

7/15/2026
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: 6:01 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): (all present)
- c) Quorum established. Yes ☒ No ☐
- d) Entities Directors Present: ☒ Matthew David, ☐ Anne-Marie Nurnberger, ☒ Dino Giallourakis, ☒ 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 6/17/2026

- a) Motion to approve the minutes *Bill Westwood* , **seconded** by *Jared Long*
- b) Adjustments / Updates to the minutes: Yes ☒ No ☐ - as discussed.
- c) **Motion to approve** – unanimous approval.
- d) Meeting Video Located on the PHCSA Website @ <https://www.phcsa.net/meetings/>
[Meeting Agendas / Minutes] o **Agenda** | o **Minutes** | o **Meeting Video**

4) Agency Commentary:

- a) none

5) Public Comment/Presentations:

- a) Public comments offered: Yes ☐ No ☒

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- 6) **Agency Rules/Procedures/Law Clarifications:** Yes ☒ No ☐ - as discussed.
- a) Rule, Policies, & Procedures updates
- i) No updates.
- 7) **Treasurer's Report**
- a) Jared provided general overview and no issues to report at this time. consolidated report (budget vs. spending) across all entities.
- 8) **East Lake Community Library**
- a) Monthly Financials Review
- b) **Motion approved** by *Phil Phillips* , **seconded** by *Bill Westwood*
- i) **Motion Open for Discussion:** Yes ☒ No ☐
- ii) **The Motion** was approved unanimously by the board.
- c) Director's Report
- d) **Motion approved** by *Phil Phillips* , **seconded** by *Bill Westwood*
- i) **Motion Open for Discussion:** Yes ☒ No ☐
- (1) **Dino Giallourakis commentary:** Highlighted activities completed this month as well as highlighting several upcoming activities.
- (a) Reviewed summer programs and strong community support to date.
- (b) Visit > <https://www.phcsa.net/> [East Lake Community Library - Website] for specifics
- (2) General Discussion by PHCSA Board: Yes ☐ No ☒
- ii) **The Motion** was approved unanimously by the board.
- e) Old Business:
- i) None
- f) New Business:
- i) Provided a Capital Spending and donation update for the ELL expansion.
- 9) **Palm Harbor Library**
- a) Monthly Financials Review
- b) **Motion approved** by *Phil Phillips* , **seconded** by *Bill Mazurek*
- i) **Motion Open for Discussion:** Yes ☒ No ☐
- ii) **The Motion** was approved unanimously by the board.
- c) Director's Report
- d) **Motion approved** by *Phil Phillips* , **seconded** by *Erika Picard*
- i) **Motion Open for Discussion:**
- (1) **Matthew David commentary:** Highlighted activities completed this month as well as highlighting several upcoming activities.
- (a) Visit > <https://www.phcsa.net/> [Palm Harbor Library - Website] for specifics
- (2) General Discussion by PHCSA Board: Yes ☒ No ☒ - as discussed.
- ii) **The Motion** was approved unanimously by the board.
- e) Old Business:
- i) None
- f) New Business:
- i) None

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10) East Lake Parks & Recreation

- a) Monthly Financials Review Monthly Financials Review
- b) **Motion approved** by *Bill Westwood* , **seconded** by *Erika Picard*
 - i) **Motion Open for Discussion:** Yes ☐ No ☒
 - ii) **The Motion** was approved unanimously by the board.
- c) Director's Report
- d) **Motion approved** by *Bill Westwood* , **seconded** by *Erika Picard*
 - i) **Motion Open for Discussion:**
 - (1) **Mark Sanders commentary:**
 - (a) General monthly updates provided.
 - (b) Discussed fire hydrant installation.
 - (c) Reviewed the Friend of East Lake Parks & Recreation as newly established.
 - (d) Visit > <https://www.phcsa.net/> [East Lake Sprots & Recreation - Website] for specifics
 - (2) General Discussion by PHCSA Board: Yes ☒ No ☐
 - (a) Discuss who is responsible for the Fire Hydrant Installation (private or county).
 - ii) **The Motion** was approved unanimously by the board.
- e) Old Business:
 - i) None
- f) New Business:
 - i) 70,000 sq. ft. of Sod Replacement needed and discussed by Mark
 - (1) Motion to spend up to \$91,500 for 70,000 sq. ft. of sod, preparation, and installation.
 - (2) **Motion approved** by *Bill Westwood* , **seconded** by *Phil Phillips*
 - (a) **Motion Open for Discussion:** Yes ☒ No ☐
 - (i) Discussed Tampa Bay drought conditions and potential impact and risk going forward.
 - (ii) Discussed open public complaints related to the field condition (sod).
 - (b) **The Motion** was approved unanimously by the board.

11) Palm Harbor Parks & Rec

- a) Monthly Financials Review Monthly Financials Review
- b) **Motion approved** by *Bill Westwood* , **seconded** by *Phil Phillips*
 - i) **Motion Open for Discussion:** Yes ☐ No ☒
 - ii) **The Motion** was approved unanimously by the board.
- c) Director's Report
- d) **Motion approved** by *Phil Phillips* , **seconded** by *Bill Westwood*
 - i) **Motion Open for Discussion:**
 - (1) **Erica Lynford commentary:**
 - (a) General monthly updates provided.
 - (b) Building demo / construction moving forward.
 - (c) Visit > <https://www.phcsa.net/> [Palm Harbor Parks & Recreation - Website] for specifics
 - (2) General Discussion by PHCSA Board: Yes ☐ No ☒
 - ii) **The Motion** was approved unanimously by the board.
- e) Old Business:
 - i) None
- f) New Business:
 - i) None

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12) Agency Items

a) Committed Reports:

- i) Audit Committee – Dan Wendol
 - Currently obtaining quotes for the annual Independent Financial Audit.

b) Old Business

- i) Financial Accounts – signing responsibilities for credit cards and change protocol going forward due to termination / retirements. – General discussion additional updates will be provided at our August meeting.

c) New Business

- i) **Property Tax Reform** – projected impact discussed by the entity directors. Services and budget constraints and community awareness discussed going forward.
- ii) **Timeline and procedure for director's review.** Workshop was held last month – Report-Out will be discussed at our next meeting. General merit raise discussion potentially linked to SMART goals will be discussed at our August meeting. PHCSA must approve all recommendations and policy updates at our August meeting.
- iii)

13) Designation of Next Regular Meeting: 8/19/2026 at Palm Harbor Library, 6:00 p.m.

14) PHCSA Board Meeting Adjournment

Motion to adjourn

- a) Motion approved by Choose an item. , **seconded** by Choose an item.
 - i) Motion Open for Discussion
 - ii) The Motion was approved unanimously by the board.

15) Meeting Adjournment 7:31 pm