



# TOWN OF DISCOVERY BAY

"A COMMUNITY SERVICES DISTRICT"

**SDLF PLATINUM-Level of Governance**

**President Bryon Gutow, Vice-President Kevin Graves, Director Ashley Porter,  
Director Carolyn Graham and Director Lesley Belcher**

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**NOTICE OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
May 06, 2026 07:00 PM**

**To Attend In-Person:**

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

In addition to physical attendance at the address indicated above, the Town of Discovery Bay Community Services District is offering the following teleconferencing options as an alternative means for the public to participate in this meeting:

**To Attend by Zoom Webinar:** <https://us06web.zoom.us/j/85454370841>

**To Attend by Phone:** +1 (669) 444-9171 OR +1 (719) 359-4580 & Webinar ID 85454370841

**To Download Agenda Packet & Materials:** <http://www.todb.ca.gov/>

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**A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

1. Call Meeting to Order at 7:00p.m.
2. Pledge of Allegiance.
3. Roll Call.

**B. PUBLIC COMMENTS (Individual Public Comments will be limited to 3 minutes)**

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak will have 3 minutes

to make their comment. There will be no dialogue between the Board and the commenter as the law strictly limits the ability of Board members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Board only. Any clarifying questions from the Board must go through the President. Comments from the public do not necessarily reflect the viewpoint of the Directors.

**C. CONSENT CALENDAR**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

- C.1 Approve Regular Board of Directors DRAFT Meeting Minutes from April 15, 2026. Page 5  
Sponsor(s): Kelly Rajala, Board Secretary

**D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS**

- D.1 Contra Costa County District III Supervisor Diane Burgis Report  
D.2 Contra Costa County Office of the Sheriff Report  
D.3 California Highway Patrol  
D.4 Contra Costa Contra Fire Protection District Page 8

**E. MUNICIPAL ADVISORY COUNCIL**

**F. UPDATES & PRESENTATIONS**

- F.1 2025 Urban Water Management Plan Status Update Page 16  
Sponsor(s): Justin Shobe, Shobe Engineering  
F.2 Hydrocrop Update & Shut-Off Procedures Page 33  
Sponsor(s): Aaron Goldsworthy, Water & Wastewater Manager

**G. DISCUSSION AND POSSIBLE ACTION**

**H. MANAGER'S REPORT**

- H.1 Utility Billing Conversion Update

Sponsor(s): Margaret Moggia, Finance Manager

H.2 Pool & Splashpad Updates

Sponsor(s): Monica Gallo, Park & Landscape Manager

H.3 Water Department Updates

Sponsor(s): Aaron Goldsworthy, Water & Wastewater Manager

**I. GENERAL MANAGER'S REPORT**

**J. DIRECTOR REPORTS**

J.1 Standing Committee Reports

- a. Communications Committee Meeting (Committee Members Bryon Gutow and Lesley Belcher) May 6, 2026.
- b. Water & Wastewater Committee Meeting (Committee Members Carolyn Graham and Kevin Graves) May 6, 2026.

**K. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS**

**L. CORRESPONDENCE**

**M. LEGAL REPORT**

**N. FUTURE AGENDA ITEMS**

**O. ADJOURNMENT**

Adjourn to the next Regular Meeting of the Board of Directors on May 20, 2026 beginning at 7:00pm at the Community Center located at 1601 Discovery Bay Boulevard.

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting.

Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution

of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours.



**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
April 15, 2026 07:00 PM**

President Bryon Gutow  
Vice-President Kevin Graves  
Director Carolyn Graham

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**A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

Meeting was called to order at 7:00p.m.

President Gutow led the Pledge of Allegiance.

Roll call was taken and all members were present, with the exception of Director Belcher and Director Porter who were both absent.

**B. PUBLIC COMMENTS (Individual Public Comments will be limited to 3 minutes)**

None.

**C. CONSENT CALENDAR**

**Moved By** Director Carolyn Graham  
**Seconded By** Vice-President Kevin Graves  
Motion to approve the Consent Calendar.

