advanced the decay is in the trees. **Motion:** Josiah moved that, if after Seth takes the core samples he notices an immediate problem, we remove both trees with a cost of up to \$4,000. Ariel seconded the motion. Josiah yes, Ariel yes, Shaun abstain, Wayne abstain. Frank suggested that the Board get more information and take action at a later date.

3. Defensible Space Planning (Frank)

- a. Della said that the building inspection found that several buildings have encroaching shrubbery that does not give the buildings breathable space and is causing damage. Seth's suggestion was that we pull back any shrubbery or trees to 12", without removing living plants, but that new shrubbery or trees planted must be at least 15' from the buildings. Della mentioned that hoses will be put out. Seth would charge \$85 an hour for 20 hours per building. Howell will also begin working on the pruning. She said that the volunteer committee could help with the work, and that there are 13 buildings left to work on. Frank mentioned the possibility of raising the canopy over the buildings. Wayne mentioned that there are some established plants, such as wisteria, that cannot be pruned back to 12" and he would like to see them transplanted in the fall. Howard mentioned the fire risks from debris and material in the gutters. Frank said that he would like to see staff and volunteers work to clean up wood storage, debris and any other risks. Della said that Seth and Howell will work from a safety first list. He said that Grass Roots has been out working on the grass. **Motion:** Josiah moved, Ariel seconded that Seth and Howell begin to build a defensible barrier to 12", without removing any live plants. Motion passed Josiah, Ariel and Shaun voting yes (3), Wayne abstained.

4. Meeting adjourned: 7:13 pm