



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

**Department of Public Works**

**DATE:** June 26, 2009  
**BOARD MEETING DATE:** July 14, 2009  
**SPECIAL NOTICE/HEARING:** Complied with  
Publication  
Requirements  
**VOTE REQUIRED:** Majority

**TO:** Honorable Board of Supervisors  
**FROM:** James C. Porter, Director of Public Works  
**SUBJECT:** Adoption of Sewer Service Charges Report for Fiscal Year 2009-2010  
for the Ten County Sewer Maintenance and Sanitation Districts  
Governed by the Board of Supervisors

**RECOMMENDATION:**

Acting as the governing board of the ten County Sewer Maintenance and Sanitation Districts and after conducting the public hearing, adopt a resolution:

1. Authorizing the imposition of sewer service charges for Fiscal Year 2009-2010;  
and
2. Directing the filing of the 2009-2010 Sewer Service Charges Report (Report) for  
the ten County Sewer Maintenance and Sanitation Districts with the Controller;  
and
3. Authorizing the Director of Public Works to refund any overcharge contained in  
the report to the owner of the parcel that was overcharged when the overcharge  
resulted from data, data entry or computation errors.

**BACKGROUND:**

The process for imposing and collecting sewer service charges involves two separate steps. The first step is setting the sewer service rates for each of the ten districts for which the Board of Supervisors serves as the governing body. Those rates were finalized on April 28, 2009. The second step is to impose the charges, which are based on the rates, so that they can be collected on the property tax bill. The imposition of charges is based on an annual report that is prepared after the assessment roll has closed.



Your Board has set 9:30 a.m. on July 14, 2009, in your Chambers as the time and place for a public hearing to consider the Fiscal Year (FY) 2009-2010 Sewer Service Charges Report for the Districts.

**DISCUSSION:**

The Districts governed by your Board serve approximately 12,200 properties and finance the operation and maintenance of approximately 150 miles of sewer mains as well as the cost of treating the sewage collected by the Districts. Virtually all of the revenue to provide these services in each district is generated by the sewer service charges that are levied on the property owner's tax bill. The FY 2009-2010 Sewer Service Charges Report contains the individual charge for each parcel of real property receiving sewer service from each of the Districts.

We believe that the individual sewer service charges are appropriate as they were calculated in accordance with the sewer service rates set by your Board for FY 2009-2010. Therefore, we recommend that your Board adopt the report as

The purpose of the public hearing on this report is to allow your Board to hear and consider any and all objections or protests to the amount of the individual charges. However, this hearing does not relate to the underlying rates, which have already been adopted. After the close of the hearing, your Board may adopt the charges as presented, modify any charges in the report, or overrule any or all objections.

We have previously provided all property owners within the ten Districts with contact information for the Property Tax Assistance Program and the Property Tax Postponement Program administered by the Franchise Tax Board and the State Controller Office, respectively. These programs are available to persons of limited income who are 62 years old or older, blind, or disabled; and who are United States citizens or eligible aliens.

County Counsel has reviewed and approved the Resolution as to form.

Your Board's authorization of the imposition of sewer service charges for FY 2009-2010, and authorizing the filing of the 2009-2010 Sewer Service Charges Report for the ten County Sewer Maintenance and Sanitation Districts with the Controller contributes to the Shared Vision 2025 outcome of a Healthy Community by providing the financing of sanitary sewer service in the ten Districts that serve portions of the unincorporated area and some neighboring city areas.

**FISCAL IMPACT:**

The adoption of the FY 2009-2010 Sewer Service Charges Report and its electronic filing with the Controller will result in the user charges contained therein being placed on the tax roll. The charges will appear on the FY 2009-2010 tax bill of each affected property and be collected in the same manner as the property tax.

There is no direct impact to the General Fund. However, sewer service charges are levied on property that is either leased or owned by the County where sewer service is provided.

