

**Portland Industrial Development Board
Special Called Meeting
July 25, 2024, 5:00pm
Council Chambers City Hall
100 S Russel Street Portland TN 37148**

The Portland Industrial Development board met in a special called session at 5:00 p.m. July 25, 2024, at Portland City Hall in the Council Chambers after notice of said meeting having been published in THE PORTLAND SUN on July 9.

The following board members were present:

Tom Hunter
Chirag Patel
Jess Birdwell
Mark Evans
Gail Gentry
Keith Kizer
Mark Rice

Kathy Dixon was absent.

Also present: Sherri Ferguson, Director of Economic and Community Development, Mayor Mike Callis, Fire Chief Sam Thornton and Public Works Director Carlton Cobb.

Available via Teams; Kalee Harryman (State of TN), Adam DeSimone ONT Group, Shannon O'Hare (representing KEYLIME), and Robertson County ECD Director Vonda Gates.

Board Chairman Tom Hunter welcomed all in attendance and announcing quorum duly present, declared the meeting open.

Motion was made by Gail Gentry and seconded by Keith Kizer to adopt of the agenda as presented.
Motion carried.

Motion was made by Gail Gentry and seconded by Keith Kizer to adopt the minutes from June 24, 2024 meeting. Motion carried.

Public Comment Period: Shannon O'Hare presented information on Project Keylime and the company's interest in Portland.

Chairman Hunter requested to move Item 7 Consideration of a PILOT agreement for Project KeyLime up on the agenda to address the PILOT agreement for Project Keylime as Ms. O'Hare was present via video conference.

Discussion was made regarding the application request. Robertson County has the authority to enter into the agreement for both the City and the County. Robertson County request the City IDB to provide what abatements they would approve. Project Keylime's request was as follows: Real Property - 5 years at 100% abatement, 1 year at 90%, 1 Year at 80%. Personal Property – 3 years at 100%.

ECD Director Ferguson provided 3 draft options and explained this was draft form and they could change them in any way they felt appropriate. Mayor Callis spoke to the board regarding the need for city taxes as to not put a burden on the citizens. He also said he felt any of the 3 options were good options. Discussion continued and proposal was made by Chairman Hunter for Real Property – 3 years at 100% abatement, 1 year at 75%, 1 year at 50%, 1 year at 25% with PILOT ending at year 7 with no abatement at year 7. ECD Director commented the chairman might want to look also at the personal property request also. After discussion he proposed 2 years at 100% for personal property.

Motion was made by Mark Rice and seconded by Chirag Patel to allow Robertson County to enter into a PILOT agreement with Project Keylime offering an abatement at the following schedule.

City Real Property:

100% for 3 years
75% in year 4
50% in year 5
25% in year 6
0% in year 7

Personal Property

100% for 2 yrs.

Motion carried.

Motion was made by Gail Gentry and seconded by Chirag Patel to adopt the Minutes June 24, 2024.
Motion carried.

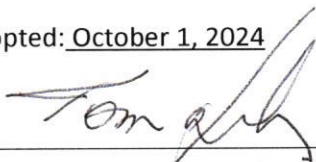
The Chairman requested for everyone to review the documents for a PILOT guideline and to call a meeting in August to create a guideline for PILOT agreements.

After discussion it was determined all board members would like to receive training on the IDB function, PILOT's and TIFs. Chairman requested ECD Director to research and set up for the board.

There being no further business motion was made by Mark Evans and second provided by Gail Gentry to adjourn and the meeting was adjourned.

Meeting Adjourn: 6:15 p.m.

Adopted: October 1, 2024



Chairman, Tom Hunter



Secretary/Treasurer Kathy Dixon