

City of Bowie
Financial Advisory Committee

Regularly Scheduled Meeting January 8, 2020
Meeting Minutes

EXECUTIVE SUMMARY: The FAC Members discussed benchmarking: criteria for selecting cities and our purpose for benchmarking. The Committee reviewed the Community Service Budget topic.

1. **Call To Order:** At 7:20 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, Chair
 - ii. William Olukoya
 - iii. Tiffany Lightbourn
 - iv. Rodney Yancey-Vice Chair

H. Byron Matthews, Finance Director, Bowie Finance Department was in attendance.

3. **Approval of Minutes:** None.
4. **Introductions:** None.
5. **Unfinished Business:** None
6. **New Business:**

- a. Budget Topics

Committee members reviewed and discussed data extracted from the Community Services areas in the FY20 Adopted Budget. This information was pulled compared and contrasted with data from previous years.

- b. Walk-on Topics
 - i. Benchmarking
Members discussed strategy on reviving benchmarking. Members agreed to be intentional on deriving criteria for selecting cities to compare and contrast with City of Bowie. Members took the action to review previous benchmarking work, find candidate cities with accompanying rationale, and to continue the discussion next meeting.

7. **Actions:**

- a. Select candidate cities and provide rationale for benchmarking.

8. **Committee adjourned:** 8:01 pm.

9. **Next Meeting:** The next regular Committee meeting is scheduled for Feb 5th, 2020.

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