MINUTES OF MEETING OF BOARD OF DIRECTORS OF

TANGLEWOOD FOREST LIMITED DISTRICT

May 27, 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 May 27, 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	Absent
Mike Canty	Director	Present

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

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

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

Linda Masters, District resident, mentioned to the Board that she was not present during the April meeting. However, at the March 25th meeting, she expressed her concerns about the lack of portable restrooms for the public. Ms. Masters asked the Board if there was any progress on getting more portable restrooms in the park. She also asked the Board about the design for the shade structures for the pool area, specifically the area for the younger children. She also hopes the new pool will include an area for small children. Director Whelan requested that Ms. Masters stay for the entire meeting and her questions regarding the shade structures will be answered, and her question about the portable restrooms will be answered after the meeting. Ms. Masters thanked the Board for letting her ask questions.

Tim Cunningham, District resident, explained to the Board that the March minutes are not on the website. Mr. Cunningham mentioned that there is a Ford Focus on Alcott Lane that finally has a sticker labeling it an abandoned car. The back windows of the car have been broken for weeks, and he noted that there has been a lot of rain lately as well, suspecting a large amount of water is inside the car. Mr. Cunningham expressed his concern that the car could potentially result in a mosquito infestation. Director Gonsalvez explained that he called 311 a couple of months ago to have the car removed. He was told that it would take the City of Austin 60 plus days to have a notice in place. He stated that, per city requirements, the person still has time to remove the car and that, unfortunately, the car is stuck there for now. Mr. Cunningham asked if anyone knew who the car belongs to. Director Gonsalvez stated that the City of Austin is in charge of dealing

with abandoned cars. Mr. Cunnigham stated that the car is making his neighborhood look like a junk yard.

Item 2 - Public Comment on Agenda Items;

No comments.

* *At this time the Board addressed item 14.*

Item 14 - Discuss and consider approval of District's financial audit and authorization to file the audit with TCEQ.

Jimmy Rommel presented the 2024 Audit Report. Mr. Rommel explained that are working to catch up as the District is still approximately a year and a half behind. He stated that they are releasing an unmodified or clean opinion, which is the highest level of insurance they can provide as the District's external auditor. He explained that the general fund at the end of the year 2024 had total assets of just under $1.3 million within minimal liability. At the end of the year, the District had $1.2 million in unassigned fund balance.

He then covered the Statement of Changes in Fund Balance for the year where revenue is just under $1.1 million compared to expenditures of approximately $950,000. Therefore, an increase in the general fund is just under $147,000 for fiscal year 2024.

For the budget actual comparison for the general fund, he explained that the revenues and expenditures on a net basis reflected more revenue than expected and more expenditures than expected. Approximately $178,000 increase in fund balance was projected, and $147,000 was the actual amount in the fund balance; therefore there was roughly a $31,000 difference in the expectations versus the actual result for the year.

No new accounting standard policies had to be implemented; therefore, the information reads very consistently. Certificates of deposits were the only investments for the year. There were no instances of noncompliance under the Public Funds Investment Act for fiscal year 2024.

Mr. Rommel stated there were no capital assets, only appreciation for existing ones. With the current pool construction, this item will look different in coming years. The park and pool improvements are almost fully depreciated. Once they are fully demolished, these items will come off. They were still in place as of September 30, 2025.

No outstanding property taxes as of the end of fiscal year 2024. Collecting approximately 99.2% of outstanding taxes.

He presented a five-year analysis of the general fund. Overall, revenues are consistent since 2023 and 2024. Expenditures did go up a little. No capital outlay in 2023 or 2024.

At this point, Mr. Rommel moved on to the Governance Communication Letter. No changes in standards. He noted that there has been great cooperation from the District's bookkeeper. The goal is to have fiscal year 2025 audit completed by the end of the Summer, because there is more capacity that time of year than in the Spring. That way, he can begin the 2026 audit which is not due until the second week of February 2027. The goal is to begin the fiscal year 2026 audit by the end of November 2026.

Director Whelan moved to approve the fiscal year 2024 audit and to file the audit with TCEQ. Director Canty seconded. The motion passed 4-0.

* *At this time the Board returned to item 3.*

Item 3 - Consider approval of the April 22, 2026, regular meeting minutes.

Director Dallman noted that the minutes stated that the Board called each other names during the March meeting. However, she does not recall using names in the meeting. Director Dallman then asked why her question about the payment system was not mentioned in the minutes. She continued that her comment about using current residents' memberships was also not mentioned in the minutes.

Director Whelan moved to approve the April 22, 2026, regular meeting minutes with the edits mentioned above by Director Dallman. Director Dallman seconded. 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 finance report. He stated the expenses for the month are a little different than what is listed on the check register. The total was $130,372.01 with the difference coming to approximately $500 for Onit and approximately $100 for TexaScapes. Instead of $129,872.01, the total should be $130,372.01.

Director Gonsalvez moved to approve the expenses and transfer the funds from the savings account into the checking account to pay the monthly bills and invoices. Director Canty seconded. The motion passed 4-0.

Director Gonsalvez continued, stating the District has two CDs maturing in June. He proposed to liquidate $250,000 from CD #7153 to savings and renew the remainder for three months. He also proposed to renew CD #9963 for four months, giving the District CDs maturing in July, August, September, and October. He stated the reason to liquidate the $250,000 from the savings is to bolster the savings balance, which is currently at approximately $434,000 to over $650,000. He anticipates there will be a lot of work done with the pool construction, including concrete foundation being poured, which will be fairly costly.

Director Gonsalvez moved to liquidate $250,000 from CD #7153 to savings, renew the remainder for three months, and to renew CD #9963 for four months. Director Dallman seconded. The motion passed 4-0.

