



BRAINERD MINNESOTA



Position: Police Chief

Location: City of Brainerd, Minnesota

Population: 13,755

2021 Salary Range: \$93,537 to \$126,276

“Provide high quality, cost effective public services and leadership in creating a sustainable city.”

The Community

Nestled in the heart of the Lakes Country is the City of Brainerd, Minnesota. The City is located just north of the geographical center of the state and is the county seat of Crow Wing County. Brainerd is the principal City of the Brainerd Micropolitan Area. Brainerd is also one of the largest cities in central Minnesota and is home to 13,755 residents who enjoy all this City has to offer. In fact, 57.8% of the Brainerd population is under the age of 39 indicating a growing and vibrant community.



Brainerd was founded in 1870 when the Northern Pacific Railroad's survey determined that its Mississippi River crossing should be located there. As the City grew, it attained prominence as the railroad and wood products center in north central Minnesota. Extensive railroad shops, yards, and sawmills dominated the City's industrial makeup for many years.

Today, Brainerd is known for being a vacation destination. Surrounded by lakes and wildlife, Brainerd has much to offer its residents and visitors including exceptional recreational amenities, a solid education system, top-notch healthcare, and an unbeatable quality of life.

Economic Development



The City of Brainerd partners with a number of entities that seek to help the community thrive. The Brainerd Lakes Area Economic Development Corporation (BLAEDC) is a community-driven, non-profit organization created to preserve and enhance the area's economic base by expanding business, building community, and growing jobs. The Brainerd Lakes Chamber of Commerce works to help businesses connect with people, organizations, and other businesses, advocates on behalf of business interests

regarding government concerns at the local, state, and national levels, and promotes business growth through marketing and educational programs. The City of Brainerd Economic Development Authority also works to promote economic efforts throughout the City.

The City of Brainerd has a growing and active commercial base with significant retail along the Washington Street and nearby State Highway 371 corridors. The City also owns three industrial parks encompassing 57 acres of land, much of which is shovel ready. The Burlington Northern/Santa Fe Railroad (BNSF) still operates a yard near Brainerd's downtown which recently underwent a nearly \$2 million improvement project that resulted in improvements to the face of the City while retaining its historic appeal.

The workforce in Brainerd tends to be educated, loyal, skilled, and diverse. Some of the major employers include Essentia Health, Brainerd School District, Crow Wing County, BNSF Railroad, and Ascensus.

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Education

Public education in Brainerd is provided by Brainerd Public Schools ISD 181 which enrolls over 6,700 students and just completed a Comprehensive Long Range Facilities Plan. Members of the community recently showed their support for the District by passing a \$205 million school referendum which is improving the elementary schools, Early Childhood facilities, the secondary schools and alternative education facilities, and will add a Performing Arts Center and competition size swimming pool.



Brainerd Public Schools has six elementary schools, a free public Montessori charter school (K-6), one middle school, one high school, and three alternative programming sites. Four of the elementary schools and the high school are located in Brainerd. In 2014, all six of the District's elementary schools were awarded the National Blue Ribbon Award. Brainerd High School (BHS) is a comprehensive, public, four-year high school.



There are also private school options in the City of Brainerd including the Oak Street Christian School, a Seventh-day Adventist School, as well as the St. Francis of the Lakes Catholic School.

Opportunities for higher education can also be found right in the City. Central Lakes College is one of the 37 Minnesota State Colleges and Universities. It is a comprehensive community and technical college serving approximately 5,500 students per year. The Brainerd Campus dates back to 1938. A branch of the College of St. Scholastica is also located on the Central Lakes College Campus. St. Scholastica offers a variety of accelerated undergraduate and graduate degree programs.



Healthcare

Comprehensive healthcare for the whole family can be found right in the City of Brainerd. Essentia Health Brainerd Clinic, one of Essentia Health's many Catholic facilities, provides a wide range of medical specialties, as well as in-house ancillary patient-care services.

Essentia Health- St. Joseph's Medical Center is a 162-bed nonprofit community hospital with more than 1,000 employees and over 100 physicians representing 21 specialties making St. Joseph's the largest hospital in north-central Minnesota.



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Recreational Opportunities

Considered part of Minnesota's playground, the City of Brainerd is overflowing with opportunities for recreational fun.



With over 450 lakes in the Brainerd Lakes Area, folks can enjoy fishing, water sports, or just relaxing on one of the many beaches. Gull Lake is one of the largest and most popular lakes in the area. Brainerd is home to the Minnesota School of Diving where residents and visitors can spend the day scuba diving in historic mine pits that are now filled with water and full of a wide variety of fish. Brainerd is also the host of the Brainerd Jaycees \$150,000 Ice Fishing Extravaganza, the largest ice fishing contest in the world. This winter event generates over \$1 million in revenue for area businesses and over \$150,000 for area charities annually.

