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2130 Heritage Loop Road
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**2021/2022 SPECIAL BOARD MEETING
OF THE
HERITAGE RANCH OWNERS ASSOCIATION
BOARD OF DIRECTORS
AGENDA**

DATE: Thursday, September 23, 2021
TIME: Executive Session at 4:00 p.m.; Open Session at 6:00 p.m.
PLACE: Recreation Barn, 2555 Equestrian Road, Paso Robles, CA 93446
DIRECTORS: Valerie Tingley, Daniel Burgess, Doreen Marty, James Cogan, Daniel Conley

EXECUTIVE MEETING AGENDA

CALL TO ORDER

ROLL CALL (to establish quorum)

EXECUTIVE CONSENT AGENDA

1. Approve/Disapprove Minutes of the Executive Meeting of the HROA Board of Directors held on August 26, 2021.
2. Approve/Disapprove Minutes of the Special Executive Meeting of the HROA Board of Directors held on September 3, 2021.

EXECUTIVE BUSINESS TO BE CONDUCTED

3. Appeals
4. Member Discipline
5. Personnel
6. Contracts
7. Legal

RECESS/ADJOURN EXECUTIVE MEETING

OPEN MEETING AGENDA

CALL OPEN MEETING TO ORDER (Estimated time to be 6:00 p.m.)

ROLL CALL (to establish quorum)

PLEDGE OF ALLEGIANCE

PRESIDENT'S WELCOME AND EXECUTIVE MEETING SUMMARY

GUESTS AND SPECIAL PRESENTATIONS

Brandon Florentino, San Luis Obispo County Sheriff's Office

GENERAL MANAGER'S UPDATE

MEMBER COMMENT GUIDELINES

If you have a specific question for the Board of Directors and are unable to attend the in-person meeting at the Recreation Barn, please send it in advance of the meeting to tplatt@hroa.us.

Prior to coming to the podium to speak, each member is asked to complete a blue information card and give it to a board member. Please raise your hand to be recognized by the Chairperson, at which time you should step forward to the podium and state your name, lot and tract #. Each member will be limited to three (3) minutes with a maximum comment period of thirty (30) minutes.

MEMBER COMMENTS ON NON-AGENDA AND AGENDA ITEMS

OPEN MEETING CONSENT AGENDA (EXHIBIT A)

1. Consent Agenda - Exhibit A

NEW BUSINESS

2. Approve/Disapprove New Vehicle and Vessel Decal Design. Decal options include:
 - a. Reflective "Forever" decal, UV-resistant, with anti-fade ink.
 - b. Reflective "Forever" decal UV-resistant, with anti-fade ink and with an anti-theft (break-apart), holographic design. Aesthetically, this option is less appealing.
 - c. Both options are either "Forever" or renewed every 3-5 years, so this decal renewal period will be at the Board's direction.
 - d. RFID-style decals are cost-prohibitive and would require installation of new gate hardware at each of our seven (7) access gates.
 - e. All proposed decal options would retain the HROA Logo and the unique 5-digit decal number. Physical samples of proposed options will be presented at the meeting.
3. Approve/Disapprove Youth Livestock Center 2022 Pen Lease and Boarding Agreement.
4. Approve/Disapprove keeping Heritage Park Pool open after Sunday, September 26, 2021.

5. Approve/Disapprove a payment from Reserves to Avila Traffic Safety in an amount not to exceed \$18,950.00 for the installation of 550 lf of metal beam and post guard rail barrier to secure the noncompliant off-roading "Outlook" area alongside Heritage Loop Road. Recommended by Ranch Patrol and the Finance Committee.
 - a. The Association solicited bids from five (5) different traffic control/fence vendors. Three (3) of these vendors no-bid the project.
6. Approve/Disapprove to resume the 2021-22 Reserves projects that were put on hold when the major stormwater spillway project had to be addressed. The stormwater spillway and under-road drainage project projected started start date is not likely to occur during the 2021-22 fiscal year. Projects to resume include, but are not limited to the following:
 - a. Recreation Barn Interior Remodel
 - b. Tract 446 Roads Repair Project
 - c. Equestrian Center Hay Barn/Guest Barn refurbishment
 - d. Common Area Bathrooms Remodel
7. Approve/Disapprove the appointment of the 2021-22 Chairperson and Vice Chairperson for the Architectural & Environmental Control (AEC) Committee.

DISCUSSION

A. POOL FOCUS GROUP UPDATE

B. TOWN HALL MEETING – SATURDAY, OCTOBER 2, 2021 AT 10:00 AM

C. LANDMARK SIGNS REPAIR PROJECT UPDATE – GATEWAY DRIVE @G14

ANNOUNCEMENTS – EXHIBIT B

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 at a subsequent meeting concerning any matter; or direct staff to place a matter of business on a future agenda.

