Beaver Dam/Littlefield Fire District
630 N. Highway 91, P.O. Box 579
Beaver Dam, AZ. 86432
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www.beaverdam-littlefieldfire.org

Minutes A.R.S. §38-403.01

MINUTES OF TUESDAY, JULY 21, 2026

1. CALL TO ORDER:
Board Chairman Adriance brought the meeting to order at 6:00 p.m. on Tuesday, July 21, 2026.

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

Board Chairman:	Doug Adriance	Present
Board Clerk:	Marcia Littlejohn	Present (on phone)
Board Member:	Dan Reber	**Absent**
Board Member:	Kevin Smith	Present
Board Member:	Michael Tucker	Present (on phone)
Administrative Assistant:	Shan Sparks	Present

Also present were:
Assistant Fire Chief Andre Ojeda, Finance Director Doris Christolear and Finance Consultant Michelle Arnett

3. PLEDGE OF ALLEGIANCE:
The pledge was led by Assistant Chief Ojeda.

4. CALL TO THE PUBLIC:
Constituent M. Johnson asked the Board if it would be a possible to have volunteer staff on duty at fire station #3. The Board will include this topic on next month's agenda.
Constituent P. Tait asked the Board if fire station #3 is in a different fire district. He was informed that fire station #3 is within the Beaver Dam / Littlefield Fire District.

5. CONSENT AGENDA
a. Approval of Minutes
- **June 18, 2026 Meeting**

Board Member Smith made a motion to accept the minutes of the June 18, 2026 Board Meeting. Board Clerk Littlejohn seconded the motion. Motion passed to accept the minutes of the June 18, 2026 Board Meeting.
4-0-1

6. REPORTS AND CORRESPONDENCE:

a. Fire Chief's Report:

i. Discussion and possible action re: Fire Station #4 update
Discussion only.
Assistant Chief Ojeda reported that there is nothing new to report regarding the progress toward fire station #4.

ii. Discussion and possible action re: Wildland Update
Discussion only.
Assistant Chief Ojeda reported that 2 teams are deployed at this time. One in Oregon and one in Northern Nevada.

b. Fire and EMS Report for the month of: **June 2026**
Discussion only.
For June 2026 there were 21 Fire calls and 83 EMS calls for a total of 105 fire and EMS calls for the month. Year-to-date the fire district has responded to 115 fire calls and 579 EMS calls for a total of 694 calls.

c. Board of Directors Report: Nothing to report.

7. UNFINISHED BUSINESS: ACTION/DISCUSSION

a. Discussion and possible action re: Tattered Flag Disposal Event new date?
Discussion only.
Board Chairman Adriance reported that the American Legion is available for a Tattered Flag Disposal event on any Saturday in August. The Board would like to schedule the event on Saturday, August 15, 2026 at 8:30 a.m.

b. Discussion and possible action re: AZDPS contract update
Discussion only.
Board Chairman Adriance and Assistant Chief Ojeda reported that AZDPS has made a proposal toward this contract. The Board will consider the proposal at next month's Board meeting.

8. NEW BUSINESS: ACTION/DISCUSSION

a. Discussion and possible action re: Possible change to day and time of the monthly regular Board meetings.
Discussion only.
The Board made no change to the day and time for the regular Board meetings. They will continue to be held on the third Thursday of each month at 6:00 p.m. (Arizona time).

b. Discussion and possible action re: Resolution 2026-09 Accepting RFC Grant
Finance Consultant Arnett reported that the fire district has been awarded the RFC Grant. This grant requires that the fire district pay 50 percent toward this grant.
Board Clerk Littlejohn made a motion to adopt Resolution 2026-09 accepting the RFC Grant. Board Member Smith seconded the motion. Motion passed to adopt Resolution 2026-09 accepting the RFC Grant.
4-0-1

c. Discussion and possible action re: Resolution 2026-10 Annexation Request Lemieux
Administrative Assistant Sparks presented to the Board a request for annexation into the fire district from L. and A. Lemieux.
Board Chairman Adriance made a motion to adopt Resolution 2026-10 accepting the annexation request from L. and A. Lemieux. Board Member Smith seconded the motion. Motion passed to adopt Resolution 2026-10 accepting the annexation request from L. and A. Lemieux.

4-0-1

d. Discussion and possible action re: Reimburse J. Hunt Per Diem
   Finance Director Christolear presented to the Board a request for reimbursement from Chief Hunt in the amount of $1,128.60 for per diem.
   Board Clerk Littlejohn made a motion to reimburse Chief Hunt $1,126.60 for per diem. Board Member Smith seconded the motion. Motion passed to reimburse Chief Hunt $1,126.60 for per diem.
   4-0-1
e. Discussion and possible action re: Reimburse A. Ojeda Per Diem
   Finance Director Christolear presented to the Board a request for reimbursement from Assistant Chief Ojeda in the amount of $762.90 for per diem.
   Board Clerk Littlejohn made a motion to reimburse Assistant Chief Ojeda $762.90 for per diem. Board Member Smith seconded the motion. Motion passed to reimburse Assistant Chief Ojeda $762.90 for per diem.
   4-0-1
f. Discussion and possible action re: Reimburse M. Arnett Payroll Subscription
   Finance Director Christolear presented to the Board a request for reimbursement from Finance Consultant Arnett in the amount of $78.67 for a Payroll Subscription.
   Board Member Smith made a motion to reimburse Finance Consultant Arnett $78.67 for a payroll subscription. Board Member Tucker seconded the motion. Motion passed to reimburse Finance Consultant Arnett $78.67 for a payroll subscription.
   4-0-1

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: **June 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. Finance Consultant Arnett reported that the fire district did a great job hitting the budget goals for the fiscal year.
   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.
   4-0-1

10. FUTURE AGENDA ITEMS:

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

a. Tattered Flag Disposal Event update
b. Continued discussion on health and dental insurance policy.
c. Address the public comment question on staffing fire station #3.

d. AZDPS contract update.

11. NEXT REGULAR BOARD MEETING:

The next regular scheduled board meeting will be moved to **Thursday August 20, 2026 at 6:00 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 Tucker seconded the motion.
Motion passed to adjourn.
4-0-1
Board Chairman Adriance adjourned the meeting at 6:37 p.m. on Tuesday, July 21, 2026.

THIS IS A WORKING DRAFT ONLY AND IS NOT APPROVED UNTIL SIGNED

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Beaver Dam/Littlefield Date
Fire District – Chairman
Governing Board

Ref:
SD Card #5
File: BDFDBR106