

WISE COUNTY EMERGENCY SERVICES DISTRICT NO. 4

BOARD OF EMERGENCY SERVICES COMMISSIONERS REGULAR MEETING MINUTES

Date: July 15, 2026

Time: 6:30pm

Location: 400 S Hovey Street, Chico, Texas

Notice of this meeting was posted in accordance with the Texas Open Meetings Act.

1. Call to Order and Establish a Quorum

The meeting was called to order at 6:32pm by President Yovanovitch. A quorum was physically present.

Commissioners Present:

- John Yovanovitch, President
- Tim Raley, Vice President
- Monty Nivens, Secretary
- Michelle Craighead, Treasurer

Commissioners Absent:

- Jimmy Counts, Commissioner
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2. Approval of the minutes from the previous meeting

Motion to approve the minutes from the Regular Meeting of 05/20/2026 as presented without full reading.

Made by: Ms. Craighead

Seconded by: Mr. Raley

Vote: 4-0, motion carried.

3. Recognition of Citizens

Crafton Fire Chief Craig Crowley addressed the Board regarding whether a property tax freeze for senior citizens could apply to the ESD tax.

Carla Bass introduced herself and expressed her intent to attend future meetings to remain informed about the use of ESD tax revenues. She also noted the limited community attendance.

No action taken.

4. Consider, Discuss, and Take Appropriate Action on the Following Items:

4.a. Financial Setup Requirements and Anticipated Timelines for the Establishment of District Banking, Accounting, and Financial Management Systems

Treasurer Craighead provided a brief update on the establishment of financial accounts with First Financial Bank in Bridgeport. The anticipated timeline for completion is approximately one week.

No action taken.

4.b. Adopt an interim operating budget for Fiscal Year 2026, including revenue estimates, expenditures, capital planning, reserves, and other related budget matters.

Treasurer Craighead presented a proposed budget of \$34,600.00 for the current fiscal year (October 1, 2025, through September 30, 2026). She recommended adding a new agenda item for regular meetings to review and assess the budget. Additionally, funds allocated for planning consulting activities were deferred from the current fiscal year to the next fiscal year, when additional funding is anticipated.

Motion to adopt the revised FY 2026 budget, attached as Exhibit A, with the revenues and related expenditures identified therein contingent upon the District's receipt of donated funds.

Made by: Mr. Raley

Seconded by: Mr. Nivens

Vote: 4-0, motion carried.

4.c. Develop and Adopt the Fiscal Year 2027 Budget

The Board discussed the establishment of the District's banking relationship and accounting services. The board acknowledged the importance of adopting a conservative approach to the initial budget, recognizing that there are multiple needs that cannot all be addressed within the

first year. They also anticipate that adjustments to the budget will be necessary toward the end of the fiscal year as priorities and requirements are further evaluated.

No action taken.

4.d. Initial Financial, Administrative, and Operational Policy Priorities

Treasurer Craighead provided a draft of the Financial Management Policy and requested feedback on the proposed document.

No action taken.

4.e. Procurement of Insurance Coverage for the District

The Board reviewed its May 20, 2026, authorization to procure insurance coverage for the District, including the Treasurer's bond. President Yovanovitch provided an update on the quotes received from VFIS. The Board confirmed that the prior authorization included payment of the related premiums.

No action taken.

4.f. Request for Proposals (RFP) for Certified Public Accounting Services

The Board discussed the status of Treasurer Craighead's research and ongoing vetting of potential providers. The matter will return for further consideration at the next meeting.

No action taken.

4.g. Potential Agreements with the City of Alvord for the Acquisition or Use of Property and Assets

President Yovanovitch provided an update regarding informal conversations with the City of Alvord concerning the future of the Alvord Volunteer Fire Department. He requested authorization for the President and Secretary to enter into formal negotiations with the City on behalf of the District.

Motion to authorize the President and Secretary to negotiate with the City of Alvord regarding the potential transfer to the District of ownership of the City's fire department property and assets, with any final agreement subject to Board approval.

Made by: Ms. Craighead

Seconded by: Mr. Raley

Vote: 4-0, motion carried.

4.h. Potential Agreements with the City of Chico for the Acquisition or Use of Property and Assets

President Yovanovitch provided an update regarding informal conversations with the City of Chico concerning the future of the Alvord Volunteer Fire Department. He requested authorization for the President and Vice President to enter into formal negotiations with the City on behalf of the District.

Motion to authorize the President and Vice President to negotiate with the City of Alvord regarding the potential transfer to the District of ownership of the City's fire department property and assets, with any final agreement subject to Board approval.

Made by: Ms. Craighead

Seconded by: Mr. Nivens

Vote: 4-0, motion carried.

4.i. Records Retention Policy

President Yovanovitch informed the Board that attorney feedback regarding the draft Records Retention Policy, initially presented on May 20, 2026, remained outstanding.

Motion to adopt the Records Retention Policy as presented at the May 20, 2026 meeting.

Made by: Ms. Craighead

Seconded by: Mr. Raley

Vote: 4-0, motion carried.

4.j. Reports from Representatives of the Alvord, Chico, Crafton, Sand Flat, and Sunset Fire Departments

Operational updates were submitted by the Alvord, Crafton, Sand Flat, and Sunset Fire Departments covering call activity and department status for the preceding period. Chico VFD was not represented. The fire chiefs and Board discussed the implementation status of Wise County's new dispatch system.

No action taken.

4.k. Public Information Officer Position and Related Procedures

Discussion of this item was deferred due to Commissioner Counts' absence.

No action taken.

5. Executive Session

At 7:39pm, President Yovanovitch announced that the Board would convene in executive session pursuant to Texas Government Code § 551.072 to deliberate the purchase, exchange, lease, or value of real property related to agenda items 4(g) and 4(h).

At 7:45pm, the Board reconvened in open session.

No action was taken following the executive session.

6. Future Agenda Items

No additional items were brought forward.

7. Adjournment

Motion to adjourn.

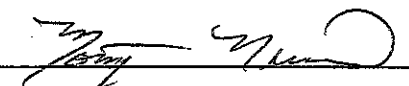
Made by: Mr. Yovanovitch

Seconded by: Mr. Raley

Vote: 4-0, motion carried.

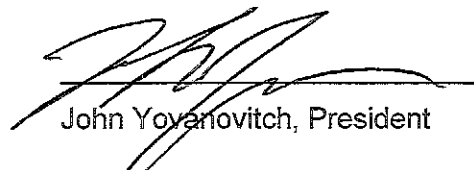
The meeting adjourned at 7:46pm.

Respectfully submitted,



Monty Nivens, Secretary

Approved by the Board on: Aug 19, 2026



John Yovanovitch, President



EXHIBIT A: FY26 Budget

Amounts shown represent preliminary spending authority estimates and are subject to revision prior to formal budget adoption.

<u>Revenue Source</u>	<u>Adopted FY26 Budget</u>
Property Tax Revenue	\$0
Startup Donations	\$20,000
Total Estimated Revenue	\$20,000

Property tax revenue is not anticipated until October 1, 2026. FY26 operations are expected to be funded through voluntary startup donations.

<u>Expense Budget Category</u>	<u>FY26 Budget</u>
Professional Services	\$7,700
Insurance & Bonding	\$2,500
Technology & Administrative	\$6,400
Planning Consulting Services	\$0
Contingency	\$3,400
Proposed Appropriations	\$20,000

Budget categories represent major expenditure purposes only. Individual expenditures within each category are subject to Board approval in accordance with District purchasing and financial policies.