



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



Minutes A.R.S. §38-403.01

## MINUTES OF THURSDAY, APRIL 21, 2026

### 1. CALL TO ORDER:

Board Chairman Adriance brought the meeting to order at 6:00 p.m. on Thursday, APRIL 21, 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:

Assistant Fire Chief Andre Ojeda and Finance Director Doris Christolear

### 3. PLEDGE OF ALLEGIANCE:

The pledge was led by Assistant Chief Ojeda

### 4. CALL TO THE PUBLIC:

G. Shuttleworth commented that based on her evaluation of the fire district's financial trends she has concerns about how the fire district will maintain the operation going forward.

### 5. CONSENT AGENDA

#### a. Approval of **March 19, 2026 Meeting**

Board Member Tucker made a motion to accept the minutes of the March 19, 2026 Board Meeting. Board Member Reber seconded the motion. Motion passed to accept the minutes of the March 19, 2026 Board Meeting.

5-0-0

### 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.

Assistant Chief Ojeda reported that we have 1 staff member currently on a deployment.

#### b. Fire and EMS Report for the month of: **March 2026**

Discussion only.

Assistant Chief Ojeda read the run report for the previous month. For March 2026 there were 18 Fire calls and 110 EMS calls for a total of 128 fire and EMS calls for the month of March. Year-to-date the fire district has responded to 55 fire calls and 314 EMS calls for a total of 369 calls. Assistant Chief Ojeda reported to the Board that the state of Nevada now requires the fire district to be licensed in the state of Nevada to do interfacility transports. For the next 2 weeks until this new licensing requirement is resolved, our fire district cannot do interfacility transports in Nevada.

- c. Board of Directors Report: Board Chairman Adriance had nothing to report.

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

- a. Discussion and possible action re: ADA Compliance with Accessibility of Web Content - Quotes  
Discussion only.

Administrative Assistant Sparks provided to the Board 2 quotes from website designers for their consideration. It was recommended that they consider which quote would be suitable and in line with the FY 2026-2027 budget at the upcoming budget planning work meeting.

- b. Discussion and possible action re: Possible change to the policy on meal compensation rates.  
Discussion only.

Board Clerk Littlejohn expressed to the Board the need to address the current policy on meal compensation rates. The current policy mirrors the federal wildland fire compensation policy. The Board would like to look at adjusting the current policy and the meal compensation rates at the upcoming budget planning work meeting.

- c. Discussion and possible action re: AZDPS contract update  
Discussion only.  
Nothing new to report.

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

- a. Discussion and possible action re: Reimburse A. Ojeda – Ambulance Registration  
Finance Director Christolear presented to the Board a request for reimbursement from A. Ojeda for an ambulance registration in the amount of \$1,033.55.

Board Member Reber made a motion to reimburse A. Ojeda for the ambulance registration in the amount of \$1,033.55. Board Member Smith seconded the motion. Motion passed to reimburse A. Ojeda for the ambulance registration in the amount of \$1,033.55.

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- b. Discussion and possible action re: Need for a new ambulance in the next 2 years.  
Discussion only.

Assistant Chief Ojeda presented to the Board a quote for a new ambulance from Medix Specialty Vehicles Inc. He indicated that in evaluating the ambulance needs in the next 2 years a smaller version of the quoted ambulance may be suitable. Thus, the cost would be approximately \$30,000.00 less. The Board requested a quote on the smaller ambulance and would like to consider the new quote at a subsequent meeting.

- c. Discussion and possible action re: Constituent request for comment on insurance difficulties in the Scenic area.

Constituent A. Carlson reported to the Board that she has been told by at least 2 insurance company representatives that they will not insure home owners in the Scenic area due to the current fire district operational status.

Assistant Chief Ojeda responded by stating the current (Insurance Service Office – ISO which is a private corporation) ratings which insurance companies utilize to determine insurability in the

district's response area. Homeowners that are annexed into the fire district have an ISO-6 rating. Homeowners that are not annexed into the fire district have an ISO-10 rating. He stated that fire district personnel will respond to all calls regardless of whether or not a homeowner is annexed into the fire district or not. Further, he stated some of the ongoing challenges that we have in convincing homeowners to be annexed into the fire district which has been an issue for many years.

Board Chairman Adriance commented on the need for homeowners to request annexation into the fire district if their properties qualify, to ensure future revenue to possibly increase service in the fire district. He also commented on the challenges we face in getting all homeowners annexed into the fire district based on current Arizona Revised Statutes. To effect any change to the statutes, homeowners need to have this topic addressed in the state legislature.

In regard to insurance companies refusing to renew policies or provide insurance in our area, Board Chairman Adriance and Board Member Reber stated some examples of insurance companies refusing to renew policies and the explanation was that our area is prone to wildfire activity. However, suitable insurance was obtained in each case.

The Board will continue to encourage all homeowners that qualify to be annexed into the fire district. They will also continue to look into options for increasing service in the fire district in line with what the budget will allow.

d. Discussion and possible action re: Resolution 2026-03 Call to Elections

Administrative Assistant Sparks reported to the Board that 3 Board Member seats will need to be filled during the 2026 election cycle. The general election will take place on November 3, 2026. This year candidates will need to obtain 10 elector signatures. Further, the Mohave County Elections department advised the fire district that the district will need to pay for the contracted cost of the election if applicable.

Board Member Smith made a motion adopt Resolution 2026-03 Call to Elections. Board Member Reber seconded the motion. Motion passed to adopt Resolution 2026-03 Call to Elections.

5-0-0

e. Discussion and possible action re: AFCA/AFDA Summer Conference – July 14-16, 2026

Discussion only.

Administrative Assistant Sparks reported to the Board the dates of the upcoming AFCA/AFDA Summer Conference. Arrangements to attend will be discussed at a subsequent meeting.

## 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: **March 2026** (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. The Board had a few questions about some line items which Assistant Chief Ojeda and Finance Director Christolear addressed.

Board Clerk Littlejohn made a motion to accept the status of the budget and the accounting of the financial statements. Board Member Smith 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.*

Need for a new Ambulance in the next 2 years.

ADA compliant website design quotes.

Possible change to the policy on meal compensation rates.

Adjustments to the fee schedule for services to persons not residing within the fire district.

**11. NEXT REGULAR BOARD MEETING:**

The next regular scheduled board meeting will be **Thursday, May 21, 2026 at 6:00 p.m. (Arizona Time).**

**The Board also tentatively plans to hold the FY 2026-2027 Budget work meeting on April 30, 2026 at 4:00 p.m. (Arizona time).**

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.

**13. CALL TO THE PUBLIC:**

There were no comments from the public.

**14. ADJOURNMENT:**

Board Member Smith made a motion to adjourn. Board Member Reber seconded the motion.

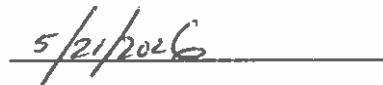
Motion passed to adjourn.

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Board Chairman Adriance adjourned the meeting at 7:43 p.m. on Thursday, April 21, 2026.



Beaver Dam/Littlefield  
Fire District – Chairman  
Governing Board



Date

Ref:

SD Card #5

File: BDFDBR103