

*The Washington State Boundary Review Board  
For King County*

***REGULAR MEETING***

***7:00 P.M.***

***Thursday, March 13, 2025***

***Bellevue Fire Department Station 9 a/k/a Newcastle Fire Station  
12412 Newcastle Way, Bellevue, WA 98006***

***Hybrid Option: Zoom Meeting ID: 869 0339 3324, Passcode: 446243***

***NOTE TO THE PUBLIC:***

***This meeting is open to the public pursuant to the Open Public Meetings Act (OPMA).***

***I. CALL TO ORDER – 7:00 PM***

***Stephen Toy, Chair***

***II. ROLL CALL***

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

***III. PUBLIC COMMENT***

***IV. MINUTES:***

***Regular Meeting of February 13, 2025***

***V. ADMINISTRATION***

- A. Chair’s Report***
- B. Executive Secretary’s Report***
- C. Committee Reports***
  - 1. Budget Committee***
  - 2. Legislative Committee***

***VI. EXECUTIVE SESSION***

***The Board will hold an Executive Session per RCW 42.30.110(1)(i) in order to seek and receive***

**AGENDA**

**March 13, 2025**

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legal advice from its legal counsel regarding potential litigation.

**VII. BOARD MEMBER RECRUITMENT UPDATE**

**VIII. NEW BUSINESS:**

- A. New File: None
- B. Masterlist
- C. Upcoming Actions/Other Updates

**IX. ADJOURNMENT**

**COMMITTEE MEMBERSHIP LIST**

<b><i>Steering Committee*</i></b>
CHAIR: Cheryl Scheuerman
Mary Lynne Evans
Ken Hearing

<b><i>Nominating Committee*</i></b>
CHAIR: Ken Hearing
Jay Hamlin

<b><i>Personnel Committee*</i></b>
CHAIR: Ken Hearing
Jay Hamlin
Teresa Platin
Chandler Felt

<b><i>Legislative Committee*</i></b>
CHAIR: Mary Lynne Evans
Cheryl Scheuerman
Chandler Felt

<b><i>Budget Committee*</i></b>
CHAIR: Jay Hamlin
Teresa Platin

***\*Stephen Toy, as Board Chair, is an ex officio member on all committees***

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

**REGULAR MEETING**

**February 13, 2025**

**I. CALL TO ORDER**

Chair Stephen Toy convened the meeting at 7:04 P.M.

**II. ROLL CALL**

The following members were present:

Robert Cook	Teresa Platin
<del>Mary Lynne Evans</del>	Cheryl Scheuerman
Chandler Felt	
Marlin Gabbert	
Jay Hamlin	
Ken Hearing	

Other attendees: Shelby Miklethun, Angelica Velasquez, Robert C. Kaufman, member of the public

**III. PUBLIC COMMENT**

There were no public comments.

**IV. MINUTES**

**REGULAR MEETING – JANUARY 9, 2025**

Chair Toy presented the minutes of the Regular Meeting of January 9, 2025, for review and action by the members.

*Action: Chandler Felt moved and Ken Hearing seconded the motion to adopt the draft minutes for the Regular Meeting of January 9, 2025.*

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

**V. ADMINISTRATION**

**A. CHAIR'S REPORT**

Chair Toy thanked Robert Cook for his leadership as chair in the prior year and also expressed his gratitude to members and staff for their flexibility that allowed the Board to conduct the meeting during the snow event. He also noted that it was the final meeting for Robert Cook and Marlin Gabbert and joined the Members and staff in thanking them both for their service to the Board. Finally, Chair Toy amended the Regular Meeting Agenda to continue Agenda Item No. VI – Executive Session to the March 13, 2025, Regular Meeting.

**B. EXECUTIVE SECRETARY'S REPORT**

Ms. Miklethun echoed Chair Toy's sentiments of gratitude to Robert Cook and Marlin Gabbert for their service as well as to Members for their flexibility regarding the hybrid meeting. She provided an update regarding her current work, including asking Members to submit photos for the 2024 Year In Review.

