



METROPOLITAN PARK DISTRICT

AGENDA

February 10, 2025

6:00 PM

District Headquarters

4702 S. 19th St.

Tacoma, WA 98405

Join Remotely

Via Telephone: 1-253-215-8782

Enter Meeting ID: 815 1708 1405

Participant ID: no ID needed just press #

Join Zoom Meeting

<https://metroparkstacoma-org.zoom.us/j/81517081405>

MEETINGS ARE RECORDED

AND MAY BE HEARD UPON REQUEST

COMMISSIONERS

ANDREA SMITH, PRESIDENT

MATTHEW MAUER, VICE PRESIDENT

ALISA LEE

6:00 P.M. CALL TO ORDER

LAND ACKNOWLEDGEMENT

ROLL CALL

FLAG SALUTE

SPECIAL PRESENTATIONS

BLACK HISTORY MONTH PROCLAMATION

STAFF RETIREMENT

PRESIDENT'S REPORT

STANDING COMMITTEE & COMMISSION REPORTS

EXECUTIVE DIRECTOR'S REPORT

REGULAR MEETING

"Park District meeting sites are accessible to people who require special accommodations, please contact 305-1091 48 hours prior to the meeting time."



COMMUNITY COMMENTS

Community comment is encouraged to be submitted in advance of the meeting in written form. Please submit written comments to the Board by 4 p.m. on February 10, 2025 by e-mailing them to jenniferb@tacomaparks.com Comments will be compiled and sent to Board members in advance of the meeting. Comments may also be left on voicemail at 253-305-1091 by 4 p.m. on February 10, 2025. Verbal comments will also be allowed during the meeting both in-person and remotely. To request to speak during community comments, please press the Raise Hand button near the bottom of your Zoom window or *9 on your phone. All speakers will have up to three minutes to speak.

MINUTES

1. (5-8) MINUTES OF THE JANUARY 27, 2025 REGULAR BOARD MEETING

CONSENT AGENDA

2. (9-10) **RESOLUTION NO. C5-25**: APPROVAL OF WARRANTS CLAIM FUND FOR JANUARY 2025
(Contact: Tania Wink, Chief Financial & Administrative Officer)
3. (11-16) **RESOLUTION NO. C6-25**: APPOINTING ROBERT ROVAIL TO THE BUSINESS AND RESPONSIVE AGENCY ADVISORY COUNCIL
(Contact: Debbie Russell, Director of Business Administration & Planning)
4. (17-18) PROCLAMATION IN CELEBRATION OF BLACK HISTORY MONTH

REGULAR AGENDA

PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

5. (19-22) **RESOLUTION NO. P7-25**: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR PARKS TACOMA
5.1 ASSOCIATED PETROLEUM PRODUCTS FOR BULK FUEL (RESALE & OPERATING) IN THE AMOUNT OF \$350,000 (INCLUDING WSST)
(Contact: Mark Knowlden, Interim Director of Parks & Recreation)

PUBLIC WORKS PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

SINGLE READING RESOLUTION

(Requiring one reading for adoption)

FIRST READINGS:

(Requiring two readings for adoption)

SECOND READING RESOLUTIONS

(Requiring two readings for adoption)

UNFINISHED BUSINESS

NEW BUSINESS

EXECUTIVE SESSION

EVALUATE THE QUALIFICATIONS OF CANDIDATES FOR
POTENTIAL APPOINTMENT TO ELECTIVE OFFICE

**MOTION TO NOMINATE AND DISCUSS CANDIDATE FOR APPOINTMENT TO PARK
BOARD POSITION #2**

BOARD COMMENTS

ADJOURNMENT

UPCOMING BOARD MEETINGS

February 12, 2025	Capital Improvement Committee	5:00 PM	District Headquarters
February 24, 2025	Regular Park Board Meeting	6:00 PM	District Headquarters
February 26, 2025	Capital Improvement Committee	5:00 PM	District Headquarters

*Remote Option meeting details can be found on the Metro Parks Website www.parkstacoma.gov

*Committee Meetings are subject to change - please check the Metro Parks Website, www.parkstacoma.gov for the most up to date meeting schedules.

