

INDUSTRIAL DEVELOPMENT BOARD
Meeting

March 18, 2025 at 5:00 p.m.
Fred J. White Municipal Building
100 South Russell Street

1. Call to Order

2. Publication of Meeting

- Notice for 2025 Industrial Development Meetings was published in the Portland Sun.

3. Adoption of the Agenda

4. Adoption of Minutes

A. Minutes of November 19, 2024 Meeting

5. Public Comments

In accordance with Tennessee Public Chapter No. 300 and City Resolution #24-21, public comments are allowed when those comments are germane to agenda items, except where otherwise prohibited; and the number of individuals speaking may be limited to ensure opposing viewpoints are fairly represented. Comments are limited to 5 minutes per individual.

6. Consideration

A. Discussion of PILOT incentives for commercial projects.

B. Discussion of PILOT incentives for Robertson County projects.

C. Cancellation of May 20 meeting.

7. Other Business Relevant to the Board

Adjournment

2025 Meeting Schedule

May 20 **Cancelled**

July 15

September 16

November 18



INDUSTRIAL DEVELOPMENT BOARD

Minutes for November 19, 2024 at 5:00 PM

1. Call to Order

The Portland Industrial Development board met in a special called session at 5:00 p.m. November 19, 2024, at Portland City Hall in the Council Chambers after notice of said meeting having been published in THE PORTLAND SUN on October 29, 2024.

Board members present: Chairman Tom Hunter, Vice Chairman Chirag Patel, Jess Birdwell, Keith Kizer, Mark Rice

Board members absent: Kathy Dixon, Mark Evans

Also present: Sherri Ferguson, Director of Economic and Community Development; Megann Thompson, City Vice-Mayor; Vince Ellis, City Alderman

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

2. Publication of Meeting Notice in the Portland Sun, October 29, 2024

3. Adoption of the Agenda

Motion was made by Gail Gentry and seconded by Chirag Patel to adopt the agenda as presented. Motion carried.

4. Adoption of Minutes

A. Minutes of the October 1, 2024, Meeting

Motion was made by Gail Gentry and seconded by Jess Birdwell to adopt the minutes from October 29, 2024, as presented. Motion carried.

5. Public Comment Period

- No one spoke

6. Consideration

A. Presentation from Betsy Knots of Bass, Berry and Sims LLC

Presentation from Betsy Knots of Bass, Berry and Sims LLC regarding incentives.

B. Final review of PILOT Guidelines

Chairman Hunter presented the approved incentive guidelines that were discussed in the October 29, 2024 meeting. It was noted this would serve a guideline to be approved by the City Council so we could move more quickly with PILOT requests falling within these guidelines. Any approved requests falling outside these guidelines would be taken to the City Council for approval.

7. Other Business Relevant to the Board

- No Items

Adjournment

There being no further business, a motion was made by Mark Rice and a second provided by Jess Birdwell to adjourn, and the meeting was adjourned at 6:40 p.m.

Chairman, Tom Hunter
Approved: March 18, 2025

Secretary/Treasurer Kathy Dixon