

**Bexar County Emergency Services District No. 3**  
**December 10, 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 December 10, 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, Ray Wilkinson, George Drew, and John Kirk were present at roll call. David Diharce 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 November 12, 2024.  
**MOTION: Commissioner Drew made motion to accept the minutes for the Regular Meeting conducted on November 12, 2024 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 November 2024.  
**MOTION: Commissioner Moss made motion to accept financial report as submitted for the month of November 2024.**  
**2<sup>nd</sup>: Commissioner Kirk.**  
**MOTION PASSED: 3/0 in favor with Commissioner Moss abstaining.**
  - b. Discuss/take action on approval and authorization of expenditures. Commissioner Moss presented November expenditures in the amount of \$259,841.84.  
**MOTION: Commissioner Drew made motion for approval and authorization of November expenditures in the amount of \$259,841.84.**  
**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 11/1-30/24.  
November 2024 Emergent calls = 312, with overall average on-scene at 6:14 minutes.  
2024 YTD Emergent calls = 3,066 with overall on scene at 6:07 minutes.  
2023 YTD Emergent calls = 2,805 with overall on scene at 6:24 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 November 2024.

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

17 BBFD arrivals prior to any cancellation.

124 billable Emergent calls YTD.

Chief Beaudoin conducted an audit of the SAFD Emergent Calls to ensure accuracy.

Nine (9) billable Emergent Calls were coded incorrectly and left out of total. New total of 124 billable Emergent Calls includes these nine (9) calls.

- c. Receive report on BBFD Station(s) 103, 104, 105, and 106; discuss/take action as appropriate. Chief Beaudoin reported the well-plugging at existing Station 103 has begun. Due to unexpected debris, SAWS will need to give approval to finish project. No reports for Station 104 or Station 105. Station 106 mini-split air conditioners in bunk room were installed incorrectly. A mechanical contracting company, Mueller & Wilson, Inc., will be able to correct the problem. Mueller & Wilson, Inc. needs to be added to Preferred Vendor List.

**MOTION: Commissioner Kirk made motion to add Mueller & Wilson, Inc. to the Preferred Vendor List.**

**2nd: Commissioner Drew.**

**MOTION PASSED: 4/0 in favor.**

7. Report on BCESD No. 3 matters from BCESD No. 3 Executive Director. Executive Director Jerry Bialick reported 5 contractor bids were received for new Station 103 ranging from \$8.8 million to \$9.8 million. Chief Beaudoin and Project Architect Cesar Garcia made calls to references provided with contractor bids. RFP for new Station 103 Training Building has been distributed with a deadline of December 30, 2024. **No action taken.**
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.  
**See discussion below Item 9.c.**
9. Consider, discuss, and take appropriate action on the following items:
- 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.**
  - Review/take action on new ambulance service lease agreements between BCESD No. 3 and Allegiance Mobile Health for a portion of the premises at Fire Station 104 and Fire Station 105. Chief Beaudoin presented information and draft agreements prepared by BCESD No. 3 Legal Counsel Gilbert Vazquez's law firm, Clark Hill. Discussion was held.  
**MOTION: Commissioner Drew made motion to approve the Lease Agreement between BCESD No. 3 and Allegiance Mobile Health for a portion of the building at 23103 Bulverde Road, San Antonio, TX, Fire Station 104 on the terms and conditions presented at today's Board Meeting, and to authorize Jerry Bialick, BCESD No. 3 Executive Director, to negotiate such other terms as he deems appropriate and to executive the final lease agreement.**  
**2nd: Commissioner Kirk.**  
**MOTION PASSED: 4/0 in favor.**  
**MOTION: Commissioner Drew made motion to approve the Lease Agreement between BCESD No. 3 and Allegiance Mobile Health for a portion of the building at 25408 Canyon Golf Road, San Antonio, TX, Fire Station 105 on the terms and**

**conditions presented at today's Board Meeting, and to authorize Jerry Bialick, BCESD No. 3 Executive Director, to negotiate such other terms as he deems appropriate and to execute the final lease agreement.**

**2nd: Commissioner Moss.**

**MOTION PASSED: 4/0 in favor.**

- c. Discuss/take action on possible sale and lease-back of Fire Station 103.

**NOTE: Board President Ray Wilkinson requested to defer from the order of the agenda and return to Item 8.**

- 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.

**Board President Ray Wilkinson announced that today's date is December 10, 2024, and the Board would convene in closed Executive Session at 6:22 PM under the authority of Section 551.071 of the Texas Open Meetings Act, Consultation with Legal Counsel. The Executive Session ended at 6:40 PM. No action or vote was taken in closed session.**

**NOTE: Board President Ray Wilkinson announced the Board would return to Item 9.c.**

- c. Commissioner Wilkinson directed Executive Director Bialick to work with Legal Counsel Vazquez to develop a plan for selling existing Station 103 site for presentation to the Board. **No action taken.**

- d. Review/take action on awarding of annual fire hydrant testing contract. Discussion was held on how to proceed with hydrant testing.

**MOTION: Commissioner Moss made motion to send RFP to two companies who perform the specific service of hydrant testing.**

**2nd: Commissioner Kirk.**

**MOTION PASSED: 4/0 in favor.**

- e. BCESD No. 3 Annual Report to be filed with the Texas Division of Emergency Management by January 1, 2025 pursuant to Section 775.083 of the Texas Health and Safety Code. Administrative Assistant Stacy Shults reported the report will be filed before January 1, 2025. **No action taken.**

- f. Review of Commissioner Board Terms and Required Training Hours. Discussion and review were held. **No action taken.**

- g. Status report/update on BCESD Association. Executive Director Bialick and Fire Chief Beaudoin reported the BCESD Association was instrumental in resolving Bexar County Emergency Dispatcher issues. **No action taken.**

- 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. Executive Director Bialick will represent BCESD No. 3 at this year's conference.

- j. Recurring Reports Calendar. **No report.**

- k. Date and time of the January 2024 monthly meeting.

**MOTION: Commissioner Drew made motion that the regular meeting be held January 14, 2025, at 5:30 PM at BBFD Station 105, 25408 Canyon Golf Road, San Antonio, Texas, 78260.**

**2nd: Commissioner Kirk.**

**MOTION PASSED: 4/0 in favor.**

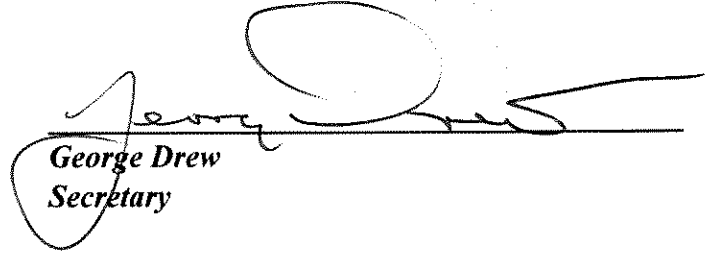
- 10. Close meeting.

**MOTION: Commissioner Moss made motion to close meeting at 7:03 PM.**

**2nd: Commissioner Kirk.**

**MOTION PASSED: 4/0 in favor.**

**ATTEST:**



*George Drew*  
**George Drew**  
**Secretary**