

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

April 22, 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 April 22, 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	Absent
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.; Sergeant Edgardo Melara with Travis County Sheriff's Office; Police Officer Miguel Almeida, with Austin Police Department.

Director Gonsalvez convened the meeting at 6:00 p.m. and took the agenda items in the order described below.

Item 5 - Receive report from Community Involvement Committee and consider taking related action, including:

(c) Travis County Sheriff's Office and City of Austin Code Enforcement; Sergeant Edgardo Melara, with the Travis County Sheriff's Office, informed everyone present at the meeting that he has been patrolling the neighborhood for several years, a few days out of the week. He urged residents who may have questions to stop by and ask him. He will be in Tahoe truck. Director Dallman explained that the neighborhood has a kid who does not respect the traffic signs and is constantly speeding. Sergeant Melara explained to Director Dallman that there are a bunch of kids on e-bikes and there is a label on the e-bikes that states that the e-bike can only go up to a certain speed. He further explains that due to the bikes being electric, the best way to catch those who are speeding is to witness and catch them while they are speeding. Sergeant Melara stated that e-bikes are allowed to be in the street, trails, and sidewalks because the state does not have a lot of restrictions on where e-bikes can be used. He urged residents to call 911 if they believe the children riding the e-bikes are being reckless and if they needed an officer to come out and speak with the children or parents. He added that a citation may be issued in this case. Officer Almeida explained to residents that if they would like enforcement, please call 911 instead of 311. A call to the 311 number does not guarantee that the police will arrive due to it being a non-emergency service. He further explained, regarding noise complaints, that in order for the police to enforce, there must be a complaint. If a resident were to call about a noise complaint, but does not want to be contacted, there is nothing the police can do. In order for the police to enforce rules regarding noise complaints, they must catch the violators in the act and be able to hear the noise,

then the police can possibly take enforcement action. The quiet hours are from 10 p.m. to 7 a.m. Julia Hart, District resident, asked Officer Almeida about an article she saw regarding car noise complaints. The police officer stated that action against cars being loud is not enforceable yet.

Ellen Canty, District resident, stated that she feels like the neighborhood is a pretty safe bubble. She asked Officer Almeida is there any way to gauge the statistics of crime in the area. Officer Almeida explained that he cannot tell her because he does not have the exact statistics. He mentioned that some of the calls he received while patrolling in this area have been failing services, stolen cars, or people breaking into cars.

Tim Cunningham, District resident, asked if the officers provide reports to the Board regarding the security efforts in Tanglewood. Officer Almeida said no, they do not. Sergeant Melara stated that the officers do send activity reports, but nothing else. Mr. Cunningham asked how often the activity reports are sent. Sergeant Melara stated that they send an activity report every time they work. Mr. Cunningham asked the officers if they could share those reports amongst themselves. He stated that the patrols occur mostly at night after Sunday. Ron Peterson, District resident, stated that officers do patrol the area during the day, but not a regular basis, and that he has seen them. Officer Almeida stated that if the Board wants reports, they can do an open records request because that is the only way they are going to get numbers. Director Gonsalvez stated that there are stats available online. A District resident had questions about the damaged speed signs. Director Canty informed her that that issue has been handled and two speed signs have been replaced. Director Gonsalvez stated that the speed signs are now insured, in case anything else happens to them.

At this time the Board returned to Agenda Item No. 1.

Item 1 - Receive communications from the public on items not listed on the posted agenda;

Tim Cunningham, District resident, expressed his concern regarding the Board's lack of decorum towards the end of the March meeting, specifically referencing a motion that was made that resulted in disruption and board members talking over one another. Mr. Cunningham stated the meeting was out of control. He felt that it was the duty of the Board President to regain order of the meeting and allow each board member the chance to speak one at a time. Mr. Cunningham expressed concern that the meeting minutes approved by the Board will not reflect what occurred during the meeting. He asks that the Board stay on the subject and describe the benefits of the item being discussed. Mr. Cunningham urged the Board to reacquaint themselves with Robert's Rules of Order, which will help ensure that the meetings proceed as they should and that the dignity of the Board remains at a level the Board can be proud of. He invited that, in the matter of decorum, the Board do better.

Item 2 - Public Comment on Agenda Items.

None.

Item 3 - Consider approval of the March 25 regular meeting minutes.

