



**Bexar County**  
**Emergency Services District No. 3**  
**Notice of Public Meeting**  
**April 9, 2024**  
**6:30 PM**

BE IT KNOWN TO ALL that the Board of Commissioners of the Bexar County Emergency Services District No. 3 will conduct a regular meeting at the **Bexar-Bulverde Volunteer Fire Department Station 105, 25408 Canyon Golf Rd, San Antonio, Texas 78260** at 6:30 PM on Tuesday, April 9, 2024 with the following agenda:

**AGENDA**

1. Call meeting to order and establish a quorum by roll call.
2. Welcome and recognition of citizens.
3. Citizen Comment (Any individual may make a presentation relevant to the business of the district of not more than (3) minutes to the Board of Emergency Services Commissioners, after executing the proper form, which may be obtained from the Secretary).
4. Reading and approval of minutes for the regular meeting conducted on March 12, 2024.
5. Discuss/take action on the monthly financial report.
  - a. Discuss/take action on monthly approval and authorization of bill payments.
6. Report of Service Provider in District territory:
  - a. Receive monthly activity and performance report from representative of Bexar-Bulverde Volunteer Fire Department (BBVFD); discuss/take action as appropriate.
  - b. Receive report on City of San Antonio U.S. Hwy 281 North Corridor within Bexar County ("Annexed Territory") from representative of BBVFD; discuss/take action as appropriate.
  - c. Receive report on BBVFD Station(s) 103, 104, 105, and 106; discuss/take action as appropriate.
  - d. Receive Quarterly Financial Statement Report from representative of the BBVFD.
7. 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.
8. Consider, discuss, and take appropriate action on the following items:
  - a. Discuss Interlocal Agreement between the City of San Antonio (COSA) and BCESD No. 3 to provide for Firefighting and Emergency Services in the US Highway 281 North Commercial Corridor Area annexed by COSA.
  - b. Review Linebarger 2023 Year End Summary of Delinquent Tax Collection Report.

- c. Quarterly Investments Transaction Report.
- d. Status report/updates on BCESD Association.
- e. BCESD No. 3/BBVFD Merger.
  - i. Discuss/take action on the revision of BCESD No. 3's Mission Statement.
  - ii. Discuss/take action on the use of the name "Bexar-Bulverde Fire Department", a department operated by BCESD No. 3 and the logo design for such department.
  - iii. Discuss/take action on the adoption and revision of the employee handbook for BCESD No. 3 to be used by the Bexar-Bulverde Fire Department, a department operated by BCESD No. 3.
  - iv. Discuss/take action on the employee benefits to be adopted by BCESD No. 3 for the Bexar-Bulverde Fire Department, a department operated by BCESD No. 3.
  - v. Discuss/take action on the adoption of the Texas County & District Retirement System (TCDRS) employee retirement plan; presentation and report by TCDRS Representative.
  - vi. Discuss/take action on the adoption of a 457B retirement plan to be administered by Bexar County ESD No. 3 based on the BBVFD's current 401K retirement plan.
  - vii. Discuss/take action on a Non-Exempt employee pay scale based on the current BBVFD Non-Exempt pay scale.
  - viii. Discuss/take action on a base salary increase for all non-exempt personnel with the rank of firefighter through Battalion Chief who are employed by Bexar County ESD No.3 at the onset of the new fiscal year effective October 1, 2024.
  - ix. Discuss/take action on the purchase of a 2024 Ford Explorer in response to the Bexar County ESD No. 3's Request For Proposal (RFP) issued March 20, 2024, with the opening of all sealed bids received timely.
  - x. Discuss/take action on the proposed signing bonus for full-time and volunteer members.
  - xi. Discuss/take action on amending the current operating account with Broadway Bank.
- f. BCESD No. 3 Sales and Use Tax matters.
- g. Highlights of Texas State Library and Archives Commission's Records Management Workshop attended by Administrative Assistant, Stacy Shults.
- h. Recurring Reports Calendar.
- i. Date and Time of May 2024 Meeting.

9. Close Meeting.

**Note: This meeting has been scheduled in accordance with Texas Government Code, Chapter 551: Open Meetings. \*The District reserves the right to consider and take action on the above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law.**

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