



**TEXAS CITY  
MANAGEMENT  
ASSOCIATION  
CITY COUNCIL OF  
THE YEAR  
AWARD**



## 2021 TEXAS CITY MANAGEMENT ASSOCIATION CITY COUNCIL OF THE YEAR AWARD

The TCMA City Council of the Year Award recognizes and honors outstanding city councils that have made significant contributions to local government in Texas.

TCMA members should forward the nomination form and narrative (see next page) to the Texas City Management Association office no later than **5:00 p.m. on January 8, 2021**. The TCMA Membership Committee will review all entries for completeness and eligibility and forward its recommendations to the TCMA Board for action. The announcement and presentation of the award will be made during the TCMA Annual Conference in June.

### NOMINATION REQUIREMENTS

Only TML member cities are eligible for nomination.

Please complete and submit a nomination form and narrative, which should fully describe how the city council has met the eight objectives. The nomination form and narrative should be submitted to TCMA prior to the deadline.

Nomination form for the city council of the City of \_\_\_\_\_

I, \_\_\_\_\_, acknowledge submission of this nomination.  
*Mayor (signature)*

I, \_\_\_\_\_, attest that the information provided is true and correct.  
*City Manager/Administrator (signature)*

***Nominating city manager/administrator must be a TCMA member at the time of submission.***

City Manager/Administrator Telephone: \_\_\_\_\_

City Manager/Administrator Email: \_\_\_\_\_

***Note: A city is not eligible to receive the award in two consecutive years, unless there are extenuating circumstances that demonstrate outstanding accomplishments.***

Send completed nominations no later than **5:00 p.m. on January 8, 2021** to Emily Hughes at [emily@tml.org](mailto:emily@tml.org).



If you have any questions, please contact Emily Hughes  
at 512-231-7400 or [emily@tml.org](mailto:emily@tml.org).



1. Describe how the city council has **demonstrated a commitment to ethics** (25 points).  
For example:
  - Has the council adopted a code of ethics?
  - How does the council demonstrate its commitment to the adopted code of ethics?
  - How does the council demonstrate evidence of ethical practices dealing with city staff and each other?
  - How does the council honor the city manager's commitment to his/her professional code of ethics (TCMA/ICMA)?
2. Describe how the city council **places welfare of the citizenry above personal and political motives** (20 points).  
For example:
  - How has the council supported potentially unpopular actions when those actions clearly benefit the city and its citizens?
  - How has the council placed the city welfare above policy exceptions?
3. Describe how the city council **functions as a policy-making body** (15 points).  
For example:
  - How has the council demonstrated that it separates issues of organizational purpose (ENDS) from all other organizational issues (MEANS), placing primary importance on ENDS?
  - How has the council demonstrated a focus on accomplishment of ENDS, and only limiting the city manager's and staff's available MEANS to actions that do not violate the council's pre-stated standards of prudence and ethics?
  - How has the council demonstrated sufficient deliberation of new policies prior to making judgments or alterations?
  - How has the council actively supported the city manager/city staff in their efforts to carry out council policies?
4. Describe how the city council **supports prudent financial management** (10 points).  
For example:
  - Has the council adopted funding measures and strategies that responsibly promote the city's long-term fiscal health? How is this demonstrated?
  - Does the council support adequate funding to finance agreed upon service levels? How is this demonstrated?
5. Describe how the city council **supports professional development** (10 points).  
For example:
  - Does the council maintain membership and participation in governmental association training opportunities (TML, NLC, etc.)? Please explain.
  - Does the council encourage the city manager and city staff to participate in activities designed to improve professional performance? Please explain.
6. Describe how the city council **maintains harmonious and supportive relationships among councilmembers** (10 points).  
For example:
  - How has the council sought to nurture and maintain a harmonious and supportive working relationship among its members?
  - How does the council demonstrate respect and consideration for dissenting views among its members?
  - How does the council ensure that once a vote is taken, a council decision is not undermined?
7. Describe how the city council **demonstrates strong efforts to promote community awareness and positive community relations** (5 points).  
For example:
  - How has the council demonstrated efforts to obtain community input/involvement in decision-making?
  - How has the council demonstrated support for the use of a variety of effective communication tools in order to keep the citizenry informed?
8. Please explain other extraordinary leadership accomplishments during the year in consideration (5 points).

