

**MEDINA COUNTY EMERGENCY SERVICE DISTRICT 1  
POBOX1037  
CASTROVILLE, TEXAS 78009**

**PUBLIC MEETING MINUTES**

**WEDNESDAY AUGUST 13, 2025 7:00 PM**

**Meeting Location: Medina County Precinct 2 Bldg. Courtroom, 8366 FM 4715, Castroville, TX 78009**

**I. OPEN MEETING:**

**1. CALL TO ORDER and ROU CALL:**

President Marvin Dziuk called the meeting to order at 7:00 pm and established a quorum with commissioners Jenny Ferren, Leroy Haby, and Tom Page. Commissioner Rodney Hitzfelder was not in attendance. Also present were Fire Chief Clinton Cooke, District Administrator Polly Edlund, Personnel Manager Lori Stein, and Accounts Payable Associate Cynthia Stanukinos. Other personnel in attendance were Lt. I. Zable, B. Gill, X. Scott, L. Medina, and M. Espinosa.

**1 - A. PLEDGE OF ALLEGIANCE TO UNITED STATES AND TEXAS FLAGS:**

President Dziuk requested all in attendance to rise, face the United States and Texas flags and pledge their allegiance to each. President Dziuk thanked all for their participation.

**1 - B. INVOCATION:**

President Dziuk called upon Fire Chief Cooke to do the invocation. Chief Cooke asked for safety and guidance for the first responders and prayers for all the victims of the recent Kerrville Flood.

**1 - C. INTRODUCTION OF ANY SPECIAL GUEST(S)/RECOGNITIONS:**

No special guests were present.

**Z. CITIZEN COMMENTS:**

President Dziuk spoke during the citizen comments. He noted that he was very proud to see the level of experience and growth we have now within our ESD, and for this district to be able to send Chiefs and personnel with this level of experience to support the efforts in Kerrville, and the surrounding areas during a major flood disaster, made him very proud. He especially thanked Chief Cooke for his representation and operational expertise with the Texas Task Force 1 EOC (State operations team) and was very proud of the representation shown by Medina County ESDI at this major state and federal level disaster in Kerrville, Texas.

**3. ADMINISTRATION - DISCUSSION AND RESOLUTIONS/ACTIONS ON THE FOLLOWING:**

**3 - A. MINUTES, RESOLUTION OF ACCEPTANCE - (July Minutes):**

Commissioner Page moved to approve the July minutes as submitted. Commissioner Ferren seconded his motion. The motion passed 3-0.

**3 - B. FINANCIAL REPORTS, BUDGET VS. ACTUAL, AND APPROVAL FOR PAVING BILLS AND APPROPRIATE TRANSFERS:**

Chief Cooke reviewed the details of the financial report which covered 10 months of the current fiscal year 2024-2025, October 1, 2024, through July 30, 2025, including budget vs. actual report, revenue collections, bank balances and transaction reports with the Board. The total Ad-Valorem property tax revenues were at 100.44% of budget which included both M&O and past delinquent tax collections. The Sales Tax revenue on the budget vs. actual covered eight months December through July at \$2,079,836 net collections, representing 66.67% of the annual budget for sales tax. The August payment had just been reported by the comptroller prior to the meeting and was reflected in the sales tax report. This deposit reflected a 13% increase over monthly budgeted expectations. The investment process has netted \$229,673.15. This is approximately 21% down from the budgeted amount; however, we are making that up with the increase in the sales tax revenue. There were several line-item accounts that needed budget amendments before year end, and those would be discussed in detail later in the meeting. Chief Cooke also gave an overview of the deployment expenses and how those expenses would be reimbursed by the state. Following the discussion, Commissioner Ferren moved to accept the financial reports as presented and approve paying the bills and making appropriate transfers. Her motion was seconded by Commissioner Page. The motion passed with a 3-0 vote.

### **3 - C. SALES TAX REPORT (July / YTD):**

The sales tax report was submitted to the board. The August deposit of \$250,064.20 was reported just prior to the meeting and was included in the report presented. Commissioners discussed year-to-date sales tax revenues and sales tax trends. The reported revenues covered nine months of this fiscal year, December through August. The revenues reflected a net 88.76% collection of sales tax revenue (\$2,329,900.99) of this fiscal year's budget total (\$2,625,000) for sales tax revenue. There was no action necessary.

### **3 - D. MCAD Certified Valuations for the MCESD1's 2025-2026 Fiscal Year Budget - status update**

The Medina County Appraisal District had provided the 'certified' valuations to the MCESD#1 on July 25<sup>th</sup>. A copy of the certified valuations was provided to the Board for review prior to the meeting. Chief Cooke reviewed the data and made a few adjustments to the proposed budget. No further action was necessary.

### **3 - E. Final Discussions on MCESD#1's Proposed Budget & Proposed Tax Rate for 2025-2026 fiscal year**

Chief Cooke presented Draft 2 of the proposed budget and discussed it with the board. One option included a potential award of a safer grant, if awarded, and the other budget option reflected the budget expenses without the grant. The board discussed the budget in detail. Chief Cooke also reviewed the calculation worksheet on the tax rates, recently e-mailed to the district by the Medina County Tax Office. The De Minimis Rate had come in at .1076 which was higher than the statute allowed for ESDs. The highest rate allowed by statute was 10 cents per \$100 valuation. The No-new revenue rate was at \$.0930, and the Voter-approval rate was at .0976. Present Dziuk expressed opposition to increased budgetary spending and requested the district consider a reduction in the tax rate. The budget was not on the agenda for approval at this meeting and would be voted on at the August 27<sup>th</sup> meeting. No action was required on the budget at this meeting.

