



Phone: (805) 238-9641  
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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, July 24, 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**

**EXECUTIVE SESSION CONSENT AGENDA**

1. Executive Session Consent Agenda
  - a. Minutes – June 26, 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**

### **TREASURER'S REPORT**

### **GUESTS AND SPECIAL PRESENTATIONS**

- SLO County Sheriff's Department – Senior Deputy Tyler Hammon

#### **Committee Reports:**

- Architectural and Environmental Control Committee
- Community Engagement Committee
- Emergency Services Committee
- Finance Committee
- Marina Committee
- Strategic Planning Committee
- Trails Committee

### **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)**

### **2. Consideration of Compliance Vehicle Purchase**

*Consider options for the purchase of a compliance vehicle to improve our team's operational efficiency and support our evolving responsibilities with a cost not to exceed the previously authorized amount of \$28,000, approved by the board in October 2023.*

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

### **3. Approve Annual Update to the Reserve Study**

*Board consideration and approval of the annual update to the Reserve Study.*

## **DISCUSSION ITEMS**

### **4. Washer and Dryer Replacement in Tract 447 and the Campground**

*Staff update on the status of repairs to existing machines and consideration of potential replacement options.*

## **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.

## **ADJOURN**



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

DATE: Thursday, July 24, 2025

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**1. MINUTES (Approve)**

A. Board Open Session Meeting Minutes – June 26, 2025

*Approve Minutes for the Open Session Meeting of the Heritage Ranch Owners Association Board of Directors held on June 26, 2025.*

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

A. Balance Sheets – June 2025

*Acknowledge and accept the June 2025 Balance Sheet.*

B. Revenue & Expense Statement – June 2025

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

C. Accounts Receivable Aging Summary – June 2025

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

D. Certificates of Deposit – June 2025

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

E. Reserve Fund Deposits & Expenditures – June 2025

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

F. Bank Statement Reconciliations – June 2025

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

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

A. Dakos Land Surveys- \$3,250.00

*Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to Dakos Land Surveys for the bridle trail washout for \$3,250.00.*

B. Richard Burde (SLO Civil Design)- \$2,143.75

*Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to Richard Burde (SLO Civil Design) for the Equestrian/Heritage Road Slope & Culvert Repair for \$2,143.75.*

C. SWCA, Inc- \$3,892.10

*Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to SWCA, Inc for an Equestrian Land Bridge Biological Survey for \$3,892.10.*

**4. COMMITTEES & FOCUS GROUPS No updates at this time.**



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ANNOUNCEMENTS (EXHIBIT B)**

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**EMPLOYMENT OPPORTUNITIES**

Heritage Ranch is currently hiring for:

- Compliance Inspector
- Gate/Mussel Attendant

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 #4 will start on August 05, 2025, with the drawing taking place on July 28, 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 with inspections available on Fridays from 12:00 PM to 6:00 PM, Saturdays from 8:00 AM to 2:00 PM, and 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)238-9641x2) 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.