



COUNTY COMMISSIONERS

Carolina Mejia  
District One  
Gary Edwards  
District Two  
Tye Menser  
District Three

## BOUNDARY REVIEW BOARD

*Creating Solutions for Our Future*

### MEETING NOTICE & AGENDA

**When:** Tuesday, June 13, 2023– 5:30 p.m.  
**Where:** Primarily through remote access. Members of the public who are unable to attend virtually can attend at:  
Thurston Regional Planning Council, 2411 Chandler Ct SW, Olympia, WA 98502  
Room B

**For information contact:** Casey Mauck, Chief Clerk  
Thurston County Boundary Review Board  
360. 971.7575, [brbchiefclerk@trpc.org](mailto:brbchiefclerk@trpc.org)

*Participation in the Boundary Review Board meeting will be primarily through remote access. For anyone without the ability to access the meeting remotely, TRPC will provide access to the meeting at 2411 Chandler Court SW, Olympia, WA 98502.*

**Join Zoom Meeting:** <https://trpc-org.zoom.us/j/81072432502?pwd=cHIBN1lzM1RTSzM1RXFXSVp4N1VPQT09>

Meeting ID: 810 7243 2502  
Passcode: 108062

Dial by your location  
+1 253 215 8782 US (Tacoma)

#### AGENDA

- A. **Call to Order**
  - 1. Attendance
  - 2. Review and Approval of Agenda
  - 3. Public Comment
  
- B. **Approval of Minutes**
  - 1. March 21, 2023
  
- C. **Preliminary Matters on ANNEX2023-01 & ANNEX2023-03**
  
- D. **Review of BRB Factors and Objectives**



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### **ENCLOSURES**

- A. Minutes for February 21, 2023
- B. Staff Memo: Preliminary Matters on ANNEX2023-01 (Yelm Vancil-Morris Road) & ANNEX2023-03 (Yelm 9819 Grove Road)

The final agenda and meeting packet will be posted online at: <http://www.trpc.org/925/Meeting-Agendas-Minutes>.

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*If you need special accommodations to participate in this meeting, please call us at 360.956.7575 by 10:00 a.m. three days prior to the meeting. Ask for the ADA Coordinator. For TDD users, please use the state's toll-free relay service, 711 and ask the operator to dial 360.956.7575.*

## MINUTES OF MEETING

### THURSTON COUNTY BOUNDARY REVIEW BOARD

Tuesday, March 21, 2023 – 6:30 p.m.

#### REMOTE ACCESS

Chair Marchand called the meeting to order at 6:30 pm.

#### CALL TO ORDER

##### Attendance

- **Members Present:** Chair Michael Marchand, Vice-Chair Zahid Chaudhry, Mr. Lance Caputo
- **Staff Present:** Chief Clerk Casey Mauck

##### Review and Approval of Agenda

Mr. Marchand moved to approve the agenda. Mr. Chaudry seconded. Motion carried.

##### Public Comment

None given.

#### APPROVAL OF MINUTES

Mr. Chaudry moved to approve the minutes. Mr. Caputo seconded. Motion carried.

#### SPECIAL PURPOSE NOMINATIONS

Mr. Marchand moved to appoint Gary Pearson as the special districts' representative to the Board. Mr. Chaudry seconded. Motion carried.

#### ANNOUNCEMENT

Chief Clerk Mauck announced that the meeting planned for April 11, 2023 will be postponed.

#### ADJOURNMENT

Mr. Chaudhry moved to adjourn the meeting at 6:43 pm. Mr. Caputo seconded. Motion carried.

