



Bexar County Emergency Services District No. 3
October 14, 2025
5:30 PM
MINUTES

In accordance with Chapter 551 of the Texas Government Code, notice is hereby given to the public that the Board of Commissioners of Bexar County Emergency Services District No. 3 (BCESD No. 3) had a regular board meeting on October 14, 2025 at 5:30 PM at the Bexar-Bulverde Fire Department Station 105, 25408 Canyon Golf Road, San Antonio, Texas, 78260.

1. **Commissioner Wilkinson Called Meeting to Order at 5:30 PM and a Quorum was Established by Roll Call.** Robert Moss, David Diharce, Ray Wilkinson, and George Drew were present at roll call. John Kirk was absent at roll call but joined meeting at 5:35 PM.
2. **Pledge of Allegiance.**
3. **Welcome and Recognition of Citizens.** None.
4. **Citizen Comment.** None.
5. **Reading and Approval of Minutes:**
 - a. **Public Meeting and Hearing conducted on September 9, 2025.**
MOTION: Commissioner Drew made motion to accept the minutes for the Special Meeting and Hearing conducted on September 9, 2025 at 5:30 PM.
2nd: Commissioner Diharce.
MOTION PASSED: 4/0 in favor.
 - b. **Regular Meeting conducted on September 9, 2025.**
MOTION: Commissioner Diharce made motion to accept the minutes for the Regular Meeting conducted on September 9, 2025 at 6:00 PM.
2nd: Commissioner Drew.
MOTION PASSED: 4/0 in favor.

NOTE: Board President Ray Wilkinson requested to defer from the order of the agenda and proceed to Item 6.

- c. **Special Meeting conducted on September 29, 2025.**
See discussion below Item 6.c.
6. **BCESD No. 3 Financial Reports:**
 - a. **Review and take action on monthly financial report.** Commissioner Moss presented the financial report for month of September 2025.
MOTION: Commissioner Diharce made motion to accept financial report as submitted for the month of September 2025.
2nd: Commissioner Drew.
MOTION PASSED: 4/0 in favor with Commissioner Moss abstaining.

- b. **Review and take action on approval and authorization of expenditures.**
 Commissioner Moss presented September expenditures in the amount of \$1,218,476.13.
MOTION: Commissioner Moss made motion for approval and authorization of September expenditures in the amount of \$1,218,476.13.
2nd: Commissioner Drew.
MOTION PASSED: 5/0 in favor.
- c. **Receive and review BCESD No. 3 Investment Transactions Report for quarter ending September 30, 2025 per BCESD No. 3 Investment Policy.** Commissioner Kirk presented the Investment Transactions Report for quarter ending September 30, 2025.
 Discussion held.
MOTION: Commissioner Drew made motion to accept the Investment Transactions Report for quarter ending September 30, 2025.
2nd: Commissioner Diharce.
MOTION PASSED: 5/0 in favor.

NOTE: Board President Ray Wilkinson requested to defer from the order of the agenda and return to Item 5.c.

- 5. c. **Special Meeting conducted on September 29, 2025.**
 Commissioner Kirk presented and read prepared comments to the Board of Commissioners regarding the Special Board Meeting held on September 29, 2025. In summary, Commissioner Kirk's key points praised the BCESD No. 3 Fire Station 103 construction project for remaining on schedule and well-managed under the Executive Director's oversight. He further recommended that the Commissioners continue to maintain respect and professionalism in all discussions.
MOTION: Commissioner Drew made motion to accept the minutes for the Special Meeting conducted on September 29, 2025 at 5:00 PM.
2nd: Commissioner Diharce.
MOTION PASSED: 5/0 in favor.

NOTE: Board President Ray Wilkinson announced the Board would return to Item 7.