Outdoor enthusiasts have access to hundreds of miles of ATV trails, scenic bike routes, including the famous Paul Bunyan State Trail, as well as many miles of horseback, hiking, and cross county skiing trails. The area also offers some of the most acclaimed and challenging Minnesota golf courses and has been rated a top fifty world golf destination. The City offers a clean, well-maintained park system for its residents and visitors where folks can enjoy camping, ball diamonds, playground equipment, hockey rinks, basketball, pickle ball, tennis courts, pavilions, and much more.



Racing fans can enjoy watching the races at the North Central

Speedway or the Brainerd International Raceway, the largest speedway in the northern Midwest. This track hosts exciting races throughout the summer including the NHRA Lucas Oil Nationals.



Animal enthusiasts can visit the new Safari North Wildlife Park and view wildlife exhibits, feed animals, ride camels, or pet the animals in the barnyard petting zoo. For birdwatchers, the Northland Arboretum offers over 20 miles of trails, scenic gardens, picnic areas, and over 136 bird species frequenting the Arboretum. Hunters are also offered ample opportunity to hunt for small game, ruffed grouse, and whitetail deer.



There is no shortage of arts and culture opportunities throughout the City. Brainerd is home to The Crossing Arts Alliance, located in Downtown Brainerd, The Brainerd Minnesota Cultural Arts Series, located at Central Lakes College, and The Stage North Theatre Company, with performances at the historic Franklin Arts Center. The City is also home to the Lakes Area Music Festival which serves as a worldwide hub for connecting classical music performers and audiences. The arts community will also be enhanced following the

construction of the new Performing Arts Center.

The Brainerd area offers an excellent variety of dining options whether you are looking for lakeside dining and entertainment, fast food, or fine dining. Craft beer and distillery enthusiasts can find locally crafted products in the area.

Brainerd also offers exciting events throughout the year including the 4th of July Celebration, Arbor Day Celebration, Bike Safety Clinic, Disc Golf Tournament, Easter Egg Hunt, Great Pumpkin Festival, Kids Fishing Clinic, and the annual Skating Party at Gregory Park.

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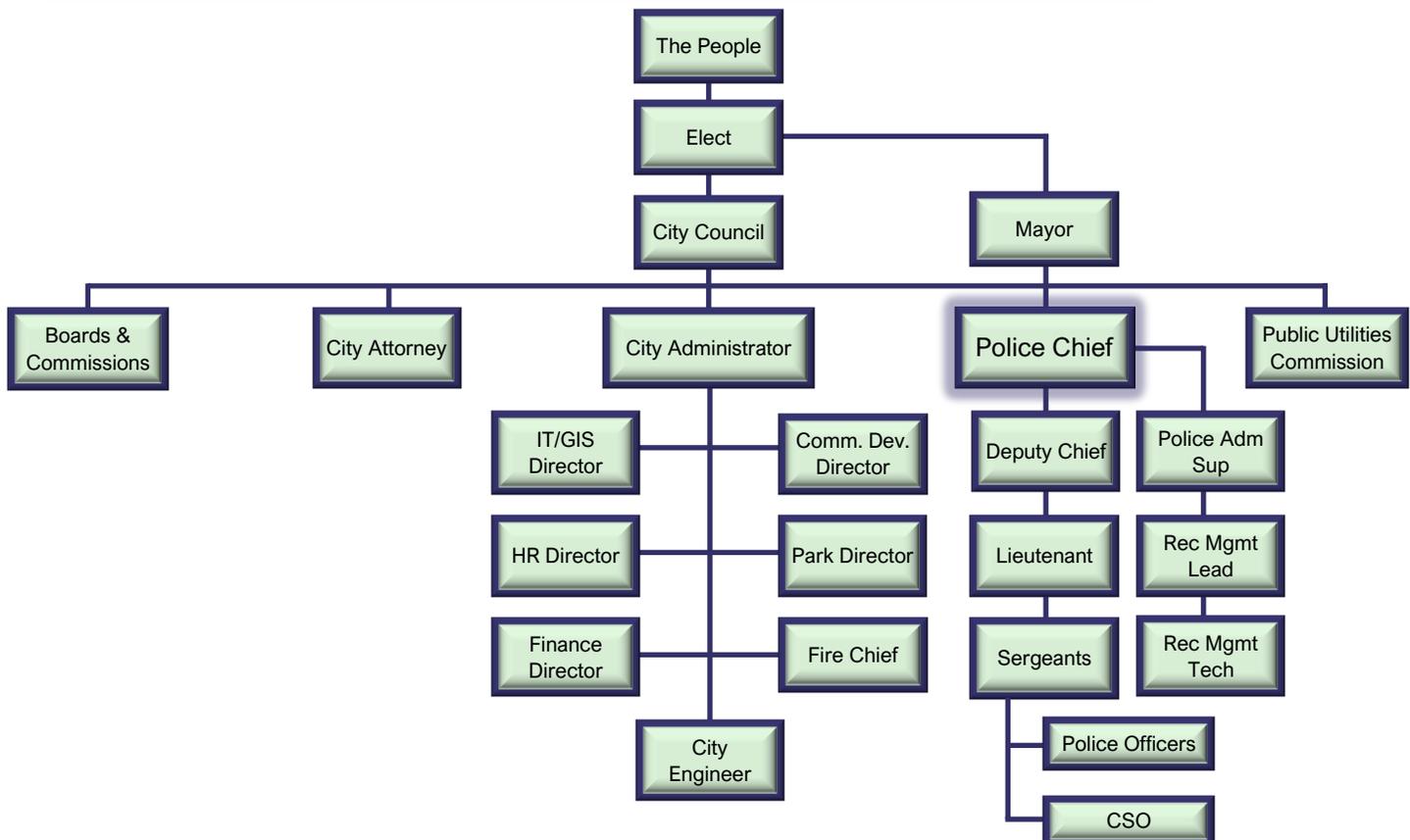
The Organization