**Motion Carried (3 to 0)**

C.1 Approve Regular Board of Directors DRAFT Meeting Minutes from April 1, 2026.

C.2 Approve Special Board Planning Workshop DRAFT Meeting Minutes from March 31, 2026.

C.3 Approve Monthly Disbursement Report - March 2026

**D. MUNICIPAL ADVISORY COUNCIL**

None.

**E. PRESENTATIONS**

E.1 Veolia Monthly Presentation

Presented by Veolia Project Leader Jeffrey Dobretz.

- There were 1,003 safe work days through March 2026.
- Well 5 has official been accepted as destroyed.
- Hydrants have been flushed in every area from Golf Course to Discovery Point.
- Lead and Copper sampling is due in 2027.
- All lift stations are active.

**F. DISCUSSION AND POSSIBLE ACTION**

F.1 Discussion and Possible Action to Authorize the General Manager to Execute a General Services Consulting Agreement with Herwit Engineering for Wastewater Engineering Services.

Presented by Water & Wastewater manager Aaron Goldsworthy.

- Herwit Engineering helps with plan checking, field inspections, testing oversight, meeting participation, project design, process evaluation, and permitting assistance among other services.
- \$75,000 is being budgeted in the Fund 21 (Wastewater) FY 26/27 Budget.

**Moved By** Vice-President Kevin Graves

**Seconded By** Director Carolyn Graham

Motion to Approve Staff Recommendation to Authorize the General Manager to Execute a General Services Consulting Agreement for Fiscal Year 2026-2027 with Herwit Engineering for Wastewater Engineering Services in an amount not to exceed \$75,000.

**Motion Carried (3 to 0)**

**G. MANAGER'S REPORT**

None.

**H. GENERAL MANAGER'S REPORT**

Presented by General Manager Dina Breitstein.

- The pool is scheduled for repair in the coming weeks. Anticipated opening for Memorial Day weekend.
- Splash pad needs a replacement timer.
- CSDA Legislative Days were held April 7-8, 2026 in Sacramento. CSDA asked for support on initiatives such as AB1898 Schultz, and AB2027 Ward.
- County road repaving on Discovery Bay Blvd. has started.
- Annual Budget Workshop is scheduled for May 5, 2026 at 2:00pm.

**I. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS**

None.

**J. CORRESPONDENCE**

None.

**K. LEGAL REPORT**

None.

**L. FUTURE AGENDA ITEMS**

None.

**M. ADJOURNMENT**

Meeting was adjourned at 7:13pm.

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Kelly Rajala



# CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

TRACIE DUTTER, DEPUTY FIRE CHIEF



DISCOVERY BAY, MAY 2026

# 2025 ACCOMPLISHMENTS

- Rodeo-Hercules Annexation
- New Fire District Website
- Fire Academy 61 & Paramedic Training
- Communications Center Remodel
- Station 94 Groundbreaking Ceremony



