

POHA June 20, 2024

The Commissioners of the Port of Harlingen Authority (POH) met in a regularly scheduled session on Thursday June 6, 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

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 12:21 pm.
Declaration of conflicts of interest: None.

B. 1. **Item:** PUBLIC COMMENTS
2. **Issue:** To hear public comments, if any.
3. **Discussion:** There were no public comments.
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 Mr. Newman, the Commissioners voted unanimously to approve the vouchers.

D. 1. **Item:** APPROVAL OF MINUTES & CERTIFIED AGENDA FOR THE MEETING ON JUNE 6, 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. Newman and seconded by Mr. Villarreal, the Commissioners voted unanimously to approve the minutes & certified agenda for the meeting on June 6, 2024.

E. 1. **Item:** CONSIDERATION AND POSSIBLE APPROVAL OF THE MAY FINANCIAL, OPERATIONS & CAPITAL PROJECTS REPORTS

2. **Issue:** To review and approve the reports.

3. **Discussion:** Regarding the A/R Aging Summary, Mr. McDonald said that there is one A/R summary with the Cameron County Tax Revenue and one without it. The reason for that is that the tax revenue aging is not relevant since the Port can't control how quickly it's collected. Without the tax revenue, the report shows a better representation of true aging. Regarding the Budget vs. Actual, Mr. McDonald said that due to new accounting software, the Port is still working on creating the reports to fit the way the Commission wishes to see them. Mr. McDonald said that the report reflects that the Port's revenue is still trending under budget. Also, the total expenses are under budget. Mr. McDonald also spoke about the grant consulting expense and the idea that it should be moved to the grant revenue column. Finally, regarding the tonnage report, Mr. McDonald noted that May's tonnage is the lowest since last November. However, he noted, that unless something significant changes the Port should end the year with over 2 million tons.

4. **Action Taken:** On a motion by Mrs. Snell and seconded by Mr. Newman, the Commissioners voted unanimously to approve the April reports: Tonnage, A/R Aging Summary, Balance Sheet, and the Budget vs. Actual reports minus the Capital Projects report.

F. 1. **Item:** STAFF REPORTS

2. **Issue:** To hear from staff regarding their respective projects.

3. **Discussion:** Mr. Smith reported on the NuStar dock. He said due to the subcontractors being replaced; construction should start back up again. Mr. Smith also reported that the Port submitted the PIDP grant application for asset management plan through Burns & McDonnell. He also said that he has discussed possibly applying for grants to finance the Circle X seawall. Mrs. Lynch presented the Annual Report to the Commission.

4. **Action Taken:** This was for discussion only.

G. 1. **Item:** DISCUSSION AND PARTICIPANT TAKEAWAYS FROM THE AAPA PORT ADMINISTRATION AND MANAGEMENT CONFERENCE

2. **Issue:** To hear from participants regarding their takeaways.

3. **Discussion:** Mr. Smith told the Commission about a discussion he had with Franc Pigna at the AAPA conference in Miami. Mr. Pigna represents Dewry who specializes in lease management for large ports. Mr. Smith said the Port could benefit from having forensic audits of their leases done and also possibly renting one of the docks for commercial use.

Mr. Smith also talked about another contact that he made that talked about dredge material studies and possibly getting a grant to study the beneficial use of dredge material.

4. **Action Taken:** This was for discussion only.

There being no further business, the meeting was adjourned at 1:15 PM.

ATTEST:



Alan Johnson, Chairman

Chris Villarreal, Secretary