



**SOUTHLAKE PARKS DEVELOPMENT CORPORATION MEETING MINUTES**  
**FEBRUARY 5, 2019**

**LOCATION:** Southlake Town Hall, City Council Chambers, 1400 Main Street, Southlake, Texas

**MEMBERS PRESENT:** President Randy Williamson and Secretary Sherry Berman, and members, Tamara McMillan, and Tina Wasserman

**ABSENT:** Vice President John Huffman, Shawn McCaskill, and Shahid Shafi

**STAFF PRESENT:** Chief Financial Officer Sharen Jackson, Director of Community Services Chris Tribble, Public Works Project Manager Hunter Harris, and Deputy City Secretary Amy Shelley

**REGULAR AGENDA:**

**1. CALL TO ORDER**

President Randy Williamson called the meeting to order at 4:32pm.

**2. CONSENT**

**2A. APPROVAL OF THE MINUTES FROM THE OCTOBER 2, 2018, SOUTHLAKE PARKS DEVELOPMENT CORPORATION MEETING**

President Randy Williamson presented Item 2A, and there were no questions from the board.

**APPROVED**

A motion was made to approve the minutes from the October 2, 2018, Southlake Parks Development Corporation meeting.

Motion: Wasserman  
Second: McMillan  
Ayes: Berman, McMillan, Wasserman, and Williamson  
Approved: 4-0  
Absent: Berman, Huffman, McCaskill, and Shafi

**3. PUBLIC FORUM**

President Randy Williamson opened the public forum. There being no one wishing to speak, President Randy Williamson closed the public forum.

**4. CONSIDER**

**4A. RECOMMENDATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH SCHRICKEL ROLLINS | PSC FOR DESIGN SERVICES RELATED TO BICENTENNIAL PARK PHASE 3 IMPROVEMENTS FOR AN AMOUNT NOT TO EXCEED \$88,000.**

Public Works Project Manager Hunter Harris presented Item 4A and answered questions from the Board, specifically about the estimated time of construction, bid process, synthetic turf, and restroom facilities.

**APPROVED**

A motion was made to approve the recommendation of a Professional Services Agreement with Schrickel Rollins | PSC for design services related to Bicentennial Park Phase 3 Improvements for an amount not to exceed \$88,000.

Motion: Wasserman  
Second: McMillan  
Ayes: Berman, McMillan, Wasserman, and Williamson  
Approved: 4-0  
Absent: Berman, Huffman, McCaskill, and Shafi

**4B. RECOMMENDATION TO APPROVE PURCHASE OF PARK MAINTENANCE EQUIPMENT FROM KUBOTA TRACTOR CORPORATION FOR AN AMOUNT NOT TO EXCEED \$66,000.**

Director of Community Services Chris Tribble, presented Item 4B and answered questions from the Board, specifically about the storing of equipment and how old equipment is disposed.

**APPROVED**

A motion was made to approve the recommendation to the purchase of park maintenance equipment from Kubota Tractor Corporation for an amount not to exceed \$66,000.

Motion: Wasserman  
Second: McMillan  
Ayes: Berman, McMillan, Wasserman, and Williamson  
Approved: 4-0  
Absent: Berman, Huffman, McCaskill, and Shafi

**4C. RECOMMENDATION TO RECOMMENDATION TO APPROVE PURCHASE OF LANDSCAPE AND IRRIGATION SUPPLIES FROM SITEONE LANDSCAPE SUPPLY FOR AN AMOUNT NOT TO EXCEED \$130,000.**

Director of Community Services Chris Tribble, presented Item 4C and answered questions from the Board, specifically about the bid process.

**APPROVED**

A motion was made to approve the recommendation to the purchase of landscape and irrigation supplies from SiteOne Landscape Supply for an amount not to exceed \$130,000.

Motion: Wasserman  
Second: McMillan  
Ayes: Berman, McMillan, Wasserman, and Williamson  
Approved: 4-0  
Absent: Berman, Huffman, McCaskill, and Shafi

**5. DISCUSSION**

**5A. SALES TAX REPORT**

Chief Financial Officer Sharen Jackson provided an overview of the sales tax report, and no action was required.

**5B. SPDC ATTENDANCE REPORT**

No discussion; no action required.

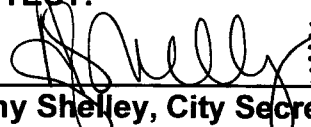
**6. ADJOURNMENT**

Meeting was adjourned by President Randy Williamson at 4:49 p.m.

**MINUTES APPROVED ON THIS, THE 5<sup>TH</sup> DAY OF MARCH, 2019.**

  
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**John Huffman, Vice President**  
**Southlake Parks Development Corporation**

**ATTEST:**

  
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**Amy Shelley, City Secretary**  
**Southlake Parks Development Corporation Liaison**

