

**Minutes**  
**Development Authority of Crawford County**  
**August 7, 2025**  
**Regular Board Meeting @6pm**  
**Development Authority of Crawford County, Conference Room**  
**1011 GA Hwy 341 N. Roberta, Georgia**

**MEMBERS PRESENT:**

Thomas Collins  
Dr. Darlene Williams-Roberts  
Adriane Romeo  
Broadus Williams  
Terrance Searcy  
Tisa Horton  
T'Maya Harris

**MEMBERS ABSENT:**

Diane Griffin  
Terrance Searcy  
Dale Jump  
Jay Andrews

**OTHERS PRESENT:**

Tisa Horton - Staff  
T'Maya Harris - Staff  
Jackie McCowan  
Monica Miller  
Aerial Casey Moore

**Call to Order:**

Chairman Thomas Collins called the Development Authority of Crawford County meeting to order at 6:07PM.

**Pledge of Allegiance**

All

**Invocation:**

Given by Broadus Williams

**Order of Business**

**Approval of Agenda:**

Chairman Thomas Collins called for a motion to approve the agenda. Broadus Adriane Romeo made the motion to accept the agenda. Seconded by Broadus Williams, the vote was unanimous.

**Approval of Minutes:**

Chairman Thomas Collins called for a motion to approve the regular meeting minutes for April 10, 2025. Adriane Romeo made the motion. Seconded by Broadus Williams, the vote was unanimous. Chairman Thomas called for a motion to approve the called regular meeting minutes for May 14, 2025 & July 29, 2025. Adrane Romeo made the motion. Seconded by Dr. Darlene Williams-Roberts, the vote was unanimous.

Executive Director Tisa Horton presented the board with executive session minutes from April 10, 2025 to read and acknowledge and sign. All board members who were present signed. Chairman Thomas called for a motion to approve executive session minutes for May 14, 2025 and July 29, 2025. Dr. Darlene Williams-Roberts made the motion. Seconded by Adriane Romeo, the vote was unanimous.

#### **Welcome:**

Chairman Thomas Collins welcomed all and thanked everyone for attending.

#### **Old Business**

##### **Board Member Vacancy Update**

Executive Director Tisa Horton gave the board an update on the board member vacancy and applications will close on August 8, 2025, @5:30pm and will be announced on the third Tuesday of this month.

##### **CAPStudios Improvements Update**

Executive Director Tisa Horton discussed with the board that CAPStudios will be moving forward with their improvements including white washing the walls and paving their parking lot. She also mentioned that they will be having their open house on Saturday, September 13, 2025. Broadus Williams questioned what will the open house consist of. Executive Director Tisa Horton explained that during the open house they will be accepting questions and answers, giving tours of the studio, and having many activities.

##### **HVAC Repairs/Replacement Estimates Update**

Executive Director Tisa Horton presented to the board a list of four repairs that the CCDA needs to do in our business building, Olins, Family Connections, and CAPStudios. She also discussed that there will be an AD ran in the newspaper for the HVAC systems.

##### **629 & 640 Warehouse Repairs Update**

Executive Director Tisa Horton discussed the 629 and 640 warehouse updates, stating that 629 repairs are complete but 640 warehouse needs a HVAC system, Roof repairs, and a new alarm system because the old one is outdated and can't be fixed.

#### **New Business**

##### **Alarm System**

Executive Director Tisa Horton discussed with the board that Olins needs a new alarm system because it is very old and can't be fixed, so the board needs to come up with an estimate number that they're willing to pay so that when its time to pay for it we don't have to have a called meeting to vote on it because that is a repair that needs to be done expeditiously. Adrian Romeo asked Executive Director Tisa Horton did the alarm system include the sprinklers in the warehouse. Brodus Williams asked what part of the systems are included in this estimate. The board discussed some potential costs for the alarm system update. Monica Miller stated that she had just got her alarm system done on her windows and doors. She also suggested letting someone come out and look at the different objects that the alarms will be connected to. The board discussed the amount they would be willing to pay which is a total of \$5,000.00. Chairman Thomas called for a motion to accept the amount of \$5,000.00 for the alarm system update in Olins warehouse. Dr. Darlene Williams-Roberts made a motion for \$5,000.00 for Olins alarm system update. Seconded by Adrane Romeo, the vote was unanimous.

##### **Quarterly Executive Director Report**

Executive Director Tisa Horton presented to the board her quarterly report stating that a new business that's coming to Crawford will be applying for the revolving loan fund, searching for potential prospects for our Industrial Park. She also discussed the maintenance issue with Holy Pie, tree stems are growing in

the pipes, Crawford City HeadStart submitted a work order for their toilet water being low. Also, Olins alarm system needs to be updated, Family connections submitted a work order for their HVAC system not working in their offices, CAPStudios had a work order for their HVAC system as well, and the Business Center will be getting the fire extinguishers update this month. Executive Director Tisa Horton also stated that Crawford County MEAG was working to bring workforce. Also, that Choose Crawford housing team has a meeting the upcoming Monday on August 11, 2025 and the state will be coming down to take a look at sites for potential homes. She also discussed her upcoming trainings for the year including the entrepreneurship summit on August 13, 2025, GEDA training on August 18, 2025, GED training on August 21, 2025 and the DCA conference happening on November 17-20, 2025. Also, public relation events coming up is the Community Clean Up. Chairman Thomas Collins discussed with the board that he's doing his own cleanup separately from the housing team. Executive Director Tisa Horton discussed the initiatives of the GICH housing team which included community clean up and stated that Pattie Temple and Gloria Heard will be conducting the community cleanup. Executive Director Tisa Horton discussed with the board that the Home Exp was a great community event. Monica Miller suggested that Ryland agree to pick up extra trash on the side of the road from the cleanup but Chairman Thomas Collins stated that in the past he drove around to get the extra and also stated that the he would contact the road department and plan for them to pick up the excessive bags from neighborhoods. Executive Director Tisa Horton stated the date of National Trash Cleanup Day on Saturday, September 20, 2025. She also stated that pickers, bags, and gloves will be provided for every volunteer.

#### **Financials**

Executive Director Tisa Horton presents the board with an update on the financial status with the account amount totaling \$412,405.61.

#### **Announcements**

- **Family Fun Day & Fishing Jamboree – August 16, 2025 @8am-6pm located at Camp Grace 2559 Walker Chapel Road, Roberta, GA 31078**
- **CAPStudio Open House – September 13, 2025, @11am-3pm located at 1011 Hwy 341 N., Roberta, GA 31078**

**Chairman Thomas Collins called for a motion to exit regular session and to enter Executive Session for Real Estate and Personnel. Adriane Romeo made the motion. Seconded by Dr. Darlene Williams-Roberts, the vote was unanimous.**

**The public was asked to exit the room for Executive Session.**

**~Executive Session~**

**Chairman Thomas called for a motion to exit executive session and return back to regular session. Dr. Darlene Williams-Roberts made the motion. Seconded by Broadus Williams, the vote was unanimous.**

**No Action Taken:**

#### **Adjournment**

With no further business to discuss, Chairman Thomas Collins called for a motion to adjourn the meeting at 7:33 pm. Adriane Romeo made the motion. Seconded by Dr. Darlene Williams-Roberts, the vote was unanimous.

**Next Board Regular Meeting September 4, 2025 @6pm**