PARKS
T A C O M A



**THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
JANUARY 27, 2025**

PRESENT: Andrea Smith, President
Matthew Mauer, Clerk
Alisa Lee

IN THE CHAIR: Andrea Smith

PLACE: Park District Headquarters, 4702 S 19th Street Tacoma, WA 98405

REGULAR MEETING

The regular meeting of the Metropolitan Park District Board of Park Commissioners was called to order at 6:00 p.m. President Smith read a land acknowledgement.

SPECIAL PRESENTATIONS None

PRESIDENTS REPORT

President Smith commented that she and the other Board members attend the Tet Lunar New Year Celebration held at Eastside Community Center.

STANDING COMMITTEE AND COUNCIL REPORTS

Active Living & Community Wellness Advisory Council

Commissioner Lee commented that she attended the council's January meeting, noting that the council is continuing to recruit for new members.

Nature & Environment Advisory Council

Commissioner Mauer commented the council is scheduled to meet on January 28th.

Arts & Heritage Advisory Council

President Smith commented that this council is continuing to discuss their annual work plan and their year-end report which they will distribute at the Advisory Council Summit in February.

Business & Repsoslive Agency Advisory Council

President Smith noted she attend the council's January meeting. The agenda included a budget overview from CFAO, Tania Wink.

Joint Municipal Action Committee

President Smith commented JMAC was held on January 17th. County Council Member Rosie Ayala was elected committee chair and Port Commissioner Deanna Keller was elected as Vice Chair. President Smith further commented the meeting agenda included setting 2025 priorities.

EXECUTIVE DIRECTOR’S REPORT

Executive Director Shon Sylvia commented on the following:

- Emergency Declaration was issued in response to the damage caused by December windstorms to begin repair work at NW Trek. Staff is still awaiting final report from WCIA related to insurance. Staff will keep the Board updated on contractor selection and costs.
- Swan Creek Pedestrian & Bicycle Bridge Community Workshop, January 28th, 6pm at the Salishan Family Investment Center.
- January 29th CIC meeting is canceled.
- Special Park Board meeting for the purpose of candidate interviews on Friday, February 7th beginning at 1:30pm at District HQ.
- Visit Point Defiance Zoo & Aquarium for the monthly Garden Tour on Sunday, February 2nd.
- Kids ‘N’ Critter Weekends will be happening at Northwest Trek Wildlife Park January 31st to March 2nd. Two kids 12 and under are free with each paid adult general admission ticket on weekends and on Presidents Day.

Commissioner Mauer noted he attended the Annual Zoo volunteer Event last weekend. He noted that that Zoo volunteers gave over 24,000 hours in 2024.

Commissioner Lee commented that she attended the annual Burns Dinner Volunteer Recognition Event for Fort Nisqually. She thanked the volunteers for over 7,600 hours of service in 2024.

COMMUNITY COMMENTS None

MINUTES OF THE JANUARY 13, 2025 REGULAR BOARD MEETING

Commissioner Mauer moved to adopt the minutes as presented; seconded by Commissioner Lee and passed on a vote of 3-0.

CONSENT AGENDA None

PURCHASING RESOLUTIONS

RESOLUTION NO. P4-25: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. MACDONALD-MILLER FACILITY SOLUTIONS, LLC FOR HVAC AND BOILER MAINTENANCE & REPAIR IN THE AMOUNT OF \$600,000

Commissioner Mauer moved adoption of the resolution; seconded by Commissioner Lee.

Mark Knowlden presented a resolution to approve a contract for materials and labor to perform preventative maintenance for mechanical systems across the district. He noted that his contract includes inspection, diagnostics, minor repairs and replacements, as well as emergency and professional services for equipment such as boilers, air handlers, and exhaust systems. Mr. Knowlden commented the contract is intended to address the needs of 13 facilities managed by the Parks and Recreation department. Mr. Knowlden clarified that this contract is specific to Parks and Recreation and does not include the ZEED department, which maintains its own separate mechanical contract. The proposed contract duration is two years.

Mr. Knowlden informed the Board that two companies responded to the RFP process, and McDonald Miller was selected as the low bidder. Additionally, Mr. Knowlden commented that McDonald Miller, having worked with the district for six years, was selected for the contract due to their proven service and familiarity with district facilities. The proposed two-year contract is \$600,000. He further stated that if service costs exceed this amount due to emergencies or additional needs, an amended contract would be required

During the discussion, Commissioner Mauer inquired about past emergencies exceeding contract amounts, such as the Norpoint boiler issue, and staff confirmed that McDonald Miller had been highly responsive in addressing such situations. Commissioner Mauer emphasized the importance of budget alignment when bringing forward purchasing resolutions for the Board's consideration.

