

**MINUTES OF MEETING OF BOARD OF DIRECTORS OF  
TANGLEWOOD FOREST LIMITED DISTRICT**

March 26, 2025

THE STATE OF TEXAS       §  
  §  
COUNTY OF TRAVIS       §

The Board of Directors of Tanglewood Forest Limited District met in special session, open to the public, on March 26, 2025, at Westoak Woods Baptist Church, 2900 W. Slaughter Ln., Austin, Texas, pursuant to notice duly given in accordance with law. A copy of the Certificate of Posting of the Notice is attached hereto as **Exhibit "A"**.

The following Board Members were present, thus constituting a quorum:

Brian Whelan	President	Present
Noel Gonsalvez	Vice President	Present
Steve Gerlofs	Treasurer / Secretary	Present
<del>Cynthia Luna</del>	<del>Director</del>	<del>Absent</del>
Mike Canty	Director	Present

*remove*

Also present for the meeting were: John Carlton of The Carlton Law Firm, P.L.L.C.; Vangie Bocanegra with RowCal; Erin Gerbrecht with SafeGuard Aquatics; Natasia Moore with Texas Parks and Wildlife; Charlie Mowen of TexaScapes; and residents of the District.

Director Whelan convened the meeting at 6:02 p.m. and took the agenda items in the order described below.

**PRESENTATION**

**Item 4 – Presentation by the Texas Parks and Wildlife regarding wildlife;**

Natasia Moore, with Texas Parks and Wildlife, gave a presentation regarding the duck population at the pond at Landshire Park. The duck population is becoming a problem because ducks are attracted to urban parks due to feeding by humans. This is bad for the ducks and bad for the environment and pond. Ms. Moore explained it is okay to remove non-native ducks by way of lethally removing them or relocation of non-native ducks. Native ducks are migrating birds and are protected legally from lethal removal or relocation.

**PUBLIC COMMENT**

**Item 6 – Receive report from the District’s pool operations contractor and Pool Committee and consider taking related action, including matters related to the following: pool operator and pool maintenance/lifeguard contract; leak repairs; pool improvements and master plan; lifeguards; and rates and fees for pool use;**

- (a) **Amending pool hours as stated in the contract;** Director Whelan stated that the Board has no intention of closing the swimming pool. The Board then received public comments on the pool.

Maria Balman stated support for the pool staying open and stated that the residents need timely notifications of issues with the pool.

Kyle Edwards stated support for the pool staying open.

Janice Frahm stated support for the pool staying open.

Andrea Dunn Bledsoe stated support for the pool staying open.

James L. Simmons stated support for the pool staying open and the repairs needed.

Julie Simmons stated that the pool is a great asset.

Julia Castillo stated support for the pool staying open.

Lila Holmes stated support for the pool staying open.

Lori Riley stated support for the pool staying open.

Heather Doty stated support for the pool staying open and keeping it open during the year and repair during the off season when the pool is closed. Ms. Doty also suggested better notifications to the residents when the pool will be closed.

Kristian Lindemann stated support for the pool staying open.

Sarah Lindemann stated support for the pool staying open and extending hours and months open into October along with better notifications and updates regarding the pool schedule.

Malena Morales Simmons stated support for the pool staying open.

Elena Sprick stated support for the pool staying open and read a letter from another district resident. Ms. Sprick also inquired about the plans for tax use.

Swava Hooks stated support for the pool staying open and better communication and use of taxes. Ms. Hooks also read letters from other residents and a letter from Ms. Mary Fogel who support the pool staying open.

Damien Trevino stated that he voted against tax rate and the pool staying open, he also stated that he understands the need for the pool but needed to know how the tax money will be used in other ways.

Rebekah Rice stated support for the pool staying open and said that all three of her children use the pool.

Eli Rice stated support for the pool staying open and read a letter about the need for the pool.

Director Whelan gave an update stating that they are currently reviewing proposals to rehabilitate the pool but will have it ready to open for the summer. The Board plans to have the pool rehabilitation project start at the end of summer season to reach completion before summer 2026.

