



**Bexar County**  
**Emergency Services District No. 3**  
**September 12, 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 Services District No. 3 had a regular board meeting on September 12, 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. Ray Wilkinson, Robert Moss, David Diharce and John Kirk present at roll call. Commissioner Jean Dailey absent. Commissioner Wilkinson announced that in the absence of our Secretary, Jean Dailey, the BCESD#3 Administrative Assistant, Stacy Shults, will be 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 special meeting conducted on August 30, 2023. Ms. Shults announced that the minutes from regular meeting on August 8, 2023, will be presented for reading and approval at October regular Board meeting.  
**MOTION: Commissioner Moss made motion to accept minutes of the August 30, 2023, special meeting.**  
**2<sup>nd</sup>: Commissioner Kirk**  
**MOTION PASSED: 4/0**
5. Financial report for month of August 2023 was presented. Commissioner Moss gave report with ending cash balance for the month of August 2023 of \$10,207,692.  
**MOTION: Commissioner Diharce made motion to accept financial report as submitted for the month of August 2023.**  
**2<sup>nd</sup>: Commissioner Kirk**  
**MOTION PASSED: 3/0 in favor with Commissioner Moss abstaining.**
  - a. Discuss/take action on monthly approval and authorization of bill payments. Commissioner Moss presented September expenditures in the amount of \$2,598,252.69  
**MOTION: Commissioner Diharce made motion to approve the authorization and approval of the September expenditures in the amount of \$2,598,252.69.**  
**2<sup>nd</sup>: Commissioner Kirk**  
**MOTION PASSED: 4/0 in favor.**
6. 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 8/1-31/2023. Emergent calls = 278, with overall average on-scene at 6.24 minutes. 2023 YTD Emergent calls = 2,033, with

overall on scene at 6.28 minutes. 2022 YTD Emergent calls = 2,030, with overall on-scene at 6.52 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 U.S. Hwy 281 N Commercial Corridor for the month of August 2023. There were 16 SAFD Emergent calls in the US HWY 281 N Corridor; 13 BBVFD arrival prior to any cancellation; 93 billable YTD.
  - c. Receive report on BBVFD Station(s) 103,104, 105 and 106; discuss/take action as appropriate. No report.
  - d. Receive Annual Audit Report for YE 2022 BBVFD financial statements; discuss/take action as appropriate. Financial Manager, Frances Miller, presented the Annual Audited Financial Statements for December 31, 2022. No action taken.
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. Tabled.
8. 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. No report.
  - b. Final vote on and approval of BCESD#3 2024 Budget.  
**MOTION: Commission Moss made motion to approve the BCESD#3 Budget for FY ending 09/30/2024 in the total amount of \$13,522,974 as presented at today’s Board Meeting which reflects a revenue surplus of \$1,056,515 and which budget will be funded by a tax rate of \$.063734 per \$100 of the taxable value of the properties in the district supplemented by Texas Sales Tax revenues and that a copy of the 2023 Tax Rate Calculation Worksheet be attached to the budget by appendix as required by Section 26.04 Subsection (e-5) of the Texas Tax Code.**  
**2<sup>nd</sup>: Commissioner Kirk**  
**MOTION PASSED: 4/0 in favor.**
  - c. Final vote to adopt an Order setting the 2023 tax rate for BCESD#3 property to support the 2024 Budget.  
**MOTION: Commissioner Moss made motion that the Property Tax Rate be increased by the adoption of a tax rate of \$.063734 which is effectively a 3 percent increase over the No New Revenue rate of \$0.061878 and that the BCESD#3 Board approve the attached Order No. 2023-01 dated September 12, 2023, to effect and document the adoption of this new tax rate.**  
**2<sup>nd</sup>: Commissioner Kirk**  
**MOTION PASSED: 4/0 in favor.**
  - d. Status report/updates on BCESD Association. Commissioner Wilkinson reported the BCESD Association ordered plaques for the Bexar County Commissioners Court in appreciation for their support during the 2023 session of the Texas Legislature. Plaques will be hand-delivered to the Bexar County Commissioners. Commissioner Wilkinson reported the BCESD Association sent out a survey to its members to assist in shaping Association priorities for the upcoming year. No action taken.
  - e. Status report/updates on BCESD#3/BBVFD merger. Commissioner Wilkinson reported that the BBVFD is cooperating with BCESD#3 on the merger and expressed the BCESD#3 Board’s appreciation. Commissioner Wilkinson directed BCESD#3 Legal Counsel, Gilbert

Vazquez, to contact BBVFD Legal Counsel, Bruce Mitchell. Discussions were held on how often the BCESD#3/BBVFD merger working group should meet. No action taken.

- f. Legislative items that may affect BCESD#3. No report.
- g. BCESD#3 sales and use tax matters. No report.
- h. BCESD#3 Commissioner (2) holdover status. Commissioner Moss has submitted paperwork. Commissioner Diharce will be submitting paperwork directly. BCESD#3 Administrative Assistant, Stacy Shults, will follow up on next steps.
- i. Discuss/take action on purchase of laptop for BCESD#3 Administrative Assistant. Commissioner Wilkinson suggested that a dedicated laptop for the BCESD#3 Administrative Assistant was needed. Discussion followed.

**MOTION: Commissioner Diharce made motion to approve purchase of laptop and software for BCESD#3 Administrative Assistant with budget up to \$2000.**

**2<sup>nd</sup>: Commissioner Kirk**

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

- j. Recurring BCESD#3 monthly meeting items/calendar management. Tabled.
- k. Date and time of the October 2023 monthly meeting.

**MOTION: Commissioner Kirk made motion that our regular meeting be held October 10, 2023, at 6:30 pm at the BBVFD Station 105, 25408 Canyon Golf Road, San Antonio, Texas, 78260.**

**2<sup>nd</sup>: Commissioner Moss**

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


- 9. Close meeting.

**MOTION: Commissioner Moss made motion to close meeting at 7:21 p.m.**

**2<sup>nd</sup>: Commissioner Diharce**

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

**ATTEST:**

  
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**BCESD#3 Secretary**



**BEXAR COUNTY EMERGENCY SERVICES DISTRICT NO. 3  
25408 CANYON GOLF ROAD  
SAN ANTONIO, TEXAS 78260**

**ORDER 2023-01**

**State of Texas**

**County of Bexar**

**Be it known on the 12<sup>th</sup> day of September, 2023, the Board of Commissioners of Bexar County Emergency Services District No. 3 hereby adopts a tax rate for the 2023 tax year of \$0.063734 per \$100 valuation of appraised property within the boundaries of the Bexar County Emergency Services District No. 3.**

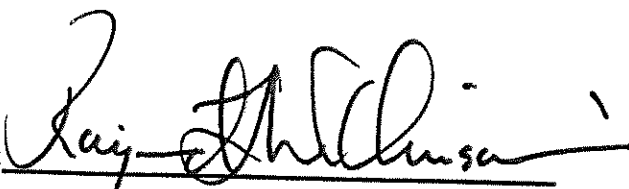
**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEARS TAX RATE.**

**THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$1.85.**

**As provided by Texas Tax Code 26.05, the Bexar County Emergency Services District No. 3 has no debt, and all taxes raised by said tax rate will be used to fund the maintenance and operating expenditures of the District for the coming year.**

**Ordered this 12<sup>th</sup> day of September, 2023.**

**BEXAR COUNTY EMERGENCY SERVICES DISTRICT NO. 3.**

**By:   
RAY WILKINSON, PRESIDENT**