



118 Central Avenue North, New Prague, MN 56071  
phone: 952-758-4401 fax: 952-758-1149

---

## MEMORANDUM

---

**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**CC:** JOSHUA M TETZLAFF, CITY ADMINISTRATOR  
**FROM:** MATT RYNDA, PUBLIC WORKS DIRECTOR  
**SUBJECT:** HIRE KYLE STICHA FOR PARKS POSITION  
**DATE:** DECEMBER 10, 2024

---

On November 20, 2024, we started to advertise for the Parks position in the New Prague Times and the Times Extra for two (2) weeks each. We also advertised in several related organizations that offer free employment sites to their members. We received 10 applications and after reviewing all applications, we interviewed 5 candidates.

Based on the application and interviews review process, staff is recommending that Kyle Sticha be hired for the Parks position with an effective start date of Tuesday December 17, 2024, and that his wage be placed at Pay Grade 8 Step 5 on the City's Compensation Plan at \$28.15/hr.

### **Recommendation**

Mayor and Council approval of the hiring of Kyle Sticha to the Parks Department per the recommendations listed above.