



Bexar County Emergency Services District No. 3
November 12, 2024
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 November 12, 2024 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, George Drew, and John Kirk were present at roll call.
2. Welcome and recognition of citizens. **None.**
3. Citizen Comment. **None.**
4. Amegy Bank representative, Rocio Gonzalez, will present information concerning BCESD No. 3's new banking relationship with Amegy Bank. Rocio Gonzalez, Senior Vice President, Treasury Management Sales; Mike Weir, Senior Vice President, Municipal Finance; and Brian Bisellach, Vice President, Business Banking Team Lead, provided introductory information on Amegy Bank and welcomed BCESD No. 3 as a new customer.
5. Reading and approval of minutes for the Regular Meeting conducted on October 8, 2024.
MOTION: Commissioner Kirk made motion to accept the minutes for the Regular Meeting conducted on October 8, 2024 at 5:30 PM.
2nd: Commissioner Moss.
MOTION PASSED: 5/0 in favor.
6. BCESD No. 3 Financial Reports:
 - a. Discuss/take action on monthly financial report. Commissioner Moss presented the financial report for month of October 2024.
MOTION: Commissioner Kirk made motion to accept financial report as submitted for the month of October 2024.
2nd: Commissioner Drew.
MOTION PASSED: 4/0 in favor with Commissioner Moss abstaining.
 - b. Discuss/take action on approval and authorization of expenditures. Commissioner Moss presented October expenditures in the amount of \$608,751.55.
MOTION: Commissioner Drew made motion for approval and authorization of October expenditures in the amount of \$608,751.55.
2nd: Commissioner Kirk.
MOTION PASSED: 5/0 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 10/1-31/24.
October 2024 Emergent calls = 295, with overall average on-scene at 6:02 minutes.
2024 YTD Emergent calls = 2,752 with overall on scene at 6:07 minutes.
2023 YTD Emergent calls = 2,537 with overall on scene at 6:28 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 October 2024.
12 Emergent San Antonio Fire Department calls in the US HWY 281N corridor.
10 BBFD arrivals prior to any cancellation.
98 billable Emergent calls YTD.
Chief Beaudoin reported he will be conducting an audit of the SAFD Emergent Calls to ensure accuracy.
- c. Receive report on BBFD Station(s) 103, 104, 105, and 106; discuss/take action as appropriate. Chief Beaudoin reported Station 103 plans have been sent out to bid. A pre-bid meeting for contractors was held with the project architect present to answer questions. Station 103 contractor bids are due November 22, 2024. Estimates for plugging of two wells at new Station 103 location have been requested. The Bexar County Hospital District will approve a new ambulance service, Allegiance Mobile, for Bexar County beginning January 1, 2025. As BCESD No. 3 houses ambulances on site, the new lease agreement between Allegiance Mobile and BCESD No. 3 has been forwarded to BCESD No. 3 Legal Counsel Gilbert Vazquez for review. Six (6) new firefighters have been hired and staffing is now at 23 personnel per shift. Over 1000 people attended the Annual Pancake Breakfast held on Saturday, October 12th at Station 104. **No action taken.**
- 8. Report on BCESD No. 3 matters from BCESD No. 3 Executive Director. Executive Director Jerry Bialick reported the Bulverde Bexar Fire Department Board approved the new organization’s Bylaws and are moving forward to pursue 501(c)3 status. **No action taken.**
- 9. Executive Session – The following may be discussed in Executive Session and Action Taken in an Opening 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 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. **No report.**
 - b. Discuss/take action on opening Money Market account at Amegy Bank. Discussion was held.
MOTION: Commissioner Kirk made motion to open Money Market account at Amegy Bank in the amount of \$1,000,000.00 and listing signers to the account as Commissioner Ray Wilkinson, Commissioner Bob Moss, Commissioner John Kirk and Financial Manager Frances Miller.
2nd: Commissioner Diharce.
MOTION PASSED: 5/0 in favor.
 - c. Approve final tax roll statements as of 10/01/2024 as submitted by Bexar County Tax-Assessor Collector.
MOTION: Commissioner Moss made motion to approve the Certified Tax Roll for the 2024 Tax Year which reflects a total Tax Levy of \$8,106,253.38 as per Letter of Approval dated November 12, 2024, submitted to the Bexar County Tax Assessor - Collector.
2nd: Commissioner Drew.
MOTION PASSED: 5/0 in favor.

- d. Review/take action on Letter of Engagement from Montemayor Britton Bender PC to perform 2024 audit for BCESD No. 3.
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, 2024 at an agreed fee of \$15,000.00
2nd: Commissioner Kirk.
MOTION PASSED: 5/0 in favor.
- e. Review/take action on additions to the Preferred Vendor List according to Section 209.5 Authorization Approvals as described in the BCESD No.3 Purchasing Policy. Executive Director Bialick presented following vendors to be added to the Preferred Vendor List: Mueller & Wilson, Inc.; Aire Serv Heating & Air Conditioning; Puddle Jumper Well Company; Tree Mann Solutions, LLC
MOTION: Commissioner Drew made motion to approve the following four (4) vendors be added to the BCESD No. 3 Preferred Vendor List: Mueller & Wilson, Inc.; Aire Serv Heating & Air Conditioning; Puddle Jumper Well Company; Tree Mann Solutions, LLC.
2nd: Commissioner Diharce
MOTION PASSED: 5/0 in favor.
- f. Review/take action on letter of authorization to HdL Companies to obtain certain information on behalf of BCESD No. 3 from the Texas Comptroller of Public Accounts.
MOTION: Commissioner Kirk made motion to approve Letter of Authorization to HdL Companies to submit to Texas Comptroller of Public Accounts to obtain certain information on behalf of BCESD No. 3.
2nd: Commissioner Drew.
MOTION PASSED: 5/0 in favor.
- g. Status report/updates on BCESD Association. **No report.**
- h. BCESD No. 3 Sales and Use Tax matters. **No report.**
- i. SAFE-D Annual Conference, February 6-8, 2025 at Kalahari Resort & Convention Center in Round Rock, TX. Discussion was held regarding reservations, hotel arrangements and per diems to be handled by office staff.
- j. Recurring Reports Calendar. **No report.**
- k. Date and time of the December 2024 monthly meeting.
MOTION: Commissioner Drew made motion that the regular meeting be held December 10, 2024, 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 6:44 PM.
2nd: Commissioner Drew.
MOTION PASSED: 5/0 in favor.

ATTEST:


George Drew
Secretary