

City of Bowie
Financial Advisory Committee
Regularly Scheduled Meeting February 2, 2022

EXECUTIVE SUMMARY: On February 2, 2022, the Financial Advisory Committee held its regular meeting via Microsoft Teams. The August 2021 minutes were approved. Members discussed issues on the Agenda which include administrative, procedural matters relating to requests for comment from other offices; the Budget Cycle, and the path forward in preparing the FY23 Letter to the Council.

1. **Call to Order:** At 7:05 pm, the Chair called the meeting to order.
2. **Roll Call:**
 - a. A quorum was established with the following members in attendance:
 - i. Rodney Yancey, Chair
 - ii. Patricia Peterson
 - iii. Carl Robinson
 - iv. Meglan Knights
 - b. Mr. H. Byron Matthews, Finance Director, Bowie Finance Department and Staff Liaison to the Financial Advisory Committee was in attendance.
3. **Introductions:** None
4. **Unfinished Business:** The Committee Approved Minutes from the August 8, 2021 meeting.
5. **New Business:**
 - a. Reviewed and discussed The Department of Planning and Community Development Request for comments on: Mill Branch Crossing Residential Detailed Site Plan.
Decision: No formal Comments will be issued. A committee member is assigned to follow progress beginning with the virtual Stakeholders Meeting scheduled for February 8, 2022.
 - b. Reviewed and discussed the Department of Planning and Community Development Planning Board Request for comments on: Raising Cane's Restaurant.
This project calls for a "Revision to Conceptual Site Plan to add Drive through service".
Decision: No formal Comment is planned. The committee will follow progress beginning with the Virtual Stakeholders Meeting scheduled for Tuesday February 9, 2022. The committee will be focused on activities related to financial projections and impact.
 - c. Discussed the proposal for an updated methodology/template which may be utilized when responding to requests for comments on planning and development activities. It was noted that the Committee is authorized to render comments that are specifically related to Financial/Budgetary impacts.
 - d. Discussed preliminary steps to Developing the FY23 Letter to Council. In this regard, Mr. Matthews provided a schedule of important dates for the Budget Work

Sessions. The letter is due on April 25. Committee members will begin reviewing last year's information until the FY23 Proposed Budget becomes available.

- e. Benchmarking status report will be addressed in a future session.
- 6. Committee adjourned: at 8:15 pm.
- 7. Next Meeting: The next Committee meeting is planned for March 2, 2022 at 7:00 pm

The foregoing minutes were approved by the Financial Advisory Committee, on April 6, 2023

Meglan Knights

Meglan Knights

Secretary