



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Public Works



**Date:** May 13, 2013

**Board Meeting Date:** June 18, 2013

**Special Notice / Hearing:** None

**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** James C. Porter, Director of Public Works

**Subject:** Sewer Service Rates and Charges for the Ten County Sewer / Sanitation Districts Governed by the Board of Supervisors

**RECOMMENDATION:**

Acting as the Governing Board of the ten County Sewer/Sanitation Districts:

- A) Introduction of an Ordinance amending Section 4.32.020 of Chapter 4.32 of Title 4, of the San Mateo County Ordinance Code, setting the FY 2013-14 sewer service rates at the same level as the FY 2012-13 rates for the Burlingame Hills Sewer Maintenance District and the Crystal Springs County Sanitation District and waiver of reading the Ordinance in its entirety; and
- B) Adopt a Resolution setting Tuesday, July 23, 2013 at 9:00 A.M. at your regularly scheduled Board meeting as time and place for a public hearing on filing of the sewer service charges report for FY 2013-14 for the ten County sewer maintenance and sanitation districts based on the sewer service rates set for FY 2013-14.

**BACKGROUND:**

Sewer service charges are collected on the property tax bill. The charges are based on sewer service rates approved by your Board.

In 2012, your Board approved the sewer service rates for eight (8) of the ten (10) districts (Districts) for five (5) FYs beginning in FY 2012-13 to FY 2016-17. However, sewer service rates for the Burlingame Hills Sewer Maintenance District (BHSMD) and the Crystal Springs County Sanitation District (CSCSD) were set for FY 2012-13 only. At your Board's direction, the Department has been working with homeowner association representatives from the BHSMD and the CSCSD to address the issues specific to these districts. The sewer service rates for these two districts have been set annually due to the uncertainty of funding required to maintain and operate both districts

and the successful majority protests from each district (CSCSD in 2006 and BHSMD in 2007 and 2010).

## **DISCUSSION:**

### **Public Input Process**

Staff has continued to meet with representatives from the homeowners associations (HOAs) in the BHSMD and CSCSD on a regular basis to discuss future sewer service rates and issues specific to their districts. Both districts still face some uncertainties regarding future costs which may affect future rates and include: anticipated cost of work at the treatment plants and on the downstream collection systems, financial arrangements for capital improvements to district facilities, and the financial impacts of the requirements of the Baykeeper Consent Decree (for BHSMD) and Cease and Desist Order from the Regional Water Board (for CSCSD). The resolution of these issues will have a direct financial impact on the districts. The HOA representatives and District staff believe it is prudent to continue to discuss future rates during the next fiscal year and as the outcome of these issues become known.

The Department will continue to meet with the representatives from the BHSMD and the CSCSD on an as-needed basis during FY 2013-14 to discuss future sewer service rates and develop a rate structure as the outstanding issues mentioned previously are being resolved.

We are proposing that the FY 2013-14 sewer service rates remain at \$1,595 per year per residential unit equivalent for BHSMD and at \$1,350 per year per residential unit equivalent for CSCSD.

The process to be followed to set the sewer service rates in the BHSMD and the CSCSD and adopt the sewer service charges includes:

1. Amend the Ordinance Code to:
  - a) Set the FY 2013-14 sewer service rate used to calculate the sewer service charge fee for each property within the BHSMD at \$1,595 per year per residential unit equivalent.
  - b) Set the FY 2013-14 sewer service rate used to calculate the sewer service charge fee for each property within the CSCSD at \$1,350 per year per residential unit equivalent.
2. Second reading and adoption of Amended Ordinance on July 23, 2013 setting sewer service rates for FY 2013-14 for the BHSMD and the CSCSD.
3. Hold a public hearing and receive testimony on the Sewer Service Charges calculated based on the adopted sewer service rates.

4. After considering all written and oral objections to the sewer service charges for all ten (10) Districts, close the public hearing.

Individual notice to property owners in the BHSMD and the CSCSD is not required, as the sewer service rates are not proposed to increase. Sewer service rates for the other eight districts have been set with the previously adopted sewer service rates; therefore, individual notice to property owners in these districts is also not required.

County Counsel has reviewed and approved an Ordinance and Resolution as to form.

