



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

MINUTES

August 11, 2025

The Advisory Fire Commission met at a regular meeting on Monday, August 11, 2025. Vice Chair Thompson called the meeting to order at 7:00 p.m. and led the salute to the flag.

ROLL CALL

Present: Commissioners: Randall Henderson – District I
Matthew Guichard – District II
Susanna Thompson – District III
Richard Nakano – District V
Mike Egan – At Large #1
Mark DeMarce – At Large Alternate #1

Fire Chief: Lewis Broschard

Absent: Don Mayo – District IV
Brian Oftedal – At Large #2
Mario DiPrisco – At Large Alternate #2

Commissioner DeMarce was seated for Commissioner Mayo who was absent

PUBLIC COMMENTS

None

PUBLIC HEARINGS

A. August 6, 2025 Report on the Cost of Abatement

Vice Chair Thompson opened the public hearing on the August 6, 2025, Report on the Cost of Abatement. Hearing no objections or protests to the August 6, 2025 Abatement Report, the hearing was closed. Vice Chair Thompson then asked for a motion to adopt the Resolution of Confirmation confirming the August 6, 2025 Abatement Report in the amount of \$43,736.26. Commissioner Nakano moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Guichard. Motion passed (AYES: Henderson, Guichard, Thompson, Nakano, Egan, DeMarce; ABSENT: Mayo, Oftedal, DiPrisco)

B. Hearing on Abatement Orders

Vice Chair Thompson opened the Hearing on Abatement Orders for all properties listed in Exhibit 1, dated August 14, 2025.

There were no property owners in attendance representing any of the 151 properties listed in Exhibit 1.

Vice Chair Thompson asked for a motion to uphold and enforce all abatement orders listed in Exhibit 1. Commissioner Nakano moved to uphold and enforce all abatement orders listed in Exhibit 1. Motion was seconded by Commissioner Egan. Motion passed (AYES: Henderson, Guichard, Thompson, Nakano, Egan, DeMarce; ABSENT: Mayo, Oftedal, DiPrisco).

CONSENT ITEMS

A. June 9, 2025 Meeting Minutes

Commissioner Nakano made a motion to accept and file the June 9, 2025, minutes. Motion seconded by Commissioner Egan. Motion passed (AYES: Henderson, Guichard, Thompson, Nakano, Egan, DeMarce; ABSENT: Mayo, Oftedal, DiPrisco).

B. July 14, 2025 Meeting Minutes

Commissioner Nakano made a motion to accept and file the July 14, 2025, minutes. Motion seconded by Commissioner Egan. Motion passed (AYES: Henderson, Guichard, Thompson, Nakano, Egan, DeMarce; ABSENT: Mayo, Oftedal, DiPrisco).

C. Accept and File Reports:

1. Personnel Report
2. Fire Prevention Reports

Commissioner Nakano made a motion to accept and file the August 11, 2025, Personnel Reports and Fire Prevention Reports. Motion seconded by Commissioner Egan. Motion passed (AYES: Henderson, Guichard, Thompson, Nakano, Egan, DeMarce; ABSENT: Mayo, Oftedal, DiPrisco).

DISCUSSION ITEMS

A. Declaration of Surplus Equipment – Reports of June 12, 2025, July 22, 2025, August 1, 2025 and August 5, 2025

Commissioner Egan made a motion to approve the surplus of equipment listed on the declaration reports of June 12, 2025, July 22, 2025, August 1, 2025 and August 5, 2025. Motion seconded by Commissioner DeMarce. Motion passed (AYES:

Henderson, Guichard, Thompson, Nakano, Egan, DeMarce; ABSENT: Mayo, Oftedal, DiPrisco).

B. Nomination and Selection of Chair and Vice Chair for FY2025/2026

Commissioner Guichard made a motion to nominate Vice Chair Thompson as Chair and Commissioner Henderson as Vice Chair for FY2025/2026. Motion was seconded by Commissioner Nakano. Motion passed (AYES: Guichard, Thompson, Nakano, Egan, DeMarce; ABSTAIN: Henderson; ABSENT: Mayo, Oftedal, DiPrisco)

FIRE CHIEF'S REPORT

Reviewed/Discussed the August 12, 2025 Fire Chief's report.

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS

None.

NEXT MEETING DATE AND TIME

The next Special meeting is scheduled for September 8, 2025, at 7:00 p.m.

The next Regular meeting is scheduled for October 13, 2025, at 7:00 p.m.

Meeting adjourned at 8:05 p.m.


Emily Cooper, Recording Secretary