Collin Central Appraisal District

April 7, 2022

Lisa Henderson, City Secretary
City of Plano
P. O. Box 860358
Plano, TX 75074

RE: Board of Directors Vacancy

Dear Ms. Henderson:

Please be advised that the District's board of directors now has a vacancy, and this letter is the first step in filling the vacancy. The details of the vacancy are as follows.

Name: Earnest R. Burke
Nature of Resignation: Medical
Date of Resignation: March 30, 2022
Original Term of Office: January 1, 2022 – December 31, 2023
Vacated Board Term to Complete: Election Date (May 2022 est.) - December 31, 2023

Property Tax Code Section 6.03(L)

If a vacancy occurs on the board of directors other than a vacancy in the position held by a county assessor-collector serving as a nonvoting director, each taxing unit that is entitled to vote by this section may nominate by resolution adopted by its governing body a candidate to fill the vacancy. The unit shall submit the name of its nominee to the chief appraiser within 45 days after notification from the board of directors of the existence of the vacancy, and the chief appraiser shall prepare and deliver to the board of directors within the next five days a list of the nominees. The board of directors shall elect by majority vote of its members one of the nominees to fill the vacancy.

Mr. Burke's Election Information

Nominating Entity: Plano ISD

Entities Casting Votes for Mr. Burke: Collin College, McKinney ISD, Plano ISD, City of Richardson & City of Sachse

Step 1: Nominations

A taxing unit's nomination must be made in an open meeting and a written resolution from the presiding officer of your governing body must be submitted to the Chief Appraiser by May 23, 2022. The resolution should include the name and address of the candidate nominated. To be eligible to serve on the board, an individual must be a resident of the district and must have resided in the district for at least two years immediately preceding the date they take office.

Step 2: Election of Board Member (vacancy)

By May 28, 2022, the chief appraiser must submit a list of nominees to the board of directors. The board of directors, by a majority vote, will elect one of the nominees to fill the vacancy.

Step 3: Election Results

The chief appraiser will notify the taxing units regarding the board's election of the member to complete Mr. Burke's vacated term.

Notes:

The process for filling a vacancy on the District's Board of Directors is outlined in the Texas Property Tax Code, § 6.03(L) and differs from the original election of board members. The role of our taxing units in filling a vacancy is to nominate and each taxing unit is entitled to nominate only one candidate. In this election the board of directors elects the new board member to fill the vacancy. Therefore, there is not an allocation of votes or a ballot.

Sincerely,

Gary Rodenbaugh, Chairman

Brian Mantzey, Secretary

CC: Bo Daffin, Chief Appraiser

NORTH TEXAS MUNICIPAL WATER DISTRICT

Regional. Reliable. Everyday.

March 15, 2022

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. Ron Kelley's current term as an NTMWD Board Director will expire on May 31, 2022. The City Council has the option to either reappoint Mr. Kelley or appoint a new Director to serve the term from June 1, 2022, to May 31, 2024.

Mr. Kelley was appointed by the City of Plano in 2020, and we appreciate the service he has provided to the NTMWD. He currently serves on the Legislative, Personnel and Solid Waste 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,

Jennafer Covington

JENNAFER P. COVINGTON
Executive Director

JPC/sks

Enclosure

cc: Mr. Ron Kelley
Ms. Lisa Henderson, 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 4th 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.