Your Board's setting of the sewer service rates for FY 2013-14 contributes to the Shared Vision 2025 outcome of a Healthy Community by providing revenue to the ten (10) sewer districts and allowing for uninterrupted service to district customers.

**FISCAL IMPACT:**

The following are the current and proposed sewer service rates for the BHSMD and the CSCSD:

District	Sewer Service Rates (\$/Year Per Residential Unit Equivalent)	
	FY 2012-13	FY 2013-14
Burlingame Hills Sewer Maintenance District	\$1,595	\$1,595
Crystal Springs County Sanitation District	\$1,350	\$1,350

There is no impact on the General Fund.

ORDINANCE NO. \_\_\_\_\_

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA  
ACTING AS THE GOVERNING BOARD OF THE TEN COUNTY  
SEWER MAINTENANCE/SANITATION DISTRICTS

\* \* \* \* \*

AN ORDINANCE TO AMEND SECTION 4.32.020 OF CHAPTER 4.32 OF TITLE 4, OF  
THE SAN MATEO COUNTY ORDINANCE CODE, SETTING THE FISCAL YEAR  
2013-14 SEWER SERVICE RATES AT THE SAME LEVEL AS THE FISCAL YEAR  
2012-13 RATES FOR THE BURLINGAME HILLS SEWER MAINTENANCE DISTRICT  
AND THE CRYSTAL SPRINGS COUNTY SANITATION DISTRICT

The Board of Supervisors of the County of San Mateo, State of California,  
ordains as follow:

**SECTION 1.** Chapter 4.32 of Title 4, Sanitation and Health, of the San Mateo County  
Ordinance Code is hereby amended to read as follows:

Section 4.32.020 RATES. Sewer Service Charges are hereby  
prescribed for each residential unit or residential unit equivalent per  
connection to each district's sanitary sewerage system, per year or  
portion thereof, as follows:

<b><i>District</i></b>	<b><i>2012-13</i></b>	<b><i>2013-14</i></b>	<b><i>2014-15</i></b>	<b><i>2015-16</i></b>	<b><i>2016-17</i></b>
Burlingame Hills SMD	\$1,595	\$1,595	Rates to be evaluated during FY 2013-14		
Crystal Springs CSD	\$1,350	\$1,350	Rates to be evaluated during FY 2013-14		
Devonshire CSD	\$1,025	\$1,050	\$1,075	\$1,100	\$1,125
Edgewood SMD	\$1,025	\$1,100	\$1,175	\$1,250	\$1,325
Emerald Lake SMD – Zone 1	\$1,160	\$1,190	\$1,220	\$1,250	\$1,280
Emerald Lake SMD – Zone 2	\$850	\$890	\$930	\$970	\$1,010
Fair Oaks SMD	\$500	\$530	\$560	\$590	\$620

<b><i>District</i></b>	<b><i>2012-13</i></b>	<b><i>2013-14</i></b>	<b><i>2014-15</i></b>	<b><i>2015-16</i></b>	<b><i>2016-17</i></b>
Harbor Industrial SMD	\$330	\$340	\$350	\$360	\$370
Kensington Square SMD	\$1,015	\$1,055	\$1,095	\$1,135	\$1,175
Oak Knoll SMD	\$930	\$960	\$990	\$1,020	\$1,050
Scenic Heights CSD	\$1,080	\$1,110	\$1,140	\$1,170	\$1,200

**SECTION 2.** This Ordinance shall be in full force and effect 30 days after its adoption.

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**RESOLUTION NO. 072598**

**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA  
ACTING AS THE GOVERNING BOARD OF THE TEN COUNTY  
SEWER/SANITATION DISTRICTS**

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**RESOLUTION SETTING TUESDAY, JULY 23, 2013 AT 9:00 A.M.  
AS TIME AND PLACE FOR A PUBLIC HEARING ON  
FILING OF THE SEWER SERVICE CHARGES REPORT FOR FISCAL YEAR 2013-14  
FOR THE TEN (10) COUNTY SEWER MAINTENANCE AND SANITATION  
DISTRICTS BASED ON THE SEWER SERVICE RATES SET FOR FISCAL YEAR  
2013-14**

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**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, as the Governing Board of the following County Sewer Maintenance and Sanitation Districts:

