



CONTRA COSTA COUNTY

AGENDA - PUBLISHED

County Service Area P-5 (Roundhill) Citizens Advisory Committee

Monday, January 26, 2026

7:00 PM

**Round Hill Country Club - 3169 Round
Hill Road, Alamo**

Chair Jason Hill, Vice Chair Jason Dudum, Members Mark Cordone, Mark Young, Rich Johnson, Bernard Corry and Corey Berla (Alternate)

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

1. Call to Order
2. Review and Approve Prior Meeting Minutes [26-312](#)
Attachments: [Dec 2025 Minutes v3](#)
3. 2026 Election of Officers
4. Public Comment (5 minutes/speaker)
5. Financial Report [26-313](#)
Attachments: [P5 Roundhill FY25-26 Period 5](#)
6. Review Monthly P-5 Activity Report [26-314](#)
Attachments: [P5 - December 2025 Police Report \(1\)](#)

The next meeting is currently scheduled for February 23, 2026.

Adjourn

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 309 Diablo Road, Danville, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov.

For Additional Information Contact: Cameron Collins at Cameron.Collins@bos.cccounty.us.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-312

Agenda Date: 1/26/2026

Agenda #: 2.



CITIZEN'S POLICE ADVISORY COMMITTEE

Round Hill (P-5)
Alamo, California

Minutes of Meeting on December 9, 2025

Committee Members in Attendance: Jason Hill, Lee Mlejnek, Mark Cordone, Corey Berla, Mark Young, Rich Johnson, Jason Dudum

Committee Members Absent: Bernard Corey,

Guests in Attendance: Deputy Shanks, Cameron Collins (Field Representative for the Supervisor's Office), Rick Kopf (Round Hill Resident, Former Chair P5 Committee)

The P-5 Advisory Committee was held at Round Hill Country Club. Jason Hill called the meeting to order at 7:05 PM. The November Minutes were approved by unanimous motion with no corrections.

Public Comment: none

P-5 Activity Report: Deputy Shanks reported that there were no significant incidents in November. Alarm Calls, Area Checks, Patrol Requests and Medical Calls were performed as usual.

In November there were 125 hours of overtime primarily due to the absence of Deputy Smith. Deputy Shanks who has been filling the majority of the overtime hours will get relief as of January 12, 2026 when Deputy Garrett Santiago will become the newest P5 Deputy serving the weekend shift.

There were zero hours of outside assistance in November.

Financial Report: Mark Young Reported that the monthly P5 spending is remaining at the \$54000.00 level. He is forecasting that the Reserve Account at

the end of FY 25/26 is projected to be \$850,000.00 . Deputy Shanks brought up the issue of P5 adding a 2nd police vehicle. His concern centered on the constant use of the current vehicle and the possibility with the consolidation of the Alamo Police Districts of having an on duty Deputy with no police vehicle to use. This issue needs more discussion from both a use case and a financial perspective.

There was continuing discussion about the interest return on funds in the Reserve Account and how the unused P5 tax funds are held. Cameron Collins will revisit with the County as to how these funds are managed and to whose benefit any interest accrues.

Old Business: The meeting with Sheriff Livingston and Candace Andersen to address the consolidation of the Police Districts in Alamo will occur in early January.

New Business: The meeting day will change in 2026 and will be the fourth Monday of the month at Round Hill Country Club. This makes January 26, 2026 at 7:00 PM the first P5 Advisory Committee Meeting of the New Year.

The meeting was adjourned at 7:50

Respectfully submitted by Lee Mlejnek



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
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Staff Report

File #: 26-313

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Agenda #: 5.

