

6/17/2026
Board Meeting Minutes



Board of Directors 2025-2026 Board of Directors

1. **John Holbach**, appointed by Pinellas County BOCC Chris Scherer (johnholbach@phcsa.net)
2. **Jared Long**, appointed by Pinellas County BOCC Brian Scott (jaredlong@phcsa.net)
3. **Erika Picard**, appointed by Pinellas County BOCC Vince Nowicki (erikapicard@phcsa.net)
4. **Ron Schultz**, appointed by Pinellas County BOCC Dave Eggers (ronschulz@phcsa.net)
5. **Bill Mazurek**, Secretary, appointed by the PHL Advisory Board (billmazurek@phcsa.net)
6. **Phil Phillips**, Vice-Chair, appointed by CSA Palm Harbor Advisory Board (philphillips@phcsa.net)
7. **Dan Wendol**, appointed by ELCL Advisory Board (danwendol@phcsa.net)
8. **Bill Westwood**, appointed by ELYSA Advisory Board (billwestwood@phcsa.net)

Meeting Location

Location ☐

Palm Harbor Library
2330 Nebraska Avenue
Palm Harbor, FL 34683

Location ☐

Parks & Recreation - The Center
1500 16th Street
Palm Harbor, FL 34683

Location ☒

East Lake Community Library
4125 East Lark Road
Palm Harbor, FL 34685

1) Meeting Opening:

- a. Meeting Call to Order: 6:03 pm by John Holbach, Chair
- b. Pledge of Allegiance

Roll Call: ☒ Present

- a) Board Members Present – ☒ John Holbach, ☒ Jared Long, ☒ Erika Picard, ☒ Ron Schultz, ☐ Bill Mazurek, ☐ Phil Phillips, ☒ Dan Wendol, ☒ Bill Westwood
- b) Board Members not present (excused / unexcused): Phil Phillips, Bill Mazurek
- c) Quorum established. Yes ☒ No ☐
- d) Entities Directors Present: ☒ Matthew David, ☒ Anne Marie Nurnberger, ☒ Mark Sanders, ☒ Erica Lynford
- e) H.R. / PHCSA Support Present: ☐ Shelby Brennan, ☒ Beth Schaller ☒ Andy Salzman (or designee)
- f) Pinellas County representatives present: ☒ B.J. Gavin Assistant to the County Administrator, Commissioner; Chris Scherer -District 1, ☐ Brian Scott - District 2, ☐ Vince Nowicki – District 3, ☒ Dave Eggers District 4, ☐ Chris Latvala – District 5, Kathleen Peters – District 6, ☐ René Flowers – District 7

2) Meeting Notice – ☒ confirmed

3) Approval of Minutes 05/20/2026

- a. Motion to approve the minutes Dan Wendol, seconded by Bill Westwood
- b. Adjustments / Updates to the minutes: Yes ☐ No ☒ - no discussion
- c. Motion to approve – unanimous approval (no changes or updates)
- d. Meeting Video Located on the PHCSA Website @ <https://www.phcsa.net/meetings/>
[Meeting Agendas / Minutes] o Agenda | o Minutes | o Meeting Video

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4) **Public Comment/Presentations**

- a. Public comments offered: Yes ☐ No ☒

5) **Agency Rules/Procedures/Law Clarifications:** Yes ☐ No ☒ - no discussion

- a. Rule, Policies, & Procedures updates
i. no updates

6) **Treasurer's Report**

- a. Jared provided a general overview and consolidated report (budget vs. spending, no anomalies noted).

7) **East Lake Parks & Recreation**

- a. Monthly Financials Review
b. **Motion approved** by *Bill Westwood*, seconded by *Jared Long*
i. **Motion Open for Discussion:** Yes ☐ No ☒ no discussion
ii. **The Motion** was approved unanimously by the board.
c. Director's Report
d. **Motion approved** by *Bill Westwood*, **seconded** by *Ron Schultz*
i. Motion Open for Discussion: Yes ☒ No ☐
1. **Mark Sanders commentary:**
a. General overview provided
b. Visit > <https://www.phcsa.net/> [East Lake Sports & Recreation - Website] for specifics
2. General Discussion by PHCSA Board: Yes ☐ No ☒ no discussion
ii. **The Motion** was approved unanimously by the board.
e. Old Business:
i. None
f. New Business
i. None

8) **Palm Harbor Parks & Rec**

- a. Monthly Financials Review
b. **Motion approved** by *Erika Picard* seconded by *Bill Westwood*
i. Motion Open for Discussion: Yes ☐ No ☒ no discussion
ii. The Motion was approved unanimously by the board.
c. Director's Report
d. **Motion approved** by *Erika Picard*, seconded by *Bill Westwood*
i. Motion Open for Discussion: Yes ☒ No ☐
1. **Erica Lynford commentary:**
a. General comments about expansion, permitting, and demo.
2. General Discussion by PHCSA Board: Yes ☐ No ☒ no discussion
ii. **The Motion** was approved unanimously by the board.
e. Old Business

