

# PROPERTY OWNERS MEETING SEWER SERVICE RATES

**Burlingame Hills Sewer Maintenance District  
(District)**

*March 18, 2024*

*6:00 PM*

*Via Zoom*

**Department of Public Works**



# **BURLINGAME HILLS SEWER MAINTENANCE DISTRICT**

**Information on Proposed Sewer Service Rate Increase  
for Fiscal Year 2024-28**

**To be Considered by the County of San Mateo Board of  
Supervisors during a Public Hearing on:**

**Tuesday, June 11, 2024 at 9:00 a.m.**

**Board of Supervisors Chambers**

**Hall of Justice and Records**

**400 County Center, Redwood City**

# **ZOOM MEETING** **GENERAL HOUSEKEEPING**

**For those attending the meeting on the Zoom videoconference, during the public comment or question period, we will use the “raise hand” feature in order to organize any public comments or questions.**

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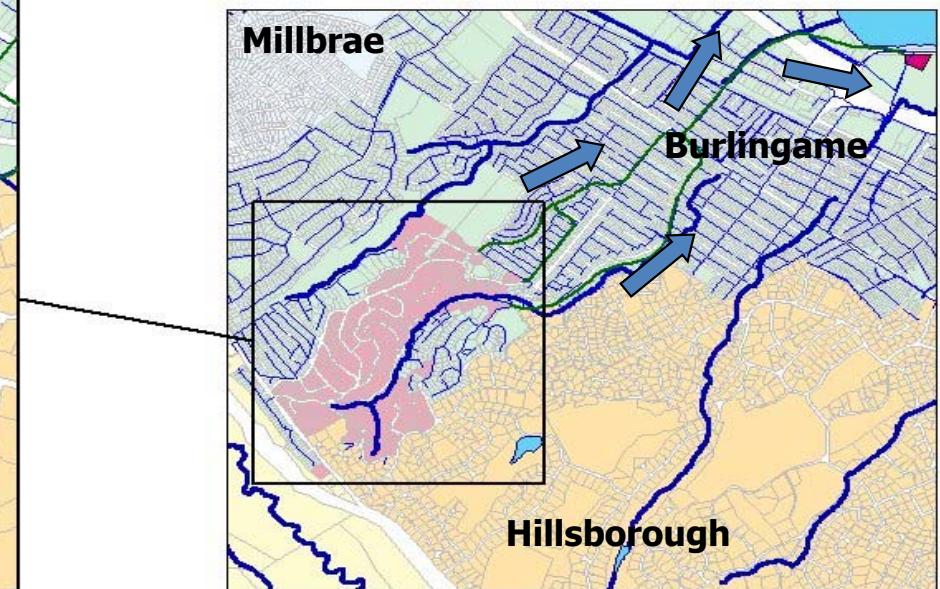
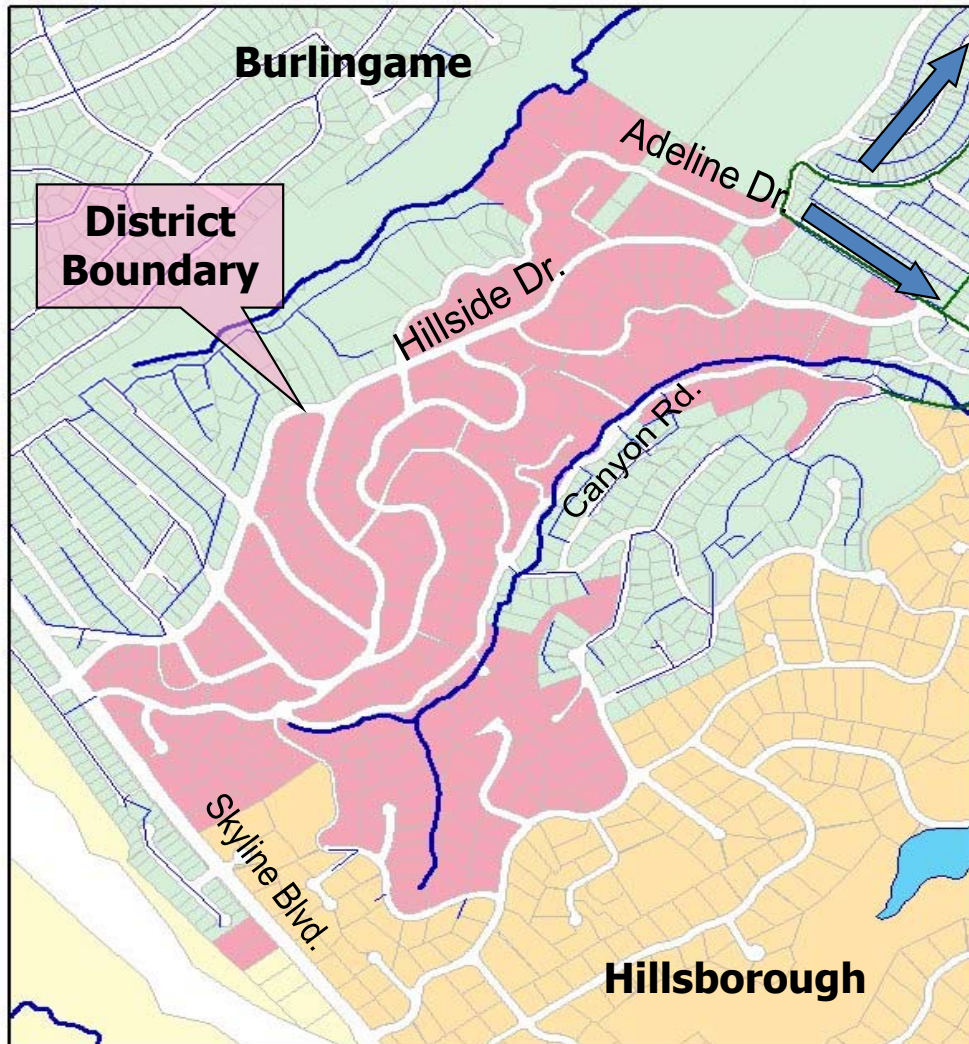


