

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

October 22, 2025

THE STATE OF TEXAS §
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COUNTY OF TRAVIS §

The Board of Directors of Tanglewood Forest Limited District met in regular session, open to the public, on October 22, 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/Treasurer	Present
Maria Dallman	Secretary	Present
Steven Gerlofs	Director	Present
Mike Canty	Director	Present

Also present for the meeting were: Monica Saldaña of The Carlton Law Firm, P.L.L.C.; Vangie Bocanegra with RowCal; Brody McKinley with SafeGuard Aquatics; Charlie Mowen with TexaScapes and residents of the District.

Director Whelan convened the meeting at 6:01 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.

Tom McDill, resident, expressed his disdain of the reduction of Slaughter Lane and limited turning radius due to the newly added bike lanes. Mr. McDill stated that the main street has been reduced by 25 percent, which could cause a major problem due to Slaughter Lane having heavy traffic. He requested that the Board write a letter to Councilman Alter stating the difficulties the bike lanes cause for trailer trucks and firefighter trucks.

Caroline Pilgreen, resident, apologized that her comment is outdated. Ms. Pilgreen stated that she researched tax bills to gain a better understanding of the taxes the residents in Tanglewood are paying compared to what residents in neighboring communities are paying. She stated that it was important that everyone conduct their own research. Ms. Pilgreen stated that in 2023 she paid \$7,159 and \$624 went to the District. In 2024, she paid \$8,638 and \$1,180 went to the District. Ms. Pilgreen stated that she is projected to pay \$9,826 with \$1,298 going towards the District. She asked the Board and residents to compare those amounts to neighboring communities. Ms. Pilgreen explained that residents in Bauerle Ranch are paying between \$420 to \$540 in taxes for their HOA for the year. She stated that Shady Hollow residents are paying between \$440 to \$600 a year in

taxes. Ms. Pilgreen let the Board and residents know that this is all public information and encouraged everyone to conduct their research. She mentioned that the amount of taxes paid in the District varies and that she saw an amount of \$2,886. Ms. Pilgreen explained to the Board that it doesn't seem that everyone is paying the same amount, and she encouraged residents who have lived in the area for a longer period to ask new residents how much they are paying in taxes. She emphasized to the Board that if Proposition Q passes, residents will get taxed out of their homes. Ms. Pilgreen told the Board that they should be figuring out ways to ease the financial pressure and not add on to it. Ms. Pilgreen acknowledged the amount of work that goes into maintaining the neighborhood and appreciated all the Board's hard work.

Item 2 – Public Comment on Agenda Items. None.

CONSENT ITEMS

Item 3 – Discuss and consider approval of the September 17, 2025 regular meeting minutes and October 1, 2025 special meeting minutes. Director Whelan asked the Board to review September 17th and October 1st meeting minutes and asked if there were any changes or corrections that should be made. The Board had no revisions for the minutes. Director Whelan moved to approve the meeting minutes. Director Gerlof seconded the motion. The motion passed 5-0.

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;** and Director Whelan presented the monthly bills and invoices to the Board. Director Whelan moved to approve a transfer of \$114,000 from the District's savings account to its checking account to pay the bills and invoices. Director Gerlofs seconded the motion. The motion passed 5-0.
- (b) amendments to budget for FY2026;** Director Whelan presented the amended budget. Director Whelan explained that the reason for the budget adjustment is because the pool construction has not yet begun. Director Whelan anticipated that construction work for the pool would begin in the next month or two. Director Whelan further explained that the pool construction work will be done in the fiscal year 2026 and not fiscal year 2025, so money that was not used in the savings was transferred to this fiscal year's budget for the construction projects. Director Whelan moved to approve the budget amendment as presented. Director Canty seconded the motion. The motion passed 5-0.
- (c) Review and approve quarterly investment report for 3rd quarter;** and Director Whelan presented the quarterly investment report and explained that the District has two savings accounts—7615 and 7607. Director Whelan explained that savings account 7607 has the CDs. Director Whelan moved to approve the quarterly investment reports as presented with the caveat that the date changes from October 15th to date when the Code

Ethics and Investment Policy were adopted. Director Gerlofs seconded the motion. The motion passed 5-0.

- (d) **consider approval of Official Custodians for Chase Bank Account;** Director Whelan presented the Official Custodians for Chase Bank Account document to the Board and asked Monica Saldaña, attorney for the District, if any of the Directors needed to sign the document. Ms. Saldaña explained to Director Whelan that the Board would need to review and approve it. Director Whelan moved to approve the Official Custodians. Director Canty seconded the motion. The motion passed 5-0.

