



Ann M. Stillman  
Director

County Government Center  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063  
650-363-4100 T  
650-361-8220 F  
[www.smcgov.org](http://www.smcgov.org)

February 28, 2024

Dear Property Owner:

**Re: Proposed Sewer Service Rates and Virtual Community Meeting**

We are sending this letter to property owners in the Burlingame Hills Sewer Maintenance District (District) to provide important information regarding proposed sewer service rate adjustments for the next four fiscal years (2024-25 through 2027-28).

**We have scheduled a virtual meeting to discuss the proposed increases.** At this meeting we will review the financial implications of the District capital improvement projects and other infrastructure and operational challenges facing the District.

The Zoom meeting will be held on:

**Date: Monday, March 18, 2024**  
**Time: 6:00 PM to 7:00 PM**  
**Meeting Platform: Zoom**  
**Meeting Link: <https://bit.ly/2428bhsm>**  
**or use the QR code on the right**



**To Join by phone:**  
Phone Dial-In: (669) 900-9128  
Meeting ID: 839 5400 0604  
Passcode: 288516

**Background**

The District is administered by the County of San Mateo Department of Public Works. The San Mateo County Board of Supervisors (Board) is the governing board of the District. The current sewer service rate of \$1,982 per fiscal year (FY) per equivalent residential unit was adopted by the Board for your District in July 2021. The sewer service rates set in previous years provided the funds to complete the Hillside Drive/Adeline Drive Area Sewer Rehabilitation Project in 2021, pay the costs associated with operations and maintenance of the District's sewer system, and pay for the treatment of sewage emanating from the District.

The City of Burlingame (City) owns and operates the sewer treatment plant that treats sewage from the District. Sewage from your District flows through District-owned pipes to the City, the owner of the "downstream" pipes and sewage treatment plant. The District has an agreement with the City that provides for the District to pay for services to transport and treat sewage from the District.



RE: **Proposed Sewer Service Rates and Virtual Community Meeting**

DATE: February 28, 2024

Page 2

**Proposed Sewer Service Rates**

We are proposing to set the new sewer service rates for a four-year period (2024-25 through 2027-28 FYs), as shown in the table below:

	Sewer Service Rate (\$/FY Per Equivalent Residential Unit)				
	Current Rate (2023-24)	Proposed Rates			
		2024-25	2025-26	2026-27	2027-28
Burlingame Hills Sewer Maintenance District	\$1,982	\$2,081	\$2,185	\$2,294	\$2,408
<i>\$ increase per Equivalent Residential Unit</i>		<i>(+\$99/yr or \$8.25/mo)</i>	<i>(+\$104/yr or \$8.67/mo)</i>	<i>(+\$109/yr or \$9.08/mo)</i>	<i>(+\$114/yr or \$9.5/mo)</i>
<i>% increase</i>		5%	5%	5%	5%

We have evaluated the current sewer service rate in relation to the anticipated District expenses for FYs 2024-25 through 2027-28. Based on our analysis of the future cost demands on the District, these rate increases are required in order to pay for the District maintenance and future capital improvement work, increases in sewage treatment costs, and regulatory requirements.

Your sewer service rate must pay 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 percentage of the improvements to the City’s sewer collection system
- A percentage of the operation and maintenance costs of the sewer treatment plant
- A percentage of the improvements to the City’s sewer treatment plant
- Compliance with local, state and federal health, safety and environmental protection regulations

Your District continues to face the challenges of aging sewer pipes that must be replaced to avoid sewer main failures and subsequent overflows, protect public health and safety, and enhance the water quality of the San Francisco Bay.

During the virtual meeting on Monday, March 18, 2024 at 6:00 PM, we will be discussing overall sewer system management, what the previously set rate has supported, provide more detailed information about the sewer service rate calculations, and discuss the impact of capital projects in the District. This information will also be posted on our website (listed below) after the meeting date. The meeting provides an opportunity to hear your comments and input on this issue before we finalize our recommendations to the Board and to provide answers to any questions you may have.

If you are unable to attend the meeting, but would like to provide comments please direct them to:

RE: **Proposed Sewer Service Rates and Virtual Community Meeting**

DATE: February 28, 2024

Page 3

Ann M. Stillman, Director  
Department of Public Works  
County of San Mateo  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063  
or  
e-mail: [sewers@smcgov.org](mailto:sewers@smcgov.org)

Additional information about your District and the timeline for rate setting can be found on our website at:  
[www.smcgov.org/sewers](http://www.smcgov.org/sewers)