NORTH TEXAS MUNICIPAL WATER DISTRICT

Regional. Reliable. Everyday.

March 22, 2023

Mr. Mark Israelson, City Manager
City of Plano
P. O. Box 860358
Plano, Texas 75086-0358

RE: NTMWD BOARD MEMBER APPOINTMENT

Dear Mr. Israelson:

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. Phil Dyer's current term as an NTMWD Board Director will expire on May 31, 2023. The City Council has the option to either reappoint Mr. Dyer or appoint a new Director to serve the term from June 1, 2023, to May 31, 2025.

The NTMWD appreciates the service Mr. Dyer has provided to the District and the Region. He was appointed by the City of Plano in 2015 and has been a leader on the Board serving as President and Secretary. As the current past President, he serves on the Executive and Policy Committees acting in an advisory position on all standing committee meetings.

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,

Jennafer Covington

JENNAFER P. COVINGTON
Executive Director

JPC/sks

Enclosure

cc: Mr. Phil Dyer
Ms. Lisa Henderson, City Secretary

501 E. Brown Street, P.O. Box 2408, Wylie, Texas 75098-2408 | Phone: 972-442-5405 | Fax: 972-295-6440 | www.ntmwd.com



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 4th 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 2nd Wednesday of the month beginning at 1:00 p.m. These committees are:

- Executive
- Finance
- Legislative
- Personnel
- Policy

Operations committees are typically held the 4th Wednesday of the month beginning at 1:00 p.m. as well. These committees are:

- Real Estate
- Solid Waste
- Wastewater
- Water

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The District currently utilizes a mixed approach structure (In person/Videoconference) to our meetings based on the meeting type:

- Board Meetings – director attendance *in person* except for mobility and health limitations.
- Committee Meetings – only Committee Chair or Board President is present at the NTMWD office, with the remaining committee members and other Board members attending via *videoconference*.

The Board of Directors also meet in Special Work Sessions for long-term planning as well as on an as-needed basis for other purposes.

Each director serves a two-year term, and the appointments are staggered so that each year, one of the two directors is up for reappointment or replacement.

Each director will receive a fee of $150 for each day the director spends performing the duties of a director, including participating in board and committee meetings, other activities involving substantive deliberation of District business, and pertinent educational programs, but not more than $7200 will be paid to any director in one calendar year.

Over the course of 2022, there were 104 different meetings or events where members of our Board of Directors participated. A majority of these consisted of board meetings, committee meetings and work sessions. Additionally, many directors represented NTMWD at City Council or Civic functions, meetings with legislators, open houses, and Board enrichment activities.