

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

**March 12, 2026**

**MINUTES**

**I. CALL TO ORDER**

Chair-Elect Jay Hamlin convened the meeting at 7:10 P.M.

**II. ROLL CALL**

The following members were present:

Mary Lynne Evans

Matthew Everett

Chandler Felt

Jay Hamlin

Ken Hearing

Teresa Platin

Chair Cheryl Scheuerman (arrived after Roll Call)

Stephen Toy

Other attendees: Robert C. Kaufman, Board Counsel, Shelby Miklethun, Angelica Velasquez

**III. PUBLIC COMMENT**

There were no public comments.

**IV. MINUTES**

**REGULAR MEETING – FEBRUARY 12, 2026**

Chair-Elect Hamlin presented the minutes of the Regular Meeting of February 12, 2026, for review and action by the members.

*Action: Chandler Felt moved and Matthew Everett seconded the motion to adopt the draft minutes for the Regular Meeting of February 12, 2026.*

*Board members voted six in favor of approving this record of the Regular Meeting. Ken Hearing abstained as he did not attend the Regular Meeting of February 12, 2026. Chair Scheuerman did not vote as she arrived after Roll Call.*

**V. ADMINISTRATION**

**A. CHAIR-ELECT'S REPORT**

Chair-Elect Hamlin shared that the WSABRB Executive Board met that morning to review the SWOT (Strengths, Weaknesses, Opportunities & Threats) reports that Executive Board Members had drafted. He added that the [WSABRB Annual Conference](#) will be held virtually on October 1, 2026.

**B. EXECUTIVE SECRETARY'S REPORT**

Ms. Miklethun reported that payments for Board Member fees had been processed and sent out to Members. She added that she was working on attempting to reimburse members via the smart spreadsheet process vs. a

manual pay process as that is less labor intensive. She further stated that Members that met the pay threshold should have received a 2025 Amended 1099 form. She then stated that regarding vacancies, the Board would be discussing and voting regarding a candidate for the Fire Commissioners' position at this meeting and that she had transmitted candidate materials and recommendations to the Seattle Mayor's Office regarding the Mayors' position election and the Executive's Office regarding the County position. Next, she reported that the new Executive Liaison to Boards and Commissions reached out to all Boards and mentioned that the Executive is interested in attending a meeting of all 50+ boards. Finally, she added that she sent out access links to the Board's Box.com website and would be sharing information regarding upcoming BRB public hearings across the state as they happen.

## **C. COMMITTEE REPORTS**

### **1. LEGISLATIVE COMMITTEE**

Legislative Committee Chair Mary Lynne Evans reported that the Legislative Committee worked on a pre-review of potential King County Code updates regarding water plans and sewer plans proposed by the King County Department of Local Services before the updates were posted for public comment. She shared the proposed updates do not directly affect BRBs but include important planning-related updates. She stated that the Legislative Committee felt it did not need to make public comment after participating in the pre-review, but that she appreciated the opportunity to be involved in the process.

WSABRB Legislative Committee Chair Chandler Felt reported that this was the final day of the 2026 Legislative Session and that the Committee will have a final wrap-up meeting on March 13, 2026.

### **2. BUDGET COMMITTEE**

Budget Committee Chair Chandler Felt shared that the Budget Committee met on March 9, 2026, and reviewed the Board's current biennial budget and spending to date. He reported that the Board has currently spent \$74,793 of its \$1,016,068 biennial budget, or approximately 7% of the budget amount, in the first approximately two months of the budget cycle. He added that these two months represent about 8% of time elapsed in the budget cycle. Budget Committee Chair Felt then provided more detailed information regarding several budget line items and their associated spending.

### **3. NOMINATING COMMITTEE**

Nominating Committee Chair Teresa Platin reported that the Nominating Committee met on February 23, 2026, for the purpose of interviewing Karen Howe for the Board's vacant Fire Commissioners' member position. Committee Chair Platin shared that the Committee found Karen Howe to be a wonderful candidate that had served as a City of Sammamish Councilmember as well as Mayor. She added that the Committee found Karen Howe to be well-versed in the political and social aspects of city governance. Committee Chair Platin also shared that Karen Howe has extensive experience as a board member, including service on the board of Eastside Fire & Rescue and the King County Children and Youth Advisory Board as well as other positions. Next, Committee Chair Platin added that Karen Howe brings professional experience in the tech sector, and she shared that Karen Howe stated that she found the importance of partnerships to be particularly impactful. Finally, Committee Chair Platin reported that Karen Howe shared that she is familiar with annexations, specifically the Klahanie Annexation to the City of Sammamish. Nominating Committee Members Stephen Toy

and Matthew Everett concurred with Committee Chair Platin's recommendation of appointment of Karen Howe to the Board's vacant Fire Commissioners' position.

**VI. DISCUSSION & VOTE FOR NEW MEMBER – KAREN HOWE**

*Action:* Nominating Committee Chair Teresa Platin moved and Chandler Felt seconded the motion to appoint Karen Howe to the Fire Commissioners' position, with the term expiring February 28, 2029.

Board members voted eight in favor of approving the appointment of Karen Howe to the Fire Commissioners' position, with the term expiring February 28, 2029.

**VII. DISCUSS BRB EMAIL ACCOUNTS**

Ms. Miklethun shared that she would get a King County email account set up for Karen Howe. She then offered accounts to other Members as well. Matthew Everett, Jay Hamlin and Stephen Toy also requested accounts. Board Members and Ms. Miklethun discussed that records relating to Board business are public records regardless of where they are stored. Ms. Miklethun and the Members also discussed the need to develop records management guidance for Members who exit the Board.

**VIII. OLD BUSINESS**

Board Members and Ms. Miklethun reviewed the Board's [Closure Letter](#) for File No. 2422 and discussed the file closure process and next steps for files in general.

**IX. NEW BUSINESS:**

**A. NEW FILE:**

There were no new files.

**B. THE [MASTERLIST](#)**

**C. UPCOMING ACTIONS/OTHER UPDATES – VASHON SEWER DISTRICT**

Ms. Miklethun reported that several water-sewer districts are working on territory withdrawal processes as part of their efforts to update their respective water and/or sewer plans. She added that the Vashon Sewer District is currently doing such a process regarding some of its territory that it ultimately determined that it would not be serving in the future. Next, she shared that she had been working with the Vashon Sewer District staff on a pre-review process for its Notice of Intention. Finally, she reported that [RCW 36.93.235](#), which the Legislature added in 2025, adds additional, more complex work for staff in order to verify that filing entities have demonstrated compliance with the applicable method of annexation/withdrawal/incorporation, etc.

**X. WATCH AND DISCUSS PORTION OF KING COUNTY BRB PUBLIC HEARING – FILE 2367**

Board Members reviewed and discussed information on the [White Center Now](#) website regarding its public hearing for File No. 2367. Members were not able to watch the video due to sound issues, but Jay Hamlin was able to improve those issues and re-post the videos on the [WSABRB YouTube](#) website.

**XI. ADJOURNMENT**

Chair Scheuerman adjourned the Regular Meeting at approximately 8:51 P.M.