

The Woodinville Wire - January 2012

January 1, 2012

Featured articles this month include:

- Commission Vacancies
- Commercial Business Crime Prevention Tips
- Winter Snow Removal Schedule
- Tips for Protecting Our Local Waterways
- Building Permit Data
- CERT Training Opportunity
- Volunteer Opportunities

CITY COUNCIL CORNER

MEETING NOTICES: JANUARY COUNCIL MEETINGS

Items for consideration in January: The City Council regularly holds its meetings on the 1st, 2nd, and 3rd Tuesday of each month. Items for consideration include:

- Continued Public Hearing and 1st Reading of Ordinance No. 524: Downtown Zoning Code Amendments
- Discussion of Council Policies, Priorities, and Procedures
 - Council Committees
 - Council Rules of Procedure
 - Council Email and Media Policies
 - Review of Financial Management Policies
 - Discussion of 2012 Priorities
 - Discussion of Process for Reappointment of Commissioners
- Approval of Appointment to the Emergency Preparedness and Public Safety Commission (2 vacancies)
- Approval of Appointment to the Planning Commission (2 vacancies)
- Public Hearing: 2012 Docket List
- Approval of Revised Tunnel Easement Agreement for Brightwater

For a complete list of agenda items, please visit

http://woodinville.granicus.com/ViewPublisher.php?view_id=2. Please note that preliminary agenda items are subject to change.

Council Packets are available for public viewing at Woodinville City Hall or Woodinville Library by the Friday preceding the meeting. Information on specific topics may be obtained on our website at

www.ci.woodinville.wa.us.

How Do I Contact City Council?: Each month the public has the opportunity to voice concerns, issues, or topics with the City Council during the public comment portion of regular meetings which are held the 1st, 2nd, and 3rd Tuesday of each month. Council Members are also available by email or voicemail. You may view contact information and individual information about each Council Member by visiting

www.ci.woodinville.wa.us/CityHall/CouncilMembers.asp.

City Council Actions in December:

- Approval of Resolution No. 402: Designating the Woodinville Weekly as the Official Newspaper for the term of January 1, 2012 thru December 31, 2012
- Continued Public Hearing and 1st Reading of Ordinance No. 524: Downtown Zoning Code Amendments
- Discussion – Support Preservation of Annexation Sales Tax Credit Program
- Approval of Agreement for Legal Services with Ogden Murphy Wallace
- Annexation Study Update
- Discussion of Summer Concerts and Holiday Events

City Commission and Board Information: Click on any of the following links to learn more about the City's Commissions and Board.

- [Emergency Preparedness and Public Safety Commission](#)
- [Parks and Recreation Commission](#)
- [Planning Commission](#)
- [Tree Board](#)

Commission Vacancies

Serving on a citizen commission is a great opportunity to learn more about Woodinville and advise the City Council on City business. Whether you are interested in land use or helping the community prepare for emergencies, there is an opportunity for you to get involved! Currently, two commissions are seeking new members.

Emergency Preparedness and Public Safety Commission Vacancy: The City of Woodinville is seeking volunteers to serve on the Emergency Preparedness and Public Safety Commission. The Commission is a 9-member volunteer advisory board tasked with analyzing Woodinville's needs for public safety services, reviewing emergency management planning policies and procedures, reviewing public safety ordinances, and collaborating with community public safety organizations to promote and enhance community disaster preparedness. Applications will be accepted through January 18, 2012. Members serve a three-year term, and meetings occur twice a month on the 2nd and 4th Monday of the month. For additional information and an application, please visit our website at www.ci.woodinville.wa.us/Commissions/Panels/EmergencyPreparednessCommission.

Planning Commission Vacancies: The City is seeking volunteers to serve on the Planning Commission. The Commission is a seven-member volunteer advisory board tasked with:

- Reviewing and making recommendations to the City Council on land use policies;
- Preparing/updating the City's Comprehensive Plan;
www.ci.woodinville.wa.us/Work/ComprehensivePlan.asp
- Holding public hearings;
- Reviewing sub area and master plans;
- Reviewing/approving the design of proposed commercial buildings.

