

**AMHERST INDUSTRIAL DEVELOPMENT AUTHORITY**

Monday, August 2, 2021

**AGENDA**

5:15 PM

1. Call to Order & Determination of Quorum - Town Hall at 174 S. Main Street
2. Approval of the minutes from the July 6, 2021 meeting-----Chairman
3. Discussion of possible Action items----- Chairman
4. Other Business
5. Adjournment

**Town of Amherst  
Industrial Development Authority**

A regular meeting of the Town of Amherst Industrial Development Authority was called to order by Chairman Sharon W. Turner on July 6, 2021, at 5:15 PM in the Council Chambers of the Town Hall at 174 S. Main Street. It was noted that a quorum was present as follows:

P	Sharon Turner	P	Jacob Bailey
A	C. Manly Rucker	P	Kim Stein
P	Clifford Hart	P	Richard Wydner
P	Aaron Mahler		

Town Manager Sara E. Carter, in her capacity as Secretary to the Authority, and Clerk of Council Vicki Hunt, were present.

Mr. Hart made a motion which was seconded by Mr. Wydner to approve the minutes of the June 7, 2021, meeting. There being no discussion, the motion carried 6-0 as follows:

Sharon Turner	Aye	Jacob Bailey	Aye
C. Manly Rucker	Absent	Kim Stein	Aye
Clifford Hart	Aye	Richard Wydner	Aye
Aaron Mahler	Aye		

Town Manager Carter gave a report on a possible purchase of a small piece of property in Brockman Park by Advanced Quality Coating, a company currently located in the Town of Amherst that offers OEM powder and ceramic coatings for construction, fabrication industries, and manufacturers of firearms. Advanced Quality Coating's existing site in the Town of Amherst has limitations due to the size of semitrucks needing to go to its current location.

Dan Summers, owner of Advanced Quality Coating, was present to give an overview of his ideas and early design of a steel building approximately 10,000 square feet in size with possible expansion added on for storage, and to answer questions concerning intent not to use the facility for an arsenal or manufacturing of firearms as required by Code, lot location, outside storage, and execution of a performance agreement.

After discussion, Mr. Summers was requested that should he decide to go forward, to present a more detailed design of the structure on a preferred lot in Brockman Park to the Authority.

There being no further business, the meeting adjourned at 5:51 P.M. on motion of Mr. Bailey, seconded by Mr. Stein.

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Sharon W. Turner, Chairman

ATTEST: \_\_\_\_\_  
Secretary

Sharon W. Turner, Chairman of Town of Amherst Industrial Development Authority, called a Special Joint Meeting of the Industrial Development Authority and the Amherst Town Council to order on July 6, 2021, at 6:00 PM in the Council Chambers of the Town Hall at 174 S. Main Street.

It was noted that a quorum was present as follows:

P	Sharon Turner	P	Jacob Bailey
A	C. Manly Rucker	P	Kim Stein
P	Clifford Hart	P	Richard Wydner
P	Aaron Mahler		

Town Council were present as follows:

P	D. Dwayne Tuggle	P	Kenneth G. Bunch
P	Rachel A. Carton	P	Sharon W. Turner
P	Kenneth S. Watts	P	Janice N. Wheaton

Town Manager Sara E. Carter, in her capacity as Secretary to the Authority, and Clerk of Council Vicki Hunt, were present.

Discussions were held on the possibility of repositioning the Industrial Development Authority to an Economic Development Authority or to expand the IDA's responsibility, authority, and oversight over economic development activities.

The group also discussed goals keying in on Brockman Park, downtown revitalization, small businesses, walkability and bicycle, and safety, and what steps might be involved to achieve each goal.

The IDA will, after looking closely at what the Town has to offer and what is most attractive to people and businesses, formulate a plan and ways that it can support Town Council's initiatives, to be presented to Council.

There being no further business, the meeting adjourned at 7:07 P.M. on motion of Mr. Mahler, seconded by Mr. Bailey.

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Sharon W. Turner, Chairman

ATTEST: \_\_\_\_\_  
Secretary



# TOWN OF AMHERST

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**To:** Industrial Development Authority  
**From:** Sara Carter  
**Date:** July 30, 2021  
**Re:** Strategic Initiatives

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At the Industrial Development Authority's (IDA) last meeting, there was discussion with the Council about how the IDA can play a role in fulfilling the Council's adopted strategic plan. To that end, the IDA has reviewed the plan, met with Council, and Mr. Stein (who volunteered at the last meeting) and staff have met to discuss next steps.

It is generally thought by the Council that the following is true, and that the IDA should be a part of each of these issues:

- Downtown revitalization is needed, including façade improvements.
- The IDA's scope and purpose is broader than just Brockman Park and industrial development.
- The Town's relationship with Sweet Briar College is important and should be nurtured.
- The overall appearance of the Town influences people's perception of how welcoming and successful the Town is as a whole.
- Events and gatherings are good for the Town and increase activity and viability for the business community.
- Existing business visitation is an important part of business retention and should be a regular part of the Town's work.

The first question to be addressed is whether the IDA agrees with all of the above statements and is ready to work on these.

Next, staff requests that the IDA consider the following steps to begin implementation of

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the Council's strategic plan:

1. Develop a strategic action plan for the IDA that builds upon the Council plan and lists a set of actions to help achieve the Council's strategic goals. Staff envisions a four-hour retreat style meeting. It could be held as an expanded regular IDA meeting, use an outside facilitator, or be facilitated by staff. If a paid outside facilitator is used, the cost is \$2500. Staff is also talking to another manager about the possibility of trading services between localities to do strategic planning for each other.
2. Set aside money for an intern from Sweet Briar that would be specifically tasked with event planning, grants development for downtown, and connection to the agricultural work at Sweet Briar. Cost: \$3,500-5,000, depending on length of service and hourly rate, and whether academic credit can be granted by SBC.
3. Develop a revolving loan fund for small business development that would assist small businesses during start up. Total amount: \$30,000, with a \$5,000 loan limit
4. Create an events group that would work with local businesses and residents to create an on-going calendar of events for the community in a variety of locations. If hired, the Sweet Briar intern could assist in outreach and planning, including having a Town focused event on campus.
5. Outreach to housing developers. New housing, particularly for seniors, would be a good fit for the town and a boon for the local economy. Create a committee to reach out to developers and determine if there can be interest generated for development in the Town, and what actions can be taken to improve development opportunities on vacant and underutilized land in town.
6. Develop a plan for existing business visits and set up a schedule for those visits using IDA volunteers.