

REGULAR MEETING OF THE CITY OF HARLINGEN AIRPORT BOARD

Notice is hereby given that the above Board of Directors will hold a Regular Meeting on **TUESDAY, OCTOBER 28, 2025, at 5:30 P.M.**, at the Valley International Airport, 3rd Floor, 3002 Heritage Way, Harlingen, Texas.

Airport Board meetings are available to all persons regardless of disability. If you require special assistance, please contact Celina P. Garza at (956) 430-8601 or email celina@flythevalley.com at least 48 hours prior to the meeting.

Please be advised that this is not a meeting of the Harlingen Elective Commission; however, a quorum of the City Commission and Other City Boards may be present.

1. Call the meeting to order.
2. Pledge of Allegiance.
3. Introduction of Guests.
4. Conflict of Interest: Under State Law, a conflict of interest exists if an airport board member, or certain members of that person's family, has a qualifying financial interest in an agenda item. Members with a conflict of interest are not permitted to participate in discussions or vote on agenda items. Are there any known conflicts of interest to disclose at this time"? (Airport Attorney – Airport Board Chairman in the absence of the Airport Attorney)
5. Citizen Communication (2 minutes): *At this time, the public is invited to address the Airport Board and speak on any matter. Please note that the Airport Board members may not respond to comments or deliberate on topics addressed.*
6. Reports. Update on operations and activities at VIA:
 - a. Transportation Security Administration (TSA)
 - b. Fixed Base Operator – Gulf Aviation, Inc./Sun Valley Aviation, Inc.
 - c. Marketing Report (Monthly) - September 2025
 - d. Marketing Report (3rd Quarter) July – September 2025
 - e. Progress Report – September 2025
7. Consent Agenda: *The following items are of a routine or administrative nature. The Airport Board has been furnished with background material on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote, without being discussed separately unless requested by a board member. Items withdrawn from the Consent Agenda for individual consideration in their normal sequence will be heard after the remainder of the Consent Agenda has been acted upon.*
 - a. Consider and take action to approve Valley International Airport Board's Regular meeting minutes of September 16, 2025.
 - b. Consider and take action to approve the monthly Financial Report for the Period Ending August 2025.

8. Consider and take action to ratify Valley International Airport's contracts for general liability, flood, and workmen's compensation insurance.
9. Consider and take action to accept or reject a BuyBoard contract with J.F. Petroleum Group for the QTA refurbishment project.
10. Consider and take action to appoint a member of the Airport Board to the City of Harlingen's Audit Committee for a period of one year: October 1, 2025 – September 30, 2026. (No action taken in the September 16, 2025, meeting)
11. Consider and take action to select the recipient of the Valley International Airport's 2025 Wings of Service Award.
12. Acknowledge action taken during the October 6, 2025, regularly scheduled Harlingen City Commission meeting by the City Commission to allocate funds for ADK Consulting and Executive Search for the Director of Aviation position, should the Airport Board choose to hire ADK.
13. Consider and take action to approve the candidate evaluation and scoring methodology for the position of Director of Aviation and discuss next steps in the process.
14. Director's Report.
 - a. Updates
 - i. Air Traffic Control Tower Project
 - ii. Airport Master Plan
 - b. Events/Meetings Attended
 - i. Harlingen Master Plan – Teams Meeting - Sep 17
 - ii. City Commission Meeting – VIA FY 2026 Budget – Sep 17
 - iii. TSTC Event recognizing HEDC – Sep 18
 - iv. Tour – Delia Cavazos Gamez – Sep 19
 - v. SPI CVA Board – Sep 24
 - vi. Table Top Exercise – Oct 6
 - vii. Eric Flores – Tour – Oct 9
 - viii. Rotary – Oct 14
 - ix. Taste of Harlingen – Museum – Oct 16
 - x. Town Hall Meeting – Presentation – Oct 21
 - xi. Harlingen Chamber of Commerce – 2025 Gala – Oct 23
15. Executive/Closed Session on the following items:
 - i. Executive Session Notice Pursuant to Texas Government Code Sections 551.074, the Board will convene in Executive Session to deliberate Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint against an officer or employee.

16. Action related to executive session items: (Airport Board members will reconvene in open session and may take action on any item listed in the Executive Session section of this agenda)

i. Possible action

17. Next meeting date: Tuesday, November 18, 2025.

18. Adjournment.

The Harlingen Airport Board reserves the right to meet in closed Executive Session on any agenda item should the need arise, and if applicable, pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code, if the discussion of any of the above items concerns one of the following:

1. Contemplated or pending litigation, or matters where legal advice is requested of its attorney, as outlined in Section 551.071 of the Texas Open Meetings Act.
2. The purchase, exchange, lease, or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person, as outlined in Section 551.072 of the Texas Open Meetings Act.
3. A contract for a prospective gift or donation to the City if the deliberation in an open meeting would have a detrimental effect on the City's position in negotiations with a third person, as outlined in Section 551.073 of the Texas Open Meetings Act.
4. Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint against an officer or employee, as outlined in Section 551.074 of the Texas Open Meetings Act.
5. The deployment, or specific occasions for implementing security personnel or devices, as provided in Section 551.076 of the Texas Open Meetings Act.
6. Deliberations regarding Economic Development negotiations, as outlined in Section 551.087 of the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above-named Harlingen Airport Board is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the outside bulletin board, at City of Harlingen, City Hall, 118 E. Tyler Avenue, Harlingen, Texas, a place convenient and readily accessible to the general public at all times. The notice was also posted on the airport's website at www.flythevalley.com and remained posted continuously for at least 72 hours preceding the scheduled meeting, starting on **Wednesday, October 22, 2025, at 4:00 p.m.**

DATED THIS 22nd DAY OF October, 2025.

Valley International Airport

By: 
Marvin R. Esterly, Director of Aviation