

**ALBEMARLE COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY MINUTES  
September 24, 2024  
4:00 P.M.**

**Directors present:** Don Long, Chair; Jeff Morrill, Vice-Chair; John Mottola; David Storm, Stephen McNaughton (remote)

**Directors absent:** Andrea Johnson

**Staff present:** Emily Kilroy, Director of Economic Development; Ashley Hernandorena, Business Development Manager; Jeanette Ark, Project Manager; Richard DeLoria, Senior Assistant County Attorney; Bea LaPisto-Kirtley, Board of Supervisors Liaison to the EDA, Rivanna District

**Guest presenters:** Dr. Nikki Hastings, Executive Director, CvilleBioHub; Shannon Holland, Director, GO Virginia Region 9

**1. Call to Order and Establish Quorum**

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

**2. Matters from the Public**

Ms. Hernandorena confirmed no speakers had signed up or raised their hands to speak.

**3. Approval of Minutes**

Motion to approve minutes from July 16, 2024 and August 20, 2024 was made by Mr. Storm and seconded by Mr. Morrill.

**MOTION:** The motion carried unanimously. Mr. McNaughton was absent.

**4. Financial Report**

There was no update.

Motion to allow Mr. McNaughton to participate in the meeting remotely due to medical reasons was made by Chair Long and seconded by Mr. Morrill.

**MOTION:** The motion carried unanimously. Mr. McNaughton was remote.

**5. New Business**

**a. GO Virginia Talent Pathways Initiative Grant Match – “BioBridge: Developing Talent to Tomorrow’s Breakthroughs”**

Ms. Kilroy introduced Dr. Nikki Hastings, Executive Director of CvilleBioHub and Shannon Holland, Director of GO Virginia Region 9.

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Ms. Holland presented the GO Virginia initiative and said the project would support workforce development in private sector and research industries, addressing a significant labor need. She said they would work with consultant, TEconomy to develop a strategic plan and would also be supported by Central Virginia Partnerships. She said they would be forming an advisory coalition to create goals, maintain accountability, and provide feedback.

Ms. Kilroy said the workforce planning allowed people living in the community to succeed in these jobs.

Ms. Holland said the grant was \$250,000 for a 12-month project and they were requesting a \$25,000 cash commitment from the EDA, and the City was interested in matching the commitment. She said other partners had offered various levels of in-kind contributions.

Ms. Holland said letters of interest were due on September 25, and a draft letter had been circulated. The application is due on October 15, and awards announced on December 1.

Motion to send a letter of support was made by Mr. Morrill and seconded by Mr. Mottola.

Chair Long said he had edits he would like to make to the letter.

Motion to authorize the Chair to send the letter substantially in the form as presented was made by Mr. Morrill and seconded by Mr. Mottola.

**MOTION:** The motion carried unanimously. Mr. McNaughton was remote.

Dr. Hastings presented an update on the CvilleBioHub Accelerator. She said the project was approved, and they expected it to launch by early 2025.

**b. Development Grant Agreement with Home Depot, U.S.A.**

Ms. Kilroy presented on the agreement. She said this was the final portion of the process for the Home Depot project at Fashion Square Mall.

Motion to adopt the Resolution approving the Development Grant Agreement was made by Mr. Storm and seconded by Mr. Mottola.

**MOTION:** The motion carried unanimously. Mr. Naughton was remote.

**c. Staff Report**

Ms. Kilroy provided the staff report and introduced two new staff, Jeanette Ark and Ruairi Vaughan. She said Ms. Ark was a project manager focused on the Rivanna

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Futures project, and Mr. Vaughan would provide strategic planning and research support. She noted they had received 15 submissions during the RFQ process for the strategic plan, while they normally received four to six.

Ms. Kilroy said staff had developed the first draft of the MOU term sheet discussed at the joint meeting with the Board of Supervisors. She said once staff had developed it some more, they would share it with the whole EDA and dedicate time at a future meeting to discuss it. She said once the term sheet was fully developed, staff and the County Attorney's Office would draft a red-lined version of the MOU.

Ms. Kilroy reviewed the staff trip to St. Louis designed to gain insight for the Rivanna Futures project. She noted St. Louis is the geospatial hub of the world, as the site of the National Geospatial Intelligence Agency Headquarters. She said she, Jeff Richardson, County Executive, and Trevor Henry, Deputy County Executive, traveled in August to learn about economic development and workforce components.

Ms. Kilroy said Andrew Sides was hired as the Defense Affairs Committee Program Manager and the position was supported by the County and private sector partners.

She said the CACVB had recently adopted the Tourism Master Plan, which was the first of its kind in the region.

Ms. Kilroy said the Intelligence and National Security Alliance event, Common Threads, will be held in Charlottesville, December 3<sup>rd</sup> from 5-8 pm in recognition of Rivanna Futures and other associated work. She said registration is required to attend the free event and is a great opportunity to expose the region to the national security industry.

**d. Closed Session**

Closed Session Motion was made by Mr. Morrill and seconded by Mr. Mottola.

**MOTION:** The motion carried unanimously. Mr. McNaughton was remote.

Mr. Long and Mr. Storm recused themselves from the closed meeting.

**Certification of Closed Session**

Closed Meeting Certification Motion was made by Mr. Morrill and seconded by Mr. Mottola

**MOTION:** The motion carried unanimously. Mr. McNaughton was remote. Mr. Long and Mr. Storm abstained.

**6. Unfinished Business**

There was none.

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7. **Other Matters**

There were none.

8. **Adjourn**

Chair Long adjourned the meeting at 4:43 p.m. The next meeting is October 15, 2024, in Room 241.

Signed by:  
Teste: Donald D. Long 10/24/2024  
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Donald Long, Chairman

Signed by:  
Approved: E. Kilroy 10/27/2024  
C48FE8382DC446B...  
Emily Kilroy, Assistant Secretary