

**PARK DISTRICT OF THE CITY OF GRAND FORKS
EXECUTIVE DIRECTOR EVALUATION COMMITTEE MEETING
NOVEMBER 14, 2019**

The Executive Director Evaluation Committee of the Grand Forks Park District met on Thursday, November 14, 2019, in the ICON Sports Center board room, 1060 47th Avenue South, at 2:01 p.m. with President Panzer presiding.

ROLL CALL

Present were President Panzer and Commissioner Dvorak.

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 2019.

Superintendent of Finance Hellyer suggested two edits to the job description, removing the driver's license requirement and modify being a member of the Grand Forks Parks and Recreation Foundation Board. The Committee decided to leave the drivers license as written and to modify member of the Foundation Board to reflect Palmiscno's current role with the Foundation. Currently, only Park Commissioners are on the Foundation Board.

Before the meeting, President Panzer and Commissioner Dvorak completed their individual performance evaluations. These individual evaluations were then combined into one evaluation form by Hellyer prior to the meeting. A general discussion followed related to the 2019 performance evaluation form. President Panzer, Commissioner Dvorak, and Palmiscno signed the evaluation form at the end of the meeting.

President Panzer reviewed Palmiscno's 2019 salary, other salary information from similar type positions within other organizations, and the salary study information that was conducted in 2017. Hellyer noted that 3.0% market/performance adjustment had been previously approved for 2020 for other Park District staff.

After discussion, the Committee decided to recommend at the December 3, 2019 Board Meeting a 2020 salary of \$129,417.60 for Palmiscno. This would be an increase of 3.5%. The new pay rate would be effective for the first payroll in January of 2020.

ADJOURNMENT

The committee meeting was adjourned at 2:23 p.m.



Bill Palmiscno, Executive Director and Clerk