This Commission meets the first and third Wednesdays of each month at 7:00 p.m. Members serve a four-year term. Applications will be accepted through January 18, 2012. If you would like to submit an application, please go to the following link: www.ci.woodinville.wa.us/CityHall/PlanningCommission.asp

CITY NEWS

City Tips:

Commercial Business Crime Prevention Tips: Business owners and managers can deter potential burglars by making it as hard as possible to gain entry to their place of business. Here are a few security measures that will help protect you from becoming a burglary victim:

- **Windows** – Make sure all windows can be secured in a way that they cannot be easily opened from the outside.
- **Cash Registers** – Keep your cash register in plain view from the outside of your business, so that it may be monitored by police during the day or night. Leave it open and empty after closing.
- **Safes** – Do not leave large amounts of money in the safe overnight, consider leaving the safe door open and the safe empty when closed. Safes should be secured to the floor and visible from the outside. Placing signage visible from the outside, which states that no cash is left on the premises overnight does help.
- **Lighting** – Make sure that all entry points to the building are properly illuminated, and that there is enough nighttime interior lighting to detect movement. Check that blinds and curtains do not prevent detection of activity from the outside. Good visibility deters criminals, as police are better able to detect odd occurrences at your business.
- **Doors** – Check doors for signs of structural weakness. Ensure that doors are in good working condition and have heavy updated locks. Rear doors should be of heavy, and solidly constructed, preferably with no windows. One of the best security measures for a rear or side non-public door is a bar placed in the u-brackets securing the door to the doorframe. This is a very cost effective solution and makes it almost impossible to pry the door open.
- **Locks** – Use the best possible lock on all doors, windows, and skylights. Remember that no lock is burglar proof, but making it harder to gain entry to your building increases the chances for police to apprehend the criminal.
- **Roof** – Ensure that all access points to the business from the roof (roof hatch, ventilation system access) are secured from the inside.
- **Alarm Systems** – Always set your alarm and use it. Have clearly visible signage stating that the premises are protected by an alarm system. When an alarm is activated make sure to notify the police immediately.
- **Knox Box** – Key vaults used by fire departments have been targeted in several area cities recently, installing a tamper switch that is monitored by your alarm company will provide you an extra layer of protection against unwarranted use of your key vaults.

Winter Snow Removal Schedule: In the event of a snowstorm, the City will use its Snow and Ice Removal Route Map as a guide for our snow removal efforts. During snow events, the City will first plow priority



emergency routes to ensure that essential services (police, fire, and emergency response services) can respond to calls. Then the crew will move on to arterial roadways and routes to and from school when it is in session. Once emergency service routes, major and minor arterials, and routes to commercial services are clear, the city will begin clearing residential streets. The City's resources (number of plows and staff) and the severity of the weather conditions will affect the ability of the City to

clear the streets. The Snow and Ice Removal Route Map may be obtained on the City's website,

<http://www.ci.woodinville.wa.us/Images/Maps/Snow%20Plow%20Routes.pdf>

Tips for protecting our Local Waterways: A large contributor to groundwater pollution is a failing septic system. Septic Systems may fail due to poor installation or maintenance, disposing of household chemicals (paint thinners, liquid drain cleaners, paint, etc.) into the system, overloading the system with a garbage disposal unit, and the use of septic tank cleaning additives. Signs of failure include a saturated yard, odors, lush growth, and backed-up toilets or drains. Here is a list of steps you can use to reduce the pollutant loading from your septic system:

- Do not wait until septic system shows signs of failure. Inspect the system annually and have it pumped-out at least once every three years by a state licensed or health district certified service provider.
- Keep records of pumping and maintenance and a map of the location of your system and drainfield.
- Install water-saving devices indoors and divert roof drains and surface water away from the system.
- Use caution when disposing materials down the drain. Household chemicals can kill the bacteria that make the system work and non-degradable materials can clog the system.
- Do not cover your drainfield with impermeable surfaces that can block evaporation and air needed for effluent treatment.

For more information on septic systems or other tips on keeping local waterways safe, visit www.pugetsoundstartshere.org.



Other City News:

Building Permit Data: The table below illustrates the valuation and total number of building permit applications submitted to the City in November 2011.

