

**CITY OF RUSTON
REGULAR COUNCIL MEETING
TUESDAY, December 15, 2015**

MEETING CALLED TO ORDER

At 7:00 PM Mayor Hopkins called the Regular Council Meeting to order. Councilmembers present were: Jim Hedrick, Jane Hunt, Lyle Hardin, Deb Kristovich and Lynn Syler. Following the flag salute, Mayor Hopkins called for approval of the agenda. Councilmember Hedrick moved to approve the agenda, with a second from Councilmember Hunt passed 5-0.

MINUTES

Councilmember Hedrick moved to approve the minutes for the Regular Council meeting of December 1, 2015, with a second from Councilmember Hunt, passed 5-0.

STAFF REPORT –

Ruston Police – Interim Police Chief Celis – See attached.

Ruston Fire – Chief Torbet – See attached.

GENERAL PUBLIC COMMENTS – No Public Comments at this time.

BUSINESS

1. **Oath of Office** – Lynn Syler was sworn in by Mayor Hopkins.
2. **Ruston Point Defiance Business District** – Nothing at this time.
3. **Ordinance 1478** – 2016 Budget Hearing (3rd 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, 2016. The Council is required to adopt its budget ordinance prior to January 1, 2016.

The City Council Budget consideration schedule for fiscal year 2016 is as follows:

Mayor's Budget Message to Council:	November 3, 2015
Council discussion of revenue sources:	October 20, 2015
Public Hearing on Proposed Budget:	November 17, 2015
Public Hearing on Revenue Sources:	November 17, 2015
Budget Discussion #1:	October 20, 2015
Budget Discussion #2:	November 3, 2015
Budget Discussion #3:	November 17, 2015
Budget Discussion #4:	December 1, 2015
Adoption Tax Levy:	November 17, 2015
Adoption of Final Annual Budget for 2016:	December 1, 2015

The City Clerk has complied with state law by publishing notice of the availability of the budget for public review and publishing notice of the required public hearing on the City's proposed budget and tax levy. The City Council will hold the budget and levy hearing on December 1, 2015. Councilmember Hardin presented Mayor Hopkins email which discussed the 2016 Budget. Council moved Ordinance 1478 to the next council meeting on December 15, 2015 for 3rd reading. After discussion Councilmember Hedrick moved to approve Ordinance 1478, with a second from Councilmember Hunt, passed 5-0.

4. **Ordinance 1480** – Comcast Cable TV Franchise Extension (2nd reading). In accordance with State law, the City has the right to control its streets and rights of way, including the right to allow use of its rights of way by franchise agreement or other methods. On April 19, 2010, the City of Ruston granted a five-year cable television franchise to Comcast of Tacoma, Inc. (“Comcast”) by adoption of Resolution No. 469 which was accepted by Comcast on July 15, 2010. Under the Terms of the Franchise Agreement, the parties have the option to extend the Franchise Agreement for an additional five-years “by mutual agreement of the parties.” The City is comfortable with the current franchise terms and the Mayor recommends extending for an additional five-year period. Ordinance No. 1480 and the extension agreement attached to the ordinance effectuate a 5-year extension subject to the acceptance by Comcast within 60 days of the adoption of the ordinance as well as continuation of the required insurance and performance bond. All of the terms of the Franchise would continue to apply. If this Ordinance is adopted on December 15, 2015, Comcast will need to accept the Franchise Extension no later than February 13, 2016. The expiration date for the extension will be set as December 20, 2020. After discussion Councilmember Hedrick moved to approve Ordinance 1480, with a second from Councilmember Hunt, passed 5-0.

5. **Discussion** – City of Ruston and City of Tacoma Interlocal Agreement Permitting for the Point Ruston Development.

CLAIMS/PAYROLL – Councilmember Hedrick moved to approve Payroll, with a second from Councilmember Hunt, passed 5-0.

MAYOR’S TIME – Nothing at this time.

