

**City of Bowie  
Financial Advisory Committee**

**Regularly Scheduled Meeting on April 6, 2022**

**EXECUTIVE SUMMARY:** On April 6, 2022, the Financial Advisory Committee held a regular meeting via Microsoft Teams. The February 2022 & March 2022 minutes were approved. Discussion topics included election of FAC Chairman, the budget cycle, and the budget topics for discussion in the FY22 Letter to the Council.

1. **Call To Order.** At 7:05 pm, The meeting was called to order.
2. **Roll Call.**
  - a. A quorum was established with the following members in attendance:
    - i. Carl Robinson
    - ii. William Olukoya
    - iii. Patricia Peterson
    - iv. Meglan Knights, Secretary
  - b. Mr. H. Byron Matthews, Director, Bowie Finance Department and Staff Liaison to the Financial Advisory Committee was in attendance.
3. **Introductions:** Mr. Brian Radziwill attended as a visitor
4. **Unfinished Business:**

None
5. **New Business:**
  - a. Carl Robinson was voted in as Chairman of the Committee.
  - b. Approved February 2022 and March 2022 Minutes
  - c. Committee discussed the proposed budget for the Bowie ice rink and the relevance of LEED Certification.
  - d. The Committee reviewed and discussed the proposed Council agenda items for April/May. Committee members were assigned meetings to attend that were aligned with their respective topic of discussion in the Committee's comments to the Council on the FY2023 Proposed Budget.

- e. The Committee's timeline for the letter to the Council is as follows:
- i 7 – 11 April: FY2023 Proposed Budget will be delivered to Committee Members
  - ii 13 April: Committee will reconvene via Teams to discuss initial assessments of assigned budget topics
  - iii 18 April: Committee members will forward comments on assigned budget topics to Ms. Patricia Peterson
  - iv 21 April: Ms. Peterson will forward a draft of the letter to the Council to the FAC members for review
  - v 25 April: Ms. Peterson will forward consolidated comments (in letter format) to the Bowie City Finance Director
  - vi 28 April: Finance Director will forward the Committee's letter to the City Council
  - vii 2 May: Committee reads letter to the Council via Teams

f. The below table represents a summary of the assignments:

Name	Subject
Patricia	Planning Economic Development & Finance
Carl	Community Services
Carl	Public Works and Water and Sewer
Meglan	General Fund and Revenues
William	Capital Improvements & Other

6. **The Committee adjourned** at 8:10 pm.

7. **Next Meeting:** The next Committee meeting is scheduled for April 13, 2022 at 7:00 p.m.

The foregoing minutes were approved by the Financial Advisory Committee, City of Bowie, Maryland, on May 4, 2022.

Meglan Knights \_\_\_\_\_  
Meglan Knights, Secretary