

WILDWOOD WEST ROAD ASSOCIATION CORPORATION
BOARD MEETING MINUTES
JULY 26, 2025

Officers Present: Richard Kaiser-Chair, Cheryl Blain-Treasurer, Nino Herrera-Road Director and Karen Gifford-Secretary

Guests: Bob & Sherrye Bell, Al & Donna Gebhart, Marc Gifford, Paula Hansen, Marc Igel, Diana Kaiser, Rebecca Martello, Patti Parsons, JD Salyer and Bob Spier

Meeting called to order 10:03 AM at the Kaiser residence (20200 Wildwood West Road)

Chair Announcements:

Quorum of officers present.

Robert's Rules of Order in use.

Meeting will be recorded.

Karen Gifford- Secretary

Read minutes from previous board meeting, corrections requested as follows:

Change the word purpose to propose and addresses to address under Chair comments.

Motion: Cheryl Blain

Under new business strike reference Bylaws Article X and will discuss in today's old business.

Second: Nino Herrera

All in favor 3 to 1, motion passed, exceptions noted.

Motion: Richard Kaiser

Approve the board meeting minutes for May 24, 2025 with the corrections as noted above.

Second: Cheryl Blain

All in favor, motion passed, no exceptions.

Prepared and read a summary concerning the history of the road, from the period of 2002 to 2005, highlighting the association's journey to become a corporation.

Cheryl Blain-Treasurer

Provided balance sheets, income and expense reports, bank statements and more.

Highlights:

Current bank balance as of July 26, 2025.	\$33,076.76
Total income May 1, thru July 26, 2025	14,310.00
Dues collected	14,310.00
Dues outstanding	2,660.63

Expenses:	
Taxes	800.00
PO rent	72.00
Other	56.00
Road maintenance	54.62
Reimbursement Vice Chair (Rob Martello)	240.63
Total	\$1,223.35

Pending billing, for records requested by Marc Gifford, in the amount of \$240.63 was adjusted down by the Board and payment has been received in the amount of \$61.20.

There was a discussion by all present concerning costs assessed for corporate records requests by members. On future requests the Board to provide an estimated cost and payment is expected upon release.

Reporting very successful collection efforts by personally calling members with outstanding dues owed. Three members remain unpaid for this cycle and one parcel holder remains past due for the current billing cycle as well as the two previous years. Will gather more information on property liens.

Motion: Cheryl Blain

File a lien on the property for the full \$770 owed for outstanding dues plus interest and collection fees.

Second: Richard Kaiser

All those in favor, motion passed, no exceptions.

Both federal and state taxes have been filed. Chair would like to see more coordination between tax preparer (Bob Spier), who is not on the Board and Treasurer when completing the task.

Nino Herrera-Road Director

The goal for maintaining the road is a good and passable condition as stated in the Bylaws, that should be the focus. The road is passable but good is subjective and wants to apply a standard to rate Wildwood West Drive. He will be applying the University of Wisconsin Guide as reference tool along with information posted on the Nevada County website to rate road standards. Prepared a map of Wildwood West Drive assigning numbers to rate it from the bottom to the top. Will prioritize road maintenance work to be done based on the areas with lower numbers.

After conversations with various contractors, a civil engineer and applying the road standards rating system to Wildwood West Drive the consensus is to fill the cracks and do a chip seal overlay as needed.

Cost is a factor for work to be completed including the sinking culvert at 20124 Wildwood West Drive. Not an emergency but within a year or two will need attention and could be an expensive undertaking plus a possible traffic issue.

Summary of estimates:

Filling Cracks whole road \$10,000 to \$12,000

Chip seal overlay whole road \$80,000 to \$100,000

Sinking Culvert \$5,000 \$10,000 K (depends on scope of work)

Recommendations:

One-year plan is to fill cracks, any money remaining do a chip seal overlay on designated areas.

Two-year plan is to fix sinking culvert, any money remaining continue to do a chip seal overlay on areas in need.

Five-year plan is to use funds for chip seal overlay work in areas needing it the most.

Estimate on the life of chip seal overlay after first application two years, after second coat five to six years. Asphalt overlay lasts much longer but is expensive.

Previous reports indicated the end of the road near 20694 Wildwood West may need an asphalt overlay to bring it up to standards.

Requested bids, three responses received and all remain in effect until the end of July. Road Director recommend using following estimate by Simpson and Simpson Inc. (came out in person):

Filling cracks on the whole road \$10,500

Chip seal overlay 45 cents per sq ft, starting at end of the road near 20694 Wildwood West Drive

Motion: Nino Herrera

Accept bid from Simpson & Simpson to do \$17,000 worth of work on Wildwood West Drive as specified.

