

**WASHINGTON STATE BOUNDARY REVIEW BOARD  
FOR KING COUNTY**  
**REGULAR MEETING**

**January 8, 2026**

**MINUTES**

**I. CALL TO ORDER**

Chair Stephen Toy convened the meeting at 7:03 P.M.

**II. ROLL CALL**

The following members were present:

Mary Lynne Evans

Matthew Everett

Chandler Felt

Jay Hamlin

Ken Hearing

Teresa Platin

Cheryl Scheuerman

Other attendees: Shelby Miklethun, Angelica Velasquez

**III. PUBLIC COMMENT**

There were no public comments.

**IV. MINUTES**

**REGULAR MEETING – NOVEMBER 13, 2025**

Chair Toy presented the minutes of the Regular Meeting of November 13, 2025, for review and action by the members.

*Action: Jay Hamlin moved and Matthew Everett seconded the motion to adopt the draft minutes for the Regular Meeting of November 13, 2025.*

*Board members voted eight in favor of approving this record of the Regular Meeting.*

**REGULAR MEETING – DECEMBER 11, 2025**

Chair Toy presented the minutes of the Regular Meeting of December 11, 2025, for review and action by the members.

*Action: Jay Hamlin moved and Chandler Felt seconded the motion to adopt the draft minutes for the Regular Meeting of December 11, 2025.*

*Board members voted seven in favor of approving this record of the Regular Meeting. Teresa Platin and abstained as she did not attend the December 11, 2025, Regular Meeting.*

**V. ADMINISTRATION**

**A. CHAIR'S REPORT**

There was no Chair's report.

## **B. EXECUTIVE SECRETARY'S REPORT**

Ms. Miklethun shared that final 2025 payments had been made to Members and that she hoped that the new payment process would result in expenses not being included in Members' 2025 1099s. She then reported that Executive Zahilay had taken office and had begun to recruit, hire and onboard his new staff. She added that several members of the Regional Planning team would continue to work for the County for at least several months. She then reported that the Board has several applicants for its vacant positions and that she would be working with the appointing bodies regarding those positions. Finally, she provided a general update of ongoing work of the Office, such as supply ordering, payments and collaboration with interested parties.

## **C. COMMITTEE REPORTS**

### **1. BUDGET COMMITTEE**

Budget Committee Chair Jay Hamlin shared that the Board spend 94% of its 2025 budget. He highlighted several line items with overspending, including dues/memberships, legal services and training and explained underlying causes for each. He then shared areas of underspend including GIS services, license fees and purchased transportation – i.e., member-related expenditures. Next, he thanked Staff and Members for their ongoing work on the budget. Finally, he reported that the Board's requested 2026-2027 requested biennial budget had been approved as requested.

### **2. LEGISLATIVE COMMITTEE**

Legislative Committee Chair Mary Lynne Evans reported that the Legislative Committee will be meeting in order to discuss potential amendments to King County Code Chapter 13 regarding water and sewer plans that could affect the Board. Ms. Miklethun added that the Committee could choose to provide feedback regarding the proposed changes as an interested party should it wish to do so. She added that she appreciated County staff including the Board in its outreach process.

WSABRB Legislative Committee Chair Chandler Felt shared that the WSABRB Legislative Committee has begun to meet and discuss the upcoming legislative session. He added that there have not yet been any pre-filed bills that would affect boundary review boards. Next, he reported that the Committee would again be planning a legislative visit to Olympia in order to meet with legislators and share information with them regarding BRBs.

## **VI. 2026 COMMITTEE MEMBERSHIP DISCUSSION AND VOTE**

Members discussed 2026 committee structure and membership and chose the following committee structure:

Steering Committee*
CHAIR: Jay Hamlin

Nominating Committee*
CHAIR: Teresa Platin
Stephen Toy
Matthew Everett

Personnel Committee*
CHAIR: Ken Hearing
Teresa Platin
Mary Lynne Evans

Legislative Committee*

Budget Committee*

CHAIR: Mary Lynne Evans
Chandler Felt
Stephen Toy

CHAIR: Chandler Felt
Ken Hearing
Matthew Everett

\*Cheryl Scheuerman, as Board Chair, is an ex officio member on all committees

Members also decided that new members will be assigned to committees upon appointment to the Board.

*Action: Ken Hearing moved and Teresa Platin seconded the motion to accept the committee structure and membership as described in the table above.*

*Board members voted eight in favor of approving the committee structure and membership as described above.*

#### **VII. DISCUSSION AND POSSIBLE VOTE FOR CHAIR ELECT 2026/CHAIR 2027**

Jay Hamlin stated that he would be willing to serve as Chair-Elect/2027 Chair. Members thanked him for his willingness to serve.

*Action: Ken Hearing moved and Matthew Everett seconded the motion to appoint Jay Hamlin to the position of 2026 Chair-Elect/2027 Board Chair.*

*Board members voted eight in favor of appointing Jay Hamlin to the position of 2026 Chair-Elect/2027 Board Chair.*

#### **VIII. CHAIR TRANSITION**

Chair Toy thanked the Members for their support of him as Chair over the year and expressed how much he had enjoyed working with everyone during his tenure. He also thanked Ms. Miklethun for her support. The Members and Ms. Miklethun thanked Chair Toy for his service and remarked on the great job he did as Chair. Chair Toy then passed the Chair's gavel to Cheryl Scheuerman. Chair Scheuerman expressed her excitement for working with Members and Staff in 2026.

#### **IX. NEW BUSINESS:**

##### **A. NEW FILE [2422](#)**

The Board received a Notice of Intention (File No. 2422) submitted by the King County Drainage District No. 5-5A (the District.) Members received a [Summary](#) of File No. 2422 prior to the meeting. Ms. Miklethun shared King County iMap mapping of the area, and the Members discussed the file.

Ms. Miklethun relayed that the District proposes to withdraw from territory within the City of Enumclaw (the City.) Ms. Miklethun explained that the District intends that the City take over both the work of the District and the District's assets in that area. She added that should this proposal proceed and take effect, the District's current commissioners would need to resign as they live within the City, and, therefore, could no longer serve as they would live outside of the District's boundaries. Further, the County would need to appoint new commissioners that live within the District's new borders. Additionally, Ms. Miklethun reported that there is potentially a discrepancy with the NOI's legal description in that it does not address the District's desire to withdraw from the Sierra Vista Potential Annexation Area which lies outside of the City's boundary. Finally, Ms. Miklethun noted that from its resolution regarding the proposal, it is unclear if the City is aware of the discrepancy regarding the legal description.

Members discussed the Notice of Intention in detail. After doing so, Members directed Ms. Miklethun to work with Chair Scheuerman to draft and send a letter to the District requesting additional information and to clarify and resolve the issue regarding the legal description. Ms. Miklethun stated that she would do that and also request a list of parcels as well as acreage information regarding the proposal. She added that she would post the letter and the District's response to the Board's website.

**B. THE MASTERLIST**

Ms. Miklethun noted that the Masterlist needs to be updated with the acreage and parcel information from File No. 2422.

**C. UPCOMING ACTIONS**

Ms. Miklethun relayed information regarding upcoming annexation activity.

**X. ADJOURNMENT**

Chair Scheuerman adjourned the Regular Meeting at approximately 8:53 P.M.