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; Brody McKinley, with Safeguard Aquatics, presented the September 2025 pool report. Mr. McKinley stated there were 483 entries in September bringing the total entry to 9,016 for the season. The total revenue for the month of September is \$541.94, bringing the overall total for the year to date to \$43,902.14. There were no major incidents, injuries, or rescues in September. Mr. McKinley informed the Board that the pool pump did die on the day before the last day of the season. He stated that they are still working with the chemical vendor on getting the equipment out of the pool and figured out how to get the chemicals safely transported off site. Mr. McKinley said that he will be leaving the pool pump equipment to drain the pool on site in case it rains so he can come back and remove any water that may be left over to avoid having any standing water.

Director Dallman asked Mr. McKinley if he or SafeGuard have any personal belongings in the pool house. Mr. McKinley stated that there is some equipment from SafeGuard in the pool house and they should have all of their equipment out by the end of next week. Director Dallman told Mr. McKinley that she did not see his contract and questioned why SafeGuard charged the District the same amount for services in September as they did in the previous months despite their only being 4 weeks in the last month. Mr. McKinley said that the amount stays the same. The Board thanked Mr. McKinley for his hard work.

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;** and Charlie Mowen, with TexaScapes, presented September 2025 landscape maintenance report. Mr. Mowen informed the Board that maintenance is cautious with areas that aren’t irrigated and areas that are irrigated but haven’t been receiving much water due to the lack of rain. He reported that the grass is not doing well at the moment due to weather as well. Mr. Mowen stated that they are working to avoid doing any more harm to the areas affected by the weather. Mr. Mowen reported that he saw what is possibly more dead live oak

trees along Slaughter Lane. The live oak trees aren't receiving water due to the lack of rain as well.

Mr. Mowen presented five proposals to the Board. The first proposal, #10692, is for tree planting at Kempler Park for the amount of \$1,965.80. The second proposal, #10693, is the replacement of the Mexican Plum Tree that died at Howellwood Park for the amount of \$1,236.40. The third proposal, #10694, is for the installment of two 65-gallon Bald Cypress trees at Lindshire Park that would be planted along the pond area, for the amount of \$3,651.20. The fourth proposal, #10695, would be for a time and material trail repair for Lindshire Park, which includes repairing steel edging that projects out of the ground and stone blocks falling off towards the pond. The amount for the fourth proposal is not to exceed \$4,000 without prior Board approval. The last proposal, #10696, is to replace a Sycamore tree for Lindshire Park. Mr. Mowen explained that there is a Sycamore in Lindshire Park that is currently dying and can be cut down. The Sycamore replacement would be a 100-gallon, tree which is much larger compared to the other trees in Lindshire Park. The amount for the final proposal is \$3,198.30. Mr. Mowen stated that the proposals fall into the tree or trail repair budget for the year.

Director Whelan asked Mr. Mowen if he had the total cost for all five proposals. Vangie Bocanegra, General Manager, stated that the total would be \$14,279.50. Director Whelan explained that the District has a \$20,000 budget for the replacement of plants and trees for the year. Director Whelan moved to approve proposals 10692, 10693, 10694, 10695, and 10696 for new trees and trail repairs in Kempler Park, Howellwood Park, and Lindshire Park for \$14,269.50. Director Canty seconded the motion. The motion passed 5-0.

Director Gonsalvez informed the Board and residents that rain is in the forecast. Director Gonsalvez found that the District has filled the pond in Lindshire Park in 2019. The 2019 meeting minutes did not explain how the pond was filled. Director Gonsalvez contacted the City, and the City confirmed that the District is allowed to fill the pond with the irrigation connection at Lindshire Park. The pond is roughly 200 feet by 120 feet and the entire area is 24,000 square feet. If the pond were to be raised two feet, the cubic volume will be 48,000. If the pond were to be raised two and half feet, the volume will go up to 60,000 and if the pond were to be raised three feet, the volume will go up to 72,000. The costs for 1,000 gallons will cost about six dollars a gallon. If the pond is raised to two feet, the amount would be \$2,145. If the pond is raised two and a half feet, the amount would be about \$2,700. If the pond is raised three feet, the amount would be approximately \$3,200.

