



# Board of County Commissioners Agenda Request

**13A**  
Agenda Item #

**Requested Meeting Date:** April 14, 2026

**Title of Item:** Summary of County Administrator Performance Review

<input checked="" type="checkbox"/> REGULAR AGENDA  <input type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Information Only
	<input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	

<b>Submitted by:</b> David Minke	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> David Minke, County Administrator	<b>Estimated Time Needed:</b> 5 minutes
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**Summary of Issue:**

On March 24, the County Board conducted its 6-month performance review of County Administrator David Minke.

The review was conducted during a closed meeting as allowed by Minnesota Statutes §13D.05 Subd. 3a. Under that statute, "At its next open meeting, the public body shall summarize its conclusions regarding the evaluation." Below is a proposed summary of the conclusions.

Commissioners reviewed Administrator Minke's performance in the areas of Professional Knowledge, Leadership and Ethics, Communication, Financial Management and Budget, Human Resources and Organizational Culture, and Intergovernmental Relations. Commissioners concluded that Administrator Minke met or exceeded expectations in these areas.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Motion to approve the summary of the conclusions of the performance review.

**Financial Impact:**

*Is there a cost associated with this request?*       Yes       No

*What is the total cost, with tax and shipping? \$*

*Is this budgeted?*       Yes       No      *Please Explain:*