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2130 Heritage Loop Road
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**OPEN SESSION MEETING OF THE
HERITAGE RANCH OWNERS ASSOCIATION BOARD OF DIRECTORS
AGENDA**

DATE: Thursday, December 12, 2024
TIME: Executive Session at 4:00 p.m.; Open Session at 6:00 p.m.
LOCATION: Heritage Ranch Owners Association Recreation Barn
2555 Equestrian Road, Paso Robles, CA 93446
Live streaming link will be provided to members by email.
DIRECTORS: Masen Yaffee, Scott Keller, Tom Swanson

EXECUTIVE SESSION

CALL TO ORDER

ESTABLISH QUORUM/ROLL CALL

REQUEST FOR DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

EXECUTIVE SESSION CONSENT AGENDA

1. Executive Session Consent Agenda
 - A. Minutes – October 24, 2024 Executive Session
 - B. Minutes – November 16, 2024 Special Executive Session
 - C. Minutes – November 25, 2024 Special Executive Session
 - D. Reports pertaining to Member Discipline & Delinquency
 - E. Reports and Updates pertaining to Confidential Owner Matters

EXECUTIVE BUSINESS TO BE CONDUCTED

2. Confidential Owner Matters, Member Discipline & Appeals
3. Contracts
4. Legal Matters
5. Personnel Matters

RECESS/ADJOURN EXECUTIVE SESSION

OPEN SESSION

CALL TO ORDER

ESTABLISH QUORUM/ROLL CALL

PLEDGE OF ALLEGIANCE

REQUEST FOR DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

APPOINTMENT OF BOARD MEMBERS & OFFICERS

1. Appointment of two (2) Directors
2. Appointment of Vice President, and other Officer(s) if necessary

PRESIDENT'S WELCOME AND EXECUTIVE MEETING SUMMARY

MANAGEMENT REPORT

GUESTS AND SPECIAL PRESENTATIONS

- San Luis Obispo County Sheriff's Office Representative – Deputy Brandon Florentino
- SLO Civil Design Representative – Richard Burde

MEMBER COMMENTS ON NON-AGENDA AND AGENDA ITEMS

If are unable to attend the in-person meeting at the Recreation Barn, please submit any questions or comments for the Board of Directors in advance of the meeting to directors@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 meeting chairperson, at which time you should step forward to the podium, and state your name, lot and tract number. Each member will be limited to three (3) minutes to speak with a maximum comment period of thirty (30) minutes. The chairperson, at their own discretion, may extend a comment period.

After each agenda item is introduced, the chairperson will open the floor for public comment on that item. Upon close of public comment for that item, the board will make a motion followed by Director only discussion. No further public comments will be permitted after the motion has been made.

CONSENT AGENDA (Action may be taken)

3. Consent Agenda – Exhibit A

UNFINISHED BUSINESS (Action may be taken)

4. Heritage Road/Marina Land Bridge Culvert and Marina Road Stabilization
Consider approving an increase of the not to exceed amount to \$575,000 for the Heritage Road/Marina Land Bridge Cluvert and Marina Road Stabilization project due to additional costs for removal of soils filling the culvert and additional slope damage caused by the winter storms.

NEW BUSINESS (*Action may be taken*)

5. 2023-2024 Annual Financial Audit Report

Consider accepting the 2023-2024 Annual Audited Financial Report performed and prepared by the independent Certified Public Accounting firm Porter & Lasiewicz, CPAs, and approving the distribution of the report to the membership.

6. Long-Term Boat Slip Lease Renewal

Consider approving the extension of the Long-Term Watercraft Slip Leases on a month-to-month basis until the Watercraft Slip Management Policy can be reviewed and any changes adopted.

7. Water Rights Transfer Program

Consider approving distribution of proposal for discontinuation of the Water Rights Transfer Program and removal from the Heritage Ranch Owners Association Member Handbook: Rules and Regulations to the membership for 28-day review and comment period.

DISCUSSION ITEMS

A. Washing Machine Replacement

B. Gate System and Equipment Plan Presentation

ANNOUNCEMENTS – EXHIBIT B

DIRECTORS COMMENTS, QUESTIONS AND REQUESTS

This agenda item is for the Directors to ask any questions of staff 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.

ADJOURNMENT



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**OPEN SESSION MEETING OF THE
HERITAGE RANCH OWNERS ASSOCIATION BOARD OF DIRECTORS
CONSENT AGENDA (EXHIBIT A)**

DATE: Thursday, December 12, 2024

1. MINUTES (Approve)

A. Board Open Session Meeting Minutes – October 24, 2024

Approve Minutes for the Open Session Meeting of the Heritage Ranch Owners Association Board of Directors held on September 26, 2024.

2. FINANCIALS (Acknowledge and Accept)

A. Balance Sheet – October 2024

Acknowledge and Accept the October 2024 Balance Sheet.

B. Revenue & Expense Statement – October 2024

Acknowledge and Accept the October 2024 Revenue and Expense Statement.

C. Accounts Receivable Aging Summary – October 2024

Acknowledge and Accept the October 2024 Accounts Receivable Aging Summary.

D. Certificates of Deposit – October 2024

Acknowledge and Accept the October 2024 Certificates of Deposit.

E. Reserve Fund Deposits & Expenditures – October 2024

Acknowledge and Accept the October 2024 Deposits to and Expenditures from the Reserve Fund.

F. Bank Statement Reconciliations – October 2024

Acknowledge and Accept the October 2024 Monthly Review and Reconciliation of all Bank Statements.

3. RESERVE FUND PAYMENTS (Acknowledge and Ratify by Resolution)

No reserve fund payment resolutions for consideration.



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**OPEN SESSION MEETING OF THE
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ANNOUNCEMENTS (EXHIBIT B)**

DATE: Thursday, December 12, 2024

CAMPING RESERVATION SYSTEM

Earlier this month we launched the online platform for camping reservations. This system will streamline the reservation process and includes online payment options, reservation insurance for cancellations, and reminder communications leading up to the reservation date.

In the coming months, we will be expanding the online options to include reservations for the Party Dock and the Recreation Barn, Event Registrations, Mussel Inspections, and Heritage Ranch swag.

To access the online reservation system, click on the Campground Reservations under Documents & Forms on the <https://hroa.us/> home page, or select Campgrounds in the Recreation drop down menu on the home page ribbon. On the Campground page, the reservation system link will be the green button on the right side of the page, or

NEW YEAR'S EVE PARTY CANCELLATION

We regret to inform the community that the New Year's Eve celebration has been canceled. Due to operational adjustments during this time, we are inviting any individuals interested in volunteering for future community activities and events to contact the office at 805-238-9641 option 1 or office@hroa.us.

2024 MEMBER SERVICES HOLIDAY HOURS

The Member Services Office will be closed early on Christmas Eve, all Christmas Day, and all New Year's Day. **We will be open between Christmas and New Year's Day with limited hours and services.** The hours of operation during this time will be:

Tuesday, December 24 th (Christmas Eve)	Closing at Noon (12:00 pm)
Wednesday, December 25 th (Christmas)	Closed
Thursday, December 26 th	8:00 am to 1:00 pm
Friday, December 27 th	8:00 am to 1:00 pm
Saturday, December 28 th	8:00 am to Noon (12:00 pm)
Sunday, December 29 th	Closed
Monday, December 30 th	Regular Business Hours
Tuesday, December 31 st	Regular Business Hours
Wednesday, January 1 st	Closed