

**COASTAL BEND BAYS & ESTUARIES PROGRAM, INC.**  
**BOARD OF DIRECTORS MEETING**

**April 28, 2011**  
**MINUTES**

**BOD Members/Proxies Present**

Tom Bridges for San Patricio County  
Greg Brubeck for the Port of Corpus Christi Authority  
Robert Corrigan for the Bays Council  
Tom Curlee for Port Industries of Corpus Christi  
Frances Gandy for the Port of Corpus Christi Authority  
Jay Reining for the City of Corpus Christi  
Tom Russell for Port Industries of Corpus Christi  
Robert Wallace for Coastal Bend Bays Foundation

**Others Attending**

Jeff Foster, TCEQ

**Staff Present**

Ray Allen	Rosario Martinez
Dustin Cravey	Alice Sanchez
Jake Herring	Leo Trevino
Anne Hulse	Jace Tunnell
Lari Jo Johnston	Beth Wilson

**1. Call to Order, Welcome and Introductions, and Quorum Determination**

Mr. Robert Wallace, Chairman, called the meeting to order at 8:02 a.m. and a quorum was set.

**2. Consideration and Action re: Minutes of Meeting held on March 24, 2011 – Ms. Anne Hulse (attachment 1)**

*Mr. Corrigan made the motion to approve the minutes of the March 24, 2011 meeting as written. The motion was seconded by Mr. Russell and passed unanimously.*

- 3. Consent Agenda: The following items are of a routine or administrative nature and do not require an action of the Board. Any member of the Board of Directors may request that an item on the consent agenda be discussed in open session:**
- a. **Monthly Financial Report, Local Government Funding Report, and Working Capital/Reserve Fund Report – Ms. Alice Sanchez (attachments 2A, B, C)**
  - b. **Monthly Project Status Report – Mr. Leo Trevino (attachment 3)**
  - c. **Grants and Proposals Update – Prepared by Dustin Cravey (attachment 4)**
  - d. **Communications Activities Update – Ms. Beth Wilson (attachment 5)**
  - e. **Environmental Education Activities Update – Ms. Lari Jo Johnston (attachment 6)**
  - f. **CBBEF Property Management – Prepared by Mr. Jake Herring (attachment 7)**
  - g. **Coastal Bird Program Activities – Prepared by Mr. David Newstead (attachment 8)**
  - h. **Future Meeting Schedule – Ms. Anne Hulse (attachment 9)**

**4. Update on EPA and TCEQ funding for FY 2012 – Mr. Ray Allen (attachment 10)**

Mr. Allen informed the Board of his meeting with TCEQ staff in Austin. The Texas Legislature is still reviewing the state budget and it may be awhile before TCEQ can determine their level of funding to the program. The latest funding estimate from EPA is \$600,000-\$800,000.

**5. Update on San Antonio Bay Partnership – Mr. Ray Allen (attachment 11)**

Mr. Allen explained that the anticipated funding from the Texas State Soil & Water Conservation Board fell through and Mr. James Dodson has accepted a full time position with Naismith Engineering. Mr. Dodson is still interested in working for the Partnership if and when funds become available. The Coastal Management Program funds will become available in October 2011 and the Partnership effort will resume at that time. The De-Go-La Resource Conservation and Development Program was eliminated by the Federal budget and those employees were reassigned to other duties. The Guadalupe-Blanco River Authority has established the San Antonio Bay Foundation, dedicated their own personnel to run the organization, and we met with those representatives last week in an effort to advise them as to how CBBEP operates.

**Mr. Reining expressed a desire for CBBEP to continue our efforts in the San Antonio Bay area.**

**6. Consideration and Action regarding accepting FY 2010 Annual Financial Report prepared by Lovvorn & Kieschnick, LLP – Mr. Bob Corrigan and Mr. Ray Allen (attachment 12)**

Mr. Corrigan announced that the auditors had no findings or recommendations when presenting their FY 2010 Financial Audit Report. He and Mr. Allen commended Ms. Sanchez for a job well done.

