

**ALLEN BOONE HUMPHRIES ROBINSON LLP**

ATTORNEYS AT LAW

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AUG 16 2019  
 Received  
 County Judge  
 Angela Lutz  
 Partner

August 13, 2019

County Judge  
 Received  
 AUG 16 2019

Via Email and Federal Express

Ms. Donna Ospina  
 Agenda Coordinator  
 Office of Fort Bend County  
 Judge KP George  
 301 South 4th Street, Suite 719  
 Richmond, Texas 77469  
 ospindon@co.fort-bend.tx.us

Re: Fort Bend County Levee Improvement District No. 20 (the "District")

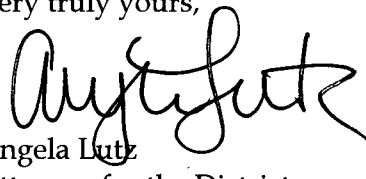
Dear Ms. Ospina:

Please accept this letter as a formal request for the Fort Bend County Commissioners Court to adopt an Order Appointing Directors for Fort Bend County Levee Improvement District No. 20 at the Commissioners Court meeting on August 27, 2019. This requested action would appoint Joseph Sheets to replace Director David Hunter on the Board of Directors for a term ending August 28, 2019, and to fill the subsequent term ending August 28, 2023, and re-appoint Directors Jared Biermann and Jeff Singer to terms ending August 28, 2023. In connection with this request, enclosed is a proposed Order Appointing Directors for Fort Bend County Levee Improvement District No. 20 for Commissioners Court consideration. This document was also sent to Commissioner Morales, Laura Richard, and Roy Cordes, Jr.

Please confirm this matter will be on the August 27, 2019, agenda for consideration by the Commissioners Court.

Please call me at (713) 860-6470 if you have any questions. Thank you.

Very truly yours,



Angela Lutz  
 Attorney for the District

Enclosure

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 27th day of August, 2019, 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:

KP 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
Laura Richard	County Clerk

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 DIRECTORS FOR  
FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 20

("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:     5  
NOES:     0

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

ORDER APPOINTING DIRECTORS FOR  
FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 20

THE STATE OF TEXAS           §  
  §  
COUNTY OF FORT BEND       §

WHEREAS, the Commissioners Court of Fort Bend County, Texas ("Commissioners Court"), has heretofore appointed the Board of Directors of Fort Bend County Levee Improvement District No. 20 (the "District") to serve for lawful four-year terms of office expiring August 28, 2019; and

WHEREAS, Jared Biermann, Jeff Singer, and David Hunter are the currently appointed directors of the District, who desire to be reappointed; and

WHEREAS, the Commissioners Court desires to appoint Joseph Sheets to serve as a replacement for David Hunter for the District for David Hunter's term of office expiring August 28, 2023, or until his successor shall be appointed and qualified; and

WHEREAS, The Commissioners Court desires to reappoint Jared Biermann and Jeff Singer to the vacant positions to serve as directors for the District for the term ending August 28, 2023, or until their successors shall be appointed and qualified; and

WHEREAS, Jared Biermann, Jeff Singer, and Joseph Sheets are over twenty-one years of age, are resident citizens of the State of Texas, are otherwise qualified by law to serve as directors of the District, and are not disqualified from serving as directors 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.

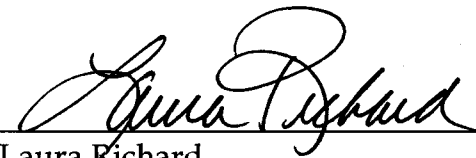
Section 2: Jared Biermann, Jeff Singer, and Joseph Sheets are hereby appointed directors of Fort Bend County Levee Improvement District No. 20 to serve in that capacity for the terms of office which expire on August 28, 2023, or until their successors shall be appointed and qualified.

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

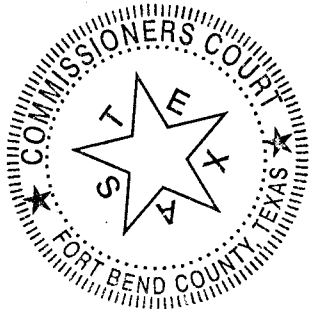
PASSED AND ADOPTED this 27th day of August, 2019.

  
\_\_\_\_\_  
KP George  
County Judge

ATTEST:

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

(SEAL)



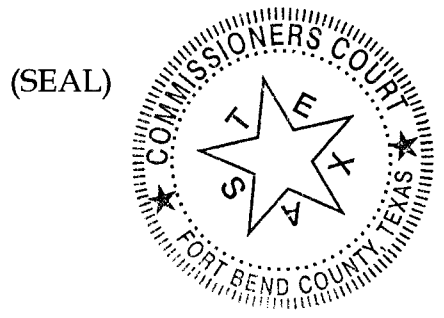
THE STATE OF TEXAS           §  
  §  
COUNTY OF FORT BEND       §

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 27th day of August, 2019, 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 27th day of August, 2019.

