

MLA



MUNICIPAL LEADERSHIP ACADEMY

Join us for the 2023-2024 Municipal Leadership Academy!

MLA offers education on a variety of important city government topics and is a great way to prepare for your role as a city official.

MLA is designed to help all city officials better understand their role in municipal government and how to effectively serve their community. It is widely considered essential training for mayors and council members, especially those recently elected to office.

The three-part training series offers a comprehensive overview of city government that features multiple opportunities to gain valuable education and meet fellow city officials.

Who should attend?

Both newly elected and veteran mayor and council members will benefit greatly from participating. MLA is also an excellent training opportunity for city staff, including city administrators, city clerks and other city officials. **All city officials are welcome!**

From effective council meetings to city finances, to municipal operations, MLA is designed to give attendees the tools they need to be successful. Participants will also find incredible value in hearing the latest important information on municipal issues while expanding their network of city officials.

Educational Topics

Leadership in city government involves making policy decisions that affect the daily lives of citizens. It is the duty of the mayor, council members and appointed staff to ensure the city fulfills its obligations under the law and effectively provides community services.

It is vital for mayors, council members and other city officials to understand the essentials of city government. MLA will connect attendees with available resources, detail how to comply with various state laws and enhance policy making and leadership skills.

- City finance and budgeting
- Effective council meetings
- Municipal operations
- Nuisance abatement
- Roles and responsibilities
- Human resources
- Land use and zoning
- Community and economic development



(515) 244-7282



mailbox@iowaleague.org



www.iowaleague.org



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Current city officials – we need your help!

MLA Part One begins shortly after the city election and before most first-time elected officials take office. MLA Part Two is released the first week of the new term in January. ***We need your help connecting with newly elected city officials!*** Please share this information with them after the election and encourage the mayor and entire council along with other city officials to attend MLA.

MLA Part One

Successful leadership and management requires an understanding of the basics of municipal government and the responsibilities of city officials. The first part of MLA provides an overview of city government, offered through five in-person workshops around the state along with a virtual session. In addition, the *2024 Iowa Municipal Policy Leaders' Handbook* will be released at this time and shared with registrants.

- ***Effective City Councils***

Part of being a mayor or council member is learning to work as a team to accomplish the city's goals. Learn strategies to conduct more effective meetings, develop efficient policy making processes and practice civility.

- ***Budget and Finance***

A chief duty of the city council and staff is the development and approval of the annual city budget. This session will provide the basics of city budgets, including the property tax system, budget adoption schedules, revenue streams and expenditures.

- ***Municipal Operations***

Cities provide a wide variety of daily services to citizens, each of which come with different responsibilities and challenges. Get a better understanding of your obligations under state and federal laws as well as how basic services are provided.

MLA Part One costs \$80, which includes a meal (at the in-person events).

MLA Part Two

The second part of MLA is a set of virtual training sessions offered during the first week of January 2024. Each session is recorded and can be viewed at your convenience. Watch the videos all at once or separately in order to fit within a city's orientation program for new officials.

- ***The City Budget***

Build on the basic city finance information covered in MLA Part One by hearing how a city budget is developed. The main focus is getting attendees prepared to participate effectively in their city budget process, which is done during the winter months.

- ***You Got Elected, Now What?***

This session covers strategies for success in office, including council meeting basics, handling human resources and employment issues, and an overview of roles and responsibilities in city government.

- ***Basics of Planning and Zoning***

Get an overview of planning and zoning laws as well as the role and responsibilities of the planning and zoning commission, the board of adjustment and the city council.

MLA Part Two costs \$60.

MLA Part Three

MLA Part Three builds on the understanding developed in the first two parts by covering specific issues and challenges that cities face, providing attendees tools to improve their communities. Part Three is held at five locations around the state with one virtual session.

- ***Economic Development***

Learn about the city's role in economic development and the tools used by city governments to retain and attract businesses and housing. This session is essential to understanding the critical role city officials have in maintaining and improving their local economy.

- ***Community Betterment***

All want a healthy, clean and vibrant community, but it does not come easy. Hear how your city can proactively clean up properties and neighborhoods, improve its nuisance abatement efforts and boost community pride.

- ***Acting Strategically***

Any successful city must think and act strategically by establishing priorities, setting goals and executing plans. This session will help attendees understand how to be strategic and discuss ways to work together.

MLA Part Three costs \$80, which includes a meal (at the in-person events).

MLA is designed as a four part training series.

Register online at www.iowaleague.org

MLA Part Four: League Conference

The final part of MLA is attendance at the League's Annual Conference & Exhibit, held September 18-20, 2024 in Sioux City. Separate registration for this event is required. The conference includes nearly 40 workshops and is an opportunity to continue your municipal education yearly as well as network with other city officials.

