

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

April 16, 2025

THE STATE OF TEXAS §
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COUNTY OF TRAVIS §

The Board of Directors of Tanglewood Forest Limited District met in special session, open to the public, on April 16, 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
Mike Canty	Director	Present

Also present for the meeting were: John Carlton of The Carlton Law Firm, P.L.L.C.; Vangie Bocanegra with RowCal; Brody McKinley with SafeGuard Aquatics; 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.

PUBLIC COMMENT

Item 1 – Receive communications from the public on items not listed on the posted agenda.

Janis Fraher, a District resident, made comments regarding implementing a neighborhood rummage/garage sale for the community. Leah Keeler, a District resident, asked the board to consider replacing the lights in the parks with LED lights. The Board acknowledged the recommendations.

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

CONSET ITEMS

Item 3 – Consider approval of the March 20, 2025 special meeting minutes and March 26, 2025 regular meeting minutes;

Director Whelan moved to approve the March 20th special meeting minutes as presented. Director Gerlofs seconded the motion, and the motion passed 4-0 with approved changes. Director Gonsalvez moved to approve the March 26th regular meeting minutes as presented. Director Whelan seconded the motion, and the motion passed 4-0, with revisions.

REPORTS AND COMMITTEE MATTERS

Item 4 – 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 \$48,000 to pay the bills. Director Whelan moved to approve the bills, invoices, check register, and a transfer of \$48,000 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) quarterly investment reports for 1st quarter and 2nd quarter of 2023, and 1st quarter of 2025;** Director Gerlofs presented the quarterly investment reports. Director Whelan moved to approve the reports. Director Canty seconded the motion, motion passed 4-0.
- (d) Interlocal Agreement with the City of Austin to purchase and manage speed monitoring devices to be placed within District boundaries;** Director Whelan presented the Interlocal Agreement with the City of Austin to the Board to acquire two dynamic speed monitoring devices. Director Gonsalvez explained the Interlocal Agreement with the City of Austin and requested that the Board consider amending the motion to acquire three units from the city if the units are available and up to six dynamic speed monitors total to have more impact on the speeding within the District. Director Whelan moved to approve the Interlocal Agreement with the City of Austin to acquire up to six dynamic speed monitor devices within the District. Director Canty seconded the motion, and the motion passed 4-0.
- (e) Security issues, including report from Travis County Sheriff's Office and traffic speed monitors;** There is no report from the Sheriff's Office this month.

Item 5 –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 maintenance, general repairs and upkeep; operating schedule; pool programs; pool funding; pool improvements and master plan; lifeguards; and rates and fees for pool use; and

Maria Dallman, a District resident, asked about the start date for the repairs for the pool maintenance and if the repair dates can be moved earlier. Director Canty explained that this was not likely because of current pending approvals.

Brody McKinley, with Safeguard Aquatics presented the pool report and discussed the skimmer leak that was repaired and the skimmer box that was replaced. Mr. McKinley explained that the acid fuel pump and chlorine pump were replaced. The pool will reopen on April 17th, and will be closed on April 18th for Easter, and will be back open the next weekend and will remain "weekend only" until May 31st, after which, the summer pool hours begin. The summer pool party is on Thursday May 29th from 10:00am-2:00pm. Mr. Carlton received the agreement between the District and Stark Elementary School from Mr. McKinley as requested by Director Whelan.

- (a) amending operations contract; and**
- (b) selecting a preferred contractor to refurbish the Tanglewood Swimming Pool.** Director Whelan reviewed the proposal to refurbish the Tanglewood Swimming Pool from Denali

Pools in the amount of \$994,971.64. Director Gonsalvez addressed that the pool is a big issue and the amount to refurbish the pool is a big expense for the District. Mr. Gonsalvez spoke about how the increase in taxes has been a blessing and has had an impact on the community. The improvements that will be made are intended to be long-term and to extend the life of the pool for another 30 years to 40 years. Director Whelan moved to approve the proposal from Denali Pools in the amount of \$994,971.64. Director Canty seconded the motion, and the motion passed 4-0.

Item 6 – 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 TexaScapes, spoke about the annual ladybug release at the park, and excessive oak leaf drop that was causing complaints, and the annual mulching will be finished this week. TexaScapes also repaired a stuck irrigation valve which is now working properly. The magnolias planted last year are almost ready to bloom.
- (b) constructing two new pedestrian trails in Lindshire Park.** Mr. Mowen presented two proposals for consideration for approval. The first being 10528 - \$24,845.00 for trail section one and the second being 10529 - \$ 22,618.00 for trail section two.

