

FARMINGTON FIRE PROTECTION DISTRICT

ORGANIZED 1936
POST OFFICE BOX 25
FARMINGTON, CA 95230
209-886-5321

MINUTES Regular Board Meeting November 24, 2025 7:00PM

1. Call to Order –

Meeting call to order by President Briggs at 7:01pm.

2. Establish a Quorum –

A Quorum was established by verbal roll call. Directors Briggs, Latini, Lemos, Samuel and Interim Chief Conni Bailey were all recorded present. Director Cross recorded as absent.

3. Flag Salute –

Recited

4. Approval of Minutes –

October 28, 2025 minutes – President Briggs asked for any comments or questions on the minutes presented. The attending attorney “John” advised that all attachments to the minutes need to be added to the minutes when necessary. Director Lemos motioned to accept the minutes as presented with any resolutions attached. Director Samuel seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Latini - Aye
Lemos - Aye
Samuel - Aye

Motion Passed

5. Public Comment –

Interim Chief C. Bailey questioned if there were any resolutions that we might pop up later for the agenda? President Briggs stated no.

6. Budget Status Report – as of October 31, 2025 –

Cash on hand Account #48501 - General Fund	\$1,069,696.33
Cash on hand Account #48505 – Grant Fund	3,054.64
Cash on hand Account #48551 – Strike Team Fund	112,076.80
Cash on hand Account #48591 – Capital Outlay Fund	<u>11,988.77</u>
Total:	\$1,196,816.54

7. Payment of Bills – November 2025 –

Director Briggs questioned on the payroll going up substantially from October to November. Interim Chief C. Bailey explained that Asst. Chief and herself had

worked more hours than normal and a 3rd firefighter had to be called in due to Chief Bailey' injury. Director Lemos motioned to pay the bills totaling \$5,675.87, Director Latini seconded the motion. President Briggs asked for any discussion on the bills.

Director Samuel had questions on the billing and the report. Questioned the interest on the accounts. Interim Chief C. Bailey explained that interest is done quarterly and how the county collects the money and it is separated to the individual special districts. A short discussion was had on how the county handles the money and interest. The second question Director Samuel had was on the ARPA grant Air trailer reimbursement. Interim Chief C. Bailey explained step by step how this is handled and we should receive the reimbursement sometime in November.

With a motion and a second there was a roll call vote as follows:

Briggs -	Aye
Cross -	Absent
Latini -	Aye
Lemos -	Aye
Samuel -	Aye

Motion Passed

8. District Consultant Report –

As the Consultant was not present at the meeting it was decided to table it until he was present.

9. Chiefs Report –

See attached November report.

President Briggs reported that Chief Bailey was out on a back injury that happened during a call. He was in emergency and was home now waiting on tests.

10. Correspondence –

- a. EDD UI tax contribution stayed the same as last year at 3.60% and ETT stayed at 0.10%
- b. Annual public auction on properties in San Joaquin County
- c. Agreement for BLS services – action item on agenda.

11. Action Items –

a. 2025/2026 Proposition 4, budget resolution:

This has to be approved for the annual budget After a short discussion President Briggs signed the resolution.

Director Lemos motion to approve the Proposition 4 budget resolution, Director Samuel seconded the motion.

President Briggs ask for discussion. With no discussion a roll call vote was taken as follows:

Briggs -	Aye
Cross -	Absent
Latini -	Aye
Lemos -	Aye
Samuel -	Aye

Motion Passed

b. Set 2025-2026 Preliminary Budget Hearing date and committee –

After some discussion was had on the history and timing of the preliminary and final budget. President Briggs stated we need to establish an ad hoc committee. Director Lemos motioned to set an ad hoc committee to prepare a finale budget for the December meeting for approval. Committee will consist of Chief, President Briggs and Secretary Treasurer Cross with Director Lemos as a stand in if one of the Board members cannot attend. No date was set at this time.