The Brainerd City Council is the governing body of the City. The City boasts a progressive and stable Council that manages and controls all finances and properties of the City and its departments. Under the authority of the City's home rule Charter, they have the power and authority to make, enact, ordain, establish, publish, enforce, order, modify, amend, and repeal all ordinances, resolutions, rules, by-laws, and regulations for the governance of the City. The Administration office includes the City Administrator's office and the office of the Mayor. The Mayor is the chief executive officer for the City of Brainerd. The daily affairs of the City of Brainerd are administered through the City Administrator as the chief administrative officer of the City.

The City is fortunate to have a strong management team and good staff. The departments of the City of Brainerd work together to provide basic municipal services such as administration, finance, park maintenance and recreation programs, street maintenance, fire service, police protection, planning and development oversight, building inspections, engineering and street design, and transit services. The City owns the Brainerd Public Library and jointly owns the Brainerd Lakes Regional Airport with Crow Wing County. The airport features commercial air service, general aviation, hangar space, and available land for private hangar construction and aviation-related business development. Utilities are under the direction of the Brainerd Public Utilities Commission. The Commission is governed by the City Council.

The Brainerd Police Department is a full-service, modern agency with 22 sworn officers, 6 full-time support staff, and 3 part-time service staff. The Department responds to nearly 19,000 incidents per year and patrols nearly 17 square miles. Brainerd officers serve their community in patrol, investigations, and special assignments such as Bomb Squad, Police K-9, Drug Unit, Tactical Team, and others. The Department is proud to have good staff, officers, and leadership staff as well as a positive relationship with the community.

Organizational Chart



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Budget Information (Includes General, Public Safety, Parks & Recreation, and Streets)

	2018 Actual	2019 Actual	2020 Budget
REVENUES			
Property Taxes	2,298,863	2,515,730	2,817,275
Other Taxes	305,174	337,867	279,000
Intergovernmental	4,828,893	4,951,840	5,104,310
Charges for Services	883,523	923,020	1,034,912
Licenses & Permits	538,283	732,706	552,390
Fines & Forfeits	211,354	138,484	138,000
Special Assessments	63,351	93,869	50,000
Interest	10,833	230,528	10,000
Other Revenue	1,008,423	982,237	958,082
TOTAL REVENUES	10,148,698	10,906,281	10,943,969
EXPENDITURES			
General Government	2,258,922	2,523,729	2,655,174
Police	3,509,695	3,699,189	4,140,052
Fire	1,007,836	1,051,601	1,047,827
Misdemeanor Prosecutor	190,731	191,524	196,208
Animal Control	46,878	51,958	76,460
Parks—all programs	1,105,500	1,127,983	1,175,776
Street	1,126,600	1,307,187	1,081,129
TOTAL EXPENDITURES	9,246,162	9,953,172	10,372,626
OTHER SOURCES (USES)			
Transfer In (Out)	(415,246)	(565,670)	(484,343)
Other Sources (Uses)	-	-	-
Assigned for 2021 Operations	-	-	(102,000)
TOTAL OTHER SOURCES (USES)	(415,246)	(565,670)	(586,343)
EXPENDITURES AND OTHER SOURCES (USES)	487,289	387,440	(15,000)
Fund Balance—Jan 1st	3,546,395	4,033,684	4,421,124
Fund Balance—Dec 31st	4,033,684	4,421,124	4,406,124
EXPENDITURES			
Personnel Services	6,334,650	6,734,102	7,082,012
Supplies	439,636	486,396	473,000
Services	2,023,033	2,274,596	2,344,192
Other	448,843	458,078	473,422
TOTAL EXPENDITURES	9,246,162	9,953,172	10,372,626