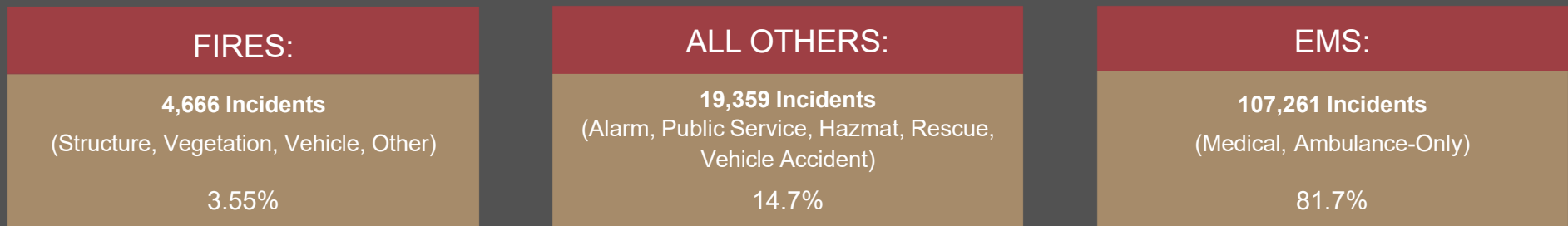
## UPCOMING IN 2026



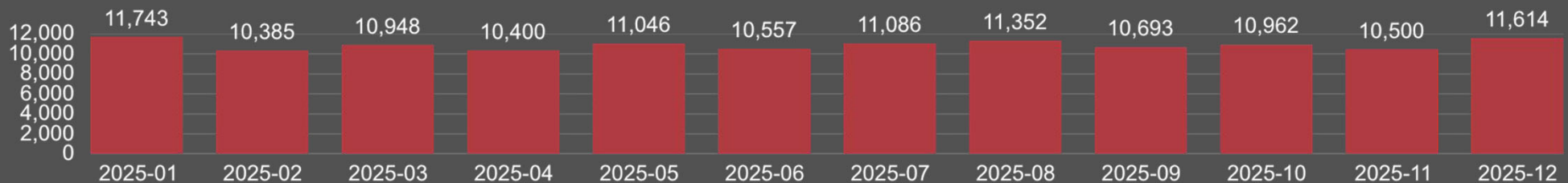
- Hazmat Program Transitioning to Fire
- New Fire Stations 90 & 94 in Brentwood
- Two new Traffic Safety Units
- Seasonal Aerial Firefighting Helicopter Contract begins May 1st

# FIRE, RESCUE & EMS ACTIVITY FOR THE ENTIRE DISTRICT- 2025

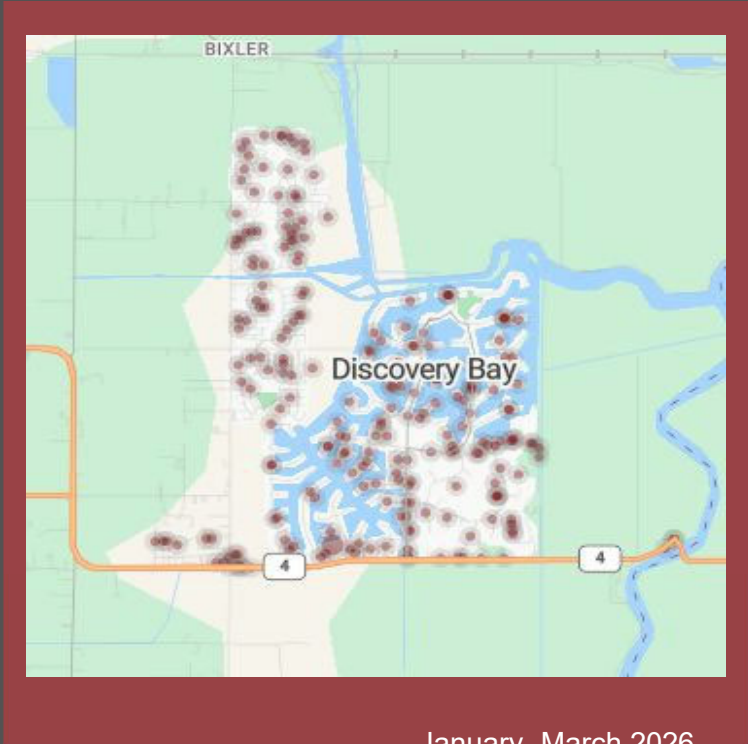
Total Incidents in 2025: 131,286



January-December 2025



# CALLS BY TYPE IN DISCOVERY BAY JANUARY 1ST-MARCH 31ST 2026: 279



January -March 2026

Medical: 233	Rescue: 1
Ambulance Only: 16	Public Assist: 9
Alarm: 16	Fire-Other: 2
Vehicle Accident: 5	Other: 1
Hazardous Condition: 12	