### **3 - F. Consider and approve amending 2024-2025 Fiscal Year Budget & any updates**

Chief Cooke presented a detailed line by line budgetary overview of all expenses needing adjustments and discussed the reasons or needs for each one with the board. The larger ones included the cancelling of the EMS contractor with a budgetary savings, and the construction project for the station #10 annex which included the concrete driveway. All previously discussed with the Board in prior meetings. Commissioner Page moved to approve the budget amendments for the fiscal year budget 2024-2025 as discussed. His motion was seconded by Commissioner Ferren. The motion passed with a 3-0 vote.

### **3 - G. Approve MCESD#1's Proposed Tax Rate for required publication for the 2025-2026 Hearing Notice**

Chief Cooke and Administrator Edlund reviewed the Truth in Taxation revised calendar for setting a 'proposed' tax rate that was to be published on both the website and the newspaper 7 days prior to the vote on the tax rate. Commissioner Page moved to set the 'proposed' tax rate at 10 cents (.1000 per \$100 valuation) for the 2025-2026 fiscal budget year. Commissioner Ferren seconded his motion. The vote required a roll call vote for the hearing notice and President Dziuk requested a show of hands. Commissioner's Ferren, Haby and Page voting For. President Dziuk abstained from voting, and Commissioner Hitzfelder was absent. The motion carried 3-0.

## **4. FIRE CHIEF'S REPORTS – DISCUSSIONS AND ACTIONS ON THE FOLLOWING:**

### **4 - A. Fire Chief's report – project updates:**

Chief Cooke gave the Fire Chief's report for the prior month of July, see report for details.

Highlights included:

- Personnel and the medic unit that had been deployed to Kerrville the past 27 days had been deactivated. Reimbursements to be worked on soon.
- Discussions continued with MCESD#2 and MCESD#4 regarding service options.
- Station #12 remodel update – the construction for the building was up and complete. The inside interior was in progress. The project was being funded by Mico VFD 501c3 and there were no expectations for any additional funding from MCESD1.
- The open PO for the striping of the Battalion Chief vehicle had been delayed by a vendor issue; however, they anticipated it would be completed by September.

### **4 - B. Station #10 – Annex Remodel Project – Construction Project Updates & YTD Project Costs**

Station #10 Annex project was anticipated to be completed by the mid-to-end of September. Projected project costs for the project were discussed and included in the budget amendment discussed earlier.

**4 - C. Consider and approve granting easement to CPS energy for natural gas regulator valve and associated line.**

Chief Cooke explained that this item was carried over from the last meeting and he answered all the board's questions. Following the discussion, Commissioner Page moved to approve granting the easement to CPS as presented pending final approval by legal counsel. Commissioner Ferren seconded his motion. Motion passed 3-0.

**4 - D. Consider and approve amending or canceling purchase order to pumper tanker, and approving purchase of two responder pumps from Siddons-Martin Emergency Group**

Chief Cooke explained that this agenda item was a continuation of the discussions at the last meeting. The original quote came in higher than anticipated on the two pumpers. He discussed options with the board which included the cancellation of the old PO#24-140 for the pumper tanker at \$785,658., and to approve the purchase of only one of the two new style, shorter pumpers described on the original Siddons Martin Quote #SMEG-0009858-3. The board discussed the estimated \$132,000 savings of only purchasing one, and the need to have a shorter delivery time of 12-15 months. Commissioner Ferren moved to cancel PO#24-140 for the pumper tanker at \$785,658, and to purchase only one of the shorter style pumpers, with a shorter delivery time if negotiable. Commissioner Page seconded her motion. Motion passed 3-0.

**5. NEW OR UPCOMING DISTRICT DEVELOPMENT(S) - DISCUSSION AND ACTIONS ON THE FOLLOWING:**

Chief Cooke gave an update on recent developments. No action was required.

**6. OLD BUSINESS – DISCUSSION AND ACTIONS ON THE FOLLOWING:**

None

**7. NEW BUSINESS – INTRODUCTION OF ANY NEW BUSINESS**

**7 - A. MONTHLY MEETING - JUNE**

The next MCESD1 meeting was scheduled for Wednesday, August 27<sup>th</sup>, at 7:00pm at the Medina County Pct. 2 Bldg. Courtroom. This would be the meeting to hold the hearing on the tax rate, approve the budget and the tax rate. The next regular board meeting of the MCESD1 was tentatively scheduled for September 10<sup>th</sup>, 2025 at 7:00pm. The date and time would be confirmed when the agenda was posted.

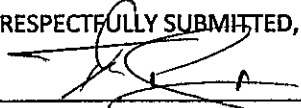
**7 - B. Citizen's request**

Chief Cooke had received a citizen's request via e-mail to have the MCESD#1's meetings videotaped. The idea was discussed. No action was taken.

**8. ADJOURN**

Commissioner Page moved to adjourn the meeting. Commissioner Ferren seconded her motion. The motion passed 3-0. President Dziuk closed the meeting at 8:46 pm.

RESPECTFULLY SUBMITTED,

  
THOMAS M. PAGE, JR, SECRETARY

MCESD1 PRESIDENT

  
MARVIN DZIUK, PRESIDENT