



Municipal Technical Advisory Service
INSTITUTE for PUBLIC SERVICE

MTAS Elected Officials Academy August 2025

In partnership with the Tennessee Municipal League (TML) Annual Conference.

Chattanooga Convention Center

One Carter Street
Chattanooga, TN 37402
(865) 522-5669

[Convention Center Parking](#)

Municipal Foundations

Friday, August 1, 9:00-5:30

This program familiarizes municipal elected officials with foundational aspects of municipal governance. Topics include forms of government, charters, ethics, public records, open meetings, effective meetings, and finance. *Lunch and beverages provided.*

Fee: \$185 (invoiced to your municipality after attendance)

Approved: 7.5 hours Utility Board credit.

Municipal Operations

Saturday, August 2, 9:00-5:30

This program provides an overview of the responsibilities and oversight of the municipal elected board related to operational functions in municipalities. Topics include human resources, public works, fire services, and police services. *Lunch and beverages provided.*

Fee: \$185 (invoiced to your municipality after attendance)

Approved: 7.5 hours Utility Board credit.

Questions about submitting or recording utility training hours should be directed to the Tennessee Comptroller of the Treasury: (615) 747-5260 or utilities@cot.tn.gov

Program Attendance

- You are welcome to register for either program or both; it is ***not*** required to attend both or to attend Municipal Foundations before Municipal Operations.
- MTAS will award full attendance credit to participants who attend their selected program(s) in their entirety.
- MTAS will determine partial attendance credit for participants who arrive late, leave early, or miss sections of their selected program(s).

Hotels & TML Conference Information

- [TML Conference information](#)
- TML has partnered with area hotels to offer conference rates. Information about designated conference hotels is available to registered participants of the TML Annual Conference. Contact [Sylva Harris](#), (615) 425-3903, for information.
- If you need a hotel room but are not attending the TML Conference, there are many area hotels to choose from: [Listing of Downtown Chattanooga Hotels](#)