

# Register online at [www.iowaleague.org](http://www.iowaleague.org)

or fill out this form and return it with the proper fee to: **Iowa League of Cities, PO Box 84, Des Moines IA 50309**  
or fax the form to: **(515) 244-0740**. Each attendee must fill out a separate form.

Name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

City/Organization Represented \_\_\_\_\_

You are entitled to the League member fee if you are a city official or have recently been elected to a city office.  
(Please indicate below the location you plan to attend).

- Please sign me up for the **Part One** MLA Session **only**. Cost for members: **\$60/person**.  
Cost for non-city officials: **\$120/person**.
- Please sign me up for the **Part Two** MLA Session **only**. Cost for members: **\$25/person**.  
Cost for non-city officials: **\$50/person**.
- Please sign me up for the **Part Three** MLA Session **only**. Cost for members: **\$60/person**.  
Cost for non-city officials: **\$120/person**.
- I plan to attend the **First Three Parts** of the MLA series. Only available to League members.  
Cost for members: **\$115/person**.

Checks should be made out to **Iowa League of Cities**. Credit cards are accepted online only.  
Registration for Part Four (Annual Conference and Exhibit) is separate and will not be available until Summer 2010

## Part One Locations:

- Sat., Nov. 21, 2009 (Fairfield)**  
Best Western Fairfield Inn  
2200 W. Burlington (10 a.m. - 2 p.m.)
- Sat., Dec. 5, 2009 (Mason City)**  
Holiday Inn Mason City  
2101 4th Street SW (10 a.m. - 2 p.m.)
- Sat., Dec. 12, 2009 (Johnston)**  
Stoney Creek Inn  
5291 Stoney Creek Ct. (10 a.m. - 2 p.m.)
- Thurs., Dec. 3, 2009 (Atlantic)**  
Cass County Community Center  
805 W 10th Street (4 - 8 p.m.)
- Thurs., Dec. 10, 2009 (Storm Lake)**  
Kings Pointe  
1520 E. Lakeshore Drive (4 - 8 p.m.)
- Thurs., Dec. 17, 2009 (Independence)**  
Heartland Acres  
Agribition Center  
2600 Swan Lake Blvd. (4 - 8 p.m.)

## Part Two Location:

**Thurs., January 7, 2010**. This session will be conducted over the Internet; we encourage the mayor and entire council to watch this session together. Cost of this session is for internet connection. However, those wishing to receive educational credit for this session will need to register separately.

## Part Three Locations:

- Thurs., April 8, 2010 (Corning)**  
Corning Community Center  
601 6th Street (4 - 8 p.m.)
- Thurs., April 15, 2010 (Denison)**  
Boulders Conference Center  
2507 Boulders Drive (4 - 8 p.m.)
- Thurs., April 22, 2010 (Waterloo)**  
Waterloo Center for the Arts  
225 Commercial Street (4 - 8 p.m.)
- Sat., April 10, 2010 (Algona)**  
PrimeTime Restaurant  
1903 Hwy 169 #A (10 a.m. - 2 p.m.)
- Sat., April 17, 2010 (Iowa City)**  
Quality Inn & Suites  
2525 N. Dodge St. (10 a.m. - 2 p.m.)
- Sat. April 24, 2010 (Johnston)**  
Hilton Garden Inn  
8600 Northpark Drive (10 a.m. - 2 p.m.)

Please note: In the event a workshop must be cancelled due to inclement weather, the League will attempt to make that decision by 7 a.m. the day of the event. That decision will be announced on the home page of [www.iowaleague.org](http://www.iowaleague.org). Please check the Web site prior to departure if the event's status is in question. Workshops cancelled by the League will be rescheduled. Participants unable to attend the new date will receive full refunds. Registration deadline is one week prior to the workshop date; refunds can be given up to that date. A late fee of \$30 is added to registrations completed within 7 days of the date of the selected workshop. Call the League for accessibility or dietary accommodations.

