

# ALLEN BOONE HUMPHRIES ROBINSON LLP

ATTORNEYS AT LAW

PHOENIX TOWER  
3200 SOUTHWEST FREEWAY  
SUITE 2600  
HOUSTON, TEXAS 77027  
TEL (713) 860-6400  
FAX (713) 860-6401  
abhr.com

Direct Line: (713) 800-6990  
Direct Fax: (713) 800-5490

khouck@abhr.com

Kerri Houck  
Legal Assistant

August 2, 2021

**Via Email and Regular Mail**

Ms. Danielle Saldia-Garrison

Mr. Ahmad Alaswad

Fort Bend County

12919 Dairy Ashford, Suite 200

Sugar Land, TX 77478

[danielle.garrison@fortbendcountytexas.gov](mailto:danielle.garrison@fortbendcountytexas.gov)

[Ahmad.Alaswad@FortBendCountytx.gov](mailto:Ahmad.Alaswad@FortBendCountytx.gov)

RE: First Colony Levee Improvement District (the "District")

Dear Ms. Garrison and Mr. Alaswad:

As you know, the Commissioners Court appoints the Board of Directors of the District (the "Board") for four-year terms. The term of office for one of the District's current Directors, Ms. Debra Coffman, will expire on October 6, 2021. Director Coffman desires to remain on the Board and no other persons have requested appointment to the Board. We hereby request that Director Coffman be reappointed to the Board for a new four-year term of office that expires on October 6, 2025. In connection with this request, enclosed is a Resolution Requesting Commissioners Court of Fort Bend County to Appoint Director adopted by the Board of Directors of the District and a proposed Order Appointing Director for First Colony Levee Improvement District ("Order") for Commissioners Court consideration.

If approved and executed, please return one (1) original of the signed Order to me for the District's records. Please call me at (713) 800-6990 if you have any questions. Thank you.

Sincerely,



Kerri Houck  
Legal Assistant

Enclosures

RESOLUTION REQUESTING COMMISSIONERS COURT OF FORT BEND COUNTY  
TO APPOINT DIRECTOR TO FIRST COLONY LEVEE IMPROVEMENT  
DISTRICT BOARD OF DIRECTORS

WHEREAS, the Commissioners Court of Fort Bend County, Texas, has heretofore appointed Debra Coffman as director of First Colony Levee Improvement District (the "District"), for a term that commenced on October 6, 2017, and expires on October 6, 2021; and

WHEREAS, Title 4, Chapter 57 of the Texas Water Code, as amended, confers jurisdiction on the County Judge and Commissioners Court of Fort Bend County, Texas, to appoint the directors of the District and to approve the sworn statements and bonds and oaths of office for such directors; and

WHEREAS, the Board of Directors of the District hereby requests that the Commissioners Court of Fort Bend County, Texas appoint Debra Coffman for a new term to expire on October 6, 2025, and approve her sworn statement and bond and oath of office, which is in proper form and has been properly executed; and

WHEREAS, Debra Coffman is over twenty-one years of age, is a resident citizen of Fort Bend County, and is otherwise qualified by law to serve as director of the District, and is not disqualified from serving as director of the District by reason of any law; and

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF FIRST COLONY LEVEE IMPROVEMENT DISTRICT THAT:

Section 1: The Board of Directors hereby requests that the Commissioners Court of Fort Bend County, Texas, appoint Debra Coffman as director on the Board for the lawful four-year term of office, which expires on October 6, 2025, and approve her sworn statement and bond and oath of office.

[EXECUTION PAGE FOLLOWS]

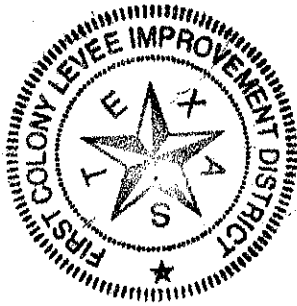
PASSED AND APPROVED this 30<sup>th</sup> day of July, 2021.

Richard E. Shevill  
President, Board of Directors

ATTEST:

R. M. Toffman  
Secretary, Board of Directors

(SEAL)



CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS     §  
                                     §  
COUNTY OF FORT BEND   §

I, the undersigned officer of the Board of Directors of First Colony Levee Improvement District, hereby certify as follows:

1.     The Board of Directors of First Colony Levee Improvement District convened in regular session on the 30<sup>th</sup> day of July, 2021, and the roll was called of the members of the Board:

Scott Jacobson	President
Richard E. Sherrill	Vice President/ Assistant Secretary
Debra Coffman	Secretary

and all of said persons were present, thus constituting a quorum. Whereupon, among other business, the following was transacted at the meeting: a written

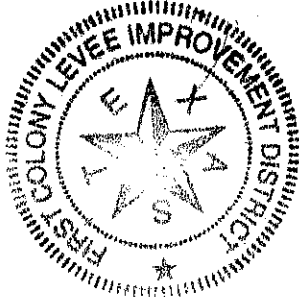
RESOLUTION REQUESTING COMMISSIONERS COURT OF FORT BEND COUNTY  
TO APPOINT DIRECTOR TO FIRST COLONY LEVEE IMPROVEMENT  
DISTRICT BOARD OF DIRECTORS

was introduced for the consideration of the Board. It was then duly moved and seconded that the resolution be adopted, and, after due discussion, the motion, carrying with it the adoption of the resolution, prevailed and carried unanimously.