Director Gonsalvez moved to approve proposal 10528 and proposal 10529. Director Gerlofs seconded the motion, and the motion passed 4-0. Mr. Mowen reported that the construction is set to begin in June, if not sooner, and should take between 10-14 days to complete. Mr. Mowen suggested considering moving back the concrete bulkhead completion until after the trail project is completed.

Item 7 – 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) new playscape equipment and improvements at Kempler Park;**
- (d) Tennis Court refurbishment at Tanglewood Park;** Director Whelan received proposals for a rebuild of the tennis courts. Ms. Bocanegra presented the options received for the project:

Option 1 is the post-tension concrete overlay for \$365,847.50. Option 2 is the demolition and new build of an engineered post-tension concrete base for \$400,628.50. Option 3 is the modular tennis/pickleball overlay of the existing court for \$217,166.50. Option 4 is the demolition and new build of an engineered post-tension concrete base for \$401,395.00. Option 5 is the demolition new build of an engineered post-tension concrete overlay for \$432,235.00. Director Gerlofs moved to approve option 5. Director Gonsalvez confirmed that option 5 will include engineering and soil testing before voting. Director Canty seconded the motion, and the motion passed 4-0.

- (e) large event requests;**
- (f) park and restroom cleaning and related services from cleaning contractor;**
- (g) pond cleaning and related services from Aquatic Features;**
- (h) enforcement of deed restrictions within the District;**

District

Vangie Bocanegra, with RowCal, reported on the pond and stated that there were no issues reported. The new sign in Lindshire Park has been installed stating “please do not feed the ducks”. The City of Austin will be doing vegetation work and will get started soon at no cost to the association. The dumpster lock and the fence board have been addressed. The tree trimming around the pool will be addressed by the end of the day. Pest control service through ADP was approved last month, and Ms. Bocanegra will be following up with them for a report. The valve for the toilet in the Tanglewood bathroom has been repaired; but it continues to have issues and is an ongoing problem. Director Gonsalvez motioned moving the summer block party on Labor Day. Director Whelan seconded that motion, and the motion passed 4-0. The storm drain by the Tanglewood park has been clogged. A vendor came out and provided an estimate to replace it, which the Board did not approve. The lights at Lindshire Park have been addressed, as well as the lights at the tennis courts and the marquee sign. The light pole at Lindshire park that is crooked will be addressed very soon. The lamp post that was missing in Lindshire Park has been replaced. Director Gonsalvez asked about the lights at Woodland Park and if they have been replaced. Ms. Bocanegra informed the board that she will follow up on the status of the replacement lights. Ms. Bocanegra reported that the swing set at Kempler is on hold at the moment. The vendor is waiting for the mulch and the correct square footage that is needed for that area. Ms. Bocanegra will get the needed information to be able to send back to the vendor for an updated estimate. Ms. Bocanegra reported on an ongoing ~~convent~~ violation for a fence that is down despite numerous attempts to reach out to get this addressed. Director Gonsalvez asked about the pending purchase of the playscape. Ms. Bocanegra advised that the District needs to wait on the correct estimate and the ADA guidelines before Board approval.

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Item 8 - Receive report from the Communications Committee and consider action regarding the following:

(a) website content and management; and Director Gerlofs presented an update on the Website autofill for a tennis courts application and would like to embed an email to redirect to Ms. Bocanegra’s inbox. Director Gonsalvez explained that he is working on that. Director Gerlofs reported on the website pending information on the Kimberly Minjarez suit that should be removed from the website. Director Whelan moved to approve removal of the pending information of the website. Director Canty seconded the motion, and the motion passed 3-0, with Director Gonsalvez abstaining. Director Gonsalvez reported on the website content and management and the input from the community.

(c) newsletter; no discussion

Item 9 - 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;

(d) 25 acres on the south end of the District that are not currently shown on District map

No report.

OTHER MATTERS

Item 10 - Discuss and consider District Investment Officer Training and confirm it is up to date. Director Gerlofs has his 6 hours of training that is required under the law.

Item 11 - Discuss and consider the Code of Ethics for district directors, officers, employees, and persons who are engaged in handling investments for the district, investment policy, and travel and professional services policy and adopt resolution. Mr. Carlton tabled this item for the next meeting.

Item 12 - Discuss and consider policies regarding use of management information including:

(a) budgets for use in planning and controlling cost;

(b) an audit committee of the board; and

(c) uniform reporting requirements

Mr. Carlton tabled this item for the next meeting.

Item 13 - 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 May 21st at 6pm at the church location.

The meeting adjourned at 6:42 p.m.

(Seal)


Steve Gerlofs, Secretary
Board of Directors

Date: May 21, 2025