

**CITY OF RUSTON  
REGULAR COUNCIL MEETING  
Tuesday, November 20, 2018**

**MEETING CALLED TO ORDER**

At 7:11PM Mayor Hopkins called the Regular Council Meeting to order. Councilmembers present were: Jim Hedrick, Lyle Hardin, Deb Kristovich, Lynn Syler. Councilmember Bradley Huson was unexcused. Following the flag salute, Mayor Hopkins called for approval of the agenda. Councilmember Hedrick moved to approve the agenda, with a second from Councilmember Hardin, passed 4-0.

**MINUTES**

Councilmember Hedrick moved to approve the minutes for the Regular Council meeting of November 6, 2018, with a second from Councilmember Hardin, passed 4-0.

**STAFF REPORT –**

Ruston Police – Chief Bautista – See attached.

Ruston Fire – Chief Torbet – See attached.

**GENERAL PUBLIC COMMENTS –**

Doug Hammond – Speaking on behalf of the residents of Ruston wanted to note that Don's Market will be missed now that it is closed. Mr. Hammond enjoyed the Market and wanted to thank Don and Beth for their years of service in the Ruston community.

**BUSINESS –**

**Shawn Blocker – Environmental Protection Agency** – Presented an updated on the Offsite Contamination Facility (OCF) and an Explanation of Significant Difference dated September 2018. EPA had heard some things from some people about building things on the OCF. The Explanation of Significant Difference is a record of decision and provides clarification stating that nothing can be built on the OCF. This is not in compliance with the Master Development Plan. Even if there were changes in the Master Development Plan nothing could be built on the OCF into perpetuity.

**Ruston – Point Defiance Business District** – Nothing at this time.

**ORD 1514 – Amendment of Chapter 1.03 RMC (2<sup>nd</sup> reading)** – City Attorney presented Ordinance 1514. The City of Ruston recently entered into an Interlocal Agreement with the City of Fircrest for the provision of municipal court services. The services under the Fircrest Interlocal will commence on January 1, 2019. The basis for the agreement with Fircrest was the safety concerns that arose due to increased court services in Ruston and the inability of the Ruston facilities to handle either the flow or the security issues that resulted at City Hall.

As part of the transition to having Fircrest provide municipal court services to Ruston, a review of the City's code on its municipal court was undertaken. In order to provide consistency with the Fircrest code, to reference the Interlocal Agreement, make housekeeping changes and to update the code to reflect current law, revisions to Chapter 1.03 RMC were recommended. The following changes are recommended:

**New Sections:**

**RMC 1.03.015** – this section addresses the use of an Interlocal agreement to provide municipal court services.

**RMC 1.03.018** – This section addresses the disposition of revenue, incorporates State law and references the use of an Interlocal agreement.

**Amended Sections:**

**RMC 1.03.020** – This section addresses the municipal judge. The changes reference the Interlocal Agreement and state law, including appointment, judicial qualifications, removal, oath and compensation. The requirement to post a bond has been deleted.

**RMC 1.03.040** – This section addresses pro tem judges, makes the code consistent with State law (the municipal judge appoints pro tem judges, not the City) and mirrors Fircrest's code on this topic.

**RMC 1.03.050** – This section addresses the time and place of court sessions. It makes the housekeeping change from "Town Hall" to "City Hall" and references the Interlocal agreement as an alternative for the Court location.

**RMC 1.03.060** – This section addresses public defense counsel and is amended to remove the compensation rate and to reference the ability to provide these services via Interlocal agreement.

**RMC 1.03.070** – This section addresses the custody of prisoners and required all prisoners to be placed in Pierce County Jail. The amendment provides that other jails may also be used.

**Repealed Section:**

**RMC 1.03.080** – This section addressed the recording of proceedings. This is not necessary in the Code and since Ruston is contracting with Fircrest, having this provision may complicate the court services as provided by Fircrest if they use a different method for recording the proceedings.

