

**CITY OF RUSTON
REGULAR COUNCIL MEETING
TUESDAY, March 15, 2016**

MEETING CALLED TO ORDER

At 7:02 PM Mayor Hopkins called the Regular Council Meeting to order. Councilmembers present were: Jim Hedrick, Jane Hunt, Lyle Hardin, and Deb Kristovich. Councilmember Lynn Syler was excused. Following the flag salute, Mayor Hopkins called for approval of the agenda. Councilmember Hedrick moved to amend the agenda to remove Item 3 Resolution 625 – Point Ruston Lease Agreement, with a second from Councilmember Hunt, passed 4-0. Councilmember Hedrick moved to approve the agenda as amended, with a second from Councilmember Hunt, passed 4-0.

MINUTES

Councilmember Hedrick moved to approve the minutes for the Regular Council meeting of March 1, 2016, with a second from Councilmember Hunt, passed 4-0.

STAFF REPORT –

Ruston Police – Interim Chief Victor Celis – See attached.

Ruston Fire – Chief Torbet – See attached.

GENERAL PUBLIC COMMENTS –

Matt Davis – Wanted to address the Comprehensive Plan approved by Council on February 16, 2016 and how it was passed without the town knowing what was going on. Mr. Davis questioned the notification to those who were directly impacted by the changes. Mr. Davis looked at the Ruston Codes to find that any changes that are made to the plan within 300 feet would require public notice.

Lucy Davis - Noted that the new Comprehensive Plan proposes that several homes on Winnifred Street would be zoned Commercial and had two questions. Why were they not notified and who's idea was it to move homes on Winnifred Street to a Commercial zone?

Connie O'Brien – Wanted to address the Comprehensive Plan and questioned the significant changes to the plan without prior notification. Ms. O'Brien wanted a list of all notifications sent to all residents regarding the significant changes to the plan. Ms. O'Brien questioned how the community could get the plan changed and how to rent the Mary Joyce Community Center to hold meetings for residents to discuss the plan and voice their concerns. Ms. O'Brien had the opportunity to read the proposal and found the City had two options, one go bankrupt or go commercial. The City chose to go commercial because it needed money and commercial brings in money. Were there other options?

BUSINESS

1. **Point Defiance- Ruston Business District** – Juel Lugo, Vice President of Point Defiance Ruston Business District, provided an update on several events. Ruston Family Fair on July 30, 2016, the Business District is looking to introduce a Farmers Market and asked for a Pearl Street project status update. Mayor Hopkins provided an update on the Pearl Street project.
2. **Resolution 624** – Authorizing WTSC Grant Agreement. The Interlocal Cooperation Act, authorizes the City is to contract with other governmental agencies to provide services that the City is authorized to perform. The Washington Traffic Safety Commission (WTSC) provides grant-funding for local jurisdictions for certain traffic emphasis activities, such as the DUI Patrols over the New Year’s holiday, Spring “Click it or Ticket” campaigns and the like. The City is eligible to obtain \$600 funding for 2016 to fund an extra officer during these emphasis patrol events. In order to be eligible to obtain funding from WTSC Ruston is required to sign the Inter-Agency Agreement (IAA). As part of the Inter-Agency Agreement, Ruston agrees to satisfy rules consistent with state and federal law and for billing WTSC for the officer’s pay for the emphasis patrols. The Agreement sets out the process for obtaining the grant reimbursement, eligibility, approval and implementation (including record keeping). Executing the Agreement will allow Ruston to be eligible for funding from WSTC. Councilmember Hedrick moved to approve Resolution 624, with a second from Councilmember Hunt, passed 4-0.
3. **Resolution 626** – Authorizing WSDDES Inter-Agency Agreement. The Interlocal Cooperation Act, authorizes the City is to contract with other governmental agencies to provide services that the City is authorized to perform. The Washington State Department of Enterprise Systems (DES) engages in obtaining products and services for use by State Agencies. DES goes through the competitive bidding process for obtaining these contracts and maintains a list of vendors for a variety of items which the state agencies can use in making purchases. These are called “master contracts.” The City of Ruston is in need of two new police vehicles. Rather than go through the cumbersome process of putting its requirements out to bid, the City is allowed to utilize the master contracts developed by DES and make a direct purchase from the vendors that are qualified by DES. In order to utilize this system, Ruston is required to execute an Inter-Agency agreement with DES. As part of the Inter-Agency Agreement, Ruston agrees to be responsible for any purchases it makes, be open to audit its compliance and not hold DES responsible for the purchases made using its vendor system. There are no fiscal consequences of this legislation and this agreement does not require the City to pay DES for using the vendor system. However, access to this vendor system will save the City money in not having to go through a competitive bidding process. Councilmember Hedrick moved to approve Resolution 624, with a second from Councilmember Hunt, passed 4-0.

