



# Mt. Pleasant, Iowa City Administrator



## Apply by March 9, 2026 4:30 PM Central Time

The City of Mt. Pleasant, Iowa (9,274) seeks a collaborative, visionary leader with excellent communication, financial management, organizational development, and economic development capabilities for its next City Administrator. Mt. Pleasant is a stable community located in southeastern Iowa and enjoys a prime location on the Avenue of the Saints with enviable transportation access poising it for additional economic expansion. Mt. Pleasant's growth, amenities, and stable finances and leadership offer an impressive professional opportunity in an organization with tenured and dedicated staff. The City Administrator will be active and visible throughout the community and a mentor to staff.

Please contact Theia Management Consulting  
at 515.322.6597 with any questions.

### Recruitment Timeline

Application materials due  
by: March 9, 2026, 4:30 p.m.  
CT

Zoom Interviews for  
Candidates: March 12

Finalist interviews:  
April 3, including  
community tours and public  
meet and greet

Employment Start:  
30-45 days post employment  
agreement approval



# Mt. Pleasant, Iowa City Administrator Population 9,274

## Our Community

Mt. Pleasant is the county seat of Henry County, Iowa and enjoys a growing economy and is home to the Midwest Old Threshers Reunion. The city combines a strong sense of community with a enviable location. Mt. Pleasant offers schools with a full range of educational and extracurricular opportunities, affordable housing, and a safe environment. Residents have an extraordinary sense of pride and enjoy access to beautiful landscapes including eight parks, lakes, and many miles of recreational trails, and a wide range of recreational activities within the city and even greater opportunities within Henry County. The city's downtown area features an historic town square, vibrant with local businesses. Mt. Pleasant has a diverse employment base with a strong core of manufacturing and distribution, as well as education and healthcare, that add to the wealth of locally-grown businesses.

Mt. Pleasant has active historical preservation efforts. The village of Mt. Pleasant was located by Presley Saunders in 1836 and was later incorporated in 1842. The community has experienced noteworthy historical events such as the marriage of Mary Harlan, daughter of US Senator James Harlan, to Robert Todd Lincoln, son of Abraham Lincoln, in 1868 or the first female lawyer passing the bar exam in 1869. The community has a history of consistent progress, with the 2020 census showing a population increase of nearly 7%. The community is home to major employment centers and ideally located along major transportation corridors and with convenient access to multiple airports, higher education opportunities, and cultural amenities.



Mt. Pleasant City Hall was formerly the High School.



Mt. Pleasant is home to rail service through Amtrak. Amtrak's California Zephyr train goes through Mount Pleasant, Iowa, for its Chicago-to-Denver route, stopping at the Mt. Pleasant station daily for passengers heading east to Burlington/Chicago or west toward Omaha/Denver.



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### Economy

Mt. Pleasant's economy is diverse, but centered on several key sectors that include manufacturing, distribution, education, and health care. Notable employers include the Walmart Distribution Center, Sigma Alimentos, Innovairre Iowa, Conti-Tech, Mount Pleasant Correctional Facility, Henry County Health Center, and Mt. Pleasant Community School District. There are also significant employment opportunities in the strong base of locally-operated small businesses.

The cost of living is lower than the national average, with most indexes estimating it to be 9-10% lower, with housing prices 30-40% lower than the national average. It is also 6-10% lower than the State of Iowa average.

### City Organization

Mt. Pleasant is a Mayor-Council form of government. The City is governed by a Mayor (elected to two-year terms) and a six-member City Council elected to four-year terms. The City Council meets regularly on the second and fourth Wednesday of every month at 5:30 p.m. The Mayor and Council are assisted by citizen boards and commissions including Planning and Zoning Commission, Board of Adjustment, Airport Committee, Parks & Recreation Commission, and the Library Board. The City employs a full-time staff of 40, supported by 46 part-time staff members and seasonal support. The total budget is \$29,657,542 million, including transfers, with a general fund of \$5,045,675 and levy rate of \$12.18001. The City police force consists of 15 full-time sworn positions with 2 civilian support positions. Fire protection services are provided by a volunteer department. EMS services are provided by Henry County Healthcare. The City operates a wastewater utility. Electrical and water are provided by city-owned utilities, operated by independent boards appointed by the Mayor.



