

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

REGULAR MEETING

April 11, 2024

I. CALL TO ORDER

Chair Bob Cook convened the meeting at 7:01 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
Ken Hearing	

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

III. PUBLIC COMMENT

There were no public comments.

IV. MINUTES

REGULAR MEETING – MARCH 14, 2024

Chair Cook presented the minutes of the Regular Meeting of March 14, 2024, for review and action by the members.

Action: Hank Margeson moved and Jay Hamlin seconded the motion to adopt the draft minutes for the Regular Meeting of March 14, 2024.

Board members voted ten in favor of approving this record of the Regular Meeting. Ken Hearing abstained as he did not attend the March 14, 2024, Regular Meeting.

V. ADMINISTRATION

A. CHAIR'S REPORT

Chair Cook encouraged members to watch the recording of the February 29, 2024, [Special Meeting](#) of the Snohomish County Boundary Review Board regarding Point Wells if they have not yet done so.

B. EXECUTIVE SECRETARY'S REPORT

Ms. Miklethun reported that she had been working with Board Counsel Robert C. Kaufman regarding some legal advice for the Board, but that the Board would hold an executive session at a future meeting in order for members to receive legal advice if needed. Next, she shared that the Board has been assigned Gabby Lascon from the King County Office of Performance Strategy & Budget (PSB) as its new budget analyst. She added that she, Jay Hamlin and Ms. Velasquez participated in a meet and greet session with Gabby and other members of the PSB budget staff. Finally, she shared that she had a productive and informative meeting with the Chief Clerk of the Snohomish County Boundary Review Board.

C. COMMITTEE REPORTS

1. LEGISLATIVE COMMITTEE

Chandler Felt reported that the Washington State Association of Boundary Review Boards Legislative Committee has been invited to present at a planned work session of the WA State Senate Local Government, Land Use & Tribal Affairs Committee on May 8, 2024, in Whatcom County. He shared that the planned work session may address topics such as boundary line adjustments, urban growth boundaries and lot splitting.

VI. DISCUSSION AND VOTE REGARDING VOUCHER STANDARD OPERATING PROCEDURE

The members and Ms. Miklethun discussed the newest version of the Voucher Standard Operating Procedure draft that included edits requested by members at the March 14, 2024 Regular Meeting. Chandler Felt noted a typographical error in Section II.f wherein the word “incurrent” should be changed to “incurred.” The members all agreed with this amendment. Members also noted that the Voucher Form could be made into a web-based alternative form in the future with the same language.

Action: Hank Margeson moved and Teresa Platin seconded the motion to approve the Voucher Standard Operating Procedures and Voucher Form with an amendment for a scrivener's error.

Board members voted eleven in favor to approve the Voucher Standard Operating Procedures and Voucher Form with an amendment for a scrivener's error.

The members and Ms. Miklethun then discussed the draft Meeting Standard Operating Procedures and Meeting Checklist. Specifically, members discussed edits proposed by Jay Hamlin and then directed Ms. Miklethun to make those edits for further discussion and vote at the May 9, 2024 Regular Meeting.

VII. TRAINING – [2SHB 1425 & INTERLOCAL AGREEMENT METHODS OF ANNEXATION](#)

Ms. Miklethun presented information regarding interlocal agreement methods of annexation and [2SHB 1425](#). The members discussed the training and Mr. Kaufman and Ms. Miklethun addressed members' questions.

VIII. NEW BUSINESS:

There was no new business before the Board.

IX. ADJOURNMENT

Chair Cook adjourned the Regular Meeting at approximately 8:15 P.M.