

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

January 28, 2026

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 January 28, 2026, at Westoak Woods Baptist Church, 2900 W. Slaughter Ln., Austin, Texas, pursuant to notice duly given in accordance with law.

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, Charlie Mowen with TexaScapes, and Erin McKinley with SafeGuard Aquatics.

Director Whelan convened the meeting at 6:00 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;

None.

Item 2 - Public Comment on Agenda Items;

None.

CONSENT ITEMS

Item 3 - Consider approval of the December 17 regular meeting minutes. The Board reviewed the December 17 meeting minutes. Director Whelan had comments and revisions on items 5, 5a, 8, and 9. Monica Saldaña, attorney for the District, explained to Director Whelan that the minutes will be revised accordingly. Director Whelan asked the Board if there were any additional revisions that needed to be made. Director Gerlofs moved to approve the December 17 regular meeting minutes as adjusted. Director Whelan seconded the motion. The motion passed 5-0.

REPORTS AND COMMITTEE MATTERS

Item 4 - Receive report from the Finance Committee and Treasurer and consider taking related action;

- (a) **monthly financial report, payment of monthly bills and invoices and transfers of District funds;** and Director Gonsalvez presented the Treasurer's report. The current expenses for the month of January are \$61,358.15. Director Gonsalvez provided the Board with a breakdown of the report. The District has \$770,000 in the checking and savings accounts as of January 22, 2026. The District has five CDs—one of will mature in three months for the amount of about \$506,000. The second CD will mature in four months on May 12th for about \$256,000. The third CD will mature in five months for about \$506,000. The fourth CD will also mature in five months for about \$515,000. The fifth CD will mature in February for about \$253,000. The District's plan is to reinvest the fifth CD for another five months and to add an additional \$250,000. The District currently has \$2.8 million in the bank including the CDs. Director Gonsalvez stated that the District can anticipate another \$400,000 from Travis County Appraisal District ("TCAD"), which is an estimate because when TCAD makes deposits it does not specify which tax year that money is coming from. Director Gonsalvez pointed out that in October 2025 there were no deposits from TCAD, so his assumption was that everything from 2024 had been deposited already. In November 2025, TCAD deposited about \$23,000 and in December 2025, \$229,000 was deposited. In January, about \$800,000 was deposited. The CDs have generated about \$18,000 in interest, which is \$1.25 million.

Director Whelan moved to transfer \$61,358.15 from savings account to checking account to pay monthly bills. Director Canty seconded the motion. The motion passed 5-0.

- (b) **Review and approve quarterly investment report.**

The Board reviewed the Quarterly Investment Report. Director Gerlofs moved to approve the Quarterly Investment Report as presented. Director Gonsalvez 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: 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;

- (a) **Discuss and consider proposals for pool maintenance and operations and lifeguards;** Erin Mckinley, with SafeGuard Aquatics, informed the Board that there is no pool report this month, and everything from the Pool House has been cleared out. No action taken.

Item 6 - Receive report from the District's landscape maintenance contractor and Parks Committee and consider taking related action, including:

- (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, presented the December 2025 landscape maintenance report. Mr. Mowen informed the Board that TexaScapes had two service visits. He explained that the fencing has gone around for the pool and they have removed the irrigation controller and rain/freeze sensor. TexaScapes has identified where majority of the zone wires feed into controller location. Mr. Mowen recommends setting up the irrigation controller temporarily, so that during construction TexaScapes can operate outside of the construction area. Director Whelan recommended that TexaScapes provide the Board with the related expenses needed to complete the setup of the controller. Mr. Mowen continued, explaining to the Board that they removed a fallen tree from the Greenbriar Butterfly Garden. The tree was not salvageable. In March, TexaScapes will be submitting the annual mulch proposal. There will also be a planting proposal for Lindshire pond in February or March. Vangie Bocanegra, General Manager, wanted to acknowledge Mr. Mowen for always answering during an after-hours emergency.

Item 7 - Receive report from Capital Improvement Committee and consider taking related action, including:

- (a) **contracts related to current or future Capital Improvements;**

Director Canty informed the Board that the committee is waiting on the City of Austin for the demolition permit. Once the District has received the demolition permit, then the process will start. He continued that fencing has been put up.

Item 8 - Receive report from District's General Manager and consider taking related action, including:

- (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;**

Ms. Bocanegra presented a proposal from Reborn Construction Services, LLC for \$5,500 to reroute the lights due to the pool construction. The rerouting of the lights will ensure that the park area remains well lit, for safety reasons.

Director Whelan moved to approve the proposal from Reborn Construction for \$5,500. Director Gerlofs seconded the motion. The motion passed 5-0.