Financial Status Report

Roundhill P5

FY 2025-2026

FY 2025-2026 Fund 265500 Org 7655		Period 1 7/12-8/12	Period 2 8/13-9/11	Period 3 9/12-10/10	Period 4 10/11-11/13	Period 5 11/14-12/10	Period 6 12/11-1/13	Period 7 1/14-2/11	Period 8 2/12-3/11	Period 9 3/12-4/10	Period 10 4/11-5/12	Period 11 5/13-6/10	Period 12 6/11-7/13	Current Total
Beginning Fund Balance		761,337.60	1,039,534.29	984,907.97	1,308,511.62	1,254,035.70	1,201,540.53	1,201,540.53	1,201,540.53	1,201,540.53	1,201,540.53	1,201,540.53	1,201,540.53	1,201,540.53
REVENUE	<u>Sub Obj.</u>													
Taxes Current Property	9000	0.00	914.05	9,991.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,905.39
1% Property Tax Alloc. (Estimated Advance)	9010	329,161.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	329,161.80
Voter Approved Parcel Tax (Est. Adv.)	9100	0.00	0.00	355,353.30	-28.48	-2,217.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	353,107.47
Prop Tax Relief	9385	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicle Code Fines	9150	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
In Lieu Taxes	9580	0.00	9.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9.84
Total Revenue		329,161.80	923.89	365,344.64	-28.48	-2,217.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	693,184.50
EXPENDITURES	<u>Sub Obj.</u>													
Personnel Salary & Benefit Costs	1000	50,312.20	42,498.66	35,155.46	43,430.08	42,882.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	214,278.45
Officer Fixed Costs (liability ins. equip/supplies, comm charges)	3611	0.00	5,930.64	5,932.62	5,946.46	5,980.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23,790.58
Uniform Allowance	2160	145.34	145.34	145.34	145.34	145.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	726.70
Service & Supplies	2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Membership	2200	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
Property Tax Admin	3611	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles- Fleet Chgs	5011	0.00	4,468.00	0.00	3,543.24	762.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,773.24
Fire Dist. Emer Prep.	2200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Misc Svcs/Supplies	3622	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
I.T Dept. Data Processing	3615	507.57	507.57	507.57	507.57	507.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,537.85
Depreciation	3560	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Spec Dept'l Exp	3612	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Spec Dept'l Exp	2479	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Assessor's Levy Fees	3530	0.00	0.00	0.00	874.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	874.75
I.T. Dept. Info Security	3626	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Taxes & Assessments	3630	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures		50,965.11	55,550.21	41,740.99	54,447.44	50,277.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	252,981.57
Estimated Ending Fund Balance		#####	984,907.97	1,308,511.62	1,254,035.70	1,201,540.53	1,201,540.53	1,201,540.53	1,201,540.53	1,201,540.53	1,201,540.53	1,201,540.53	1,201,540.53	1,201,540.53

Monthly Officer Fixed Cost Detail Report
Roundhill P5
FY 2025-2026

FY 2025-2026 Fund 265500 Org 7655		Period 1 7/12-8/12	Period 2 8/13-9/11	Period 3 9/12-10/10	Period 4 10/11-11/13	Period 5 11/14-12/10	Period 6 12/11-1/13	Period 7 1/14-2/11	Period 8 2/12-3/11	Period 9 3/12-4/10	Period 10 4/11-5/12	Period 11 5/13-6/10	Period 12 6/11-7/13	Current Total
Personnel Fixed Costs	Sub Obj.													
Retiree Health Cost	3611	0.00	2,588.20	2,590.18	2,604.02	2,638.42	0.00	0.00	0.00	0.00	0.00	0.00	10,420.82	
Other Post Emp Benefits	3611	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Operational Fixed Costs														
Communications Costs	3611	0.00	854.28	854.28	854.28	854.28	0.00	0.00	0.00	0.00	0.00	0.00	3,417.12	
Liability Insurance	3611	0.00	2,238.16	2,238.16	2,238.16	2,238.16	0.00	0.00	0.00	0.00	0.00	0.00	8,952.64	
Supplies/Svcs Costs	3611	0.00	250.00	250.00	250.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	
Total Expenditures		0.00	5,930.64	5,932.62	5,946.46	5,980.86	0.00	0.00	0.00	0.00	0.00	0.00	23,790.58	

Notes to Fixed Costs:

Retiree Health cost, Communication Charges and Liability Insurance cost is calculated monthly based on total cost/current count of total sworn officers