4. **Resolution 627** – Purchase Agreement US Bancorp Police Vehicles. Due to increasing maintenance costs of the existing police vehicles, the City is in need of two new police vehicles. The City will be executing an inter-agency agreement with Washington State Department of Enterprise Services (DES) under a separate Resolution No. 626 in order to utilize the vendors available under the “master contracts.” This allows the City to obtain a competitive price for these vehicles without the necessity or expense of undertaking the competitive bidding process itself. Utilizing these master contracts by DES, Police Chief Celis has found two 2016 Ford Police Interceptor Utility/SUV K8A/500A) for the City to purchase as its new police vehicles. The vehicles will be sourced from Columbia Ford in Longview, WA and have a combined price of \$56,358.00 with WSST of \$4,677.71 for a grand total of \$61,035.71. A copy of the vehicle specification sheet will be available at the Council meeting should any Council Member wish to review the full vehicle details. The vehicles will be delivered in approximately 12 weeks (July) to Systems for Public Safety (SPS) who will complete the outfitting for the Ruston Police Department. Once that is completed, the City will take delivery and place the vehicles into service. While there is money in the police budget for a portion of this purchase, full payment this year would stretch the budget. Therefore, both Chief Celis and Mayor Hopkins are recommending that the City enter into an installment purchase agreement to allow the City to purchase these vehicles with 6 installment payments. (See Exhibit 1 to the Agreement.) The maximum amount to be financed is \$77,000. The amount over the purchase price will be used for outfitting the vehicles for the Ruston Police Department. Please note that the Agreement will be slightly modified from the packet version as follows:

- The Insurance requirements in the Agreement and the Verification Form will be modified to be consistent with the City’s coverage from RMSA. US Bancorp has agreed to this change but could not provide it in time for Council Packet printing.
- Additional information will be inserted regarding the vehicles to be purchased.
- The Clerk, rather than the Police Chief, will be designated as the person to receive notice for the City.
- The tax forms and schedule demonstrating legal compliance with debt limits completed by the finance director will be attached.

The purchase total principle amount financed from US Bancorp is \$77,000 to be paid in six equal annual installments in the amount of \$13,765.24 starting on March 15, 2016. The interest rate imposed for this installment agreement is 2.893 percent. The total interest to be paid if the City pays on the schedule provided would be \$5,591.44. If the outfitting costs at SPS are less than the maximum amount of the loan, then in such case, that money will be returned to US Bancorp to pay down the installments more quickly.

CLAIMS/PAYROLL – Councilmember Hedrick moved to approve Claims and Payroll, with a second from Councilmember Hunt, passed 4-0.

CITY OF RUSTON
Regular Council Minutes
March 15, 2016

MAYOR'S TIME – Mayor Hopkins responded to Public Comment concerns related to the Comprehensive Plan. The City received compliments from the state, county and other municipalities on the Ruston Comprehensive Plan. The State of Washington required the City of Ruston be compliant and have an updated Comprehensive Plan in place to accommodate higher density which will come with the Point Ruston Development and Metro Parks Project. This plan is a proposal that goes out 20-30 years. Changes that are made would require public notification. People want to live in the City of Ruston. The growth is coming. Mayor Hopkins addressed the question on what can be done to change the Comprehensive Plan? Mayor Hopkins noted the Comp Plan can be reviewed in one year.

COUNCIL TIME -

Councilmember Hedrick – Growth Management Act was passed in 1990. Planning Commission and Council reviewed the Comprehensive Plan extensively and knows the hard work that went into the preparation. The process was not easy. Councilmember Hedrick assured the public that no houses have been re zoned commercial and this plan allows the City to bid for grants.

