

MINUTES – APRIL 8, 2019

BROOKS COUNTY DEVELOPMENT AUTHORITY

Chairman Buddy Holwell called the meeting to order at 6:04 p.m. Board members Andy Swann, Tim Crosby, Delphanie McGhee and Henry Burton attended, along with Attorney Vann Parrott, Engineer Ben DeVane and Director Tiffany Holmes.

Minutes and Financials

Copies of the minutes of the monthly meeting held January 14th. Henry Burton motioned to approve the minutes of the meeting as presented; seconded by Andy Swann; unanimously approved.

The financial reports for January, February and March 2019 were provided to the board for review and approval along with the checking account balances. Andy Swann motioned to accept the financial reports as provided; seconded by Delphanie McGhee; unanimously accepted.

Old Business

Project updates were provided. Board members discussed potential board recommendations. Several names were mentioned. Individuals will be contacted to gauge interest.

New Business

Chairman Holwell moved to new business. Tiffany presented board members with the proposed 2019 budget. After some discussion, it was decided that Chairman Holwell would meet with Tiffany to discuss budget in detail, and email final recommendation to members for review.

Tiffany reported that the Authority must open a new account for the EDGE funds to benefit Aviagen. Andy Swann motioned to approve the opening of the new account; seconded by Henry Burton; unanimously approved.

Tiffany presented the board with an MOU with NextEra Energy. After some discussion, Andy Swann motioned to approve the MOU pending Attorney Parrott's final revisions; seconded by Henry Burton; unanimously approved.

Tiffany discussed potential downtown development projects including the rehabilitation of a historic storefront. Board members gave permission to meet with a local architect to discuss preliminary cost estimates. Cost estimates were also presented for beautification projects including replanting of planters and replacement of flags. Andy Swann motioned to approve expenses associated with beautification projects; seconded by Delphanie McGhee; unanimously approved. Chairman Holwell will also make contact with the City of Quitman to request repairs be made to the skyline lighting.

Finally, Tiffany discussed Leadership Brooks with the board. It was recommended she contact the Fanning Institute to get a cost estimate and present to board at next meeting.

Tiffany provided an update on recent activity and her upcoming schedule. Personal vacation was approved for May 1-3 and June 24-28. Tiffany will find someone to cover the office the week of June 24. The BCDA office will be closed July 1-5.

There being no further business, Tim Crosby motioned to adjourn the meeting; seconded by Henry Burton; unanimously approved.

Respectfully Submitted:

Andy Swann
Secretary