## **C. COMMITTEE REPORTS**

### **1. BUDGET COMMITTEE**

Budget Committee Chair Jay Hamlin shared that he would be scheduling a Budget Committee meeting to discuss the final spending-to-budget data for the 2023-2024 Biennial Budget as well as the to discuss both the 2025 Annual Budget as well as planning for the 2026-2027 Biennial Budget. He added that he and Ms. Miklethun would be meeting with staff from the King County Office of Performance, Strategy and Budget regarding 2026-2027 planning. Ms. Miklethun added that all financial targets and deadlines were met for the 2023-2024 Biennial Budget with an overall 98% spend to budget ratio. She thanked Ms. Velasquez for her work in support of those goals. Finally, she added that as of yet, the Board has not been asked to identify spending cuts for the 2026-2027 Biennial Budget.

### **2. LEGISLATIVE COMMITTEE**

WSABRB Legislative Committee Chair Chandler Felt provided a report as Legislative Committee Chair Mary Lynne Evans was unable to attend the meeting. He shared that information regarding two bills of interest to WSABRB: [HB 1304](#) and [SB 5660](#). He described that HB 1304 relates to the process in which BRB Clerks intake and review Notices of Intention for completeness and added that WSABRB submitted a letter of support for the bill and also provided testimony in support before the House Local Government Committee. He then reported that the bill passed the House unanimously. Regarding SB 5660, WSABRB Legislative Committee Chair Felt shared that the bill would allow certain urban services outside of the urban growth area boundary and would also remove the involvement of boundary review boards in its proposed processes for the new extensions of service. He added that WSABRB submitted a letter of opposition for the bill and also provided testimony in opposition before the Senate Local Government Committee. Members and WSABRB Legislative Chair Felt discussed SB 5660 in detail.

WSABRB Legislative Committee Chair Felt then shared that he, Cheryl Scheuerman, Ms. Miklethun and WSABRB President Marcel Goulet conducted the WSABRB Legislative Visit on Olympia on February 4-5. He reported that the visit featured meetings with approximately 20 legislators and/or their staff and offered the opportunity to share information regarding the value of boundary review boards. Cheryl Scheuerman added that she felt the visit went well and was a great learning experience for both legislators as well as WSABRB members. Chair Toy thanked those who went and shared that bill testimony is available via the bill pages on the [Legislature's website](#).

### **3. PERSONNEL COMMITTEE**

Committee Chair Ken Hearing reported that he had met with Chair Toy, Robert Cook and Ms. Miklethun on January 24, 2025, to discuss Ms. Miklethun's work plan. He shared that the purpose of the work plan is to assist in assessing her performance and drafting her annual performance appraisal as well as to document her specific duties. He added that he will continue to work with Ms. Miklethun regarding crafting this documentation as well as providing performance feedback. Ms. Miklethun expressed her thanks for Committee Chair Hearing's and the Board's support in this effort.

**VI. EXECUTIVE SESSION**

Chair Toy continued to the planned Executive Session to the March 13, 2025, Regular Meeting.

**VII. DEBRIEF MINI-ZOOM TRAINING**

Members and Ms. Miklethun discussed the [WSABRB Mini-Zoom Training](#) that she and several members attended on February 6, 2025, which featured educational information regarding boundary review board rules and member recruitment strategies. Ms. Miklethun reported that WSABRB is looking to increase engagement with its members outside of the WSABRB Annual Conference and that the Mini-Zoom Trainings are a new program that the [WSABRB Education Committee](#) started in 2025 in support of that effort. Chair Toy shared that he noted learning that Pierce County and Snohomish County are approaching the one million resident threshold that will trigger those boards to grow from five members to eleven members.

**VIII. BOARD MEMBER RECRUITMENT UPDATE**

Ms. Miklethun reported that the Board currently has two vacancies (one appointed by the King County Executive and one appointed by the mayors of King County) and that beginning March 1, 2025, there will be two additional vacancies (one appointed by the fire commissioners of King County and one appointed by the water and sewer districts of King County.) She then shared details regarding the mayor's current nomination/election process and the associated dates. Finally, she added that she has reached out to the other appointing entities. Members discussed Cheryl Scheuerman's pending term expiration on February 28, 2025, and Ms. Miklethun shared that the water and sewer districts of King County had informed her that they would like to see her reappointed to another full term.

**IX. NEW BUSINESS:**

**A. BOUNDARY REVIEW BOARD POSITION**

*Action: Chair Toy moved to reappoint Cheryl Scheuerman to a full special purpose district member position term (ending February 28, 2029) per RCW 36.93.051. Ken Hearing seconded the motion.*

*Board members voted seven in favor of reappointing Cheryl Scheuerman to a full special purpose district member position term (ending February 28, 2029) per RCW 36.93.051. Cheryl Scheuerman abstained.*

**B. THE MASTERLIST**

The Masterlist was included in the Meeting Materials.

