

**PARK DISTRICT OF THE CITY OF GRAND FORKS
EXECUTIVE DIRECTOR EVALUATION COMMITTEE MEETING
NOVEMBER 28, 2017**

The Executive Director Evaluation Committee of the Grand Forks Park District met on Tuesday, November 28, 2017 at 10:00 a.m. The meeting took place at ICON Sports Center, 1060 47th Avenue South, Grand Forks, ND in the Blue Line Club Board Room.

ROLL CALL

Present was Commissioner Barta. Commissioner Soeby was absent.

Park District staff in attendance were: Executive Director Palmiscno and Superintendent of Finance Hellyer.

FOR DISCUSSION

Executive Director Evaluation

Executive Director Palmiscno presented a report on the projects and operations that occurred in 2017.

Before the meeting, Commissioner Barta and Commissioner Soeby completed their individual performance evaluations. These individual evaluations were then combined into one evaluation form by Superintendent of Finance Hellyer prior to the meeting. Commissioner Barta highlighted various areas of the 2017 performance evaluation form with Palmiscno. Commissioner Barta and Palmiscno signed the evaluation form at the end of the meeting. Commissioner Soeby will sign the form at the next Board meeting.

Hellyer reviewed Palmiscno's 2017 salary and other salary information from similar type positions within other organizations. He also provided the salary study information that was conducted this fall. Hellyer noted that 2.0% market/performance adjustment had been previously approved for 2018 for other Park District staff. Performance merits have been eliminated for all staff.

After discussion, Commissioner Barta decided to recommend at the December 5, 2017 Board Meeting a 2018 salary of \$120,244.80 for Palmiscno. This would be an increase of 4%. The new pay rate would be effective for the first payroll in January of 2018.

ADJOURNMENT

The Committee meeting was adjourned at 10:20 a.m.

Bill Palmiscno, Executive Director and Clerk