

ORDINANCE NO. 418

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, AMENDING TITLE 2 WMC BY ADDING A NEW CHAPTER 2.25 EMERGENCY PREPAREDNESS COMMISSION THERETO; ESTABLISHING A EMERGENCY PREPAREDNESS COMMISSION TO ADVISE THE CITY COUNCIL ON PUBLIC SAFETY MATTERS; SETTING FORTH CRITERIA AND PROCEDURES FOR THE SELECTION AND REMOVAL OF COMMISSIONERS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council and citizens of the City of Woodinville have expressed support for the creation of an Emergency Preparedness Commission to advise the City Council on matters related to public safety; and

WHEREAS, establishment of an Emergency Preparedness Commission will serve the public interest by facilitating public involvement with public safety issues and fostering informed policy formation;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Amendment of Title 2 WMC. Title 2 of the Woodinville Municipal Code is hereby amended by the addition of a new Chapter 2.25 Emergency Preparedness Commission to provide in its entirety as follows:

EMERGENCY PREPAREDNESS COMMISSION

Sections:

2.25.010	Emergency	Preparedness	Commission
Created.			
2.25.020	Membership.		
2.25.030	Meetings.		
2.25.040	Duties and Responsibilities.		

2.25.010 Emergency Preparedness Commission Created.

There is hereby created an Emergency Preparedness Commission to provide policy guidance and recommendations in meeting the public safety needs of the City. The Emergency Preparedness Commission shall advise and provide recommendations to the City Council on matters concerning emergency medical services, emergency

preparedness, traffic safety issues, and such other matters as may be specified by the City Council.

2.25.020 Membership.

- (1) **Number of Commissioners.** The Emergency Preparedness Commission shall consist of seven members, each of whom shall be appointed for a term of three years. Provided, that the initial appointments to the Commission shall consist of four appointments for terms of two years and three appointments for terms of three years. Subsequent appointments shall be for three year terms. When two consecutive full terms have been served, members may be eligible to serve two three-year consecutive terms, if reappointed. There must be a one-year interval in service before reappointment can be made to the Emergency Preparedness Commission. Commissioner terms shall expire on November 1.
- (2) **Appointment.** Commissioners shall be appointed by the Mayor, subject to confirmation by the City Council. Commissioners shall reside within the Woodinville City limits at the time of their appointment and throughout the duration of their terms. Commissioners shall be selected without respect to political affiliation and shall serve without compensation.
- (3) **Ex Officio Appointments.** With the consent of the majority of the Emergency Preparedness Commission, the Chairperson may appoint up to two (2) non-voting members to the Commission with expertise in a field relevant to the Commission's work. Such *ex officio* Commissioners need not be residents of the City of Woodinville. The duration of any such *ex officio* appointments shall be established by the Commission at the time of appointment.
- (4) **Removal.** Members of the Emergency Preparedness Commission may be removed by a majority vote of the entire City Council for neglect of duty, conflict of interest, malfeasance in office, unexcused absences of more than three consecutive regular meetings, or other cause in the City Council's sole discretion. The

decision of the City Council regarding any such removal shall be final and not subject to appeal.

- (5) Vacancies. Vacancies occurring other than through the expiration of a Commissioner's term shall be filled for the remainder of the term in the same manner as for appointments.
- (6) Advisor. The City of Woodinville Emergency Manager or his/her designee shall serve as advisor to the Commission.

2.25.030 Meetings.

- (1) Officers. The Emergency Preparedness Commission shall elect from its membership a Chairperson who shall preside over all Commission meetings, and a Vice Chairperson who shall preside in the absence of the Chairperson. The Chairperson and Vice chairperson shall be elected annually. A majority of the Emergency Preparedness Commission members shall constitute a quorum for the transaction of business and a majority vote of those present shall be necessary to carry any motion.
- (2) Procedural Rules. The Emergency Preparedness Commission shall adopt such rules and regulations as are necessary for the conduct of its business.
- (3) Meeting Schedule; Notice and Accessibility of Meetings. The Emergency Preparedness Commission shall establish a regular meeting schedule, including the time, place and frequency of meetings. The Commission may also from time to time hold special meetings. All meetings of the Commission shall be governed by and open to the public in accordance with Chapter 42.30 RCW.

2.25.040 Duties and Responsibilities.


The Emergency Preparedness Commission shall be an advisory board to the City Council, and shall provide guidance and recommendations concerning public safety issues. The duties of the Commission shall include, but are not necessarily limited to, the following:

- (1) Analyze community needs for public safety services and provide recommendations concerning the utilization of present and future public safety facilities.
- (2) Review Emergency Preparedness planning policies and procedures as directed the City Council.
- (3) Review and formulate recommendations on matters referred to the Commission by the City Council within the authority of the Commission.
- (4) Review emergency response procedures for City sponsored community events.
- (5) Review and make recommendations concerning public safety ordinances and City options relating to public safety grants from the U.S. Department of Homeland Security and other external funding sources.
- (6) Review updates to the City's Comprehensive Emergency Preparedness Plan, future annexations and emergency support functions.
- (7) Assess levels of community preparedness and recommend policies, training and facility investments.
- (8) Review proposed community preparedness public outreach programs and events.
- (8) Coordinate with relevant community organizations for effective resource sharing, public education and grant solicitation.

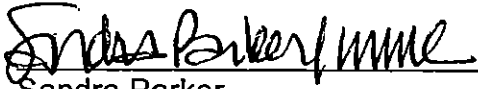
Section 2. Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. Effective Date. This ordinance, or a summary thereof consisting of the title, shall be published in the official newspaper of the City, and shall take effect and be in full force (30) days after final passage.

**ADOPTED BY THE CITY COUNCIL AND SIGNED IN AUTHENTICATION OF ITS
PASSAGE THIS TENTH DAY OF JULY 2006.**


Cathy VonWald, Mayor

ATTEST/AUTHENTICATED:


Sandra Parker
City Clerk\MMC

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

By: 
J. Zachary Leil
City Attorney

PASSED BY THE CITY COUNCIL: 7-10-2006
PUBLISHED: 7-17-2006
EFFECTIVE DATE: 8-9-2006
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