

POHA March 19, 2025

The Commissioners of the Port of Harlingen Authority (POH) met in a rescheduled session on Wednesday March 19, 2025 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: None

A. Meeting called to order at 12:16 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. Haman and seconded by Mr. Villarreal, the Commissioners voted unanimously to approve the vouchers.

D. 1. **Item:** APPROVAL OF MINUTES & CERTIFIED AGENDA FOR THE MEETING ON MARCH 6, 2025

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 Mr. Newman, the Commission voted unanimously to approve the minutes & certified agenda for the meeting on March 6, 2025.

- E. 1. **Item:** CONSIDERATION AND POSSIBLE ACTION REGARDING THE FEBRUARY FINANCIAL, OPERATIONS AND CAPITAL PROJECTS REPORTS
2. **Issue:** To review and approve the reports.
 3. **Discussion:** Regarding the AR Aging Summary, Mr. Smith stated that Mr. Boswell sent a letter of demand to the delinquent Circle X tenants. One of them still has not sent in the rent so Mr. Boswell will send a termination letter to that tenant. Regarding the Profit Loss Budget Performance report, Mr. McDonald remarked that the YTD actual net operating income is well over budget. He also noted that on the expenses for dock maintenance, there was about \$12,000 that was not budgeted for as old invoices had recently been received by the Port. Regarding the Tonnage report, Mr. McDonald stated that February tonnage was the highest for this fiscal year.
 4. **Action Taken:** On a motion by Mr. Haman and seconded by Mrs. Newman, the Commissioners voted unanimously to approve the February reports: Tonnage, A/R Aging Summary, Balance Sheet, Profit Loss Budget Performance minus the Master Plan Progress Report.
- F. 1. **Item:** PORT DIRECTOR REPORT AND DISCUSSION
2. **Issue:** To hear updates regarding various projects.
 3. **Discussion:** Regarding the legislative affairs update, Mr. Smith reported that he is going to testify at the House's Transportation Committee meeting regarding the Port's overweight corridor bill. He said the Port's bill was one of the bills selected as a high priority bill.
 4. **Action Taken:** This was for discussion only.
- G. 1. **Item:** DIRECTOR OF PR AND MARKETING REPORT AND DISCUSSION
2. **Issue:** To hear updates regarding various projects.
 3. **Discussion:** Mrs. Lynch stated that she is assisting Mr. Smith in preparing material for the possible testimony at the legislative committee meetings. She also stated that CIL, a trucking company is coming to the Port next week to film a promo video.
 4. **Action Taken:** This was for discussion only.
- H. 1. **Item:** CONSIDERATION AND POSSIBLE ACTION REGARDING CENTRAL READY MIX AND CHALICO CONCRETE MATERIALS REQUEST TO RENEW ITS LEASE AGREEMENT
2. **Issue:** To review the agreement for approval.
 3. **Discussion:** Mr. Smith stated that the current lease agreement with Chalico Concrete Materials and Central Ready Mix is set to expire on March 31, 2025. There are no more

renewal options in this lease therefore a new lease is required. Mr. Smith said the new lease will be for a term of 5 years with one option to renew for 5 more years after the primary term. The land rent will be increased from \$1500 to \$2000 each month.

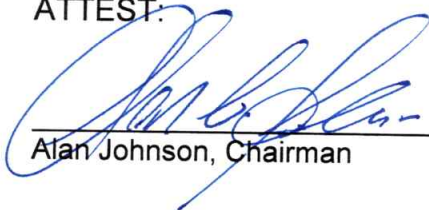
4. **Action Taken:** On a motion by Mr. Newman and seconded by Mrs. Snell the Commissioners voted unanimously to approve the new lease agreement with Central Ready Mix and Chalico Concrete Materials.

The Commission entered the executive session authorized by Chapters 551.071, 551.072 and 551.074 at 12:58 PM. They came out of the executive session at 1:26 PM. A Certified Agenda for the executive session is on file.

- I. 1. **Item:** DISCUSSION REGARDING THE PORT DIRECTORS' PERFORMANCE AS IT RELATES TO BONUS CRITERIA PURSUANT TO TEX GOV'T CODE 551.074
2. **Issue:** To review the criteria for employee performance bonuses.
3. **Discussion:** Discussion took place during the executive session.
4. **Action Taken:** On a motion by Mr. Villarreal and seconded by Mr. Newman, the Commission voted unanimously to accept the Port Director performance bonus criteria as presented.
- J. 1. **Item:** DISCUSSION REGARDING THE PORT ATTORNEY'S JOB PERFORMANCE AND DESCRIPTION AND REVIEW RETAINER FEE PURSUANT TO TEX GOVT CODE 551.074
2. **Issue:** To discuss Port's Attorney retainer fees.
3. **Discussion:** Discussion took place during the executive session.
4. **Action Taken:** On a motion by Mr. Newman and seconded by Mrs. Snell, the Commission voted unanimously to accept the Port Attorney engagement letter as submitted to start on April 1, 2025, through September 30, 2026.

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

ATTEST:


Alan Johnson, Chairman


Chris Villarreal, Secretary