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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, September 25, 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, Dan Haulman, Scott Keller, Lisa Ptaszenski, Tom Swanson

EXECUTIVE SESSION

CALL TO ORDER

ESTABLISH QUORUM/ROLL CALL

EXECUTIVE SESSION CONSENT AGENDA

1. Executive Session Consent Agenda
 - a. Minutes – August 28, 2025, Executive Session
 - b. Minutes – September 03, 2025, Special Executive Session
 - c. Reports pertaining to Member Discipline & Delinquency
 - d. 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

TREASURER'S REPORT

MANAGEMENT REPORT

GUESTS AND SPECIAL PRESENTATIONS

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

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. 2024-2025 Annual Financial Audit Report
Consider accepting the 2024-2025 Annual Audited Financial Report and approving the distribution of the report to the membership.
3. Audit Mailer Approval
Recommendation: Approve a contract with Boone Graphics to distribute the annual audit mailer for \$3,081.96, or for \$3,198.74 if an additional insert is included.

4. Purchase of Welder and Generator

Recommendation: Approve purchase of a welder (not to exceed \$10,661.85) and a generator (not to exceed \$2,640.22) to bring welding services in-house, reduce contract welding costs, and ensure gate service continuity during power outages.

5. Old Office Demolition

Recommendation: Review bids for the demolition of the old office and approve one for an amount not to exceed \$28,560.00.

6. Marina Committee Recommendations

Recommendation:

- a. *Review information provided on changing the appearance of the barrier at the picnic area at the Point for an amount not to exceed \$1,300.00.*
- b. *Designate one trailer parking space at the marina as a handicap space.*
- c. *Repaint the upper and lower Marina parking lots to improve visibility, traffic flow, and safety.*

7. Schedule of Monetary Penalties

Recommendation: Approve revised Monetary Penalties Policy Language for compliance with State law revisions resulting from the passage of AB 130

DISCUSSION ITEMS

8. Marina Surveillance Enhancements

Recommendation: Provide direction to staff regarding additional surveillance desired at the marina.

Options:

- a. Direct staff to return with a proposal for additional surveillance equipment.
- b. Refer discussion to the Marina Committee

9. Pavement Maintenance Direction

Recommendation: Provide direction as to the options offered by staff for pavement maintenance

Options:

- a. Return with a recommendation for the purchase of appropriate crack-seal equipment.
- b. Return with the lowest responsive bid for necessary crack-seal/maintenance services.
- c. Return with a proposal for the development of a pavement maintenance plan.

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, September 25, 2025

1. MINUTES (Approve)

A. Board Open Session Meeting Minutes – August 28, 2025

Approve Minutes for the Open Session Meeting of the Heritage Ranch Owners Association Board of Directors held on August 28, 2025.

2. FINANCIALS (Acknowledge and Accept)

A. Balance Sheets – August 2025

Acknowledge and accept the August 2025 Balance Sheet.

B. Revenue & Expense Statement – August 2025

Acknowledge and accept the August 2025 Revenue and Expense Statement.

C. Accounts Receivable Aging Summary – August 2025

Acknowledge and accept the August 2025 Accounts Receivable Aging Summary.

D. Certificates of Deposit – August 2025

Acknowledge and accept the August 2025 Certificates of Deposit.

E. Reserve Fund Deposits & Expenditures – August 2025

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

F. Treasurer's Report – August 2025

Acknowledge and accept the August 2025 Treasurer's Report.

G. Bank Statement Reconciliations – August 2025

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

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

A. Rossi & Carr Electrical Inc - \$6,669.73

Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to Rossi & Carr Electrical Inc for the Reservoir and Windmill Gate cameras and the Gateway Park repeater for \$6,669.73.

B. SWCA, Inc - \$2,308.00

Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to SWCA, Inc, for a culvert repair project for \$2,308.00.

C. Wildwood Aquatech Pools Inc - \$17,050.00

Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to Wildwood Aquatech Pools Inc for completion of the Big Pool Project for \$17,050.00.

4. **COMMITTEE & FOCUS GROUPS**

AEC Resolutions

- A. Proposal to amend the Resolution Establishing AECC Procedure for Over-the-Counter Approvals to include home generators and residential battery storage systems.



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

DATE: Thursday, September 25, 2025

SAVE THE DATES: UPCOMING EVENTS

Trunk or Treat: Friday, October 31, 2025, 5:00 pm to 7:00 pm

Season of Hope Toy and Food Drive: November through mid-December 2025

New Year's Eve Celebration: Wednesday, December 31, 2025, 7:30 pm to 12:30 am

MEMBER CONTACT & COMMUNICATION PREFERENCES FORM

Help us stay connected by ensuring your contact information is up to date with our office. If you've had any changes to your phone number, email, or mailing address, please don't forget to update us—both for your primary residence and all additional properties you own.

Did you know that you can also check and update your contact information through the Member Portal on the HROA website? Visit <https://hroa.us/documents-forms/member-portal-instructions>

BOAT SLIP LOTTERY

Seventeen (17) boat slip rentals are assigned by a lottery drawing. **The drawing will be held on September 29, 2025. The Off-Season Lottery Block will start on October 07, 2025, and end on May 04, 2026.** 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. 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.