

**ALBEMARLE COUNTY
ECONOMIC DEVELOPMENT AUTHORITY MINUTES
December 17, 2024
4:00 P.M.**

Directors present: Don Long, Chair; Andrea Johnson, Secretary-Treasurer; John Mottola; Stephen McNaughton (virtually); and David Storm.

Directors absent: Jeff Morrill, Vice-Chair.

Staff present: Emily Kilroy, Director of Economic Development; Johnathan Newberry, Deputy Director of Economic Development; Ashley Hernandorena, Business Development Manager; Avery Thompson, Management Analyst III; Jeanette Ark, Project Manager; Richard DeLoria, Senior Assistant County Attorney; Bea LaPisto-Kirtley, Board of Supervisors Liaison to the EDA, Rivanna District.

Staff absent: None.

1. Call to Order and Establish Quorum

Chair Long called the meeting to order at 4:00 p.m.

2. Matters from the Public

Emily Kilroy confirmed no speakers had signed up or raised their hands to speak.

3. Approval of Minutes

Motion to approve the minutes from November 19, 2024, was made by Ms. Johnson and seconded by Steve McNaughton.

MOTION: The motion carried unanimously.

4. Financial Report

Avery Thompson provided the financial report. Ms. Johnson then went through the report for the Directors.

Mr. Long asked if the contingency funds earned interest.

Ms. Kilroy said that she would follow up regarding which funds were part of the interest account and address it at the next meeting.

Motion to approve the Financial Report was made by Ms. Johnson and seconded by Mr. McNaughton.

MOTION: The motion carried unanimously.

5. Unfinished Business

a. 2025 EDA Meeting Calendar

Motion to approve the 2025 Meeting Calendar was made by Mr. Storm and seconded by Mr. Mottola.

MOTION: The motion carried unanimously.

b. Revised Resolution of Support for CvilleBioHub's GO Virginia Grant: Commonwealth BioAccelerator in collaboration with Project VITAL

J.T. Newberry, Deputy Director of Economic Development, introduced the topic. He explained that the revised resolution clarified the name and milestones that were expected with grant and updated the authorization to proceed with the first-year payment.

Motion to approve the revised resolution was made by Mr. McNaughton and seconded by Mr. Mottola.

MOTION: The motion carried unanimously. (Mr. Morrill was absent)

6. New Business

a. FOIA Training

Ms. LaPisto-Kirtley left the meeting at 4:21 p.m.

Richard DeLoria, Senior Assistant County Attorney, provided the FOIA training. He explained that this training was done to satisfy a two-year requirement, and once it was completed, they would file certificates with the Clerk of the Board of Supervisors.

b. Staff Report

Ms. Kilroy provided the staff report. She noted that with Mr. Newberry back in the office, they were fully staffed. She said that SOEI Forms were due on February 1, 2025, and directors should be receiving communication from the Clerk of the Board of Supervisors at the beginning of the year.

Mr. Long provided a briefing on the Board of Supervisors' work session regarding the draft terms for the MOU. He said that the Board was mostly supportive of the draft terms, including excluding passthrough funds in the administrative fee calculation. He acknowledged passthrough funds still incurred administrative costs, so they wanted to find a middle ground, but they wanted to avoid situations where a significant amount of passthrough funds distorted the fee calculation.

Mr. Long said that the Board indicated a desire to be more assertive in attracting

businesses to the County, focusing on but not restricted to the target industries. He said that the Board also wanted to focus on supporting existing organizations rather than starting its own initiatives.

Ms. Kilroy said that staff intended to present a draft MOU addressing the terms in the new year.

Ms. Kilroy announced that the Rivanna Futures website had been updated with new images and downloadable materials. She said staff was working on some grant applications to support site readiness work at Rivanna Futures, and they would provide updates during the process.

Ms. Kilroy reported that Mr. Long and staff were able to attend an Intelligence and National Security Alliance event held earlier in the month. She said that the event focused on the potential opportunities offered by the Rivanna Futures project. She noted that the keynote speaker was the Chief Data Officer of the Office of the Director of National Intelligence.

Ms. Kilroy said that Mr. Long and Mr. Newberry attended a conversation on regional economic advocacy hosted by the TomTom Foundation, Friends of Cville, and the UVA Entrepreneurship Initiative. She said that staff also attended the VEDA winter meeting, which focused on the energy demands of data center development.

Ms. Kilroy said that the Virginia Chamber held an annual event, where Jason El Koubi, President of the VEDP, spoke about the need to continue the work to keep the state in a leadership position in terms of business. She said that Bank of America hosted an event to discuss challenges faced by small businesses regarding access to capital.

7. Other Matters

There were none.

8. Adjourn

Chair Long adjourned the meeting at 5:39 p.m. The next meeting is January 21, 2025, in Room 241.

Teste: _____
Donald Long, Chairman

Approved: _____
Emily Kilroy, Assistant Secretary