**C. UPCOMING ACTIONS**

Ms. Miklethun and Members discussed potential new files as well as stakeholder questions posed to staff in February.

**X. ADJOURNMENT**

Chair Toy adjourned the Regular Meeting at approximately 8:10 P.M.

File	Date Rec	Filed	Exp/45	Entity	Entity Type	Action	Annexation Method	Name	Board Action	Date Closed	Final/Ord	Parcel Nos.	No. of Parcels	Total Acres
2421	12/27/2024	1/3/2025	2/18/2025	W & S: NE SAMM S & W DIST	WATER AND SEWER DISTRICT	ANN	PETITION	PARKLANE SWR	APV/45/01/08/2025	2/18/2025		1240100082	1	1
2420	7/17/2024	7/30/2024	9/13/2024	W & S: SAMM PLATEAU W & S	WATER AND SEWER DISTRICT	WTR DE	WITHDRAWAL RESOLUTION - RCW 57.28	AMES LAKE ROAD	APV/45/09/12/2024	9/13/2024	ORD. 19834, RES. 5283	2425069059, 2425069026, 2425069012, 2525069012	4	25
2419	4/10/2024	4/17/2024	6/2/2024	WD: COVINGTON	WATER DISTRICT	ANN	PETITION	SCHNEIDER WTR	APV/WAIVER 05/09/2024	5/9/2024	ORD. 19773, RES. 4683	2022069098	1	0.49
2418	2/22/2024	2/24/2024	4/8/2024	C: REDMOND	CITY	ANN	PETITION	NE 97TH STREET	APV/45/03/14/2024	4/9/2024	ORD. 3165	0325059160, 0325059155, 0325059155, 0325059134, 0325059039, 0325059045, 0325059052, 0325059108, 0325059053, 0325059087, 0325059082, 0325059093, 0325059257	13	13.5
2417	10/27/2023	10/27/2023	12/11/2023	W & S: SOOS CREEK W & S	WATER AND SEWER DISTRICT	ANN	PETITION	LAKEPOINTE SWR	APV/45/11/09/2023	12/12/2023	ORD. 19737, RES. 3845	2922069162, 1922069041, 3022069001, 2022069152, 2022069012	5	79.9
2416	10/5/2023	10/10/2023	11/27/2023	C: AUBURN	CITY	ANN	RESOLUTION - RCW 35.10.271(2)	THE BRIDGES	APV/45/11/09/2023	11/28/2023	ORD. 6928	<a href="https://cdn.kingcounty.gov/-/media/king-county/independent/governance-and-leadership/government-oversight/boundary-review-board/docs/nois/2416-parcels.pdf?rev=bfb344bbb6747a2a082a4dd7e54e2b8&amp;hash=3C0798A0A43D64A02FED185A33583E20">https://cdn.kingcounty.gov/-/media/king-county/independent/governance-and-leadership/government-oversight/boundary-review-board/docs/nois/2416-parcels.pdf?rev=bfb344bbb6747a2a082a4dd7e54e2b8&amp;hash=3C0798A0A43D64A02FED185A33583E20</a>	443	156
2415	3/31/2023	3/31/2023	5/15/2023	C: PACIFIC	CITY	SAC	INTERLOCAL AGREEMENT	GREEN VALLEY FARMS SAC	APV/45/04/13/2023	5/19/2023	RES. 2023-876	3621049016, 3621049077	2	20.5
2414	2/28/2023	2/28/2023	4/17/2023	WD: COVINGTON	WATER DISTRICT	ANN	PETITION	HUB WTR	APV/45/03/09/2023	4/25/2023	ORD. 19622, RES 4618	4127000805, 4127000860, 4127000861	3	46.05
2413	10/17/2022	10/26/2022	12/12/2022	C: ENUMCLAW	CITY	ANN	PETITION	GRACE POINT	APV/45/11/10/2022	12/20/2022	ORD. 2749	7792000015, 7792000020	2	1.23
2412	9/26/2022	9/28/2022	11/14/2022	W & S: SAMM PLATEAU W & S	WATER AND SEWER DISTRICT	ANN	PETITION	SILER RIDGE WTR	APV/45/11/10/2022	11/18/2022	ORD. 19554	1225069051, 1225069050, 135069091, 1225069049, 1225069013, 135069005	6	120
