

City of Bowie
Financial Advisory Committee

Regularly Scheduled Meeting on March 4, 2020

EXECUTIVE SUMMARY: On March 4, 2020, the Financial Advisory Committee held a regular meeting. The Committee held discussions on benchmarking, Bowiefest survey results, community outreach/education opportunities, and the upcoming budget cycle.

1. **Call To Order.** At 7:13 pm The Chair 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, Chair
- ii. Rodney Yancey, Vice Chair
- iii. Carl Robinson, Secretary
- iv. William Olukoya
- v. Meglan Knights (telephonic)

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

c. No other residents, guests, or members of the media were present.

3. **Introductions** None

4. **Unfinished Business** Compiling results from completed surveys from the Bowiefest; February minutes will be approved at the April meeting; waiting for confirmation from Bowie Library personnel on booth space for FAC at the Fall 2020 Back to School Night at Bowie High School

5. **New Business:**

a. **Budget Topics**

- i. The Finance Budget Topic will be presented at the April meeting

b. **Benchmarking**

- i. Benchmarking was presented to the group by Mr. Olukoya

- 1. There was extensive discussion on the topic. The brief listed cities within the state of Maryland and Virginia as well as other distinguishing characteristics to be used for comparison such as population, income, demographic etc. The group chose 5 cities other than Bowie, to be

compared in the benchmarking exercise. The Committee must choose the business processes/performance metrics to be compared.

c. Budget Cycle

- i. The FY2021 Budget dates were sent to the Committee members. The FY2021 Budget Cycle letter integrator for the Committee is Mr. Robinson

d. General Discussion

No date was provided for the open house event for Bowie High School.

6. **The Committed adjourned** at 8:13 pm.

7. **Next Meeting:** The next Committee meeting is scheduled for April 1, 2020 at 7:00 p.m.

The foregoing minutes were approved by the Financial Advisory Committee, City of Bowie, Maryland, on June 3rd, 2020.

//signed//

Carl Robinson

Carl Robinson (Secretary), FAC Member