# **OVERVIEW**

- ***District Information***
- ***District Funding***
- ***What has occurred since the 2021 public meeting?***
- ***Programs, Services and Compliance***
- ***Elements of the Sewer Service Rates***
  - ***In District Costs***
  - ***Out of District Costs***
- ***Proposed Rate for Consideration***
- ***Rate Setting Timeline***

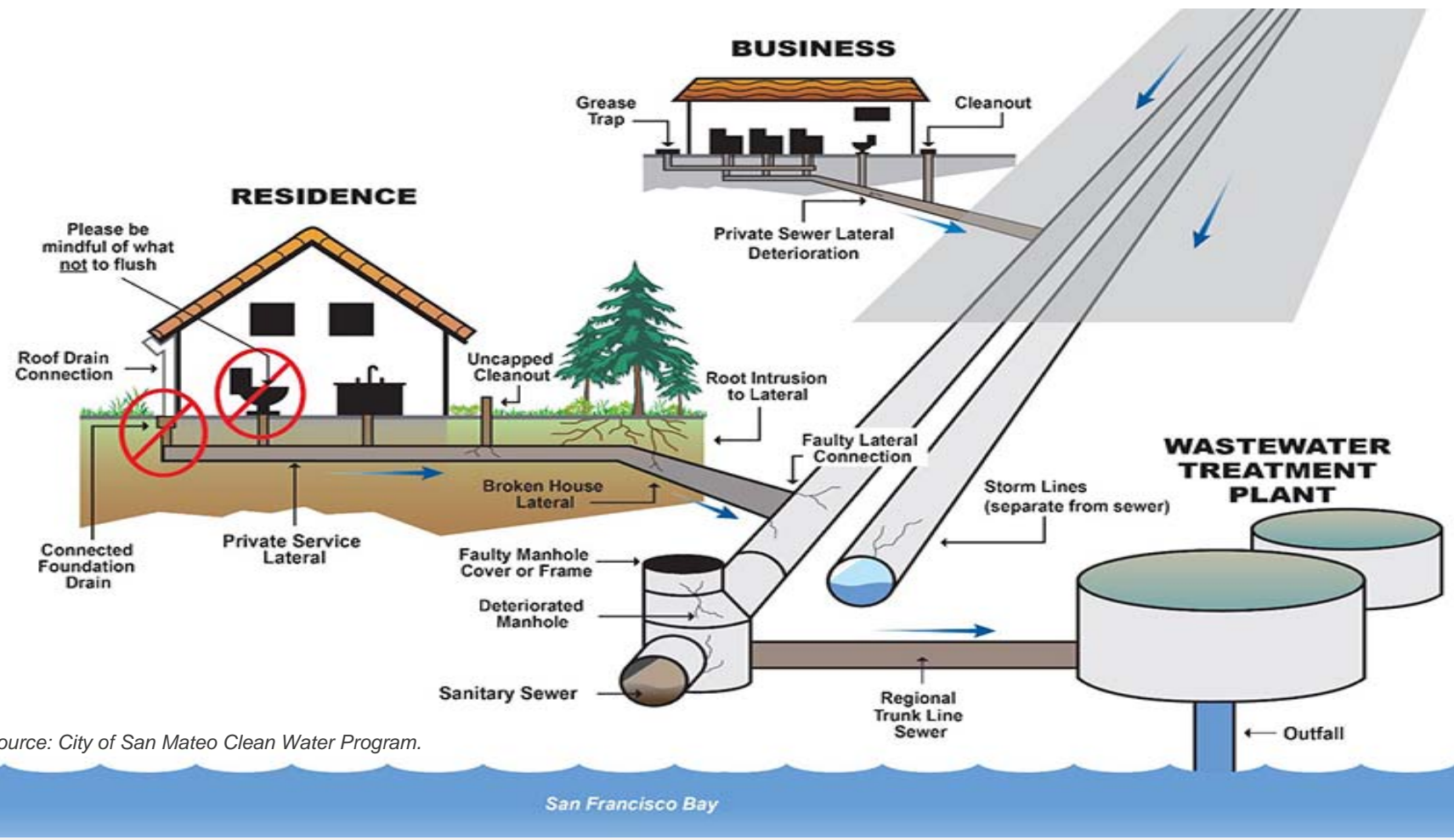
# DISTRICT INFORMATION

***SEWAGE FLOWS THROUGH CITY OF BURLINGAME TO THE CITY'S SEWAGE TREATMENT PLANT AT 1103 AIRPORT BOULEVARD FOR TREATMENT***



# DISTRICT INFORMATION – HOW DOES A SEWER SYSTEM WORK?

***EACH DISTRICT RELIES ON DOWNSTREAM AGENCIES TO TRANSPORT SEWAGE COLLECTED BY THE DISTRICT TO THE TREATMENT PLANT***



Source: City of San Mateo Clean Water Program.

# DISTRICT SPECIFIC STATISTICS

<b>District</b>	<b>Age (yrs) *</b>	<b>Number of Connections **</b>	<b>Equivalent Residential Units **</b>	<b>Downstream Transport Agency</b>	<b>Treatment Facility</b>
Burlingame SMD	88	425	442	City of Burlingame	City of Burlingame

*\*Age based on District formation date*

*\*\* Based on 2023-24 Sewer Service Charge Report*

<b>District</b>	<b>Miles of Pipe</b>	<b>Percentage in Easements</b>	<b>Percentage in Streets</b>
Burlingame SMD	6.6	41%	59%