Mt. Pleasant Family Aquatic Center

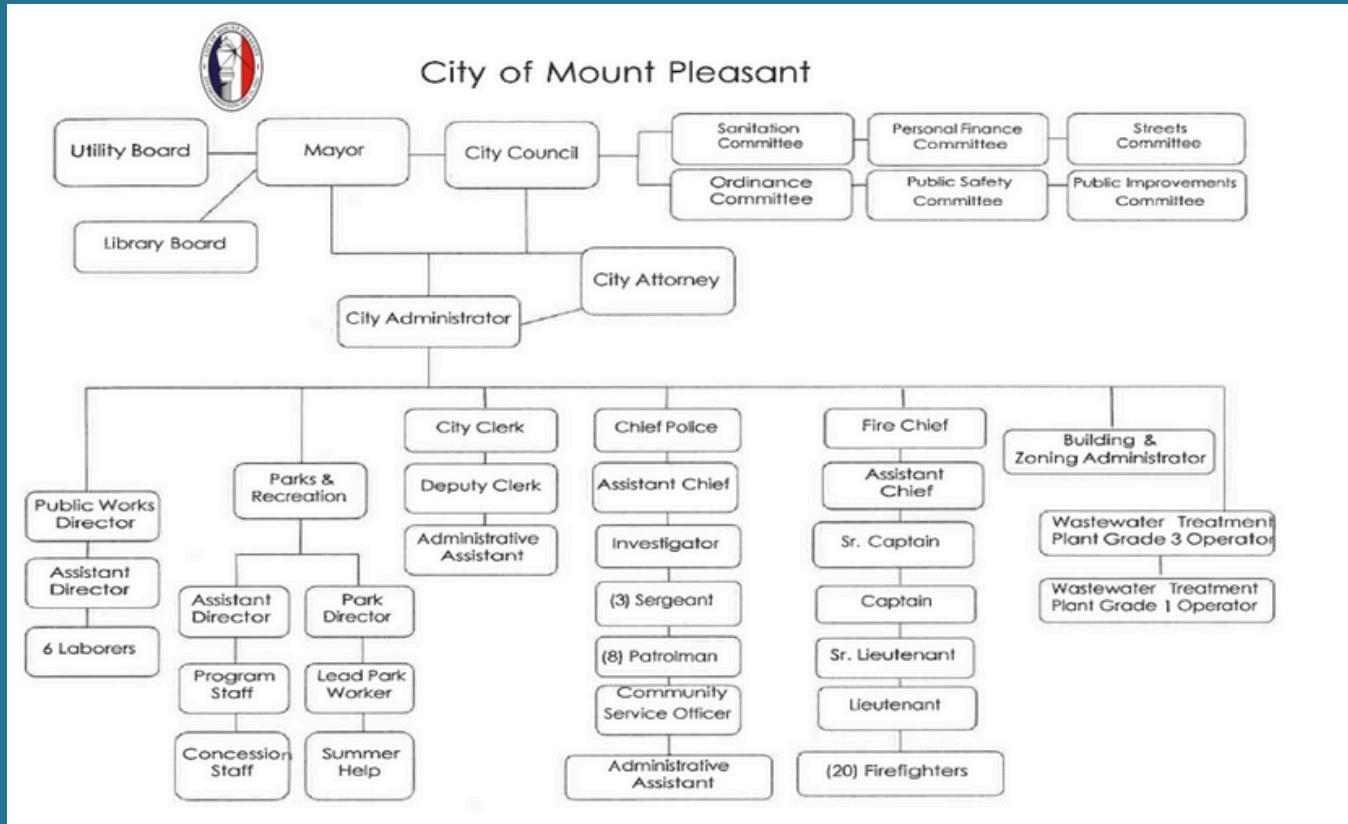


Lake Park is home to a lake, softball fields, shelter houses, a gazebo, playgrounds, sand volleyball courts, tennis courts, outdoor fitness equipment, soccer field, horseshoes, 18-hole disc golf course, and a driving range.



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## Organizational Chart



## Parks and Recreation

Mt. Pleasant's Parks & Recreation oversees the maintenance of eight parks that include a variety of amenities, such as trails, disc golf, tennis, golf, exercising areas, etc/, which are accessible year round. Additionally, the Parks and Recreation

Department operated the Pleasant Family Aquatic Center and plans and manages diverse programs serving all age groups. The community is also home to the REC Center, a large indoor recreation facility offering lap swim, fitness equipment, classes gym space, and community programs. Mt. Pleasant is also located near Geode State Park, with a large lake, hiking trails, camping, boating, and fishing, as well as near county-owned Oakland Mills Park, with river views and outdoor exploration opportunities.



Tennis lessons are offered through the City.