Other Post Employee Benefits (OPEB) is a rate set by the County

Supplies/Services cost is a annual set rate based on the Contract Cities Managers Book

Traffic Safety Fund Report

Roundhill P5

FY 2025-2026

FY 2025-2026 Fund 113900 Org 3685		Period 1 7/12-8/12	Period 2 8/13-9/11	Period 3 9/12-10/10	Period 4 10/11-11/13	Period 5 11/14-12/10	Period 6 12/11-1/13	Period 7 1/14-2/11	Period 8 2/12-3/11	Period 9 3/12-4/10	Period 10 4/11-5/12	Period 11 5/13-6/10	Period 12 6/11-7/13	Current Total
Beginning Fund Balance		13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63
REVENUE														
Traffic Fines	9150	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Drivers Education	9684	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Fines	9161	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interest	9181	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EXPENDITURES														
Gov. to Gov. fund tnsf	5011	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Estimated Ending Fund Balance		13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63	13,777.63

Notes to Traffic Safety Fund:

Interest revenues are distributed once annually in Period 12

Expenditures are approved individual purchases or are related to investment costs



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-314

Agenda Date: 1/26/2026

Agenda #: 6.

Advisory Board: P5 Committee

Subject: December 2025 P5 Police Report

Presenter: Deputy Shanks

Round Hill



December 2025

Monthly Report

Table of Contents

1: Patrol Schedule

2: Activity Log

3: Incident Summary

4: Information Sheet

5: Traffic Info

2025
December

ROUNDHILL
PATROL SCHEDULE

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
				SHANKS		
	GAMA	HOFFMAN	KANG		HOFFIE	RICE
	6	6	6		12.67	12.67
7	8	9	10	11	12	13
	SHANKS	SHANKS	SHANKS	SHANKS		
SHANKS					MONTANEZ	SHANKS
12.67					12.67	12.67
14	15	16	17	18	19	20
	SHANKS	SHANKS	SHANKS	SHANKS		
SHANKS					HOFFIE	HOFFMAN
12.67					12.67	10
21	22	23	24	25	26	27
	SHANKS	SHANKS	SHANKS			
SHANKS					GROSSMAN	SHANKS
12.67					6	12.67
28	29	30	31			
	SHANKS	SHANKS	SHANKS			
RICE						
6						

Organization #2531

Overtime Hours

154.03

Holiday Pay OT

Training OT

Court OT

Total 154.03

DECEMBER 2025 ACTIVITY REPORT

ALARM CALLS- 10

AREA CHECKS -37

PATROL REQUEST- 12

SUSPICIOUS VEHICLE-1

VEHICLE STOP WITH CITE -1

VEHICLE STOP NO CITE-4

SERVICE TO CITIZEN -6

VACATION HOUSE CHECK -3

MEDICAL CALLS - 12

BURGLARY-1

THEFT-1

OTHER FELONY-0

OTHER MISD -0

Incident Summary

12/04/25- Petty Theft occurred at the Roundhill Country Club. A suspect walked into the pro shop and removed the head of a driver and put the head in his pocket. Video footage revealed the vehicle he was driving. After some investigation, the suspect was identified. The suspect said he would return the driver but never did. The case was sent to the DA's Office to review for prosecution.

12/15/25- Residential Burglary occurred in the 2300 Block of Stone Valley Road. The deceased victim passed away a month prior. The property sat vacant with the victim's belongings inside. All valuable possessions were removed by the family. At this time nothing worthwhile was taken by the suspect.

OUTSIDE ASSISTANCE:

Listed below are the details where the P81 District Officers responded to calls outside of the Roundhill District.

VEHICLE 3313

In-Service Date: 08/26/2021

Starting Mileage: 44,487

Ending Mileage: unk

Total Monthly Miles: n/a

Vehicle Maintenance:

Month: December 2025

OVERTIME/PATROL VEHICLE/OUTSIDE ASSISTANCE

TOTAL OVERTIME: 154

TOTAL OUTSIDE ASSISTANCE 0

Prepared by: M. Shanks

Date: 01/04/2026