

TEXAS MUNICIPAL LEAGUE

Newly Elected Officials' Orientation

August 13-14, 2026 ~ Round Rock

Sessions	Credit Hours	Attended (✓)
Thursday		
Welcome and Collaborative Leadership (G)	1.2	
Parliamentary Procedure: Let's Keep It Moving! (G)	1.0	
Basic Legal Requirements for Budget and Tax Rate Setting (F)	1.0	
Governing Ethically: Understanding Your Influence (E)	1.0	
Fundamentals of City Regulation (G)	1.0	
Land Use and Zoning	1.0	
Advocating for Your City (G)	0.7	
Friday		
Your City's Revenue Sources and Economic Development (F)	1.0	
Subtotal	7.9	
Certificates for the next two sessions will ONLY be available onsite at the end of each session. Only check these boxes if you stay for the entire session. Online courses through the attorney general's office must be submitted separately.		
Texas Public Information Act Required Training (PI)	1.0	
Texas Open Meetings Act Required Training (OM)	1.0	
Total Hours (with open government sessions)	9.9	

(Record of Attendance for Continuing Education)

I hereby attest that I have attended the entire session(s) indicated above.

Participant's Signature: _____

Print Name, Title, City: _____

E-mail: _____

(This e-mail address will be added to your membership record.)

2026 CMO Guidelines

- Please review the updated list of approved credits for 2026.
- Requests for credit must be received **within 30 days of the date of training** to be considered. No exceptions.
- CEUs will not be applied to training that is less than 15 minutes.
- All areas of this form must be completed. **Incomplete forms will not be considered.**
- Supporting documents (certificates, agendas, etc.) must be original and unaltered.
- For detailed information, visit www.tml.org and click on the education tab.
- It is your responsibility to monitor your online record to make sure that the credit has been applied.

ELECTED OFFICIALS APPLYING FOR CMO CREDIT:

Scan and email to cmo@tml.org within 30 days of the training date for consideration.

Credit will be posted within ten business days of receipt.

Not an elected official? Use this form as proof of attendance for other accrediting agencies.

Questions? Email cmo@tml.org