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## Education

The Mt. Pleasant Community School District oversees the high school, middle school, and four elementary school. The WisdomQuest Education Center is the alternative high school for the District. The District offers all "Panthers" a full range of educational and extracurricular activities, including advanced placement classes and individualized support. The District purchased some facilities from the former Iowa Wesleyan University for growth and change. Opportunities for higher education in the region include Southern Community College in town, Kirkwood Community College (Cedar Rapids), Indian Hills Community College in Ottumwa, University of Iowa (a big ten university in Iowa City), and Drake, Grandview, and Des Moines Universities in Des Moines.



The City and District collaborate on planning and multiple projects on a regular basis.

## Transportation

Mt. Pleasant is served by major highways: US Route 34 (-west) and US 218 (north-south), also known as "Avenue of the Saints". The community is served by public transit services through South Iowa Regional Transit, on-demand, curb-to-curb general public transportation, and intercity buses, such as Greyhound or FlixBus. The community is also home at an Amtrak Station and has a local general aviation airport. Commercial airports are in nearby Burlington and Cedar Rapids. Mt. Pleasant also is only a few hours' drive from Des Moines International Airport and 3 hours from St. Louis Lambert International Airport.



The Mt. Pleasant Area Chamber Alliance hosts an annual lighted holiday parade.



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## Cultural Opportunities

Mt. Pleasant is home to the Midwest Old Threshers Reunion, a major nonprofit presenting an annual cultural celebration of steam engines, antique farm equipment, live music, etc. that attracts up to 100,000 visitors annually. There are numerous community festivals throughout the year. The Harlan-Lincoln House hosts family artifacts, including items connected to Abraham Lincoln's family.

The Heatilator Performing Arts Center hosts concerts, theater, and film nights. Mt. Pleasant also has a community theater group that produces musicals, dramas, and family-friendly productions throughout the year. Temple Theatre is an historic movie theater showing films and special screenings.

The Community Library is a hub of activities and programs geared towards all ages.

Mt. Pleasant is also a short drive from Iowa City and Des Moines, with multiple entertainment and cultural facilities.



McMillan Park is home to Midwest Old Threshers Reunion, attracting up to 100,000 people annually

## Religious Opportunities

Mt. Pleasant has a robust faith community with more than a dozen churches of varying denominations.



Mt. Pleasant Community Band performs in Central Park.



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### The Position

The City Administrator is the chief administrative officer of the City and responsible for the general direction of the administration of the city government in accordance with codes, ordinances, resolutions and directives from the city council.

Specific duties include but are not limited to:

- supervise enforcement of City laws and assures resolutions, ordinances, laws and Council directives and operational policies are enforced and executed, or referred to the proper official for compliance;
- recommend to the Council measures necessary or expedient for good government and welfare of the City; provides general supervision and direction for the administration of City government to expedite efficient administration of City's business;
- oversee the performance of contracts for work to be done for the City, and all purchases of material and supplies, ensuring that material and supplies are received and are of the quality and specification called for by the contract;
- cooperate and advise administrative agencies, boards or commissions which are responsible to the Mayor and the City Council;
- coordinate with the City Clerk keeping the Council fully informed of City Departments' conditions, financial, financial management, progress, budgets, background or historical information, future needs, goals and objectives in language and format for public consumption;
- introduce new and approved methods for the elimination of wasteful practices following modern Municipal procedures and law requirements;
- advise the Council on participation in programs and policies which may be affected by court decisions, liability or other related matters;
- suggest and coordinate city grant proposals;
- issue all licenses and permits required by state statute or ordinance and provide for and cause records to be kept of the issuance and revocation of such licenses and permits;
- assemble the department heads' proposed annual departmental budgets, which proposals shall include projected revenues, proposed expenditures and salary requests and submit proposed budget to the City Council;
- manage all City property, capital improvements and undertakings of the City.



Central Park is host to multiple community events annually.



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### The Position

- Complete or supervise the completion of various State and federal reports and forms.
- Assist in the analysis and application of standards and in formulating all phases of a various strategic plans as assigned; assist in analyzing and applying census data.
- Attend Council meetings, make oral and written reports on City activities, and receive instruction from the Council.
- Attend meetings of various City committees, boards and commissions.
- Lead preparation of annual City budget and preparation of other financial documents.
- Assist economic development efforts, collaborating the county and local organizations.
- Perform such other duties as specified by the Council.

This position requires a high degree of information sharing between the administration staff, department heads and other city team members, library, City Council, and the public.

Communication, economic development, organizational development, and project management are critical skillsets for this position. Candidates should have strong planning abilities and excellent financial management skills, including a good working understanding of Tax Increment Financing. The City Administrator is expected to be highly visible and active throughout the organization and the community.