ADJOURN



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**2021/2022 SPECIAL BOARD MEETING
OF THE
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AGENDA
CONSENT AGENDA (EXHIBIT A)**

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DIRECTORS: Valerie Tingley, Daniel Burgess, Doreen Marty, James Cogan, Daniel Conley

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- A. Approve Minutes of the Special Board Meeting of the HROA Board of Directors held on August 26, 2021
 - B. Acknowledge and Accept the Review of the August 2021 Balance Sheets.
 - C. Acknowledge and Accept year-to-date August 2021 Revenue and Expense Statements.
 - D. Acknowledge and Accept the August 2021 Accounts Receivable Aging Summary.
 - E. Acknowledge and Accept August 2021 Deposits to and Expenditures from Reserves.
 - F. Acknowledge and Accept the August 2021 monthly Review & Reconciliation of all Bank Statements.
 - G. Acknowledge and Accept the August 2021 Certificates of Deposit.
 - H. Approve to report Board authorization to record a Notice of Lien for parcel APN # 012-185-024.
 - I. Approve to report Board authorization to record a Notice of Lien for parcel APN # 012-193-016.
 - J. Approve to report Board authorization to record a Notice of Lien for parcel APN # 012-275-037.
 - K. Approve to report Board authorization to record a Notice of Lien for parcel APN # 012-272-005.
 - L. Approve to report Board authorization to record a Notice of Lien for parcel APN # 012-274-043.
 - M. Approve to report Board authorization to record a Notice of Lien for parcel APN # 012-274-001.

- N. Approve to report Board authorization to record a Notice of Lien for parcel APN # 012-301-030.
- O. Approve to report Board authorization to record a Notice of Lien for parcel APN # 012-362-011.
- P. Acknowledge and Accept, by Resolution, a payment from Reserves to Marwal Construction Inc. in the amount of \$4,415.00 for 2020-CIVIL-C8, Phase 3, 2021 Storm Damage Review, Invoice #05.

For Items Q & R

Following CIVIL-C8-Road Maintenance-Tract 447 Project expenditures, the initially allocated funds for both projects left an allocated amount of \$8,282.00 for the CIVIL-C9-Heritage Road Culvert Project. At the August 27, 2020 Open Session meeting, the Board approved additional expenditures from Reserves for a revised CIVIL-C9 proposal as well as 2019-CIVIL-C2 unused funds, bringing the total for the 2020- CIVIL-C9-Heritage Road Culvert Project to an allocated amount of \$223,429.00.

- Q. Acknowledge and Accept, by Resolution, a payment from Reserves to Marwal Construction Inc. in the amount of \$2,340.00 for the 2020-CIVIL-C9, Phase 2, Heritage Road Culvert Project, Invoice #06.
- R. Acknowledge and Accept, by Resolution, a payment from Reserves to North Coast Engineering Inc. in the amount of \$4,742.00 for the 2020-CIVIL-C9, Phase 2, Heritage Road Culvert Project, Invoice#39428.
- S. Acknowledge and Accept, by Resolution, a payment from Reserves to Marwal Construction Inc. in the amount of \$2,960.00 for 2021 Executive Oversight – Storm Damage Review (2021–STMDM-01), Invoice #03.
- T. Acknowledge and Accept, by Resolution, a payment from Reserves to Marwal Construction Inc. in the amount of \$5,920.00 for 2021 Executive Oversight – Storm Damage Review (2021–STMDM-01), Invoice #04.



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**2021/2022 SPECIAL BOARD MEETING
OF THE
HERITAGE RANCH OWNERS ASSOCIATION
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AGENDA
ANNOUNCEMENTS (EXHIBIT B)**

DATE: Thursday, September 23, 2021
TIME: Executive Session at 4:00 p.m., Open Session Meeting at 6:00 p.m.
PLACE: HROA Recreation Barn, 2555 Equestrian Road
DIRECTORS: Valerie Tingley, Daniel Burgess, Doreen Marty, James Cogan, Daniel Conley

RECENT ANNOUNCEMENTS

Community Event – Saturday, September 25, 2021:

**Marina Clean Up and End of Summer Bash and Movie Night
Lower Marina Parking Lot**

Marina Clean-up:

- 8:00 - 9:30 am Trash Cleanup on the Point and in the Marina area
- 8:00 - 11:00 am Dry lakebed clean-up (must be 18+)

End of Summer Bash and Movie Night – 5:00 – 9:00 p.m.