- 7. **BCESD No. 3 District Territory Report:**
 - a. **Monthly activity and performance report from Fire Chief or representative; discuss and take action as appropriate.** Fire Chief Dustin Beaudoin presented the BBFD Incident Reporting System Emergent Responses for 9/1-30/25.
 September 2025 Emergent calls = 253, with overall average on-scene at 6:30 minutes.
 2025 YTD Emergent calls = 2,531 with overall on-scene at 6:27 minutes.
 2024 YTD Emergent calls = 2,458 with overall on-scene at 6:07 minutes.
 - b. **Monthly report on City of San Antonio (COSA) U.S. Hwy 281 North Commercial Corridor within Bexar County ("Annexed Territory"); discuss and take action as appropriate.** Chief Beaudoin reported SAFD Emergent calls in the US Hwy 281N Commercial Corridor for the month of September 2025.
 14 Emergent San Antonio Fire Department calls in the US HWY 281N corridor.
 11 BBFD arrivals prior to any cancellation.
 116 billable Emergent calls YTD.
 - c. **Receive report on BBFD Station(s) 103, 104, 105, and 106; discuss and take action as appropriate.** Chief Beaudoin provided a status report on construction at new BCESD

No. 3 Fire Station 103 and reported that bids were received for the Dedicated Outside Air System (DOAS) at BCESD No. 3 Fire Station 106. DOAS bids to be reviewed and awarded on Agenda Item 10.d. No action taken.

8. **BCESD No. 3 Executive Director Report.** Executive Director Jerry Bialick presented the conclusion of the BCESD No. 3 first Expenditure Review from the Bexar County Auditor's office which had no findings and he thanked Frances Miller, BCESD No. 3 Financial Manager, for her outstanding contributions working with the Bexar County Auditor's Office. Executive Director Bialick reported the Pancake Breakfast held on October 11, 2025 was well-attended by the public, stated that the BCESD No. 3 Fire Station 103 construction project remains on schedule and informed the Commissioners that Bexar County Commissioner Grant Moody would be visiting BCESD No. 3 Station 105 on Monday, October 27, 2025.
9. **Executive Session** – The following may be discussed in Executive Session and Action Taken in an Open Meeting Session under Section 551.071 of the Texas Open Meetings Act: Consultation with Legal Counsel regarding Matters in which the Duty of Legal Counsel to Bexar County Emergency Services District No. 3 under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas Clearly Conflicts with the Act. Tabled.
10. **Consider, Discuss, and Take Appropriate Action on the Following Items:**
 - a. **Review/take action on Interlocal Agreement between the City of San Antonio (COSA) and the BCESD No. 3 to provide for Firefighting and Emergency Services in the U.S. Hwy 281 North Commercial Corridor Area annexed by COSA.** Legal Counsel Gilbert Vazquez reported the COSA Assistant City Attorney confirmed the signed letter from the COSA setting the 2025 annual service fee was still awaiting signature. No action taken.
 - b. **Review/take action on quarterly bonus for BCESD No. 3 Executive Director per Section 5 of the employment contract agreement dated 3/20/2024.** Executive Director Bialick presented his top accomplishments for the 4th quarter of FY 2025. Discussion held.
MOTION: Commissioner Drew made motion to approve the discretionary quarterly bonus for the fourth quarter of FY 2025 for the BCESD No. 3 Executive Director for a total of \$2,500 per Section 5 of the employment agreement dated 3/20/2024.
2nd: Commissioner Moss.
MOTION PASSED: 5/0 in favor.
 - c. **Review/take action on proposal for access control, security cameras, and networking system for new BCESD No. 3 Fire Station 103.** Executive Director Bialick presented the proposal from Inet Security and Surveillance LLC for access control, security cameras, and the networking system for new BCESD No. 3 Fire Station 103. Discussion held
MOTION: Commissioner Kirk made motion to approve the proposal of \$89,677.08 from Inet Security and Surveillance LLC for the installation of access control, security cameras, and networking infrastructure for the new BCESD No. 3 Fire Station 103 as presented.
2nd: Commissioner Diharce.
MOTION PASSED: 5/0 in favor.
 - d. **Discuss/take action on bids received from qualified contractors for improvements to HVAC system at BCESD No. 3 Fire Station 106.** Chief Beaudoin reported three vendors had received the Request For Proposals for HVAC improvements at BCESD No. 3 Fire Station 106. He informed the Board that only one vendor, AC Technical Services, returned a proposal for the project. Discussion held.

