

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

**REGULAR MEETING**

**March 14, 2024**

**I. CALL TO ORDER**

Chair Bob Cook convened the meeting at 7:04 P.M.

**II. ROLL CALL**

The following members were present:

|                        |                   |
|------------------------|-------------------|
| Robert Cook            | Hank Margeson     |
| Mary Lynne Evans       | Paul MacCready    |
| Chandler Felt          | Teresa Platin     |
| Marlin Gabbert         | Cheryl Scheuerman |
| Jay Hamlin             | Stephen Toy       |
| <del>Ken Hearing</del> |                   |

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

**III. PUBLIC COMMENT**

There were no public comments.

**IV. MINUTES**

**REGULAR MEETING – JANUARY 11, 2024**

Chair Cook presented the minutes of the Regular Meeting of January 11, 2024, for review and action by the members.

*Action: Hank Margeson moved and Cheryl Scheuerman seconded the motion to adopt the draft minutes for the Regular Meeting of January 11, 2024.*

*Board members voted nine in favor of approving this record of the Regular Meeting. Chandler Felt did not vote as he arrived after the vote.*

**V. ADMINISTRATION**

**A. CHAIR'S REPORT**

Chair Cook thanked the members for their attendance at the meeting, including those attending in person.

**B. EXECUTIVE SECRETARY'S REPORT**

Ms. Miklethun shared that the Board will receive a new budget analyst from the [King County Office of Performance, Strategy & Budget](#) as its current analyst, Jim Record, is being reassigned to other duties. Additionally, she encouraged members to review the Washington State Association of Boundary Review Boards (WSABRB) [Newsletter](#) and updated [Legislative Brochure](#). She then shared that the Snohomish County BRB had a special meeting per RCW 36.93.100(4) regarding a proposed annexation of Point Wells and stated that she would send a link to that meeting [recording](#) and [materials](#). She and the members then discussed the matter in detail.

## C. COMMITTEE REPORTS

### 1. LEGISLATIVE COMMITTEE

Legislative Committee Chair Mary Lynne Evans provided a recap of the 2024 Legislative Session. She shared that members previously decided to operate in tandem with the [WSABRB Legislative Committee](#) (WSABRB LC) with the caveat that the King County Legislative Committee could meet and/or take any separate action that it deemed necessary. She also shared that several members of King County Legislative Committee are also members of the [American Planning Association WA Chapter Legislative Committee](#). Regarding specific bills, Committee Chair Evans reported that there was one bill proposed that would affect BRBs, specifically regarding the processing of notices of intention. However, she stated that the bill, [HB 2344](#), ultimately died in the Washington State House. She, Ms. Miklethun, and Chandler Felt added that WSABRB Legislative Committee provided live testimony and written comment to the Washington State House Local Government Committee requesting an amendment to the original language of the bill and was successful in seeing that amendment brought by Committee Chair Davina Duerr and ultimately be passed by that committee. Finally, Committee Chair Evans reported that there was an overall movement of the Legislature to be more directive/prescriptive to local governments regarding planning vs. local control of those issues. The members discussed the potential impacts to BRBs and also possible opportunities and next steps for the King County Legislative Committee regarding the issue.

Chandler Felt provided a report regarding the WSABRB Legislative Committee as the chair of that committee. He shared that for the 2024 Legislative Session, the WSABRB Legislative Committee focused its efforts on bills that directly related to BRBs and took specific interest in [HB 2344](#) and [SB 5885](#). He added that [SB 5885](#), which aims to streamline annexation data sharing between cities and the WA State Office of Financial Management, passed and was signed by Governor Inslee. He stated that he attended the signing ceremony for [SB 5885](#) and shared a [photo](#) from the event. Next, he provided a recap of the WSABRB 2024 Legislative Visit wherein seven WSABRB members (including himself, Marlin Gabbert, Cheryl Scheuerman and Ms. Miklethun) traveled to Olympia and met with over 25 individual legislators and provided them information regarding BRBs.

### VI. DISCUSSION REGARDING VOUCHER STANDARD OPERATING PROCEDURE

The members and Ms. Miklethun discussed the Voucher Standard Operating Procedure draft. These discussions highlighted the need for clarity in what specific activities are eligible for payment per the Board's [Organization and Rules of Practice and Procedure](#) Section II.A.4. Members provided feedback and clarifying edits and directed Ms. Miklethun to bring an amended draft to the April 11 Regular Meeting for further comment and potential approval. Ms. Miklethun shared that the next draft procedure would be regarding meeting scheduling and operations.

### VII. DISCUSSION REGARDING ANNUAL REPORT

The members and Ms. Miklethun discussed the draft of the Board's inaugural annual report. Stephen Toy suggested describing the report as a "Year in Review" vs. an annual report, and the members and Ms. Miklethun agreed with change. The members agreed that they would send edits to Ms. Miklethun within one week.

**VIII. NEW BUSINESS:**

**A. NEW FILE [2418](#)**

The Board received a Notice of Intention (File No. 2418) submitted by the City of Redmond "Redmond." The members received a [Summary](#) for File No. 2418 in their meeting packets. Ms. Miklethun shared King County iMap mapping of the area, and the members discussed the file.

Ms. Miklethun relayed that Redmond proposes to annex the entire 13.5-acre 97<sup>th</sup> Street Potential Annexation Area. She shared that the territory is partially residentially developed but that a large portion of the territory is undeveloped and owned by one entity. She further noted that in this particular matter, Redmond had not yet held a public hearing to consider the potential annexation, but it had instead moved the matter the current point via a vote on its consent agenda. She added the Petition for Annexation had been signed by the required number of property owners and that it was part of the Notice of Intention.

The members discussed the Notice of Intention and noted that positives include annexing the entire Potential Annexation Area at once as well as the ability for the community to fund and acquire sewer service to the territory.

**IX. ADJOURNMENT**

Chair Cook adjourned the Regular Meeting at approximately 8:42 P.M.