2.     A true, full, and correct copy of the aforesaid resolution adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; the action approving the resolution has been duly recorded in the Board's minutes of the meeting; the persons named in the above and foregoing paragraph are the duly chosen, qualified, and acting officers and members of the Board as indicated therein; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the aforesaid meeting, and that the resolution would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the holding of the meeting for such purpose; the meeting was open to the public as required by law; and public notice of the time, place, and subject of the meeting was given as required by Chapter 551, Texas Government Code, and Section 49.063, Texas Water Code, as suspended by the Governor of the State of Texas.

SIGNED AND SEALED on July 30, 2021.

(SEAL)



/s/ Debra Coffman  
Secretary, Board of Directors

THE STATE OF TEXAS           §  
  §  
COUNTY OF FORT BEND       §

The Commissioners Court of Fort Bend County, Texas, convened in REGULAR SESSION AT A REGULAR TERM OF SAID COURT, open to the public, on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at the County Courthouse, and the roll was called of the duly constituted officers and members of the Commissioners Court and officer of the County, to-wit:

K.P. George	County Judge
Vincent Morales, Jr.	Commissioner, Precinct No. 1
Grady Prestage	Commissioner, Precinct No. 2
W. A. "Andy" Meyers	Commissioner, Precinct No. 3
Ken DeMerchant	Commissioner, Precinct No. 4

and all of said persons were present, except \_\_\_\_\_. Whereupon, among other business the following was transacted at said meeting: a written order entitled:

ORDER APPOINTING DIRECTOR FOR  
FIRST COLONY LEVEE IMPROVEMENT DISTRICT

("Order") was duly introduced for the consideration of the Commissioners Court and reviewed in full. It was then duly moved and seconded that the Order be passed; and, after due discussion, the motion, carrying with it the passage of the Order, prevailed and carried by the following vote:

AYES:

NOES:

The County Judge thereupon announced that the Order had been duly and lawfully adopted. The Order thus adopted follows:

ORDER APPOINTING DIRECTOR FOR  
FIRST COLONY LEVEE IMPROVEMENT DISTRICT

THE STATE OF TEXAS                   §  
  §  
COUNTY OF FORT BEND               §

WHEREAS, the Commissioners Court of Fort Bend County, Texas ("Commissioners Court"), has heretofore appointed Debra Coffman to the Board of Directors of First Colony Levee Improvement District (the "District") to serve for a lawful four-year term of office through October 6, 2021; and

WHEREAS, the Commissioners Court desires to reappoint Debra Coffman to serve as Director for the District for the lawful four-year term of office commencing effective October 6, 2021, and expiring on October 6, 2025, or until his successors shall be appointed and qualified; and

WHEREAS, Debra Coffman is over twenty-one years of age, a resident citizen of the State of Texas, otherwise qualified by law to serve as a Director of the District, and not disqualified from serving as a Director of the District by reason of any law; and

WHEREAS, Title 4, Chapter 57 of the Texas Water Code, as amended, confers jurisdiction on the County Judge and Commissioners Court of Fort Bend County, Texas to appoint the Directors of the District; Now Therefore,

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED BY THE COUNTY JUDGE AND COMMISSIONERS COURT OF FORT BEND COUNTY, TEXAS THAT:

Section 1: The foregoing recitals are hereby found to be true and correct.

Section 2: Debra Coffman is hereby reappointed as Director of First Colony Levee Improvement District to serve in that capacity for the lawful four-year term of office which will commence effective October 6, 2021, and expires on October 6, 2021, or until his successor shall be appointed and qualified.

Section 3: A copy of the Order shall be recorded in the minutes of this Court.

PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

ATTEST:

\_\_\_\_\_  
K.P. George  
County Judge

\_\_\_\_\_  
Laura Richard  
County Clerk and Ex-Officio Clerk of the  
Commissioners Court of Fort Bend County, Texas

(SEAL)

THE STATE OF TEXAS           §  
  §  
COUNTY OF FORT BEND       §

I, the undersigned, County Clerk and Ex-Officio Clerk of the Commissioners Court of Fort Bend County, Texas, do hereby certify that the above and foregoing is a true and correct copy of an Order of the Commissioners Court which was passed and adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, all as same appears of record in the minutes of said Court and on file in my office.

WITNESS MY HAND AND THE SEAL OF THE COMMISSIONERS COURT OF FORT BEND COUNTY, TEXAS, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

LAURA RICHARD  
County Clerk and Ex-Officio Clerk of the  
Commissioners Court of Fort Bend County,  
Texas

By: \_\_\_\_\_

(SEAL)