



**Bexar County Emergency Services District No. 3**  
**February 11, 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 February 11, 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 John Kirk were present at roll call. George Drew was absent. Commissioner Wilkinson announced Stacy Shults, BCESD No. 3 Administrative Assistant, would act as the Recording Secretary for this meeting.
2. Welcome and recognition of citizens. **None.**
3. Citizen Comment. **None.**
4. Reading and approval of minutes for the Regular Meeting conducted on January 14, 2025.  
**MOTION: Commissioner Diharce made motion to accept the minutes for the Regular Meeting conducted on January 14, 2025 at 5:30 PM.**  
**2<sup>nd</sup>: Commissioner Kirk.**  
**MOTION PASSED: 4/0 in favor.**
5. BCESD No. 3 Financial Reports:
  - a. Discuss/take action on monthly financial report. Commissioner Moss presented the financial report for month of January 2025.  
**MOTION: Commissioner Kirk made motion to accept financial report as submitted for the month of January 2025.**  
**2<sup>nd</sup>: Commissioner Diharce.**  
**MOTION PASSED: 3/0 in favor with Commissioner Moss abstaining.**
  - b. Discuss/take action on approval and authorization of expenditures. Commissioner Moss presented January expenditures in the amount of \$1,276,210.94.  
**MOTION: Commissioner Diharce made motion for approval and authorization of January expenditures in the amount of \$1,276,210.94.**  
**2<sup>nd</sup>: Commissioner Kirk.**  
**MOTION PASSED: 4/0 in favor.**
6. BCESD No. 3 District Territory Report:
  - a. Monthly activity and performance report from Fire Chief or representative; discuss/take action as appropriate. Fire Chief Dustin Beaudoin presented the BBFD Incident Reporting System Emergent Responses for 1/1-31/25.  
January 2025 Emergent calls = 329, with overall average on-scene at 6:35 minutes.  
2025 YTD Emergent calls = 329 with overall on-scene at 6:35 minutes.  
2024 YTD Emergent calls = 292 with overall on-scene at 6:21 minutes.
  - b. Monthly report on City of San Antonio (COSA) U.S. Hwy 281 North Commercial Corridor within Bexar County ("Annexed Territory"); discuss/take action as appropriate.

Fire Chief Beaudoin reported SAFD Emergent calls in the US Hwy 281N Commercial Corridor for the month of January 2025.

14 Emergent San Antonio Fire Department calls in the US HWY 281N corridor.

10 BBFD arrivals prior to any cancellation.


10 billable Emergent calls YTD.

- c. Receive report on BBFD Station(s) 103, 104, 105, and 106; discuss/take action as appropriate. Chief Beaudoin reported the underground tank was removed from the existing Station 103 location. Contractor waiting on SAWS variance to plug existing well at new Station 103 location. No updates for Stations 104, 105, or 106.
7. Report on BCESD No. 3 matters from BCESD No. 3 Executive Director. Executive Director Bialick reported that he attended the SAFE-D Annual Conference in Austin. He stated that he attended several informative sessions and gathered valuable information from other attendees.
8. 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.**
9. Consider, discuss, and take appropriate action on the following items:
  - a. Discuss and 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. BCESD No. 3 Legal Counsel Gilbert Vazquez stated he sent a reminder email to the COSA Assistant City Attorney for required signatures to formalize the Interlocal Agreement for 2024 and that he forwarded the BCESD No. 3 letter signed by Executive Director Bialick to the Assistant City Attorney setting the annual 2025 Annual Service Fee under the Interlocal Agreement.
  - b. Discuss/take action on the discretionary annual and quarterly bonuses for the BCESD No. 3 Executive Director per the employment agreement dated 3-20-2024. Discussion was held.  
**MOTION: Commissioner Diharce made motion to approve the discretionary 2024 annual and quarterly bonuses for the BCESD No. 3 Executive Director for a total of \$15,000 per the employment agreement Section 5, dated 3-20-2024.**  
**2nd: Commissioner Kirk.**  
**MOTION PASSED: 4/0 in favor.**
  - c. Discuss/take action to approve the final invoice for the expense to remove the underground storage tank (UST) at existing Station 103.  
**MOTION: Commissioner Kirk made motion to approve the final invoice for \$15,205.00 payable to Alamo 1 Remediation for the removal of the underground storage tank at existing Station 103.**  
**2nd: Commissioner Diharce.**  
**MOTION PASSED: 4/0 in favor.**
  - d. Discuss/take action on the selection process for the purpose of financing the construction of new Station 103. Executive Director Bialick presented proposal details from three financial institutions for financing the construction of Station 103. Amegy Bank, Prosperity Bank, and Texas Partners Bank submitted proposals. Discussion was held.  
**MOTION: Commissioner Kirk made motion to approve Amegy Bank for the financing of the construction of Fire Station 103 following a satisfactory legal review of the terms indicated.**  
**2nd: Commissioner Diharce.**  
**MOTION PASSED: 4/0 in favor**

- e. Discuss/take action on hiring debt counsel as required by Amegy Bank. Executive Director Bialick presented a proposed agreement letter from Cantu Harden Montoya LLP to provide debt counsel legal services. Discussion was held.  
**MOTION: Commissioner Kirk made motion to authorize the hiring of the law firm, Cantu Harden Montoya LLP of San Antonio, TX, as debt counsel per the proposed agreement for \$40,000 to satisfy the requirement of Amegy Bank's tax-exempt loan review process subject to further review and negotiations by the Executive Director with the advice of legal counsel.**  
**2<sup>nd</sup>: Commissioner Diharce.**  
**MOTION PASSED: 4/0 in favor.**
- f. Status report/update on BCESD Association. Executive Director Bialick reported a loan granted by the BCESD Association had been repaid in full.
- g. BCESD No. 3 Sales and Use Tax matters. **No report.**
- h. Recurring Reports Calendar. **No report.**
- i. Date and time of the March 2025 monthly meeting.  
**MOTION: Commissioner Kirk made motion that the regular meeting be held March 11, 2025, at 5:30 PM at BBFD Station 105, 25408 Canyon Golf Road, San Antonio, Texas, 78260.**  
**2<sup>nd</sup>: Commissioner Moss.**  
**MOTION PASSED: 4/0 in favor.**

10. Close meeting.  
**MOTION: Commissioner Moss made motion to close meeting at 6:29 PM.**  
**2<sup>nd</sup>: Commissioner Diharce.**  
**MOTION PASSED: 4/0 in favor.**

ATTEST:

  
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**Stacy Shults**  
**Recording Secretary**