

WISE COUNTY EMERGENCY SERVICES DISTRICT NO. 4

BOARD OF EMERGENCY SERVICES COMMISSIONERS

REGULAR MEETING MINUTES

Date: March 4, 2026

Time: 6:00pm

Location: 400 South Hovey, 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 6:00pm by President Yovanovitch. At the invitation of the board, a youth guest ceremonially struck the gavel to open the meeting.

Commissioners Present:

- John Yovanovitch
- Jimmy Counts
- Tim Raley
- Michelle Craighead
- Monty Nivens

Commissioners Absent:

- None

A quorum was present.

2. Reading and approval of the minutes from the previous meeting (02/18/2026)

A copy of the minutes from 02/18/2026 was provided by Secretary Nivens.

Motion to forgo full presentation of the minutes and move to approve.

Made by: Ms. Craighead

Seconded by: Mr. Raley

Vote: 5-0, motion carried.

3. Recognition of Citizens

No individuals addressed the Board.

No action was taken.

4. ESD 101 Presentation

A high-level overview of Emergency Services Districts was planned to be presented by Steve Edwards, however, Mr. Edwards was unable to attend the session.

No action taken.

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

5.a. Consider discussion on need and/or establishment of Sub-Committees

Motion to defer determination to future meeting.

Motion made by: Mr. Yavonovitch

Seconded by: Ms. Craighead

Vote: 5-0, motion carried.

5. b. Finance

Treasurer Craighead led discussion of finance topics including establishment of the District's official bank account and the need to gather and file necessary formation documents.

Motion to authorize Treasurer Craighead to establish a local bank account for the District.

Motion made by: Mr. Counts

Seconded by: Mr. Nivens
Vote: 5-0, motion carried.

Treasurer Craighead provided a general overview of Form 50-586 (Tax Rate Calculation Worksheet). The Board discussed estimates of expected tax collections based on FY26 property appraisals and the typical timing of that information.

5. c. Discussion of need for a Master Plan/Growth/Organizational Study

Mr. Yovanovitch discussed the purpose of an organizational study and its relevance to the District.

Motion to authorize President Yovanovitch to gather estimates for a third-party organizational study.

Motion made by: Mr. Counts
Seconded by: Ms. Craighead

Vote: 5-0, motion carried.

5. d. Continue discussion on permanent mailing address

Secretary Nivens presented the details of the established mailing address to the District, noting that all Commissioners are listed as owners, and presented the official PO BOX key to Mr. Yovanovitch. The address is as follows:

WS ESD 4

PO BOX 112

ALVORD, TX 76225

No action taken.

5.e. Reports

Secretary Nivens discussed the requirement to file the address and Commissioners with the Texas Division of Emergency Management.

Chief Lee presented the Commissioners with the February 2026 call statistics for Crafton Volunteer Fire Department.

Mr. Yovanovitch reminded the Board that FY26 budgets were requested from each department at the last meeting and are expected to be provided at the next meeting.

No additional reports were discussed, presented, or requested.

No action taken.

5.f. Select a legal representative for ESD 4

Discussion held regarding the need to secure legal representation of an attorney or firm with specialised experience with ESD's, to assist in the procedures to establish, setup, plan, run and advise the Commissioners.

Motion to authorize President Yovanovitch and Vice President Raley to meet with potential legal counsel experienced with Emergency Services Districts, coordinate the interview process, and report their recommendations to the Board.

Motion made by: Mr. Counts

Seconded by: Mr. Nivens

Vote: 5-0, motion carried.

5.g. Website/Email/Social Media

Discussion held regarding the establishment of an online presence for the District including a Facebook social media profile and official website. Additional comments noted complexities with Senate Bill 2 and the need to hire a website designer.

Motion to authorize President Yovanovitch and Mr. Counts to oversee establishment of the District's Facebook page and research website development options used by other ESDs, including potential third-party vendors, and report findings to the Board.

Motion made by: Ms. Craighead

Seconded by: Mr. Raley

Vote: 5-0, motion carried.

6. Future Agenda Items

Mr. Yovanovitch discussed the level of detail requested from each Commissioner when gathering the agenda points for subsequent meetings.

Motion to hold the next meeting on March 18, 2026 at Crafton Volunteer Fire Department.

Motion made by: Mr. Counts
Seconded by: Mr. Raley

Vote: 5-0, motion carried.

7. Adjournment

Motion to adjourn.

Motion made by: Mr. Yovanovitch
Seconded by: Ms. Craighead

Vote: 5-0, motion carried.

The meeting adjourned at 7:18pm.

Respectfully submitted,

Monty Nivens, Secretary

Approved by the Board on: _____

John Yovanovitch, President

-