

**ORDINANCE NO. 099-39**

**AN ORDINANCE OF THE  
CITY OF SAMMAMISH, WASHINGTON,  
CREATING AN EMERGENCY PLANNING COMMITTEE PROVIDING FOR  
THE SELECTION OF COMMITTEE MEMBERS, APPOINTMENT OF A  
CHAIR AND SETTING FORTH DUTIES AND RESPONSIBILITIES.**

**WHEREAS**, the City of Sammamish, Washington, has established two elected members of the City Council as the Public Safety Committee, and

**WHEREAS**, the citizens of the City of Sammamish consider emergency preparedness and disaster response planning essential to public health, safety and welfare within the City; and

**WHEREAS**, the Public Safety Committee hereby recommends the creation of an Ad-Hoc committee to support the preparation an emergency management plan, NOW  
THEREFORE,

THE CITY COUNCIL OF THE CITY OF SAMMAMISH, WASHINGTON, DOES ORDAIN  
AS FOLLOWS:

**Section 1. Emergency Planning Committee.** There is hereby created a Emergency Planning Committee, as an Ad-Hoc advisory committee consisting of up to nine (9) members, to provide guidance and direction in meeting the emergency needs of the City by advising the City Council and staff on matter relating to planning of emergency facilities and programs within the City.

**Section 2. Membership.** A. **Number of Members.** The Emergency Planning Committee shall consist of up to nine (9) members, each of whom shall be appointed by the City of Sammamish City Council to serve for an indefinite period, until the plan is complete and accepted by the City Council.

B. **Appointment.** The Public Safety Committee shall nominate members to the Emergency Planning Committee, subject to confirmation by the full City Council. Members of the Emergency Planning Committee must reside, work or volunteer within the city limits of the City of Sammamish and have background, training and interest in emergency and disaster related needs.

C. **Removal.** Members of the Emergency Planning Committee may be removed by a majority vote of the entire City Council for cause or for unexcused absence of more than three consecutive regular meetings, based on recommendation of the Public Safety Committee. The decision of the City Council shall be final and there shall be no appeal.

E. **Vacancies.** Vacancies shall be filled for the remaining term in the same manner as for appointments as provided by the ordinance.

### **Section 3. Meetings**

A. **Appointment of Chair.** City of Sammamish City Council hereby appoints the City of Sammamish Police Chief serve as the chairperson, who shall preside at all meetings, or his designee, who shall preside in the absence of the chairperson. The chairperson shall serve until the committee charge of duty is completed.

B. **Rules and Regulations** The Emergency Planning Committee shall operate under the existing city rules and regulations as applicable and necessary for the conduct of its business.

C. **Meeting Schedule.** The Emergency Planning Committee shall designate a regular meeting schedule, including time, place and frequency of meetings as necessary, but no less frequent than once a month. All meetings shall be open to the public, in accordance with RCW 42.30, the Open Public Meetings Act.

D. **Staffing.** Staff provided to the Emergency Planning Committee shall be advisory.

E. **Documentation.** The Emergency Planning Committee shall endeavor to provide a monthly summary of meeting notes for information purposes.

**Section 4. Duties and Responsibilities.** The Emergency Planning Committee shall be an advisory board to the City Council, responsible for providing guidance and direction concerning the following matters:

- a. Emergency Planning and Coordination.
- b. Evaluation of existing and proposed emergency response support facilities.
- c. Development, design and operation of emergency programming and facilities.
- d. Training needs and programs to meet federal and state requirements.
- e. Emergency preparedness within the community, including programs.
- f. Proposed budget for the acquisition, development and operation of emergency facilities and programs, including applicable elements of the comprehensive plan.
- g. All matters as may from time to time, be referred to the Emergency Planning Committee by the City Council or the City Manager.

**Section 5. Reporting.** The Emergency Planning Committee shall provide a written report to the Public Safety Committee of the City Council periodically on progress made on established work plans of the Emergency Planning Committee. The Emergency Planning Committee shall report at other times to the City Council such recommendations, events and activities as necessary or directed by the City Council to carry out the established duties and responsibilities by this ordinance.

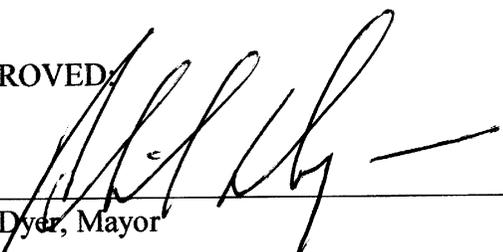
**Section 6. Severability.** If any section, sentence, clause or phrase of this ordinance

should be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality of any other section, sentence, clause or phrase of this ordinance.

**Section 7. 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 (5) five days after publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF SAMMAMISH THIS 6<sup>th</sup>  
DAY OF October, 1999.

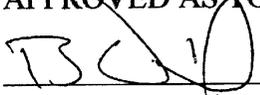
APPROVED:

  
\_\_\_\_\_  
Phil Dyer, Mayor

ATTEST/AUTHENTICATED

  
\_\_\_\_\_  
Ruth Muller, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Bruce Disend, City Attorney

Filed with the City Clerk: Oct. 5, 1999  
Passed by the City Council: Oct 6, 1999  
Published: Oct. 13, 1999  
Effective Date: Oct. 18, 1999