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**2016/2017 SPECIAL BOARD MEETING OF THE
HERITAGE RANCH OWNERS' ASSOCIATION
BOARD OF DIRECTORS**

CORRECTED A G E N D A*

DATE: May 19, 2017

TIME: Executive Session at 4:00 p.m. Open Meeting at 6:00 p.m.

PLACE: Recreation Barn

DIRECTORS: Al Goodwin, Kris Barker, Valerie Tingley, John Martin, Dan Burgess

CALL TO ORDER

ROLL CALL (to establish a quorum)

**APPROVE/DISAPPROVE CONVENING TO EXECUTIVE SESSION TO DELIBERATE ON MATTERS
ITEMIZED ON THIS AGENDA**

ANNOUNCEMENT OF ITEMS THAT WILL BE DISCUSSED IN EXECUTIVE SESSION

EXECUTIVE CONSENT AGENDA ITEMS

1. Approve/Disapprove minutes of the Executive Meeting of the HROA Board of Directors held on April 21, 2017.
2. Approve/Disapprove minutes of the Executive Meeting of the HROA Board of Directors held on May 5, 2017.

EXECUTIVE BUSINESS TO BE CONDUCTED

3. Appeals
4. Personnel

* Two changes in **BLUE**: Items 7 (pg. 2) and 14 (pg. 4)

5. Contracts

6. Legal

ADJOURN CLOSED SESSION

RECONVENE IN OPEN SESSION AND ANNOUNCE ANY CLOSED SESSION ACTION

(Estimated time to be 6:00 p.m.)

PLEDGE OF ALLEGIANCE

MEMBER COMMENTS: All members are invited to speak on non-agenda items at this time. Each speaker will be limited to three (3) minutes with a maximum speaking period of thirty (30) minutes. Please raise your hand to be recognized by the Chairperson, at which time you should step forward and state your name, lot and tract #.

OPEN MEETING CONSENT AGENDA ITEMS

7. Approve/Disapprove minutes of the [Special Third Quarter Meeting of the HROA Board of Directors held on April 21, 2017.](#)

BUSINESS TO BE CONDUCTED

MEMBER COMMENTS: Time will be allotted during the business portion of the meeting for member comments on agenda items. Each speaker will be limited to three (3) minutes with the Chairperson determining the duration of member comments on each agenda item. When the Chairperson calls for discussion from the floor, please raise your hand to be recognized by the Chairperson, at which time you should step forward and state your name, lot and tract #.

ANNOUNCEMENT ITEMS

Wildfire Prevention: Visit <http://www.readyforwildfire.org/Defensible-Space/> for more info.

- June 1 is the deadline for vacant lots to be mowed. Letters to lot owners have been mailed.
- Homeowners are responsible to manage vegetation on their lots year-round. CalFire and the Homeowners' Association are both charged with enforcing rules related to weed abatement. 83 verbal warnings were given in April and monetary penalties will be assessed.
- Heritage Ranch is working with CalFire and the Fire Safe Council to identify eligible areas and to obtain grants to create defensible spaces. Letters to affected homeowners have been mailed. The deadline for these members to clear vegetation to their property lines is June. 1

Neighborhood (Clean-up) Day is Friday, June 16 from 8 AM until noon or until the bins are full. Bins will be at the Rec Barn.

Mussel Inspections: Mussel Inspections will primarily be done at the Inspection Kiosk at the Marina and at the Main Gatehouse when the Kiosk is closed. Kiosk hours are posted on the website. Depending on available staffing, some inspections may be scheduled for the North Gate. Contact the Main Gatehouse at (805) 227-7648 for details.

As mentioned in the Herald, **homeowner association assessments** will remain the same in the 2017-18 fiscal year. The Annual “pro forma” budget and annual reports will be delivered to members by May 30, 2017.

Concert in the Park on Friday, June 23. Please note the start time is 6:30 not 6:00 PM. The band is Sound House.

Mussel Inspections: Mussel Inspections will primarily be done at the Inspection Kiosk at the Marina and at the Main Gatehouse when the Kiosk is closed. Kiosk hours are posted on the website. Depending on available staffing, some inspections may be scheduled for the North Gate. Contact the Main Gatehouse at (805) 227-7648 for details.

Payment coupon books will be mailed in June.

