



**Beaver Dam/Littlefield Fire District**  
630 N. Highway 91, P.O. Box 579  
Beaver Dam, AZ. 86432  
Telephone (928) 347-5114  
[www.beaverdam-littlefieldfire.org](http://www.beaverdam-littlefieldfire.org)



## **Notice of a Regular meeting of the Beaver Dam/Littlefield Fire District Governing Board**

Pursuant to A.R.S. §38-431.02 notice is hereby given to the members of the Beaver Dam/Littlefield Fire District and to the general public the Beaver Dam/Littlefield Fire District Governing Board will hold a regular scheduled meeting, open to the public on **MARCH 21, 2024 at 6:00 p.m.** (Arizona Time) at the Beaver Dam Fire Station #1 located at 630 N. Hwy 91 in Beaver Dam, Arizona 86432. The meeting room will be accessible to the public at 5:45 p.m. (Arizona Time). Board members and public may attend either in person, by telephone conference call or other electronic means.

*The governing board may vote to go into executive session on any agenda item, pursuant to A.R.S. §38-431.03(A)(1) Employees, (A)(2) records exempt by law, (A)(3) for legal advice with the District's Attorney on any matters as set forth in the agenda, (A)(4) and (A)(5). The following topics and any variables thereto will be subject to Board consideration, discussion, approval, or other action.*

### **AGENDA FOR MARCH 21, 2024**

#### **1. CALL TO ORDER**

#### **2. ROLL CALL OF BOARD MEMBERS/AFFIRMATION OF QUORUM:**

Board Chairman: Douglas Adriance  
Board Clerk: Tom Oliver  
Board Member: Marcia Littlejohn  
Board Member: Dan Reber  
Board Member: Kevin Smith  
Administrative Assistant: Shan Sparks  
Also present:

#### **3. PLEDGE OF ALLEGIANCE:** By invitation of Board Chairman

**4. CALL TO THE PUBLIC FOR COMMENT AND NON-AGENDA ITEMS:** *Consideration and discussion of comments and complaints from the public. Those wishing to address the Beaver Dam/Littlefield Fire District Board need not request permission in advance, however they should raise their hand to be recognized by the chair and state their name for matter of record. **The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion or legal action. However, individual board members may be permitted to respond to criticism directed to them.** Otherwise, the board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public that is not on the Agenda due to restriction of the Open Meeting Law. **The Board has placed a 3 minute time limit for comments from***

*each person permitted to speak.*

## **5. CONSENT AGENDA**

- a. Discussion and possible action re: Minutes of **February 15, 2024**
- b. Discussion and possible action re: Minutes of **Special Meeting February 27, 2024**

## **6. REPORTS AND CORRESPONDENCE**

- a. Fire Chief's Report:
  - i. Discussion and possible action re: Fire Station #4 Grant Research update
  - ii. Discussion and possible action re: Wildland Update
- b. Fire and EMS Report for the month of: **February 2024**
- c. Board of Directors Report:
  - Discussion and possible action re:

## **7. UNFINISHED BUSINESS: DISCUSSION/ACTION**

- a. Discussion and possible action re: Review Procurement Policy (pass to next month)
- b. Discussion and possible action re: Resolution 2024-05 Accept 100 Club of Arizona SES Grant
- c. Discussion and possible action re: Landscaping Quotes
- d. Discussion and possible action re: AZDPS contract update

## **8. NEW BUSINESS: DISCUSSION/ACTION**

- a. Discussion and possible action re: Hardship Waiver Request C. Ofalt
- b. Discussion and possible action re: Arizona PSPRS Actuarial as of June 30, 2023
- c. Discussion and possible action re: Beaver Dam/Littlefield Fire District PSPRS Funding Policy
- d. Discussion and possible action re: Resolution 2024-06 Accept Valuation Report & Adopt Funding Policy
- e. Discussion and possible action re: Accept recommendation by the Beaver Dam/Littlefield Fire District Local Board of the Public Safety Personnel Retirement System (PSPRS), and appoint Michelle Borsh-Smith (Fire District Resident/Citizen) to the remaining 4-year term ending September 2026, vacated by Susan Burch (deceased).
- f. Discussion and possible action re: Reimbursement request – L. Larkin Meals
- g. Discussion and possible action re: Resolution 2024-07 Annexation Request Michael Whitby
- h. Discussion and possible action re: Resolution 2024-08 Annexation Request Carlos Gonzalez
- i. Discussion and possible action re: Resolution 2024-09 Annexation Request Michael Ernster and Sydnee Fortuna
- j. Discussion and possible action re: Resolution 2024-10 Annexation Request Dana and Barbara Shultz
- k. Discussion and possible action re: Resolution 2024-11 Annexation Request Jose Hermosillo 060
- l. Discussion and possible action re: Resolution 2024-12 Annexation Request Jose Hermosillo 059

## **9. BEAVER DAM/LITTLEFIELD FIRE DISTRICTS FINANCIAL STATEMENTS:**

- a. Discussion and possible action re: Review and approval of the District's Consolidated Monthly Reports for the month ending: **February 2024** (Action Required)
  - i. Review Statement of Net Assets
  - ii. Review Statement of Financial Activities, including Cash Flow Projections
  - iii. Review Register of Checks, Warrants, and Deposits
  - iv. Review Expenses by Vendor

- v. Reconciliation of cash w/Treasury – Wells Fargo Checking
- vi. Reconciliation of Mountain America Credit Union Checking
- vii. Review UMB Visa P-Card Statement
- viii. Review Costco Visa Card Statement – (none received)
- ix. Invoice from LDR Prosolutions
- x. Invoice from Hinton Burdick
- xi. Invoices from WR Whittington’s office - (none received)

**10. FUTURE AGENDA ITEMS:**

*The Board can recommend matters for inclusion on an upcoming agenda.*

**11. NEXT REGULAR BOARD MEETING:**

The next regularly scheduled board meeting is on **April 18, 2024 at 6:00 p.m.** (Arizona Time). Any special meeting(s) will appear in the minutes, the web site and posting areas.

**12. CALENDAR OF EVENTS:**

The calendar of events is on the board’s tablets, the web site and also posted at Station # 1.

**13. Call to the public for comment and non-agenda items:** (re-read paragraph in item #4 if needed)

**14. ADJOURNMENT:**

AGENDA prepared by: Shan Sparks  
AGENDA posted by: Shan Sparks

DATE: March 19, 2024  
DATE/TIME: March 19,  
2024/1200

In compliance with the American with Disabilities Act (ADA), those with special needs may request reasonable accommodations through the fire department by calling (928) 347-5114.