

City of Bowie
Financial Advisory Committee

Regularly Scheduled Meeting on December 2, 2020

EXECUTIVE SUMMARY: On December 2, 2020, the Financial Advisory Committee held a regular meeting via Microsoft Teams. From the City Clerk Office, Ms. Awilda Hernandez and Ms. Carolyn Fifer, gave a presentation on the Open Meetings Act. FAC Member, Mr. William Olukoya, gave a presentation on benchmarking followed by a committee group discussion on the topic.

1. **Call To Order:** At 7:07 pm, The Chair called the meeting to order.
2. **Roll Call:**
 - a. A quorum was established with the following members in attendance:
 - i. Muzar Jah, Chair
 - ii. Rodney Yancey, Co-Chair
 - iii. William Olukoya
 - iv. Meglan Knights
 - b. Mr. Byron Matthews, Director, Bowie Finance Department and Staff Liaison to the Financial Advisory Committee was in attendance.
 - c. Ms. Awilda Hernandez and Ms. Carolyn Fifer, Bowie City Clerk Office, were in attendance.
3. **Introductions:** None
4. **Unfinished Business:** None
5. **New Business:**
 - a. **Approved November 2020 Minutes (electronically) 12/2/2020**
 - b. **Presentation:** City Clerk, by way of Ms. Awilda Hernandez and Ms. Carolyn Fifer, delivered a presentation to the Committee on the “Opens Meetings Act”. The Committee is in compliance. Two preferred, but only one member is required, to take the online training and submit the certificate to the City Clerk.
 - c. **Benchmarking:** Mr. William Olukoya delivered a presentation on the Committee’s benchmarking methodology and the criteria submitted for consideration. The presentation was followed by a discussion on selected cities and criteria. The Committee decided to include a Prince Georges County city. Criteria are categorized as Financial, Strategic, and Operational. Financial Criteria selected for inclusion are Road Maintenance, Property Tax Rate and Annual Budget Size.

Operational Criteria are Garbage Collection. Strategic Criteria are Road Access, Police Officers per resident, Small and Medium Enterprise Development, Recreation (Parks, Availability, Variety, Major Sports Activities). Other criteria selected was Affordable Housing Availability.

6. **The Committed adjourned** at 8:33 pm.
7. **Next Meeting:** The next Committee meeting is planned for January 6, 2020 at 7:00 p.m.

The foregoing minutes were approved by the Financial Advisory Committee, City of Bowie, Maryland, on _____01/06/2021_____.

Muzar A Jah
Muzar Jah obo Carl Robinson, Secretary