Director Gonsalvez asked Mr. Mowen if there were any vendors he could get in contact with to handle the filling of the pond. The pond will take about 48 hours to fill. Director Gonsalvez proposed that the Board approve filling the pond up to two feet. Director Canty suggested that pond filling expense go on the November billing cycle because the rates for the City of Austin will be lowered. Director Gerlofs expressed his concern about the filling of the pond and asked Director Gonsalvez if there is any drainage specifically for the pond. Director Gerlofs explained that if there is no drainage system, the water will overflow. Director Dallman suggested that Director Gonsalvez should closely monitor

the water filling the pond. Director Gonsalvez informed the Board that he will be using a generic water hose to fill the pond. Director Gerlofs mentioned that the water to fill the pond was from a fire hydrant. A resident stated that in the past the City of Austin hooked up a hose to the fire hydrant and placed the hose in the drainage portal and ran it underneath the pond. The Board thanked the resident for their comments. Director Gonsalvez said that he would get in contact with the City of Austin.

Director Gonsalvez moved to approve filling the pond up to two feet during the month of November to ensure cheaper rates with the City of Austin. Director Whelan seconded the motion. The motion passed 5-0.

Item 7 – Receive report from Capital Improvement Committee and consider taking related action, including matters related to the following:

- (a) **contracts related to current or future Capital Improvements.** Director Whelan stated that he and Director Canty had been working with Ms. Saldaña and vendors. Director Whelan believes that they are close to signing the construction contract agreements. Ms. Saldaña informed the Board that the contracts are still under review. She stated that she will send Director Whelan and Director Canty the redlines for their review and approval before she sends it off to Synergy Commercial Construction's attorney.

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; and** Director Whelan mentioned that there was an issue at Idyllwild Park with homeless encampments. Director Whelan referred to this recent homeless encampment as nasty. Director Gonsalvez has worked with Austin Police Department to have the homeless people removed from the area. Director Whelan proposed putting up signs at the park that states *"Persons loitering, causing a public nuisance, camping, using the park when closed, 10 p.m. to 5 a.m. will be subject to a criminal trespass order. Tanglewood Forest Limited District."* Director Whelan moved to approve obtaining a sign with the language he provided for a cost not to exceed more than \$200. Director Gonsalvez mentioned that when he contacted Austin Police Department they informed him that there was a sign in Dove Springs Park with similar language. Director Gonsalvez suggested amending the language on the sign to reflect the language that is on the Dove Springs Park sign. Director Gonsalvez also suggested that the sign be placed in other parks as well. This proposal was tabled for the November meeting.

Item 8 – Receive report from 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;** Vangie Bocanegra, General Manager, presented the September report. Ms. Bocanegra stated that mulch for the parks was approved at the last

meeting. However, there was some miscommunication with Soil Express on when the mulch would be installed. Soil Express required payment prior to service. Soil Express' check is being processed. Ms. Bocanegra informed the Board that Soil Express is located in Gunter, Texas and they are short a driver. Ms. Bocanegra has been in communication with Soil Express and they are working to get another driver to begin and complete the project.

- (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;** This matter was not addressed.
- (c) **large event requests;** Ms. Bocanegra presented the proposal from the holiday light vendor. The vendor provided a new quote due to the change in the event location from Tanglewood Park to Greenbrier Park. Ms. Bocanegra explained that the entrance area is where most of the lighting will be placed due to the upcoming construction of the tennis court and pool areas. The vendor provided a quote of \$488.25 for Tanglewood Park. The light vendors provided a second quote of \$2,164.58. Ms. Bocanegra explained that she would like to get this project completed on the weekend of or before Thanksgiving so that once Thanksgiving has passed the park will be lit up. Director Gerlofs mentioned there was another proposal that only used the lights provided by the District. Ms. Bocanegra explained that the light vendor will be using their lights along with lights provided by the District, so there will be a combination of white lights and multicolored lights. Director Whelan moved to approve the holiday lights for Tanglewood Park and Greenbrier Park for an amount of \$2,652.83. Director Canty seconded the motion. The motion passed 5-0.

Ms. Bocanegra presented proposals for a Santa and balloon twisters. Ms. Bocanegra mentioned that Director Dallman found another balloon twister, Zippy, who is cheaper. Ms. Bocanegra presented the quote for both the Santa and balloon twister for the amount of \$1,730. Director Dallman asked Ms. Bocanegra how much the balloon twisters cost. Ms. Bocanegra explained to Director Dallman that the balloon twisters were \$780 and that the District has been using these balloon twisters for years. Director Dallman asked Ms. Bocanegra if the balloon twisters work well with children. Ms. Bocanegra stated that she was not aware of any issues regarding the balloon twisters. Ms. Bocanegra explained to the Board that Director Dallman found Zippy, who is charging \$100 per hour. Ms. Bocanegra told the Board that she did confirm with the vendors that there will be trains at this year's holiday event. Ms. Bocanegra asked the Board if they would like to keep the original vendors. Director Whelan stated that there are multiple events throughout the year, and for the next event, when the Board obtains a more information about Zippy, they will consider changing vendors. Director Dallman stated that she provided information about Zippy. Director Whelan stated that he would not recommend changing the vendors. Director Dallman stated that one of the ballon twisters, from the current vendor, made mean faces towards the children at the last event. Director Canty stated that he and Director Whelan had been at the last three events and did not witness any issues with any incidents with the balloon twisters. Director Canty suggested that the District continue to use the vendors they have been using so far.

