

**PARK DISTRICT OF THE CITY OF GRAND FORKS
EXECUTIVE DIRECTOR EVALUATION COMMITTEE MEETING
NOVEMBER 17, 2021**

The Executive Director Evaluation Committee of the Grand Forks Park District met on Wednesday, November 17, 2021, in the ICON Sports Center board room, 1060 47th Avenue South, at 4:00 p.m. with Commissioner Kraft presiding.

ROLL CALL

Present were Commissioner Bartholomew and Commissioner Kraft.

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 since he became Executive Director on June 1, 2021.

Before the meeting, Commissioner Bartholomew and Commissioner Kraft 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 performance evaluation form. Commissioner Bartholomew, Commissioner Kraft, and Hellyer signed the evaluation form at the end of the meeting.

Commissioner Kraft reviewed Hellyer's 2021 salary, other salary information from similar type positions within other organizations, and the salary study information that was conducted in 2017. Lancaster noted that 3.25% market/performance adjustment had been previously approved for 2022 for other Park District staff.

After discussion, the Committee decided to recommend at the December 6, 2021, Board Meeting a 2022 salary of \$127,483.20 for Hellyer. This would be an increase of 2.0%. The new pay rate would be effective for the first payroll in January of 2022.

ADJOURNMENT

The committee meeting was adjourned at 4:39 p.m.



George Hellyer, Executive Director and Clerk