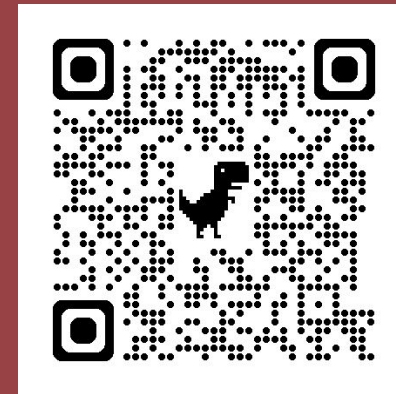
January	Dispatch Time: 1:38	March	Dispatch Time: 1:34
	Turnout Time: 0:48		Turnout Time: 0:51
	Travel Time: 10:26		Travel Time: 10:28
February	Dispatch Time: 1:37		
	Turnout Time: 1:02		
	Travel Time: 11:43		

# WILDFIRE PREPAREDNESS

## PROTECT YOUR HOME FROM WILDFIRES:

- Home Hardening
- Create Defensible Space
- Have an Evacuation Plan
- Become a Firewise Community
- Ready, Set, Go!

Scan the QR code to find your Local  
Responsibility Area and more information on  
wildfire preparedness



## 2026 WEED ABATEMENT DEADLINES:

Discovery Bay- May 15, 2026

- Contra Costa County Fire Protection District has established minimum weed abatement standards for parcels located within the Fire District's jurisdiction.
- Weed abatement extension requests may only be submitted after a Final Notice has been issued. Requests will not be accepted after July 4, 2026.
- To report a weed abatement violation please visit:  
[cccfpd.org/200/Weed-Abatement-Annual-Program](http://cccfpd.org/200/Weed-Abatement-Annual-Program)



# QUESTIONS?

Stay Connected with Contra Costa Fire:

Facebook: @ContraCostaFire

Instagram: @ContraCostaCountyFire

Email: [PIO@cccfd.org](mailto:PIO@cccfd.org)





# Town of Discovery Bay

*"A Community Services District"*

## STAFF REPORT

**Agenda Title:** 2025 Urban Water Management Plan - Status and Preview

**Meeting Date:** May 6, 2026

**Prepared By:** Justin Shobe, Shobe Engineering

**Submitted By:** Dina Breitstein, General Manager

### RECOMMENDED ACTION:

Staff recommends that the Board of Directors take the following action:

- Receive a presentation from Shobe Engineering and provide feedback or direction as appropriate.

### EXECUTIVE SUMMARY:

The 2025 Urban Water Management Plan (UWMP) is a planning document required by the California Department of Water Resources (DWR) in accordance with the DWR Guidance manual. The District is required to update its UWMP every five years to evaluate water supply, water demand, and system reliability over a 20-year planning horizon.

The 2025 UWMP is currently being prepared by Shobe Engineering in coordination with District staff. The plan builds upon the District's 2020 UWMP and incorporates updated regulatory requirements, planning data, and recent system information.

The 2025 UWMP updates population and demand projections, confirms adequate groundwater supplies and drought reliability based on the 2022 GSP, incorporates the recently adopted Water Shortage Contingency Plan, and reflects new State regulatory frameworks related to water loss and water use efficiency.

The anticipated schedule for completion of the 2025 UWMP is as follows:

- **May 6, 2026:** Committee Presentation
- **May 20, 2026:** Public Draft Release
- **June 3, 2026:** Public Hearing and Board Adoption

**FISCAL IMPACT:** N/A

### PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

July 16, 2025 – Board of Directors authorized the contract for District Water Engineering General Services with Shobe Engineering, which included preparation of the UWMP and the RRA.

