

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

July 9, 2026

MINUTES

I. CALL TO ORDER

Chair Cheryl Scheuerman convened the meeting at 7:06 P.M.

II. ROLL CALL

The following members were present:

Mary Lynne Evans

Matthew Everett

Chandler Felt

Karen Howe

Jay Hamlin

~~Ken Hearing~~

Teresa Platin

Stephen Toy

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

III. PUBLIC COMMENT

There were no public comments.

IV. MINUTES

REGULAR MEETING – JUNE 11, 2026

Chair Scheuerman presented the minutes of the Regular Meeting of June 11, 2026, for review and action by the members.

Action: Karen Howe moved and Chandler Felt seconded the motion to adopt the draft minutes for the Regular Meeting of June 11, 2026.

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

V. ADMINISTRATION

A. CHAIR'S REPORT

Chair Scheuerman stated that she did not have any new information to report.

B. EXECUTIVE SECRETARY'S REPORT

Ms. Miklethun shared that she did not have an update regarding the Executive's vacant member position but that she would continue to check in with that office regarding status updates. She further reported that she had fielded a variety of calls and questions from cities and districts regarding potential upcoming actions over the month. Finally, she added that several committees would need to

schedule meetings in August and September and that she would work with the chairs of those committees regarding scheduling.

C. COMMITTEE REPORTS

1. STEERING COMMITTEE & NOMINATING COMMITTEE JOINT REPORT

Steering Committee Chair Jay Hamlin reported that he, Nominating Committee Chair Teresa Platin, Nominating Committee Member Matthew Everett, Steering Committee Member Karen Howe and Ms. Miklethun met on June 12, 2026, to discuss process and next steps regarding the vacant mayors' member position. He shared that the group decided to send an email to the City of Seattle's Intergovernmental Relations staff informing them of the Board's intent to engage the assistance of the Sound Cities Association in the position election process unless the City of Seattle took action and began the election process. He then reported that he sent that email on July 13, 2026, but did not hear back by the June 30, 2026, response deadline. Further, he stated that on July 6, 2026, he reached out to staff at the Sound Cities Association (SCA) via email seeking its assistance in organizing an election process for the position. Next, he reported that Nominating Committee Chair Teresa Platin would be meeting with SCA staff on July 13, 2026, to discuss next steps.

Steering Committee Chair Hamlin then reported that he recently undertook additional research into the statutory process for appointing members to the mayors' position and reviewed [RCW 36.93.063](#). He added that additional review and research is needed regarding the appointment process before additional action can be taken as the statute reads:

"The mayors of all cities and towns in the county shall meet on or before the last day of January in each odd-numbered year to make such appointments for terms to commence on the first day of February in that year. The date of the meeting shall be called by the mayor of the largest city or town in the county, and the mayor of the largest city or town in the county who attends the meeting shall preside over the meeting. Selection of each appointee shall be by simple majority vote of those mayors who attend the meeting."

Committee Chair Hamlin and the Members discussed the statutory language and options for further implementation. Committee Chairs Hamlin and Platin, Board Counsel Kaufman and Ms. Miklethun committed to continue to work on this issue, with Nominating Committee Chair Platin representing that Committee and the Board at the July 13, 2026, meeting with SCA staff and sharing information that the Board has been able to gather to date.

VI. WATCH & DISCUSS – WASHINGTON STATE HOUSE OF REPRESENTATIVES LOCAL GOVERNMENT COMMITTEE WORK SESSION – JUNE 11, 2026

Members, Board Counsel Kaufman and Ms. Miklethun watched the video of the annexation portion of the June 11, 2026, Washington State House of Representatives Local Government Committee [Work Session](#) and discussed the same. Specifically, Members discussed Pierce County's approach to annexation planning that its representative shared with the Local Government Committee. Further the Members discussed challenges experienced by both cities and counties, and Members specifically discussed a [Seattle Times article of July 9, 2026](#), regarding the City of Clyde Hill.

VII. TRAINING

A. NON-ELECTION PETITION METHOD OF ANNEXATIONS – WATER-SEWER DISTRICTS

Members and Ms. Miklethun discussed the non-election petition method of annexation available to water-sewer districts pursuant to [RCW 57.24.070-57.24.100](#) as well as the associated King County Council legislative process pursuant to [RCW 57.02.040](#).

B. ORIENTATION TO POTENTIAL ANNEXATION AREAS – PART 1

Members and Ms. Miklethun discussed the King County Potential Annexation Areas (PAAs) and strategized a training methodology going forward. Ms. Miklethun shared a [PAA Map](#) (end of King County 2024 Comprehensive Plan Chapter 2 on page 43) with the Members. Members directed Ms. Miklethun to begin with further information regarding the PAAs near Federal Way.

IX. OLD BUSINESS:

A. NONE

X. NEW BUSINESS:

A. NEW FILES: NONE

Ms. Miklethun shared that several entities such as the City of Kent, the City of Federal Way and King County Water District No. 90 are all working on annexations and that she has had discussions with representatives from all three entities.

B. THE MASTERLIST

A link to the Masterlist was included in the Regular Meeting Agenda.

C. UPCOMING ACTIONS: NONE

XI. ADJOURNMENT

Chair Scheuerman adjourned the Regular Meeting at approximately 9:01 P.M.