



## 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, JUNE 19, 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 JUNE 19, 2025

#### 1. CALL TO ORDER

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

Board Chairman: Douglas Adriance  
Board Clerk: Marcia Littlejohn  
Board Member: Dan Reber  
Board Member: Kevin Smith  
Board Member: Michael Tucker  
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.*

#### **4A. PUBLIC HEARING FOR THE FIRE DISTRICT'S FY 2025-2026 BUDGET**

This is an opportunity for the public to comment on the Beaver Dam-Littlefield Fire District's proposed final annual budget for the fiscal year 2025-2026.

Discussion and possible action re: Public comment on the FY 2025-2026 annual budget

#### **5. CONSENT AGENDA**

a. Approval of Minutes

- **May 15, 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: **May 2025**

c. Board of Directors Report:

Discussion and possible action re:

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

- a. Discussion and possible action re: AFCA/AFDA Summer Conference updates
- b. Discussion and possible action re: Tattered Flag Disposal Event - Report
- c. Discussion and possible action re: AZDPS contract update

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

- a. Discussion and possible action re: Reimburse D. Christolear for Computer Upgrade
- b. Discussion and possible action re: Reimburse E. Renteria for Wildland Meals
- c. Discussion and possible action re: Reimburse E. Renteria for Station 1 Groceries
- d. Discussion and possible action re: Reimburse J. Larkin for EMS Training Supplies
- e. Discussion and possible action re: Reimburse K. Gubler for Fuel for Transport
- f. Discussion and possible action re: Reimburse R. Buckner for Station 1 Groceries
- g. Discussion and possible action re: 7710 Workers Comp Insurance
- h. Discussion and possible action re: Increasing Tax Levy
- i. Discussion and possible action re: Approving the FY 2025-2026 Budget
  - i. Discussion and possible action re: Resolution 2025-11 Adoption of Budget
  - ii. Discussion and possible action re: Resolution 2025-12 Setting Tax Levy
  - iii. Discussion and possible action re: Certificate of Compliance
- j. Discussion and possible action re: Fees for Services
  - i. Discussion and possible action re: Resolution 2025-13 Fee Schedule

- k. Discussion and possible action re: Resolution 2025-14 Annexation Request KMRR Development LLC 402-26-003
- l. Discussion and possible action re: Resolution 2025-15 Annexation Request KMRR Development LLC 402-26-005
- m. Discussion and possible action re: Resolution 2025-16 Annexation Request KMRR Development LLC 402-26-006
- n. Discussion and possible action re: Resolution 2025-17 Annexation Request KMRR Development LLC 402-26-010
- o. Discussion and possible action re: Check Fraud discovery and procedures update

**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: **May 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 – (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 **July 17, 2025 at 6:00 p.m.** (Arizona Time). **Recommend change of regular meeting to July 24, 2025 at 6:00 p.m. (Arizona Time) due to Board members attending the AFCA/AFDA Summer Conference.**  
 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: June 16, 2024  
 DATE/TIME: June 16,  
 2025/1200

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.