

**City of Bowie
Financial Advisory Committee**

Regularly Scheduled Meeting on January 3rd, 2018

EXECUTIVE SUMMARY: On January 3rd, 2018, the Financial Advisory Committee (FAC) held a regular meeting. FAC discussed monthly revenue and expenditure reports, goals for 2018, upcoming meeting with Public Safety Committee Representative(s) and attracting a new FAC member. The next Committee meeting is scheduled for February 7th, 2018, at 7:00 p.m.

1. **Call To Order.** At 7:19 pm The Secretary 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. Patricia Peterson, Chair
 - v. Rodney Yancey
 - 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. **Approval of Minutes.** No meeting minutes were approved.
4. **Introductions** None
5. **Unfinished Business**
 - a. Survey Results Compilation- pushed to next month's meeting
6. **New Business:**
 - a. **Review City of Bowie Monthly Revenue and Expenditure (R&E) Reports**
 - i. Discussed the October 2017 and November 2017 Monthly R&E reports, going into detail regarding the Sale of Capital Equipment is handled in regards to City Budget.
 - b. **Public Safety Committee (PSC) Request to Attend Bowie FAC Meeting**
 - i. FAC is looking forward to hosting PSC at next month's meeting. FAC members should review Public Safety Sections of City of Bowie Budget in preparation.

c. Goals for 2018

- i. FAC decided to define an implement a project to involve and educate Bowie residents in regards to the city budget. FAC brainstormed ideas including Bowie Budget 101 Education series with topics like how to read a city budget for audience ranging from high school students to our senior residents. Print, social media, local television, and in person forums are options.
- ii. Continue to participate in Bowiefest and International Festival
- iii. Decided to develop schedule with calendar dates to prepare for FY19 Budget cycle

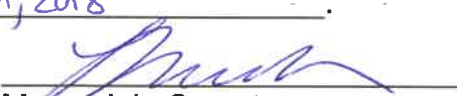
d. New Member

- i. Looking into ways to attract and obtain another member to join the FAC

7. **The Committed adjourned** at 8:26 pm.

8. **Next Meeting:** The next Committee meeting is scheduled for February 7th, 2018 at 7:00 p.m.

The foregoing minutes were approved by the Financial Advisory Committee, City of Bowie, Maryland, on April 4th, 2018.



Muzar Jah, Secretary