

Michael A. Ericson



September 5, 2018

Michelle Mahowald
Communications and Human Resources Director
City of Northfield
801 Washington Street
Northfield, Minnesota 55057

Dear Michelle:

Please consider me a candidate for the position of interim community development director for the City of Northfield. I am excited to bring my experience and energy to a quality community. While the attached resume clearly states my qualifications and credentials, I will offer some additional information for your consideration and review.

I have twenty nine years of dedicated public service in city government. I have worked as a city administrator for more than 20 years in five different communities with Hugo at eleven years and Watertown at six years, the longest. Most recently, I worked as the interim community development director in Brooklyn Center transitioning out as we hired the permanent position as well as an economic development workforce specialist.

Prior to this I worked as the city administrator in Centerville before retiring in 2017. I previously worked as an economic development consultant for the City of Maplewood for 1 ½ years where I researched and analyzed redevelopment projects and marketed them to developers and contractors. I lead the city's effort to partner with a private developer and the Metropolitan Council on a successful \$1.9M grant for a \$25M mixed-use redevelopment project on the former Maplewood Bowl site. I also worked with city staff and partnered with the Minnesota Department of Employment and Economic Development (DEED) to recognize our manufacturing businesses such as 3M as part of Minnesota Manufacturer's Week in Maplewood.

My longest tenure was as the city administrator in Hugo for more than eleven years beginning with a population of 6,363 in 2000 to more than 14,352 today. In 2010, Hugo was recognized by the Minneapolis/St. Paul Business Journal as the fastest growing city in the Twin Cities over the past decade.

In Hugo, we balanced the dramatic growth with a focus on our small town rural character making the community a great place to live, work, shop, and play. We emphasized a teamwork attitude with professional employees and a high level of customer service for our residents and businesses.

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We restored the public trust at city hall with an effective city council and staff who are open and transparent in meeting with residents to discuss and resolve issues. I am most proud of the increased quality of life for our residents and the work of the citizen volunteer commissioners with their diverse opinions and ideas.

We worked together on an annual strategic plan with the commissioners, council, and staff to allocate the limited resources in the most cost effective manner possible. We partnered with our neighboring cities, school districts, watershed districts, county, and the state for grants and shared services to achieve so much more for our residents and businesses.

The City of Hugo is recognized throughout the Twin Cities for its outstanding leadership, dedicated employees and outstanding emergency response to the May 25, 2008 Tornado Disaster. The Red Cross, United Way and Lutheran Social Services cited the city for its well-trained staff and well-organized city cleanup day with 1,000 volunteers. As a result, I have made emergency management presentations to groups like the League of Minnesota Cities, State of Minnesota Emergency Manager's Association, and Metropolitan Area Management Association. I am most proud of the City of Hugo's team effort response.

As the city administrator, I supervised the finance director with whom I worked closely in preparing the annual city budget and the capital improvement program (CIP). I supervised and worked closely with the public works director, community development director, and city engineer to develop the five-year CIP in the areas of facilities, equipment, vehicles, and information technologies. In addition, I produced and hosted the city's cable television news program and organized the city's bi-monthly newsletter.

I build relationships and a vision with excellent communication between council, commissions, staff, and the community. I am most eager to match my skills and proven track record with the City of Northfield. I believe in professional development and have been an active and involved member of the League of Minnesota Cities, Metro Cities, Minnesota City/County Management Association (MCMA), Metropolitan Area Management Association (MAMA) and International City/County Management Association (ICMA) throughout my entire professional career.

Please feel free to contact me at [REDACTED] for any additional information you may need. Thank you in advance for your favorable consideration.

Sincerely,

Michael A. Ericson