

## POHA June 19, 2025

The Commissioners of the Port of Harlingen Authority (POH) met in a regularly scheduled session on Thursday June 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 - Commissioner, 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 12:24 pm.

Declaration of conflicts of interest: Mr. Johnson submitted a conflict-of-interest affidavit and abstained from approving the check for LawnPros ChemGreen.

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 Mrs. Snell, the Commissioners voted unanimously to approve the vouchers.

D. 1. **Item:** APPROVAL OF MINUTES & CERTIFIED AGENDA FOR THE MEETING ON JUNE 5, 2025

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

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

4. **Action Taken:** On a motion by Mrs. Snell and seconded by Mr. Haman, the Commission voted unanimously to approve the minutes & certified agenda for the

meeting on June 5, 2025.

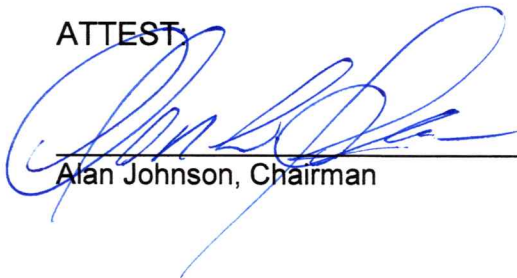
- E. 1. **Item:** CONSIDERATION AND POSSIBLE ACTION REGARDING THE MAY FINANCIAL, OPERATIONS AND CAPITAL PROJECTS REPORTS
2. **Issue:** To review and approve the reports.
3. **Discussion:** Regarding the A/R report, Mr. McDonald said that Titan Fuel has 3 unpaid invoices. However, one of those invoices has already been paid. Regarding the Balance Sheet, he noted there is \$2.4 million in treasuries that are maturing at the end of June. He will determine how much to reinvest. Regarding the Budget vs. Actual, Mr. McDonald said that the total income continues to be strong. The Port is currently \$500,000 over the income budget. And the year-to-date expenses are \$75,000 under budget. And regarding the Tonnage report, the tonnage for May was 188,000 tons which is lower than in the previous months. Regarding the Capital Projects report, Mr. McDonald noted that the only change is the Dock #2 rehab project now reflects the actual bid amount.
4. **Action Taken:** On a motion by Mr. Villarreal and seconded by Mrs. Snell, the Commissioners voted unanimously to approve the May reports: Tonnage, A/R Aging Summary, Balance Sheet, Profit & Loss Budget Performance, and Capital Projects reports.
- F. 1. **Item:** PORT DIRECTOR REPORT AND DISCUSSION
2. **Issue:** To hear updates regarding various projects.
3. **Discussion:** Mr. Smith reported an agricultural meeting he attended with the Secretary of Agriculture along with local stakeholders. Mr. Smith also reported that there will soon be a change in command at USACE Galveston. He also said that there will be a pre-construction meeting for the SCP 88 Illumination and Drainage project.
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 said that she is finishing the draft of the annual report. She also stated that AAPA would like the Port to do a breakout session at the upcoming annual conference.
4. **Action Taken:** This was for discussion only.

- I. 1. **Item:** CONSIDERATION AND POSSIBLE ACTION REGARDING A LEASE AGREEMENT FOR JOHN SCHAEF FARMS LLC FOR THE SUGAR WAREHOUSE
2. **Issue:** To review the lease for approval.
3. **Discussion:** Mr. Smith said that Mr. Scaief sent back the draft lease agreement with his edits included. Mr. Smith said that Scaief Farms will not be using the dock so warehouse insurance is not necessary. Also, the ability to terminate the lease early in the case of the product sold is included in this potential lease agreement. The rent will be \$10,000 a month.
4. **Action Taken:** On a motion by Mr. Haman and seconded by Mrs. Snell, the Commission voted unanimously to approve the lease agreement with John Scaief Farms LLC for the sugar warehouse.

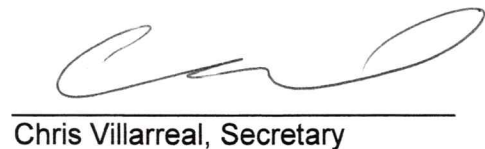
The Commission entered the executive session authorized by Chapters 551.071 and 551.072 at 12:58 PM. They came out of the executive session at 1:10 PM. A Certified Agenda for the executive session is on file. There was no action taken on any Executive Session Items.

There being no further business, the meeting was adjourned at 1:10 PM.

ATTEST



Alan Johnson, Chairman



Chris Villarreal, Secretary