



***The Community***

Brooklyn Center is a fully developed community located along the banks of the Mississippi River just 10 minutes from downtown Minneapolis. The city borders Brooklyn Park, Crystal, Robbinsdale and Minneapolis. It is the fourth largest city in the northwest area and the eleventh largest in Hennepin County. Brooklyn Center has much to offer the prospective new homeowner, from starter homes to elaborate dwellings with riverfront views to assisted living environments for senior adults. Many new residents find Brooklyn Center's location its most attractive feature – easily accessible to Interstates 694 and 94, as well as Highways 169 and 100. Brooklyn Center offers an attractive quality of life for its residents with excellent educational, recreational, retail, and hospitality facilities.

***Education***

Brooklyn Center is served by four school districts: Anoka-Hennepin #11, Brooklyn Center #286, Osseo #279, and Robbinsdale #281. Within Brooklyn Center, there are four elementary schools and one junior-senior high school. Private elementary and secondary educational opportunities are also available.

***Recreation***

Recreational opportunities are plentiful for residents and visitors. The Brooklyn Center Community Center features a fitness facility with an Olympic-size, indoor pool with a 150-foot water slide. Centerbrook Golf Course, the City's 9-hole, par-three golf course located on 28 acres in the heart of the City, offers a challenge to visitors. The City owns and maintains 522 acres of parks and nature areas, combined with a 21 miles trail system extending to neighborhood communities.

***Conference Center***

The Earle Brown Heritage Center, a renovated historic site right in the heart of the city's business district, is owned and operated by the City of Brooklyn Center. Fully restored and operating as a premier conference and event center, the Earle Brown Heritage Center includes over 40,000 square feet of flexible meeting space.

<b>2016 Census Data</b>	
Total Population	30,104
Median Age	32.6
Square Miles	8.52
Total Households	11,640
Average Persons Per Household	2.78
<b><i>Race and Ethnicity</i></b>	
American Indian or Alaska Native	.4%
Asian	16.6%
Black or African American	26.8%
Hispanic or Latino	10.1%
Two or More Races	3.4%
White	42.4%

Sources: 2016 U.S. Census, Met. Council

## Business Community update

Brooklyn Center is home to the headquarters for Caribou Coffee, the FBI Regional Field office and the Hennepin County Regional Library and Government Service Center. Shingle Creek Crossing is a major new retail development located on the former Brookdale site. Topgolf will be opening in 2018. Major Brooklyn Center employers include Promeon, Inc., a division of Medtronic; Luther Auto Group; and the University of Minnesota Physicians.

## The Organization

The City of Brooklyn Center is a Council-Manager form of government, operating under a home-rule charter. The City Council is responsible for setting policy and the City Manager is responsible for the administrative operations to implement the Council policies. All department heads are appointed by and report directly to the City Manager.

The City has seven departments:

- Administration
- Police
- Fire
- Community Activities, Recreation and Services
- Public Works
- Community Development
- Fiscal and Support Services

The senior management staff is a combination of persons with long-term, medium, and recent tenure with the City, reflecting a stable management team that has enjoyed the support of the City Council.

## Position Profile

The Community Development Director is a senior management position. The position works closely with the City Manager in directing departmental resources to the achievement of City Council goals for the City, and the department in particular. The Community Development Director is expected to provide leadership and direction for the department. The Community Development Director is responsible for the management and leadership of the department. The Community Development

Director provides the overall development and direction of the department including both short and long term goals and objectives.

## Departmental Profile

The Community Development Department employs twelve full-time personnel and has a \$1.7 million operating budget including all divisions.

Brooklyn Center Community Development Positions	
Community Development Director	1
Planning & Zoning Specialist	1
Deputy Director of Building & Community Standards	1
Housing/Community Standards Supervisor	1
Building Official	1
Housing & Code Enforcement Inspector	3
Building/Housing Inspector	2
Administrative Assistant	2 full-time; 2 part-time

Computer software and support are provided through LOGIS, a consortium of local governments.

