

## POHA January 4, 2024

The Commissioners of the Port of Harlingen Authority (POH) met in a regularly scheduled session on Thursday January 4, 2024 at 12:00 PM at the Port's Administration Office located at 24633 Port Road, Harlingen, Texas, 78550.

**COMMISSIONERS PRESENT:** Rose Snell – Commissioner, Place 1  
Neil Haman - Commissioner, Place 2  
Alan Johnson – Chairman, Place 3  
Chris Villarreal – Commissioner, Place 4  
Ryan Newman – Commissioner, Place 5 (remote)

**PORT STAFF PRESENT:** Walker Smith – Port Director  
Robert McDonald – Chief Financial Officer (remote)  
Amy Lynch - Director of Marketing & Public Relations  
Anne Jimenez - Receptionist

**OTHERS PRESENT:** Chris Boswell – Port Attorney

A. Meeting called to order at 12:02 pm.

Declaration of conflicts of interest: None

B. 1. **Item:** APPROVAL OF VOUCHERS

2. **Issue:** To review the vouchers for approval.

3. **Discussion:** There was no discussion regarding the vouchers.

4. **Action Taken:** On a motion by Mrs. Snell and seconded by Mr. Villarreal, the Commissioners approved the vouchers. After a vote, the ayes were 5 and the nays were 0.

C. 1. **Item:** APPROVAL OF MINUTES & CERTIFIED AGENDA FOR THE MEETING ON NOVEMBER 16 & DECEMBER 21, 2023

2. **Issue:** To review the corresponding minutes.

3. **Discussion:** There was no discussion regarding the minutes

4. **Action Taken:** On a motion by Mr. Haman and seconded by Mr. Villarreal, the Commissioners approved the minutes and certified agenda for the meeting on November 16 and December 21, 2023. After a vote, the ayes were 5 and the nays were 0.

D. 1. **Item:** APPROVAL OF THE NOVEMBER FINANCIAL, OPERATIONS & CAPITAL PROJECTS REPORTS AS DISCUSSED IN THE DECEMBER 21, 2023 MEETING

2. **Issue:** To approve of the reports that were discussed in detail during the December 21 meeting.

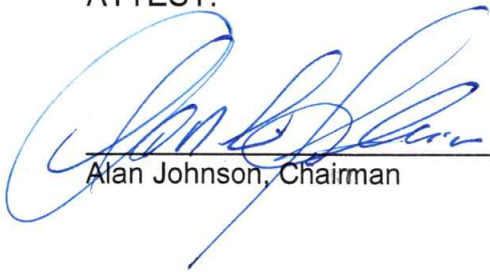
3. **Discussion:** There was no discussion since there were no changes to the reports.

4. **Action Taken:** On a motion by Mr. Villarreal and seconded by Mrs. Snell, the Commissioners approved the November reports: Tonnage, A/R Aging Summary, Balance Sheet, the Profit & Loss Budget Performance and the Master Plan Project Update. After a vote, the ayes were 5 and the nays were 0.
- E.
1. **Item:** STAFF REPORTS
  2. **Issue:** To hear from staff regarding their respective projects.
  3. **Discussion:** Mr. Smith reported that on December 5, 2023, the Cameron County Commissioners Court approved the Port Commissioners' meeting compensation to increase to \$250 per meeting. Mr. Smith also reported that he will request a study to be conducted regarding the need for another fleeting area at the Port. He said CSRS will conduct the study. This will aid in the Port applying for federal grants to add a fleeting area in the channel. Mr. McDonald reported that the financial audit of FY 22-23 should be completed this month. He also said that he is still waiting to receive the new banking agreement with TRB. Mrs. Lynch discussed the recognition luncheon that the Port will have for Mr. Bryan Duffy.
  4. **Action Taken:** This was for discussion only.
- F.
1. **Item:** DISCUSSION REGARDING FIRST ONSITE PROPOSAL FOR MASTER AGREEMENT FOR INCIDENT RECOVERY SERVICES
  2. **Issue:** To discuss the proposal for incident recovery services.
  3. **Discussion:** Mr. Smith stated that he was approached by a company called First Onsite about providing incident recovery services after a storm or hurricane. Mr. Smith said that he has a proposed master agreement from the group. The cost of services is dependent upon the amount of time and employees that is used in the recovery so there is no lump sum cost estimate. Mr. Smith asked how the incident recovery would coincide with the insurance company. Mr. Newman advised that it could be very complicated and there is no guarantee that the insurance company would pay for the recovery. Mr. Smith said that he has not been able to reach any of the references listed by the company.
  4. **Action Taken:** This was for discussion only.
- G.
1. **Item:** DISCUSS AND CONSIDER ADOPTION OF RULES REGARDING PUBLIC COMMENTS
  2. **Issue:** To adopt rules regarding public comments.
  3. **Discussion:** The Commission reviewed a proposed Public Comments policy for adoption. No one was opposed to the policy or any of its contents.

4. **Action Taken:** On a motion by Mr. Haman and seconded by Mr. Villarreal, the Commission adopted the Port's Public Comment Policy.

There being no further business, the meeting was adjourned at 12:35 PM.

ATTEST:



Alan Johnson, Chairman



Chris Villarreal, Secretary