



COUNTY COMMISSIONERS

Carolina Mejia, District One Tye Menser, District Three
Gary Edwards, District Two Wayne Fournier, District Four
Emily Clouse, District Five

BOUNDARY REVIEW BOARD

Creating Solutions for Our Future

MEETING NOTICE & AGENDA

When: Tuesday, January 23, 2024 – 7:00 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: Katrina Van Every, Acting Chief Clerk
Thurston County Boundary Review Board
360. 971.7575, 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/87222435823?pwd=Y285L1YxUTN2dWJNMzNneEIRWENPdz09>

Meeting ID: 872 2243 5823
Passcode: 453002

Find your local number:
<https://trpc-org.zoom.us/j/kWjHwv1>

AGENDA

- A. Call to Order
 - 1. Attendance
 - 2. Review and Approval of Agenda
 - 3. Public Comment
- B. Approval of Minutes
 - 1. August 1, 2023
- C. 2024 Election of Officers
- D. Chief Clerk Appointment



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ENCLOSURES

1. Minutes for August 1, 2023
2. Staff Memo: Election of Officers
3. Staff Memo: Chief Clerk Appointment

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.

ThurstonHeretoThere.org is an easy-to-navigate website which includes information on carpooling, vanpooling, rail, air, bus, bike, walking, health, telework and flexible schedules, recreation, and school transportation. Please consider using an alternate mode to attend this meeting: bike, walk, bus, carpool, or vanpool. This facility is served by Intercity Transit Routes 12 and 42.

MINUTES OF MEETING

THURSTON COUNTY BOUNDARY REVIEW BOARD

Tuesday, August 1, 2023 – 6:00 p.m.

REMOTE ACCESS

Chair Marchand called the meeting to order at 6:02 pm.

CALL TO ORDER

Attendance

- **Members Present:** Chair Michael Marchand, Mr. Lance Caputo, Mr. Gary Pearson, Mr. Todd Hughes
- **Members Absent:** Vice-Chair Zahid Chaudhry
- **Staff Present:** Chief Clerk Casey Mauck
- **Public Present:** Ms. Tanya Mitchell

Review and Approval of Agenda

Mr. Caputo moved to approve the agenda. Mr. Pearson seconded. Motion carried.

Public Comment

None given.

APPROVAL OF MINUTES

Mr. Pearson moved to approve the minutes. Mr. Hughes seconded. Motion carried.

DECISION OF ANNEX2023-01: CITY OF YELM VANCIL-MORRIS RD ANNEXATION

Mr. Caputo moved to approve ANNEX2023-01 City of Yelm Vancil-Morris Rd Annexation, and the written decision as crafted by the Chief Clerk. Mr. Pearson seconded. Motion carried.

DECISION OF ANNEX2023-03: CITY OF YELM 9819 GROVE RD ANNEXATION

Mr. Pearson moved to approve ANNEX2023-01 City of Yelm Vancil-Morris Rd Annexation, and the written decision as crafted by the Chief Clerk. Mr. Hughes seconded. Motion carried.

ANNOUNCEMENT

Chief Clerk Mauck announced that the Washington State Association of Boundary Review Boards is holding their annual conference in Puyallup in October.

ADJOURNMENT

Mr. Pearson moved to adjourn the meeting at 6:25 pm. Mr. Hughes seconded. Motion carried.

Mr. Michael Marchand, Chair



THURSTON COUNTY
WASHINGTON
SINCE 1852

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Memo

To: Washington State Boundary Review Board for Thurston County
From: Katrina Van Every, Acting Chief Clerk
Date: January 16, 2024
Re: 2024 Election of Officers

According to its Rules of Procedure, the Boundary Review Board is required to hold a meeting on the fourth Tuesday of January each year to hold elections and consider other business as deemed necessary. In general, the Boundary Review Board may reelect the Chair and Vice Chair or choose a new Chair and Vice-Chair.

An election of officers took place at the February 2023 meeting. Michael Marchand was elected Chair of the Board while Zahid Chaudhry was elected Vice-Chair.



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BOUNDARY REVIEW BOARD

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Memo

To: Washington State Boundary Review Board for Thurston County
From: Katrina Van Every, Acting Chief Clerk
Date: January 16, 2024
Re: Appointment of a Chief Clerk

Per state law, the Boundary Review Board for Thurston County selects the Chief Clerk and Thurston County is responsible for paying the costs of running the Boundary Review Board. In 2018, Thurston County contracted with Thurston Regional Planning Council (TRPC) for Chief Clerk Services, and the Boundary Review Board moved forward appointing Katrina Van Every as the Chief Clerk; in 2023, Casey Mauck was appointed the chief Clerk.

In September 2023, Ms. Mauck took a position with the City of Olympia and is no longer able to serve as the Chief Clerk; Ms. Van Every has been serving as the acting chief clerk since that time. TRPC would like to put forward for your consideration Michal Mills, an Associate Planner (and recent hire) at TRPC, to step into the Chief Clerk role. Ms. Van Every will provide Mr. Mills necessary training to fulfill the role and is also willing to serve as Acting Chief Clerk when Mr. Mills is unavailable. Mr. Mills previously worked for the West Central Wisconsin Regional Planning Commission, a multi-county planning agency. He has a background in GIS analysis and grant management and graduated from the University of Wisconsin - Stevens Point, with a major in Natural Resource Planning.

Suggested Motion

Move to appoint Michael Mills as the Chief Clerk of the Boundary Review Board for Thurston County, and further move to appoint Katrina Van Every as Acting Chief Clerk when Mr. Mills is unable to serve as Chief Clerk.