

**CITY OF RUSTON
REGULAR COUNCIL MEETING
Tuesday, May 21, 2019**

MEETING CALLED TO ORDER

At 7:01PM City Clerk Grams called the Regular Council Meeting to order. Councilmembers present were Jim Hedrick, Lyle Hardin, Deb Kristovich, Lynn Syler and Bradley Huson. Mayor Hopkins was excused. Councilmember Hardin moved to elect Councilmember Hedrick as Mayor Pro Tem, with a second by Councilmember Kristovich, passed 5-0. Councilmember Hardin moved to approve the agenda, with a second from Councilmember Kristovich, passed 5-0.

MINUTES

Councilmember Hardin moved to approve the minutes for the Regular Council meeting of May 7, 2019, with a second from Councilmember Kristovich, passed 5-0.

STAFF REPORT –

Ruston Police – Lt. Bill Ashcraft – See attached.

Ruston Fire - Assistant Fire Chief Allen – See attached.

GENERAL PUBLIC COMMENTS –

BUSINESS –

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

RES 701 – On-Call Engineering Services Agreement – QUES - On September 28, 2017 the City published a “Request for Statement of Qualifications for On-Call Engineering Services” and a “Request for Statement of Qualifications for On-Call Electrical Engineering Services” (“RFQ”) in its official newspaper, the Tacoma Daily Index and also posted the RFQ on the AWC Job Net website. The closing date for the request was established as December 11, 2017. This RFQ was made in accordance with State law which specifies a process for hiring engineers or architects as consultants.

1. General Process for Hiring Engineers or Architects.

In order for the City to hire an architectural or engineering consultant, special bidding requirements are required. The City is required to publish an announcement when it is seeking of professional architectural or engineering services. Chapter 39.80 RCW requires that a city publish its need for architectural or engineering services in advance, concisely stating the general scope and nature of the project or work for which services are required.

Compliance with this requirement may be accomplished by either: (1) publishing an announcement each time the service is needed; or (2) announcing generally to the public the city's projected requirements for any category or type of engineering or architectural service. Once the RFQ materials are received, Ruston evaluates the qualifications and performance data it has on file along with the information submitted regarding a proposed project. Following the evaluation, the city invites one or more firms to meet with its officials to discuss the project and the relative benefits of various methods of providing the desired services. The city then selects the firm "most highly qualified" to provide the required services from among those firms. The price or cost of the service may not be considered by the city when determining which firm is the most highly qualified. After the most qualified firm has been chosen, the city negotiates a contract with that firm for the services at a price that it determines is fair and reasonable, considering the estimated value of the services to be rendered, as well as the scope and complexity of the project.

2. Renewal with the City's current "Electrical Engineer" with an expansion of services to include general civil engineering services is recommended.

Ruston received five responses to the published RFQs. After a review of all of the submitted materials, the Mayor has determined that Quanta Utility Engineering Services, Inc. (QUES) is the "most qualified." QUES has been serving as the City Electrical Engineer (formerly under the company name as "North Sky") for many years and has agreed to maintain a similar contract as had been in place previously. The attached contract is the City's standard consultant contract, which has been negotiated with slight modifications with the QUES attorneys. It has been executed by QUES. The contract is for the firm to provide on-call professional engineering services, including electrical and civil, to the City for an amount not to exceed \$100,000 (one hundred thousand dollars) in any calendar year with the hourly rates set forth in Exhibit A. The contract expires on December 31, 2021. The contract requires that the firm provide to the City evidence, in the form of a Certificate of Insurance showing the contract limits set forth on page 4, before beginning work. The maximum contract price is \$100,000 per calendar year through the end of 2021. Councilmember Hardin moved to approve Resolution 701, with a second from Councilmember Kristovich, passed 5-0.

PAYROLL – Councilmember Hardin moved to approve Payroll, with a second from Councilmember Kristovich, passed 5-0.