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

By: *Laura Richard*



# ALLEN BOONE HUMPHRIES ROBINSON LLP

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alutz@abhr.com

Angela Lutz  
Partner

August 13, 2019

Via Email and Federal Express

The Honorable Vincent Morales  
Fort Bend County Commissioner, Precinct 1  
301 Jackson Street  
Richmond, Texas 77469  
commct1@co.fort-bend.tx.us

The Honorable Laura Richard  
Fort Bend County Clerk  
301 Jackson Street  
Richmond, Texas 77469  
cclerk@co.fort-bend.tx.us

Re: Fort Bend County Levee Improvement District No. 20 (the "District")

Dear Commissioner Morales and Ms. Richard:


As you know, the Commissioners Court appoints the Board of Directors of the District (the "Board") for four-year terms. Director David Hunter has previously indicated he would like to resign his term as a Director in order to allow a resident to serve. Therefore, the Board of Directors request and recommend that Joseph Sheets be appointed to the Board for Director Hunter's term ending August 28, 2019, and assume the subsequent term ending August 28, 2023. Mr. Sheets is a resident of the District. A copy of his qualifications is attached.

In connection with this request, enclosed is a Resolution Requesting Commissioners Court of Fort Bend County to Appoint Directors and a proposed Order Appointing Directors for Fort Bend County Levee Improvement District No. 20 for Commissioners Court consideration. The Order includes the re-appointment of Director Biermann, a resident of the District and professional engineer, and Director Singer, to terms ending August 28, 2023.

I have submitted a request to Judge George that the Commissioners Court appoint Mr. Sheets and re-appoint Directors Biermann and Singer to the Board to serve terms ending August 28, 2023. If approved and executed, please return one original of the Order to my attention for the District's records.

If you have any questions, please call me at (713) 860-6470. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Angela Lutz". The signature is fluid and cursive, with the first name being the most prominent.

Angela Lutz  
Attorney for the District

Enclosures

cc: Mr. Roy Cordes, Jr., County Attorney (via email)  
Ms. Katie Hackfeld, Executive Assistant to Commissioner Office, Precinct 1 (via email)

# Joseph Sheets

6235 Oxford Lake Dr.  
Rosenberg, TX 77471

Jrsheets955@gmail.com

Home: 281-435-4099  
Cell: 281-435-4099

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## Summary of Qualifications

- **Accomplished financial manager with 15+ years of experience** in retail and commercial banking and customer service environments. Surpassing goals and client feedback measurements by providing sound advice to help clients succeed.
- **Respected coach and leader of customer-focused teams.** Instills a shared, enthusiastic commitment to sales and service as a key driver of company goal attainment. Leads by example to ensure the execution of all safety, security, quality and operation policies.

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## Areas of Expertise

*Customer Service Management  
Conflict Management & Resolution  
Retail Operations Management*

*Sales Observation and Coaching  
Value and Vision Messaging  
Change and Idea Promotion*

*Teambuilding & Training  
Regulation and Compliance  
Strategy and Goal Planning*

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## Professional Experience

CHASE BANK NA – Houston TX August 2014 to Present

**Business Relationship Manager**, March 2017 to Present

- Manage a portfolio of 100+ business clients with an average of \$5 million in annual revenue.
- Provide comprehensive and customized banking solutions tailored to the financial needs and circumstances of the client, focusing on knowledge of business, finance, banking, credit, and risk management.

**Private Client Banker**, August 2014 to March 2017

- Manage 500 affluent households with a focus on financial planning and more sophisticated financial solutions, such as investments, trusts, retirement accounts, financing.

May 2006 to July 2014

WELLS FARGO BANK NA – Houston and Plano, TX

**Store Manager II**, March 2013 to July 2014

**Service Manager II**, September 2007 to March 2013

**Retail Float**, November 2006 to September 2007

**Teller**, May 2006 to November 2006

- Hire, train, supervise, coach and develop a highly engaged team of professionals.
- Provide sales and service support and feedback to ensure consistent team performance and excellent customer satisfaction.
- Meet compliance with all operational regulations, sales and service processes, policies and procedures.
- Manage effective scheduling, lobby traffic, transaction approvals, and delegation of tasks to ensure operational integrity.
- Specialize in complex bank relationships of highly affluent communities with small business owners and accomplished professionals with advanced financial needs.

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## Education and Training

FINRA Series 6 License  
State Insurance Licensing Series 63

Since November  
2014

UNIVERSITY OF TEXAS AT DALLAS — Richardson, TX

May 2006 to  
December 2010

RESOLUTION REQUESTING COMMISSIONERS COURT OF  
FORT BEND COUNTY TO APPOINT DIRECTORS

WHEREAS, the Commissioners Court of Fort Bend County, Texas, has heretofore appointed Jared Biermann, Jeff Singer and David Hunter as directors of Fort Bend County Levee Improvement District No. 20 (the "District"), for terms that expire on August 28, 2019; 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

WHEREAS, David Hunter has resigned from the Board of Directors of the District; and

WHEREAS, the Board of Directors of the District hereby requests that the Commissioners Court of Fort Bend County, Texas, appoint Jared Biermann, Jeff Singer, and Joseph Sheets, to the vacant positions to serve as director for the District for the term ending August 28, 2023, or until a successor shall be appointed and qualified; and

WHEREAS, Jared Biermann, Jeff Singer, and Joseph Sheets are over twenty-one years of age, are resident citizens of Fort Bend County, and are otherwise qualified by law to serve as directors of the District; Now, Therefore;

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 20 THAT:

Section 1: The Board of Directors hereby requests that the Commissioners Court of Fort Bend County, Texas, appoint Jared Biermann, Jeff Singer, and Joseph Sheets as directors of the District for the lawful term of office, which expires on August 28, 2023.

[EXECUTION PAGE FOLLOWS]

PASSED AND APPROVED this 12<sup>th</sup> day of August, 2019.

  
\_\_\_\_\_  
President, Board of Directors

ATTEST:

  
\_\_\_\_\_  
Secretary, Board of Directors  
*Vice President*

(SEAL)