March 4, 2026 – Board of Directors adopted the revised Water Shortage Contingency Plan (WSCP)

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**ATTACHMENTS:**

1. PowerPoint Presentation – 2025 UWMP Status and Preview.



# Status and Preview 2025 Urban Water Management Plan

**Town of Discovery Bay CSD  
Water/Wastewater Committee**

**May 6, 2026**



**Shobe Engineering**  
Resilient and Efficient Solutions

**Overview** 2025 Urban Water Management Plan



**Updates** Key Findings



**Preview** Upcoming draft and adoption schedule

Purpose and Outcome Today

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Mandated by CA Water Code to be submitted to DWR every 5 years. Due July 1, 2026

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Provides water supply and demand projections over a 25-year horizon

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Evaluates reliability under drought conditions

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DWR Guidebook has standard reporting tables and requirements

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LAFCO & County planners rely on the UWMP for development project approvals

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Maintains Eligibility for certain State loan/grants

## UWMP Overview

# Schedule for Adoption

<b>Date</b>	<b>Milestone / Action</b>
May 6	Committee update
May 20	Public draft release for 2-week public review
May 20 & May 27	Newspaper notices
June 3	Public Hearing followed by Adoption (if no significant changes are needed)
Before July 1	Submittal to DWR

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Chapter 1: Introduction and Lay Description

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Chapter 2: Plan Preparation and Adoption

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Chapter 3: Service Area Description

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Chapter 4: Water Use Characterization

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Chapter 5: SBX7-7 Reporting

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Chapter 6: Water Supply Characterization

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Chapter 7: Water Service Reliability & Drought Risk Assessment

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Chapter 8: Water Shortage Contingency Plan

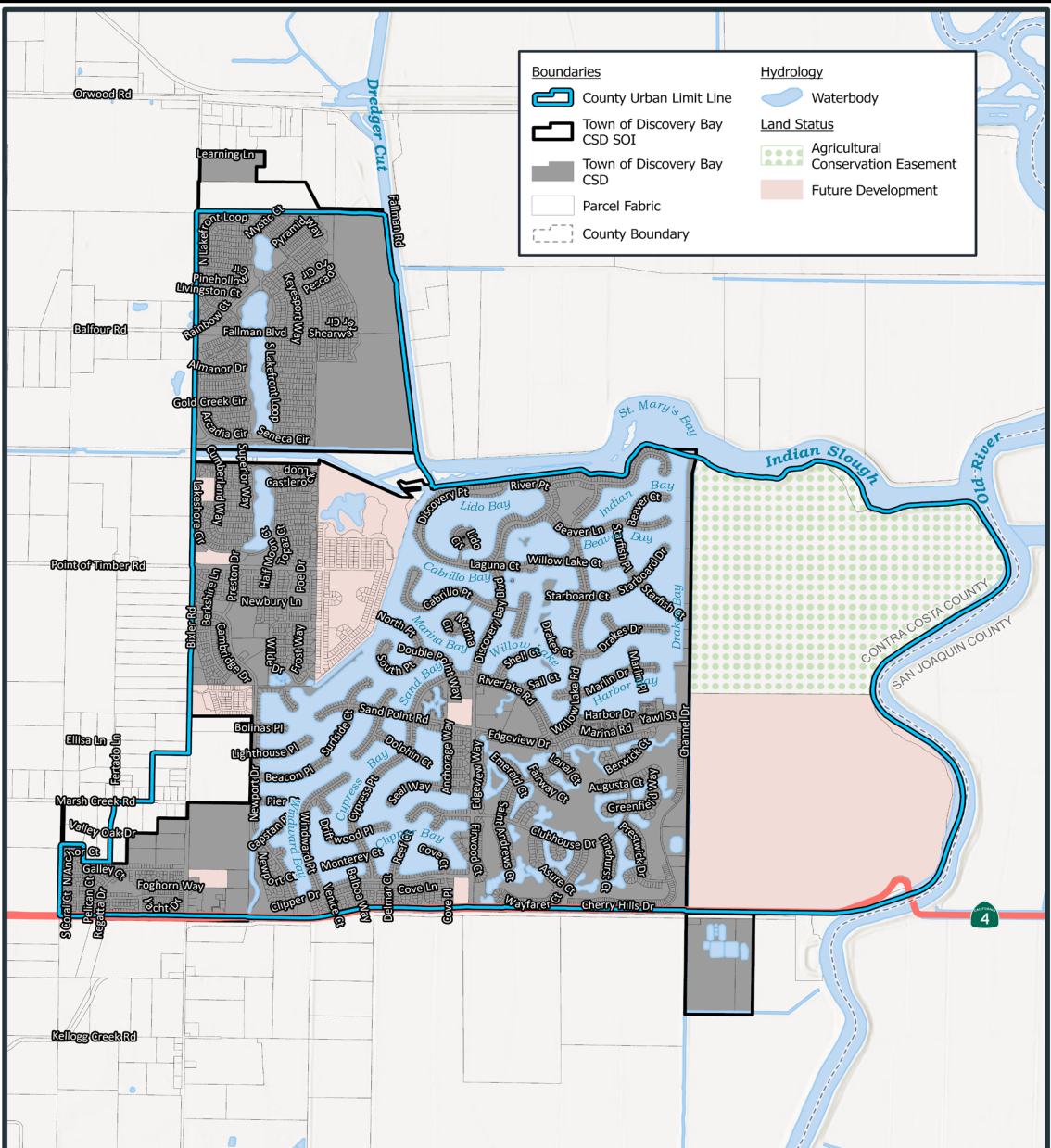
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Chapter 9: Demand Management Measures

