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

DATE: Thursday, March 26, 2026  
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

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**EXECUTIVE SESSION**

**CALL TO ORDER**

**ESTABLISH QUORUM/ROLL CALL**

**EXECUTIVE SESSION CONSENT AGENDA**

1. Executive Session Consent Agenda
  - a. Minutes – February 26, 2026, 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

## 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). 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)

2. Entry One

*Recommendation: Approve a contract with Entry One to improve security and member convenience through new software and hardware for gate and amenity access.*

3. Flock Cameras

*Recommendation: Approve a contract with Flock for the installation of plate reader cameras and a service contract to enhance community security and assist with incident response.*

## NEW BUSINESS (Action may be taken)

4. FY 2026-2027 Proposed Budget & Fee Adjustments

*Discuss current progress on the proposed budget, adjustments for the fee schedule, and timeline for the review and approval of the budget and fee schedule for the 2026-2027 Fiscal Year.*

5. Insurance Renewals

*Recommendation: Insurance premiums for inclusion in the budget and renewal of insurance policies and coverage as recommended by the association's insurance brokerage, DiBuduo and DeFendis.*

6. FY 2026-2027 Mussel Program Fee Schedule

*Recommendation: Approve fee increase to \$100 for 6-month and \$200 for 12-month options. Remove the 3-month option. Revise the fee schedule for reduced cost to inspect non-motorized vessels.*

7. Weed Abatement Options

*Recommendation: Approve weed abatement Option 1, which includes a mowing contract with Whits Turn not to exceed \$55,000. Option 2 includes the purchase of mowing equipment not to exceed \$60,000 and approval to hire temporary or seasonal staffing.*

8. Annual Budget Report Mailer

*Recommendation: Approve contract with mail house Boone Graphics to distribute our Annual Budget Mailer for an expense not to exceed \$5,000.00.*

**9. Contract with SLO Civil Design for Northfork Project**

*Recommendation: Approve contract with SLO Civil Design for civil design service, project management, and regulatory agency coordination.*

**DISCUSSION ITEMS**

**10. Mussel Self-inspector Program Adjustments**

*Recommendation: Approve the reduction of the 2025-26 fee from \$150 to \$50 and remove the option to volunteer 4 hours in lieu of payment.*

**11. Annual Update to the Reserve Study**

*Update on annual Reserve Study revision.*

**12. 2026 Annual Board of Directors Election Services**

*Update of election services to be provided by The Inspectors of Elections.*

**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 – February 26, 2026  
*Approve Minutes for the Open Session Meeting of the Heritage Ranch Owners Association Board of Directors held on February 26, 2026.*
2. **FINANCIALS (Acknowledge and Accept)**
  - A. Balance Sheets – February 2026  
*Acknowledge and accept the February 2026 Balance Sheet.*
  - B. Revenue & Expense Statement – February 2026  
*Acknowledge and accept the February 2026 Revenue and Expense Statement.*
  - C. Accounts Receivable Aging Summary – February 2026  
*Acknowledge and accept the February 2026 Accounts Receivable Aging Summary.*
  - D. Certificates of Deposit – February 2026  
*Acknowledge and accept the February 2026 Certificates of Deposit.*
  - E. Reserve Fund Deposits & Expenditures – February 2026  
*Acknowledge and accept the February 2026 Deposits to and Expenditures from the Reserve Fund.*
  - F. Treasurer's Report – February 2026  
*Acknowledge and accept the February 2026 Treasurer's Report.*
  - G. Bank Statement Reconciliations – February 2026  
*Acknowledge and accept the February 2026 Review and Reconciliation of all Bank Statements.*
3. **RESERVE FUND PAYMENTS (Acknowledge and Ratify by Resolution)**
  - A. Pool Tek Corporation- \$11,000.00  
*Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to Pool Tek Corporation for Invoice 1741-6 for \$11,000.00.*
  - B. Pool Tek Corporation- \$11,000.00  
*Acknowledge and ratify, by Resolution, the payment from the Reserve Fund to Pool Tek Corporation for Invoice 1741-7 for \$11,000.00.*
4. **LIEN AUTHORIZATION (Acknowledge and Accept, Civil Code §5675)**
  - A. 012-273-054 \$4,299.27  
**This information was last updated on 03/16/2026. Payments made after this date are not reflected.**
5. **COMMITTEE & FOCUS GROUPS (Acknowledge and Accept)**
  - A. Continuing Recognition of NRWMAC as Association Representative for Lake Nacimiento Matters
  - B. Resolution: Extension of Construction Completion for Mobile Home Projects
  - C. Resolution: Prohibiting Combustible Landscaping Materials in New Construction Projects
  - D. Resolution: Amending the HROA Membership Handbook Regarding Parking Near Fire Hydrants
  - E. Approve AEC Committee Membership
    - Scott Hamelin
6. **PERSONNEL (Acknowledge and Accept)**
  - A. Raise the General Manager's single-purchase authority from \$1,000.00 to \$3,000.00



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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.)**

**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**

Instructions to reserve a weekly boat slip online are available at <https://hroa.us/marina/boat-slips-for-rent>  
**Requirements may be sent to [office@hroa.us](mailto:office@hroa.us) or brought to the Member Services Office *before* online submission. Please note that applications must include all required documentation and the deposit 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](mailto: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>.**