MEDINA COUNTY EMERGENCY SERVICE DISTRICT 1
PO BOX 1037
CASTROVILLE, TEXAS 78009

MEETING MINUTES
WEDNESDAY, June 10, 2026 7:00 PM
Meeting Location: Medina County Precinct 2 Bldg. Courtroom, 8366 FM 471 S, Castroville, TX 78009

I. OPEN MEETING:

1. CALL TO ORDER and ROLL CALL:
President Marvin Dziuk called the meeting to order at 7:00 pm and established a quorum with commissioners Jenny Ferren, Gary Foster, Leroy Haby, and Tom Page. Also present were Fire Chief Clinton Cooke, Assistant Chief Sarah Windsor, District Administrator Polly Edlund, Accounts Payable Associate Cynthia Stanukinos and EMS Chief Vaughn Miller.

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 gave the invocation; asking for protection, guidance, safety, and thanking Him for the much needed rain.

1 - C. INTRODUCTION OF ANY SPECIAL GUEST(S)/RECOGNITIONS:
None

2. CITIZEN COMMENTS:
None.

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

3 - A. REVIEW AND APPROVE MINUTES OF MAY MEETING:
Commissioner Foster moved to approve the May meeting minutes as presented in the monthly meeting folder. Commissioner Page seconded his motion. The motion passed 4-0.

3 - B. FINANCIAL REPORTS, BUDGET VS. ACTUAL, AND APPROVAL FOR PAYING BILLS AND APPROPRIATE TRANSFERS:
Chief Cooke presented the details of the May financial report which covered October 1, 2025, through May 2026. (See Financial Summary & Financial Reports for details) Chief Cooke also presented recent transactions and bank fund balances in each account. There were pending budget amendments that were still needing to be adopted before the end of year. And the new engine/fire truck was anticipated to arrive before year end. He further discussed scheduling a meeting with the finance committee to review the first draft budget and budget amendments. Following a board discussion regarding end of year cash flow, Commissioner Ferren moved to approve the financial report as presented, authorizing the paying of the bills and appropriate transfers. The motion was seconded by Commissioner Haby. The motion was approved with a 4-0 vote.

3 - C. SALES TAX REPORT (YTD):
The 2025-2026 June deposit had dropped prior to the meeting and was documented on the sales tax report, $275,437.66, bringing the total 'net' deposits for the year to $1,875,186.22. This was 59.53% of the MCESD#1's 'gross' budget total $3,150,000. The Commissioners also discussed future sales tax trends for the remainder of the 2025-2026 fiscal year. The report was accepted by the board and there was no action necessary.

3 - D. DISCUSS THE TRUTH IN TAXATION CALENDAR AND SECURE MEETING DATES FOR ADOPTING THE TAX RATE:
Chief Cooke and District Administrator Edlund reviewed the Truth in Taxation calendar printed off the Texas State Comptroller's website and the annual dates and deadlines the MCESD#1 needs to meet to adopt the tax rate. If the finance committee meets in June and a 'proposed' tax rate was ready by the July meeting, in order to post the public notice in the newspaper 7-14 days prior to the meeting to vote on the rate, the board could accomplish the goals at their regular board meetings. Chief Cooke discussed preliminary valuations he received from the MCAD. No action was necessary.

3 - E. DISCUSSION AND POSSIBLE ACTION ON POLICY #044 – RESERVE FUND BALANCE POLICY:
The Board recommended the Finance Committee review this policy in more detail at their budget meeting and bring back their recommendations to the board afterwards. The item was tabled again this month.

3 - F. CONSIDER AND APPROVE FINANCING OPTIONS FOR MAINTENANCE FACILITY:
Chief Cooke presented the board with two finance options he had obtained from Government Capital and Castroville State Bank. The options included a loan for $1,100,000 with 5-year, 10-year and 15-year options. The annual payment ranged between 104,157 – 147,030 depending on the proposal (see proposals for details). Following the discussion Commissioner Page moved to authorize Chief Cooke to move forward with negotiations with Castroville State Bank on the loan. Commissioner Ferren seconded his motion. The motion passed 4-0, Marvin noted for the record he abstained from voting.

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 May, see report for details.

4 - B. STATION #12 – PROJECT UPDATE(S):
Chief Cooke addressed station projects in his chief's report; both station #12 and the Station #10 annex. were used as designed, both projects are complete, just a few close out items being addressed.

4 - C. STATION #14 – PROJECT UPDATE(P):
Discussions were held with Dockery Architects on the design of station #14. Following recent discussions with Sheriff Brown and Judge Lutz, they would like the ESD to integrate dispatch at the Sheriff's office and have offered to have us utilize an available room near the current dispatch room, at the Sheriff's office, to do fire/ems dispatching. This would eliminate the dispatch infrastructure within the design at station #14. The county's goal for long term was to jointly build a larger dispatch/emergency operations center for the county.

5. NEW OR UPCOMING DISTRICT DEVELOPMENT(S) - DISCUSSION AND ACTIONS ON THE FOLLOWING:
Chief Cooke continued to urge commissions to drive the district and had nothing new to present at this meeting. There was no action required by the board.

6. OLD BUSINESS – DISCUSSION AND ACTIONS ON THE FOLLOWING:
None

7. NEW BUSINESS – INTRODUCTION OF ANY NEW BUSINESS
7 - A. MONTHLY MEETING:
The board tentatively scheduled the next board meeting of the MCESD#1 for Wednesday, July 8th, at 7:00pm at the Medina County Pct. 2 Bldg. Courtroom. The date and time will be confirmed when the agenda is posted.

4. ADJOURN
Commissioner Page moved to adjourn the meeting. Commissioner Ferren seconded his motion. The motion passed 4-0. President Dziuk closed the meeting at 7:53 pm.

RESPECTFULLY SUBMITTED

GARY FOSTER, SECRETARY

MCESD1 PRESIDENT

MARVIN DZIUK, PRESIDENT