# UWMP Chapters

# What's New Since 2020

- Updated population and demand projections (2025 – 2050)
  - Updated Water Shortage Contingency Plan (adopted March 4, 2026)
  - Informed by ECC Subbasin Groundwater Sustainability Plan (2022)
  - Reporting updates from new regulations:
    - Water Loss Standards (SB 555)
    - Water Use Objectives (SB 606)
-



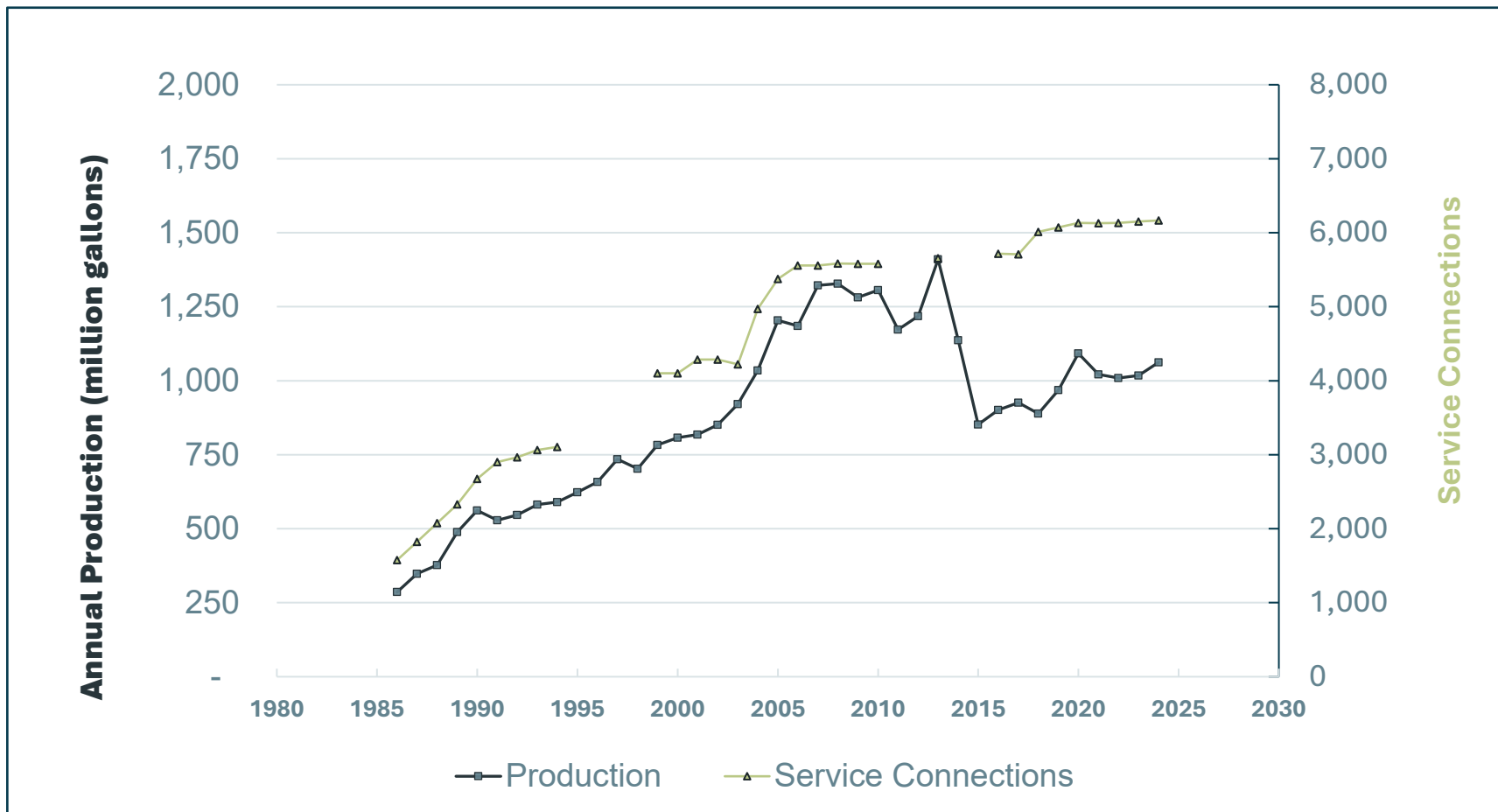
# Service Area & Growth

- Mostly built-out community
- Some Infill remains
- Future – Cecchini Ranch (assumed 2035)
- Long-term growth assumptions beyond 2035 (historic average)

NAD 1983 2011 StatePlane California III FIPS 0403 Ft US  
 0 0.25 0.5 1 Mile

Figure 3-1

# Historic Production and Connections



# Population & Demand Projections

\*Presented to Water/Wastewater Committee (Nov 5, 2025)

## Population Estimates (DWR Table 3-1R)

Population Served	2025	2030	2035	2040	2045	2050 (opt)
	15,865	18,556	23,923	27,991	32,751	38,321

## Projected Water Demand – *Million Gallons* (DWR Table 4-2R)

Use Type	2025	2030	2035	2040	2045	2050
Residential (Single Family & Multi Family)	668	840	1,076	1,259	1,473	1,723
Commercial / Institutional	16	19	57	67	79	92
Landscape	171	190	194	227	266	311
Distribution System Water Loss	159	151	191	224	262	306
<b>Total Potable</b>	1,014	1,200	1,518	1,777	2,080	2,432