The Community Development Department operates the following divisions:

- **Business and Development**
- **Building & Community Standards**

The **Business and Development Division** supports a thriving local economy and resident economic stability by guiding development and redevelopment activities of the City by ensuring compliance with the City's ordinances and policies; and conformance with the City Comprehensive Plan as well as the City's zoning and sign ordinances.

The division administers five tax increment financing districts and EDA properties planned for redevelopment. There is approximately 50 acres of land planned for redevelopment.

The **Building and Community Standards Division** provides services to residents and businesses to ensure that buildings and neighborhoods are safe, clean, attractive and well maintained. The division provides inspections for building construction, property maintenance, rental licensing, and vacant building registration. The division administers the CDBG program, housing assistance programs and residential homestead activities.

## **2017 City Council Goals**

### ***Enhanced Community Image***

Our ability to attract and retain residents and businesses is influenced by the perception of the City. We will take specific actions to assure that Brooklyn Center is recognized by residents, businesses, stakeholders, and visitors as a high quality, attractive, and safe community.

### ***Resident Economic Stability***

The economic stability of residents is essential to vibrant neighborhoods and to retail, restaurant, and business growth. We will lead by supporting collaborative efforts of education, business, and government sectors to improve income opportunities for residents.

### ***Inclusive Community Engagement***

In order to provide effective and appropriate services, we must clearly understand and respond to community needs. We will consistently seek input from a broad range of stakeholders from the general public, non-profit, and for-profit sectors. Efforts to engage the community will be transparent, responsive, deliberately inclusive, and culturally sensitive.

***Targeted Redevelopment*** Redeveloping properties to the highest value and best use will accomplish our goals regarding housing, job creation, and growth of the City's tax base. We will appropriately prepare sites and provide the necessary supporting infrastructure investments to guide redevelopment of publicly- and privately-owned properties.

### ***Safe, Secure, Stable Community***

For residents and visitors to fully appreciate and enjoy a great quality of life, it is essential that all neighborhoods are safe, secure, and stable. We will assure compliance with neighborhood condition and building safety standards, provide proactive and responsive public safety protection, wise stewardship of City resources and policies that promote safety, security, and a lasting stable environment.

### ***Key Transportation Investments***

Proactively maintaining an efficient and effective infrastructure will meet the high level of community expectations. We will plan for and invest in critical infrastructure improvements that enhance safety, improve life quality, and support opportunities for redevelopment, while sustaining the natural environment.



*Brooklyn Center City Hall  
(view from Centennial Park Fountain Area)  
6301 Shingle Creek Parkway*

## ***Professional Announcement***

Brooklyn Center, MN (population 30,104) is recruiting for a Community Development Director. The City Manager is seeking candidates with at least five years of extensive experience of progressively responsible nature in housing, planning, zoning, economic development/redevelopment, public management or a related field. The Director must have a Bachelor degree in public administration or related field. The applicant must be able to successfully negotiate development/redevelopment projects. The Community Development Director must have three years of supervisory experience.

The Department has 12 full-time employees. The total City workforce has 154 full time and 300 part-time and seasonal employees. The City has a Community Development budget of approximately \$1.7 million. Salary range is \$103,904 – \$127,400.

*Affirmative Action/Equal Opportunity Employer*

## ***Application***

Inquiries relating to the recruitment and selection process for the Community Development Director position should be directed to the attention of Human Resources Director Kelli Wick at 763.569.3300 or [kwick@ci.brooklyn-center.mn.us](mailto:kwick@ci.brooklyn-center.mn.us). To be considered for the position, please visit [www.cityofbrooklyncenter.org](http://www.cityofbrooklyncenter.org). Completion of an online application is required to be considered for this position. Click on City Jobs to access the application. Please submit a letter of interest as well as resume to [hr@ci.brooklyn-center.mn.us](mailto:hr@ci.brooklyn-center.mn.us).

Application materials will be accepted until filled.