

**PARK DISTRICT OF THE CITY OF GRAND FORKS
EXECUTIVE DIRECTOR EVALUATION COMMITTEE MEETING
NOVEMBER 18, 2022**

The Executive Director Evaluation Committee of the Grand Forks Park District met on Friday, November 18, 2022, in the ICON Sports Center, Blue Line Club Board Room, 1060 47th Avenue South, at 10:02 a.m. with Commissioner Skarperud presiding.

ROLL CALL

Present was President Skarperud. Vice-President LaDouceur attended by phone.

Park District staff in attendance were Executive Director Hellyer and Director of Finance & Administration Lancaster.

FOR DISCUSSION

Executive Director Evaluation

Executive Director Hellyer presented a report on the projects and operations that have occurred in 2022.

Before the meeting, President Skarperud and Vice-President LaDouceur completed their individual performance evaluations. These individual evaluations were then combined into one evaluation form by Director of Finance & Administration Lancaster prior to the meeting. A general discussion followed related to the combined performance evaluation form. President Skarperud and Hellyer signed the evaluation form at the end of the meeting. Vice-President LaDouceur agreed to sign the evaluation form at a later date.

President Skarperud reviewed Hellyer's 2022 salary, other salary information from similar type positions within other organizations, and the salary study information that was conducted in 2017. Lancaster noted that a 6.0% market/performance adjustment had been previously approved for 2023 for other Park District staff.

After discussion, the Committee decided to recommend at the December 5, 2022, Board meeting a 2023 salary of \$133,868.80 for Hellyer. This would be an increase of 5.0%. The new pay rate would be effective for the first payroll in January of 2023.

ADJOURNMENT

The committee meeting was adjourned at 10:45 a.m.



George Hellyer, Executive Director and Clerk