

June 7, 2019

Dear Property Owner:

**RE: Proposition 218 Notice of Proposed Increase in the Sewer Service Rate – Harbor Industrial Sewer Maintenance District**

This notice is to advise property owners of the Board of Supervisors’ (Board) proceedings to set the rate for sewer service for the 2019-20 fiscal year in the Harbor Industrial Sewer Maintenance District (District) for which the Board serves as the governing body. The rate will result in property related charges, and this notice is given in accordance with Proposition 218 and Article XIID of the California Constitution. On July 23, 2019, the Board will hold a Public Hearing to consider an ordinance setting the sewer service rate for the 2019-20 fiscal year and implementing sewer service charges for the District in which your property is located.

The District is financially self-sufficient and has its own independent budget derived from funds collected through sewer service charges. These funds are spent solely on District expenses. The charges for sewer service appear on your property tax bill because that is the least costly way for the District to collect the charges. However, the sewer service charge is not a tax.

District staff responds to emergencies, maintains pipes, and assures compliance with environmental regulations. The County of San Mateo does not operate a sewer treatment plant, nor do any of the ten (10) districts that we operate. Sewage from your District flows through District-owned pipes to a “downstream” agency (City of San Carlos) and on to the Silicon Valley Clean Water (SVCW) sewer treatment plant, which is owned by a joint powers authority with City of San Carlos being one of the members. The District has an agreement with the downstream agency that provides for the District to pay for services to transport and treat sewage from the District.

We have evaluated the current sewer service rate in relation to the anticipated District expenses for the 2019-20 fiscal year. Based on our analysis of future cost demands on the District, we are proposing a sewer service rate increase for the 2019-20 fiscal year to pay for the District operation and maintenance work, increases in sewage treatment costs, regulatory requirements, but primarily to pay for District capital improvement projects.

The Department of Public Works (Department) sent you a letter dated April 11, 2019 regarding proposed sewer service rate increases and to notify you of the community meeting that was held for your District on April 29, 2019. The proposed rate equates to a \$50 per equivalent residential unit or \$4.17/month/equivalent residential unit increase for the 2019-20 fiscal year. The following indicates the proposed sewer service rate for each type of property use in the District for the 2019-20 fiscal year based on the rate recommended by the Department to the Board and in accordance with the Board’s direction:

Customer Type	Current Annual Rate	Proposed Sewer Service Rate (\$/Fiscal Year Per Residential Unit)
	2018-19	2019-20
Single Family Residential Rate (SFR)	\$505	\$555
<p><b><u>Multi-Family Housing Complexes</u></b> The annual sewer service charge (SSC) for a Duplex Unit is calculated at 2 times the SFR rate (i.e. 2 * \$555 = \$1,110), Triplexes are calculated at 3 times the SFR rate, etc.</p> <p><b><u>Commercial/Industrial Rate</u></b> The annual sewer service charge (SSC) for Commercial and Industrial Users are calculated using their water consumption history and the following formula:</p> $SSC = (\text{Base Rate})(ERU)\{0.4+[0.3*(BOD/275)]+[0.3*(SS/300)]\}$ <p><b>Where:</b>  <u>SSC</u> = Sewer Service Charge  <u>Base Rate</u> = The approved District Single Family Residential Rate  <u>ERU</u> = Annual Water Usage / 220 Gallons Per Day  <u>BOD</u> = Biological Oxygen Demand (varies based on the property use)  <u>SS</u> = Suspended Solids (varies based on the property use)</p>		



Your sewer service rate pays for:

- Operation and maintenance of the District's sewer collection system
- Repairs to and replacement of the District's aging pipes
- Inspections of the District's pipes
- Emergency response and repairs
- A portion of the operation and maintenance cost of the SVCW sewer treatment plant
- A portion of the improvements to the SVCW sewer treatment plant
- Compliance with local, state, and federal health, safety, and environmental protection regulations.

The Board has scheduled a Public Hearing on **Tuesday, July 23, 2019 at 10:00 a.m. in the Board of Supervisors Chambers, located in the Hall of Justice and Records, 400 County Center, Redwood City, California**, to consider adopting an ordinance increasing the sewer service rate for the District and adopting the sewer service charges based on the adopted sewer service rates for all the properties located in the ten (10) County sewer maintenance/sanitation districts. The sewer service charges are contained in the Sewer Service Charge Report, a draft copy of which will be available for review by Friday, July 19, 2019 in the office of the Department of Public Works located at 555 County Center, 5th Floor in Redwood City. The Public Hearing will be open to the public and anyone interested may appear and be heard on this matter or submit a written statement. At the conclusion of the hearing, the Board is expected to adopt an ordinance setting the new sewer service rate for the District, impose the sewer service charges based on the adopted rate, and authorize their collection on the tax bill of each affected property in the same manner as the property tax.

Although the Board will consider all input, State law provides that only written protests from property owners may be counted to determine whether a majority protest to the proposed increase exists. If a majority protest exists, the Board may not impose the increased rate for the District. Any property owner in the District may file a written protest against the proposed rate increase. The Clerk of the Board of Supervisors must receive a written protest not later than the end of the Public Hearing specified above to be counted. If, at the conclusion of the Public Hearing, a majority protest of property owners does not exist, the Board will consider adoption of the proposed ordinance. The written protest must include the property owner's name, property service address, assessor's parcel number (first line of the address label on the envelope), and the property owner's signature. Written protests may be hand delivered or mailed to the Clerk of the Board at 400 County Center, Redwood City, California 94063. No more than one protest per parcel may be submitted.

Additional information about the proposed rate increase, a copy of the previously sent letter, a copy of the information provided at the community meeting, and a copy of the Board Report recommending the rate increase may be obtained by visiting the Department's website at [www.smcgov.org/sewers](http://www.smcgov.org/sewers) or by calling the Public Works Department at (650) 363-4100, between 8:00 a.m. and 5:00 p.m., Monday through Friday.

If you have any questions, please contact Anna Mui or Julie Young at (650) 363-4100.