Councilmember Hedrick moved to pass Ordinance 1514, with a second from Councilmember Hardin, passed 4-0.

**Ordinance 1515 –YE2019 Budget (1<sup>st</sup> reading)** - In accordance with State law, the Mayor of the City of Ruston completed and placed on file with the City Clerk-Treasurer a proposed budget and estimate of the amount of monies required to meet the public expenses, interest, reserve funds, and expense of government of the city of Ruston for the fiscal year ending December 31, 2019. The Council is required to adopt its budget ordinance prior to January 1, 2019.

The City Council Budget consideration schedule for Fiscal Year 2019 is as follows:

Mayor’s Budget Message to Council:	November 20, 2018
Council discussion of revenue sources:	October 15 & November 6, 2018
<b>Public Hearing on Proposed Budget:</b>	<b>December 4, 2018</b>
Public Hearing on Revenue Sources:	November 6, 2018
Budget Discussion #1:	November 20, 2018
<b>Budget Discussion #2:</b>	<b>December 4, 2018</b>
Budget Discussion #3:	December 18, 2018
Adoption of Tax Levy:	November 6, 2018
Adoption of Final Annual Budget for 2018:	December 18, 2018

Prior to budget adoption, the City Clerk will have fully complied with state law by publishing notice of the availability of the budget for public review and publishing notice of the required public hearings on the City’s proposed tax levy (November 6<sup>th</sup>) and budget (December 4<sup>th</sup>). The Final Budget’s beginning balance is \$4,268,653 plus taxes, license fees, service charges, fine, forfeitures and other revenues totaling \$3,877,322. Adding the inter-fund transfer(s) of \$500,000 are combined in the Final Budget for a total expenditures and ending balances amount of \$8,645,975. The Public Hearing is on for December 4, 2018. The Council needs to open the public hearing, take testimony and close the public hearing. Following the public hearing, the Council may provide input on the budget. It is anticipated that this Ordinance will return to Council on December 18, 2018 for Third Reading and Action. The City is required to pass the budget before the end of this calendar year. Approval of this Ordinance adopts the 2019 Budget and establishes the appropriations necessary to authorize expenditures for each of the City's funds as detailed in Ordinance #1515 and the attachment thereto.

Fund Name	Resources	Uses
Fund 001 – General Fund	\$1,761,690	\$1,761,690
Fund 005 – Surplus Real Estate	\$1,550,864	\$1,550,864
Fund 101 – City Street Fund	\$478,400	\$478,400
Fund 102 – Equipment Reserve	\$0	\$0

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Fund 105 – Street Reserve	\$108,000	\$108,000
Fund 110 – Winnifred Street	\$1,000	\$1,000
Fund 301 – Capital Construction	\$426,400	\$426,400
Fund 401 - Electric Utility	\$967,800	\$967,800
Fund 402 – Electric Utility Reserve	\$270,000	\$270,000
Fund 403 – Sewer Utility	\$1,460,000	\$1,460,000
Fund 404 – Sewer Reserve	\$373,000	\$373,000
Fund 405 – Garbage Utility	\$367,800	\$367,800
Fund 406 – Garbage Utility Reserve	\$67,000	\$67,000
Fund 407 – Storm Sewer Utility	\$258,000	\$258,000
Fund 410 – Sewer Capital Projects	\$182,000	\$182,000
Fund 622 – WR Rust Playfield	\$37,921	\$37,921
Fund 623 – Electric Meter Deposits	\$117,800	\$117,800
Fund 624 – School Building	\$218,200	\$218,200
Total	\$8,645,975	\$8,645,975

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

**MAYOR’S TIME** – Nothing at this time.

**COUNCIL TIME** –  
**Councilmember Hedrick** – Nothing at this time.

**Councilmember Hardin** – Was contacted by a local business who expressed their concern about parking impacts for residents and businesses related to Zoo Lights traffic. Parking has changed from year to year and Councilmember Hardin wanted to bring this concern to Council for their thoughts.