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- i. None
- f. New Business
 - i. **Motion** to approve spending up to \$133,500 with Vivid Pro Services for lighting on Palm Field.
 - 1. **Motion approved** by *Dan Wendol*, seconded by *Bill Westwood*.
 - 2. **Motion Open for Discussion:** Yes ☒ No ☐
 - a. General discussion regarding the project and the safety concerns of current lighting fixtures.
 - 3. **The Motion** was approved unanimously by the board.
 - ii. Discussion regarding Purple Heart Park currently being built near White Chapel and Harbor Hall.

9) East Lake Community Library

- a. Monthly Financials Review
- b. **Motion approved** by *Bill Westwood*, seconded by *Ron Schultz*
 - i. **Motion Open for Discussion:** Yes ☐ No ☒ no discussion
 - ii. **The Motion** was approved unanimously by the board.
- c. Director's Report
- d. **Motion approved** by *Bill Westwood*, seconded by *Ron Schultz*
 - i. **Motion Open for Discussion:** Yes ☒ No ☐
 - 1. *Anne Marie Nurnberger commentary:* Summer Reading kickoff drew 600+ attendees. Facilities issues occurred but were resolved. Library Architect's proposal approved by BOCC.
 - 2. **General Discussion by PHCSA Board:** Yes ☐ No ☒ no discussion
 - ii. **Motion** to approve the Directors Report - The Motion was approved unanimously by the board.
- e. Old Business
 - i. None
- f. New Business
 - i. None

10) Palm Harbor Library

- a. Monthly Financials Review
- b. **Motion approved** by *Erika Picard* seconded by *Bill Westwood*
 - i. **Motion Open for Discussion:** Yes ☒ No ☐ no discussion
 - ii. **The Motion** was approved unanimously by the board
- c. Director's Report
- d. **Motion approved** by *Erika Picard* seconded by *Bill Westwood*
 - i. **Motion Open for Discussion:** Yes ☒ No ☐
 - 1. *Matthew David commentary:*
 - 2. Summer Reading kickoff was successful. PHL was awarded a \$1,500 America250 grant from Florida Humanities for library materials. Recent Barnes & Noble

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fundraiser included an author signing which then led to coverage by a local news channel onsite at PHL.

3. General Discussion by PHCSA Board: Yes ☐ No ☒ no discussion
 - ii. **The Motion** was approved unanimously by the board
- e. Old Business:
 - i. None
- f. New Business

11) Agency Items

- a. Committee Reports
 - i. Audit Committee – Dan Wendol – No update. Waiting on feedback from Shelby and directors.
- b. Old Business
- c. New Business
 - i. Political Signs on PHCSA properties
 1. Signs on PHLPR leased properties are not disallowed in lease agreement
 - a. **Motion** by *Dan Wendol* to ban all signs on PHCSA properties except for internal signage, seconded by *Ron Schultz*
 - i. **Motion** Open for Discussion: Yes ☒ No ☐
 1. General Discussion on sign types/owners and staff time utilized in removing signs.
 - b. **The Motion** was not approved by the board
 - c. **Motion** by *Dan Wendol* to allow all signs on PHCSA properties; **Motion failed for lack of a second.**
 - ii. Banking – Personal vs. Corporate.
 1. Dan Wendol raised a question about whether the various bank accounts, credit cards, and other financial products used by the entities are held in the names of individual staff members rather than in the names of the entities themselves.
 2. General discussion about options so that directors and staff are not personally liable. ELCL Director will investigate financial products available and coordinate with the other entity directors.
 - iii. Property Tax Reform
 1. General discussion regarding the upcoming referendum on CS/HJR 1-F: Save our Homes from Excessive Property Taxes that would raise the homestead exemption from \$50,000 to \$150,000 in FY 28, and \$250,000 in FY 29. Commissioner Eggers gave a brief update as to what has been discussed so far.
 - iv. Policy on AI
 1. General discussion if PHCSA should adopt a policy on AI; it was noted there currently one in the PHCSA Staff Handbook.
 - v. Directors Job Descriptions
 1. **Motion** by *Bill Westwood* to approve Director's updated job descriptions as provided to the board. Seconded by *Dan Wendol*.
 - a. **Motion** Open for Discussion: Yes ☐ No ☒; No discussion
 - b. **The Motion** approved unanimously by the board.

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12) **Designation of Next Regular Meeting:** 7/15/2026 at Parks & Recreation - White Chapel / Harbor Hall, 6:00 p.m.

13) PHCSA Board Meeting Adjournment

Palm Harbor Community Services Agency, Inc.

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[illegible]

