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2130 Heritage Loop Road
Paso Robles, CA 93446
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**OPEN SESSION MEETING OF THE
HERITAGE RANCH OWNERS ASSOCIATION BOARD OF DIRECTORS
AGENDA**

DATE: Thursday, December 11, 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 – October 23, 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
- Community Engagement Committee – Rebekah Roberts

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. Before coming to the podium to speak, each member is asked to complete a blue information card and hand it to a board member. Please raise your hand to be recognized by the meeting chairperson, then 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. Reserve Study Contract Approval

Recommendation: Approve the lowest responsive bid from Browning Reserve Group to update the Association's Reserve Study.

3. Designation of Cappy Culver and the King's Highway 4-H as Community Partners

Recommendation: Approve Community Partner Agreements for Cappy Culver School and King's Highway 4-H.

4. Transition of Banking Services to Sunwest Bank

Recommendation: Approve Sunwest Bank as the proposed institution to handle the Association's financial accounts, and consideration of approval to proceed with transitioning banking services.

DISCUSSION ITEMS

5. 2025-26 and 2026-27 Fiscal Year Priority Setting

Recommendation: Review and Provide Direction on the HROA Priorities for the remainder of the 2025-26 fiscal year and development of the 2026-27 fiscal year budget.

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)**

1. MINUTES (Approve)

A. Board Open Session Meeting Minutes – October 23, 2025

Approve Minutes for the Open Session Meeting of the Heritage Ranch Owners Association Board of Directors held on October 23, 2025.

2. FINANCIALS (Acknowledge and Accept)

A. Balance Sheets – October 2025

Acknowledge and accept the October 2025 Balance Sheet.

B. Revenue & Expense Statement – October 2025

Acknowledge and accept the October 2025 Revenue and Expense Statement.

C. Accounts Receivable Aging Summary – October 2025

Acknowledge and accept the October 2025 Accounts Receivable Aging Summary.

D. Certificates of Deposit – October 2025

Acknowledge and accept the October 2025 Certificates of Deposit.

E. Reserve Fund Deposits & Expenditures – October 2025

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

F. Treasurer's Report – October 2025

Acknowledge and accept the October 2025 Treasurer's Report.

G. Bank Statement Reconciliations – October 2025

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

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

A. Coastal Tractor - \$2,051.39

Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to Coastal Tractor for skid shoes for New Holland for \$2,051.39.

B. Coastal Tractor - \$1,367.60

Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to Coastal Tractor for skid shoes for big Kubota for \$1,367.60.

4. LIEN AUTHORIZATION (Acknowledge and Accept, Civil Code §5675)

A. 012-323-020 \$3,896.00

D. 012-272-011 \$4,849.15

F. 012-325-025 \$10,121.16

B. 012-284-045 \$5,120.26

E. 012-342-041 \$7,134.08

G. 012-344-029 \$8,446.10

C. 012-193-032 \$5,751.22

This information was last updated on 11/20/2025. Payments made after this date are not reflected.

5. COMMITTEE & FOCUS GROUPS (Acknowledge and Accept)

A. Strategic Planning Committee - Membership Appointment

- Gregg McWhorter
- Ginger Paschal



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

The HROA Office is open Monday through Friday from 8:00 am to 5:00 pm and the first and third Saturdays from 8:00 am to Noon. Decals are 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.)

SPECIAL ASSESSMENT

The Special Assessment was announced in the Annual Budget Mailer on May 23, 2025, and applied to Members' accounts on October 1, 2025. To avoid late fees, payment must be made by January 1, 2026. Payments may be made at the HROA Office by cash, check, or completed EFT Form, or online through the Member Portal using your credit/debit card or bank account information. **Please Note: The Special Assessment is not a recurring charge, so if you have autopay set up, it will not be paid automatically. You must contact the HROA Office to authorize us to charge your auto-payment method on file.** Visit <https://hroa.us/documents-forms/member-portal-instructions>

MEMBER CONTACT & COMMUNICATION PREFERENCES FORM

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 SLIPS

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 - 10:45 AM and 12:00 PM - 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)238-9641x2) or send an email to gate@hroa.us.

CAMPING RESERVATION SYSTEM

Visit our 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/recreation/campgrounds>.**