

CONTRA COSTA COUNTY

*1025 ESCOBAR STREET
MARTINEZ, CA 94553*



Meeting Minutes

Tuesday, October 21, 2025

7:00 PM

Knightsen Farm Bureau, 3020 Second Street, Knightsen, CA 94548

Knightsen Town Advisory Council

1. Roll Call and Introductions

Meeting called to order at 7:01pm, Chair Carone, Vice Chair Jehs and Councilmember Matteri all in attendance.

2. APPROVAL of CURRENT agenda

Approval of Agenda - Motion to approve by Matteri, second by Jehs. AYES: 3-0

A motion was made by Matteri, seconded by Jehs, that this was approved.. The motion carried by the following vote:

Motion: Matteri

Second: Jehs

Aye: Jehs, Matteri, and Carone

Aye: Jehs, Matteri, and Carone

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

3. Pledge of Allegiance

4. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

None

5. Agency Reports

a. Contra Costa Office of the Sheriff

No report

b. California Highway Patrol

No report

c. Contra Costa County Fire Protection District

CCCFPD: Michelle Reinhart provided an update to the community on Fire Risk Reduction community risk, fireworks Task Force, update on meeting with Department of Forestry and Zone 0. Answered questions from the community.

d. Office of Supervisor Diane Burgis

Supervisor's Report: Chief of Staff, Alicia Nuchols and Deputy Chief of Staff, Chris Toler in attendance. Alicia provided an update on the alleyway follow-up from last meeting: We are working with PW Real Estate and will hope to have an update at the November meeting. Measure X Park & Rec Funds - Media Day last week with Knightsen 4-H. KTAC appointments to the BOS for approval on November 4th (Nelson Alves & Michael Walko) - Mr. Walko was in attendance. Community Impact Fund - Community Survey - 2758 residents completed the survey. Our office Townhalls yielded over 80 participants, and our office received 77 applications for consideration (Food insecurity, rental assistance, health, access to services and public safety and preparedness)

6. Consent Items - Items are subject to removal from the consent calendar by request of any TAC member. Items removed from the consent calendar will be considered with the discussion items.

a. Consent items: Approve Record of Actions for September 16, 2025. Motion made by Matteri, second by Carone. AYES: 3-0

b. Correspondence

a. Received Knightsen August-September 2025 Correspondence - no notes

a. [25-4449](#)

Attachments: [KTAC AUG & SEPT corresp.](#)

b. [25-4448](#)

Attachments: [Knightsen KTAC Meeting Minutes incl ROA 2 16-Oct-2025-11-49 \(2\)](#)

A motion was made by Matteri, seconded by Carone, that this Consent Item was approved.. The motion carried by the following vote:

Motion: Matteri

Second: Carone

Aye: Jehs, Matteri, and Carone

Result: Passed

7. Discussion Items

a. Discuss Holiday Tree Lighting Event

a. Discuss Holiday Tree Lighting Event: The event will be held Saturday, December 6th. Estimated start time 5-5:30pm. This is being coordinated by Knightsen 4-H.

b. **CONSIDER and APPROVE, combining November 2025 and December 2025 meetings to be combined to a single meeting held on November 18, 2025. This will be the final meeting for 2025.**

Consider and approve, combining the November and December meetings to be held on November 18, 2025. Motion to approve made by Carone, second made by Jehs. AYES: 3-0

A motion was made by Carone, seconded by Jehs, that this was approved.. The motion carried by the following vote:

Motion: Carone

Second: Jehs

Aye: Jehs, Matteri, and Carone

Result: Passed

CONSIDER and DISCUSS Future Agenda Items

Future Agenda Items - Motion by Jehs to add the following items to a future agenda:

- o Update on the alleyway in downtown Knightsen
- o Letter to the City of Oakley regarding the detour & increased traffic through Knightsen - this item is at the discretion of the District Office
- o KTAC Annual Report for review in November to be approved by the Board of Supervisors in a December meeting.
- o Request an update on the Sumer Lakes Extension to Byron Highway

8. Adjourn

Adjourn at 7:39pm, Motion by Carone, second by Jehs. AYES: 3-0

The next meeting is currently scheduled for November 18, 2025, unless quorum cannot be met and/or there are no agenda items.

For Additional Information Contact: Alicia Nuchols, Chief of Staff, 925-655-2330

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at _____, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.