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Police Chief Core Duties

- ◆ Plans, programs, directs, and evaluates the operation of the department.
- ◆ Develops annual budget proposal and controls budgeted expenses for the department.
- ◆ Formulates and implements department policy, procedures, rules, regulations, and programs.
- ◆ Prepares and reviews operational and administrative reports for the department.
- ◆ Supervises maintenance of records and materials associated with department activities or administration.
- ◆ Makes periodic public addresses; meets with the news media for interviews.
- ◆ Coordinates and cooperates with other public safety agencies.
- ◆ Attends meetings and serves on committees, boards, and agencies related to promoting crime prevention and improving public safety issues.
- ◆ Supervises all Police Department staff directly or indirectly through department supervisors; acts as final authority on all personnel actions subject to approval of City Council and/or Civil Service Commission on hiring, severe disciplinary action, and dismissal.
- ◆ Under the direction and/or authority of the City Council and/or Civil Service Commission, oversees all Police Department personnel policies and actions, oversees and/or participates in the selection of employees; evaluates employees, recommends salary adjustments, and determines staffing and structure needs.
- ◆ Evaluates potential projects, programs, and services to determine feasibility and impact on department operations and makes recommendations to Council.
- ◆ Researches and prepares information for the City Council and attends meetings as required.
- ◆ Responds to concerns, issues, complaints, and questions from the public and employees; mediates disputes and resolves issues as appropriate.
- ◆ Performs Deputy Coroner functions at initial death scene investigations when required.
- ◆ Oversees Department training program to ensure proper training and certification of departmental personnel.
- ◆ Establishes and maintains effective community relations including speaking at various engagements and working with school officials, civic and business groups, and residents.
- ◆ Coordinates assignment of staff to special functions and projects.
- ◆ Prepares and reviews crime and accident reports and activity and analyzes data for trends throughout the City.
- ◆ Manages major crime scenes and police activities; supervises internal police investigations.
- ◆ Performs all Police Officer duties.
- ◆ Performs related tasks as required.



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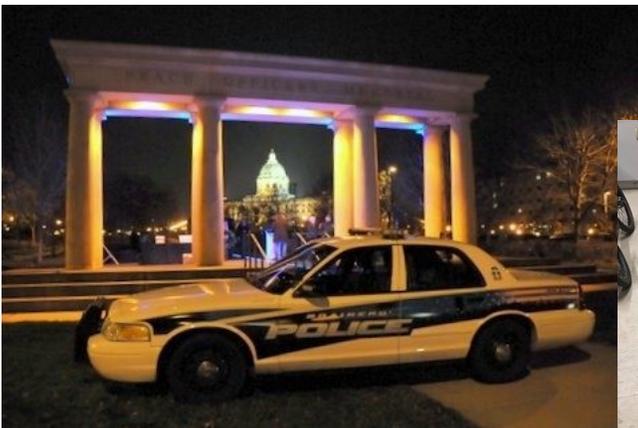
Desired Attributes

- ◆ Have the ability to communicate effectively with elected officials, staff, and, most importantly, the public.
- ◆ Have integrity.
- ◆ Have demonstrated skills in upper management.
- ◆ Be calm and handle crisis situations with tact and understanding.
- ◆ Have the knowledge and experience to lead a medium sized department in a rural setting.
- ◆ Be a confident and secure leader who is able to let others lead and know when and how to exert authority.



Goals & Priorities

- ◆ Attract and retain qualified officers with the goal of maintaining staffing at the approved level.
- ◆ Effectively manage the departmental budget.
- ◆ Continue to build upon positive relationships in the community.
- ◆ Develop and maintain relationships that help the department work with community partners on matters relating to growing community diversity.
- ◆ Continue to build upon community policing efforts.



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Position Announcement

Police Chief: City of Brainerd, Minnesota

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Nestled in the heart of the Lakes Country is the City of Brainerd, Minnesota. Brainerd is one of the largest cities in central Minnesota and is home to 13,755 residents who enjoy all this City has to offer.

Qualifications for the position include an associates/technical degree with coursework in law enforcement, criminal justice, or related field, a minimum of seven years of police experience is required of which at least three years shall be in a supervisory role, possession of appropriate driver's license, MN Peace Officer License or eligibility to be licensed prior to employment, and maintains MN POST requirements. A bachelor's degree is preferred.

The position profile is available at: <https://www.ddahumanresources.com/active-searches>.

To apply, go to <https://daviddrown.hiringplatform.com/48034-brainerd-police-chief/165589-application-form/en>, and complete the process by October 26, 2020. Finalists will be selected on November 16, 2020, and final interviews are scheduled for December 10, 2020.

Please direct questions to Gary Weiers at gary@daviddrown.com or 612-920-3320 x109.



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