



# CONTRA COSTA COUNTY

## AGENDA - PUBLISHED

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

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Tuesday, October 21, 2025

7:00 PM

Round Hill Country Club - 3169 Round  
Hill Road, Alamo

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**Please note that this meeting has been moved from the second Tuesday of the month.**

*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. September 2025 Record of Actions [25-4303](#)  
**Attachments:** [Minutes Sept 2025](#)
3. Public Comment (3 minutes/speaker)
4. September 2025 Sheriff Report [25-4304](#)  
**Attachments:** [P5 - September 2025 Report](#)
5. Period 2 Financial Report [25-4305](#)  
**Attachments:** [P5 Roundhill FY25-26 Period 2](#)
6. Old Business
7. New Business
8. 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](http://www.contracosta.ca.gov).*

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**For Additional Information Contact: Cameron Collins at [Cameron.Collins@bos.cccounty.us](mailto:Cameron.Collins@bos.cccounty.us).**



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-4303

**Agenda Date:** 10/21/2025

**Agenda #:** 2.

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Advisory Board: P5 Police Committee

Subject: September 2025 Record of Actions



**CITIZEN'S POLICE ADVISORY COMMITTEE**  
**Round Hill (P-5)**  
Alamo, California

Minutes of Meeting on September 16, 2025

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

Committee Members Absent: Jason Dudum, Bernard Corey

Guests in Attendance: Deputy Shanks, Cameron Collins (Field Representative for the Supervisor's Office), Elaine Schroth (Round Hill North Resident), Ivan and Jacqueline Lee (Round Hill Residents)

The P-5 Advisory Committee was held at Alamo Plaza, Suite 170A. Jason Hill called the meeting to order at 7:03 PM.

Public Comment: Elaine Schroth had questions and concerns about an early morning police raid on a home on Rolling Hills Court. This home has been a trouble spot in the neighborhood with many late night visitors and other disruptive behaviors. Ivan Lee also discussed this home and asked the Committee how communication of this kind of event is disseminated and inquired if there are additional steps residents can take to be notified and protect themselves. Deputy Shanks gave a detailed accounting of the action on Rolling Hills Court and how law enforcement is required to deal with the event itself and any results such as arrest, eviction or judicial requirements. He also reminded the Committee and Guests that civil actions may limit law enforcement. Mark Young advised that everyone can be proactive by using 911 to report suspicious activity to get law enforcement notified and involved and this was the best way for Residents to be proactive in protecting the Round Hill area.

Financial Report: Mark Young commented that the financial situation is status quo and in line with his recent estimates. Discussion centered on the combination of the Alamo Police Districts and how that would affect financial reserves and the ability to fund other actions to promote safety and security in Alamo all to the benefit of residents.

P-5 Activity Report: Deputy Shanks reported that there were no significant incidents last month in the P-5 Area. The HOA purchased speed trailer continues to provide statistics on the speeds and hourly timing of those speeds and indicates a majority of the traffic is obeying speed limits. If the Committee believes there are any areas of concern please let the Deputies know. As the trailer is moved around to different areas in Round Hill over the coming months there will be a much more complete picture of where and to what extent vehicles exceeding the speed limit are occurring.

There were 2 recorded vehicle stops and warnings for stop sign violations and speeds over the 25 mph limit during August with 1 citation issued. There were 34 hours of overtime and no out of area assistance noted for August.

Old Business: Discussion continued about the issue of forming a single Alamo Police District.

New Business: none

Approval Of Minutes: Minutes for June and July were approved with one correction to reflect that Corey Berla is a member of the P-5 Advisory Committee.

Meeting adjourned at 8:20 PM.

Respectfully submitted by Lee Mlejnek



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-4304

**Agenda Date:** 10/21/2025

**Agenda #:** 4.

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Advisory Board: P5 Police Committee  
Subject: September 2025 Police Report  
Presenter: Deputy Mark Shanks

Information: Report Attached.

# Round Hill



SEPTEMBER 2025

Monthly Report

# Table of Contents

Page 1: Patrol Schedule

2: Activity Log

3: Incident Summary

4: Information Sheet

5: Traffic Info



**2025  
SEP**

**ROUNDHILL  
PATROL SCHEDULE**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
	SHANKS	SHANKS	SHANKS	SHANKS		
					HOFFMAN	THOMPSON
					1320	1320
7	8	9	10	11	12	13
	SHANKS VAC	SHANKS VAC	SHANKS VAC	SHANKS VAC		
NONE	NONE	BURLISON	BURLISON	BURLISON	HOFFIE	NONE
		10	10	10	1320	
14	15	16	17	18	19	20
	SHANKS	SHANKS	SHANKS	SHANKS		
THOMPSON					NONE	NONE
1320						
21	22	23	24	25	26	27
	SHANKS	SHANKS	SHANKS	SHANKS		
SHANKS					HOFFIE	SHANKS
1320					1320	1320
28	29	30				
	SHANKS	SHANKS				
KUKLA						
1320						


**Organization #2531**

Overtime Hours  
Holiday Pay OT  
Training OT  
Court OT

10590

**Total** 10590

## SEPTEMBER 2025 ACTIVITY REPORT

ALARM CALLS- 7

AREA CHECKS -25

PATROL REQUEST- 32

SUSPICIOUS VEHICLE-1

VEHICLE STOP WITH CITE -1

VEHICLE STOP NO CITE-0

SERVICE TO CITIZEN -3

VACATION HOUSE CHECK -4

MEDICAL CALLS - 6

BURGLARY-O

THEFT-1

OTHER FELONY-O

OTHER MISD -1

## Incident Summary

9/10/25- A Domestic Battery occurred in the 2400 Block of Southview Drive.

