

**INDUSTRIAL DEVELOPMENT BOARD**  
Fred J. White Municipal Building - Council Chambers  
100 South Russell Street - Rm. 111  
October 28, 2025 at 5:00 p.m.

**1. Call to Order**

**2. Approval of Agenda**

**3. Approval of Minutes**

- A.** Minutes from August 19, 2025

**4. Public Comment Period**

*In accordance with Resolution #25-41, public comments are allowed when those comments are germane to agenda items, except where otherwise prohibited. The number of individuals speaking and/or the allotted time to speak may be limited by the presiding officer to ensure opposing viewpoints are fairly represented. Each speaker is limited to a maximum of 5 minutes for public comment and must sign-up to speak in person before the start of the meeting. Sign-up sheets will be available just before the start of each meeting in the same room where the meeting is being held.*

**5. Old Business**

**6. New Business**

- A.** Consider a PILOT for the N & Y Hospitality Inc.

**Adjournment**

**Industrial Development Board Meeting  
Minutes August 19, 2025 5:30 Pm  
City Council Chambers**

1. Call to Order

The Portland Industrial Development board met in a special session at 5:30 pm on August 19, 2025 at Portland City Hall in the Council Chambers after notice of said meeting having been published in the Portland Leader.

**Board Members Present:** Chairman Tom Hunter, Secretary/Treasurer Kathy Dixon, Jess Birdwell, Mark Evans, Gail Gentry, Keith Kizer, Mark Rice  
Chraig Patel was absent

**Also Present:** Sherri Ferguson, Director of Economic and Community Development, Kyle Engles and Brandon Moss from Shoals Technologies Group, and Mayor Mike Callis.

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

2. Publication of Meeting Notice for the August 19, 2025 meeting was published in the Portland Leader.

3. Adoption of the Agenda

- a. Motion was made by Mark Rice and seconded by Jess Birdwell to adopt the agenda as presented. Motion carried.

4. Adoption of Minutes

- a. Minutes of July 15, 2025 Meeting  
Motion was made by Mark Rice and seconded by Jess Birdwell to adopt the minutes from the July 15, 2025 meeting as presented. Motion carried.

5. Public Comment

- a. No one spoke.

6. Old Business

- a. Documentation was provided to the board with information from the July meeting along with a request for PILOT from Shoals Technologies Group.
- b. Discussion was had regarding several options for a PILOT agreement for Shoals Technologies Group.
- c. Motion was made by Kathy Dixon and seconded by Gail Gentry to provide a PILOT for personal property for 3 years at 100% abatement. Motion carried 7-0
- d. Motion was made by Mark Evans and seconded by Tom Hunter to include a tax abatement in the PILOT agreement as a tax freeze on real property but

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**Minutes August 19, 2025 5:30 Pm**

**City Council Chambers**

allowing 3 years of abatement at 100% for any increased assessment. Motion carried 5-2.

7. New Business

- a. Discussion was made to be prepared for a TIF or PILOT discussion on the hotel and restaurant. An application for both will be provided to them this week and we will consider at the September 16 meeting.

8. Motion was made by Mark Evans and Second by Tom Hunter to adjourn. Motion carried