The Board reviewed the minutes. Director Dallman wanted to make a change to item #16 to state that Director Canty made the motion to suspend the Pool Committee instead of Director Whelan. Monica Saldaña, attorney for the District, explained to Director Dallman that Director Canty did start the motion, but the motion was incomplete due to the Board having a discussion about the motion. Director Whelan made the motion, and that motion was seconded, which is why Director Whelan is noted in the minutes as having made the motion. Director Gonsalvez wanted to make a change to item #7a from "Electricity is shut off for the pool house and the pool demolition is complete" to "Electricity is shut off for the pool house until the pool demolition is complete." Ms. Saldaña asked Director Gonsalvez if he would like to change to say "until the pool demolition is complete." Director Gonsalvez states that he doesn't know and that shouldn't it state that "until the pool demolition is complete." Director Canty informed Director Gonsalvez that the electricity was off and the demolition took place after the electricity was shut off so that is correct the way it is written in the minutes.

Director Gonsalvez moved to approve the meeting minutes as presented. Director Canty seconded the motion. The motion passed 4-0.

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 report. The District still has the CDs and savings. There is going to be a big payment this month for the amount \$400,000. Majority of that amount will go to the contractors for their work. There is one CD that matures on May 12th. The plan for that CD is to liquidate it and transfer it to the saving account to compensate for the money that is going to the payment of bills for this month. Director Gelofs asked Director Gonsalvez for clarification on which CD he is referencing. Director Gonsalvez informed Director Gerlofs that he is referencing CD number 7152. Director Gonsalvez asked that anyone who would like to review the financial report contact him.

Director Gonsalvez moved to transfer \$396,334.60 from the savings account to the checking account to pay monthly bills. Director Canty seconded the motion. The motion passed 4-0.

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

The Board reviewed the quarterly investment report. Director Gonsalvez moved to approve the quarterly investment report. Director Gerlofs seconded the motion. The motion passed 4-0.

Item 5 - Receive report from Community Involvement Committee and consider taking related action, including:

(a) Community events;

Director Gonsalvez informed the residents that there is a spring party on May 30, 2026. The party is usually at Tanglewood Park, but this year it will be at Greenbrier Park.

(b) District bulletin boards; and

Director Dallman mentioned that the bulletin boards are not being used. She encouraged residents and the District to use the bulletin boards. There are some stipulations on what can be posted, but it is very useful for residents who may need help or will be hosting an event. It is a great addition for the community to use. What is posted on the bulletin board will remain on there for 30 days or after the event has passed.

Director Gerlofs thanked Vangie for helping make the flyers. He will request more copies for distribution. Charlie Mowen, with TexaScapes, asked if they would accept money or a check for the food drive items. Director Gerlofs stated that he wanted to ask Ms. Saldaña if the District is allowed to accept money for the food drive. Ms. Saldaña stated that she will look into that question.

Item 6 - 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;

Brody Mckinley, with Safeguard Aquatics, is working on different softwares to replace the District's current pool membership system in time for the pool reopening. The District can incorporate the tennis courts and rentals, if desired. SafeGuard Aquatics has tested a demo of the membership system, and they will be testing another demo membership system the following week. The system is called Member Splash. Mr. Mckinley is working with Director Canty and Director Whelan to look at shade structures. Once the Board figures out which route they would like to take for the membership systems, then SafeGuard Aquatics will begin building the system and transferring all the residents' information from the old system to the new system. Director Dallman explained that with the old membership system, if residents registered once, then they would remain registered. She continued that there are some former District residents, who no longer live in the District, that abuse the membership system and thus cause the District to lose money. Mr. McKinley explained that there is no system in place to verify the memberships outside of the list of addresses the District provides. He informed Director Dallman that a verification system can be incorporated into the new system. Director Dallman asked Mr. McKinley if the membership payment system will be used through Square. Mr. McKinley stated that it depends on which

membership system the Board decides to implement and that each membership system uses different payment systems.

Item 7 - 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 March report. One of the highlights from the March report was the ladybug release, which happens every year. Mr. Mowen wanted to reiterate to the Board and residents that there is mulch set aside for Tanglewood Park, so the District does not get double charged for it. They replaced a valve box in Greenbrier Park. Mr. Mowen stated that he was informed that there are some limbs down in Lindshire Park. He mentioned that Director Gerlofs had a question regarding coverage for ant treatment throughout Greenbrier Park. One bag of ant treatment covers 50,000 square feet. Greenbrier Park is about 44,000 square feet range. Mr. Mowen will extend the coverage to the other side of the field, so the remainder of the treatment won't go to waste. He advised that this treatment be completed at least three to four weeks before the event, but if it were his yard, he would have the treatment done the first week of May. Mr. Mowen presented proposal #10793 to apply Top Choice ant treatment to Greenbrier Park Field at for \$755.

Director Gonsalvez moved to approve proposal #10793 for the amount of \$755. Director Gerlofs seconded the motion. The motion passed 4-0.