MOTION: Commissioner Drew made motion to approve the lowest bid received in response to the BCESD No. 3 invitation to bid as described in the Request For Proposal for the HVAC improvements at BCESD No. 3 Fire Station 106 from AC Technical Services of Castroville, TX for \$273,995.00

2nd: Commissioner Diharce.

MOTION PASSED: 5/0 in favor.

- e. **Discuss/take action on purchase of 2 vehicles as approved in the FY 2026 BCESD No. 3 Budget.** Chief Beaudoin presented information on two vehicles to be purchased. He reported that a 2025 Ford Truck Model S-DTY F-250 was budgeted for purchase for use by the BCESD No. 3 Assistant Chief and a 2025 Ford Truck Model F-150 Series was budgeted for purchase to be used as the department utility vehicle. Discussion held. **MOTION:** Commissioner Diharce made motion to approve the purchase of a 2025 Ford Truck Model S-DTY F-250 for use as the BCESD No. 3 Assistant Chief's vehicle for the purchase price of \$80,122.00 from Northside Ford dealer per the submitted purchase order dated October 6, 2025 and as budgeted. **2nd:** Commissioner Kirk. **MOTION PASSED:** 5/0 in favor. **MOTION:** Commissioner Diharce made motion to approve the purchase of a 2025 Ford Truck Model F-150 Series for use as the department utility vehicle for the purchase price of \$46,947.44 from Northside Ford dealer per the submitted purchase order dated October 6, 2025 and as budgeted. **2nd:** Commissioner Moss. **MOTION PASSED:** 5/0 in favor.
- f. **Discuss/take action on joining Texas CLASS, a local government investment pool (LGIP).** Commissioners engaged in discussion regarding participation in Texas CLASS investment pool. In the absence of a formal presentation, Commissioner Moss made a motion to proceed with a vote on participation. **MOTION:** Commissioner Moss made motion to grant authorization for the BCESD No. 3 to participate in the Texas CLASS Investment Program, an investment pool administered by Public Trust Advisors, LLC. This authorization will be documented using a Resolution To Participate form provided by Texas CLASS. The BCESD No. 3 Investment Committee acting in conjunction with our legal counsel will be responsible for preparing the documents necessary to affect our registration as a member of Texas CLASS. **2nd:** Commissioner Diharce. **MOTION PASSED:** 4/0 in favor, with Commissioner Kirk abstaining.
- g. **Status report on integration of BBFD and BCESD No. 3 websites.** Commissioner Drew reported that final site map for the website has been confirmed with Causality, website vendor. He stated next steps include gathering information for the design process. No action taken.
- h. **Status report/update on BCESD Association.** Executive Director Bialick reported the BCESD Association has purchased a new data system from HdL Companies for use by Association members. No action taken.
- i. **BCESD No. 3 Sales and Use Tax matters.** No report.
- j. **Recurring Reports Calendar.** Discussion held. No action taken.
- k. **Date and time of November 2025 meeting.** Executive Director Bialick relayed that the regular meeting date of Tuesday, November 11, 2025 falls on Veterans Day, which is a federal holiday and the administration offices will be closed. Discussion held.

MOTION: Commissioner Drew made motion that the regular meeting be held on Wednesday, November 12, 2025, at 5:30 PM at BBFD Station 105, 25408 Canyon Golf Road, San Antonio, Texas, 78260.

2nd: Commissioner Moss.

MOTION PASSED: 5/0 in favor.

11. **Close Meeting.**

MOTION: Commissioner Moss made motion to close meeting at 6:37 PM.

2nd: Commissioner Drew.

MOTION PASSED: 5/0 in favor.

ATTEST:



George Drew
BCESD No. 3 Board Secretary