The former City Administrator served the community as its administrator for 27 years and leaves the organization in a financially and organizationally stable condition. (The position is currently open due to the untimely passing of the former City Administrator.) The City's tenured and knowledgeable staff work well as a team.

The City has infrastructure that has been well-maintained and currently implements a rolling, 5-year capital plan. The community is poised for economic growth and adaptable to economic changes. For example, Iowa Wesleyan University closed in recent years and has been subsequently divided and sold and is currently being redeveloped into apartments and used by the school district.





# Mt. Pleasant, Iowa

## City Administrator

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## Qualifications

Candidates should possess a four year degree (Master's preferred) in public administration or a related field and significant experience in municipal management or leadership. The new Administrator should possess strong communication and interpersonal skills as well as exceptional financial management, planning, and economic development capabilities. Additional qualifications:

- Experience in strategic planning, budgeting, staff management, and intergovernmental relations.
- Strong understanding of municipal government structure, finance, and community development practices preferred.
- Proven ability to work collaboratively with elected officials, staff, community members, and external partners.
- Must be bondable.
- Keep the council informed in a timely manner.
- Work closely with community partners, such as economic development organizations, school representatives, board and commission members, etc.
- “Open door” policy, listen and follow through.
- Assist the city council to stay on task and move forward with direction.
- Promote coordination and emphasize communications among department's staff.
- Establish expectations for staff performance and be a mentor.
- Be a community booster and actively participate in service clubs.
- Create and maintain an open and respectful work environment. Set up the framework for a cohesive, team-driven city hall staff.



**Mt. Pleasant has consistently reinvested in its infrastructure to keep streets in good condition.**

The next City Administrator will be a dedicated and detail oriented leader who communicates effectively and provides strong direction for strategic actions to achieve the community's vision. The City Administrator will become involved in the community and promote an atmosphere of quality service and collaboration.

The successful candidate should also possess a easygoing disposition and be a good listener with a visionary outlook, as well as a strong staff support orientation.



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## Upcoming Projects

While infrastructure is always a need, overall the City has been extremely proactive and the infrastructure is in excellent condition. There are also several large projects underway and in the planning stages. The Winfield Avenue project will go to bid early in the tenure of the new administrator. Additional projects on the horizon include continuation of the 5-year capital plan.

Other projects include a focus on developing economic development opportunities and collaborate with companies that are currently expanding. The new administrator will also need to finalize a plan for the use of a building the City is currently purchasing from the school district.

The new administrator will also work to expand housing opportunities and develop a new park.

Finally, there are several key personnel who will likely be retiring within the next 5-7 years and the next administrator will need to evaluate and organizational needs and create an organizational development plan.



The Mt. Pleasant Historic Preservation Commission published a book about historic homes, presented to the community library.



Chief Lyle Murray meets a future recruit at Trunk or Treat.



The Harlan-Lincoln House is where US Senator James Harlan's daughter Mary married Abraham Lincoln's son.



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### Announcement/Advertisement

The City of Mt. Pleasant, Iowa (9,274) seeks a collaborative, visionary leader with excellent communication, financial management, organizational development, and economic development capabilities for its next City Administrator. Mt. Pleasant benefits from tenured leadership and stable finances as well as a strategic location on the Avenue of the Saints in southeastern Iowa. Mt. Pleasant's downtown is historic, with an attractive square filled with bustling businesses. The growth, amenities, stable finances, and leadership offer an impressive professional opportunity in an organization with tenured and dedicated staff. The City Administrator will be active and visible throughout the community and a mentor to staff. Candidates should possess a four year degree (Master's preferred) in public administration or a related field and significant experience in municipal management or leadership. The City offers a competitive benefits package and a starting salary range between \$140-150K DOQ. City residency required. Relocation allowance is negotiable.

To apply, submit resume, cover letter, and five references by February 15, 2026, 4:30 p.m. Central Time to [theiamanagementconsulting@gmail.com](mailto:theiamanagementconsulting@gmail.com). Inquiries can be directed to Theia Management Consulting, LLC at 515.322.6597.



**A housing ceremony is held for the newest piece of fire equipment (above).**

**The annual Easter Egg Hunt is extremely popular with Mt. Pleasant's younger residents (right).**

### Timetable for Search

It is the City's intent to conclude the search process as expeditiously as possible. Therefore, candidates are urged to tentatively mark the following dates on their schedules:

Application deadline: March 9, 2026, 4:30 PM

Semifinalists notified: March 11, 2026

Zoom interviews: March 12, 2026

Finalist interviews: April 3, 2026

Employment Agreement approval: April 8, 2026

Start of employment: 30-45 days after approval