# Water Supply Overview

- Groundwater System
  - Infrastructure Reliable Capacity – *daily flow*
    - Current = 6 MGD
    - After Well 8 is online = 8 MGD
  - ECC Subbasin Supply (GSP) – *annual*
    - Projected to be sustainable under various future scenarios including climate change
    - Basin sustainable yield 72,000 AFY
    - TODB estimated supply 7,500 AFY (currently uses 3,000 AFY)
-

# Annual Supply vs Demand

- Demand Growth
    - 1,014 MG (2025) to ~2,400 MG (2050)
    - Does not account for future water reductions/savings
  - Available Supply
    - 2,500 MG (same as 2020 UWMP)
  - Adequate supplies available to meet projected demand
  - No impact to supply during normal, single dry, or multiple-dry years
-

# Water Loss & State Regulations

- SWRCB has established
    - Water Loss Standard (SB 555) – *water audits, water losses*
    - Water Use Objectives (SB 666) – *indoor 55 gpcd*
    - Not enforced through UWMP, but progress is reported
    - Enforcement begins 2028, compliance tracking 2025-2027
  - TODB
    - Conducting annual water loss audits
    - State assigned Real Water Loss standard for each supplier
    - TODB standard: 13.9 gallons per SC per day (gpscd)
    - Most recent audit: 63.2 gpscd (varies year to year)
    - Evaluating water loss reporting and future savings
-