Ms. Bocanegra presented a second estimate from Reborn Construction to maintain the park lights. She pointed out that Onit currently handles the park lights maintenance, however, any time Onit repairs the lights, the lights either go out or

Onit needs to come back to make another repair. Onit's quote to fix all the lights in the park is \$3,000. Reborn Construction has provided an estimate for \$5,289, but it included the lights at Tanglewood Forest Park. The costs of lights for Tanglewood Park were deducted, which brought down the total to \$3,081 for all park lights.

Director Gonsalvez moved to approve the proposal from Reborn Construction to handle the lighting for all the park, for \$3,081. Director Whelan seconded the motion. The motion passed 5-0.

Ms. Bocanegra presented a proposal from Texas Backyard Structures. The quotes vary depending on the options the Board chooses. The first option for Greenbrier Park for a 30x30 shade structure is \$42,400, the second option for 30x68x12 with four posts will be \$46,540, and the third option 30x68x12 with six posts will be \$58,000. For Tanglewood Park, Ms. Bocanegra explained to the Board that she asked Texas Backyard Structures if they could use the existing shade structures, but they were not willing to provide a warranty on the shades. The quote for the pool area shade structures is \$17,030. Ms. Bocanegra explained that depending on what the Board decides on, the additional shade covers for the parks will be \$15,600 for the 18x48x8, \$25,200 for the 18x48x8 with Interlocking Cantilever, and \$34,970 for the 35x40x15 with four posts. The quote for Renaissance Park is \$19,305 for a four-post shade structure. There is also a quote to remove and haul existing structures for \$4,500. The Board decided to make a decision on shade structures for next month's meeting and to focus on Tanglewood Park and Playground Area. Director Whelan asked Ms. Bocanegra to contact Denali Pools and ask if they have any recommendations or vendors for the shade structures.

Ms. Bocanegra informed the Board that the monthly bill for the portable toilets will be reduced by \$215 due to the removal of the portable toilet in Greenbriar.

Ms. Bocanegra presented proposals for security guards. The Board reviewed the security proposals and decided to stay with Travis County Sheriff's Office. Director Whelan moved to approve the agreement with Travis County Sherriff's Office at \$65 an hour plus \$20 an hour for the vehicle. Director Gerlofs seconded the motion. The motion passed 5-0.

Ms. Bocanegra presented the proposals for tree service. JP's Tree Service provided a quote of \$5,250 to remove dead trees in Lindshire Park, Howellwood Park, and Greenbrier Park and to trim the live oak and remove ball moss in Idyllwild Park. The second proposal is from Wilder Tree Company to remove the Sycamore and Chinaberry tree and to prune dead and broken limbs from the Chinaberry tree in Lindshire Park for \$2,094.64. Reborn Construction provided a proposal to remove the Chinaberry and Sycamore trees, remove dead tree branches from the Chinaberry Tree, and stump grinding in Lindshire Park for \$3,120. Director Gonsalvez asked about the quotes from Davey. The Board noted that Davey was more expensive compared to the other proposals. Director Whelan moved to approve JP's Tree Service proposal for \$5,250. Director Canty seconded the motion. The motion passed 5-0.

- (c) **large event requests;** This matter was not addressed.

- (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** This matter was not addressed.
- (f) **enforcement of deed restrictions within the District;** This matter was not addressed.

Item 9 - Receive report from the Communications Committee and consider taking related action including:

- (a) **website content and management; and** This matter was not addressed.
- (b) **newsletter;** Director Gonsalvez thanked Ellen for her assistance on the communications. He mentioned the biggest notice for this month was the trash pickup. The newsletter will go out in March. Director Gonsalvez will work to make sure there is correct list of addresses, so the newsletter reaches all residents.

Item 10 - Receive report from Community Involvement Committee and consider taking related action, including:

- (a) **Community events;** This matter was not addressed.
- (b) **District bulletin boards; and** This matter was not addressed.
- (c) **Travis County Sheriff's Office and City of Austin Code Enforcement;** This matter was not addressed.

Item 11 - Receive General Counsel report and consider taking related action, including:

- (a) **pending contract issues, open records requests, and election matters;** This matter was not addressed.
- (b) **other litigation matters;** This matter was not addressed.
- (c) **legal investigations and other legal issues, if any.**

Ms. Saldaña requested that Director Whelan submit the certificate of postings for the month of November, December, and January. No action taken.

OTHER MATTERS

Item 12 - Discuss and consider action regarding District Park security proposals. This matter was addressed in item #8.

Item 13 – Review and consider adopting Resolution Designating District meeting locations.

Director Gonsalvez moved to adopt the Resolution Designating District meeting location and confirming locations for the posting of notices. Director Whelan seconded the motion. The motion passed 5-0.

Item 14 - Discuss and consider action regarding time, date, and agenda items for the next Board meeting.

Director Whelan moved to schedule the next meeting for February 25, 2026, at 6:00 p.m. Director Canty seconded the motion. The motion passed 5-0. The meeting adjourned at 6:44 p.m.



Maria Dallman, Secretary
Board of Directors