Councilmember Hunt – The Planning Commission spent hours and hours of preparation and the information is available on the Ruston website. This is not a council of jokers.

Councilmember Hardin – In past council meetings Councilmember Hardin questioned the changes to parking because the City already had an abundance of parking and questioned where the new city hall would go. The Comprehensive Plan was Planning Commission and Council's idea of what the city would be in the far out future. No changes can be made without public input. Councilmember Hardin's door is always open for discussion.

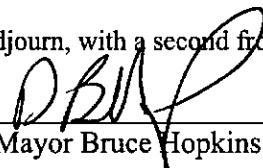
Councilmember Kristovich – Councilmembers live in the City of Ruston and do the best for the City. Councilmember Kristovich encouraged everyone to get involved. Councilmember Kristovich addressed the communication tools that are available to the public by getting the message out using Next Door, the Ruston Website, the Newsletter and public notices.

Easter Egg Hunt is coming up on Saturday, March 26, 2016. Donations are most appreciated.

Councilmember Syler – Was excused.

MEETING AJOURNED -

At 7:39 PM Councilmember Hedrick moved to adjourn, with a second from Councilmember Hunt, passed 4-0.



Mayor Bruce Hopkins

ATTEST:


Judy Grannis



**Chief's Report
Ruston Police Department
Tuesday March 15, 2016**

Chief of Police:

During the month of February the Police Department responded to 192 calls for service in Ruston. This number is made up of dispatched calls, officer initiated calls, and traffic stops, it does not include any calls for service that took place in the City of Tacoma where Ruston officers responded. The most noteworthy of the calls was a child pornography case that is currently still under investigation. All other calls were both misdemeanor and felony in nature and were documented in police reports. I want to thank the council as well as those citizens who donated to this years Polar Plunge. There was a very large turnout and to date we have raised approximately \$62,000 to support Special Olympics.

Other Personnel Issues:

We are still in the process of looking for another part time officer but have no candidates at this time.

Civil Service Commission:

Nothing to report.

Equipment:

The purchase of the new police vehicles is still in progress.

Training:

I would like to thank Sara Anderson and Bruce Allen of the Ruston Fire Department for conducting the First Aid/CPR recertification for the police department. There is no department meeting scheduled for March and I am looking at scheduling defensive tactics training for the month of April.

Please contact me by phone (253) 761-0272 or by email victor.celis@cityofruston.net if you have any questions or concerns regarding this month's report.

Submitted By:
Victor M. Celis
Interim Police Chief
03/15/16



Ruston Fire Department | 5117 North Winnifred | Ruston, WA 98407

Ruston Fire Department Monthly Review for February 2016

Tuesday, March 15th, 2016

Presented by Fire Chief Don Torbet

Total Incidents: 4 (All 4 Medical Aid)

Total Volunteer Hours: 454 Hours

Membership Roster (out of 25): 17 (11 FF, 6 Officers)

Recent Membership Changes: No staff changes

State of the Business:

- Chief Torbet and MSO Anderson attended Washington EMS conference in Ocean Shores .
- Captain Wherrett, Captain Piper and Lieutenant Miller attended Washington State Fire Training Officers conference in Yakima and recieved EVIP Recertification.
- All vehicles and fire tools are fully operational
- Assisted Browns Point Fire Academy instruction (collaborative training.
- Recurring CPR training is offered quarterly for the Ruston community. Over 160 people have been CPR certified since the training has been offered. Although we didn't meet our goal of 100% CPR certification for the city, we continue to provide training as needed. As always, community members may enroll at City Hall or by emailing rustonfire@rustonwa.org.
- Fire Station tours are provided to the public when resources are available. Please contact rustonfire@rustonwa.org for further information.

Ruston Fire Department's Master Business Objectives for January/February 2016

OBJECTIVE	START DATE	TARGET COMPLETION	COMPLETE %	ACTION OWNERS
Recruitment	1/2016	<i>ongoing</i>	17 of 25	WHERRETT
CPR Training	1/2016	2/29/2016	100%	ANDERSON