

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 162
2008 ANNUAL CALENDAR OF EVENTS

- By January, 2008* *File conflicts disclosure statement*
- January 8, 2008** **Board of Directors meeting to:**
(1) Consider property tax exemptions
- January 11-12, 2008* *AWBD Midwinter Conference in Dallas*
- By January 31, 2008* *File audit with State Information Depository*
- February 12, 2008** **Board of Directors meeting to:**
(1) Adopt Resolution Adopting Prevailing Wage Rate Scale for Construction Projects
* (2) Adopt Order Calling Directors Election
- (Notice of Appointment of election officials delivered to presiding judge and alternate presiding judge not later than 20 days after appointment/day election called)
- Board members whose terms will expire:
Jerry Folmar
John Parrish
Penny Johnson
- March 1, 2008** *Semiannual payment of interest and principal of District's outstanding bonds*
- * *By February 28, 2008* * Submit changes in election procedures to U.S. Department of Justice (Voting Rights Act letter) - 60 days prior to commencement of early voting
- March 11, 2008** **Board of Directors meeting**
- * *By March 10, 2008* *Candidates must return application for their name to appear on the ballot, designation of treasurer, and declaration of intent to District Office (62 days before election day)*
- By March 11, 2008* *Deliver Notice of Election to County Clerk 60 days prior to election*
- Order list of registered voters from voter register (recommended 60 days before election)*
- **By March 17, 2008* *Write-in candidates must have filed a declaration of write-in candidacy with the Secretary or Agent within 5 days of application forms being due (if applicable, after this date, the Secretary may prepare a Certificate of No Opposed Candidate pursuant to Section*

* denotes actions in connection with Directors Election on May 10, 2008

2.052 Election Code)

- * *By March 24, 2008* * *Post Notice of Board Secretary's Agent (50 days before election) - the Agent is required to keep office hours from the 50th days preceding election to the 40th day after the election*
- * *By March 21, 2008* * *Written notice of the date and time of the drawing for a place on the ballot should be mailed to those appearing on the ballot not later than the fourth day before the date of the drawing.*
- * *By March 25, 2008* * *Post Notice of drawing for 72 continuous hours prior to drawing.*
- * *March 28, 2008* * *Agent draws names for a place on the ballot. Candidates are entitled to appear at the drawing.*

April 16, 2008

Board of Directors meeting to:

- (1) Authorize additional 20 % penalty on taxes, penalty and interest remaining delinquent on July 1, 2008
- (2) Adopt Order Declaring Unopposed Candidates Elected to Office (if election is cancelled post Order at polling place on May 10, 2008)

- * *April 10, 2008* * *Last day to register to vote (30 days prior to election). Order list of registered voters from voter registrar (30 days prior to election)*
- * *Between April 10 and April 30, 2008* * *Publish Notice of Election (including Spanish and Vietnamese version) in newspaper published in territory covered by election.*
- * *By April 30, 2008*
- * *On or before April 18, 2008* * *Post "Notice of Election" at regular district posting place and at any precinct voting place which has been merged into another voting precinct (at least 21 days before election day)*
- * *By April 24, 2008* * *Attorneys deliver early voting materials to early voting clerk*
- * *By April 28, 2008* * *Early voting by personal appearance commences (12 days before election)*
- May 2-June 1, 2008* *Tax Assessor and Collector to deliver notice of delinquency and penalty to taxpayers*
- * *May 6, 2008* * *Early voting by personal appearance ends (4 days before election day)*
- * *May 10, 2008* * *Directors Election/Post Order Declaring Unopposed Candidacy on election day at each polling place that would have been used in the election (if applicable)*

* denotes actions in connection with Directors Election on May 10, 2008

May 13, 2008

Board of Directors meeting to:

- (1) Approve Consumer Confidence Report (*due to customers before July 1, 2008*)
- (2) Qualify Directors
- (3) Election of Officers

** Between May 13th and 21st*

**Adopt Order Canvassing Directors Election*

By June 9, 2008

** Submit election returns in electronic format to Secretary of State*

June 10, 2008

Board of Directors meeting to:

- (1) Approve budget for fiscal year ending July 31, 2009
- (2) Engage auditor for fiscal year ending July 31, 2008
- (3) Review Ethics policy

June, 2008

AWBD Annual Conference

By July 1, 2008

Deliver Consumer Confidence Reports to customers

July 8, 2008

Board of Directors meeting

July 17-20, 2008

AWBD Annual Conference in San Antonio

August 12, 2008

Board of Directors meeting to:

- (1) Review Investment Policy and accept related party disclosures from bookkeeper/investment officer

September 1, 2008

Semiannual payment of interest on District's outstanding bonds

September 9, 2008

Board of Directors meeting to :

- (1) Renew District Insurance (expires 11-01-08)
- (2) Indemnification of Directors

October 14, 2008

Board of Directors meeting to:

- (1) Adopt Order Setting Tax Rate and Levying Tax for 2008
- (2) Approve Amended District Information Form (*if tax rate differs from prior year's tax rate*)

Within seven days after change, attorney to file Amended District Information Form with the Texas Commission on Environmental Quality and in the Harris County Real Property Records.)

Renew Harris-Galveston Coastal Subsidence District Permit)

November 11, 2008

Board of Directors meeting to:

- (1) Approve audit for fiscal year ended July 31, 2008
- Within 135 days after close of fiscal year attorney will file audit with*

*** denotes actions in connection with Directors Election on May 10, 2008**

the TNRCC

December 9, 2008 Board of Directors meeting

Arbitrage Rebate Calculation for Series 1998 Bonds (March 2008)