

**City of Bowie**  
**Financial Advisory Committee**

**Regularly Scheduled Meeting March 6<sup>th</sup>, 2019**  
**Meeting Minutes**

**EXECUTIVE SUMMARY:** The FAC members discussed the following:

- FAC presentation of survey results to the City Council.
- Reviewed budget presentation
- FY2020 budget Development Cycle and FAC Budget Review Letter

1. **Call To Order:** At 7:05 pm. Muzar Jah called the meeting to order in the Bowie City Hall, 5901 Excalibur Rd, Bowie, MD 20716.

2. **Roll Call:**

- a. A quorum was established with the following members in attendance:
- i. Muzar Jah, Secretary
  - ii. Meglan Knights
  - iii. Tiffany Lightbourn
  - iv. William Olukoya
  - v. Rodney Yancey

Mr. H. Byron Matthews, Director, Bowie Finance Department and Staff Liaison to the Financial Advisory Committee, was in attendance.

3. **Approval of Minutes:**

4. **Introductions:** None

5. **Unfinished Business:**

a. Summary of Presentation to the City Council

- i. Presentation to City Council was done by Tiffany Lightbourne on March 4<sup>th</sup>, 2019.
- ii. City Council had questions on methodology of the survey and encouraged the FAC to continue doing the survey to accumulate additional data over time.
- iii. City Council offered to let FAC participate in the city-wide survey. We will look into how this is to be accomplished.
- iv. Provided the council information regarding the FAC led education program.

b. Education Program

- i. Nothing to report this period

c. Budget Review Presentation

- i. Brief provided by Rodney Yancey
- ii. Focus: Capital Improvements Plan and Fund
- iii. Attached presentation with meeting minutes for March.

6. **New Business:**

a. FY2020 Budget Development Cycle

- i. FAC will begin planning for the upcoming presentation
- ii. Mr. Matthews will provide the FAC with a schedule of the upcoming budget cycle City Council meetings.
- iii. Presentation is tentatively scheduled for May and will be finalized when the council is able to give a definite date.

b. FAC Bowiefest Participation

- i. Bowiefest is scheduled for June 1<sup>st</sup>, 2019
- ii. After discussion, we determined that several members of the FAC will not be available to support Bowiefest this year. We will forward a recommendation to the Chair to withdraw from Bowiefest this year but still intend to participate in the Bowie International Festival, later this year.

c. Other Topics;

- i. Indoor Court Facility feasibility study process is continuing.
- ii. FAC meeting dates previously reported as not showing up on website are on the website again.
- iii. Received information that a new member, C. Robinson, will be joining the FAC.

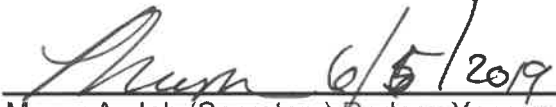
7. **Actions:**

- a. Determine date and place FAC on agenda to present budget review to City Council:  
H. Byron Matthews
- b. Provide budget presentation on Finance at next FAC meeting:  
T. Lightbourn
- c. Need follow up: P. Peterson sent survey and information packet to Regina Moore at Bowie High School. Ms. Moore will distribute to business and financial classes and clubs. The deadline for respondents is March 10th.

8. **Committee adjourned:** 8:10 pm.

9. **Next Meeting:** The next regular Committee meeting is scheduled for April 3<sup>rd</sup>, 2019.

The foregoing minutes were approved by the Financial Advisory Committee, City of Bowie, Maryland, on \_\_\_\_\_

  
Muzar A. Jah (Secretary), Rodney Yancey,  
FAC Member