**City of Woodinville
Building Permit Data
November 2011**

Permit	Applied	Issued	Fee Received
Building	13	6	\$8,297
Land Use	1	0	\$260
Mechanical	18	15	\$2,178
Plumbing	2	3	\$534
Combined Building	2	1	\$255
Fire (alarms, sprinklers)	4	5	\$1,441
International Fire Code	40	57	\$21,462
Right of Way	9	6	\$3,375
Site Development	1	0	\$0
Sign	1	0	\$280
Totals	91	93	\$38,082

CERT Training At City Hall: A community emergency response team (CERT) training class will be offered in the Woodinville City Council Chambers on January 12, 2012. CERT training provides people the opportunity to learn about



disaster preparedness for hazards that may affect the Puget Sound area.

The CERT training is 24 hours long and is delivered in eight (8) three-hour sessions, one evening a week, over an eight week period. The course costs \$45, which covers all course materials and personal protective equipment. Training is performed by the Emergency Services Coordinating Agency (ESCA), and covers topics such as minor fire suppression, disaster first aid, urban search and rescue, and disaster psychology. For more information regarding the course objectives, contact ESCA at www.esca1.com/cert.htm. To register for the next class, contact ESCA's CERT Program Manager, Jamie Gravelle at 425.776.3722, or by email at Jamie@esca1.com.

Flu Season Information: Flu season is just around the corner, so now is a good time to start thinking of ways to minimize your risk to contracting the flu this year. Flu vaccines are updated every year to protect against current flu viruses. The following websites provide a wealth of information regarding the flu virus: <http://www.kingcounty.gov/healthservices/health/communicable/immunization/fluseason/flufacts.aspx>
<http://www.cdc.gov/flu/>

Sport Field Rental Schedule Now Online: Everything you need to rent the Woodinville Sport Fields is available online. Just visit www.ci.woodinville.wa.us/Play/FacilityRentals.asp to view information relating to rates, rental application, field use schedule, and a rental manual.

City Street Light Reporting: Did you know that you could report street light outages directly to Puget Sound Energy (PSE)? Reporting street light outages directly to PSE can expedite the process to restore broken lights. When reporting a light outage or problem to PSE, remember to gather some basic information; location of the light pole in question, light pole number, and the type of problem. To report a street light issue, visit PSE's website at <http://www.intolight.com/lightsout.htm>.

City Hall Lost and Found: As more people are using the Woodinville Sport Fields, the City is finding items left on the fields. If you have lost an item, it may be waiting for you in the City Hall offices. Found items are held for 45 days after which time the City disposes of the property. If you would like to know if your lost item was found by the City, contact us at 425.489.2700.

Reporting Public Works Emergencies: Do you know what to do if you encounter a street or storm water emergency after regular City Hall Operating Hours (7:30 a.m. – 5:00 p.m. M-Th, and 7:30 a.m. – 4:00 p.m. on Fridays)? If you need to report a street, storm water, or public works maintenance emergency after hours, please call 911. A crew will be dispatched to the site as necessary.

Volunteer Opportunities

Sammamish River Stewards: Outdoor enthusiasts wanted! Volunteers are needed for monthly Sammamish River restoration projects. Volunteers work the 2nd Saturday of every month, from 10:00 a.m. to noon. Project locations change each month between Little Bear Creek, Woodin Creek, and NE 145th Street sites, which are all located along the Sammamish River Trail. To view a map of the three project sites, click on the links below.

[Little Bear Creek](#)

[Woodin Creek](#)

[NE 145th Street](#)



Bring work gloves and loppers, if you have them, and dress for the weather. This is a great volunteer opportunity for groups and individuals; all ages are welcome. Volunteers must complete a [Volunteer Agreement Form](#); those under the age of 18 must have a Volunteer Agreement Form signed by a parent before working. For more information visit www.ci.woodinville.wa.us/Documents/Work/Volunteer_Event_Calendar.pdf

IN OTHER NEWS....

Washington State Department of Transportation Website:

To keep current with WSDOT projects, road conditions, travel times and road closures, go to <http://www.wsdot.wa.gov/>.

Editor's Note: Links to the City Website and staff email may not appear. If you wish to be removed from subscription, please select "reply" and place the words "remove" in the subject line. Each issue of The Wire contains only messages generated by the City and conveys information regarding the City of Woodinville and Woodinville community. Public disclosure of personal email addresses is governed by state law, but the City does not intend to facially display the email addresses of Woodinville Wire recipients on each electronically distributed edition.