



March 24, 2026

Mr. Paul Grimes, City Manager  
City of McKinney  
401 E. Virginia Street  
McKinney, Texas 75069

Re: NTMWD Board Member Appointment

Dear Mr. Grimes:

The current terms of office for certain Directors of the North Texas Municipal Water District (NTMWD) Board will expire in May. Please accept this letter as official notification that Mr. Don Paschal's term as an NTMWD Board Director will end on May 31, 2026.

The City Council may either reappoint Mr. Paschal or appoint a new Director to serve a two-year term from June 1, 2026, through May 31, 2028.

Since his appointment by the City of McKinney in 2023, Mr. Paschal has served with distinction, providing valuable leadership to both the District and the region. Following his most recent reappointment, Mr. Paschal has served on the Legislative, Solid Waste, and Wastewater Committees, and currently holds the position of Vice Chair of the Legislative Committee.

Pursuant to the statute creating the District (Article 8280-141), a Director must reside in and own taxable property within the appointing city. Members of a city's governing body and city employees are not eligible for appointment. Additionally, under other applicable state laws, individuals who serve as compensated public officials are ineligible.

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**Regional Service Through Unity...Meeting Our Region's Needs Today and Tomorrow**

501 E. Brown Street, P.O. Box 2408, Wylie, Texas 75098-2408 | Phone: 972-442-5405 | [www.ntmwd.com](http://www.ntmwd.com)

For your reference, enclosed are a summary of the roles and responsibilities of an NTMWD Board member, along with a record of Mr. Paschal's meeting attendance during his current term. Each Director contributes significant time and expertise in service to the District and their respective city.

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 blue ink that reads "Jennafer P. Covington" with a small circular mark at the end of the line.

JENNAFER P. COVINGTON

Executive Director

JPC/sks

Enclosures: Roles and Responsibilities (1), Meeting attendance (2)

cc: Mr. Don Paschal  
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 meet monthly, typically on the 4<sup>th</sup> Thursday of each month with adjustments made for holidays or other conflicts. Meetings are held at 2:30 p.m. in the boardroom located in the administration building of our Wylie Campus (501 E. Brown St., Wylie, Tx 75098).

Directors serve on at least one Operations committee and one Administrative committee.

Administrative committees are typically held on the 2<sup>nd</sup> Wednesday of the month, beginning at 1:00 p.m. These committees are:

- Executive
- Finance
- Legislative
- Personnel
- Policy

**Don Paschal**

**Term: 6/1/2024 - 5/31/2026**

<b>Date</b>	<b>Meeting</b>
06/12/24	Legislative, Executive & Finance Committee Meetings
06/26/24	Water & Wastewater Committees
06/27/24	Regular Board Meeting
07/18/24	Board Work Session Budget
07/24/24	Real Estate & Water Committee Meetings
07/25/24	Regular Board Meeting
08/07/24	Policy & Personnel Committee Meetings
08/12/24	Legislative Committee Meeting
08/21/24	Water & Wastewater Committees
08/22/24	Regular Board Meeting
09/11/24	Policy & Finance Committee Meetings
09/12/24	Board Work Session
09/26/24	Regular Board Meeting
10/17/24	Personnel Committee Meeting
10/23/24	Legislative, Water & Wastewater Committee Meetings
10/24/24	Regular Board Meeting
11/06/24	Executive & Finance Committee
11/20/24	Real Estate & Water Committee Meetings
11/21/24	New Board Member Orientation & Board Meeting
12/04/24	Executive & Legislative Committees
12/18/24	Water & Wastewater Committees
12/19/24	Regular Board Meeting
01/08/25	Executive & Personnel Committee Meetings
01/22/25	Water & Wastewater Committee Meetings
01/23/25	Regular Board Meeting
02/26/25	Real Estate, Water & Wastewater Committee Meetings
02/27/25	Regular Board Meeting
03/12/25	Executive Committee Meeting
03/26/25	Water & Wastewater Committee Meetings
03/27/25	Regular Board Meeting
04/09/25	Executive & Finance Committee Meetings
04/16/25	ACEC Road Show event
04/17/25	McKinney Member City Meeting
04/23/25	Water & Wastewater Committee Meetings
04/24/25	Regular Board Meeting
05/07/25	Executive & Personnel Committee Meetings
05/21/25	Real Estate & Water Committee Meetings
05/22/25	Regular Board Meeting
06/11/25	Executive & Finance Committee Meetings
06/25/25	Wastewater & Water Committee Meetings
06/26/25	Regular Board Meeting
07/09/25	Executive Committee Meeting
07/17/25	Board Work Session-Budget
07/23/25	Water Committee Meeting
07/24/25	Regular Board Meeting