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March 15, 2022

Mr. Paul Grimes, City Manager  
City of McKinney  
P. O. Box 517  
McKinney, Texas 75069

RE: NTMWD BOARD MEMBER APPOINTMENT

Dear Mr. Grimes:

The current term of office for some of the Directors of the North Texas Municipal Water District (NTMWD) Board will end in May. Please accept this as your official notification that Mr. Robert Appolito's current term as an NTMWD Board Director will expire on May 31, 2022. The City Council has the option to either reappoint Mr. Appolito or appoint a new Director to serve the term from June 1, 2022, to May 31, 2024.

Mr. Appolito was appointed by the City of McKinney in 2021, and we appreciate the service he has provided to the NTMWD. He currently serves as Vice Chairman of the Real Estate Committee and on the Legislative and Wastewater Committees.

In accordance with the statute creating the District (Article 8280-141), the qualifications of a Director include the following: "No person shall be appointed a Director unless he resides in and owns taxable property in the city from which he is appointed. No member of a governing body of a city, and no employee of a city, shall be appointed as a Director." Under other state law, no other public official that receives compensation could be appointed. A list of roles and responsibilities of an NTMWD Board member is enclosed for reference.

Please notify my office in writing once the City Council has appointed a Director for the new term. Should you have any questions or need additional information, please do not hesitate to contact my office.

Sincerely,

A handwritten signature in cursive script that reads "Jennafer Covington".

JENNAFER P. COVINGTON  
Executive Director

JPC/sks

Enclosure

cc: Mr. Robert Appolito  
Ms. Empress Drane, City Secretary



## **NTMWD BOARD OF DIRECTORS ROLES AND RESPONSIBILITIES**

The North Texas Municipal Water District (NTMWD) Board of Directors serves as the governing body of NTMWD. The Board of Directors guides the NTMWD towards a sustainable future by adopting sound governance and financial management policies and ensuring adequate resources to meet the region's needs. The Board has a responsibility to provide guidance to management and staff and ensure operations run smoothly and in accordance with the law. Some specific responsibilities of the Board of Directors include:

- Establish and support the NTMWD mission and purpose
- Select and evaluate the Executive Director/General Manager
- Set policies and ensure effective planning
- Ensure adequate financial resources
- Monitor and strengthen essential programs and services
- Protect assets and provide proper financial oversight
- Ensure legal and ethical integrity
- Enhance the organization's public standing

The Board of Directors meets monthly – generally on the 4<sup>th</sup> Thursday of each month. This schedule may be adjusted due to holidays. Some Directors will meet mid-month as well depending on their Committee assignment.

The Board of Directors also meets in Special Workshops semi-annually for long-term planning as well as on an as-needed basis for other purposes.

Each Board member serves on at least two standing Committees, such as:

- Water
- Wastewater
- Solid Waste
- Finance
- Personnel
- Real Estate

Directors may also serve on the Legislative Committee, Special Purposes Committees as needed, and the Chairman of each Committee serves on the Policy Committee.