Being no additional comments the question was called and the resolution passed on a vote of 3-0.

PUBLIC WORKS PURCHASING RESOLUTIONS None

SINGLE READING RESOLUTIONS None

FIRST READING RESOLUTIONS None

SECOND READINGS RESOLUTIONS None

NEW BUSINESS

Board Proclamations

The Board discussed the current process for adopting proclamations and noted that legal counsel, has recommended that proclamations be formally voted on. Currently, proclamations are stated as adopted without a formal vote. To align with this guidance, the Board directed staff to include proclamations as part of the consent agenda for future meetings to ensure proper approval.

Board Clerk Designation

The Board engaged in a discussion regarding the terminology used for the Vice President and Clerk positions. It was noted that the current designation of "Clerk" originates from the 1920s and is mandated by RCW. However, in modern usage, the term "Clerk" is generally associated

with a staff position rather than an elected board role, which has caused confusion both internally and among community members.

Given this historical context, the Board recognizes the need to clarify the terminology for public understanding while still maintaining compliance with RCW requirements.

To address this, the Board directed staff explore ways to ensure that, in practice and communication, the role is referred to as Vice President for clarity. However, for legal and compliance purposes, the title of Clerk will remain in official documentation as required by the RCW. The Board believes that now is an appropriate time to make such updates for improved transparency and accessibility to the public.

UNFINISHED BUSINESS

BOARD COMMENTS

ADJOURN

Being no further business, the meeting was adjourned at 6:19 p.m.

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C5-25

APPROVAL OF WARRANTS CLAIM FUND FOR JANUARY 2025

WHEREAS, the Board of Park Commissioners approved, appropriated and adopted the 2025-2026 Biennial Budget in Resolution No. RR73-24, dated December 9, 2024, to meet public expenses, bond retirement, interest and operational expenses for the biennium ending December 31, 2025: and

WHEREAS, the Board of Park Commissioners has authorized the Executive Director to establish procedures to meet the fiscal year public debt, to maintain accountable records of all transactions, and to provide certification that labor and debt claims have been met; now, therefore, be it.

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the warrants issued to meet obligations in the Warrants Claim Fund and the Disbursements by Funds in the amounts and for the period indicated on Attachment "A" have been audited and certified by the auditing officer as required by RCW.42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, be approved for payment.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2025.

ATTEST:

President

Secretary

Clerk

BLANKET CERTIFICATION AND WARRANT APPROVAL FORM

AUDITOR'S CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the Metropolitan Park District of Tacoma, and that I am authorized to authenticate and certify to said claim.

FOR THE PERIOD STARTING JANUARY 1, 2025, AND ENDING JANUARY 31, 2025.

WARRANTS CLAIM FUND

ACCOUNTS PAYABLE CLAIMS FUND:

Warrant Serial Numbers 345410 to 345626 \$7,686,593.55

PAYROLL CLAIMS FUND:

EFT Warrants \$2,872,636.02
Warrants Serial Numbers 59826 to 59910 \$48,605.25

TOTAL \$10,607,834.82

Chief Financial & Administrative Officer
Metropolitan Park District of Tacoma

- Warrant summary reports can be available from finance.
- Detail reports and claim vouchers can be available in the Finance & Business Operations Office.



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Tania Wink, CFAO & Staff Liaison

FROM: Doug Andreassen, Advisory Council Chair

SUBJECT: Appointing Robert Rovai to the Business and Responsive Agency Advisory Council

DATE: January 28, 2025

EXECUTIVE SUMMARY: One (1) application for membership was reviewed by the Business and Responsive Agency Advisory Council board liaison, staff, and the council. It is the recommendation of the entire council that the Board of Park Commissioners appoint the (1) candidate to a first term. A copy of the candidate's application is attached.

BACKGROUND: The Board of Park Commissioners adopted RR20-14 to redefine citizen advisory councils' roles to be better align with the District's four mission-driven areas. The District maintains these Councils in order to have citizen engagement in Park District functions and to foster a broad range of citizen input and expertise in strategic decision-making and policy-development. Citizen advisory councils are important vehicles for the implementation of the District's participation policy and are aligned with best practices in the industry.