*Mr. Reining made a motion to accept the FY 2010 Annual Financial Report prepared by Lovvorn & Kieschnick, LLP and was seconded by Mr. Gandy. The motion passed unanimously.*

**7. Consideration and Action regarding selection of bank to provide banking and investment management services – Ms. Alice Sanchez (attachment 13)**

Mr. Wallace and Ms. Sanchez explained that all three proposals provided for banking and investment management services were very similar. Ms. Sanchez stated further that she had encountered no difficulties in conducting business with IBC, the current banking service provider. However, Wells Fargo, the current investment management service provider, had failed to notify CBBEP of our investment's expiration dates.

*Mr. Gandy made a motion to accept the proposal from American Bank and was seconded by Mr. Corrigan. The motion failed as Mr. Gandy and Mr. Corrigan voted for the motion, Mr. Bridges, Mr. Reining, Mr. Russell voted against the motion and Mr. Wallace abstained from voting.*

*Mr. Reining made a motion to keeping banking services at IBC and was seconded by Mr. Russell. The motion passed with Mr. Bridges, Mr. Reining and Mr. Russell voting for the motion, Mr. Corrigan and Mr. Gandy voting against the motion and Mr. Wallace abstaining from voting.*

*Mr. Reining made a motion to move the investment funds from Wells Fargo to IBC Bank and was seconded by Mr. Russell. The motion passed unanimously.*

**8. Consideration and Action regarding selection of firms to provide engineering services – Mr. Dustin Cravey and Mr. Leo Trevino (attachment 14)**

Mr. Cravey discussed the evaluation process and the fact that the consensus among the reviewers clearly ranked three firms highest of the 16 submissions received.

*Mr. Reining made a motion authorizing the CBBEP Executive Director to negotiate contracts and project work orders with G&W Engineers, HDR Engineering, and PBS&J to provide professional services as described in the Request for Qualifications. The motion was seconded by Mr. Bridges and passed unanimously.*

**9. Consideration and Action regarding selection of a contractor to perform planting of marsh grasses for the Nueces Bay Causeway marsh Restoration Project 0 Ms. Rosario Martinez and Mr. Leo Trevino (attachment 15)**

Ms. Martinez explained the bid process by which CBBEP received three submissions. The lowest bid received was from Lamson Construction, but they were disqualified because their submission was incomplete and unrelated to marsh restoration.

*Mr. Russell made the motion to select Belaire Environmental as contractor to perform planting of marsh grasses for the Nueces Bay Causeway Marsh Restoration Project. The motion was seconded by Mr. Reining and passed unanimously.*

**10. Executive Session: Public Notice is given that the Board of Directors may go into an Executive Session as authorized by the Open Meeting Act, Chapter 551.072 to deliberate regarding real property acquisition of Whooping Crane Habitat on Copano Bay and in the Nueces Delta and may in open session take such action as appropriate on items deliberated in Executive Session**

*At 9:40 am, Mr. Wallace took the meeting into Executive Session as authorized by the Open Meeting Act, Chapter 551.072 to deliberate regarding real property and may in open session take such action as appropriate on items deliberated in Executive Session. He further stated that no action would be taken and the meeting would adjourn upon returning to Open Session. The meeting returned to Open Session at 10:01 am*

**11. Executive Director Comments – Mr. Allen announced that the Gulf Coast Ecosystem Task Force Listening Session on April 20<sup>th</sup> was well attended and many valid suggestions were presented.**

**12. Board of Director Comments – Mr. Wallace has been invited to speak at Judge Jan Jack’s retirement party on behalf of the Program.**

**Mr. Corrigan suggested dedicating some area of the Nueces Delta Preserve in honor of Judge Jack and reminded the Board that Stuart Rice needs to be recognized for his efforts on behalf of the Preserve as well.**

**Mr. Wallace announced an offer to purchase the property adjoining Kate’s Hole and that CBBEP will investigate the ecological importance of that property.**

**13. Public Comments – None.**

**14. Adjourn – The meeting adjourned at 10:01 am.**

Approved by the Board of Directors on \_\_\_\_\_

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Robert Wallace, Jr., Chairman of the Board