# SEWER/SANITATION DISTRICTS IN COUNTY GOVERNMENT

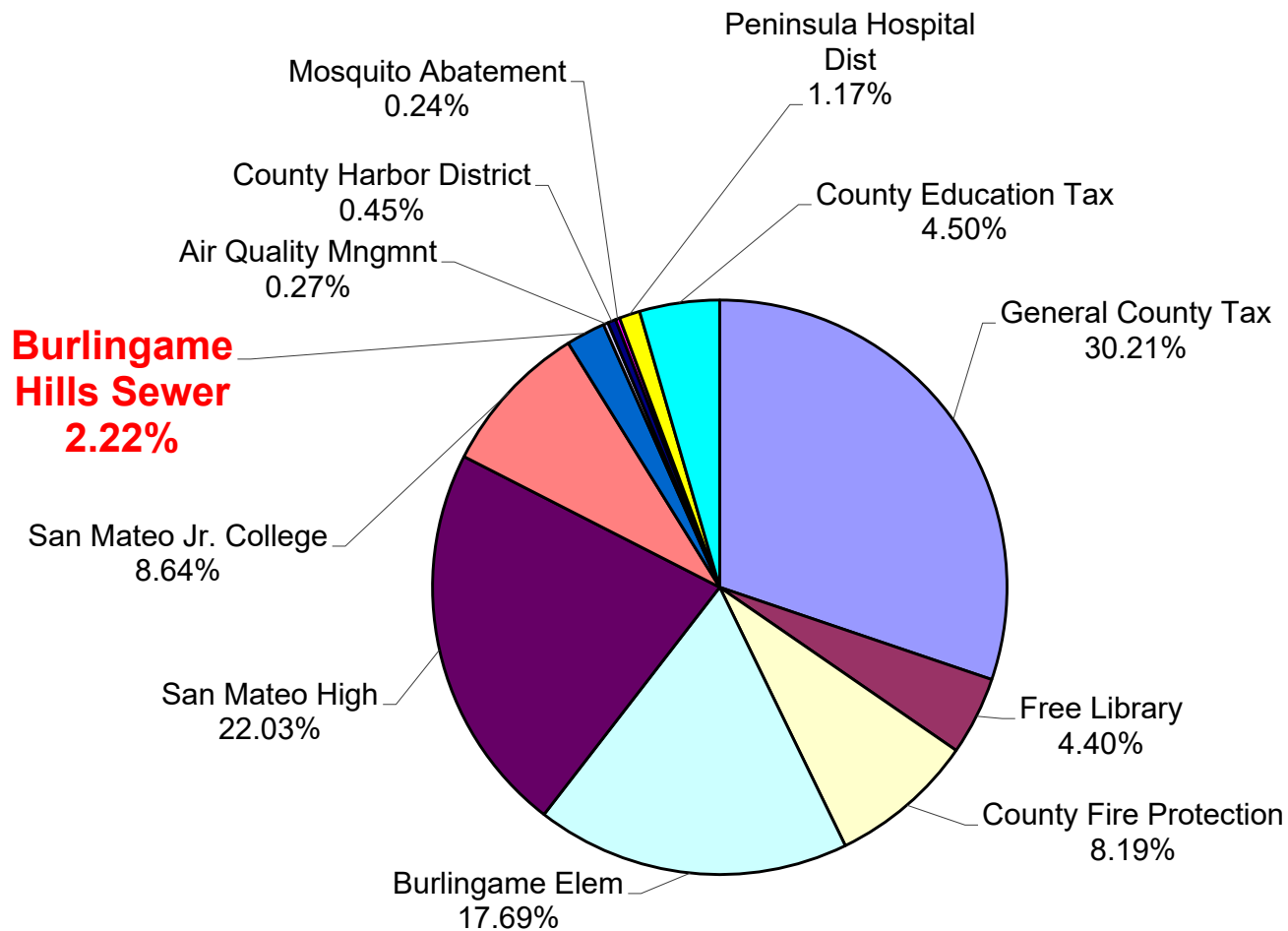
## ***EACH DISTRICT IS AN INDEPENDENT ENTITY WITH ITS OWN SEPARATE BUDGET***

- Each District's Governing Board is the Board of Supervisors
- The District receives Sewer Service Charges and limited property taxes within the District boundaries to fund sewer service
- The Sewer Service Charges are a Fee For Service, Not a Tax
- The District collects Sewer Service Charges on the Tax Bill because it is least costly way to collect the fee



# WHERE DOES MY PROPERTY TAX MONEY GO?

## BHSMD Sample Property Tax Allocation (TRA 054-004)



Note: BHSMD allocation of a portion (2.22%) of the property tax is approximately \$101,000 per year.

# WHAT HAS OCCURRED SINCE 2021?

- Annual loan payment of \$95,637 to the State Revolving Fund Program for the completed Adeline Drive/Canyon Road Sewer Capacity Improvement Project (\$2.3 million loan)
- Construction of Hillside Drive/Adeline Drive Area Sewer Rehabilitation Project completed in 2021 (Final cost - \$2,631,188)
- Annual loan payment of \$34,405 to the County General Fund for the completed Hillside Drive/Adeline Drive Area Sewer Rehabilitation Project (\$465,000 loan)
- Contributed \$7,970 to the purchase of shared maintenance equipment (CCTV mainline camera/van, lateral camera, compressor)
- Sanitary Sewer Overflow (SSO) Response, Reporting, Water Quality Monitoring, Public Awareness Program, and staff training
- Continue to provide 24/7 emergency response to clear blockages in private laterals and services



