



# Transit Oriented Development Manager

## Position Description

Position will be open until filled.

For more information contact:

Cecile Bedor, Director

Planning & Economic Development Department

651-266-6628

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## SAINT PAUL - AMERICA'S MOST LIVABLE CITY

Saint Paul is often described as the last of the European-style cities as one travels from east to west across the United States. Nestled on the banks of the Mississippi River, the city values its traditional urban design where neighborhoods of various scales are oriented around parks, playgrounds, libraries and other community spaces. They are linked together and to the River by a traditional street grid, pedestrian trails, parkways and bicycle routes.

It is a city created both by native people and by immigrants. Where other northern cities have lost population over the past two decades, Saint Paul has grown to about 287,000 people thanks to the arrival of new residents from Southeast Asia, the countries in the former Soviet Union and East Africa. Commerce has expanded both in downtown and along neighborhood commercial corridors as small businesses have located and grown in our midst.

Saint Paul is home to the National Hockey League's Minnesota Wild as well as the nationally-renowned Ordway Theatre. Its family-friendly downtown offers both the Science Museum of Minnesota and the Children's Museum. Eleven colleges and universities complement high quality public and private elementary and secondary schools. Art galleries flourish both in Lowertown and in neighborhoods throughout the city. A community-wide preservation ethic has ensured that significant buildings, views, and public spaces continue to inspire those who live here.

## CENTRAL CORRIDOR - GREEN LINE

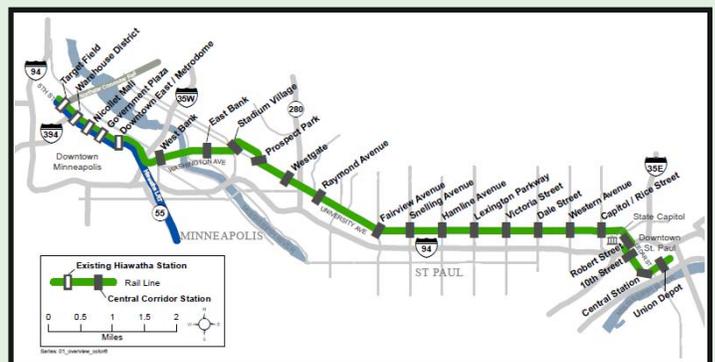
In 2014, Saint Paul's first Light Rail Transit line – the Green Line – will begin operations, linking downtown with many of its neighborhoods, the University of Minnesota, and downtown Minneapolis. LRT represents an unparalleled opportunity for economic development, especially among communities of color, new housing, and the “spine” of a revitalized transit system for the eastern portion of the Twin Cities area.

The new TOD Manager will play a central role in helping the community realize the promise of this \$1 billion investment. The TOD Manager will work with private sector investors, lenders and developers, city staff, elected officials, and other partners to implement TOD opportunities along the Green Line and other significant transit corridors in the city. Other partners are prepared to move forward on business growth/job creation efforts as well, ensuring that those most affected by the development of the Green Line, for example, have the

opportunity to benefit from the access to jobs, and the access to customers, the Green Line presents.

Value of projects completed or in the planning/design phases in 2012 totaled an estimated \$608 million and there's room and demand for more development including:

- Rental units: 9,100—11,250
- Ownership units: 2,175-3,450
- Office: 5.7 million sq. ft.
- Retail: 1 million sq. ft.
- Hotel: 1,000 rooms



# Transit Oriented Development Manager



The ideal candidate will have the entrepreneurial spirit, drive, and experience to aggressively pursue transit oriented development (TOD) along the Green Line and future Saint Paul transitways, with an emphasis on job growth and economic development. This critical work will be accomplished by collaborating with developers, investors, lenders, city staff, elected officials, community partners, and other partners.

## Summary of Typical Duties & Responsibilities

### TOD Development

- Serve as internal driver/broker/coordinator for development projects along the LRT Green Line and future Saint Paul transitways.
- Aggressively “sell” development opportunities along the corridor to local and national developers, lenders, investors, and policymakers, and utilize key partners, such as Greater MSP in this effort.
- Work with internal city partners to take actions necessary to ensure TOD sites are ready for redevelopment.
- Make the business and economic development case for additional investments in high quality public realm, including parks and bike and pedestrian improvements aimed at enhancing TOD opportunities, particularly those around Green Line transit stations.
- Use the Central Corridor Development Strategy and Station Area Plans as the framework for development along the Green Line.
- Collaborate with the Saint Paul Port Authority on the redevelopment, and new development, of industrial parcels to maximize job density and job creation along transitways.
- Build community support for TOD projects, working with District Councils, Chambers of Commerce, and other stakeholders.
- Consult and work closely with the Mayor, City Council, PED Leadership Team, and Port Authority leadership on the implementation of public and private TOD projects.
- Secure grants and other resources from federal, state, regional, local, and philanthropic sources to advance TOD, and job growth efforts.

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## Minimum Qualifications

Bachelor's Degree in Public Administration, Business Administration or a closely-related field, plus eight years of progressive experience in real estate development, including five years in the management of complex work programs; exceptional oral and written communication, personnel management, project management, and interpersonal skills; and the ability to effectively collaborate across disciplines, public agencies, community stakeholders and the private sector to meet development objectives.

## Preferred Qualifications

Advanced degree in a related field; demonstrated success in structuring and closing real estate transactions in both the private and public sectors; knowledge of issues affecting community planning and economic development at the local and regional levels; strong working knowledge of the principles and mechanics of TOD and the integration of transportation, land use and urban design; public sector work experience; knowledge of transportation policy; demonstrated success in establishing and maintaining public-private partnerships; strong working knowledge of public and private finance mechanisms; and the ability to read and interpret official policy, regulations, ordinances, etc.

**Salary:** \$73,517 - \$93,369 annually

The TOD Manager (official title is Assistant to the Mayor) will report to the Director of Planning & Economic Development. Competitive compensation and benefits package including medical, dental, disability insurance, pension, vacation/personal leave and deferred compensation.

The City of Saint Paul is an Affirmative Action Equal Opportunity Employer. We encourage applications from all individuals including persons with disabilities, persons of color, LGBT, and women.

## Selection Process Information

To be considered for this position, please submit a resume, and a list of three references to Cecile Bedor, Director of Planning & Economic Development, 25 W. Fourth Street, Saint Paul, MN 55102. First review of resumes will begin the week of October 21, 2013, with interviews starting shortly thereafter. Resumes will be accepted until the position is filled. This is an unclassified position, and thus it is not covered under any provisions of the civil service rules.

The information you supply will be used to assess your qualifications for this position; to distinguish you from other applicants; and to contact you for an interview. The following information will be considered private data pursuant to the Minnesota Government Data Practices Act: your name, home/work/email address, and home phone number. If you are considered a finalist for an employment vacancy, your name, education, training, and previous work experience will become public data. Private data is available only to you and to other persons in the City who have a bona fide need for the data. Upon court order, data may be disclosed in legal proceedings. Public data is available to anyone requesting it and consists of all data not designated in this notice as private.

**Veteran's Preference:** If you are a veteran as defined by the State of Minnesota and wish to claim veteran's preference, submit a copy of your military form DD214 at time of application. You must provide a copy of the DD214 to attain veteran's preference.