



CONTRA COSTA COUNTY

AGENDA - PUBLISHED

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

Tuesday, September 16, 2025

7:00 PM

Alamo Plaza, Suite 170A

Please note that this meeting was changed from Tuesday, September 9.

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. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. P5 Financial Report [25-3872](#)
Attachments: [P5 Roundhill FY25-26 Period 1](#)
4. Review August P-5 Activity Report [25-3873](#)
Attachments: [P5 - August Report](#)
5. Previous Meeting Minutes and Records of Action [25-3874](#)
Attachments: [June 2025 Minutes](#)
[July 2025 Minutes](#)

Adjourn

The next meeting is currently scheduled for October 14, 2025.

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. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

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



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-3872

Agenda Date: 9/16/2025

Agenda #: 3.

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	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29
REVENUE	Sub Obj.													
Taxes Current Property	9000	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
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	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		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
EXPENDITURES	Sub Obj.													
Personnel Salary & Benefit Costs	1000	50,312.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,312.20
Officer Fixed Costs (liability ins, equip/supplies, comm charges)	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
Uniform Allowance	2160	145.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	145.34
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	507.57
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,965.11
Estimated Ending Fund Balance		#####	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29	1,039,534.29

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	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 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
Operational Fixed Costs														
Communications Costs	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
Liability Insurance	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
Supplies/Svcs Costs	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
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

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	<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
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	<u>Sub Obj.</u>													
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 #: 25-3873

Agenda Date: 9/16/2025

Agenda #: 4.

Round Hill



AUGUST 2025

Monthly Report

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Page 1: Patrol Schedule

2: Activity Log

3: Incident Summary

4: Information Sheet

5: Traffic Info

**2025
AUGUST**

**ROUNDHILL
PATROL SCHEDULE**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
					NONE	SHANKS
						7
3	4	5	6	7	8	9
NONE	SHANKS	SHANKS	SHANKS	SHANKS	NONE	SHANKS
						7
10	11	12	13	14	15	16
SHANKS	SHANKS	SHANKS	SHANKS	SHANKS	NONE	NONE
7						
17	18	19	20	21	22	23
NONE	SHANKS	SHANKS	SHANKS SICK	KANG	NONE	NONE
				6		
24	25	26	27	28	29	30
NONE	SHANKS	SHANKS	SHANKS	SHANKS	NONE	NONE
31						
SHANKS						
7						

Organization #2531

Overtime Hours 34

Holiday Pay OT

Training OT

Court OT

Total 34

AUGUST 2025 ACTIVITY REPORT

ALARM CALLS- 9

AREA CHECKS -17

PATROL REQUEST- 50

SUSPICIOUS VEHICLE-1

VEHICLE STOP WITH CITE -1

VEHICLE STOP NO CITE-1

SERVICE TO CITIZEN -3

VACATION HOUSE CHECK -6

MEDICAL CALLS - 1

BURGLARY-O

THEFT-O

OTHER FELONY-O

OTHER MISD -O

Incident Summary

There were no significant incidents in the month of August.

Month: August 2025

OVERTIME/PATROL VEHICLE/OUTSIDE ASSISTANCE

TOTAL OVERTIME: 34 Hrs

40 Hrs Patrol / 0 Hrs Holiday / 0 Hrs Training / 0 Hrs Court

PATROL VEHICLE:

Unit: #3313 2020 Chevy Tahoe, (CA/1613298)
In-Service Date: 08/26/2021
Starting Mileage: 46,400
Ending Mileage: 46,936
Total Monthly Miles: 536
Vehicle Maintenance:

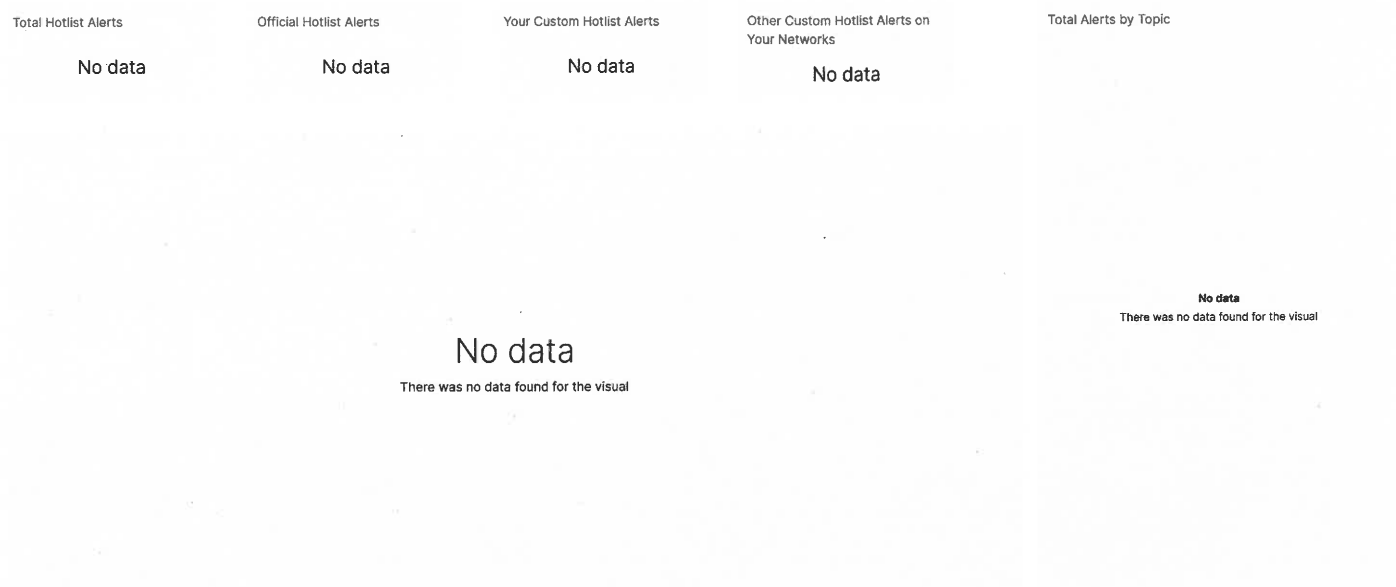
OUTSIDE ASSISTANCE:

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

Date	Duration	Location of Assist	Purpose of Assist Deputy
NONE			

TOTAL: 0 hours 0 minutes

Prepared by: M. Shanks Date: 09/03/2025

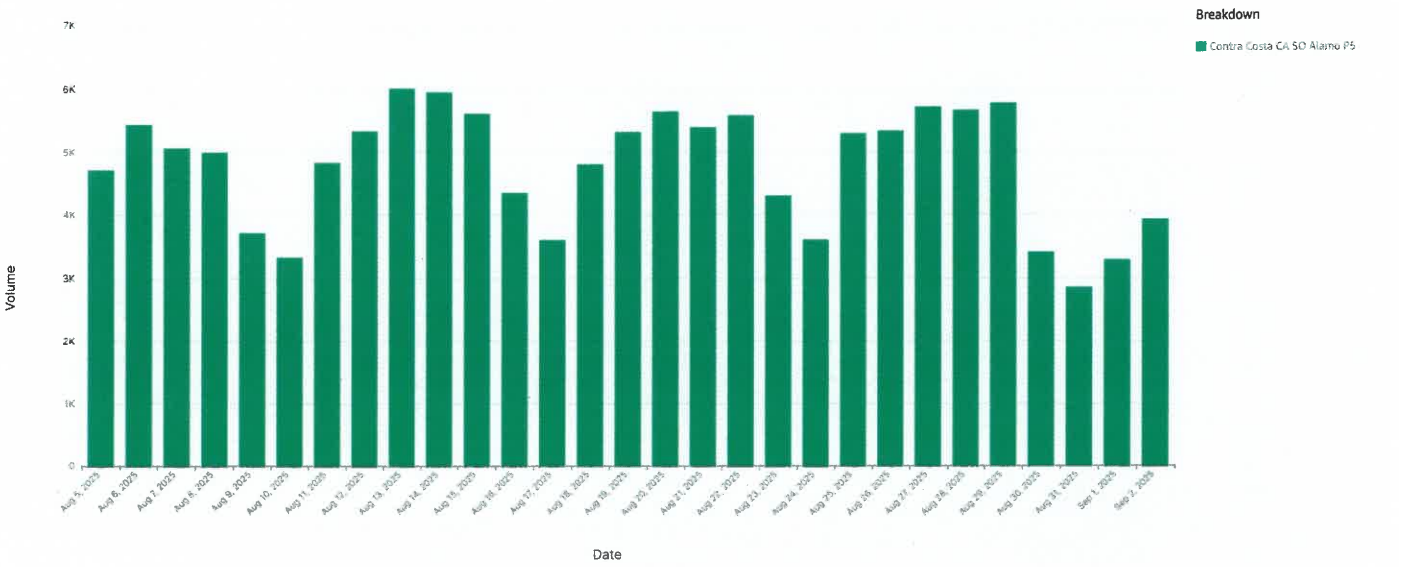


To export data, hover over chart and click the three dots. Data will export with selected date range and Show Hits By. For bar charts, displaying either 30 days of daily data or weekly/monthly aggregation is recommended. Cameras and networks that are yet to receive a hotlist hit are excluded from analysis.

Total Vehicle Volume
138,868

Total Unique Vehicle Volume
96,324

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

File #: 25-3874

Agenda Date: 9/16/2025

Agenda #: 5.



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

Minutes of Meeting on June 10, 2025

Committee Members in Attendance: Jason Hill, Lee Mlejnek, Rich Johnson, Bernard Corey

Committee Members Absent: Jason Dudum, Mark Young, Mark Cordone

Guests in Attendance: Deputy Smith, Deputy Shanks, Lt. Dickerson. Cameron Collins (Field Representative for the Supervisor's Office), Corey Berla (Resident and Board Member of Round Hill North), Stephen Healy (Round Hill Resident

The P-5 Advisory Committee was held at Round Hill Country Club. Jason Hill called the meeting to order at 7:03 PM. Minutes of the March 11, 2025 meeting were approved unanimously.

Public Comment: Stephen Healy discussed with the Committee recent juvenile activity at his home and other homes on Royal Oaks Drive and how in cooperating with Deputy Smith he has resolved the issues, He commended Deputy Smith for his handling and outcome of the situation.

Financial Report: In Mark Young's absence Jason Hill commented that the financial situation is status quo and in line with Mark Young's recent estimates.

P-5 Activity Report: Lt. Dickerson discussed the police report which contained some new graphs of speeds in the Round Hill area. He also mentioned that crime statistics in the P-5 area indicate low activity. He also introduced to the Committee our new P-5 Deputy. Deputy Shanks has been in law enforcement for two decades and has held numerous positions in that time. The P-5 District will greatly benefit from his years of experience.

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 15 recorded vehicle stops and warnings for stop sign violations and speeds over the 25 mph limit during May with 2 citations issued. There were zero hours of overtime and no out of area assistance noted for May.

Old Business: Discussion continued about the issue of forming a single Alamo Police District. Cameron Collins discussed the Town Hall meeting and a mostly favorable opinion of the single district issue at that meeting. She suggested two more town hall type meetings (one virtual and one in person) to provide more and updated information on the process and to clarify any issues that may have been reported that are in error. She also discussed the issue of the boundaries of the combined district and the mechanics of determining and drawing the final map.

New Business: none

Meeting adjourned at 7:49 PM.

Respectfully submitted by Lee Mlejnek



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

Minutes of Meeting on July 8, 2025

Committee Members in Attendance: Jason Hill, Lee Mlejnek, Mark Young

Committee Members Absent: Jason Dudum, Mark Cordon, Rich Johnson, Bernard Corey

Guests in Attendance: Deputy Shanks, Cameron Collins (Field Representative for the Supervisor's Office)

The meeting was cancelled due to the lack of a quorum.

Respectfully submitted by Lee Mlejnek