Second: Richard Kaiser

All in favor, motion passed, no exceptions.

Motion: Nino Herrera

Increase the already approved amount for road work by another \$8,000 for a maximum of \$25,000.

Second: Cheryl Blain

All in favor, motion passed, no exceptions.

Board asked to make arrangements to get work done as soon as possible since contractors stop work in October. Will check with Simpson & Simpson to see if they will be able to do members driveways, in addition to the contracted work for the association, if possible, parcel owners will be notified.

Member comments:

WWRA is responsible for culverts that cross the road.

There is an underground spring by Mellow Pines near the culvert.

Richard Kaiser-Chair

Old Business

Compliance of Bylaws Article X-Duties was completed by the Chair and Treasurer. Noted two expenses not listed properly, will be corrected.

At the Chair's request Treasurer completed a comparative five-year financial summary.

Chair prepared a budget worksheet for the fiscal year 2025-2026, a summary of the information: Bank balance \$21,000, member assessments \$14,310 total projected balance \$35,310. Taking in consideration estimated costs the projected expenditures are \$27,500; this leaves a projected balance of \$7,810. Based on projected income and maintenance recommendations suggests patch and seal as needed and every three years alternate chip seal overlay on half the road. Will look into a six year plan for road maintenance.

Signatures were updated at the bank.

Executive board meeting minutes read by acting secretary, Cheryl Blain.

Motion: Richard Kaiser

Approve meeting minutes, by officers attending, as read for the Executive Board Meeting of June 28, 2025.

Second: Nino Herrera

All in favor, motion passed no exceptions.

Chair reviewed assessment voting issue, highlighting the need for an increase to keep up with road maintenance and escalating costs. Discussions have been ongoing since 2019, 2020, 2021, 2022, 2023 and 2024 to raise dues assessments. The vote conducted in 2024 has been challenged by some members of the association and there is currently a demand letter dated May 8, 2025 from attorney, Neil Dorfman, to settle the issue. The board spoke with two independent attorneys to review the situation and seek professional guidance. Quotes to represent the association have been \$20,000 or more, based on the information provided, with no guaranteed outcome and a loss would mean paying court fees for both sides. A special assessment for legal funds would require a ballot vote from the membership to approve the expense and it may not have enough support. If a settlement agreement is not reached by August 1, 2025, as stated in Neil Dorfman's correspondence of July 8, 2025, his clients intend to proceed with litigation.

The Board looked at options for a possible solution or compromise to the situation and offered some suggestions. The rest of the discussion on this topic was long and challenging. There were many guests in attendance that had numerous comments, questions, opinions and interpretations on the matter.

Motion: Nino Herrera

Revert back to 2024 dues and members have option to credit, refund or donate the difference to WWRA.

Second: Cheryl Blain

The voting process for the motion was not completed no action taken.

Motion: Cheryl Blain

Board to hire an attorney David Fischer to represent WWRA in a response to the Neil Dorfman demand letters dated May 8 and July 8, 2025, with a reply by August 1, 2025.

Second: Richard Kaiser

All officers in favor, exception Karen Gifford abstaining, motion carried.

Chair and/or Treasurer will give future drafted motions or strategies to David Fischer, as the legal representative for WWRA. He will act as an unbiased third party to contact and respond to Neil Dorfman directly and see if the proposed motions below will lead to an agreement and settle the demand with the John Does.

First proposed motion: Revert back to 2024 dues and members have option to credit, refund or donate the difference to WWRA.

Second proposed motion: Board to have a new vote on increasing the dues and what criteria is acceptable for the vote to pass.

New Business

Vice Chair position was vacated with the resignation of Rob Martello. Three candidates posted for the opening: Bob Bell, Donna Gebhart and JD Salyer. Board vote was conducted and JD Salyer will take the Vice Chair position until the term ends in April 2026. Oath of office was administered by the secretary.

The bank records will need to be updated due to the change in the Vice Chair. Secretary will follow up.

Member requested that the current Treasurer provide financial summaries quarterly to everyone in the association. Treasurer will comply.

Equestrian issues are not a part of road maintenance.

Members can post signs on their own property.

Short discussion on speeders on Wildwood West Drive, may need more conversation.

Next Meeting: October 25, 2025, 10 AM at the Kaiser residence (20200 Wildwood West Drive).

Motion: Richard Kaiser

Adjourn meeting, time 1:17 PM

All in favor, no exceptions

Karen Gifford

Secretary

Safety is a major concern on our road to protect people, pets, and property. Please control your speed and remind you visitors to do the same.