

## POHA August 21, 2024

The Commissioners of the Port of Harlingen Authority (POH) met in a rescheduled session on Wednesday August 21, 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 (remote)

**OTHERS PRESENT:** None

A. Meeting called to order at 12:28 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. Newman and seconded by Mr. Haman, the Commissioners voted unanimously to approve the vouchers.

D. 1. **Item:** APPROVAL OF MINUTES & CERTIFIED AGENDA FOR THE MEETING ON AUGUST 01, 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. Haman and seconded by Mr. Villarreal, the Commission voted unanimously to approve the minutes & certified agenda for the meeting on August 1, 2024.

- E. 1. **Item:** CONSIDERATION AND POSSIBLE ACTION REGARDING THE JULY FINANCIAL, OPERATIONS AND CAPITAL PROJECTS REPORTS
2. **Issue:** To review and approve the reports.
  3. **Discussion:** Regarding the A/R Aging Summary, the Commission discussed the delinquent Circle X tenants. The Commission also inquired about the delinquent Cameron County tax income. Mr. McDonald explained that it is misleading since the tax office receives delinquent taxes throughout the year. Regarding the Budget vs. Actual report, Mr. McDonald noted that the total income for the month was \$20,000 under budget. He also remarked that the total income for the fiscal year will be around \$350,000 under budget. The total expenses for the fiscal year will be about \$300,000 under budget setting up the net income to be right at budget. Regarding the Capital Projects report, Mr. McDonald said that the project costs incurred to date have been updated. Mr. Smith gave some quick updates on the status of some of the projects.
  4. **Action Taken:** On a motion by Mr. Villarreal and seconded by Mrs. Snell, the Commissioners voted unanimously to approve the July reports: Tonnage, A/R Aging Summary, Balance Sheet, Profit Loss Budget Performance, and the Master Plan Progress Report.
- F. 1. **Item:** PORT DIRECTOR'S REPORT AND DISCUSSION
2. **Issue:** To hear updates regarding various projects.
  3. **Discussion:** Mr. Smith discussed issues with the overweight corridor and the fuel trucks. He also said that Congressman Vicente Gonzalez is in the area and Mr. Smith is trying to arrange a visit from the Congressman.
  4. **Action Taken:** This was for discussion only.
- G. 1. **Item:** CFO'S REPORT AND DISCUSSION
2. **Issue:** To hear updates regarding various projects.
  3. **Discussion:** Mr. McDonald stated that he has updated the tax rate calendar.
  4. **Action Taken:** This was for discussion only.
- H. 1. **Item:** CONSIDERATION AND POSSIBLE ACTION REGARDING AN AMENDMENT TO THE PORT'S PROCUREMENT POLICY
2. **Issue:** To review the policy for approval.
  3. **Discussion:** Mr. Smith said that an added reference to the Texas Water Code was needed.
  4. **Action Taken:** On a motion by Mr. Newman and seconded by Mrs. Snell, the Commission

voted unanimously to approve the amendment to the Port's Procurement Policy.

I. 1. **Item:** CONSIDERATION AND POSSIBLE ACTION REGARDING EXECUTING A FARM LEASE WITH ALFARO BROTHERS FOR THE QUINN PROPERTY

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

3. **Discussion:** As part of the purchase agreement for the land, the Port will execute a farm lease for 1 year at \$80 an acre.

4. **Action Taken:** On a motion by Mr. Haman and seconded by Mr. Villarreal, the Commission voted unanimously to approve the execution of a farm lease with the Alfaro Brothers.

J. 1. **Item:** PRESENT PRELIMINARY BUDGET FOR FISCAL YEAR 2024/2025

2. **Issue:** To review the new budget for the next fiscal year.

3. **Discussion:** Mr. McDonald stated that the new budget has a budgeted revenue that is around \$750,000 below what was previously budgeted. The budget for expenses has decreased by about \$260,000. Mr. McDonald explained that this was partially due to him moving grant consulting to the grant revenue category.

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

K. 1. **Item:** CONSIDERATION AND POSSIBLE ACTION REGARDING PROPOSED 2024 PROPERTY TAX RATE

2. **Issue:** To review the potential tax rates.

3. **Discussion:** Mr. McDonald presented the Commission with the tax rate calculation worksheet.

4. **Action Taken:** On a motion by Mr. Haman and seconded by Mr. Newman the Commission voted to approve the No-new-revenue rate of \$0.020085 per \$100 for the Port of Harlingen 2024 property tax rate. The roll call of the Commission was taken for the vote.

For the Proposal: Commissioner Alan Johnson  
Commissioner Neil Haman  
Commissioner Chris Villarreal  
Commissioner Ryan Newman  
Commissioner Rose Snell

Against the Proposal: None

L. 1. **Item:** CONSIDERATION AND ACTION TO ACKNOWLEDGE THE CAMERON APPRAISAL DISTRICT CHIEF APPRAISER'S CERTIFICATION OF THE PORT OF HARLINGEN AUTHORITY'S 2024 TAX ROLL

2. **Issue:**

3. **Discussion:** The Commission reviewed the Appraisal District's certification of the Port's 2024 tax roll. There was no further discussion.

4. **Action Taken:** On a motion by Mr. Newman and seconded by Mrs. Snell, the Commission voted unanimously to acknowledge the Cameron Appraisal District's certification of the 2024 tax roll.

M. 1. **Item:** CONSIDERATION AND ACTION TO ACKNOWLEDGE THE ESTIMATED AD VALOREM TAX DEBT COLLECTION RATE FOR THE TAX YEAR 2024, AND THE EXCESS DEBT TAX COLLECTIONS FOR TAX YEAR 2023

2. **Issue:** To review the estimated collection rates.

3. **Discussion:** The Commission reviewed the estimated collection worksheet provided by the tax office. The collection rate is estimated at 98% for the 2024 tax year and the excess debt is listed as "not applicable."

4. **Action Taken:** On a motion by Mr. Haman and seconded by Mrs. Snell, the Commission voted unanimously to acknowledge the estimated ad valorem tax debt collection rate for the tax year 2024 and the excess debt tax collections for the tax year 2023.

N. 1. **Item:** CONSIDERATION AND ACTION TO ACKNOWLEDGE THE CHIEF FINANCIAL OFFICER'S CALCULATIONS OF THE PORT OF HARLINGEN AUTHORITY'S NO-NEW-REVENUE AND VOTER-APPROVAL TAX RATES FOR THE 2024 TAX YEAR

2. **Issue:** To review the tax rate calculation worksheet.

3. **Discussion:** The Commission reviewed the CFO's calculations for the no-new-revenue and voter-approval tax rates for the tax year 2024-2025. There was no further discussion.

4. **Action Taken:** On a motion by Mrs. Snell and seconded by Mr. Newman, the Commission voted unanimously to acknowledge the CFO's calculations of the Port's no-new-revenue and voter-approval tax rates for the 2024 tax year.

There being no further business, the meeting was adjourned at 1:28 PM.

ATTEST:



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Alan Johnson, Chairman



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Chris Villarreal, Secretary