**Councilmember Kristovich** – Nothing at this time.

**Councilmember Syler** – Nothing at this time.

**Councilmember Huson** – Not in attendance.

**MEETING AJOURNED** -

At 7:54PM Councilmember Hedrick moved to adjourn, with a second from Councilmember Hardin, passed 4-0.

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Mayor Bruce Hopkins

ATTEST:

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Judy Grams



**Chief's Report  
Ruston Police Department  
Tuesday, November 20, 2018**

**Chief of Police:**

During the month of September 2018, the Police Department responded to 141 calls for service in Ruston. This number is made up of dispatched calls, officer initiated calls, and traffic stops, and it does not include any calls for service that took place in the City of Tacoma where Ruston officers responded.

The Washington Association of Sheriffs and Police Chiefs has appointed Chief Bautista to be the Washington police chiefs' representative at the Forensics Investigations Council. This is one of the governor's boards and it oversees the bureau of forensic laboratory services. It studies and recommends cost-efficient improvements to the death investigation system in Washington and report its findings to the legislature.

**Personnel Issues:**

Lieutenant Bill Ashcraft reported for duty on November 12, 2018. He is a 27-year veteran of the Washington State Patrol, retiring with the rank of Sergeant in the Homeland Security Division.

**Civil Service Commission:**

Next Commission meeting is November 28<sup>th</sup>. The job announcement for civil service secretary was posted today and it is hoped that an interview and selection will take place on the 28<sup>th</sup>.

**Equipment:**

The Department identified a cellular phone carrier called First Net, which is an enhanced service that provides unlimited data (without "throttling" for overuse), and data/voice lines which are exclusively dedicated for first responder customers. The anticipated savings will be between \$400-\$500 annually.

**Training:**

Officers Andres and Hoey attended a 40 hour course in crisis intervention techniques. This training focused on how to deal with mentally unstable/physically assaultive individuals. Washington CJTC will send \$1,760 to the City as reimbursement for the officers' wages for that week. The department participated in this training in anticipation of the passing of Initiative 940.

Chief Bautista attended a 2-day course for new police chiefs in Ellensburg.

Please contact me by phone (253) 328-1427 or by email [nestor.bautista@rustonwa.org](mailto:nestor.bautista@rustonwa.org) if you have any questions or concerns regarding this month's report.

Submitted By: Nestor Bautista



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

## Ruston Fire Department Monthly Review for October 2018

Tuesday, November 20<sup>th</sup>, 2018

Presented by Chief Torbet

**Total Incidents:** 7 (2 Fire/ Service, 5 Medical Aid)

**Membership Roster (out of 25):** 22 (18 FF, 4 Officers)

**Recent Membership Changes:** Three new application onboarded. One retired due to hiring on to a career department.

### State of the Business:

- A new 1403 class will begin in January 2019 again lasting about four months.
- The department is upgrading the training area with new props.
- Training focus for October was first in engine company fire ground operations.
- In house EVIP classroom training delivered to onboarded members. They can now begin their road course driving instruction.
- Recurring CPR training is offered quarterly for the Ruston community. We recently were in contact with The Commencement and are hopeful to provide training in the near future. As always, community members may enroll at City Hall or by emailing [rustonfire@rustonwa.org](mailto:rustonfire@rustonwa.org).
- **Fire Station tours** are provided to the public when resources are available. Please contact [rustonfire@rustonwa.org](mailto:rustonfire@rustonwa.org) for further information.

### Ruston Fire Department's Master Business Objectives for November 2018

OBJECTIVE	START DATE	TARGET COMPLETION	COMPLETE %	ACTION OWNERS
Recruitment	1/2018	<i>ongoing</i>	22 of 25	TORBET/MILLER
CPR Training	12/2017	<i>ongoing</i>	100%	ANDERSON
EVIP Cert	5/18/2018	12/312018	12 of 20	TORBET