



Bexar County Emergency Services District No. 3

August 12, 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 August 12, 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 5:32 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.
2. **Welcome and recognition of citizens.** None.
3. **Citizen Comment.** None.
4. Reading and approval of minutes for the regular meeting conducted on July 8, 2025.
MOTION: Commissioner Drew made motion to accept the minutes for the Regular Meeting conducted on July 8, 2025 at 5:30 PM.
2nd: Commissioner Diharce.
MOTION PASSED: 4/0 in favor.
5. **Receive Sales Tax Trends Report from HdL Companies representative, Robin Humphrey.** Ms. Humphrey introduced herself to the Board as the new HdL Companies representative. Ms. Humphrey presented the June 2025 TEXAS FORECAST, Sales Tax Trends & Economic Drivers Report. Discussion held.
6. **BCESD No. 3 Financial Reports:**
 - a. **Discuss/Take Action on monthly financial report.** Commissioner Moss presented the financial report for month of July 2025.
MOTION: Commissioner Diharce made motion to accept financial report as submitted for the month of July 2025.
2nd: Commissioner Drew.
MOTION PASSED: 3/0 in favor with Commissioner Moss abstaining.
 - b. **Discuss/Take Action on approval and authorization of expenditures.** Commissioner Moss presented July expenditures in the amount of \$577,721.41.
MOTION: Commissioner Moss made motion for approval and authorization of July expenditures in the amount of \$577,721.41.
2nd: Commissioner Diharce.
MOTION PASSED: 4/0 in favor.
7. **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 7/1-31/25.
July 2025 Emergent calls = 284, with overall average on-scene at 6:23 minutes.

2025 YTD Emergent calls = 1,993 with overall on-scene at 6:27 minutes.

2024 YTD Emergent calls = 1,877 with overall on-scene at 6:06 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.** Chief Beaudoin reported SAFD Emergent calls in the US Hwy 281N Commercial Corridor for the month of July 2025.
24 Emergent San Antonio Fire Department calls in the US HWY 281N corridor.
19 BBFD arrivals prior to any cancellation.
98 billable Emergent calls YTD.
 - c. **Receive report on BBFD Station(s) 103, 104, 105, and 106; discuss/take action as appropriate.** Chief Beaudoin stated that the team deployed to assist in the Kerrville flooding event has safely returned. The team supported the catastrophic event with varying duties to include searching debris piles. Chief Beaudoin reported the training building pad at new Fire Station 103 site has been poured, the underground electrical work is underway, and the elevator pit has been excavated. Chief Beaudoin also stated the ISO Rating process will begin in September. No action taken.
8. **BCESD No. 3 Executive Director Report.** No report.
 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. **Discuss/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 we are awaiting the signed letter from COSA setting the annual service fee. Mr. Vazquez will follow up with COSA Assistant City Attorney. No action taken.
 - b. **Discuss/Take Action on joining Texas CLASS, a local government investment pool (LGIP).** Tabled.
 - c. **Review/Take Action on Approval of FY 2026 BCESD No. 3 Operating Budget.** Executive Director Jerry Bialick presented the proposed FY 2026 BCESD No. 3 Operating Budget. Discussion held.
MOTION: Commissioner Moss made motion to approve the BCESD No. 3 Budget for FY ending 09/30/2026 in the total amount of \$13,982,658.00 as presented at today’s Board Meeting which reflects a revenue surplus of \$1,113,091.00 which budget will be funded by a proposed tax rate of \$0.068241 per \$100 taxable value of the properties in the district supplemented by Texas Sales Tax revenues and further moved that a copy of the 2025 Tax Rate Calculation Worksheet be attached to the budget by appendix as required by Section 26.04 Subsection (e-5) of the Texas Tax Code.
2nd: Commissioner Drew.
MOTION PASSED: 4/0 in favor.
 - d. **Review/Take Action on Approval of 2025 Tax Rate Calculation Worksheet as prepared by the Bexar County Tax Assessor-Collector.** Commissioner Moss presented the 2025 Tax Rate Calculation Worksheet. Discussion held.
MOTION: Commissioner Moss made motion to approve the 2025 Tax Rate Calculation Worksheet as prepared by the Bexar County Tax Assessor-Collector for signature and return by the BCESD No. 3 Executive Director.

