

**DRAFT**

Holiday Park Park and Recreation District  
Board of Trustees Regular Board Meeting  
July 22, 2025

**I. Call to Order** - Shawn called the meeting to order at 9:00 A.M.

**II. Invocation and Pledge of Allegiance** – Shawn did the Invocation and Pledge of Allegiance.

**III. Roll Call - Secretary**

Chairperson	Shawn Slattery	present
1 <sup>st</sup> Vice Chair	Bob Bachman	present
Treasurer	Don La Master	present
Secretary	Debbie Burns	present
Asst. Secretary	Jackie Mitchel	present
2 <sup>nd</sup> Vice Chair	Rick Haggard	present
Trustee	Joni Anderson	present
Trustee	Tim Seelow	present
Trustee	George Clinch	excused
Dist, Manager	Carmella Coons	present
Sergeant at Arms	Rick Weber	present

**IV. Approval of Previous Meeting Minutes**

**1. May 8, 2025, Public Hearing Minutes**

Don La Master made a motion approving the Public Hearing minutes after amendments were made; seconded by Jackie Mitchell. All in favor. Motion carried.

**2. May 8, 2025, Regular Board Minutes**

Bob Bachman made a motion approving the Regular Board minutes after amendments were made, seconded by Don La Master. All in favor. Motion carried.

**V. Report from District Manager**

Carmella thanks everyone for her time here and all their help. A big thank you to Heidi for doing the new signs out in front of the park. The outdoor furniture will be cleaned soon.

**VI. Chiarpersons Report**

Shawn thanked Carmella for all the hard work she has done since her time here in the park as District Manager.

Shawn would like the Board to consider the process of finding a new District Manager in the future and to consider making these documents Templates to be placed in our Trustee Handbook under section 14 as "District Manager Search Information".

**VII. Trustee Reports**

Don went through the Treasurer Report for June 2025.

**VIII. Trustee Reports**

Rick Haggard said Summit should be here this week and will hopefully finish on August 11<sup>th</sup>.

Joni Anderson said the lawns have been very challenging with all the water. There have been some problems with the mowers, hopefully they will be fixed soon. If anyone has a problem, you can reach out to me.

**IX. Resident Comments**

**Karin Anderson 5072 Palena Blvd**

Karin wanted to know how it was posted for the District Manager and the changes. Shawn said he has never seen where the Trustees have ever voted on any changes. If nothing is documented, then there's going to be a problem. Shawn said our lawyer has gone over everything.

Karin said the district manager must have a CAM license and if not, you cannot give them 6 months to get one. Shawn said we will investigate it and if we must, we can change the wording.

**Dick Gortz 5326 Kula Court**

Dick stated Holiday Park is very difficult to manage. The deed restrictions are loosely enforced; we need a manager who will enforce the rules.

**X. Old Business - None**

**XI. New Business**

**1. Discussion & Review – New District Manager Position**

**A. Review – NB1 Indeed – DM Job Posting On 7-10-2025**

Shawn read the post for the DM job posting.

**B. Discussion / Motion? NB2.A DM Search Timeline**

Started July 9 and ended July 21<sup>st</sup>.

**C. Discussion / Motion? NB3.B Interview Process Spreadsheet**

Spreadsheet where the interviews will take place.

Jackie said she would like personal references. Shawn said that is being taken care of.

John Sermersheim 6882 Hikina DR

Wanted to know how we were going to market the park?

Shawn said our Holiday Park team is already discussing it.

Cheryl Morris 5583 Holiday Park Blvd

I want to know why the current park manager is involved in the hiring process.

Shawn said it's a very good idea and our DM has done a great job, and there is nothing documented saying the DM cannot be involved.

**Don** said the last DM was involved.

**Joni** feels with the hurricane and everything the DM was very involved, and they have a solid understanding of how we hire a DM.

**Bob** said this has been the smoothest in hiring a DM.

**E. Discussion / Motion? NB4 Health Insurance Costs sheet**

When looking at starting pay if the DM does not need health insurance, we have room to negotiate the pay.

**F. Discussion / Motion? NB5 DM Starting Pay Range & Health Insurance Benefits Cost.**

Don said we have a cap of 80,000 on our budget. Shawn said he & Carmella can decide the pay if that's the way we wanted it. That's the way it has been done in the past. The Board agreed.

**G. Discussion / Motion NB6 DM Contract Template**

This was put together by Carmella and what she has used in the past. I will have our lawyer look at it.

Discussion has come into concern about the DM’s sick day and personal days and should they get comp time. You have to be very careful whether it is exempted or not.

Shawn will bring any corrections to our July 31<sup>st</sup> meeting.

It was suggested to put in the book that the applicant will have 72 hours to decide if they will accept the job or not.

**H. Discussion / Motion NB7 DM Responsibilities & Duties**

These will remain the same as they are now for the DM.

**2. Discussion/ Motion**

Carmella is having the palm trees trimmed in the Cul-de-, she received 3 quotes and would like to stay with North Port Tree service for \$2,000.

Tim Seelow made a motion, seconded by Bob Bachman. All in favor. Motion carried.

Chairperson called for a 5-minute break at 10:15 a.m. Meeting resumed at 10:20 a.m.

**XII. Supplemental Items**

**1. Reduce 10 Qualified Resumes down to Six for interviews.**

The Trustees went through the Resumes and reduced them down to six for interviews.

**XIII. Trustee Comments**

Rick suggested documentation that we vote on should go into our book.

**XIV. Resident Comments – None**

**XV. Adjournment**

A motion was made by Tim Seelow to adjourn the meeting, seconded by Rick Haggard. All in favor. Motion carried. The meeting was adjourned at 10:33 a.m.

Secretary,

Debbie Burns