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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, June 26, 2025  
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, Lisa Ptaszenski, Dan Haulman

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**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 – May 22, 2025, Executive Session
  - b. Reports pertaining to Member Discipline & Delinquency
  - c. 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**

### **PRESIDENT'S WELCOME AND EXECUTIVE MEETING SUMMARY**

### **MANAGEMENT REPORT**

### **GUESTS AND SPECIAL PRESENTATIONS**

- SLO County Red Cross Wildfire Home Assessment Program

### **MEMBER COMMENTS ON NON-AGENDA AND AGENDA ITEMS**

*If you 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](mailto: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)**

1. Consent Agenda – Exhibit A

### **UNFINISHED BUSINESS (Action may be taken)**

*No Unfinished Business at this time.*

### **NEW BUSINESS (Action may be taken)**

2. Bank Transition

*Review of First Citizens Bank as the proposed institution to handle the Association's financial accounts and consideration of approval to proceed with transitioning banking services.*

3. Use of Rec Barn for Blood Drive

*Consider the request to utilize the Recreation Barn for an upcoming community blood drive and determine whether the event should remain closed or be open to the public.*

4. Approval of Temp Agency Services for Weed Abatement

*Consideration of payment to a temporary staffing agency for the provision of personnel to perform weed abatement services for an amount not to exceed \$30,000.*

**DISCUSSION ITEMS**

5. Proposed changes to the Equestrian Center discontinuing the allowance of off-leash dogs while on horseback.

**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  
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CONSENT AGENDA (EXHIBIT A)**

DATE: Thursday, June 26, 2025

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**1. MINUTES (Approve)**

A. Board Open Session Meeting Minutes – May 22, 2025

*Approve Minutes for the Open Session Meeting of the Heritage Ranch Owners Association Board of Directors held on May 22, 2025.*

**2. FINANCIALS (Acknowledge and Accept)**

A. Balance Sheets – May 2025

*Acknowledge and accept the May 2025 Balance Sheet.*

B. Revenue & Expense Statement – May 2025

*Acknowledge and accept the May 2025 Revenue and Expense Statement.*

C. Accounts Receivable Aging Summary – May 2025

*Acknowledge and accept the May 2025 Accounts Receivable Aging Summary.*

D. Certificates of Deposit – May 2025

*Acknowledge and accept the May 2025 Certificates of Deposit.*

E. Reserve Fund Deposits & Expenditures – May 2025

*Acknowledge and accept the May 2025 Deposits to and Expenditures from the Reserve Fund.*

F. Bank Statement Reconciliations – May 2025

*Acknowledge and accept the May 2025 Monthly Review and Reconciliation of all Bank Statements.*

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

A. C&C Tree - \$2,000.00

*Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to C&C Tree for addressing three trees in the Comanche culvert for \$2,000.00.*

B. Richard Burde (SLO Civil Design) - \$1,662.50

*Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to Richard Burde (SLO Civil Design) for engineering, permitting, and design services for \$1,662.50.*

**4. COMMITTEE & FOCUS GROUP**

A. Appoint CEC Membership

Rebekah Roberts



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**EMPLOYMENT OPPORTUNITIES**

Heritage Ranch is currently hiring for:

- Compliance Inspector

If you are interested in applying, you can find the employment application here

<https://hroa.us/documents-forms/member-services-forms> to print or email to the HROA Office at [office@hroa.us](mailto:office@hroa.us)

**BOAT SLIP LOTTERY**

Seventeen (17) boat slip rentals are assigned by a lottery drawing for a period of four (4) weeks. **Lottery Block #3 will start on July 08, 2025, with the drawing taking place on June 30, 2025.** Details and instructions are available at <https://hroa.us/marina/boat-slips-for-rent> and from the Member Services Office. **Please note that applications must include all required documentation and the deposit at the time of submission to be accepted.** Withdrawal from the lottery must be done by 4:30 pm the Friday prior to the drawing date, or the deposit will be forfeited.

**MUSSEL INSPECTION AVAILABILITY**

**Mussel Inspections are available at the Main Gate** daily from 8:00 AM to 10:45 AM and 12:00 PM to 7:00 PM. The Mussel Inspection Kiosk at the marina is open seasonally during the Peak Boating season. Inspections are available on Saturdays from 8:00 AM to 2:00 PM and on Sundays from 9:00 AM to 2:00 PM.

If you plan to occupy a rental slip, dock, or moor on the shoreline, contact the HROA Mussel Department to schedule an inspection at [\(805\) 238-9641 x2](tel:(805)238-9641) or send an email to [gate@hroa.us](mailto:gate@hroa.us).

**CAMPING RESERVATION SYSTEM**

Last year, we launched an online platform that helps streamline the reservation process and includes online payment options, reservation insurance for cancellations, and reminder communications leading up to the reservation date. **To reserve campsites for your guests**, visit <https://hroa.us/> and select Campgrounds in the Recreation drop-down menu on the home page ribbon.