Director Gonsalvez informed the residents of the District that all communication is available through the District web page and should be used if residents happen to have any comments or need to reach out.

Director Whelan stated that the Board will also rehabilitate the tennis courts and parks with additional tax funds.

Erin Gerbrecht, with SafeGuard Aquatics, presented information regarding the pool. Ms. Gerbrecht mentioned that the pool is closed for the season while they prepare for the upcoming season and work on training staff. Ms. Gerbrecht also mentioned the goal is to work on getting a system back in place before the season.

Director Gerlofs provided a quote that the District received to fix the pool leaks before the summer, and referenced in quote #1208 for \$16,250. Director Gerlofs stated that this repair will allow the pool to open in time for the summer.

Director Whelan moved to approve quote #1208. Director Canty seconded the motion, and the motion passed 4-0.

Director Canty proposed that the District consider allowing District residents free admission to the pool.

John Carlton advised the Board regarding the limits on that proposal because of the terms in the Strategic Partnership Agreement with the City.

**Item 1 – Receive communications from the public on items not listed on the posted agenda.** Catherine Rockwell, a District resident, commented on how the Board members need to communicate to notify the residents about burn bans in the park. Director Whelan suggested calling the fire department to handle individuals who do not abide by the signs and postings regarding the burn bans.

Jude Ryan, a District resident speaking on behalf of a friend that has a house that backs up to the pond, asked the Board about the Martin home in Lindshire Park and asked if it can be cleaned.

**Item 2 – Public Comment on Agenda Items.** Addressed in items below.

### **CONSET ITEMS**

**Item 3 – Consider approval of the February 19, 2025, regular meeting minutes;** Director Gonsalvez moved to approve the February 19, 2025, minutes as presented. Director Canty seconded the motion, and the motion passed 4-0.

### **REPORTS AND COMMITTEE MATTERS**

**Item 5 – Receive report from the Finance Committee and Treasurer and consider taking related action, including matters related to the following;**

- (a) **Monthly financial report, payment of monthly bills and invoices and transfers of District funds;** Director Gerlofs presented the monthly report and requested approval for a transfer of \$48,771.61 to pay the bills. Director Gerlofs moved to approve the bills, invoices, and check register and a transfer of \$48,771.61 from the savings to the checking account. Director Canty seconded the motion, and the motion passed 4-0.
- (b) **Amendments to budget for FY2025;** None.
- (c) **Security issues, including report from Travis County Sheriff's Office and traffic speed monitors;** Director Whelan discussed a proposal from the City of Austin for speed monitors to be installed with no charge. The Board agreed to this and plan to place two monitors on Lindshire lane near the duck pond.

**Item 7– Receive report from the District's landscape maintenance contractor and Parks Committee and consider taking related action, including matters related to the following:**

- (a) **Landscape maintenance contract, proposals and estimates for additional landscaping work, maintenance, repair, replacement and improvements to landscaping and landscape related facilities, irrigation systems, and tree trimming;** Charlie Mowen,

with TexaScape, spoke about the business celebrating 40 years in business which started with Richard Fadal, owner, and the District was TexaScape's third customer. Mr. Mowen reviewed the February report.

Mr. Mowen made suggestion about the burn bans notification issue, suggested zip tying signs to the barbecue pits when there is a burn ban notice.

Mr. Mowen presented proposal #10530, which is the infill planting in the large garden at Tanglewood park in the amount of \$1,693.40.

Director Whelan moved to approve the proposal #10530 as presented. Director Canty seconded the motion, and the motion passed 4-0.

**Item 8— Receive report from the District's General Manager and consider taking related action including matters related to the following:**

- (a) management services and related issues, contract issues, and communications with Board members and consultants;**
- (b) use, maintenance, repair, replacement and improvement of District property and facilities including, but not limited to, buildings, restrooms, electrical systems, lighting, and parking areas;**
- (c) large event requests;**
- (d) park and restroom cleaning and related services from cleaning contractor;**
- (e) pond cleaning and related services from Aquatic Features;**
- (f) enforcement of deed restrictions within the District;** Vangie Bocanegra reported about the pond repairs. Ms. Bocanegra said the pond repairs are complete. Ms. Bocanegra also presented the Kempler Park solar light bid, which was \$2,400 for three Heavy Duty solar lights. The second option would be to replace existing lights for \$750 each light plus labor costs per hour for electrical work.