Director Whelan moved to approve the proposal for holiday musicians for the amount of \$1,000.

Director Gerlofs seconded the motion. The motion passed 5-0.

Director Whelan moved to approve the proposal for two ballon twisters and Santa for an amount of \$1,740. Director Canty seconded the motion. The motion passed 4-1.

Ms. Bocanegra stated that she is working with Director Dallman on the pool furniture and informed the Board that more information about the pool furniture will be available soon.

- (d) **park and restroom cleaning and related services from cleaning contractor;** This matter was not addressed.
- (e) **pond cleaning and related services from Aquatic Features; and** Ms. Bocanegra provided the Board with a quote from the Aquatic Features to dredge the pond, check the liner, and repair the pumps. The total cost will be between \$40,000 and \$50,000. Director Canty stated that he spoke with someone regarding the pond, and they did not mention dredging the pond. Director Canty stated he was only made aware of the potential of the pond having high phosphorus levels due to the ducks. Director Whelan thanked Ms. Bocanegra for her report.
- (f) **enforcement of deed restrictions within the District.** This matter was not addressed.

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

- (a) **website content and management; and** Director Gonsalvez thanked Ellen for all of her help for updating the website.
- (b) **newsletter;** Director Gonsalvez explained that he plans on having the newsletter out in November before the next holiday event. Director Gonsalvez stated that if anyone had questions, he would do his best to answer them.

Item 10 – Receive report from Community Involvement Committee and consider taking related action, including matters related to the following:

- (a) **community events;** This matter was not addressed.
- (b) **District bulletin boards; and** Director Gerlofs and Director Dallman ordered two bulletin boards, which are in the Board's possession. The bulletin boards are to be displayed at Lindshire Park and Woodlands Park, and the date of installing the bulletin boards is to be determined. Director Gerlofs stated that he doesn't have anything on his agenda aside from the December 13th event. Director Gerlofs plans to prepare the park areas for the holiday lights display.
- (c) **Travis County Sheriff's Office and City of Austin Code Enforcement.** Director Dallman stated that she will be getting in contact with the Sherriff's Office.

Director Whelan asked Ms. Bocanegra when the Board can expect the bulletin boards will go up. Ms. Bocanegra stated that she will get in contact with Onit to schedule a time for them to install the bulletin boards. Director Whelan told Ms. Bocanegra that he or Director Gerlofs can meet with Onit

Item 11 – 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; None.
- (b) other litigation matters; None.
- (c) legal investigations and other legal issues, if any; None.

Item 12 – Discuss updates on upcoming pool and tennis court construction projects and any related contracts;


Director Whelan stated that he is hoping to sign the contracts on the projects soon. Director Canty explained that it would be appropriate to let residents know that once the permit from the City of Austin comes, the entire park entrance near the school will be closed off until the project is completed. Director Canty stated that there will be signs letting residents know of the construction. Ms. Bocanegra asked whether she should notify residents who play at the tennis courts of the closure. Director Canty advised Ms. Bocanegra to wait until the District receives the permits from the City of Austin. Director Gonsalvez informed the Board that he and Ellen have a letter regarding the closing of the tennis courts drafted. They are just waiting for the dates of when the tennis courts will be closed and reopened.

Director Whelan explained that Board anticipated that the tennis courts would bring in \$5,000 for the 2025 fiscal year. The tennis courts has exceeded the anticipated amount and made \$9,000. Director Whelan stated that the anticipated amount of \$5,000 was based on income from prior fiscal years, so the higher income indicates that the tennis courts have grown in popularity.

Item 13 – Discuss and consider action regarding time, date, and agenda items for the next Board meeting updates on upcoming pool and tennis court construction projects and any related contracts;

Director Whelan moved to approve the next board meeting to be November 19th at 6 p.m. Director Canty seconded the motion. The motion passed 5-0.

Meeting adjourned at 6:48 p.m.


Maria Dallman, Secretary
Board of Directors