COUNCIL TIME -
Councilmember Hedrick – Nothing at this time.

Councilmember Hunt – Nothing at this time.

CITY OF RUSTON
Regular Council Minutes
December 15, 2015

Councilmember Hardin – Nothing at this time.

Councilmember Kristovich – Nothing at this time.

Councilmember Syler – Nothing at this time.

MEETING AJOURNED -

At 8:00 PM Councilmember Hedrick moved to adjourn, with a second from Councilmember Hunt, passed 5-0.

Mayor Bruce Hopkins

ATTEST:

Judy Grams, Clerk-Treasurer



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

Ruston Fire Department Monthly Review for November 2015

Tuesday, December 15th, 2015

Presented by Fire Chief Don Torbet

Total Incidents: 5 (4 Fire Service, 1 Medical Aid)

Total Volunteer Hours: 341 Hours

Membership Roster (out of 25): 21 (11 FF, 6 Officers)

Recent Membership Changes:

State of the Business:

- The Department added two members to the roster, John Lamb and Ryan Gilletti. Lt Karl Long departed and left an open space for a 2nd Lieutenant
- All vehicles and fire tools are fully operational
- The 2015 budget closure is being finalized
- Firefighters had **live fire training** with Riverside and Browns Point Fire Departments, providing training required for active firefighters within the State of Washington
- December welcomes the **Annual Toy and Food drive**, allowing crew the Department to help provide for needy families and toys for children. Door to door collection in on December 19th.
- Recurring CPR training is offered quarterly for the Ruston community. 159 people have been **CPR certified** since the training has been offered by Ruston Fire. Our stretch goal is to have the entire population of Ruston certified in CPR by the end of 2015. This does not factor in those who are currently certified by agencies other than RFD. This will be included in our next newsletter submission. 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 November/December 2015

OBJECTIVE	START DATE	TARGET COMPLETION	COMPLETE %	ACTION OWNERS
Recruitment	11/2015	<i>ongoing</i>	21 of 25	WHERRETT
CPR Training	11/2015	11/2015	100%	ANDERSON



**Chief's Report
Ruston Police Department
Tuesday December 15, 2015**

Chief of Police:

I am continuing to work with the developers of our new CAD system to work out many bugs related to obtaining monthly reports. Things have gotten better but we are still not to a place where this comes easily. November was relatively quiet month with regards to special events or activities. We are preparing to work with the fire department for upcoming Christmas season and looking forward collecting food for the food bank and toys for the toys for tots program.

Other Personnel Issues:

Officer Kaylor has resigned and is no longer working with the department. Our part time officers have really stepped up and committed to working more hours than normal to help with staffing issues.

Civil Service Commission: Oral boards to fill Officer Kaylor's position were held on December 4th and an eligibility list has been established. It is my intent to fill that position as soon as possible and then begin working on filling another part time officer position.

Officers were involved in:

In November officers responded to various types of incidents such as alarms, animal calls, burglaries, citizen assists, disabled vehicles, domestic violence calls, fire/medical assists, panhandlers, security checks, suspicious vehicles/persons, thefts, vehicle prowls, trespass complaints, unwanted subjects, felony and misdemeanor warrant arrests, and numerous traffic related arrests.

Police reports were filed in almost all of these cases.

Equipment:

There were some minor repairs made to vehicles this past month but most of them were minor. We are currently working with SS911 IT to try and upgrade our office computers. Some are very outdated and won't support a lot of the information we need to have on them. The IT dept says they may have a couple of surplus computers come available soon and our hope is to get one or two from them at no charge.

Training:

Officers continue to attend training courses regarding the new CAD system and we are trying to get up to speed with what it offers. We would like to thank Chief Cheesman of the Fircrest Police Department for inviting our officers to take part in the firearms training simulator at his department free of charge. A couple of our officers were able to attend and take advantage of this great opportunity.

We were not able to get the CPR/first aid training completed but are going to try and schedule that for January..

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
12/15/15