



Upper Minnesota Valley  
**REGIONAL DEVELOPMENT COMMISSION**  
Helping Communities Prosper

323 W. Schlieman Ave. Appleton, MN 56208 320.289.1981 [www.umvrdc.org](http://www.umvrdc.org)

## Agency Profile

**The Upper Minnesota Valley Regional Development Commission (UMVRDC) is looking for a community development planner to develop and manage projects with cities, counties and other organizations in the five-county UMVRDC region of Big Stone, Swift, Lac qui Parle, Chippewa and Yellow Medicine Counties.**

### What We Do

Our Mission: Enable the region to thrive through assisting local governments

In 1973 the Upper Minnesota Valley Regional Development Commission was organized by local elected officials as authorized by the MN Regional Development Act of 1969. Its purpose according to the legislation is:

*“to facilitate inter-governmental cooperation and to ensure the harmonious coordination of state, federal, and local comprehensive planning and development programs for the solution of economic, social, physical, and governmental problems of the state and its citizens.”*

The UMVRDC has professional planners that help units of government in our region get projects done. Through assistance with planning, grant writing and grant management, our staff is here to assist the public sector. We are experts when it comes to working with local, state and federal funding sources including grants, low interest loans and other assistance programs.

Our staff successfully secures financing for the following projects:

- Public Infrastructure (Transportation, Broadband, Water/Sewer/Wastewater)
- Downtown Revitalization
- Business Retention & Expansion (BRE) Efforts
- Industrial Development & Business Parks
- Hazard Mitigation Planning
- Parks, Trails & Other Outdoor Recreation
- Small Cities Development Community Development Block Grants used for:
  - Commercial Rehab
  - Homeowner Rehab
  - Rental Rehab
  - Community Facilities
  - Infrastructure

In addition, we provide the following services:

- Grant Management (compliance with local, state & federal regulations)
- Planning (Community Development, Comprehensive Plans & Ordinances)
- Environmental Reviews
- Economic Development Marketing
- Website development

## **UMVRDC Core Values**

“Core values and core purposes are essential for enduring greatness...build them into your organization & preserve over time” (Good to Great, Collins, 2001)

- Commission leadership
- Staff is accountable to and driven by the Board and the units of government in this region
- Leadership and assistance
- Agency’s role is to assist, guide, facilitate projects and programs for units of government in this region
- Integrity
- Respectful, open & transparent
- Progressive thought & action
- Moving forward, proactive and innovative
- Value all of our communities
- Quality service
- Striving for excellence in work and/or products
- Collaboration and cooperation
- To work together as a team toward a common cause
- Value the region’s lifestyle and all it has to offer
- Stewardship
- Pride in the agency’s abilities and capabilities

## **Who We Are**

The Commission is a governing board made up of elected officials from counties, townships, cities, school districts and special interest groups.

Currently there are 9 full time staff.

- 1 Executive Director
- 1 Financial Officer
- 2 Senior Community Development Specialists
- 3 Community Development Specialists
- 1 Communications Assistant
- 1 Administrative Assistant

The new community development specialist will work in a team environment under the direction of two senior planners and the executive director.

## **Office Environment**

Staff travel frequently to meetings and events. Two agency vehicles are provided for their use.

Individual offices are provided except for clerical staff.

Our office building also includes the City of Appleton, Appleton Public Library and the Appleton Police Department.

Staff work individually and as part of a team of planners to develop and complete projects.

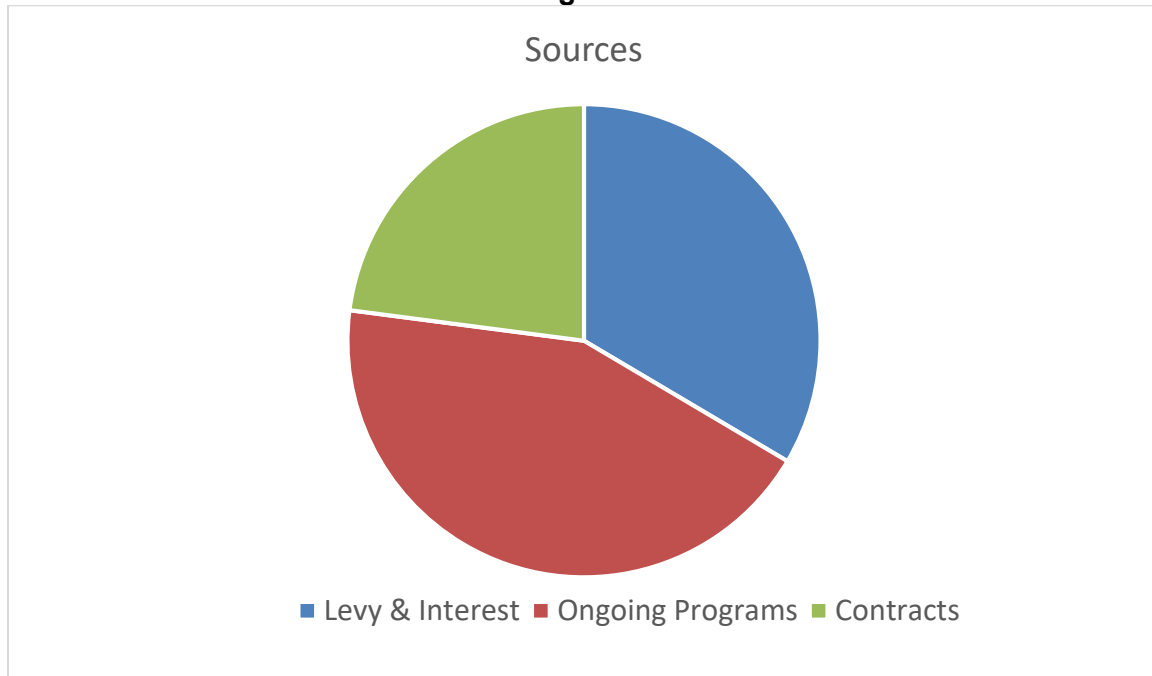
Flexible work hours and compensatory time when attending night meetings provide an accommodating work schedule.

## How We Are Funded

Funding comes from three basic sources: the RDC's levy, contracts with local units of government, and ongoing contracts for programs. Levy dollar are used for overhead, management costs of the agency and board, and match for projects and programs undertaken.

Staff are responsible for the development of contracts and grants to maintain the agency budget and staff positions.

### 2019 Budget Overview



## Our Region

The 3,346 square-mile region is located along the South Dakota border in west central Minnesota and consists of Big Stone, Chippewa, Lac qui Parle, Swift and Yellow Medicine Counties. There are 37 cities, 99 townships, 10 school districts and one tribal government in the region. Of the region's 37 cities, 70% have populations of less than 500.

You can learn more about our region's demographics and economy by going to our website and clicking on the "About the Region" tab.

Want to learn more about our agency or the region? Check out our [agency hiring video](#); the [UMVRDC](#) or [Western Minnesota Prairie Waters](#) websites; or search for [UMVRDC](#), [Prairie Waters](#), or [Get Rural MN](#) on Facebook.