Director Gonsalvez continued with the finance report. He explained that, with the ongoing construction projects, there have been some adjustments of what the District needs to pay for the pool and the tennis court. He stated the finance committee met roughly a week prior to the meeting and reallocated funds, adding them to the capital improvements for the pool house.

(b) verified statements of Fees of Office.

Director Whelan moved to approve the verified statements of fees of office for all board members, except for Director Gerlofs as he is absent. Director Canty seconded. The motion passed 4-0.

(c) **Discuss and consider action regarding purchase card for District purchases.**

Ms. Saldana explained that a resolution is required for a District purchase card, but that details are still needed in order to create the resolution. She further stated that the cardholder cannot be the District's bookkeeper. It was confirmed that the cardholder would be the treasurer. Director Gonsalvez asked whether the card could list the position title instead of the board member's name to avoid updating when the Board changes. Ms. Saldana stated she would circle back with an answer to this question. Director Gonsalvez asked if there could be two people listed as the cardholders on the account. Director Whelan suggested the Board revisit this item at the next meeting. No action taken.

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;

Erin Gerbrecht with SafeGuard Aquatics presented the report. Ms. Gerbrecht explained that SafeGuard would like to begin scheduling demos for the payment system and site visits.

Director Dallman expressed concerns with previous months' invoices received from SafeGuard. Director Whelan explained that the treasurer will look into this concern.

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 his report. He stated there were several landscaping items, including storm damage where a big limb had fallen. He stated they have treated the field for ants as well. Director Dallman asked whether all the rainwater disrupted the ant product. Mr. Mowen explained that water actually activates the product. When they put the product out, they irrigate immediately afterwards, and the rainwater assists in the activation process.

Mr. Mowen explained that the irrigation system is automatic and that they do not have Wi-Fi connections at this time.

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

(a) **contracts related to current or future Capital Improvements; and** This matter was not addressed.

(b) **security of construction resources.** This matter was not addressed.

Director Canty presented his report. He stated the April showers delayed the shipment by five days and that the pool house has been completely demolished. Underneath, they found a slab that has three different elevations, and a review was scheduled to determine the proper rating to moving forward. The plan is to leave the old foundation as part of the new construction. The City of Austin made some required changes to the new community center. A sliding glass door will be changed to a double French door. A window placement was addressed. The City of Austin requested that a street facade have greenery or a mural. He confirmed that the building permits have been received.

He continued, stating the City of Austin advised them that Austin Energy was in the process of getting a new transformer. The general contractor is coordinating with electricians for the new solar panels. Now that the demolition phase is completed, they can start publishing schedules for the construction phase. He confirmed everything is on target.

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;

(c) i9 Sports Field Reservation;

(d) large event requests;

(e) park and restroom cleaning and related services from cleaning contractor;

(f) pond cleaning and related services from Aquatic Features; and

(g) enforcement of deed restrictions within the District;

Vangie Bocanegra, General Manager, reminded the Board that community event is next Saturday. They have a DJ, and it's going to start at 6:30 p.m., complete with drinks and popcorn. The movies will begin at 8:15 p.m. She also stated there will be a canned food drive. Promotion for the food drive includes flyers in the common areas, a post on the Facebook page, and a post on the District's website.

She explained she is also working on the pool shade covers. She has one bid, and she's waiting on two others with hopes of having them ready by the June meeting.

Ms. Bocanegra stated that the March and April checks for RowCal have not cleared as corporate office had a large leak and a lot of repairs. Everything has been repaired now; therefore, those checks will be cleared.

She also stated she will assist in getting the Ford Focus on Alcott Lane removed. For any future issues such as this, she asked the Board to contact her, and she will contact the code enforcement officer.

Ms. Bocanegra explained that i9 Sports submitted a request to use the District parks. They provided their certificate of insurance and their email, covering them from September 5th through October 17th. Director Whelan stated that i9 Sports has used Greenbrier Park for several years. There was discussion on potentially imposing charges this year.

Director Whelan suggested postponing i9 Sport's request for this time. No action taken.

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

(a) website content and management; and

Director Gonsalvez stated they have continued to work with the Capital Improvement Committee to ensure the updates from the general contractor are posted on the District's Facebook page and the District's website. The District had 7,196 views on its Facebook page in the last 30 days, nine new followers—bringing the total number of followers to 654.

The District's highest ranking social media post in the last 30 days is the video of the pool house demolition. The District's website has been visited approximately 20,000 times within the last twelve months and approximately 1,200 in the last 30 days.

(b) newsletter; This matter was not addressed.

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

(a) Community events; This matter was not addressed.

(c) District bulletin boards; and

Tim Cinningham suggested some of the bulletin board rules need to be updated, suggesting they might not be broad enough. He stated the rules may need to clearly state whether a person can post a religious notice, a political notice, or a real estate notice. Mr. Cunningham explained that the bulletin board rules need to state what can be posted. No action taken.

(c) Travis County Sheriff's Office and City of Austin Code Enforcement;

Director Dallman stated that the Travis County Sheriff's Office will make their presence known during the movie party, in an effort to prevent vandalism.

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 on 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.

Director Whelan moved to table this discussion. Director Canty seconded. The motion passed 4-0.

Item 13 – Discuss and consider taking any related actions regarding Board member duties, responsibilities, assignments, ethics, and actions.

Director Whelan moved to table this discussion. Director Gonsalvez seconded. The motion passed 4-0.

Item 15 - Discuss and consider action regarding time, date, and agenda items for the next Board meeting.

The next regular meeting is scheduled for June 24, 2026. Director Whelan moved to adjourn the meeting. Director Canty seconded. The motion passed 4-0.

The meeting was adjourned at 6:51pm.

Maria Dallman, Secretary
Board of Directors