- 2nd:** Commissioner Diharce.
MOTION PASSED: 4/0 in favor.
- e. **Review/Take Action on Approval of the Proposed 2025 Tax Rate on BCESD No. 3 properties to support the FY 2026 BCESD No. 3 Operating Budget.** Executive Director Bialick and Commissioner Moss presented tax rate options based on the 2025 Tax Rate Calculation Worksheet. Discussion held.
MOTION: Commissioner Moss made motion to approve the proposed tax rate of \$0.068241 per \$100 valuation (De Minimis Rate) to meet the BCESD No. 3 budget requirements for Fiscal Year ending 09/30/2026.
2nd: Commissioner Drew.
MOTION PASSED: 4/0 in favor.
- f. **Review/Take Action on Approval of Notice About the 2025 Tax Rates to be posted on the BCESD No. 3 Website in accordance with Section 26.04(e) of the Texas Tax Code.** Commissioner Moss presented the Notice About the 2025 Tax Rates (Form 50-212).
MOTION: Commissioner Moss made motion to approve the Notice About 2025 Tax Rates (Form 50-212) to be posted on the BCESD No. 3 website in accordance with Section 26.04(e) of the Texas Property Tax Code.
2nd: Commissioner Diharce.
MOTION PASSED: 4/0 in favor.
- g. **Review/Take Action on Approval of Date and Time of Public Hearings and Notice Requirements in newspaper in accordance with Section 26.05(d) and/or Section 26.061 of the Texas Tax Code, if required.** Commissioner Moss presented proposed date and time of Public Hearing as well as the proposed date of required newspaper notice.
MOTION: Commissioner Moss made motion to approve to publish a Notice of Public Hearing to Vote on Proposed Tax Rate Increase for the 2025 Tax Year in the San Antonio Express-News on Tuesday, September 2, 2025 with a hearing on the proposed increase to be held on Tuesday, September 9, 2025 at 5:30 PM at BCESD No. 3 Station 105, located at 25408 Canyon Golf Road. The BCESD No. 3 regular monthly meeting will follow at 6:00 PM.
2nd: Commissioner Drew.
MOTION PASSED: 4/0 in favor.
- h. **Discuss/Take Action on a Capital Improvement in the Amount of \$21,030.00 to Hire a Contractor for Modifications to the Administration Building.** Executive Director Bialick presented two contractor bids to modify the east end of the Administration Building to accommodate a private office for the Human Resources Specialist.
MOTION: Commissioner Drew made motion to approve a capital expenditure of \$21,030.00 per the submitted proposal from Diverse Construction for modifications to the BCESD No. 3 Administration Building.
2nd: Commissioner Moss.
MOTION PASSED: 4/0 in favor.
- i. **Discuss/Take Action on Purchase of Wildland Equipment for use by BCESD No. 3 Wildland Team Personnel.** Chief Beaudoin provided background information on the donation of 4 complete wildland packs and 14 wildland pack frames to BCESD No. 3 from River City Community Church in Selma, TX. Chief Beaudoin presented a sample wildland pack and requested funds to purchase items needed to complete the 14 wildland pack frames.

MOTION: Commissioner Diharce made motion to approve the purchase of wildland pack equipment for \$3,836.00.

2nd: Commissioner Drew.

MOTION PASSED: 4/0 in favor.

- j. **Discuss/Take Action on Increase in Expenditure Approval Authority for the BCESD No. 3 Executive Director per SB 2778.** Executive Director Bialick presented summary of State Senate Bill 2778 which grants an increase in the amount of an expenditure that may be paid by a bonded ESD employee without Board approval from \$2,000 up to \$50,000. Discussion held.

MOTION: Commissioner Diharce made motion to approve an increase in the expenditure authority of the BCESD No. 3 Executive Director to \$25,000 per SB 2778, effective September 1, 2025.

2nd: Commissioner Moss.

MOTION PASSED: 4/0 in favor.

- k. **Discuss/Take Action on an Engineering Proposal for HVAC Improvements at BCESD No. 3 Fire Station 106.** Chief Beaudoin discussed need for HVAC improvements at Station 106 due to extreme humidity issues and that EEA Consulting Engineers have developed approaches to modifying the current HVAC system. Discussion held.

MOTION: Commissioner Drew made motion to approve the engineering proposal from EEA Consulting Engineers for HVAC improvements at BCESD No. 3 Fire Station 106 for \$6,300.00.

2nd: Commissioner Diharce.

MOTION PASSED: 4/0 in favor.

- l. **Discuss/Take Action on Requesting Bids from Qualified Contractors for Improvements to HVAC System at BCESD No. 3 Fire Station 106.** Executive Director Bialick presented request to solicit at least three bids per Texas Health and Safety Code Sec. 775.084 for HVAC system improvements. Discussion held.

MOTION: Commissioner Drew made motion to approve the solicitation of at least 3 competitive bids for the necessary improvements in the HVAC system at BCESD No. 3 Fire Station 106.

2nd: Commissioner Diharce.

MOTION PASSED: 4/0 in favor.

- m. **Discuss/Take Action on Submitted Invoices from CPS for Electrical Connections at new BCESD No. 3 Fire Station 103.** Executive Director Bialick presented two invoices from CPS to connect new Fire Station 103 to electrical power service. Discussion held.

MOTION: Commissioner Moss made motion to approve two CPS invoices for a total of \$31,556.53 as presented.

2nd: Commissioner Drew.

MOTION PASSED: 4/0 in favor.

- n. **Discuss/Take Action on integration of BBFD and BCESD No. 3 Websites.** Commissioner Drew provided an update on the website project which included a summary of the website vendor meeting with Causality, as well as his report on his reference checks of Causality. Commissioner Drew presented a Scope of Work Proposal from Causality. Discussion held.

MOTION: Commissioner Drew made motion to approve the Scope of Work Proposal submitted by Causality in the amount of \$4,500.00 for the design, build, and launch of a new BCESD No. 3 website.

2nd: Commissioner Moss.

MOTION PASSED: 4/0 in favor.

o. **Status Report/Update on BCESD Association.** Commissioner Diharce reported the July BCESD Association meeting included a Texas Legislature Special Session recap, which contained new posting requirements of the Open Meetings Act that now requires three full business days, replacing the 72 hours' notice. New posting requirements take effect on September 1, 2025. No action taken.

p. **BCESD No. 3 Sales and Use Tax matters.** No report.

q. **Recurring Reports Calendar.** Discussion held.

r. **Date and Time September 2025 Meeting.**

MOTION: Commissioner Drew made motion that the regular meeting be held September 9, 2025, at 6:00 PM at BBFD Station 105, 25408 Canyon Golf Road, San Antonio, Texas, 78260.

2nd: Commissioner Moss.

MOTION PASSED: 4/0 in favor.


11. **Close meeting.**

MOTION: Commissioner Moss made motion to close meeting at 7:05 PM.

2nd: Commissioner Drew.

MOTION PASSED: 4/0 in favor.

ATTEST:



George Drew
Secretary