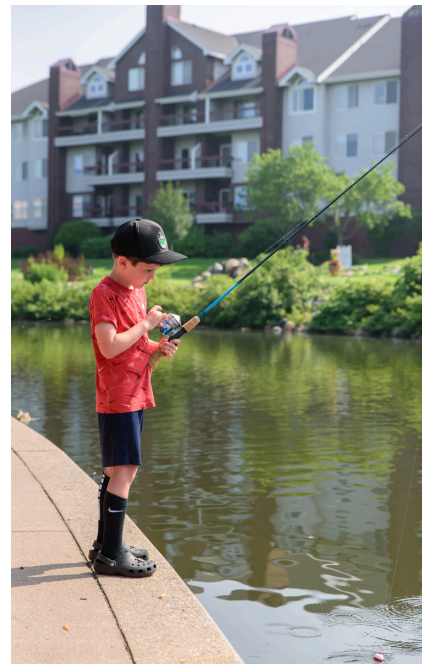
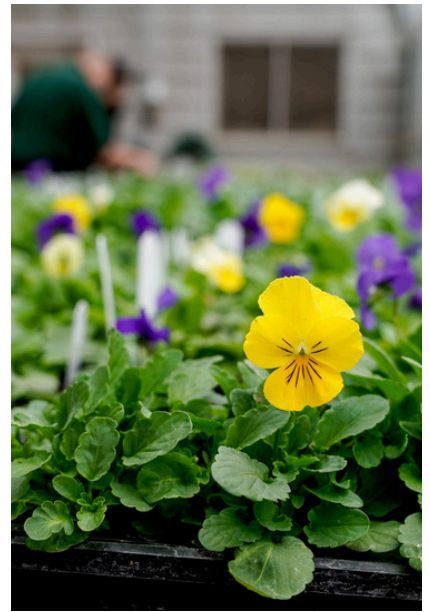




CITY MANAGER

SALARY: \$236,967 TO \$296,206



WELCOME TO EDINA, MINNESOTA!



Located immediately southwest of Minneapolis, the City of Edina is a fully developed community of approximately 53,000 residents widely recognized as one of the most desirable places to live in Minnesota. Edina offers a unique combination of high-performing public services, strong schools, safe and well-maintained neighborhoods, and exceptional access to regional amenities, making it an attractive place for individuals and families alike.

Residents are drawn to Edina for its exceptional quality of life and long-standing stability. The community features a diverse housing stock, from established neighborhoods with mature trees to thoughtfully integrated redevelopment areas, allowing residents to find a setting that fits their lifestyle while remaining connected to the broader community.

Edina is served by the well-regarded Edina Public Schools, which consistently ranks among the top districts in the state and is a significant factor for families choosing to live in the community. In addition, the City's extensive park system, recreational programming, and year-round community amenities, including destinations such as Centennial Lakes Park and the Braemar Park - home to Braemar Golf Course & Dome, Braemar Arena & Field, mountain bike and cross-country ski trails, and Courtney Fields - provide opportunities for residents of all ages to stay active and engaged.

The City's location offers convenient access to major employment centers, healthcare systems, and the Minneapolis - Saint Paul International Airport, allowing residents to balance professional opportunities with a strong sense of community at home.

At the same time, Edina is not a passive community. Residents are engaged, informed, and invested in their city, contributing to a vibrant civic culture where people care deeply about their neighborhoods and the future of the community. For those who choose to live here, Edina offers not only a strong quality of life, but also the opportunity to be part of a community that is actively shaping its future.

ABOUT THE ORGANIZATION



The City of Edina operates under a Plan B Council-Manager form of government and is led by a five-member City Council consisting of a Mayor and four at-large Council Members serving staggered four-year terms. The Council is engaged, policy-focused, and actively involved in strategic planning, community engagement, and long-range decision-making while maintaining a strong commitment to professional local government management. The organization values collaborative relationships between elected officials, volunteer members of appointed advisory commissions, and staff, and places significant emphasis on transparency, responsiveness, and thoughtful governance.

Edina is a mature, well-established full-service municipal organization serving a community of more than 53,000 residents within the Minneapolis metropolitan area. The City provides a comprehensive range of municipal services through a skilled workforce supporting public safety, engineering, planning and development, parks and recreation, utilities, sustainability, communications, information technology, finance, public works, and community engagement functions.

The City has approximately 345 full-time employees. Throughout the year, the number of part-time and seasonal staff fluctuates between 400 and 500 employees. Over the course of a typical year, the City employs more than 1,000 people. The City has six unions. The organization oversees an extensive and diverse operational portfolio, including nationally recognized recreational amenities such as Braemar Golf Course and Braemar Arena, the Edinborough Park indoor park facility, Centennial Lakes Park, aquatic and art center operations, liquor operations, and a water utility system. The City's operations are supported by an experienced and collaborative workforce, long-range planning efforts, and sound financial management practices associated with a municipality of its size and complexity.