# PROGRAMS, SERVICES AND COMPLIANCE

## *POLLUTION PREVENTION/PUBLIC AWARENESS PROGRAM*



Flush only toilet paper, put trash in the trash can. Help prevent costly sewer problems and keep our environment safe from sanitary sewer backups and overflows! Brochures distributed to customers during service calls and mailed to customers upstream of a sanitary sewer overflow. Copies are also available on website at <http://www.smcgov.org/sewers>

Image sources: County of San Mateo and Central Contra Costa Sanitary District

# PROGRAMS, SERVICES AND COMPLIANCE

## **STAFF TRAINING AND CONTINUING EDUCATION**



*Safety training and learning management for public works and wastewater utilities*

[CLICK HERE TO SEARCH FOR TRAINING](#)



### **Live Open Enrollment Training**

**Online and In-Person**

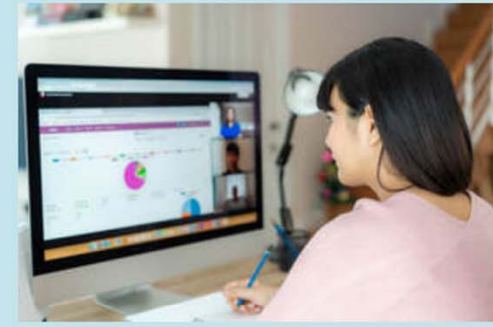
Safety training made easy with live remote and in-person training.



### **TrainingLink™ Live Tailgates**

**Live every other week**

Comply with training requirements with live tailgates. Tune in every other week for 15 minute sessions.



### **On-Demand Interactive Training**

**Safety & Risk Management**

Engaging content developed by safety and operations professionals available on-demand.



# PROGRAMS, SERVICES AND COMPLIANCE

## *SANITARY SEWER OVERFLOWS (SSO)*

District	2019	2020	2021	2022	2023	2024 (to date)
BHSMD	2	0	7 *	2	2	0

Primary Causes of SSOs: Pipe failure, Roots, and Heavy Wipes.

\* 3 locations repaired, 4 locations placed on 3-month hot spots cleaning frequency (2 locations in Upper Canyon Area CIP project limits).



**The toilet is only meant  
to flush the three P's—  
pee, poop and paper.**  
*toilet*

# DISTRICT EXPENSES

## ***IN DISTRICT COSTS:***

- ***Operation and Maintenance***
- ***Regulation Compliance***
- ***District Projects***



## ***OUT OF DISTRICT COSTS:***

- ***Sewage Transport and Treatment***
- ***Downstream Agency Capital Improvement Projects***

