



EDINA MINNESOTA

City Council Meeting Agenda

September 22, 2026, 6:00 PM

Edina City Hall, Council Chambers, 4801 W. 50th St.



Participate in the meeting:

Watch the meeting on cable TV or [YouTube.com/EdinaTV](https://www.youtube.com/EdinaTV).

Provide feedback during Community Comment by calling 312-535-8110. Enter access code XXXX XXX XXXX. Password is 5454. Press *3 on your telephone keypad when you would like to get in the queue to speak. A staff member will unmute you when it is your turn to speak.

Accessibility Support:

The City of Edina wants all residents to be comfortable being part of the public process. If you need assistance in the way of hearing amplification, an interpreter, large-print documents or something else, please call 952-927-8861 at least 72 hours in advance of the meeting.

1. **Call to Order**
2. **Roll Call**
3. **Approval of Meeting Agenda**
4. **Reports/Recommendations**
 - 4.1. City Manager Employment Contract
5. **Adjournment**



Item Number: 4.1

Department: Administration

Item Activity: Action

Prepared By: Ari Lenz, Deputy City Manager

Item Title: City Manager Employment Contract

Action Requested:

Approve the City Manager employment contract with Laurie Hokkanen.

Information/Background:

On September 10 at a special meeting following interviews, the City Council selected Laurie Hokkanen to serve as the new City Manager. Council Members Jackson and Pierce worked on the negotiations with Laurie Hokkanen and the included contract is recommended for approval. If approved, Laurie's first day would be December 7, 2026. Laurie plans to attend the meeting to introduce herself.

Resources/Financial Impacts:

Relationship to City Policies/Plans/Budget Pillars:

Values Impact:

Supporting Documentation:

Documents marked with "Board Portal" do not meet [ADA Web Content Accessibility Guidelines \(URL\)](#) and are not included in the public packet. To request a board portal document, please [submit a data request \(URL\)](#).

1. 2026 Hokkanen City Manager Employment Agreement

CITY OF EDINA, MINNESOTA
EMPLOYMENT AGREEMENT
City Manager

THIS EMPLOYMENT AGREEMENT ("Agreement") is made and entered into effective this **22nd day of September, 2026**, by and between the **CITY OF EDINA**, a Minnesota municipal corporation ("Employer" or "City") and **Laurie Hokkanen** ("Employee"). The Employer and Employee are collectively referred to herein as "the Parties." The parties agree as follows:

1. POSITION

Employer agrees to employ Employee as its City Manager and as the Executive Director of its Housing and Redevelopment Authority. Employee agrees to serve in accordance with state statutes, City ordinances, and the Code of Ethics of the International and Minnesota City/County Management Associations, and to perform such other legally permissible and proper duties and functions as the City Council shall from time to time assign.

2. PENSION PLAN

Employer shall contribute to PERA as required by State law for Employee or an alternate pension plan, if selected by Employee, authorized by State law.

3. PERFORMANCE EVALUATION

For the first year, Employee agrees to attend the ten, one and a half hour meetings with DDA to consult as part of the on-boarding process and to ensure the City's guarantee in the case of the City needing to re-recruit for the position. Employer and Employee agree that an initial performance review will be conducted after six (6) months.

Annually, thereafter prior to the City Manager's anniversary date, which is defined as the start of employment date, a performance review will be held. The review shall be in accordance with specific criteria developed jointly by the Employer and Employee. The Employer shall provide the Employee with a written performance review and adequate opportunity for the Employee to discuss the review with the Employer in closed session, as allowed by Minnesota State Statutes. The failure of the Employer to conduct the annual review prior to the anniversary date shall not affect either party's termination rights or any other rights under this Agreement.

4. SALARY

The annual salary of the Employee shall be determined by mutual agreement of the Employer and the Employee. Commencing the Employee's Anniversary Date, Employee's annual salary shall be Step 2 (**\$248,816.95**). On each Employee Anniversary Date thereafter, and based upon a satisfactory annual performance review by the City Council, Employee's annual salary shall be adjusted by one step, consistent with the City's Full-Time Employee Compensation Plan.

The Employee shall also be entitled to annual cost of living or market adjustments the same as what other non-union employees receive.

5. PAID LEAVE

For purposes of employment benefits such as sick leave, vacation leave, and the like, Employee will be credited with having completed **16+ years** of employment with the City upon their first day of employment. In addition, Employee shall accrue and be paid out leave in accordance with the City's personnel policies.

6. GENERAL INSURANCE.

Employer shall provide Employee the same group hospital, medical, dental, life and disability insurance benefits as provided to all other non-union employees.

7. DUES AND SUBSCRIPTIONS

Employer shall budget and pay the professional dues, subscriptions, and travel and subsistence expenses for Employee which are deemed reasonable and necessary for Employee's continued participation in national, regional, state, and local associations, including but not limited to: International City/County Management Association (ICMA), Minnesota City/County Management Association (MCMA), National League of Cities (NLC), and the League of Minnesota Cities (LMC).