Director Canty mentioned the tree cover might be an issue for the solar lights.

Director Whelan asked if the Board could move forward with replacing one light as a test.

Director Gonsalvez liked the idea of just having one replacement light to start with.

Director Gonsalvez moved to approved one solar light and repairs to the other 3 lights. Director Gerlofs seconded the motion, and the motion passed 4-0.

Ms. Bocanegra reported that the dumpster lock has been repaired and that there is an issue with rodents at the pool house. Ms. Bocanegra presented two quotes for pest control services: Prescription pest control would cost \$125 per treatment; or ABC pest control would cost \$135 for monthly services.

Director Gerlofs stated services for pest control would be needed quarterly.

Director Canty moved to approve ABC pest control quarterly as needed. Director Gerlofs seconded the motion, and the motion passed 4-0.

Ms. Bocanegra reported on the trees leaning over the pool area. Ms. Bocanegra stated that a tree service was needed to address this because it is beyond TexaScape's capabilities and that she reached out to JP tree service and received a quote of \$2,700 to trim around pool.

Ron Peters, a District resident, stated that it's because it's limbs need to be trimmed back.

Director Gerlofs moved to approve JP tree service to trim around the pool for \$2,700.

Director Whelan seconded the motion, and the motion passed 4-0.

Ms. Bocanegra reported that the windscreen was repaired at the tennis court and that the Lindshire park post would be repaired soon.

Ms. Bocanegra noted the Tanglewood Park lights are a bigger issue and that Onit provided a report regarding needed repairs including the cost of lights needed to be replaced at the tennis courts. She will provide a bid at a future meeting. Ms. Bocanegra is also working on getting a bid to expand the pool house.

Ms. Bocanegra presented a quote for the playscape at Kempler Park in the amount of \$1,700 for the two-swing set playscape and a labor cost of \$900 to install. Ms. Bocanegra noted the Board will need to provide the measurements of the area to determine how much mulch will be needed.

Mr. Carlton states that there are some regulations related to the Americans with Disability Act that will need to be reviewed by the vendor before approval. The Board tabled this quote for the next meeting.

**Item 9 - Receive report from the Communications Committee and consider action regarding the following:**

- (a) website content and management; and**
- (b) newsletter;** Director Gonsalvez presented a report regarding communication through the District website. Mr. Gonsalvez stated that the District website is the primary way of communicating with the District as the Board does not currently have the password to the District Facebook page.

Mr. Cunningham commented that the District Facebook page should not be used for official communication. Director Gonsalvez said that there is not enough traffic to the District website.

**Item 10 - Receive General Counsel report and consider taking related action, including matters related to the following:**

- (a) pending contract issues, open records requests, and election matters;**
- (b) other litigation matters; and**
- (c) legal investigations and other legal issues, if any;**

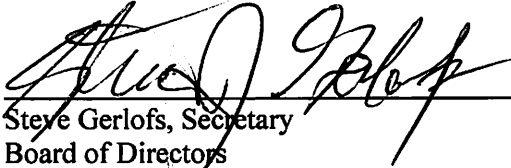
Mr. Carlton stated he had no report.

**Item 11 - Discuss and consider review of the Resolution Regarding Public Participation at Open Meetings and make changes as appropriate.** Mr. Cunningham asked if there are any changes. Mr. Carlton explained the history of participation rules. No action was taken.

**Item 12 - Discuss and consider action regarding time, date, and agenda items for the next Board meeting.** Director Whelan stated that the next Board meeting will be held on April 16<sup>th</sup> at 6pm at the church location.

The meeting adjourned at 7:24 p.m.

(Seal)

  
Steve Gerlofs, Secretary  
Board of Directors

Date: April 16, 2025