9/11/25- A natural death occurred in the 100 Block of St Andrews Place.

9/23/25- A Grand theft occurred in the 2500 Block of Rolling Hills Court. The suspect was able to steal two bags of lacrosse equipment from an unlocked vehicle.



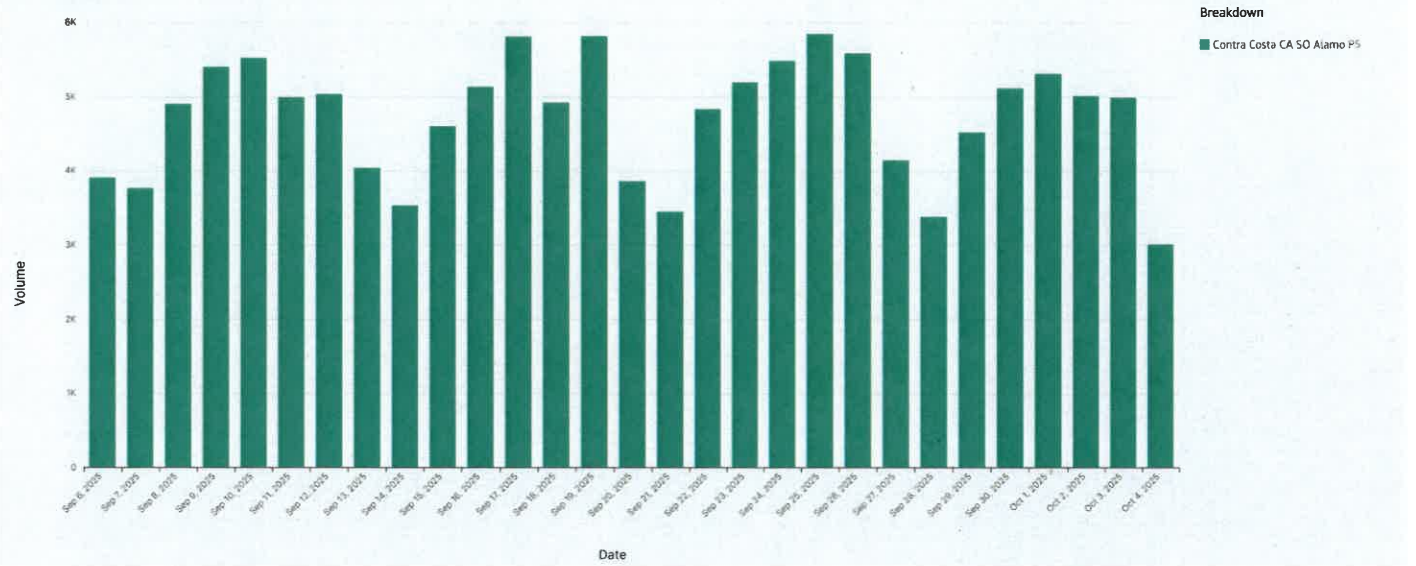
Total Vehicle Volume

137,126

Total Unique Vehicle Volume

93,729

Total Vehicle Volume



To export data, hover over chart and click the three dots. Data will export with selected date range and Show Reads By.



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-4305

**Agenda Date:** 10/21/2025

**Agenda #:** 5.

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Advisory Board: P5 Police Committee  
Subject: P5 Financial Report

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	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97
REVENUE	Sub Obj.													
Taxes Current Property	9000	0.00	914.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	914.05
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	330,085.69
EXPENDITURES	Sub Obj.													
Personnel Salary & Benefit Costs	1000	50,312.20	42,498.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	92,810.86
Officer Fixed Costs (liability ins, equip/supplies, comm charges)	3611	0.00	5,930.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,930.64
Uniform Allowance	2160	145.34	145.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	290.68
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,468.00
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,015.14
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	106,515.32
Estimated Ending Fund Balance		#####	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97	984,907.97

**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
<b>Personnel Fixed Costs</b>	<b>Sub Obj.</b>													
Retiree Health Cost	3611	0.00	2,588.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,588.20
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	0.00
<b>Operational Fixed Costs</b>														
Communications Costs	3611	0.00	854.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	854.28
Liability Insurance	3611	0.00	2,238.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,238.16
Supplies/Svcs Costs	3611	0.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
<b>Total Expenditures</b>		<b>0.00</b>	<b>5,930.64</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,930.64</b>

**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
<b>Beginning Fund Balance</b>		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
<b>REVENUE</b>	<u>Sub Obj.</u>													
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
<b>Total Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>EXPENDITURES</b>	<u>Sub Obj.</u>													
Gov. to Gov. fund trnsf	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
<b>Total Expenditures</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Estimated Ending Fund Balance</b>		<b>13,777.63</b>	<b>13,777.63</b>	<b>13,777.63</b>	<b>13,777.63</b>	<b>13,777.63</b>	<b>13,777.63</b>	<b>13,777.63</b>	<b>13,777.63</b>	<b>13,777.63</b>	<b>13,777.63</b>	<b>13,777.63</b>	<b>13,777.63</b>	<b>13,777.63</b>

## 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