

# CONTRA COSTA COUNTY

*1025 ESCOBAR STREET  
MARTINEZ, CA 94553*



## Meeting Minutes

**Wednesday, October 8, 2025**

**6:00 PM**

**Discovery Bay Community Center, 1601 Discovery Bay Boulevard, Discovery Bay,  
CA 94505**

**County Service Area P-6 (Discovery Bay) Citizens Advisory  
Committee**

## 1. Roll Call and Introductions

**Present** Bill Fletcher, Joseph Knipp, Bob Mankin, and Gregory McLendon

**Absent** Jennifer Clamon Morris

## 2. Pledge of Allegiance

## 3. Approval of Agenda

**approved**

**Motion:** Fletcher

**Second:** Knipp

**Aye:** Fletcher, Knipp, Mankin, and McLendon

**Aye:** Fletcher, Knipp, Mankin, and McLendon

**Absent:** Clamon Morris

**Absent:** Clamon Morris

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

None.

## 5. Agency Reports

a. **Contra Costa Office of the Sheriff**

**Contra Costa Supervisor Diane Burgis**

**Contra Costa Office of the Sheriff** - Lt. Ryan White, Delta Station, provided a report on the P-6 Financial Projections (see Discussion item 7.b).

**Contra Costa Supervisor Diane Burgis** - Claire Alaura, District Representative, provided an introduction and asked all Committee members present to introduce themselves.

## 6. Consent Items

a. **APPROVE Records of Action - December 5, 2024 and July 23, 2025**

**25-4009**

**Attachments:** [12-5-24 Discovery Bay P6 Record of Action](#)  
[07-23-25 Discovery Bay P6 Record of Action](#)

**approved**

**Motion:** McLendon

**Second:** Fletcher

**Aye:** Fletcher, Knipp, Mankin, and McLendon

**Absent:** Clamon Morris

**Result:** Passed

## 7. Discussion Items

a. **DISCUSS County Training Requirements**

25-3029

Attachments: [Training Certification 2025 \(Updated\)](#)

Claire Alaura, District Representative, provided an update on the County Training Requirements.

**b. DISCUSS Discovery Bay P-6 Financial Projections**

25-3028

Attachments: [Disco Bay FY2425 Fund Balance Estimate](#)

Lt. Ryan White, Delta Station, provided an update on the P-6 Financial Projections (see Agency Report item 5.a, above).

**8. Future Agenda Items**

The P-6 Committee requested two future agenda items: 1.) Discussion to add a School Resource Officer (SRO) and 2.) Discussion to add Flock cameras.

**9. Adjourn**

Meeting adjourned at 6:45 pm.

The next meeting is currently scheduled for January 14, 2026.

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 3361 Walnut Avenue, Suite 140, Brentwood, CA 94513, 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). 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: Claire Alaura, District Representative, 925-655-2330