**Burlingame Hills Sewer Maintenance District;  
Crystal Springs County Sanitation District;  
Devonshire County Sanitation District;  
Edgewood Sewer Maintenance District;  
Emerald Lake Heights Sewer Maintenance District;  
Fair Oaks Sewer Maintenance District;  
Harbor Industrial Sewer Maintenance District;  
Kensington Square Sewer Maintenance District;  
Oak Knoll Sewer Maintenance District;  
Scenic Heights County Sanitation District.**

that

**WHEREAS**, San Mateo County Ordinance Code Chapter 4.32 requires that sewer service charges for FY 2013-14 in the above named County Sewer Maintenance and Sanitation Districts shall be collected on the tax roll in accordance with the amounts shown for each parcel of real property receiving such services, in a written report filed with the Clerk of this Board; and

**WHEREAS**, California Health and Safety Code Section 5473.1 requires that the Clerk of this Board shall cause notice of the filing of said written sewer service charge report and of the time and place of a hearing thereon to be published once a week for two successive weeks prior to the date set for hearing in a newspaper of general circulation in the above named County Sewer Maintenance and Sanitation Districts.

**NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that:

**Tuesday, July 23, 2013, at 9:00 A.M.,** in the Chambers of the Board of Supervisors of the County of San Mateo, in the Hall of Justice and Records, Redwood City, California, is hereby fixed as the time and place of the hearing on the filing of the FY 2013-14 Sewer Service Charges Report based on the adopted sewer service rates for the FY 2013-14 for the ten (10) County Sewer Maintenance and Sanitation Districts with the Clerk of this Board.

**IT IS HEREBY FURTHER DETERMINED AND ORDERED** that the Department of Public Works shall cause a copy of the "NOTICE OF PUBLIC HEARING", attached hereto, to be published once a week for two successive weeks prior to the date set for hearing in a local newspaper of general circulation in the above named County Sewer Maintenance and County Sanitation Districts.

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## Notice of Public Hearing

The County of San Mateo Board of Supervisors has scheduled a public hearing on the adoption of the FY 2013-14 Sewer Service Charges Report for County Sewer Maintenance and Sanitation Districts. This report contains the individual charges for each parcel of real property receiving sanitary sewer service in one of the following County Sewer Maintenance or Sanitation Districts:

**Burlingame Hills Sewer Maintenance District;  
Crystal Springs County Sanitation District;  
Devonshire County Sanitation District;  
Edgewood Sewer Maintenance District;  
Emerald Lake Heights Sewer Maintenance District;  
Fair Oaks Sewer Maintenance District;  
Harbor Industrial Sewer Maintenance District;  
Kensington Square Sewer Maintenance District;  
Oak Knoll Sewer Maintenance District;  
Scenic Heights County Sanitation District**

The adoption of the FY 2013-14 Sewer Service Charges Report for County Sewer Maintenance and Sanitation Districts will result in these charges being placed on the tax roll. They will appear on the tax bill of each affected property and be collected in the same manner as the property tax.

***The public hearing will be held on Tuesday, July 23, 2013 at 9:00 A.M. in the Chamber of the Board of Supervisors, located in the Hall of Justice and Records, 400 County Center, Redwood City, California.*** The meeting will be open to the public and anyone interested may appear and be heard on this matter or submit a written statement.

If you own property in one of these districts, you may obtain information about these charges from the County of San Mateo Department of Public Works, 555 County Center, 5<sup>th</sup> Floor, Redwood City, telephone (650) 363-4100, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday or by visiting the Department of Public Works' website at: [www.smcgov.org/sewers](http://www.smcgov.org/sewers).



Regularly passed and adopted this 18<sup>th</sup> day of June 2013.

*AYES and in favor of said resolution:*

*Supervisors:*

DAVE PINE

CAROLE GROOM

DON HORSLEY

WARREN SLOCUM

ADRIENNE J. TISSIER


*NOES and against said resolution:*

*Supervisors:*

NONE

*Absent Supervisors:*

NONE



President, Board of Supervisors  
County of San Mateo  
State of California

***Certificate of Delivery***

*I certify that a copy of the original resolution filed in the Office of the Clerk of the Board of Supervisors of San Mateo County has been delivered to the President of the Board of Supervisors.*



Rebecca Romero, Deputy  
Clerk of the Board of Supervisors