



Human Resources

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David A. Buroker
Deputy Director of Human Resources

March 21, 2019

Board of Park Commissioners

RE: Director of Parks, Recreation, Forestry, Facilities & Grounds – City of La Crosse

Dear Board Members:

The Human Resources Department was directed to conduct an open and competitive recruitment and selection process to fill the vacant position of Director of Parks, Recreation, Forestry, Facilities & Grounds.

Our recruiting process included posting the vacancy in the following locations:

- City of La Crosse website
- Wisconsin Job Center (which is picked by many other internet sites)
- The Diversity Council
- Wisconsin Park and Recreation Association website
- National Park and Recreation Association website

During this process we received 21 total applications. I reviewed the qualifications of all candidates and selected four applicants to interview who I believed to be the most qualified for the position based on their experience and education.

Interviews were conducted by a selection panel consisting of myself, Council Member Paul Medinger and Park Board Commissioner Jim Webb. After interviewing all of the candidates, it is the panel's recommendation the position be offered to Jay Odegaard. Based on the City of La Crosse Classification and Compensation Plan policy, it is the Human Resource Department's recommendation to offer Mr. Odegaard a starting salary of \$104,873.60 annually (Pay Grade 19, Step 2).

Please feel free to contact me if you have any additional questions regarding this information.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Buroker", written over a light blue rectangular background.

David A. Buroker
Deputy Director of Human Resources

David A. Buroker
Dep. Director - Human Resources

Audra M. Bloom
Employee Benefits Coordinator

Angela R. Leisso
Human Resources Assistant

Tina M. Golding
Human Resources Clerk