Edina has developed a strong reputation as a destination organization for municipal professionals. The City's workplace culture emphasizes professionalism, innovation, collaboration, and continuous improvement while fostering an environment where employees are encouraged to contribute strategically and grow professionally. The organization is grounded in the core standards of Integrity, Quality, and Service. Staff work alongside talented peers, engaged community stakeholders, and elected officials who are deeply invested in maintaining Edina's exceptional quality of life and organizational excellence.

MORE ABOUT THE ORGANIZATION



The current City Manager and Deputy City Manager share oversight of the City's 10 departments.

City Manager

Departments

- Communications
- Community Development
- Parks & Recreation
- Fire
- Police
- Public Works



Deputy City Manager

Departments

- Administration
- Human Resources
- Finance
- Information Technology

Budget Snapshot

\$222 Million Total Budget

Governmental Funds

- General Fund: \$71M
- Debt Service Fund: \$12M
- Construction Fund: \$48M
- Special Revenue Fund (including HRA): \$11M

Enterprise Funds

- Utility Fund: \$43M
- Liquor Fund: \$11M
- Park Enterprises: \$16M

Internal Service Funds

- Risk Management: \$3M
- Equipment Operations: \$2M
- IT: \$3M
- Facilities: \$2M

The City of Edina continues to make significant investments in infrastructure, facilities, sustainability initiatives, public safety, technology, and community amenities.

The City's total budget, including enterprises, is \$222 million for 2026. The City's General Fund budget is \$71 million. In 2025, Edina has the sixth largest Estimated Market Value in the state, \$17.3 billion.

The City enjoys AAA and Aaa bond ratings from S&P Global and Moody's Investors Service, respectively.



Strong Foundation: City infrastructure, facilities, technology, and equipment meets community needs now and in the future.



Reliable Service: City services enhance the safety, wellbeing, and quality of life experienced in Edina.



Livable City: City planning fosters healthy, connected, sustainable development that enriches the lives of current and future residents.



Better Together: City government fosters an inclusive, informed, and engaged community.

CITY MANAGER DUTIES & RESPONSIBILITIES



Core Leadership & Administration

- Plans, coordinates, and evaluates City operations, programs, and services to ensure effective, efficient, and high-quality service delivery.
- Directs interdepartmental communication and collaboration to support organizational performance and informed decision-making.
- Maintains awareness of legal, regulatory, and policy issues impacting City operations and ensures organizational compliance.
- Prepares and oversees reports, correspondence, and communications to keep the City Council informed and ensure compliance with applicable regulations.
- Maintains positive relationships with residents, employees, and stakeholders by addressing concerns, resolving issues, and fostering trust.
- Serves as a primary spokesperson for the City.

Organizational Leadership & Human Resources

- Provides leadership and direction to department directors, fostering a high-performing and collaborative organizational culture.
- Oversees personnel decisions, including hiring, discipline, performance management, and organizational structure.
- Establishes goals and expectations, monitors performance, and conducts evaluations for direct reports.
- Promotes employee development, engagement, and continuous learning across the organization.

Financial Management & Stewardship

- Oversees development and administration of the City's operating and capital budgets in alignment with organizational priorities.
- Analyzes financial trends, expenditures, and funding sources to ensure long-term fiscal sustainability.
- Monitors financial performance and implements or recommends adjustments as necessary.
- Collaborates with Finance staff to identify and secure funding for capital and operational needs.

Community & Project Leadership

- Serves as a liaison with community groups, private organizations, and stakeholders on major projects and initiatives.
- Builds and maintains strong relationships to support community engagement and positive outcomes.

Intergovernmental Relations

- Maintains effective working relationships with local, regional, state, and federal partners.
- Advocates for City priorities and identifies funding opportunities.
- Works collaboratively to achieve outcomes that benefit both the City of Edina and the broader region.

DESIRED QUALITIES & CHARACTERISTICS

The ideal candidate will demonstrate the following qualities, characteristics, and professional competencies:

- **An engaging and approachable leadership style** with high emotional intelligence, self-awareness, resilience, and the ability to connect authentically with Council, staff, residents, and community stakeholders.
- **A confident and decisive leadership presence** with the ability to delegate effectively, establish clear direction, and foster accountability while empowering staff and recognizing professional expertise across the organization.
- **Exceptional communication and relationship-building skills**, with a demonstrated ability to build trust through transparency, active listening, responsiveness, and consistent follow-through.
- **Strong political, legislative, and organizational acumen**, with the ability to navigate diverse perspectives, manage sensitive issues objectively, and operate professionally in a non-partisan manner within a Plan B Council - City Manager form of government.
- **A strategic and forward-thinking mindset**, with the vision and foresight to align immediate priorities with Edina's long-term goals and evolving community needs.
- **Demonstrated operational and technical expertise** in municipal administration, including public finance and budgeting, capital planning, infrastructure management, public safety, and organizational operations.
- **A data-informed and innovative leadership approach**, with comfort leveraging technology, performance metrics, artificial intelligence, and emerging tools to improve decision-making and service delivery.
- **Composure and sound judgment under pressure**, including strong crisis management skills and the ability to provide thoughtful, objective risk-and-reward analysis.
- **Unquestioned integrity and professionalism**, serving as a trusted role model who enhances the organization's reputation locally, regionally, statewide, and nationally.
- **A commitment to organizational excellence and talent development**, with a genuine interest in mentoring staff, supporting professional growth, and fostering a high-performing culture of continuous improvement.