# Key Takeaways

- The 2025 UWMP confirms adequate supplies
- Growth and demand assumptions are conservative
- Groundwater remains a reliable supply
- Plan is consistent with State requirements

# Next Steps

- Public draft May 20
- Public hearing June 3 (Board meeting)
- Adoption by Board resolution
- Submit to DWR by July 1

Thank You



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



President – Bryon Gutow • Vice President – Kevin Graves • Director – Ashley Porter • Director – Carolyn Graham • Director – Lesley Belcher

Month XX, 2026

First & Last Name  
123 Main Street  
Discovery Bay, CA 94505

SERVICE ADDRESS: 123 Main Street, Discovery Bay, CA 94505

**14-DAY NOTICE - ACTION REQUIRED: Schedule Inspection to Avoid Service Interruption!**

Dear Water Customer,

The Town of Discovery Bay Community Services District (“District”) is required under State of California law to implement and enforce a Cross-Connection Control Program designed to protect public health and ensure the safety of the drinking water system. In order to comply with these state requirements, the District has contracted HydroCorp as our authorized inspection provider to conduct mandatory field inspections of water service connections throughout the system.

Our records indicate that despite two (2) previously mailed notices from the District and HydroCorp sent to this address, the required inspection of your water service connection has not yet been scheduled.

You are hereby required to schedule this inspection within fourteen (14) calendar days from the date of this notice. To comply, you must contact the District’s authorized inspection provider, HydroCorp, using the contact information provided below to arrange your inspection appointment.

**Inspection Appointment Scheduling:**

**Phone: 1-844-493-7641, 5:00am-3:00pm PST Monday-Friday**

**Website: <https://schedulemyinspection.net>**

This inspection typically takes less than twenty (20) minutes and will focus on exterior components of your home including garden hose connections, lawn sprinklers, pools and spas, and any other secondary water sources. The inspector will NOT be entering your home and will only make direct contact with you if assistance is needed to access restricted areas on your property.

**Failure to schedule the required inspection within the 14-day compliance period may result in water service interruption until compliance is achieved, consistent with state and district municipal code provisions and additional fees may apply for restoration of service.**

This requirement is mandated by state law and is intended to protect the public water supply from potential contamination risks associated with unverified or unprotected service connections. Additional information about this program is available at <https://todb.ca.gov/cross-connection-backflow-prevention>.

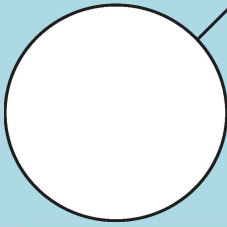
If you have any further questions, please do not hesitate to contact HydroCorp at 1-844-493-7641 or the Town of Discovery Bay Community Services District at (925) 634-1131.

**1800 Willow Lake Road • Discovery Bay • CA • 94505-9376**

Telephone • 925.634.1131 • Fax • 925.513.2705

[www.todb.ca.gov](http://www.todb.ca.gov)

Item F.2



## IMPORTANT WATER NOTICE

Address: \_\_\_\_\_

Notice

Shut-off

Date: \_\_\_\_\_ Date: \_\_\_\_\_

### REASON FOR NOTICE

Despite two mailed notices from the Town and HydroCorp, your required water service connection inspection has not been scheduled.

You must schedule the inspection within 14 calendar days of this notice by contacting:

**Phone:** HydroCorp at 1-844-493-7641,  
Monday-Friday from 5:00am–3:00pm PST  
**Website:** <https://schedulemyinspection.net>

**Failure to comply within 14 calendar days  
may result in water service interruption  
and additional restoration fees!**



Town of Discovery Bay  
1800 Willow Lake Road  
Discovery Bay, CA 94505  
(925) 634-1131