

**NOTICE OF MEETING OF THE  
BOARD OF DIRECTORS  
OF  
NORTHWEST FOREST MUNICIPAL UTILITY DISTRICT  
JEFFERSON COUNTY, TEXAS**

NOTICE is hereby given that a meeting of the Board of Directors of **NORTHWEST FOREST MUNICIPAL UTILITY DISTRICT**, Jefferson County, Texas, has been scheduled and will be held on **TUESDAY, DECEMBER 10, 2024, at 3:00 P.M., at TEXAS FIRST BANK, 6363 PHELAN BLVD., BEAUMONT, TEXAS, 77706** at which time the following subjects will be discussed, to-wit:

1. Call to Order
2. Public Comments
3. Approval of minutes of the meeting on August 13, 2024.
4. Approval of minutes of the meeting on November 12, 2024.
5. Consideration and possible action on District utility system operational issues.
  - Report from utility operator. Includes but not limited to:
    - Water leak repairs (multiple)
    - New Connections/Disconnects
  - Update on pending projects w/ COB.
    - Transmitter part for master water meter
    - New Water Utilities Service Agreement Contract
6. Update and possible action on utility system billing, remittances, and reconciliation corrections:
  - Customer service issues
  - Reconciliation of chargeback services
7. Update and possible action on utility system billing software upgrade.
  - Deployment and “Go Live” of new gWorks CRM
  - Customer information resources and communication
8. Administrative, financial and Board reports:
  - Monthly financial report
  - Administrative report
  - Approval of checks
9. Consideration and possible action on tax report amendment or ratification needed.
10. Comments from Board Members
11. Adjournment

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive session of the Board should be held or is required in relation to any agenda item included in this Notice, then such closed or executive meeting or session, as authorized by the Texas Open Meetings Act, will be held by the Board at the date, hour, and place given in this Notice concerning any and all subjects for any and all purposes permitted by §551.071-551.084 of the Texas Government Code and the Texas Open Meetings Act, including, but not limited to, §551.071—for the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

DATED this the 7<sup>th</sup> day of December 2024.

**NORTHWEST FOREST MUNICIPAL UTILITY DISTRICT**

By: /s/ Mark McKee, President