# MLA

## MUNICIPAL LEADERSHIP ACADEMY



*Part One - November - December, 2009*  
*Part Two - January 7, 2010*  
*Part Three - April, 2010*



The Municipal Leadership Academy provides municipal officials with a curriculum that will assist them in effectively meeting the requirements of their elected role. The program offers a comprehensive overview of Iowa municipal government and is presented by the Iowa League of Cities, Institute of Public Affairs and Iowa State University Extension.



Attending the Municipal Leadership Academy is the first step new officials should take toward success in public office. From open meetings to city finances, these sessions are designed to quickly bring new officials up to speed on municipal issues. Current elected officials or appointed city officials will find value in the up-to-date information on municipal operations and networking opportunities the sessions offer.

## Learning the Essentials

Leadership in city government involves making policy decisions that affect the day-to-day lives of citizens. City decision making is impacted by local, state and federal regulations. It is vital for mayors, council members and other city officials to understand the essentials of city government, especially those new to office. Basics covered during the series include:

- municipal law
- city finance and budgeting
- employment and personnel issues
- land use and zoning basics
- meeting procedures

## Making Connections

In addition to learning the basics of city government, making connections is crucial in city leadership. Whether the city is seeking connections to resources or wants to connect to other cities for ideas and experience, MLA provides opportunities for both. The attendance of veteran city officials as participants and panelists gives a newly elected official the chance to learn from those that have served in city leadership positions.

The Institute of Public Affairs at the University of Iowa works with elected officials and staff on goal-setting, strategic planning, council/board effectiveness training and similar educational and development programs. The Institute also provides educational programs, information and publications to local government officials throughout the state. Contact: Jeff Schott at (319) 335-4520 or [jeff-schott@uiowa.edu](mailto:jeff-schott@uiowa.edu).



### Part One

This session can serve as a jump start for newly elected officials so they can be informed about their new position before they take office in January. This session covers meeting procedures; municipal law; the basics of city revenues and expenditures and the characteristics of effective city councils.



### Part Three

This session will build on the basics introduced in the first two sessions and cover the fundamentals of economic development, community betterment and nuisance abatement. Pending legislation will also be discussed, and time will be reserved to talk about the hottest topics affecting cities at the time.

The Office of State and Local Government Programs at Iowa State University Extension provides training and technical support to city elected and appointed officials, such as the Iowa Municipal Clerk Institute and Academy and participates in joint training programs with the League, such as the Municipal Leadership Academy. Contact: Paul Coates at (515) 294-1844 or [paulc@iastate.edu](mailto:paulc@iastate.edu).



### Part Two

This session will focus on big challenges for cities, including the city budget process personnel issues, land use and zoning issues. The session will be broadcasted over the Internet; we encourage the mayor and entire council to watch this session together on Thursday, January 7, 2010 (6-8:30 p.m.). However, to ensure credit is received, individuals must register separately.



### Part Four

Part Four of MLA is attendance at the League's Annual Conference & Exhibit which will take place September 22-24, 2010, in Coralville. To assist you in continuing your development as a leader, a number of the workshops at the conference are designated specifically for MLA participants. Separate registration for this event will be required.

The Iowa League of Cities is an association of more than 870 cities in Iowa, large and small, and has been in existence for more than 110 years. The League serves as a resource for city officials for answers to city government questions and an advocate for cities on state and federal issues. The League provides a variety of training and publications, including a monthly magazine. Contact: (515) 244-7282 or visit [www.iowaleague.org](http://www.iowaleague.org).

## Who Should Attend?

Newly elected mayors and council members, experienced mayors and council members, city clerks and city administrators will all benefit from attendance.

## MLA Graduation

If you attend three or four parts in the MLA series you will receive special recognition at the Annual Conference & Exhibit in 2010. Additionally, after the Conference you will receive a certificate in the mail and the League will alert your local media of your accomplishment.