



Phone: (805) 238-9641
Fax: (805) 238-3430
Email: office@hroa.us

2130 Heritage Loop Road
Paso Robles, CA 93446
Website: www.hroa.us

**OPEN SESSION MEETING OF THE
HERITAGE RANCH OWNERS ASSOCIATION BOARD OF DIRECTORS
AGENDA**

DATE: Thursday, August 28, 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

EXECUTIVE SESSION

CALL TO ORDER

ESTABLISH QUORUM/ROLL CALL

EXECUTIVE SESSION CONSENT AGENDA

1. Executive Session Consent Agenda
 - a. Minutes – July 24, 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
- CAL FIRE SLO Unit – Battalion Chief Zach Nichols

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.

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 closure 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. Creation of Reserve Accounts for Conditional Use Amenities
Recommendation: Approve the creation of three Reserve accounts: General Reserves, Boat Slips, and Equestrian Center (as a master account with sub-accounts).
3. Small Pool Equipment Replacement
Recommendation: Approve the low bid from Skynova of \$8,019.96 for the replacement of pump and filter equipment at the Equestrian Pool.

4. 2025-2026 Committee Member Appointment
 - a. Appoint Architectural and Environmental Control Committee Members
 - b. Appoint Community Engagement Committee Officers & Members
 - c. Appoint Emergency Services Committee Officers & Members
 - d. Appoint Finance Committee Members
 - e. Appoint Marina Committee Officers & Members
 - f. Appoint Strategic Planning Committee Officers & Members
 - g. Appoint Trails Focus Group Members
5. Community Engagement Committee Calendar of Events
Recommendation: Approve the 2025-2026 Calendar of Events
 - a. End of Summer Pickleball Pool Party
 - b. Trunk or Treat
 - c. New Year's Eve Party
 - d. Easter Egg Hunt
 - e. Concert in the Park

DISCUSSION ITEMS *No Discussion Items at this time*

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



Phone: (805) 238-9641
Fax: (805) 238-3430
Email: office@hroa.us

2130 Heritage Loop Road
Paso Robles, CA 93446
Website: www.hroa.us

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

DATE: Thursday, August 28, 2025

1. MINUTES (Approve)

- A. Board Open Session Meeting Minutes – July 24, 2025
Approve Minutes for the Open Session Meeting of the Heritage Ranch Owners Association Board of Directors held on July 24, 2025.
- B. Annual Meeting of Members of HROA Minutes – August 16, 2025
Approve Minutes for the Annual Meeting of Members of Heritage Ranch Owners Association held on August 16, 2025.
- C. Organizational Meeting of the HROA Board of Directors Minutes – August 16, 2025
Approve Minutes for the Organizational Meeting of the Heritage Ranch Owners Association Board of Directors held on August 16, 2025.

2. FINANCIALS (Acknowledge and Accept)

I. June 2025

- 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.

II. July 2025

- C. Balance Sheets – July 2025
Acknowledge and accept the July 2025 Balance Sheet.
- D. Revenue & Expense Statement – July 2025
Acknowledge and accept the July 2025 Revenue and Expense Statement.
- E. Accounts Receivable Aging Summary – July 2025
Acknowledge and accept the July 2025 Accounts Receivable Aging Summary.
- F. Certificates of Deposit – July 2025
Acknowledge and accept the July 2025 Certificates of Deposit.
- G. Reserve Fund Deposits & Expenditures – July 2025
Acknowledge and accept the July 2025 Deposits to and Expenditures from the Reserve Fund.
- H. Treasurer's Report – July 2025
Acknowledge and accept the July 2025 Treasurers Report.

I. Bank Statement Reconciliations – July 2025

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

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

A. Wildwood Pools - \$30,000.00

Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to Wildwood Pools for equipment installation for \$30,000.00.

4. **COMMITTEES & FOCUS GROUPS**

A. Proposal of Resolution to Establish AEC Committee Meeting Frequency



Phone: (805) 238-9641
Fax: (805) 238-3430
Email: office@hroa.us

2130 Heritage Loop Road
Paso Robles, CA 93446
Website: www.hroa.us

**OPEN SESSION MEETING OF THE
HERITAGE RANCH OWNERS ASSOCIATION BOARD OF DIRECTORS
ANNOUNCEMENTS (EXHIBIT B)**

DATE: Thursday, August 28, 2025

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

BOAT SLIP LOTTERY

Seventeen (17) boat slip rentals are assigned by a lottery drawing for a period of four (4) weeks.

Lottery Block #5 will start on September 02, 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 during the Peak Boating season with inspections available on Saturdays from 8:00 AM to 2:00 PM and Sundays from 9:00 AM to 2:00 PM. **The Kiosk will close for the season after Labor Day weekend.**

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.

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.