c. 2025 Injury Illness Prevention Plan update –

This item was listed in the Consultant's plan. He has not arrived to the meeting but did provide a report. He recommends approval of the IIPP. Director Samuel motioned to table this item until the consultant is present, Director Lemos seconded the motion. After a long discussion there was a roll call taken as follows:

Briggs -	Aye
Cross -	Absent
Latini -	Aye
Lemos -	Aye
Samuel -	Aye

Motion Passed

d. Follow-up on Chief's lack of response to the October meeting direction from the Board of Directors –

No discussion as Chief M. Bailey was not present due to injury. Tabled for now.

e. Change in payroll authorization process recommended by the Auditor/Controllers office –

After a long discussion on changing payroll over to a "Payroll in arrears" system" and having two signatures on the payroll Certs, having the ability to utilize a Docusign system for Board members sign from elsewhere and only those Board members that have signed the authorized signatures for payroll form, President Briggs motioned that payroll beginning the next pay period will have a cosign from a Board member sign, that being the Secretary Treasurer, Vice President or President along with either the Chief or Administration Chief. Director Samuel seconded the motion. President Briggs called for a roll call vote as follows:

Briggs -	Aye
Cross -	Absent
Latini -	Aye
Lemos -	Aye
Samuel -	Aye

Motion Passed

f. Discontinue storage and use of Alcoholic beverages and liquor on District property –

Non issue. Alcoholic had been removed 1 month prior.

g. Require food items provided to the pubic on District property be from a commercially prepared and licensed kitchen –

Chief C. Bailey was instructed by the board to contact the county health department to find what requirements need to be met to serve refreshments to the public.

President Briggs stated this concern came from a community member concerned about this issue.

Discussion on the Board sponsoring the event with the purchase of the baking supplies as they have in years past was held. The Board advised C. Bailey to pay for it herself, submit the receipts to the Board at the next meeting, the Board will then decide via a blanket donation to the fire fighter’s association to reimburse C. Bailey through the association.

h. MOU between San Joaquin County Community Development and Farmington Fire Protection District –

After a short discussion Director Lemos motioned to accept and adopt the agreement. Director Latini second the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Latini - Aye
Lemos - Aye
Samuel - Aye

Motion Passed

i. Frontier – Phone Service Agreement –

After a short discussion on the history of this agreement Director Lemos motioned to approve the annual Frontier agreement, Director Latini second the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Latini - Aye
Lemos - Aye
Samuel - Aye

Motion Passed

j. Basic Life Support Authorization Agreement –

Interim Chief C. Bailey reported this is the annual renewal agreement made with the EMS Agency to continue to offer BLS services. Director Lemos motioned to approve the BLS authorization agreement with the EMS agency. Director Latini second the motion. With no other discussion a roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Latini - Aye
Lemos - Aye
Samuel - Aye

Motion Passed

12. Good of the Order –

Director Samuel felt that several items needed to be discussed further. Questioned whether a section for old business should be added. The attorney stated that there were several ways to do a follow up report whether it be written or verbal or made into an action item would be fine. FF Araiza brought up the concern of the staffing with the department and asked the Board what their plans might be for the future. After some discussion the attorney stated that the best way to have a thorough discussion would be to add it to the agenda. President Briggs added that the new budget will hopefully reflect the funds needed to hire more staff and supervision to the department. President Briggs requested that addressing the issue of not having adequate staffing and supervision to the next agenda.

13. Adjournment –

Director Lemos motion to adjourn the meeting, Director Lemos second the motion.

A roll call vote was taken as follows:

Briggs -	Aye
Cross -	Absent
Latini -	Aye
Lemos -	Aye
Samuel -	Aye

Motion Passed

With no other business to discuss the meeting was adjourned at 8:39PM

The next meeting is scheduled December 22, 2025 at 7:00PM at Station 4-1

Respectfully,

*Conni Bailey
Interim Fire Chief/
Board Clerk*