

**MINUTES OF A REGULAR MEETING OF THE CITIZENS UTILITY BILLING REVIEW
ADVISORY COMMITTEE OF THE CITY OF PEARLAND, TEXAS, HELD ON THURSDAY,
July 9, 2021, VIA TELEPHONE/VIDEO CONFERENCE AT 4:00 P.M.**

Residents may watch this meeting online within 72 hours post meeting at:
<https://www.pearlandtx.gov/departments/water-billing/utility-billing-advisory-committee>

CALL TO ORDER

Chairman Saboe called the meeting to order at 4:09 p.m.

ROLL CALL AND CERTIFICATION OF QUORUM:

Mayor	Kevin Cole	
Chairman	Steve Saboe	
Vice-Chairman	Denise Hewitt	
Committee Member	Jimmy Davis	
Committee Member	Ralph King	
Committee Member	Julie Ward	(Absent)
Committee Member	Jennifer Sheffield	
Committee Member	Patrick O'Day	
Committee Member	Mark Smith	(Absent)
Chief Information Officer	Daniel McGhinnis	
Director of Communications	Joshua Lee	
Utility Billing Manager	Nancy Massey	
Executive Assistant	Melanie Lawson	
Assistant Manager	Dara Eng	

- I. **Approval of April 22, 2021 Minutes:** Upon motion by Vice-Chairman Denise Hewitt, seconded by Committee Member Jimmy Davis, after full discussion and the question being put to the Committee, the Advisory Committee voted unanimously to approve minutes for April 22, 2021.
- II. **Approval of May 20, 2021 Minutes:** Upon motion by Committee Member Jimmy Davis, seconded by Committee Member Ralph King, after full discussion and the question being put to the Committee, the Advisory Committee voted unanimously to approve minutes for May 20, 2021.
- III. **Approval of June 30, 2021 Minutes:** Upon motion by Vice-Chairman Denise Hewitt, seconded by Committee Member Jimmy Davis, after full discussion and the question being put to the Committee, the Advisory Committee voted unanimously to approve minutes for June 30, 2021 with corrections to item IV. under Recommendation 14 to reflect the verbiage *“Chairman Saboe called the vote on the now amended motion to enter the recommendation as “Committee has no comment or further recommendation.” This amended motion was approved unanimously by the Committee.”*
- IV. **Input, Discussion, and Possible Action:** Information requests, set next meeting goals, date/time, and agenda.

Mayor Cole expressed his appreciation for the committee's time and effort for the recent six months and stated he hopes to see all members of the Advisory Committee present at the next Council meeting to receive recognition. Chairman Saboe stated the Committee is wrapping up their draft report and will submit their document to the Mayor once completed.

Committee Member Patrick O'Day inquired if the Committee could attend a workshop with the Council to establish an interactive dialogue on the Committee's report. Due to running the risk of not having enough time to discuss the reports prior to the workshops, Mayor Cole suggested extending the meeting date to present the reports on August 2nd. Mayor Cole suggested it would give the Council adequate time to review the Committee's report and create a constructive dialogue. Discussion ensued. The Committee agreed to discuss the report at the Council meeting to be held on August 2, 2021.

ADJOURNMENT

Meeting was adjourned at 4:34 p.m.

DRAFT