



City of Princeton

Application for Commission or Board

DATA CLASSIFICATION ADVISORY: Please be advised that the information that you are requested to provide is classified as private data pursuant to Minnesota Statute 13.43 except for the following data which is classified as public data: (1) name; (2) city of residence except when the appointment has a residency requirement that requires the entire address to be public; (3) education and training; (4) employment history; (5) volunteer work; (6) awards and honors; (7) prior government service.

If you are appointed to a position on a board or commission, the following additional data will be classified as public data: (1) residential address; (2) either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee. Any electronic mail address or telephone number provided by the city for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

APPLICANT'S NAME: Mattice Erica Haley

Last Name First Name Middle Initial

FOR WHICH BOARD(S) ARE YOU APPLYING?:

AIRPORT ADVISORY BOARD _____	HRA BOARD _____	PUBLIC UTILITIES COMMISSION _____
CABLE TV BOARD _____	PARK & REC BOARD _____	TREE BOARD _____
ECONOMIC DEV. AUTH. _____	PLANNING COMMISSION <u>X</u>	

HOME ADDRESS: 3387 82nd Ave, Princeton MN 55371

WORK PHONE: 651-434-0643 **HOME PHONE:** _____ **CELL PHONE:** 651-434-0643

EMAIL: dandemattice@gmail.com **HOW LONG HAVE YOU LIVED IN PRINCETON?:** 3 years

WHAT INTERESTS YOU ABOUT BECOMING A MEMBER OF THIS COMMISSION OR BOARD?
I am interested in becoming a member of this board because I bring a lot of financial expertise and would like to use my expertise to better my community. I am also interested in learning about and influencing strategic initiatives that would benefit the community and children of the area. Lastly, I would like the ability to form connections with others in the community.
PLEASE PROVIDE ADDITIONAL INFORMATION THAT YOU BELIEVE IS IMPORTANT IN CONSIDERING YOUR APPLICATION:
<small>(Additional information may be written on the back or on a separate sheet)</small>
I have more than 4 years of Financial Management experience and am very knowledgeable about budgeting and all aspects of government finance. I have a master's in business administration and a bachelor's in finance.

- I HEREBY ATTEST THAT:**
- I have read and understand the Data Classification Advisory above.
 - I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

SIGNATURE **DATE** 6/14/2023

OFFICE USE ONLY	
Date Received _____	Appointment Date _____
Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Term End Date _____



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SIGNATURE **DATE** 6/14/2023

OFFICE USE ONLY

Date Received _____ Appointment Date _____
 Appointed: Yes No Term End Date _____

Erica Mattice

Address – 3387 82nd Ave Princeton MN 55371. (651)-434-0643. dandemattice@gmail.com

Analytical, detail oriented, outgoing leader with a passion for research. Known for increasing efficiency throughout the business. Passionate about analysis, forecasting, budgeting, and accounting. Knowledgeable about all aspects of accounting such as accounts payable, accounts receivable, payroll, journal entries, month end reconciliations, bank transactions, and reporting.

Experience

- **Controller at White Bear Lake Public School (ISD 624) (March 2023- Present)**
I oversee a 360-million-dollar budget and the finance staff that support that budget. Supervise accounts payable, accounts receivable, payroll, and senior accountants. Work on tax levy, audit, salaries, and regular budget. Currently am overseeing more than 300 million dollars in construction. Knowledgeable about UFARS account codes, SEDRA, SERVS, and GASB.
- **Senior Staff Accountant at Mille Lacs Corporate Ventures (December 2021- March 2023).**
I oversee all aspects of accounting for 8 leasing companies. I work on budgeting, forecasting, financial analysis, journal entries, bank reconciliations, and asset management. I oversee \$10M in Grant Funding. Helped to implement new accounting software. Knowledgeable about report building, preparation & final monthly financial reviews. Technical knowledge of office connect, workday, and report manager.
- **Finance Specialist at Elk River School District (April 2021- December 2021.)**
Work on accounts payable, accounts receivable, and payroll. Knowledgeable about UFARS account codes, audit practices, and benefits. Comfortable with SEDRA, SERVS, Skyward, and Infinite Campus. Have worked on journal entries, month end reconciliations, and financial reporting. Knowledgeable about GAAP. Worked on interpreting employment agreements and how those translate to employee payroll.

Education

- **Associate of Arts at Century College (August 2015-May 2017).**
3.19 GPA. Courses taken include – Logic, Composition, Biomedical Ethics, Public Speaking, Constitutional Law, Introduction to Eastern Philosophy, Philosophy of Religion.
- **Bachelor of Finance at Metropolitan State University, Minor in Political Science (August 2017-May 2021).**
3.61 GPA. Courses taken include – Business Ethics, Constitutional Law, Macroeconomics, Microeconomics, Investment & Portfolio Analysis, Money Banking & Financial Institutions, Risk Management/ Insurance, and Principals of Real Estate.
- **Master of Business Administration at Metropolitan State University (August 2021- December 2022).**
3.98 GPA. Courses taken include – Project Management, Operations Management, Practical Research Methods, Financial Management, Marketing Management, Managerial Accounting. Won outstanding student of the year and spoke at Graduation in December 2022.

References

- Jason Cheever. U.S. Bank Equipment Finance. Assistant Vice President of Equipment Finance. Phone number – (952)-283-9895. Email – Jason.cheever@usbank.com
- Joe Primus. Elk River School District. Assistant Director of Finance. Phone number – (763)-438-7574. Email – joeprimus@isd728.org.
- Patty Bittner. Mille Lacs Corporate Ventures. Portfolio Manager. Phone number – (320)-385-0890. Email – pbittner@circlesage.com