8. PROFESSIONAL DEVELOPMENT

Employer shall budget and pay necessary and reasonable registration, travel and subsistence expenses of Employee for professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other committees thereof which Employee serves as a member. Employee shall use good judgment in their outside activities so they will not neglect their primary duties to the Employer.

9. CIVIC CLUB MEMBERSHIP

Employer recognizes the desirability of representation in and before local civic and other organizations. Employee is authorized, at Employer's expense, to become a member of such civic clubs or organizations as deemed appropriate by Employee and Employer, including but not limited to the Edina Chamber of Commerce and the Edina Rotary Club.

10. AUTOMOBILE

Employee shall be reimbursed for use of their personal automobile for City business by a monthly automobile allowance of equivalent to automobile allowance for other department heads who receive an allowance, payable through the standard employee payroll system, for all travel.

11. TECHNOLOGY

Employer shall pay Employee the same technology allowance as Department Directors receive, payable through the standard employee payroll system. Employee agrees to return all employer-provided property no later than Employee's final date of employment.

12. GENERAL EXPENSES

Employer shall reimburse Employee for reasonable miscellaneous job-related expenses, including employee recognition expenses, upon receipt of appropriate documentation required by the Employer.

13. HOURS OF WORK

It is mutually understood that Employee is a FLSA-exempt employee without set hours of work, but is expected to be available at all times and to engage in such hours of work, subject only to illness, injury, and scheduled vacation, as are necessary to fulfill the obligations of the City Manager position. It is understood that the position of City Manager requires attendance at evening meetings and occasionally at weekend meetings. Additional compensation and

compensatory time shall not be allowed for such additional expenditures of time. Employee may absent himself/herself from the office to a reasonable extent in consideration of extraordinary time expenditures for evening and weekend meetings outside normal working hours.

14. TERMINATION

In the event Employee is terminated by the Employer during such time that Employee is willing and able to perform the duties of City Manager, then Employer agrees to pay Employee, at the time of receipt of their last paycheck: (a) a lump sum cash payment equal to six months aggregate salary; (b) all accrued paid leave; and (c) continuation of the benefits set forth in Section 6 for a period of six months following termination. However, if Employee is terminated because of malfeasance in office, gross misconduct, conviction for a felony, or conviction for an illegal act involving personal gain to Employee, Employer shall have no obligation to pay termination benefits.

If Employer at any time during the employment term reduces the salary or other financial benefits of Employee in a greater percentage than any across-the-board reduction for all non-union City employees, or if Employer refuses, following written notice, to comply with any other provisions of this Agreement benefiting Employee, or if Employee resigns following a formal suggestion by Employer that Employee resign, then Employee may, at Employee's option, be deemed to be terminated on the effective date of Employee's resignation and shall be entitled to the termination benefits set forth above.

If Employee voluntarily resigns, Employee agrees to give the Employer thirty (30) days advance written notice. Upon voluntary resignation, Employee there shall be no termination benefits due to Employee, with the exception of compensable paid leave in accordance to the City's personnel policies.

15. INDEMNIFICATION

The Employer shall defend and indemnify Employee against and for all losses sustained by Employee in direct consequence of the discharge of Employee's duties on behalf of the Employer. In the event Employee serves on boards of directors of City-related legal entities, Employer shall extend the same indemnification benefits and protections to Employee for such City-related entity as provided for actions taken on behalf of the Employer. Employer may compromise and settle, without the consent of Employee, any such claim or suit and pay the amount of the settlement or judgment rendered thereon. This covenant shall survive the termination of this Agreement, but shall not obligate the Employer to pay punitive or exemplary damages, although Employer may, in its sole discretion, elect to do so to the extent authorized by law.

16. OTHER CONDITIONS OF EMPLOYMENT

Subject to any amendments, the City's ordinances, City Employee policies, and state statutes are all incorporated herein, except to the extent that they conflict with this Employment Agreement. In the event of such conflict, the language of this Employment Agreement shall be controlling.

17. GENERAL CONDITIONS OF EMPLOYMENT

Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Employer to terminate the services of Employee at any time, for any reason, subject only to the provisions of this Agreement and applicable statutory requirements. Furthermore, nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Employee to resign at any time, subject only to the provisions of this Agreement.

IN WITNESS WHEREOF, Employer has caused this Agreement to be signed and executed on its behalf by its Mayor and City Clerk, and Employee has signed this Agreement, in duplicate, the day and year first written above.

EMPLOYER: CITY OF EDINA

BY: _____
James Hovland, Mayor

AND

BY: _____
Sharon Allison, City Clerk

DATE: _____

EMPLOYEE:

Laurie Hokkanen

DATE: _____