

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

REGULAR MEETING

May 9, 2024

I. CALL TO ORDER

Chair Bob Cook convened the meeting at 7:02 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 – APRIL 11, 2024

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

Action: Hank Margeson moved and Ken Hearing seconded the motion to adopt the draft minutes for the Regular Meeting of April 11, 2024.

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

V. ADMINISTRATION

A. CHAIR'S REPORT

Chair Cook reported that he continues work with Ms. Miklethun regarding preparing for the Board's meetings.

B. EXECUTIVE SECRETARY'S REPORT

Ms. Miklethun reported that Quarter 1 vouchers had been processed for payment to members. She then stated that the Board's July Regular Meeting will be cancelled. Next, she relayed that the [2024 WSABRB Annual Conference](#) will be held on October 24, 2024, and that it will be virtual. Finally, Ms. Miklethun shared the 2025 BRB Proposed Proforma Budget from the King County Office of Performance, Strategy & Budget and stated that she was pleased with the proposal as it includes a small increase from the current budget.

VI. DISCUSSION AND VOTE REGARDING STANDARD OPERATING PROCEDURES DRAFTS

The members and Ms. Miklethun discussed the newest version of the Meeting Standard Operating Procedures and Meeting Checklist draft that included edits requested by members at the April 11, 2024 Regular Meeting.

Action: Hank Margeson moved and Chandler Felt seconded the motion to approve the Meeting Standard Operating Procedures and Meeting Checklist.

Board members voted nine in favor to approve the Meeting Standard Operating Procedures and Meeting Checklist.

The members and Ms. Miklethun then discussed the draft RCW 36.93.100 Waiver Procedures and Waiver of Review Form and the waiver process overall. Specifically, members discussed the requirement of a deemed complete filing of a full Notice of Intention (NOI) before a such a waiver could be granted by the Board Chair. Additionally, members discussed the need for clarification that members should have access to the NOI before the Board Chair signs the waiver. Next, members identified a typo for correction. Finally, the members and Ms. Miklethun discussed a typical file summary prepared by Ms. Miklethun for a typical NOI vs. a truncated version that she proposed to prepare for files wherein the Board Chair chooses to issue a waiver per RCW 36.93.100.

VII. CHAIR COOK SIGNED A [WAIVER](#) PER RCW 36.93.110 FOR [FILE NO. 2419](#) COVINGTON WATER DISRICT SCHNEIDER WATER ANNEXATION

VIII. WATCH AND DISCUSS WSABRB PRESENTATION VIDEO FROM THE WA STATE SENATE LOCAL GOVERNMENT, LAND USE & TRIBAL AFFAIRS COMMITTEE WORK SESSION ON MAY 8, 2024, IN BELLINGHAM, WA

Chandler Felt provided a report regarding the work session, and then members watched the [video](#) of [WSABRB presentation](#). Members then discussed the same and commented that it would be good training material for members. Chandler Felt and Ms. Miklethun thanked Mary Lynne Evans for her effort in preparing for the work session.

IX. NEW BUSINESS:

There was no new business before the Board.

X. ADJOURNMENT

Chair Cook adjourned the Regular Meeting at approximately 8:31 P.M.