



Bexar County
Emergency Services District No. 3
July 9, 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 July 9, 2024 at 5:30 p.m. 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 p.m. and a quorum was established by roll call. Robert Moss, David Diharce, Ray Wilkinson, and John Kirk were present at roll call. 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 June 11, 2024 and special meeting conducted on June 12, 2024.
MOTION: Commissioner Diharce made motion to accept the minutes for June 11, 2024.
2nd: Commissioner Kirk.
MOTION PASSED: 4/0 in favor.
MOTION: Commissioner Moss made motion to accept the minutes for June 12, 2024.
2nd: Commissioner Diharce.
MOTION PASSED: 4/0 in favor.
5. BCESD No. 3 Financial Reports:
 - a. Discuss/take action on monthly financial report. Financial report for month of June 2024 was presented. Commissioner Moss presented new monthly financial report format.
MOTION: Commissioner Diharce made motion to accept financial report as submitted for the month of June 2024.
2nd: Commissioner Kirk.
MOTION PASSED: 3/0 in favor with Commissioner Moss abstaining.
 - b. Discuss/take action on approval and authorization of bill payments. Commissioner Moss presented June expenditures in the amount of \$178,823.73.
MOTION: Commissioner Moss made motion to approve the Authorization and Approval of the June expenditures in the amount of \$178,823.73.
2nd: Commissioner Diharce.
MOTION PASSED: 4/0 in favor.
Executive Director Jerry Bialick presented two separate bills for Legal Counsel, Clark Hill, totaling \$4,923.75.

MOTION: Commissioner Diharce made motion to approve the bills for a total of \$4,923.75

2nd: Commissioner Kirk

MOTION PASSED: 4/0 in favor.

- c. Receive and review BCESD No. 3 Investment Transactions Report for the Quarter ending June 30, 2024 per BCESD No. 3 Investment Policy. Commissioner Kirk presented BCESD No. 3 Investment Transactions Report for Quarter ending June 30, 2024, with total funds on deposit of \$13,644,511.

MOTION: Commissioner Diharce made motion to approve Quarterly Investments Transaction Report for Quarter ending June 30, 2024.

2nd: Commissioner Moss.

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 6/1-30/24.

June 2024 Emergent calls = 258, with overall average on-scene at 6:00 minutes.

2024 YTD Emergent calls = 1,599 with overall on scene at 6:06 minutes.

2023 YTD Emergent calls = 1,498 with overall on scene at 6:33 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 June 2024.

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

12 BBFD arrivals prior to any cancellation.

52 billable Emergent calls YTD.

- c. Receive report on BBFD Station(s) 103, 104, 105, and 106; discuss/take action as appropriate. Chief Beaudoin reported that new location for Station 103 is undergoing geotechnical engineering sampling. **No action taken.**

7. Report on BCESD No. 3 matters from BCESD No. 3 Executive Director. **No report.**

8. 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.**

9. Consider, discuss, and take appropriate action on the following items:

- a. Receive Sales Tax Trends Report from HdL Companies representative, Paula Barr. **See discussion below after Item 9f.**

- b. 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. **Gilbert Vazquez, Legal Counsel for BCESD No. 3, reported the Assistant City Attorney is currently working on obtaining the signature of the City Manager on the Letter Agreement setting the 2024 Annual Service Fee. Commissioner Moss reported no payment from COSA in 2024.**

- c. Review BCESD No. 3 Preliminary Budget for Fiscal Year 2025. Executive Director Bialick presented Preliminary Budget for Fiscal Year 2025. Discussion was held. **No action taken.**

- d. Discuss/take action on approval of credit cards for staff. Executive Director Bialick reported credit cards are needed for staff members. Discussion was held.

MOTION: Commissioner Kirk made a motion that credit cards with a limit of \$5000 each would be approved for Executive Director, Fire Chief, Assistant Fire Chief, Four (4) Battalion Chiefs and Financial Manager.

2nd: Commissioner Diharce

MOTION PASSED: 4/0 in favor.

- e. Discuss/take action on closing former BBVFD payroll account at Broadway Bank. Discussion was held. **No action taken.**
- f. Status report/updates on BCESD Association. Executive Director Bialick reported the BCESD Association is considering pooling ESDs for health insurance coverage.

NOTE: Board President Commissioner Wilkinson requested to defer from the order of the agenda and return to Item 9a.

- 9. a. Receive Sales Tax Trends Report from HdL Companies representative, Paula Barr. Ms. Barr presented the Texas Forecast: Sales Tax Trends and Economic Drivers Report for June 2024. Discussion was held. **No action taken.**

NOTE: Board President Commissioner Wilkinson announced the Board would return to Item 9g.

- g. BCESD No. 3 Sales and Use Tax matters. **No report.**
- h. Bexar County Office of Emergency Management Training Opportunity. Discussion was held.
- i. Recurring Reports Calendar. Discussion was held.
- j. Date and time of the August 2024 monthly meeting.

MOTION: Commissioner Kirk made motion that the regular meeting be held August 13, 2024, at 5:30 p.m. 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 7:08 p.m.

2nd: Commissioner Kirk.

MOTION PASSED: 4/0 in favor.

ATTEST:


BCESD No. 3 Recording Secretary