The Business and Responsive Agency Advisory Council has reviewed the application submitted by **Robert Rovai** and interviewed the candidate. It was determined that the candidate, Robert Rovai has shown that he:

1. Has knowledge, interest and skills related to the Advisory Council Charter.
2. Has interests related to the parks, programs, and facilities operated by Metro Parks Tacoma.
3. Would make a good addition to the existing composition of the Council.
4. Is willing and able to commit to the Charter and goals of the Council.

After this appointment is made, the total number of the council will be nine members.

FISCAL IMPACT: None

ADDITIONAL INFORMATION: For additional information, please contact Debbie Russell, Director of Business, Administration and Planning, 253-305-1086 or debbie.russell@tacomaparks.com.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C6-25

**APPOINTING ROBERT ROVAI TO THE
BUSINESS AND RESPONSIVE AGENCY ADVISORY COUNCIL**

WHEREAS, Parks Tacoma seeks to provide quality programs and services to all its customers and residents; and

WHEREAS, Parks Tacoma wishes to utilize the input and expertise of a broad base of community members for guidance in the development of its programs and services; and

WHEREAS, the Board of Park Commissioners has established four Citizen Advisory Councils for the purpose of aiding the Board of Park Commissioners by assessing and recommending policy and program decisions that influence mission-led interest areas; and

WHEREAS, there are current vacancies on the advisory council; and

WHEREAS the application was reviewed by the chair of the council, staff and board liaisons and the appointment was recommended by the entire membership in order to sustain functional council; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to appoint the following citizen to serve on the Business and Responsive Agency Advisory Council.

Robert Rovai, Term Expires on February 10, 2028.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a meeting held on _____, 2025.

ATTEST:

President

Secretary

Clerk

Rob Rovai

Dashboard



Contact Information

Name: Rob Rovai

[Redacted]
[Redacted]
[Redacted]
[Redacted]

History

This Year 0.00 Hours
Lifetime 0.00 Hours
Last Login Wednesday, January 08, 2025

Contact Information

Name Rob Rovai
Legal First Name Robert
Username robert.rovai
Email Address [Redacted]
Home Phone [Redacted]
Phone Preference Not Specified
Linkedin Profile URL [Redacted]
Date of Birth Wednesday, November 30, 1988 (36 years old)
Region English (USA)
Address [Redacted]
[Redacted]
USA



General Availability

	<u>Mornings</u>	<u>Afternoons</u>	<u>Evenings</u>	<u>Nights</u>
Monday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Saturday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sunday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Custom Fields

Custom Field	Value
Agreements and Acknowledgements	
I agree to the Volunteer Release and Waiver of Liability found in the information box to the right of this field.	Current: Pending: 1. I agree
Additional Questions	
I wish to serve on the following Advisory Council	Business & Responsive Agency
Why do you want to be part of this council?	I am looking to get involved in the Tacoma community and give back to the place I call home. I believe our parks are one of our city's best assets. My education and professional experience in business and consulting appear well-aligned with the activities of this committee. I believe being part of this council would be a good opportunity at the intersection of my interests and skills.
Occupation (If retired, please indicate former occupation)	Management consultant
Current Employer (or state Retired)	Dell Technologies
Education (Name of high school; college/university; year graduated/degree)	MBA - MIT Sloan School of Management - 2020 MS, Aerospace Engineering - U of Southern California - 2013 BS, Aerospace Engineering - U of Southern California - 2011 HS Diploma - Bellarmine Prep - 2007
Please describe your interests and qualifications as related to this position	My interests and qualifications related to this position include both Tacoma parks and business analysis. I grew up in Tacoma, playing youth sports at local fields and I now enjoy running at Point Defiance and Titlow. In my current job as a management consultant in Dell's corporate strategy department, I am responsible for analyzing business cases and financial reports, deep diving into new topics to become an expert quickly, and providing a recommendation to company executives. I am applying to the BRAAC because I want to put my skills and experiences to use to support the elements of my community that I cherish.
Please list any involvement in professional/community activities, including any current/past involvement with MPT programs	This would be my first involvement in any formal community activities.
References (Name/Address/Phone)	[REDACTED]
Resume (Please upload your resume if available)	[REDACTED]

Custom Field	Value
What unique qualities or point of view can you bring to the council?	I have experience working in large companies and influencing stakeholders without having direct authority. I believe this skills will help me provide recommendations to the Parks board in an effective manner.