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Mr. Michael Marchand, Chair

Prepared by Casey Mauck for the  
Washington State Boundary Review Board for Thurston County



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# Memo

**To:** Washington State Boundary Review Board for Thurston County

**From:** Casey Mauck, Chief Clerk

**Date:** June 13, 2023

**Re:** Preliminary Matters on ANNEX2023-01 (Yelm Vancil-Morris Road) & ANNEX2023-03 (Yelm 9819 Grove Road)

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**The discussion for this meeting should be limited to preliminary matters such as scheduling the public hearing.**

## Background

Thurston County invoked the Boundary Review Board's jurisdiction on May 22, 2023, concerning ANNEX2023-01 (City of Yelm Vancil-Morris Road) and ANNEX2023-03 (City of Yelm 9819 Grove Road). Because Thurston County has requested the Boundary Review Board consider expanding the annexation area, two public hearings for each annexation are required – a hearing to consider the County's request to expand the boundaries of the annexation area and a hearing to consider the annexation itself (RCW 36.93.150).

The Boundary Review Board has a maximum of 120 calendar days after the petition for review is submitted to hold a public hearing and render a decision (RCW 36.93.100). A decision is due by September 19, 2023, or 40 calendar days after the final public hearing, whichever comes first (RCW 36.93.100 & 36.93.160). This may be extended with the agreement of the Boundary Review Board and the City of Yelm.

The Board will choose the venue(s) and date(s) for the four required public hearings. While four separate hearings are required, multiple hearings can be held during the same meeting. These hearings will be subject to the Open Public Meetings Act (OPMA; RCW 42.30), which allows either fully in-person meetings or hybrid meetings. Fully remote meetings without a physical location for the public to attend do not meet the requirements of OPMA.



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### Proposed Public Hearing Schedule

#### Location

To support attendance by affected parties, the Board may want to hold the public hearings at a location close to the proposed annexation areas. The Board may also want to provide access for attendees and those wishing to provide testimony in-person and virtually. Staff propose holding the public hearings at the City of Yelm Council Chambers at Yelm City Hall due to the location's proximity to the proposed annexation areas and ability to hold a hybrid meeting. There is no cost to hold the hearings in the Yelm Council Chambers.

#### Date(s)

The Board will need to set public hearing dates with sufficient time remaining to allow for additional meetings. This is to enable follow-up questions to be answered by the parties, review the testimony, and allow staff to assist the Boundary Review Board by writing up a draft of the decision with findings.

Given the small proposed annexation areas, staff propose that all four public hearings be held at one meeting. The Board can make a decision at the end of this meeting, or can reconvene to discuss and vote on the final decision.

Staff have been working with the City of Yelm and Thurston County to identify possible hearing dates. The following of dates work for Yelm and Thurston County:

- Tuesday 7/18
- Wednesday 7/26
- Thursday 7/27

The Board can select one or more of these dates, or staff can look at dates in August. The Board must have a quorum to hold the public hearings, meaning at least three Board members must be present.

### Requests for Additional Information

The Chief Clerk can, at the direction of the Board, request additional information regarding the proposals to support the Board's decisions. Staff would like to request the City of Yelm and Thurston County provide statements that state the jurisdictions' positions on the original and expanded annexation areas. Staff also suggest that the Board moves to allow the Chief Clerk to request additional information as deemed reasonably necessary to support the Board's decision.



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### Suggested Motions

- Move to hold a Special Meeting on **DATE**, July **XX**, 2023 at 6pm in the Council Chambers at Yelm City Hall located at 106 2<sup>nd</sup> St SE Yelm, WA 98597 to hold public hearings to consider:
  - City of Yelm Vancil-Morris Road Annexation (ANNEX2023-01)
  - Expansion of City of Yelm Vancil-Morris Road Annexation (ANNEX2023-01)
  - City of Yelm 9819 Grove Road Annexation (ANNEX2023-03)
  - Expansion of City of Yelm 9819 Grove Road Annexation (ANNEX2023-03)
  
- Move to direct the Chief Clerk to request the City of Yelm and Thurston County present statements describing their position on the original and expanded annexation areas, and how they believe their specific requests or positions are allowable under and consistent with the decision-making authority given to the Boundary Review Board under Chapter 36.93 RCW.
  
- Move that the Chief Clerk may request other such evidence for the record in support of the Boundary Review Board's decision as deemed reasonably necessary for the performance of its duties.