

Michael A. Ericson



SUMMARY

Exceptional interpersonal communicator. Well organized, strong leader with a vision who emphasizes customer service and team development. Successful track record of city, county, and legislative partnerships. Professional manager with honesty, integrity, and common sense who enjoys working for a city manager and goal-focused council committed to building community.

EDUCATION

Minnesota State University-Mankato, Mankato, MN
Masters of Arts Urban and Regional Studies, June 1990
Summa Cum Laude – 4.0 GPA

Winona State University, Winona, MN
Bachelor of Science Public Administration, August 1986

EXPERIENCE

City of Brooklyn Center, Brooklyn Center, MN, October 2017 - July 2018
Interim Community Development Director. Responsible for managing the day-to-day operations of the newly reformed community development department due to a retirement of the previous director. This was a full service department with planning, economic development, building inspection, and code enforcement responsibilities. City population of 30,862 and supervision of 10 employees. Major accomplishments were managing the newly created 1st Saturday Popup Market which provides economic opportunities for immigrants and minority owned businesses to sell product and food in an Open Air Marketplace. Met with developers to market the 32-acre city-owned Opportunity Site for mixed use development. Staffed the economic development authority and planning commission.

City of Centerville, Centerville, MN, November 2014 – August 2017
City Administrator. Responsible for managing day-to-day operations of a city with a population of 4,000 and supervising seven employees. General Fund Operating Budget of \$2.4M. Major accomplishments include working with five new businesses that relocated to city, reorganization of Economic Development Authority, demolition of former Water Works nightclub, city representative on Quad Cities Chamber, Hugo Business Association and White Bear Area Chamber of Commerce, and leading and staffing the 2017 Fete Des Lacs City Festival with record sponsorships and activities. Supervised and managed police protection with Centennial Lakes Police Department and Centennial Fire District. Staffed city council, parks and recreation commission and planning and zoning commission.

City of Landfall Village, Landfall, MN, November 2013 – November 2014
City Administrator. HRA Executive Director. Responsible for managing day-to-day operations of city with a population of 700 and

supervising three employees. General Fund Operating Budget of \$795,000 and HRA budget of \$1.055M. Major accomplishments include representing the city on the Gateway Corridor Commission, meetings with St. Paul Harley Davidson Motorcycle to discuss transit options, first-ever strategic planning session with council, first-ever IT equipment program, and meetings with Washington County HRA for homeowner's association park management and bond repayments. Supervise and manage public works, engineering, building official, police protection services contract with Washington County Sheriff, fire protection services contract with Oakdale Fire Department, utility maintenance agreement with Oakdale Public Works, and preparation of city council/HRA meetings agendas and minutes.

City of Maple Plain, Maple Plain, MN, August to December 2013

Interim City Administrator. Responsible for managing day-to-day operations of city with a population of 1,800 and supervising three full-time employees. General Fund Operating Budget of \$1.6M. Major accomplishments included: design engineering of \$3.6M street reconstruction project, TH 12 HAWK signal pedestrian crossing signal project, new city hall telephone system, coordinated FEMA reimbursement funding for June 21, 2013 storm disaster, organized preliminary space needs study for new city hall, and prepared city council meeting agendas and minutes. Supervised public works, building inspector, planner, police, fire, and deputy clerk.

City of Maplewood, Maplewood, MN, May 2012 to October 2013

Economic Development Consultant. Review, analyze, and market Gladstone Redevelopment Master Plan and Hillcrest Neighborhood Redevelopment Master Plan and implement new marketing strategies to developers and contractors. Coordinated acquisition of land parcels and preparation of sale of public and private parcels to developers with tax increment financing options. Lead city efforts to partner with private developer on a successful \$1.9M grant with the Metropolitan Council for a \$25M mixed-use redevelopment plan of former Maplewood Bowl site. Worked in coordination with engineering department on TH 36 and English Avenue interchange project and preparation of financing options including tax abatement. Coordinated city's first-ever Minnesota Department of Employment and Economic Development (DEED) Minnesota Manufacturer's Week in City of Maplewood.

City of Hugo, Hugo, MN, April 2000-November 2011.

City Administrator. EDA Secretary. Responsible for managing day-to-day operations of city with a population of 13,417 and supervising 21 full-time employees and 35 part-time employees.

General Fund Operating Budget of \$4.3M. Major accomplishments included: strategic planning and construction of 11,600 sq.ft. city hall, 19,300 sq.ft. public works facility, 16 new city parks/soccer complex, 1.5M gallon water tower, four wells, 500,000 sq.ft. of commercial/retail with many new businesses, several residential subdivisions, hundreds of new homes, thousands of new residents, two-step bond rating increase from Moody's, eight consecutive years of reduction in city's tax capacity rate, and new downtown master plan. Supervised the creation of the Economic Development Authority and the Downtown Tax Increment Financing Redevelopment Plan including the demolition of several commercial and residential properties. Demonstrated leadership in shared services with neighboring cities, school districts, and county. Supervised the development of the city's Business Retention and Expansion Program in coordination with the University of Minnesota's Extension Program. Demonstrated leadership in securing State of Minnesota legislative reimbursement funding of direct public expenses related to May 25, 2008 tornado disaster. Directed the development of the city's five year capital improvement program with focus on budget forecasting, financial analysis and facilities management. Supervised development of city's Information Technology Capital Improvement Program for computer software including Geographic Information Systems and hardware. Hosted the city's cable television program and supervised the bi-monthly city newsletter.

