



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, October 23, 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 – September 25, 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

TREASURER'S REPORT

MANAGEMENT REPORT

GUESTS AND SPECIAL PRESENTATIONS

- SLO County Sheriff's Department – Senior Deputy Tyler Hammon
- Committee and Community Partner Reports
 - Architectural and Environmental Control Committee
 - Community Engagement Committee
 - Emergency Services Committee
 - Finance Committee
 - Marina Committee
 - Strategic Planning Committee
 - Heritage Village Seniors

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. Bid for Topographical Survey
Recommendation: Approve the cost of a Topographical Survey for an Office site near Heritage Pool.
3. Bid for Coping, Pool Tile, and Concrete Repair – Equestrian Pool
Recommendation: Approve the cost of coping, pool tile, and concrete repairs for the Equestrian Pool.

DISCUSSION ITEMS

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
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CONSENT AGENDA (EXHIBIT A)**

1. MINUTES (Approve)

- A. Board Open Session Meeting Minutes – September 25, 2025
Approve Minutes for the Open Session Meeting of the Heritage Ranch Owners Association Board of Directors held on September 25, 2025.
- B. Board Special Open Session Meeting Minutes – October 15, 2025
Approve Minutes for the Special Open Session Meeting of the Heritage Ranch Owners Association Board of Directors held on October 15, 2025.

2. FINANCIALS (Acknowledge and Accept)

- A. Balance Sheets – September 2025
Acknowledge and accept the September 2025 Balance Sheet.
- B. Revenue & Expense Statement – September 2025
Acknowledge and accept the September 2025 Revenue and Expense Statement.
- C. Accounts Receivable Aging Summary – September 2025
Acknowledge and accept the September 2025 Accounts Receivable Aging Summary.
- D. Certificates of Deposit – September 2025
Acknowledge and accept the September 2025 Certificates of Deposit.
- E. Reserve Fund Deposits & Expenditures – September 2025
Acknowledge and accept the September 2025 Deposits to and Expenditures from the Reserve Fund.
- F. Treasurer's Report – September 2025
Acknowledge and accept the September 2025 Treasurer's Report.
- G. Bank Statement Reconciliations – September 2025
Acknowledge and accept the September 2025 Review and Reconciliation of all Bank Statements.

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

- A. SWCA UBC - \$1,051.50
Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to SWCA UBC for Project 2025-002-EQ for \$1,051.50.
- B. Dan Haulman - \$3,470.31
Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to Dan Haulman for reimbursement for repairing the front entry signs for \$3,470.31.

4. COMMITTEE & FOCUS GROUPS

- A. HROA Handbook Revisions
Recommendation to approve AECC Resolution to revise the HROA Handbook, replacing "Ranch Patrol" with "Compliance" in all HROA documents, and updating sections 4.01.01, 4.01.04, and 4.01.05 to include all over-the-counter approvals, clarify language on permits and safety railings, remove outdated references to satellite dishes and antennas (per OTARD), and extend NHC project completion time to 36 months.
- B. Over-the-Counter Approval Revision
Recommendation to approve AECC Resolution allowing Over-the-Counter Equestrian AEC Requests.



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

Beginning October 24, 2025, Mussel Inspections at the Main Gate will end daily at 5:00 pm. Decals will now be available at the Main Gate to members who provide their Member Card and a **current** DMV registration (**No titles, pink slips, registration renewal forms, or temporary registrations are accepted**).

Beginning November 1, 2025, the HROA Office will be open Monday through Friday from 8:00 am to 5:00 pm and the first and third Saturdays from 8:00 am to Noon.

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 Off-Season Lottery Block began on October 07, 2025, and ends 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.**

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 5:00 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.

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.