

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

REGULAR MEETING

March 13, 2025

I. CALL TO ORDER

Chair Stephen Toy convened the meeting at 7:07 P.M.

II. ROLL CALL

The following members were present:

Mary Lynne Evans
Chandler Felt
Jay Hamlin
Ken Hearing
Teresa Platin
Cheryl Scheuerman

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

III. PUBLIC COMMENT

There were no public comments.

IV. MINUTES

REGULAR MEETING – FEBRUARY 13, 2025

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

Action: Jay Hamlin moved and Ken Hearing seconded the motion to adopt the draft minutes for the Regular Meeting of February 13, 2025.

Board members voted six in favor of approving this record of the Regular Meeting. Mary Lynne Evans did not vote as she had not yet joined the meeting.

V. ADMINISTRATION

A. CHAIR'S REPORT

Chair Toy noted that the Board is currently operating with only seven members due to four vacancies and added that recruitment efforts would be discussed later in the Agenda.

B. EXECUTIVE SECRETARY'S REPORT

Ms. Miklethun shared that there were some parking changes at Bellevue Fire Station No. 9 and asked that Members not park directly behind the vehicle bay door. Teresa Platin asked if Ms. Miklethun could reminders for Members for the next few meetings, and she said that she could. Ms. Miklethun then thanked Members for reaching out to her regarding the inquiring of the possibility of having Member expenses reimbursed in a way that would not trigger a taxable income reporting. She explained that it had been the Board's practice to process Member payments in one manner, and that manner caused reimbursements to be reported as taxable income. She added that reimbursement payments, which should not be taxable income were being lumped together with Board Member fees, which are appropriately considered as income. She then shared that it was her belief that that practice was both incorrect and unfair. Further, she reported

that she had worked with King County Procurement and Payables (P&P) to attempt to find a solution and that P&P has offered the Manual Pay payment process as a method to reimburse Member expenses and not have that reported as taxable income. Then, she added that she and Ms. Velasquez will need to process expense reimbursements and Board Member fee payments separately, so Members should expect multiple checks. Ms. Miklethun then asked Members to confirm if they want her and Ms. Velasquez to process payments in that manner and added she may need additional documentation from Members in order to do so. Ms. Miklethun and the Members discussed the issue, and Members directed Ms. Miklethun to proceed with processing Member Quarter 1 Voucher expense reimbursements via the Manual Pay process as a trial and then report back to the Board regarding the trial at the next Board meeting.

C. COMMITTEE REPORTS

1. BUDGET COMMITTEE

Budget Committee Chair Jay Hamlin shared that there were three budget-related meetings this month. First, he reported that the Budget Committee met on February 27, 2025, and reviewed the final data from the 2023-2024 Biennial Budget which showed a 98% spend to budget ratio. He added that the Budget Committee reviewed that budget's line items and discussed specific areas of overspend and underspend, such as IT-related and training over expenditures. He then stated that the Budget Committee reviewed the 2025 Annual Budget and shared that the Board is currently at an 11% spend to budget ratio. He then added that the Budget Committee also discussed that the Board has so far not been asked to make cuts for the 2026-2027 Biennial Budget. Next, he added that he and Ms. Miklethun met with KCIT staff to discuss the Board's budget for IT-specific needs. Then, he shared that he and Ms. Miklethun also met with Gabby Lacson of the King County Office of Performance, Strategy and Budget to discuss the budget pro forma process. Finally, he shared that the Budget Committee's next meeting would likely be held in September.

2. LEGISLATIVE COMMITTEE

WSABRB Legislative Committee Chair Chandler Felt provided a report regarding the Legislative Session to date. He shared that WSABRB submitted letters and testified on two bills – HB 1304 and HB 1039. He added that the first legislative house of origin cutoff has occurred and stated that several bills that the WSABRB Legislature Committee opposed did not move forward. However, he added that [HB 1304](#), which WSABRB strongly supports did pass the House and had a Public Hearing in the Senate at which he testified in support of earlier in the day. He then shared that [HB 1039](#) is moving forward and would allow a city and a tribe to enter into an agreement for the city to provide water and/or sewer service to the tribe outside of the Urban Growth Area. He reported that the House version, which is the current version moving forward, is only applicable to Clark County, but that it could change as the Senate had amended its companion bill to make the process change applicable statewide. Finally, he shared that [HB 1710](#) regarding voting rights could have an effect on the annexation process but that the bill did not pass the House before the cutoff. Members then discussed that bill, and Ms. Miklethun explained that HB 1710 is regarding a proposed preclearance process that could increase annexation timelines and add additional tasks for BRB Clerks.

VI. EXECUTIVE SESSION

The Board held an Executive Session from 7:56 P.M. to 8:15 P.M. and then from 8:16 P.M. TO 8:20 P.M. per RCW 42.30.110(1)(i) in order to seek and receive legal advice from its legal counsel regarding potential litigation.

VII. BOARD MEMBER RECRUITMENT UPDATE

Ms. Miklethun reported that the Board currently has four vacancies due to Marlin Gabbert and Robert Cook finishing their terms. She then shared that the cities did not get any candidates in its recruitment process. Next, she suggested that the Board do some outreach such as drafting and distributing a press release in order to try and recruit additional qualified candidates in the community. She and the Members discussed the same. Chair Toy shared that he supported the idea and thought it could generate interest. Ms. Miklethun and the Members discussed the process that King County uses to recruit board and commission members generally. Members directed Ms. Miklethun to request that a recruitment notice be put on the website and to look at other recruitment options.

VIII. NEW BUSINESS:

A. NONE

Ms. Miklethun relayed information regarding recent conversations she had had with stakeholders.

B. THE MASTERLIST

The Masterlist was included in the Meeting Materials.

C. UPCOMING ACTIONS

None.

IX. ADJOURNMENT

Chair Toy adjourned the Regular Meeting at approximately 8:37 P.M.