MLA Graduation

If you register and attend at least three parts in the MLA series you will receive special recognition at the Annual Conference & Exhibit in 2024. Additionally, after the conference you will receive a certificate in the mail and the League will provide a news release so your accomplishment can be recognized locally.

Dates and Locations

■ MLA Part One

Thursday, November 30 — **Holstein**
Cobblestone Inn & Suites
2011 Indorf Avenue
Holstein, IA 51025

Saturday, December 2 — **Cedar Falls**
Hilton Garden Inn
7213 Nordic Drive
Cedar Falls, IA 50613

Thursday, December 7 — **Carson**
Community Center
316 S Commercial Street
Carson, IA 51525

Saturday, December 9 — **Iowa City**
Big Grove Brewery
1225 S Gilbert Street
Iowa City, IA 52240

Thursday, December 14 — **Virtual**
(via Zoom, details will be sent to registrants)

Saturday, December 16 — **Grimes**
Grimes Community Complex
410 SE Main Street
Grimes, IA 52501

■ MLA Part Two

Held online the first week of January
(via Zoom, details will be sent to registrants)

Certified Elected Municipal Official



The Certified Elected Municipal Official (CEMO) recognizes elected officials who are committed to continuing their professional

development as elected officials. This voluntary recognition program is run by the Iowa League of Cities and allows attendees to build toward the CEMO designation while receiving meaningful, informative and useful information on topics that expand their knowledge and capabilities. MLA Part One is among the required core courses for the program and accounts for 15 credits.

Learn more at www.iowaleague.org.

■ MLA Part Three

Thursday, April 4, 2024 — **Ottumwa**
Bridge View Center
102 Church Street
Ottumwa, IA 50111

Saturday, April 6, 2024 — **Cedar Rapids**
Marriott
1200 Collins Road NE
Cedar Rapids, IA 52402

Thursday, April 11, 2024 — **Algona**
Columbia Events Center
1501 E Walnut
Algona, IA 51511

Saturday, April 13, 2024 — **Harlan**
C.G. Therkildsen Activity Center
706 Victoria Street
Harlan, IA 51537

Thursday, April 18, 2024 — **Virtual**
(via Zoom, details will be sent to registrants)

Saturday, April 20, 2024 — **Ankeny**
Courtyard by Marriott
2405 SE Creekview Drive
Ankeny, IA 50021

■ MLA Part Four: League Conference

September 18-20, 2024 — **Sioux City**
Note: Separate registration for this event is required

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MUNICIPAL LEADERSHIP ACADEMY



The **Iowa League of Cities** is an association of more than 860 cities in Iowa, large and small. The League serves as the unified voice of cities, providing advocacy, training and guidance to strengthen Iowa's communities. As a resource for city officials the League is available to answer city government questions in addition to providing a variety of training and publications, including a monthly magazine.

Contact: MbrSvc@iowaleague.org, (515) 244-7282 or www.iowaleague.org.

Register online at www.iowaleague.org

Name _____

Title _____

Address _____

City/Zip _____

Email _____

Phone _____

City/Organization Represented _____

(if different than City above)

MLA Part One - \$80

MLA Part Two - \$60

MLA Part Three - \$80

Registrations are due seven days before the date of the workshop. A registration received after its deadline is subject to a \$10 late fee. Full refunds will be issued on cancellations made seven days prior to the meeting. Due to meal considerations, no refunds for in-person events can be given after the registration deadline. Call the League at (515) 244-7282 if you have any special accessibility or dietary considerations.

MLA Part One (choose one)

\$80

- 4 – 8 p.m. | Thursday, November 30, 2023 | Holstein
- 10 a.m. – 2 p.m. | Saturday, December 2, 2023 | Cedar Falls
- 4 – 8 p.m. | Thursday, December 7, 2023 | Carson
- 10 a.m. – 2 p.m. | Saturday, December 9, 2023 | Iowa City
- 4 - 8 p.m. | Thursday, December 14, 2023 | Virtual
- 10 a.m. – 2 p.m. | Saturday, December 16, 2023 | Grimes

MLA Part Two

\$60

- Online Training | Available in January 2024

MLA Part Three (choose one)

\$80

- 4 – 8 p.m. | Thursday, April 4, 2024 | Ottumwa
- 10 a.m. – 2 p.m. | Saturday, April 6, 2024 | Cedar Rapids
- 4 – 8 p.m. | Thursday, April 11, 2024 | Algona
- 10 a.m. – 2 p.m. | Saturday, April 13, 2024 | Harlan
- 4 – 8 p.m. | Thursday, April 18, 2024 | Virtual
- 10 a.m. – 2 p.m. | Saturday, April 20, 2024 | Ankeny

Total: _____

Please return this form with appropriate fee to:
Iowa League of Cities, PO Box 8296, Des Moines, IA 50301 or fax it to (978) 367-9733.