Board of Directors Election: There will be two seats to fill on the Heritage Ranch Board of Directors in the next election. The Candidate Nomination Period begins Monday, May 22, 2017 and ends Friday, June 16. We encourage members who would like to participate in Heritage Ranch governance to consider running for a 2-year term.

UNFINISHED BUSINESS

8. Approve/Disapprove expenditures from Operations to C&C Tree Service not to exceed \$43,650 for tree removal and reduction from common areas in several neighborhoods.
Streets near this work are: Heritage Road between Chaparral and Black Horse, between Sorrel and Old Wrangler, Valley Lane to Cascade, Cascade to Longview, North Fork, Wild Rice, Delany, Catalina and Shasta.
9. Approve/Disapprove expenditures for landscaping at the Memorial Garden not to exceed \$17,000.00 of which approximately \$5,000.00 will be paid from the Memorial Fund and the balance of approximately \$12,000.00 from Reserves. **Recommended by the Planning the Finance Committees.**
With approval, the Planning Committee will obtain two additional bids for this project and submit all bids at the June Board of Directors Meeting.
10. Acknowledge, by resolution, a payment from Reserves to Quinn Company in the amount of \$7,958.49 for Invoice #WO030038876 to repair the Caterpillar backhoe.
Work estimates were incremental as the repairs were performed. The Board approved expenditures not to exceed \$2,500 (November 18, 2016), not to exceed \$4,500 (January 20, 2017), and not to exceed \$1,000 (April 3, 2017).

NEW BUSINESS

11. Approve/Disapprove Pati Miller as a member of the Planning Committee. **Recommended by the Planning Committee.**
Mrs. Miller has attended three Planning Committee meetings.
12. Approve/Disapprove Paul Miller as a member of the Planning Committee. **Recommended by the Planning Committee.**
Mr. Miller has attended three Planning Committee meetings.

13. Approve/Disapprove changing annual fee for Private Boat Docks from \$150 to \$300 and amending the 2017-2018 Schedule of Fees approved on April 21, 2017. **Recommended by the Finance Committee.**
14. Approve/Disapprove conducting a membership vote to approve or disapprove the purchase of an additional 40 boat slips for \$239,308.45 through a loan from the Reserve fund with an estimated payback of no more than 11 years through fees collected for use plus **2% interest per year.**
Recommended by the Marina Committee.
Finance structure has been verified by the Finance Committee.
15. Approve/Disapprove policy for New Home Construction Deposit Money Retained on HROA Financials. **Recommended by AEC and Advisory Committees.**
16. Approve/Disapprove member voting by ballot and in person prior to the Annual Meeting to be held August 19, 2017 in accordance with HROA Bylaws.
Section 4. Manner of Casting Votes. (a) Voting at Membership Meetings. Voting at any membership meeting may be by voice or by ballot; provided that any election of directors shall be conducted by written ballot in accordance with Section 6 of this article, in addition to any other method of voting allowed under paragraph 4(e) below.
4(e) Optional Method of Voting. The Board may allow members the option to vote on any issue, including the election of directors, by ballot in person at the meeting, even where voting by written ballot has been approved (under paragraph 6(b) below) if the Board, by majority vote, has approved a motion to that effect prior to the mailing of the written ballot for that issue. (Amended September 23, 2000)

DISCUSSION

- A. Phil Humfrey, Director, Nacimiento Regional Water Management Advisory Committee (NRWMAC) will attend to discuss current issues including the Interlake Tunnel. Information about the Interlake Tunnel is available at: <http://nrwmac.org/our-story/current-projects/interlake-tunnel/>.
- B. 2017 Mussel Program Proposal – The Board will consider staff recommendations regarding incentives for self-inspectors to volunteer to do inspections for a small number of hours each season.
- C. Dan Turner, Executive Director of the Fire Safe Council and Dennis Javins, Fire Safe Council project coordinator will attend to present information about the June 1 deadline for weed abatement and their mission to mobilize Californians to protect their homes, communities and environment from wildfires.
- D. George DeSchryver, the independent contractor who is performing a security assessment for Heritage Ranch, will attend to provide information and to answer questions.

DIRECTORS COMMENTS / QUESTIONS / REQUESTS

This agenda item is for the Directors to ask any questions of staff they have for clarification; provide a reference to staff or other resources for factual information; request staff to report back to the body at a subsequent meeting concerning any matter; or direct staff to place a matter of business on a future agenda.

ADJOURN