



**Bexar County**  
**Emergency Services District No. 3**  
**April 11, 2023**  
**6:30 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 Service District No. 3 had a regular board meeting on April 11, 2023, at 6:30 p.m. at the Bexar-Bulverde Volunteer Fire Department Station 105, 25408 Canyon Golf Road, San Antonio, Texas 78260.

1. Commissioner Wilkinson called meeting to order at 6:30 p.m. and a quorum was established by roll call. Robert Moss, Ray Wilkinson, John Kirk, and David Diharce were present at roll call. Commissioner Dailey absent. Commissioner Wilkinson announced that in the absence of Secretary, Jean Dailey, the BCESD#3 Administrative Assistant, Stacy Shults, will serve as 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 March 14, 2023. Tabled.
5. Financial report for month of March 2023 was presented. Commissioner Moss gave report with ending cash balance for the month of March 2023 of \$13,079,673.00  
**MOTION: Commissioner Kirk made motion to accept financial report as submitted for the month of March 2023.**  
**2nd: Commissioner Diharce**  
**MOTION PASSED: 3/0 in favor with Commissioner Moss abstaining.**
  - a. Discuss/take action as appropriate regarding monthly approval and authorization of bill payments. Commissioner Moss presented April expenditures in the amount of \$ 18,364.97.  
**MOTION: Commissioner Kirk made motion to approve the Authorization and Approval of the April expenditures in the amount of \$18,364.97**  
**2nd: Commissioner Diharce**  
**MOTION PASSED: 4/0 in favor.**
6. Broadway Bank representative report on bank deposit guarantees. Susan Doss, Senior Vice President, Director of Treasury Solutions, Broadway Bank reported on the safety of the BCESD#3 deposits within Broadway Bank.
7. Report of Service Provider in District territory:
  - a. Receive monthly performance report from representative of Bexar-Bulverde Volunteer Fire Department ("BBVFD"); discuss/take action as appropriate. Chief Bialick presented the BBVFD Incident Reporting System Emergent Responses for 03/1-31/23 March 2023 Emergent calls = 240, with overall average on-scene at 6:23 minutes. 2023 YTD Emergent calls = 757 with overall on scene at 6:34 minutes. 2022 YTD Emergent calls = 788 with overall on scene at 6:58 minutes.
  - b. Receive report on City of San Antonio (COSA) U.S. Hwy 281 North Commercial Corridor within Bexar County ("Annexed Territory") from representative of BBVFD; discuss/take action as appropriate. Chief Bialick reported SAFD Emergent calls in the US Hwy 281N Commercial Corridor for the month of March 2023. There were 9 Emergent San Antonio Fire Department calls in the US HWY 281N corridor; there were 7 BBVFD arrivals prior to any cancellation. 36 Emergent calls YTD.
  - c. Receive report on BBVFD Station(s) 103, 104, 105, and 106; discuss/take action as appropriate. Chief Bialick reported that the roof of Station 105 is leaking again; Administration Building at Station 105

continues to have problems with humidity levels; and a vendor has been retained to clean up tree debris around Station 105.

- d. BBVFD Budget Comparison Quarterly Financial Statement. Francis Miller, BBVFD Financial Manager, presented the Bexar-Bulverde VFD ESD#3 Budget Comparison Report for January – March 2023. Available funds of \$1,353,191. No action taken.
  - e. Chief Bialick submitted information for firetruck loan payoff due on June 20, 2023. Item should be included on Agenda for May 2023. No discussion and no action taken.
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. Discuss Interlocal Agreement between the City of San Antonio (COSA) and the BCESD#3 to provide for Firefighting and Emergency Services in the U.S. Hwy 281 North Commercial Corridor Area annexed by the COSA. Gilbert Vazquez, BCESD#3 Legal Counsel, reported he sent an email to the Assistant City Attorney of COSA to inquire about the status of the signed letter of agreement to set the 2023 Annual Service Fee under the Interlocal Agreement. No action taken.
  - b. BCESD Association status report/updates. Commissioner Wilkinson gave a report on BCESDA meetings and activities concerning current legislative activities.
  - c. Legislative items that may affect BCESD#3. Commissioner Wilkinson relayed Foley and Lardner LLP, Craig P. Chick’s monthly update on legislative affairs. No action taken.
  - d. Quarterly reporting per BCESD#3 Investment Policy. Commissioner Kirk presented the BCESD#3 Investment Transaction Report Quarter Ending March 31, 2023. ESD funds totaling \$6,079,672 are on deposit at the Bank of San Antonio and ESD funds totaling \$7,000,000 are on deposit at the Broadway Bank, totaling \$13,079,672 funds on deposit.  
**MOTION: Commissioner Diharce made motion to accept financial report as submitted for the month of March 2023.**  
**2nd: Commissioner Kirk**  
**MOTION PASSED: 4/0 in favor.**
  - e. BCESD#3 Commissioner (2) holdover status. Commissioner Wilkinson announced that Commissioners Diharce and Moss will need to be reappointed. Tabled.
  - f. Prepare PowerPoint brief to provide BCESD#3 information requested by Bexar County Commissioner Moody. Chief Bialick presented the completed PowerPoint presentation to the Board and reported that the presentation had been sent to Commissioner Grant Moody.
  - g. Board review of Legal Expenses.  
**MOTION: Commissioner Moss made motion that the Board postpone taking any action on Agenda Item 9g until May meeting.**  
**2nd: Commissioner Diharce**  
**MOTION PASSED: 4/0 in favor.**
  - h. Recurring BCESD#3 monthly meeting items/calendar management. No action taken.
  - i. Date and time of the May 2023 monthly meeting.  
**MOTION: Commissioner Kirk made motion that our regular meeting be held May 9, 2023, at 6:30 p.m. at BBVFD 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 7:32 p.m.**  
**2nd: Commissioner Diharce**  
**MOTION PASSED: 4/0 in favor.**

ATTEST:

  
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BCESD#3 Secretary