KEY PRIORITIES & OPPORTUNITIES

The next City Manager will help lead Edina through an exciting period of organizational advancement, strategic investment, and community evolution, including:

Financial Leadership & Sustainability

- Advancing long-term fiscal sustainability through disciplined budgeting, levy planning, capital forecasting, and infrastructure investment strategies.
- Aligning financial stewardship with redevelopment opportunities and evolving service expectations.

Organizational Excellence

- Strengthening Edina's premier workplace culture through talent development, employee engagement, succession planning, and operational excellence.
- Evaluating service delivery systems to enhance performance and responsiveness.
- Continue Edina's strong tradition of innovation by leveraging technology, automation and AI to drive long-term strategic organizational improvements.

Transformational Capital Investments

- Leading generational investments that will shape the future of the community, including redevelopment of the Municipal Campus (City Hall, Police Department, and Fire Station), continued enhancements to the Braemar Golf Course complex, Aquatic Center planning initiatives, developments of Fred Richards Park, and other strategic infrastructure and recreational amenity projects across the city.

Strategic Growth & Redevelopment

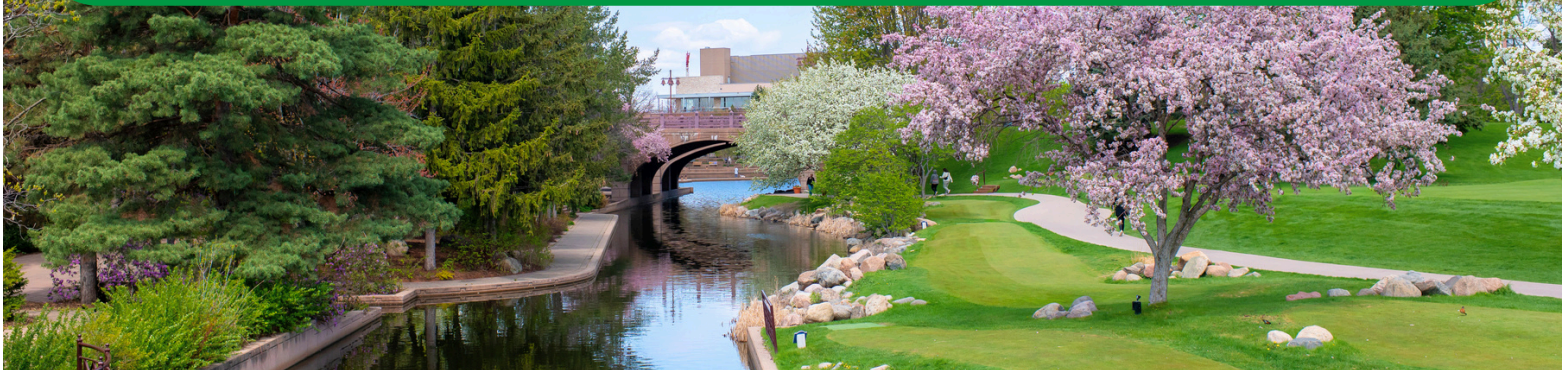
- Guiding creation of the 2050 Comprehensive plan and navigating Edina's next generation of redevelopment and housing investments.
- Partnering to improve Edina's future transportation and multimodal infrastructure strategies.

Community Trust & Service Delivery

- Strengthening public confidence through responsive governance, thoughtful engagement, and exceptional municipal service delivery.
- Partnering with existing and newly elected Council Members to navigate complex policy issues while establishing strong working relationships, governance alignment, and organizational stability.



POSITION ANNOUNCEMENT



City of Edina, Minnesota City Manager

With the upcoming retirement of long-term City Manager, Scott Neal, the City of Edina seeks an experienced, collaborative, and forward-thinking leader to serve as its next City Manager. This is an exceptional opportunity to lead one of Minnesota's premier communities and a high-performing organization known for service excellence, engaged residents, strong financial stewardship, and thoughtful long-range planning. The next City Manager will guide the organization through significant strategic initiatives, redevelopment opportunities, and generational capital investments while maintaining the high level of service and responsiveness the community expects.

Minimum Qualifications

- Master's degree in Public Administration, Business Administration, or a related field
- Minimum of ten (10) years of progressively responsible experience in municipal government or a comparable organizational setting
- Minimum of five (5) years of executive-level leadership experience

Compensation & Benefits

The full salary range for the position is \$236,967 to \$296,206 with an anticipated hiring range of **\$236,967 to \$260,659**.

The City also offers a competitive benefits package, including:

- Medical
- HSA/HRA/FSA
- Dental
- Vision
- Life and AD&D
- Disability
- PERA Pension
- Deferred Compensation
- Paid Leave
- Wellness & EAP

Apply

Visit bit.ly/439hQgk and complete the application process by June 29, 2026. First round interviews will take place on August 11, 2026, and final interviews will take place on September 10, 2026.

Please direct any questions to Liza Donabauer at liza@daviddrown.com or 612-920-3320 x111.



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