- Community Partners for this event are the Heritage Village Seniors (HVS) and the Emergency Services Committee (ESC).
- HVS will be providing items such as tri-tip sandwiches, hot dogs, prebagged popcorn, chips, candy, etc. as well as cold beverages including soft drinks, water & juice boxes.
- This event will feature a Cake Walk and Bake Sale, as well as Carnival Games.
- The ESC is bringing their Emergency Services Trailer and will be available to answer any fire safety and evacuation plan questions you may have. They have also coordinated with CalFire to make sure their Engine will be there with the Safety Trailer.
- Other community groups with booths to ask questions.
- The event will conclude with a Movie Night at the Marina (bring-your-own-chair and blankets).
 - **Movie starts at 7:00 p.m.**
 - The movie shown will be **Up**, a family-friendly movie from Pixar
 - Please remember to distance between family groups

Fire Road Trail on Monterey County land –

Monterey County Water Resources Agency (MCWRA) has once again put the Association on written notice regarding what they perceive to be continuous trespassing from our members and the public on their very popular Fire Road Trail located between HROA and the Lake Nacimiento Resort area.

MCWRA has made it clear to the Association that they consider HROA members and residents to be a large part of this trespassing issue and have reportedly installed game cameras on the trail so that they can start identifying vehicle license plates and individuals trespassing. Since we do not work for MCWRA and do not have expressed written permission to be on their property, all of us are considered trespassers on this Fire Road Trail and are subject to citation and possible prosecution for trespassing. We have been informed that Monterey County Park Rangers will be regularly patrolling the Fire Road Trail, and if you personally use this trail for horseback riding, hiking, or bicycle riding, you run the risk of being cited for trespassing by Monterey County authorities.

2021-22 MEMBERSHIP HANDBOOK – RULES & REGULATIONS

The updated Membership Handbook – Rules and Regulations, which includes Red Tag Instructions, went into effect on August 20, 2021. Updated Membership Handbooks are available free of charge for a limited time at the Member Services Office. Updated documents are also available for download at www.hroa.us.

HROA CAMPING AND BOATING INFORMATION

Boat Slip Rental Offseason Lottery starts October 5, 2021

Slips available based on water levels are assigned by lottery drawing for the offseason. The offseason rate is \$350.00 per slip, beginning October 1 through the Monday before Memorial Day Weekend 2022. Once a lottery is drawn, the rate cannot be prorated due to low water levels.

HROA started accepting applications for the off-season on September 1. Applications will not be accepted after September 27 at 4:30 p.m. Boats will be allowed to put their boats in a slip starting October 5, pending slip water levels. The lottery will be held on September 28.

Applications for this year's offseason drawing are now available at the Member Services office, by e-mail (office@hroa.us) or on our website at <https://hroa.us/marina/boat-slips-to-rent>. Three (3) boat slips are held for weekly rentals year-round. A current Heritage Ranch mussel inspection permit is always required for each vessel in a rental slip.

The Main Marina is open for boat launch and day use. If you are currently on the mussel program with Heritage Ranch and would like to be banded prior to launching at the Main Marina, please visit us at 2130 Heritage Loop Road or contact the Mussel Department at (805) 238-0641.

Monterey County Day Lake Permits are available at the iron rangers located at the Main Gate and HROA Marina. Annual permits may be purchased by calling the Lake Nacimiento Resort at 805-237-4924 and choosing the Reservations option. This phone number may go straight to a VM system. Members should leave a message and with their name and contact information to receive a call back from one of the County staff within 24 hours. Annual boating permits are also sold at the Nacimiento Resort Gate. For more information visit: <https://nacimientoresort.com>.

HROA RV Campsites -- The RV Campground, with Sites 1-14, is currently open at full capacity. Tent sites are not available at this time due to health and safety challenges. Reservations may be made no more than 30 days prior to the camping start date. Please contact the Heritage Ranch Owners Association Member Services Office at (805) 238-9641 for availability. Both the completed forms and payment are required for a reservation. **NEW online, fillable forms are now available at <https://hroa.us/recreation/campgrounds>.**

Visitor Boats

Visitor Boats (Boats that WILL NOT launch at our launch ramp and will go to the Main Marina)

1. Visitor Vessels are allowed to enter the HROA community in order to only park at members' or tenants' residences.
2. Visitor Vessels cannot receive HROA mussel inspections or launch from the HROA launch ramp.
3. Visitor Vessels will not use the HROA Marina amenities or overflow parking lot areas and will simply park on-property to visit for a temporary period of time in order to launch at the Main Marina.

NEW "FILLABLE" FORMS

New fillable forms are now available. Visit our website at <https://hroa.us>. These forms can now be downloaded, completed, saved, and then emailed to office@hroa.us without printing.

FIREWISE COMMUNITY PREPAREDNESS

Visit <https://hroa.us/emergency-information/preparing-for-wildfire> to learn how to protect yourself, your family and your community from wildfires. For those members of our community who cannot access this vital information via email or online, hard copy educational materials and information are available at the Heritage Ranch Owners Association Member Services office.