MAYOR'S TIME – Was excused.

COUNCIL TIME –

Councilmember Hedrick – Publicly thanked Ray Johnson, Public Works, for his time cleaning up Rust Park and the restrooms in preparation of Councilmember Hedrick’s daughter’s 9th birthday party on Sunday, May 19th. Councilmember Hedrick reminded everyone that the 4th of July Bicycle Parade will take place a 51st and Winnifred on July 4th at 12PM. Councilmember Hedrick shared his concerns regarding homelessness in the City of Ruston and what efforts were being directed to this potentially growing problem. Lt. Ashcraft shared the Ruston Police Department’s approach was to proactively make contact and advise where social services and assistance could be obtained.

Councilmember Hardin – Wanted to follow up on the parking plan and traffic routes for Taste of Tacoma which is to take place June 21-23. Lt. Ashcraft and Chief Bautista have met with Metro Parks and note that Metro Parks plans to use the parking lot below. More to come.

Councilmember Kristovich – Nothing at this time.

Councilmember Syler – Nothing at this time.

Councilmember Huson – As a property owner of over 25 years, Councilmember Huson is not a fan of the Taste of Tacoma. In past years Councilmember Huson has found used and unused condoms, diapers, food and garbage in his yard. People have parked in his driveway and in his yard destroying vegetation. Councilmember Huson is usually out of town during this time and looks forward to another dazzling Taste of Tacoma and all the surprises that will come with it.

MEETING AJOURNED -

At 7:21PM Councilmember Hardin moved to adjourn. with a second from Councilmember Kristovich passed 5-0.

Mayor Bruce Hopkins

ATTEST:

Judy Grams



Chief's Report
Presented by Lt. William Ashcraft
Ruston Police Department
Tuesday, May 21, 2019

During the month of April 2019, the Police Department responded to 119 calls for service in Ruston. This call volume has decreased slightly from the previous month. We attribute it to the vacation of one of our full-time officers (in Europe to visit family) and a slight increase in DUI and other felony arrests.

Also:

- Officer Shawn Hoey received a life-saving award from the Tacoma School District for acting quickly to stop a femoral artery injury on man who was attempting to burglarize one of their school properties.
- The Department is preparing for the impact of The Taste of Tacoma event in June. In the May newsletter we solicited input from residents on how to make the closures and restrictions less burdensome; to date we have not received any responses.
- Chief Bautista is currently in Spokane attending the Washington Association of Sheriffs and Police Chiefs. He was one of 3 scholarship recipients which paid for all lodging and conference fees.

Prepared by



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

Ruston Fire Department Monthly Review for April 2019

Tuesday, May 21st, 2019

Presented by Assistant Chief Bruce Allen

Total Incidents: 11 (3 Fire/ Service, 8 Medical Aid)

Total Volunteer Hours: Total 3573 Hours April 1133 Hours

Membership Roster 20 (out of 25): (17 FF, 3 Officers)

Recent Membership Changes: Remove Jeff Larson **Add** JJ Melson, Kevin Fowler

State of the Business:

- House still unoccupied on Winnifred post kitchen fire
- Sent 5 members to the annual state fire conference
- We have 4 potential members in the pipeline for hire
- We are seeing an increase in homeless and drug addicted people in town that are generating aid calls
- Member Cam Rollosson has completed EMT training and is awaiting state approval
- E33 has had the engine repaired and is due for the annual pump test
- All fire tools are fully operational
- Recurring CPR training is offered quarterly for the Ruston community. Over 195 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 April 2019

OBJECTIVE	START DATE	TARGET COMPLETION	COMPLETE %	ACTION OWNERS
Recruitment	4/2019	<i>ongoing</i>	20 of 25	M.ANDERSON
CPR Training	4/2019	<i>ongoing</i>	100%	S.ANDERSON
Fire Training	4/2019	<i>ongoing</i>	100%	C. Wilder