2411	8/9/2022	8/15/2022	9/29/2022	W & S: SAMM PLATEAU W & S	WATER AND SEWER DISTRICT	ANN	PETITION	NE 1ST & JUNIPER SWR ANNE	APV/45/09/22/2022	9/29/2022	ORD. 19519	8843500209, 8843500208, 8843500205, 8843500150, 8843500121, 8843500120, 8843500124, 8843500136, 8843500138, 8843500145	10	12
2410	8/9/2022	8/15/2022	9/29/2022	W & S: SAMM PLATEAU W & S	WATER AND SEWER DISTRICT	ANN	PETITION	M-BROOKE FARM WTR ANN	APV/45/09/22/2022	9/29/2022	ORD. 19518	2425069002, 2525069003	2	80
2409	7/29/2022	8/2/2022	9/16/2022	FD: KCFD # 43	FIRE DISTRICT	ANN	PETITION	VANDER WOUDE ANNEX	APV/45/08/11/2022	9/16/2022	ORD. 19520	0822079034	1	1.36
2408	6/30/2022	7/5/2022	8/19/2022	W & S: SAMM PLATEAU W & S	WATER AND SEWER DISTRICT	SWR DE	WITHDRAWAL RESOLUTION - RCW 57.28	ISSAQUAH HIGHLANDS	APV/45/08/11/2022	8/19/2022	RES. 5139	NOT PROVIDED IN A LISTABLE FORMAT	NOT PROVIDED IN A LISTABLE FORMAT	27
2407	6/30/2022	7/5/2022	8/19/2022	W & S: SAMM PLATEAU W & S	WATER AND SEWER DISTRICT	WTR DE	WITHDRAWAL RESOLUTION - RCW 57.28	ISS H'LANDS & URBAN VILLA	APV/45/08/11/2022	8/19/2022	RES. 5138	NOT PROVIDED IN A LISTABLE FORMAT	NOT PROVIDED IN A LISTABLE FORMAT	247
2406	5/2/2022	5/3/2022	6/17/2022	WD: COVINGTON	WATER DISTRICT	ANN	PETITION	STATION BY VINTAGE	APV/45/05/12/2022	6/17/2022	ORD. 19468	3622059057	1	2.33
2405	1/7/2021	1/11/2021	2/25/2021	FD:NORTHSHORE F.D.	FIRE DISTRICT	MERGER	ELECTION METHOD MERGER - RCW 52.06	NORTHSHORE-WOODINVILLE	APV/45/02/11/2021	2/25/2021	REJECTED BY VOTERS	NOT PROVIDED IN A LISTABLE FORMAT	NOT PROVIDED IN A LISTABLE FORMAT	28,880
2404	10/1/2020	10/8/2020	11/22/2020	C: RENTON	CITY	ANN	PETITION	GRAVES ANNEX.	APV/45/11/12/2020	11/23/2020	ORD. 6011	3664500338, 3664500006, 3664500009, 3664500008, 3664500330, 3664500007, 3664500320, 1457500044, 1457500045, 1457500046, 1457500043, 1457500047, 1457500050, 1457500051, 1457500054, 1457500049, 1457500048, 1457500055, 1457500053	19	21.4
2403		9/21/2020	11/5/2020	WD: COVINGTON	WATER DISTRICT	ANN	PETITION	JACKSON DEAN ANNEX.	APV/45/10/08/2020	11/5/2020	ORD. 19190	2022069011	1	6.47
2402	6/3/2020	6/4/2020	7/19/2020	C: ENUMCLAW	CITY	ANN	PETITION	MT. RAINIER CHRISTIAN CTR.	APV/45/05/14/2020	7/20/2020	ORD. 2691	2220069097, 2220069170	2	6.87
2401	4/1/2020	4/15/2020	5/30/2020	C: FEDERAL WAY	CITY	ANN	PETITION	S. 320th STREET ANNEX.	APV/45/05/14/2020	5/18/2020	ORD. 20-892	0921049028, 0921049139, 0921049206, 0921049187, 0921049140, 0921049160, 0921049206	7	21
2400	2/6/2020	2/6/2020	3/22/2020	C: ENUMCLAW	CITY	ANN	PETITION	MT. RAINIER CHRISTIAN CTR	APV/45/02/13/2020	WITHDRAWN	WD-SEE FILE NO. 2402	2220069097, 2220069170	2	8.7