# KEANLAND PARK HOMEOWNERS ASSOCIATION

## BOARD OF DIRECTORS MEETING MINUTES

**August 27, 2026 | Zoom**

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| **Meeting Format** | Virtual meeting via Zoom |
| **Call to Order** | Approximately 6:30 p.m. |
| **Adjournment** | Approximately 7:53 p.m. |
| **Presiding Officer** | Kevin Ruoff, President |
| **Quorum** | A quorum was established |

### Attendance

The following attendees identified themselves in the official Zoom chat. Names are recorded as provided by participants:

Kevin Ruoff; Ben Rapone; Danielle Sullivan; Steve Bigelow; Ellen Bigelow; Phil Hilty; Chuck Klamm; Kathy Fugere; Gary Anderson; Mike Moore; Tan Huynh; Marc D. Groenier (Treasurer); Joanna Seymour; Josh Homan; Becki Homan; Mike Reynolds; Lori Reynolds; Steve Barclift; Greg Howell; Karen Contos; Greg Contos; Jon Bell; Marilyn Tague.

**Additional participant:** A participant joined from “Thom’s iPhone” and posted in the chat, but a full name was not provided in the chat record.

### 1. Call to Order and Agenda

President Kevin Ruoff conducted roll call and confirmed that a quorum was present. No questions or requested changes to the agenda were raised.

### 2. President's Report

President Ruoff provided updates on the following matters:

- Nitrate testing. RJ Trends will perform nitrate testing for Lots 37-92 during the current year. The Board reported that approximately one in three properties failed during the prior testing discussed. Homeowners will be notified once testing dates are confirmed.
- Wetlands/OlyEco. Board members participated in a tour concerning the wetlands/OlyEco area. The Board will provide additional information to homeowners as updates become available.
- Washington Uniform Common Interest Ownership Act (RCW 64.90). A compliance audit was distributed to Board members. The Board discussed that the law is expected to apply to the Association by 2028 and that a significant impact will be the need for long-term financial planning, including a 30-year plan addressing anticipated Association obligations and expenses. Homeowners will be notified when related information is published on the Association website.

No questions were raised following the President's report.

### 3. Treasurer's Report

Treasurer Marc D. Groenier reported on the Association's financial position and upcoming financial matters:

- The Association's finances remain in a positive position, with assets higher than the prior year.

- Interest income is higher this year as a result of reserve-fund investments.
- An audit will be required this year.

**Resale certificates.** The Board discussed resale-certificate requirements, including disclosure of governing documents, dues balances, and other required information. The Treasurer recommended charging $275 for preparation of resale certificates, noting the administrative work involved and the fee authority discussed under RCW 64.90.405. Homeowner comments in the Zoom chat expressed support for the proposed fee.

**BOARD ACTION:** The Board voted unanimously to begin charging $275 for resale certificates.

## 4. Architectural Control Committee (ACC) Report

Chuck Klamm provided the ACC update. The following matters were discussed:

- A softscape request was received. The discussion noted the requirement for two trees in front yards and the importance of avoiding impacts to septic areas.
- The ACC does not require requests for ordinary softscape changes, although homeowners are encouraged to communicate proposed work.
- Grass may not be removed from the swales.
- Two house-painting requests were approved. ACC review is required when exterior colors are being changed.
- A slab and gazebo request was approved.
- Two shed violations were discussed. One had been corrected; the other was expected to be corrected by approximately September 1. The Board noted that shed compliance continues to be a recurring issue.
- Homeowners may change the gravel material within the gravel strip, but may not remove or eliminate the gravel strip itself.
- A rooster violation was addressed. The homeowners were cooperative and agreed to remove the rooster.
- Lawn-maintenance letters were recently sent for the first time.
- Trailers and boats may not remain indefinitely in driveways; temporary presence should be tied to a legitimate reason or use.

No questions or comments were raised following the ACC report.

## 5. Maintenance Task Force (MTF) Report

President Ruoff provided the MTF update:

- Mowing of the common area was completed this year.
- Road crack-sealing maintenance was completed by David.
- Road resealing is anticipated in approximately two years. Additional information will be provided as planning progresses.
- The fences along Keanland Park Drive separating the Association from OlyEco require repair and/or replacement of boards. During the discussion, a homeowner clarified in the Zoom chat that the OlyEco manager had discussed installing metal posts and that responsibility for the fence was part of the discussion.

## 6. Communication Platform

The Board discussed the proposed use of Neighbors by Vinteum as an Association communication tool, including the platform and its intended use.

**BOARD ACTION:** The Board voted unanimously in favor of moving to the Neighbors by Vinteum platform.

## 7. Homeowner Comments and Other Discussion

- Entrance signage and traffic safety. Mike Moore asked the Board to consider more visible standard-size speed-limit and “Not a Through Street” signage at the neighborhood entrance and raised the possibility of an entrance speed bump because of speeding concerns and the lack of sidewalks.
- Septic requirements. Mike and Lori Reynolds encouraged the Board to continue exploring septic requirements and possible remediation options so homeowners can better understand what alternatives may be available.
- Meeting participation. Danielle Sullivan suggested posting signs at neighborhood mailboxes before meetings as a possible way to increase homeowner attendance.
- Several homeowners thanked the Board and volunteers for their time and service to the Association.

## 8. Potential County Commissioner Participation

The Board discussed inviting Thurston County Commissioner Wayne Fournier to attend a future Association Zoom meeting to discuss topics relevant to Keanland Park homeowners. Additional information will be provided as plans develop.

## 9. Adjournment

The meeting concluded at approximately 7:53 p.m., based on the closing activity reflected in the official Zoom chat record.

**Record basis:** These draft minutes were prepared from the August 27, 2026 Board meeting notes, the associated Zoom meeting recording, and the official Zoom chat record. Attendance reflects individuals who identified themselves in the Zoom chat.

| **Approved by:** | **Date:** |
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| *Kevin Ruoff*, KP HOA President | August 30, 2026 |