

## POHA May 16, 2024

The Commissioners of the Port of Harlingen Authority (POH) met in a regularly scheduled session on Thursday May 16, 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 (remote)  
Chris Villarreal – Commissioner, Place 4

**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  
Mauro Garza - visitor

A. Meeting called to order at 12:17 pm.

Declaration of conflicts of interest: None.

B. 1. **Item:** PUBLIC COMMENTS

2. **Issue:** To hear public comments, if any.

3. **Discussion:** Mr. Mauro Garza signed the public comments sign up sheet. He made no remarks but observed the meeting.

4. **Action Taken:** None.

C. 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 Mr. Villarreal and seconded by Mrs. Snell, the Commissioners voted unanimously to approve the vouchers.

D. 1. **Item:** APPROVAL OF MINUTES & CERTIFIED AGENDA FOR THE MEETING ON MAY 8, 2024

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

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

4. **Action Taken:** On a motion by Mr. Villarreal and seconded by Mrs. Snell, the Commissioners voted unanimously to approve the minutes and certified agenda for the meeting on May 8, 2024.

- E. 1. **Item:** CONSIDERATION AND POSSIBLE ACTION REGARDING THE APRIL FINANCIAL AND OPERATIONS REPORTS
2. **Issue:** To review and approve the reports.
  3. **Discussion:** Regarding the A/R Aging Summary, Mr. McDonald noted that Favelle Favco's outstanding balance has been paid. Regarding the Profit & Loss Budget Performance, he said that the income was \$14,000 under budget. He also said that the Port is \$42,000 under budget for expenses. Regarding the Tonnage report, Mr. McDonald said that the tonnage for April this year is lower than that of April 2023.
  4. **Action Taken:** On a motion by Mrs. Snell and seconded by Mr. Villarreal, the Commissioners voted unanimously to approve the April reports: Tonnage, A/R Aging Summary, Balance Sheet, and the Profit & Loss Budget Performance.
- F. 1. **Item:** STAFF REPORTS
2. **Issue:** To hear from staff regarding their respective projects.
  3. **Discussion:** Mr. Smith stated that he attended a Port Authority Advisory Committee (PAAC) meeting on Tuesday. He said the committee discussed the Marine Infrastructure Program (MIP) which provides infrastructure project funding for port authorities. The PAAC approved a Legislative Request of \$900M for the 2026-27 biennium for the MIP & \$200M for the SCIRF. It is the intent of the Port to submit projects for the upcoming funding cycle. Ms. Lynch stated that she is 95% done with the annual report. She also stated that the PIDP planning grant application was submitted last Friday.
  4. **Action Taken:** This was for discussion only.
- G. 1. **Item:** CONSIDERATION AND POSSIBLE ACTION REGARDING FINANCING RECENT LAND PURCHASES
2. **Issue:** To review the Port's options regarding financing.
  3. **Discussion:** Mr. McDonald led the discussion of the possibility of financing some of the recent land purchases in order to have more cash available for upcoming projects. The Commissioners agreed that it was not necessary to borrow money at this time to have cash on hand.
  4. **Action Taken:** No action was taken.

H. 1. **Item:** REVIEW OF THE MASTER PLAN CAPITAL IMPROVEMENT AND PRIORITIZATION OF PLAN PROJECTS

2. **Issue:** To review and discuss the Master Plan list of capital projects.
3. **Discussion:** Mr. Smith stated that the Port needs to revisit the Port's Master Plan and its list of capital improvements. Mr. Smith said the Master Plan was developed in 2019 and the prioritization of the projects might have changed. Mr. Smith noted that some of the projects that are listed in the Master Plan are already in progress. Mr. Haman stated his opinion that the list of projects should be put into different categories such as "critical" or "maintenance." Mr. Smith said that he feels that adding more fleeting areas has become more critical than expanding the turning basin.
4. **Action Taken:** This was for discussion only.


I. 1. **Item:** CONSIDERATION AND POSSIBLE ACTION REGARDING THE MID-YEAR REVIEW OF THE PORT'S OPERATIONAL BUDGET

2. **Issue:** To review the Port's operational budget for approval.
3. **Discussion:** Mr. McDonald presented a budget revision to the Commission. He explained that there is no net change to the budget as this revision increases and decreases some of the categories of expenses. Health and wind insurance needs to have the budget increased. In the case of grant consulting, it was overbudgeted before and can be lowered.
4. **Action Taken:** On a motion by Mr. Villarreal and seconded by Mrs. Snell, the Commission voted unanimously to approve the Port's mid-year revision to the operational budget as presented.

There being no further business, the meeting was adjourned at 1:36 PM.

ATTEST:

  
Alan Johnson, Chairman

  
Chris Villarreal, Secretary