Qualifications

No qualifications specified.

Background Checks

There are no background checks to display.

General Interests

No general interests selected.

Committees

Not a member of any committees.

Classifications

None Specified

Reports

Summary

Lifetime Hours 0.00

2025 Hours 0.00

First volunteered in 2025

Miscellaneous

Database User ID 10475940

Last Login Date Wednesday, January 08, 2025

Group This profile represents an individual.

Status Applicant (Last Changed 1/8/2025)

Date Joined 1/8/2025 (Less than 1 year)

Application Form 1

Log Hours Permission Organization Default (Can log hours without approval)

Timeclock Permission Organization Default (Cannot log hours)

Communications

Personal Message

PARKS
T A C O M A



A PROCLAMATION IN CELEBRATION OF BLACK HISTORY MONTH

WHEREAS, the lived experiences and histories of Black people are inextricably woven throughout the history of our nation, state, and local community; and

WHEREAS, February is annually recognized as Black History Month to spotlight the foundational role Black individuals have played in shaping the world as we know it, and to encourage members of our community to explore and understand Black history as part of all of our histories; and

WHEREAS, Black History is recognized throughout our park district in the names of spaces that uplift the legacies of various Black community members who have made important contributions to their community and Tacoma history, including Helen B. Stafford, Judge Jack Tanner, Senator Rosa Franklin, Bob Maguinez, Edna Travis and former Parks Tacoma Commissioner Aaron Pointer; and

WHEREAS, we recognize that equally as important as celebrating Black history is investing in Black futures, which is reflected in our system and strategic plan that was created through engagement with diverse community members and adopted in 2024. This plan, which directs the work of Parks Tacoma for the next six years, outlines priority challenges and ongoing solutions for addressing racism, providing equitable access and development, stewarding welcoming spaces and engaging with community input; and

WHEREAS, Parks Tacoma welcomes community members to celebrate Black History Month with us at People’s Community Center, a space with a deep history and importance to Tacoma’s Black community. On February 1st, the Center hosted a Black History Luncheon with a complimentary meal, cultural performances and discussions led by community leaders. The celebration continues throughout this month with daily Black history-focused trivia and youth activities, as well as the Hilltop Healthy Kids and Families Carnival taking place on February 22.

NOW, THEREFORE, BE IT PROCLAIMED, that the Board of Park Commissioners do hereby honor February as Black History Month and renew our commitment to uplifting Black history as well as investing in Black futures within our community.

The foregoing proclamation was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regularly scheduled meeting held on February 10, 2025.

Board of Park Commissioners

Andrea Smith, President

Matthew Mauer, Vice President

Alisa Lee

PARKS
T A C O M A



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Mark Knowlden, Interim Director of Parks and Recreation Department

SUBJECT: Purchasing Resolution

DATE: January 31, 2025

EXECUTIVE SUMMARY: This resolution authorizes the Executive Director to enter into the necessary agreements for the purchase and acquisition of the goods and services detailed in Exhibit A to the Resolution and in the supporting information below.

Proposed goods and services for purchase and/or acquisition:

<u>Item Number</u>	<u>Proposed Vendor</u>	<u>Proposed Purchase</u>	<u>Price</u>
1.	Associated Petroleum Products Inc.	Bulk Fuel (Resale and Operating)	\$350,000.00 including Washington State Sales Tax (WSST)

<u>Item No. 1</u>	
• VENDOR	Associated Petroleum Products, Inc.
• GOODS OR SERVICES	Bulk Fuel (Resale and Operating)
• PRICE	\$350,000.00 (including WSST)
• SOURCE OF FUNDING	2025 Parks and Recreation Operating Budget Budget Year 2025 –
• BUDGET AUTHORITY	<ul style="list-style-type: none"> • Boathouse Marina Enterprise Fund \$315,000 • Meadow Park Golf Enterprise Fund \$35,000
• CONTACT	Mark Knowlden (253) 255-2487

