



Beaver Dam/Littlefield Fire District
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Minutes A.R.S. §38-403.01

MINUTES OF THURSDAY, JANUARY 22, 2026

1. CALL TO ORDER:

Board Chairman Adriance brought the meeting to order at 6:04 p.m. on Thursday, JANUARY 22, 2026.

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

Board Chairman:	Doug Adriance	Present
Board Clerk:	Marcia Littlejohn	Present
Board Member:	Dan Reber	Present
Board Member:	Kevin Smith	Present
Board Member:	Michael Tucker	Present
Administrative Assistant:	Shan Sparks	Present

Also present were:

Fire Chief Jeffrey Hunt and Finance Director Doris Christolear

3. PLEDGE OF ALLEGIANCE:

The pledge was led by Chief Hunt

4. CALL TO THE PUBLIC:

There were no comments from the public.

5. CONSENT AGENDA

a. Approval of **December 18, 2025 Meeting**

Board Member Smith made a motion to accept the minutes of the December 18, 2025 Board Meeting. Board Member Reber seconded the motion. Motion passed to accept the minutes of the December 18, 2025 Board Meeting.

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6. REPORTS AND CORRESPONDENCE:

a. Fire Chief's Report:

i. Discussion and possible action re: Fire Station #4 update

Discussion only.

Nothing new to report.

ii. Discussion and possible action re: Wildland update

Discussion only.

Chief Hunt reported that all personnel are currently back. However, they stand ready to be deployed if needed. Wildland fire activity is still anticipated in a few areas.

- b. Fire and EMS Report for the month of: **December 2025**
Discussion only.
Chief Hunt read the run report for the previous month.
For December 2025 there were 16 Fire calls and 84 EMS calls for a total of 100 fire and EMS calls for the month of December. Year-to-date the fire district has responded to 212 fire calls and 1,015 EMS calls for a total of 1,227 calls.
- c. Board of Directors Report: Board Chairman Adriance had nothing to report.

7. UNFINISHED BUSINESS: ACTION/DISCUSSION

- a. Discussion and possible action re: AFDA Winter Conference – Laughlin NV – January 14-16, 2026 take aways
Discussion only.
Board Chairman Adriance opened the discussion for each AFDA attendee to report the information from the AFDA conference that may be applicable to fire district operations. Some of the topics that were presented: upcoming tax rate changes that may impact district revenue, new OSHA training and certification requirements, insurance options, possible seasonal revenue sources, i.e. a “bed” tax for temporary residents, fire district fee schedules for out of district responses, routing of 911 taxes, etc.
Chief Hunt and Finance Director Christolear will research the insurance options and the reported possible revenue sources and report back to the Board.
- b. Discussion and possible action re: AZDPS contract update
Discussion only.
Chief Hunt reported that they will be pouring cement slabs at the Scrub Peak site. The Board may need to consider a radio repeater for that site for the upcoming budget cycle.

8. NEW BUSINESS: ACTION/DISCUSSION

- a. Discussion and possible action re: Reimburse J. Larking – Transport Meal
Finance Director Christolear presented to the Board a request for reimbursement from J. Larkin for a transport meal in the amount of \$11.26.
Board Clerk Littlejohn made a motion to reimburse J. Larkin for a transport meal in the amount of 11.26. Board Member Smith seconded the motion. Motion passed to reimburse J. Larkin for a transport meal in the amount of 11.26.
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- b. Discussion and possible action re: Reimburse K. Nelson – Transport Meal
Finance Director Christolear presented to the Board a request for reimbursement from K. Nelson for a transport meal in the amount of \$11.26.
Board Clerk Littlejohn made a motion to reimburse K. Nelson for a transport meal in the amount of 11.26. Board Member Smith seconded the motion. Motion passed to reimburse K. Nelson for a transport meal in the amount of 11.26.
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- c. Discussion and possible action re: Reimburse S. Sparks – AFDA Conference Expenses
Finance Director Christolear presented to the Board a request for reimbursement from S. Sparks for AFDA conference expenses in the amount of \$292.90.
Board Chairman Adriance made a motion to reimburse S. Sparks for AFDA conference expenses in the amount of \$292.90. Board Member Tucker seconded the motion. Motion passed to reimburse S. Sparks for AFDA conference expenses in the amount of \$292.90.
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- d. Discussion and possible action re: Reimburse M. Tucker – AFDA Conference Expenses

