

COUNTY OF SAN MATEO**Inter-Departmental Correspondence****Date:** July 25, 2001**Board Meeting Date:** August 7, 2001

TO: Honorable Board of Supervisors
FROM: Neil R. Cullen, Director of Public Works
SUBJECT: **Adoption of the 2001-2002 Sewer Service Charge Report for County Sewer Maintenance and Sanitation Districts**

RECOMMENDATIONS

Acting as the governing Board for the nine County Sewer Maintenance and Sanitation Districts:

1. Hold a public hearing to consider all comments and objections to the sewer service charges that are based on the increased sewer service charge rates previously approved.
2. After considering all written and oral objections, close the public hearing and determine if there is a majority protest to the proposed sewer service charges in any of the nine Sewer/Sanitation Districts governed by your Board.
3. If there is a majority protest in any of the Districts, terminate your consideration of imposing the increased sewer service charges in the District or Districts where there is a majority protest, and adopt a resolution approving the sewer service charges for the District(s) based on the sewer service charge rate previously in affect.
4. If there is not a majority protest, adopt a resolution adopting the 2001/2002 Sewer Service Charge Report based on the currently adopted sewer service charge rates.

Previous Board Action

1. Adopted an Ordinance increasing the sewer service charge rates in each of the nine County Sewer/Sanitation Districts.
2. Set 9:30 a.m. on August 7, 2001, in your Chambers as the time and place for a public hearing to consider the sewer service charge rates to be used to calculate sewer service charges for Fiscal Years 2001 through 2005 and the sewer service charges for Fiscal Year (FY) 2001-2002 in the nine sewer/sanitation districts governed by your Board.

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3. Directed the Director of Public Works to send notice of the proposed rates and charges to each property owner in each district as required by the State Constitution.

Key Facts

The County Ordinance Code provides that sewer service charges for the Districts be collected on the tax roll. To accomplish this your Board must take the following four actions before.

August 10, 2001:

1. Establish the rates to be used to calculate the sewer service charge fees for each property within each district. Your Board established the rates by Ordinance on June 22, 2001.
2. Adopt a resolution setting the time and place for a public hearing to consider the individual sewer service charges proposed in the 2001/2002 Sewer Service Charges Report. Your Board adopted a resolution setting August 7, 2001, at 9:30 a.m. in your Chambers as the time and place for said public hearing.
3. Hold a public hearing and receive testimony.
4. Adopt a Resolution adopting the 2001/2002 Sewer Service Charges Report.

Discussion

Your Board is the governing board for nine Sewer or Sanitation Districts which provide sanitary sewage collection, transport, treatment and disposal services as well as ancillary field and office services to over 12,000 residences, businesses, schools, and institutions in San Mateo County. Virtually all revenue to provide the service is generated from each District's user fee; the sewer service charge. The 2001/2002 Sewer Service Charges Report contains the individual charge for each parcel of real property receiving sewer service from these nine districts. The following table indicates the prior and the recently approved sewer service charge rate which was used to calculate the 2001/2002 sewer service charges:

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Sewer Maintenance Districts	Prior Rate Per Year	Current Rate Per Year	Increase Per Year	% Increase
Burlingame Hills	\$451	\$489	\$38	8.4
Emerald Lake Heights				
Zone 1	\$322	\$353	\$31	9.6
Zone 2	\$233	\$256	\$23	9.1
Fair Oaks	\$174	\$188	\$14	8.1
Harbor Industrial	\$179	\$194	\$15	8.4
Kensington Square	\$247	\$272	\$25	10.0
Oak Knoll	\$275	\$293	\$18	6.6

County Sanitation Districts

Crystal Springs	\$352	\$386	\$34	9.7
Devonshire	\$291	\$313	\$22	7.6
Scenic Heights	\$247	\$272	\$25	10.1

Our staff report (copy attached) presented to your Board when the date and time of the public hearing was set explained the need for the additional charges and the proposed process to be followed. Notices were then sent to the owners of the approximately 12,000 parcels in the County Sewer/Sanitation Districts informing them of the proposed charges for each specific property, the reason for the charges and the time and date when your Board would consider the proposed charges. The following table indicates the number of written protests to the proposed increase in sewer service charges that were received at the time this report was prepared:

DISTRICT	No. Property Owners	Written Protests Received	Percent
Burlingame Hills SMD	430	0	0
Emerald Lake SMD – Zone 1	206	0	0
Emerald Lake SMD – Zone 2	1,767	1	0.06%
Fair Oaks SMD	7,531	4	0.05%
Harbor Industrial SMD	72	0	0
Kensington Square SMD	49	0	0
Oak Knoll SMD	118	0	0
Crystal Springs CSD	1,472	3	0.2%
Devonshire CSD	301	0	0
Scenic Heights CSD	74	0	0

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We will report to your Board on any additional protests that are received up to and including the date of the public hearing.

We believe the Sewer Service Charges are necessary, have been calculated in conformance with the adopted ordinance, and are recommending that your Board adopt a resolution adopting the 2001/2002 Sewer Service Charge Report if there is not a majority protest in any of the nine County Sewer/Sanitation Districts.

Fiscal Impact

The proposed increase in sewer service charge rates will generate an additional \$316,507 for the Districts for FY 2001-2002.

There is no impact to the General Fund.

A form of Resolution has been approved by County Counsel.



Neil R. Cullen
Director of Public Works

NRC:WDC:sdd

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cc: Milt Mares, County Counsel
Brian C. Lee, Division Manager, Programs and Engineering Services
Walt Callahan, Flood Control and Utilities Manager

Resolution No. _____

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

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**Resolution Adopting the 2001/2002 Sewer Service Charges Report for
County Sewer Maintenance and Sanitation Districts**

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

*Burlingame Hills Sewer Maintenance District
Crystal Springs County Sanitation District
Devonshire County Sanitation 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, the Director of Public Works of San Mateo County has prepared the report described in Section 5473 et seq., of the Health and Safety Code of the State of California, relating to the collection of Sewer Service Charges on the tax roll; and

WHEREAS, a public hearing as required by Section 5473.1 et seq. of the Health and Safety Code of the State of California was duly held on August 7, 2001, in the Board of Supervisors' Chambers; and

WHEREAS, this Board heard and considered all objections and protests to said report at said Public Hearing.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED, as follows:

1. This Board of Supervisors does hereby confirm and adopt said report and declares the charges set forth therein to be, and the same are hereby, established and set for the 2001/2002 Fiscal Year.

2. The Clerk of this Board is directed to record this Resolution with the Recorder of the County of San Mateo, thereafter, to file with the Controller a copy of the report with a statement endorsed thereon that the charges set forth therein have been finally adopted by the Board of Supervisors.

3. The Director of Public Works is authorized to refund, as appropriate, any overcharge contained in said report to the owner of the parcel so overcharged when the overcharge resulted from data, data entry or computation errors as determined by said Director of Public Works.

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