City of Maplewood, Maplewood, MN, August 1998-April 2000.

Assistant to the City Manager. Responsible for assisting city manager with day-to-day operation of city of 35,355 population and 146 full-time employees. Total Operating Budget of \$24M with General Fund of \$13M. Major accomplishments and duties have included: Spearheaded city's lobbying efforts with the state legislature for funding the relocation and renovation of Historic Bruentrup Farm including asbestos abatement process, negotiated purchase of two open space properties, drafted city's administrative staff report to transfer police and fire dispatch communications to Ramsey County, co-chaired city's Y2K Task Force, organized first-ever cable television city news show, organized council/staff retreat, organized management team retreat, prepared council/manager workshop agendas and minutes, drafted citizen correspondence, and completed organizational human resources duties.

City of Watertown, Watertown, MN, May 1992-August 1998.

City Administrator. EDA Executive Director. Responsible for managing day-to-day operation of city with a population of 2,636 and total of 20 employees. General Operating Budget of \$746,670 and Municipal Liquor Store Budget of \$582,000. Major accomplishment included: Petition and implementation of metro telephone, acquisition of properties and construction of \$1.1M city hall civic center, \$3.3M wastewater treatment plant, \$400,000 post office, downtown street redevelopment project, creation of Economic Development Authority Revolving Loan Fund, 4-field ballfield

complex, codification of city ordinances, creation of industrial/business park, three new residential subdivisions, and preparation of all city council agendas and minutes. Experienced in IBM and Macintosh SE microcomputers and Word Perfect, Microsoft Office, Lotus 123, and Aldus Pagemaker computer software.

St. Louis County, Duluth, MN, December 1990—May 1992.

Administrative Assistant. Major accomplishments included: assisted in design and construction of \$12M county jail, assisted in negotiation of employee benefits package, automated attendant telephone system, county employee newsletter, courthouse signage, courthouse recycling program and related county board issues. County Administrator's Department is responsible for 2,400 employees and a \$221M budget. Experienced in IBM and Macintosh SE microcomputers and Word Perfect, Microsoft Office, Lotus 123, and Aldus Pagemaker computer software.

City of Woodbury, Woodbury, MN, January 1989-September 1989.

June 1990—December 1990.

Administrative Intern. Major duties included the research, design and drafting of sexual harassment policy, city injury policy, data privacy policy, ethics policy, local street improvement/assessment policy, solid waste/recycling ordinance, employee handbook, city job descriptions, and assisted in planning and construction of new \$6M city hall. Worked daily with assistant city administrator in city with current population of 46,000 and 150 employees with a \$27M budget. Experienced in IBM PC microcomputer and Word Perfect, Microsoft Office, and Aldus Pagemaker software.

PROFESSIONAL ASSOCIATIONS

Minnesota City/County Management Association (MCMA)

Board member 1994-2001 and President 2002

MCMA Conference Planning Committee, Chair 1995

Metropolitan Area Management Association (MAMA)

Board member and President 2010

International City/County Management Association (ICMA) 1990-present

Minnesota Association of Urban Management Assistants (MAUMA)

Treasurer 1991—1992

League of Minnesota Cities Improving Local Economies Committee 2014

League of Minnesota Cities Conference Planning Committee - Chair 1998

Metro Cities Board of Directors 2011 and 2017

HONORS/ AWARDS

MAUMA 1990 Outstanding Student Award

MCMA 1990 Spring Conference Scholarship Award

Who's Who Among Students in American Universities and Colleges

Winona State University Student Senate President 1985-1986

MnSCU – Minnesota State Colleges and Universities Student Representative

Who's Who Among Students in American High Schools

National Honor Society – Osseo High School

COMMUNITY SERVICE

Watertown Chamber of Commerce 1992-1998, President 1995
Watertown Chamber of Commerce, Member of the Year 1997
Watertown Lions 1992-1998
Luce Line Trail Association 1994-1998, President 1996
Winona State University Alumni Society 1990-2000, President 1993
Winona State University Foundation Board of Trustees 2009-present
St. Mark's Lutheran Church 1998-present, Church Council 2000-2005, 2018-present, President 2004 & 2005, Personnel Committee, 125th Steering Building Committee, and Usher Team
Richardson Elementary School PTA Carnival Committee 2007-2011, Chair 2007-2010
Osseo High School Reunion Committee 1990, 1995, 2000, 2005, 2010, 2015
Osseo High School Cross Country Alumni Association – President 2014
Hugo Toastmasters Club - President 2008-2011
Hugo Business Association 2000-2011
Hugo Kidz ‘n Biz Fest Committee 2005-2011
White Bear Lake Area Chamber of Commerce 2000-present
Park Center Pirates 9th Grade Girls Softball Coach 2012-2014
North St. Paul Polars 9th Grade Girls Softball Coach 2015-present

HOBBIES

Coaching youth sports: baseball, softball, soccer, and basketball, running, fishing, hunting, and reading

REFERENCES

Enclosed

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[Redacted references]