Item 8 - Receive report from Capital Improvement Committee and consider taking related action, including:

- (a) **contracts related to current or future Capital Improvements including pool, tennis court and pool house projects;**

Director Canty presented the monthly report. Updated renderings of the tennis court have been posted to the District's Facebook page and the District's website. Soil injections were delayed due to the weather but are expected to be complete this coming week. Once the soil injections are complete, there will be a cure period which is contingent on the weather. The District is anticipating having the soil reports available the first week of May.

Renderings of the new pool were posted on the District's Facebook page and the District website. Flashings have been completed on the deep end of the pool. The District is waiting on structural and hydraulic feedback from the City's engineers.

The community center demolition project is underway. The electric meter has been disconnected. A temporary electric meter has been added for park lighting and contractors. The District is performing load analysis to determine the size of the transformer needed to update their current 400 amp single

phase service. Once this step is completed, they will coordinate with the demolition of the old building. The Capital Improvement Committee will work with the Communications Committee to ensure regular process reports are posted to the District Facebook Page and website. Director Cauty explained that these updates are taken directly from the General Contractor's weekly report. He wanted to remind everyone that the area is an active construction zone, and so for safety, no one but approved contractors are allowed within the areas that have been fenced off.

Item 9 - 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;**

Vangie Bocanegra, General Manager, stated that all her report items regarding the community party has been addressed. No report.

Director Gonsalvez stated that the Board needed to review and approve the tree service proposal from JP Tree which will remove nine dead trees, trim one live oak tree, and remove all dead branches, ball moss, raise the canopy by the trail in Idyllwild Park for \$5,000.

Director Gonsalvez moved to approve the JP's Tree Service proposal for the amount of \$5,000. Director Gerlofs seconded the motion. The motion passed 4-0.

- (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;**

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

(a) website content and management; and

Director Gonsalvez explained that Ellen Canty is responsible for putting the Communications Committee communications together. They are working with Capital Improvement Committee to ensure updates received from the General Contract about the pool, tennis courts, and community center are posted to the District's Facebook page and the District's website. The statistics show that viewing of posts from the District's Facebook page is up 42 percent and has been viewed 16,521 times. There are 17 new followers on the Facebook page, and the District now has 645 followers. The post with the highest amount of views is post with the picture of the new pool, which has 5,022 views. The District's website has been viewed 1,577 times, with a large amount of visitors coming from the link on the District's Facebook page. Director Gonsalvez thanked Ellen Canty for her hard work.

(b) newsletter;

The next newsletter will come out mid-summer.

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. This matter was not addressed.

No report.

Item 12 - Discuss and consider action regarding Public Storage rate increase.

Director Gerlofs explained the increase in rate for the Public Storage rental. The rate that was originally provided has increased from \$95 a month to \$149 a month. Director Gerlofs asked the Board if they would like to continue to remain with the storage company or find a new one. The Board discussed the best course of action.

Director Gerlofs moved to approve the \$149 per month public storage rate. Director Gonsalvez seconded the motion. The motion passed 4-0.

Item 13 – Discuss and consider District Investment Officer Training and confirm it is up to date.

Director Gonsalvez confirmed that he took the class and it is up to date. No action taken.

Item 14 - Discuss and consider action 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.

Ms. Saldaña explained that last fall the Board approved to increase the fees of office. She continued that the Code of Ethics needs to be updated because the old fees of office amount is still listed and will need to reflect the new approved amount. Director Gonsalvez moved to amend the Code of Ethics to reflect the updated fees of office amount, \$221, previously approved by the Board. Director Gerlofs seconded the motion. The motion carried 4-0.

Item 15 – Review Resolution adopting fees of office.

This item was tabled.

Item 16 - Discuss and consider action on establishing District email for online purchases.

Director Gonsalvez explained the need of creating a separate District email to avoid having to pay taxes when making purchases for the District. Director Canty asked which card will be used because it must be identified as a nonprofit organization to avoid paying taxes on purchases. Ms. Bocanegra stated that she has been talking with the District's Bookkeeper to see if the District is authorized to apply for a card for District purchases. Director Gonsalvez asked Ms. Saldaña if it is possible for the Board to set up a purchasing account. Ms. Saldaña explained to the Board that it is ultimately up to them if they would like a purchasing account.

This item was tabled.

Item 17 - Discuss and consider taking any related actions regarding Board member duties, responsibilities, assignments, ethics, and actions.

Ms. Saldaña explained that this item will be a standing item on all agendas moving forward. No action taken.

Item 18 - Discuss and consider action regarding time, date, and agenda items for the next Board meeting.

Director Gonsalvez moved to make the next meeting Wednesday, May 27th, at 6:00 p.m. Director Canty seconded the motion. The motion passed 4-0. The meeting adjourned at 6:41 p.m.



Maria Dallman, Secretary
Board of Directors