



Bexar County Emergency Services District No. 3
September 9, 2025
6:00 PM
MINUTES

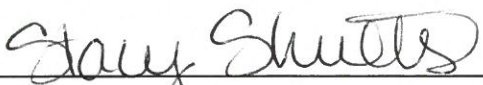
In accordance with Chapter 551 of the Texas Government Code, notice is hereby given to the public that the Board of Commissioners of Bexar County Emergency Services District No. 3 (BCESD No. 3) had a regular board meeting on September 9, 2025 at 6:00 PM at the Bexar-Bulverde Fire Department Station 105, 25408 Canyon Golf Road, San Antonio, Texas, 78260.

1. **Commissioner Wilkinson Called Meeting to Order at 6:01 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 August 12, 2025.**
MOTION: Commissioner Diharce made motion to accept the minutes for the Regular Meeting conducted on August 12, 2025 at 5:30 PM.
2nd: Commissioner Moss.
MOTION PASSED: 4/0 in favor.
5. **BCESD No. 3 Financial Reports:**
 - a. **Review/take action on monthly financial report.** Commissioner Moss presented the financial report for month of August 2025.
MOTION: Commissioner Kirk made motion to accept financial report as submitted for the month of August 2025.
2nd: Commissioner Diharce.
MOTION PASSED: 3/0 in favor with Commissioner Moss abstaining.
 - b. **Review/take action on approval and authorization of expenditures.** Commissioner Moss presented August expenditures in the amount of \$959,241.63.
MOTION: Commissioner Moss made motion for approval and authorization of August expenditures in the amount of \$959,241.63.
2nd: Commissioner Diharce.
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 8/1-31/25.
August 2025 Emergent calls = 286, with overall average on-scene at 6:19 minutes.
2025 YTD Emergent calls = 2,278 with overall on-scene at 6:26 minutes.
2024 YTD Emergent calls = 2,177 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/take action as appropriate.** Chief Beaudoin reported SAFD Emergent calls in the US Hwy 281N Commercial Corridor for the month of August 2025.
11 Emergent San Antonio Fire Department calls in the US HWY 281N corridor.
7 BBFD arrivals prior to any cancellation.
105 billable Emergent calls YTD.
 - c. **Receive report on BBFD Station(s) 103, 104, 105, and 106; discuss/take action as appropriate.** Chief Beaudoin gave a status report on construction at new BCESD No. 3 Fire Station 103 and on the engineering work completed at BCESD No. 3 Fire Station 106. He reported the ISO Rating process will begin the week of September 22, 2025. Chief Beaudoin also stated that BBFD firemen will participate in the 9/11 Memorial Climb at Pieper High School in Comal ISD. No action taken.
7. **BCESD No. 3 Executive Director Report.** Executive Director Jerry Bialick presented request from Malitz Construction for an increase in the contingency fund for BCESD No. 3 Fire Station 103 project. Commissioners requested a Special Meeting be held with Malitz Construction and Project Architect in attendance.
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. **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 he contacted the COSA Assistant City Attorney to inform him that we had not received the signed letter from the COSA setting the 2025 annual service fee and that the Assistant City Attorney assured him they are working to rectify the situation. No action taken.
 - b. **Final vote to adopt an Order setting the 2025 Tax Rate for BCESD No. 3 property to support the FY 2026 budget.** Discussion held. Error in the tax rate on the proposed Order was noted and to be corrected before signature.
MOTION: Commissioner Moss made motion that the Property Tax Rate be increased by the adoption of a Property Tax Rate of \$0.068241, which is effectively a 6.2 percent increase over the No New Revenue rate of \$0.064236 and further move that the Board approve the attached Order No. 2025-01, dated September 9, 2025, to effect and document the adoption of this Tax Rate.
2nd: Commissioner Kirk.
MOTION PASSED: 4/0 in favor.
 - c. **Review/take action on letter of engagement from Montemayor Britton Bender PC to perform 2025 audit for BCESD No. 3.** Engagement letter was presented by Commissioner Moss. Discussion held.
MOTION: Commissioner Moss made motion that BCESD No. 3 engage the accounting firm of Montemayor Britton Bender, PC, CPAs, to perform the annual audit of BCESD No. 3 for the fiscal year ending September 30, 2025, at an agreed fee of \$15,000.00.
2nd: Commissioner Diharce.
MOTION PASSED: 4/0 in favor.

- d. **Review/take action on replacing a damaged LifePak 15 with insurance claim proceeds.** Chief Beaudoin reported on the situation that damaged the LifePak 15 monitor/defibrillator and that insurance is covering the claim in full, with no deductible. He requested approval for the purchase of the LifePak 15 replacement. Discussion held. **MOTION:** Commissioner Kirk made motion to approve the purchase of a LifePak 15 monitor/defibrillator from Stryker Sales, LLC in the amount of \$49,064.27.
2nd: Commissioner Diharce.
MOTION PASSED: 4/0 in favor.
- e. **Discuss/take action on joining Texas CLASS, a local government investment pool (LGIP).** Discussion held. Tabled.
- f. **Status report on integration of BBFD and BCESD No. 3 websites.** Assistant Stacy Shults reported a meeting was held with Causality, which Ms. Shults and Financial Manager Frances Miller attended. Ms. Shults and Ms. Miller are preparing the general outline of the website and will confer with Commissioner Drew, Executive Director Bialick, and Chief Beaudoin before submitting the outline to Causality.
- g. **Status Report/Update on BCESD Association.** No report.
- h. **BCESD No. 3 Sales and Use Tax matters.** No report.
- i. **Recurring Reports Calendar.** Ms. Shults reported edits made to the Recurring Reports Calendar.
- j. **Date and Time October 2025 Meeting.**
MOTION: Commissioner Kirk made motion that the regular meeting be held October 14, 2025, at 5:30 PM at BBFD Station 105, 25408 Canyon Golf Road, San Antonio, Texas, 78260.
2nd: Commissioner Moss.
MOTION PASSED: 4/0 in favor.
10. **Close meeting.**
MOTION: Commissioner Moss made motion to close meeting at 7:22 PM.
2nd: Commissioner Kirk.
MOTION PASSED: 4/0 in favor.

ATTEST:



Stacy Shults
BCESD No. 3 Recording Secretary