Finance Director Christolear presented to the Board a request for reimbursement from M. Tucker for AFDA conference expenses in the amount of \$309.55.

Board Member Reber made a motion to reimburse M. Tucker for AFDA conference expenses in the amount of \$309.55. Board Member Smith seconded the motion. Motion passed to reimburse M. Tucker for AFDA conference expenses in the amount of \$309.55.

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- e. Discussion and possible action re: Reimburse D. Christolear – AFDA Conference Expenses

Finance Director Christolear presented to the Board a request for reimbursement from D. Christolear for AFDA conference expenses in the amount of \$682.52.

Board Member Tucker made a motion to reimburse D. Christolear for AFDA conference expenses in the amount of \$682.52. Board Clerk Littlejohn seconded the motion. Motion passed to reimburse D. Christolear for AFDA conference expenses in the amount of \$682.52.

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- f. Discussion and possible action re: Littlefield School District Water Usage Agreements Amendment #3

Finance Director Christolear presented to the Board the annual Littlefield School District Water Usage Agreements Amendment #3. The Board noticed a typo on the dates in the document.

Board Chairman Adriance made a motion to accept the annual agreement when the dates have been corrected. Board Member Tucker seconded the motion. Motion passed to accept the annual agreement when the dates have been corrected.

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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: **December 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)

Finance Director Christolear presented to the Board the financial statements for review. She stated that expenses are tracking well in line with revenue. There was some discussion on how the vehicle that the BLM had granted to the fire district was added into the financial statements. Board Member Smith made a motion to accept the status of the budget and the accounting of the financial statements. Board Member Tucker seconded the motion. Motion was passed to accept the status of the budget and the accounting of the financial statements.

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10. FUTURE AGENDA ITEMS:

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

Needed expenditures for the new Type 6 fire engine.

Impact statement received.

Insurance options and possible revenue sources discussed at the AFDA winter conference.

11. NEXT REGULAR BOARD MEETING:

The next regular scheduled board meeting will be **Thursday, February 19, 2026 at 6:00 p.m. (Arizona Time).**

A special hearing on the impact statement received may be held at this time and date as well.

Any special meeting scheduled will appear in the minutes.

12. CALENDAR OF EVENTS:

The calendar of events is on the Board Members tablets, the website and posted at Fire Station #1.

Mohave County Supervisor Travis Lingenfelter will be holding a town hall meeting at Fire Station #1 on March 04, 2026

13. CALL TO THE PUBLIC:

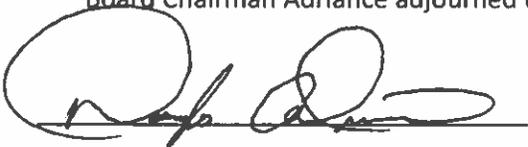
Gina Shuttleworth presented to the Board a formal Boundary Change Impact Statement.

14. ADJOURNMENT:

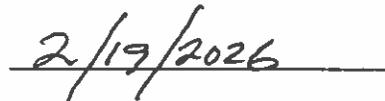
Board Clerk Littlejohn made a motion to adjourn. Board Member Smith seconded the motion. Motion passed to adjourn.

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Board Chairman Adriance adjourned the meeting at 7:14 p.m. on Thursday, January 22, 2026.



Beaver Dam/Littlefield
Fire District – Chairman
Governing Board



Date

Ref:

SD Card #5

File: BDFDBR099