BACKGROUND: Parks Tacoma purchases gasoline for resale as well as to fuel its equipment. The Boathouse at the Point Defiance Marina is the primary purchaser of gasoline. The Boathouse offers gasoline as a service to the community, and it is a revenue source for the enterprise. The Boathouse has the only boat launch in the vicinity and recreational boaters enjoy the convenience of purchasing gasoline so close to the launch, particularly when the two closest alternatives are 6 miles (Foss Waterway fuel dock) and over 10 miles away (Narrows Marina). Additionally, Meadow Park Golf Course has a fuel tank on site and uses fuel for their vehicles and equipment for maintenance and operations

Associated Petroleum Products Inc. (APP) holds the State Contract (#08721) for bulk propane and fuel, which was awarded on January 1, 2022. Because it won the State Contract in a competitive bidding process, Parks Tacoma is not required to do its own competitive RFP process as the State contract vendors have committed to offering the lowest price to its agency customers. APP is a large, privately held business in the Pacific Northwest and is a leading full service provider of fuels, propane, lubricants and related equipment. The company’s facilities are strategically located along major high traffic interstates which minimizes our delivery fees.

Associated Petroleum has provided fuel to Parks Tacoma for many years, and the pricing is advantageous through the State contract. Below is Parks Tacoma’s purchasing history for the past 6 years for perspective:

YEAR	BOATHOUSE/ MARINA	MEADOW/PARK GOLF COURSE	TOTAL
2024	\$ 284,164	\$ 27,115	\$ 311,279
2023	\$ 304,891	\$ 27,523	\$ 332,414
2022	\$ 298,332	\$ 27,858	\$ 326,190
2021	\$ 237,898	\$ 13,705	\$ 251,603
2020	\$ 159,877	\$ 9,420	\$ 169,297
2019	\$ 169,673	\$ 13,284	\$ 182,957
TOTAL	\$ 1,454,835	\$ 118,905	\$1,573,740
3-YEAR AVERAGE	\$ 295,796	\$ 27,499	\$ 323,294

Department staff vigilantly monitor the local fuel market in order to stay competitive. As a commodity, gasoline fluctuates significantly, and utilization of the Boathouse at the Marina has increased as other local sellers exited the market over the past few years. We anticipate that recreational boating will increase in 2025 if gasoline prices stay within reach of our customers. The current request gives us enough purchasing authority to manage some degree of price volatility or utilization in 2025 compared to prior years.

FISCAL IMPACT: Funds for bulk fuel are provided for in the 2025 Parks and Recreation Department (PRD) operating budget. The original budget appropriated \$315,000 for the Boathouse Marina in 2025 and \$35,000 for Meadow Park Golf Course. If PRD projects that the 2025 amounts will be greater than anticipated in either of the funds, the District will propose a budget amendment to increase this line item later in the year.

ADDITIONAL INFORMATION: For additional information, please contact Mark Knowlden, Interim Director of Parks & Recreation at (253) 255-2487 or mark.knowlden@tacomaparks.com.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. P7-25

**AUTHORIZING PURCHASE OF
GOODS AND SERVICES FOR PARKS TACOMA**

WHEREAS, the Board of Park Commissioners has established policies governing the purchase of goods and services for Parks Tacoma through the adoption of Resolution No. RR40-24; and

WHEREAS, the Board of Park Commissioners through the adoption of Resolution No. R51-02, Adopting Board Policies and Procedures, authorized the use of a Purchasing Resolution for consolidation of all purchases seeking approval by the Board of Park Commissioners; and

WHEREAS, Parks staff recommends the Board of Park Commissioners authorize the purchase of goods and services detailed below; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to authorize the Executive Director to enter into the necessary agreements to purchase or acquire the following goods and services as detailed in Exhibit A to this resolution.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a meeting held on _____, 2025.

ATTEST:

President

Secretary

Clerk

Exhibit A
to
Purchasing Resolution No. P7-25

Item No. 1

VENDOR

GOODS OR SERVICES

PRICE

SOURCE OF FUNDING

CONTACT

Associated Petroleum Products, Inc.

Bulk Fuel (Resale and Operating)

\$350,000.00 – Parks and Recreation
(including WSST)

2025 Parks and Recreation Operating Budget

Mark Knowlden- (253) 255-2487