POHA September 18, 2025

The Commissioners of the Port of Harlingen Authority (POH) met in a regularly scheduled session on Thursday September 18, 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:
Chris Boswell – Port Attorney
Jason Fulton – GFT
Sarah Bagwell Rudy – Burns & McDonnell
Steve Kellerman - Burns & McDonnell

A. Meeting called to order at 12:06 pm.
Declaration of conflicts of interest: None.

B.
1. **Item**: <u>PUBLIC COMMENTS</u>
2. **Issue**: To hear public comments, if any.
3. **Discussion**: There were no public comments.
4. **Action Taken**: None.

C.
1. **Item**: <u>APPROVAL OF VOUCHERS</u>
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. Villarreal, the Commissioners voted unanimously to approve the vouchers.

D.
1. **Item**: <u>APPROVAL OF MINUTES & CERTIFIED AGENDA FOR THE MEETING ON SEPTEMBER 4, 2025</u>
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. Newman, the Commission voted unanimously to approve the minutes & certified agenda for the

meeting on September 4, 2025.

E. 1. **Item**: CONSIDERATION AND POSSIBLE ACTION REGARDING THE AUGUST FINANCIAL, OPERATIONS AND CAPITAL PROJECTS REPORTS

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

3. **Discussion**: Regarding the A/R Aging Summary, Mr. McDonald said there are still 2 months of Titan invoices that are outstanding. Regarding the Balance Sheet, he said that the dock rehab and Illumination projects combined have reached $1 million in funds spent. Regarding the Profit & Loss Budget Performance, he noted that all major revenue categories exceeded the yearly budget. The Port has $793,000 over the YTD budget and $643 over annual budget. Mr. McDonald also stated that the YTD expenses are $101,000 under budget. Regarding the Tonnage report, the tonnage for August was the lowest of the year and 22,000 tons less than in July.

4. **Action Taken**: On a motion by Mr. Villarreal and seconded by Mrs. Snell, the Commissioners voted unanimously to approve the August reports: Tonnage, A/R Aging Summary, Balance Sheet, Profit & Loss Budget Performance and the Capital Projects Report.

F. 1. **Item**: PORT DIRECTOR REPORT AND DISCUSSION

2. **Issue**: To hear updates regarding various projects.

3. **Discussion**: Mr. Smith reported that he started an educational course for Certified Public Managers. Regarding legislative affairs, Mr. Smith stated that the two bills that might negatively impact the Port have not passed. Regarding construction projects, he stated that the SCP Illumination and Drainage project is still moving forward. The lighting vendor is going to start installing light poles on Monday. The dock rehab project is encountering issues with voids in the sheetpile.

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 reported that there was an article in the RGVision magazine about the Port. She said she is looking into other advertising opportunities. She also mentioned there will be a Mayor tour next Thursday.

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

H. 1. **Item**: DISCUSSION REGARDING THE POSSIBLE UTLIZATION OF A PROGRESSIVE DESIGN BUILD PROCESS FOR RAIL YARD PROJECT

2. **Issue**: To hear from Burns & McDonnell about a different type of project procurement.
3. **Discussion**: Mrs. Rudy and Mr. Kellerman of Burns & McDonnell detailed the Progressive Design Build process to the Commission.
4. **Action Taken**: This was for discussion only.

I. 1. **Item**: CONSIDERATION AND POSSIBLE APPROVAL OF FY 24-25 FINAL OPERATIONAL BUDGET

2. **Issue**: To review the final budget for approval.
3. **Discussion**: Mr. McDonald stated that there were very minor changes to the budget. He moved $1,000 from the rail repair budget to the tools budget. He also moved $2,000 from the advertising budget to the public notices budget. And finally, he moved $110 from the windstorm insurance budget to the general liability insurance budget. The Port will end the fiscal year on budget.
4. **Action Taken**: On a motion by Mr. Haman and seconded by Mr. Newman, the Commission voted unanimously to approve the FY 24-25 Final Operational Budget.

J. 1. **Item**: CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE FY 25-26 OPERATIONAL BUDGET

2. **Issue**: To review the operational budget for approval.
3. **Discussion**: Mr. Haman made some recommended changes to the budget. The Commission briefly discussed the budget then set a date for a special meeting to further discuss and approve the budget.
4. **Action Taken**: Action was tabled.

The Commission entered the executive session authorized by Chapters 551.071 and 551.072 at 1:30 PM. They came out of the executive session at 1:50 PM. A Certified Agenda for the executive session is on file.

There being no further business, the meeting was adjourned at 1:50 PM.

ATTEST:

Alan Johnson, Chairman

Chris Villarreal, Secretary