2021 HROA VEHICLE AND VESSEL DECAL DISTRIBUTION

Red 2021 decals will continue to be issued through December 2021 pending completion of a review of decal procedures. If you already have a RED 2021 decal, you do not need a new one. If you have a decal in any color other than red, please bring your current registration to the Heritage Ranch Owners Association Member Services Office at 2130 Heritage Loop Road to get a new decal.

- As part of the 2021/2022 Budget process, the Finance Committee will review the costs for the decal program and will make recommendations to the Board of Directors.
 - The Association issues approximately 6,000 vehicle and vessel decals annually. This is a very labor intensive and expensive process.
 - Due to COVID-19 health mandates, issuance of the 2021 red vehicle and vessel decals was delayed approximately 90 days between mid-March and mid-June 2020.
 - Issuance and distribution of decals will remain at the Heritage Ranch Owners Association Member Services Office until further notice.

RANCH PATROL AUGUST 2021 RECAP

During the month of August, Ranch Patrol as a collective handled:

- 1,014 Dispatched calls and Officer Initiated Activities (amenity checks, resident contacts, traffic enforcement, noise complaints, etc.)
- 3 Member Communication Form were completed
- 4 Incident reports were written
-
- 50 Enforcement actions initiated, categorized as follows:
 - 16 – General conduct (illegal dumping, disturbing the peace, pets, AEC, etc.)
 - 15 – Vehicle related (moving violations, parking, off roading, speeding, reckless driving, DUI, etc.)
 - 19 – Unsightly

GENERAL INFORMATION

The HROA Member Services Office Hours:

1. Lobby is Open M-F, 7:30 am to 4:30 pm
2. 1st Saturday of the month, 9:00 am to 4:30 pm, lunch 12:00-12:30 pm
3. 3rd Saturday of the month, 9:00 am to 12:00 pm, lunch 12:00-12:30 pm

New Main Gate/North Gate Optional Visitor Access System Code/Telephone Directory for Visitors – Web page for further information: <https://hroa.us/gate-house-ranch-patrol/visitor-guest-access-system>

Basketball Court at Heritage Park – *Members are asked to contact the Main Gate at (805) 238-9641 ext. 2* to request Ranch Patrol to open the Heritage Park basketball courts for play. These courts have been completely refurbished, and so we obviously do not want any misuse causing surface damage. To protect the Association’s investment, a combination lock has been installed on both gates, and the combination is unique and not the same as the adjoining Pickleball courts.

Tennis Courts at Equestrian Park – *Members are asked to contact the Main Gate at (805) 238-9641 ext. 2* to request Ranch Patrol to open the Equestrian Park tennis courts for play. These courts have been completely refurbished. Unfortunately, there has already been misuse causing surface damage. To protect our investment, a combination lock was tried, but it, too, failed to prevent abuse. The courts now have regular padlocks.

Public Safety Power Shutoff (PSPS) Baseline Medical Support - Resources are available for medical baseline customers who may be affected by Public Safety Power Shutoff (PSPS) events. Customers may contact the SLO County Independent Living Center (ILC) at 1411 Marsh Street, Suite 109, San Luis Obispo, CA 93401, (805) 462-1162 Voice/Text (TTY), (805) 464-3203 (Video Phone), (805) 752-1261 FAX.

An additional resource during Public Safety Power Shutoff (PSPS) events is the Disability Disaster Access and Resource Program. A medical baseline customer can apply for a backup power unit. To begin this process, visit <https://disabilitydisasteraccess.org/public-safety-power-shutoffs/>.

San Miguel Garbage Curbside Pick-up – Members may call San Miguel Garbage to request pick-up of special items, including owners within Tract 447. This service is provided at no-charge for most “bulk” items, or for a cost-effective fee for appliances, tires, and other larger items requiring special disposal.

Welfare Check Registration - The Emergency Services Committee (ESC) has developed a formal workbook with specific protocols and procedures for HROA, CSD, and ESC volunteers to conduct Welfare Checks for those who have special health care needs or impaired mobility. This service would only be provided in the event of a major incident and upon activation of the Heritage Ranch Community Major Incident Response Plan (MIRP). Anyone who would like to register for a Welfare Check during a major incident is encouraged to complete the Welfare Check form located at: <https://hroa.us/documents-forms/member-services-forms>. Forms are also available at the Heritage Ranch Owners Association Member Services Office.

Trails of the Beautiful Village of Heritage Ranch guidebook is now available – Members may download a free, electronic copy of the *Trails of the Beautiful Village of Heritage Ranch (2020)* guidebook at <https://hroa.us/recreation/hiking-and-trails>. Members may also contact the HROA Member Services office at 805-238-9641 for a free download or to request full-color hardcopies available for purchase for \$16.00 each. Members may also request access to trail maps on the Gaia GPS application which can be used on mobile devices and desktops by providing their e-mail address and member number. Requests may be sent to office@hroa.us.