



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

MINUTES

October 13, 2025

The Advisory Fire Commission met at a regular meeting on Monday, October 13, 2025. Chair Thompson called the meeting to order at 7:00 p.m. and led the salute to the flag.

ROLL CALL

Present:

Commissioners: Matthew Guichard – District II
Susanna Thompson – District III
Don Mayo – District IV
Richard Nakano – District V
Mike Egan – At Large #1
Mark DeMarce – At Large Alternate #1
Mario DiPrisco – At Large Alternate #2

Fire Chief: Lewis Broschard

Absent:

Randall Henderson – District I
Brian Oftedal – At Large #2

PUBLIC COMMENTS

None

PUBLIC HEARINGS

A. October 8, 2025 Report on the Cost of Abatement

Chair Thompson opened the public hearing on the October 8, 2025, Report on the Cost of Abatement. Hearing no objections or protests to the October 8, 2025 Abatement Report, the hearing was closed. Chair Thompson then asked for a motion to adopt the Resolution of Confirmation confirming the October 8, 2025 Abatement Report in the amount of \$82,922.74. Commissioner Nakano moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Mayo. Motion passed (AYES: Guichard, Thompson, Mayo, Nakano, Egan, DeMarce, DiPrisco; ABSENT: Henderson, Oftedal)

Chair Thompson asked for an additional motion to order District staff to adjust or modify any charges found to be incorrect because the charge was entered more than once, through clerical error, through the error or mistake of a material fact, or illegally. Commissioner DeMarce made a motion to accept the order. Motion

seconded by Commissioner Nakano. Motion passed (AYES: Guichard, Thompson, Mayo, Nakano, Egan, DeMarce, DiPrisco; ABSENT: Henderson, Oftedal)

B. Hearing on Abatement Orders

Vice Chair Thompson opened the Hearing on Abatement Orders for all properties listed in Exhibit 1, dated October 13, 2025.

There were no property owners in attendance representing any of the 45 properties listed in Exhibit 1.

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 Mayo. Motion passed (AYES: Guichard, Thompson, Mayo, Nakano, Egan, DeMarce, DiPrisco; ABSENT: Henderson, Oftedal).

CONSENT ITEMS

A. August 11, 2025 Meeting Minutes

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

B. September 8, 2025 Meeting Minutes

Commissioner Egan made a motion to accept and file the September 8, 2025, minutes. Motion seconded by Commissioner Nakano. Motion passed (AYES: Guichard, Thompson, Mayo, Nakano, Egan, DeMarce, DiPrisco; ABSENT: Henderson, Oftedal).

C. Accept and File Reports:

1. Personnel Report

2. Fire Prevention Reports

Commissioner Egan made a motion to accept and file the October 13, 2025, Personnel Reports and Fire Prevention Reports. Motion seconded by Commissioner Nakano. Motion passed (AYES: Guichard, Thompson, Mayo, Nakano, Egan, DeMarce, DiPrisco; ABSENT: Henderson, Oftedal).

DISCUSSION ITEMS

A. Declaration of Surplus Equipment – Report of September 9, 2025

Commissioner Egan made a motion to approve the surplus of equipment listed on the declaration report of September 9, 2025. Motion seconded by Commissioner Mayo. Motion passed (AYES: Guichard, Thompson, Mayo, Nakano, Egan, DeMarce, DiPrisco; ABSENT: Henderson, Oftedal).

B. Declaration of Surplus Equipment – Report of October 3, 2025

Commissioner Egan made a motion to approve the surplus of equipment listed on the declaration report of October 3, 2025. Motion seconded by Commissioner Mayo. Motion passed (AYES: Guichard, Thompson, Mayo, Nakano, Egan, DeMarce, DiPrisco; ABSENT: Henderson, Oftedal).

C. Triennial Sunset Review

Commissioner Egan made a motion to approve the Triennial Sunset Review. Motion seconded by Commissioner Mayo. Motion passed (AYES: Guichard, Thompson, Mayo, Nakano, Egan, DeMarce, DiPrisco; ABSENT: Henderson, Oftedal).

FIRE CHIEF'S REPORT

Reviewed/Discussed the October 7, 2025, Fire Chief's report.

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS

Commissioner Egan inquired about the status of upcoming Captains testing within the District. Deputy Chief McAlister reported that both Captains and Engineers promotional testing will be conducted in the near future.

Commissioner Thompson inquired about the District's plans for the future of lawns at fire stations. Deputy Chief McAlister stated that the District is exploring suitable and sustainable landscaping options that could serve as a model for homeowners. Commissioner Thompson expressed that she would like to see the lawn at Station 11 in Clayton retained to help keep the Annual Fallen Firefighter Memorial visitor-friendly, as community members often walk through the flag display and read the personalized cards honoring the fallen firefighters of 9/11.

Commissioner DeMarce commented on his experience volunteering at the District's Annual Open House. He stated that the community members he interacted with were appreciative and appeared very pleased with the event and the addition of the free pancake breakfast. He noted that the event was well attended and considered it a great success.

Commissioner DiPrisco recognized and commended the District for its actions during the fire on Pleasant Hill Road in Lafayette, noting the effective use of both ground and aerial resources.

Commissioner DiPrisco thanked the District for providing a fire truck for the Rotary Club of Lafayette's Keep on Truckin' event, which was attended by over 1,300 community members.

NEXT MEETING DATE AND TIME

The Special Meeting previously scheduled for November 10, 2025, at 7:00 p.m. has been cancelled.

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

Meeting adjourned at 7:58 p.m.

Emily Cooper, Recording Secretary