



**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 **THURSDAY, FEBRUARY 20, 2025 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 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 THURSDAY, FEBRUARY 20, 2025**

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

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

Board Chairman: Douglas Adriance  
Board Clerk: Marcia Littlejohn  
Board Member: Thomas Oliver  
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. Approval if Minutes
  - **January 23, 2025 Regular Meeting**

*The items on the consent agenda are considered routine and will be adopted in one motion unless a Board member, staff, or member of the public in the audience requests, before the vote on the motion, to have the item considered separately. For any item that is removed from the consent agenda, the Board Chairman will indicate when it will be discussed in the regular agenda.*

## **6. REPORTS AND CORRESPONDENCE**

*The Board may not propose, discuss, deliberate, or take legal action on this matter unless that specific matter is properly identified on the agenda. Therefore, action taken as a result of a report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.*

- 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: **January 2025**
- c. Board of Directors Report:
  - Discussion and possible action re:

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

- a. Discussion and possible action re: Group Health/Dental Insurance Policy review (defer to future agenda)
- b. Discussion and possible action re: Audited Financial Statement presentation from Hinton Burdick CPA's and Advisors for the FY ending June 30, 2024
- c. Discussion and possible action re: Resolution 2025-08 Accepting Audit Report
- d. Discussion and possible action re: Corrective action plan from audit report
- e. Discussion and possible action re: Sale of 2010 Ford F150 V8 Gas 200,000+ miles – VIN ending with B83488
- f. Discussion and possible action re: AZDPS contract update
- g. Discussion and possible action re: Board Member Candidate update

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

- a. Discussion and possible action re: Dental Insurance Rate Increase
- b. Discussion and possible action re: Reimbursement request C. Lea – Groceries
- c. Discussion and possible action re: Reimbursement request D. Adriance – Mileage
- d. Discussion and possible action re: Reimbursement request D. Reber – Meal-Gas
- e. Discussion and possible action re: Reimbursement request D. Reber – Mileage
- f. Discussion and possible action re: Reimbursement request D. Christolear – Mileage
- g. Discussion and possible action re: Reimbursement request J. Hunt – Vehicle Repairs
- h. Discussion and possible action re: Reimbursement request J. Larkin – Training Software
- j. Discussion and possible action re: Reimbursement request K. Martinez – Transport Meal
- k. Discussion and possible action re: Reimbursement request R. Buckner – Transport Meal
- l. Discussion and possible action re: Reimbursement request S. Lamb – Transport Meal

**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: **January 2025** (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. Invoices from WR Whittington’s office

**10. FUTURE AGENDA ITEMS:**

*The Board can recommend matters for inclusion on an upcoming agenda.*  
Group Health/Dental Insurance Policy review

**11. NEXT REGULAR BOARD MEETING:**

The next regularly scheduled board meeting is on **March 20, 2025 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: February 17 2025  
DATE/TIME: February 17,  
2025/1500

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.