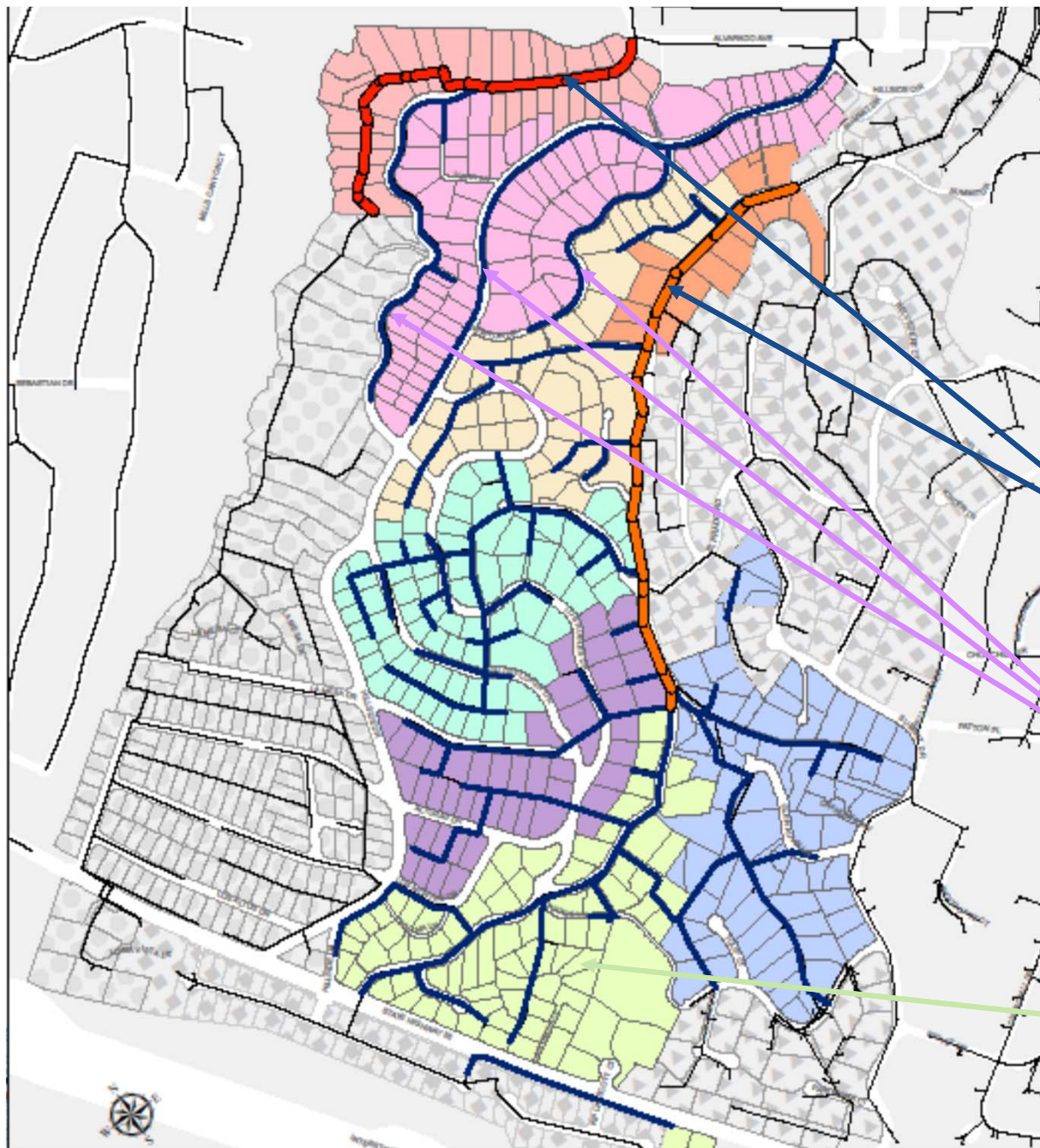


# **ELEMENTS OF THE SEWER SERVICE RATES** **– CAPITAL IMPROVEMENT PROJECTS (CIP)**

## ***HIGH PRIORITY CIPs IDENTIFIED THROUGH CONDITION ASSESSMENTS***

- ***Improvements are recommended based on the following:***
  - ❖ ***Lack of capacity in pipe***
  - ❖ ***Excessive maintenance costs***
  - ❖ ***Structural defects in pipe***
  
- ***Portions of your Sewer Service Charges collected are used to pay for improvements.***

# 2012 MASTER PLAN RECOMMENDED CAPITAL IMPROVEMENT PROJECTS



Adeline Dr. and Canyon Rd. Project completed in 2017 (12% of District)

Hillside/Adeline Area Project Completed in 2021 (18% of District)

Upper Canyon Area Project (18% of District) planned for FYs 2024-25 & 2025-26 (~ \$2.5 M)



# ELEMENTS OF THE SEWER SERVICE RATES – FUTURE PLANNING

## *PRIORITY OF REMAINING CAPITAL IMPROVEMENT PROJECTS:*

<u>Project Location</u>	<u>Estimated Cost</u>
Upper Canyon Area (~ 6,400 feet)	\$2.5 M
Fey Area (~ 6,100 feet)	\$3.0 M
Tiara Area (~ 4,600 feet)	\$2.7 M
Alturas/La Mesa Area (~ 3,700 feet)	\$2.7 M
Lower Canyon Area (~ 3,200 feet)	\$2.8 M
<b>Total Cost to Replace ~ 24,000 feet of Pipe (70% of District mains)</b>	<b>\$13.7 M</b>

# ELEMENTS OF THE SEWER SERVICE RATES – OUT OF DISTRICT COSTS



➤ ***Sewage Treatment Cost Projections (8% Annual Increase):***

2023-24 *	2024-25	2025-26	2026-27	2027-28
(Estimated)	(Estimated)	(Estimated)	(Estimated)	(Estimated)
\$ 386,774	\$ 253,508	\$ 273,789	\$ 295,692	\$ 319,348

➤ ***Sewage Transport and Downstream Agency Capital Improvement Cost Projections (4% Annual Increase):***

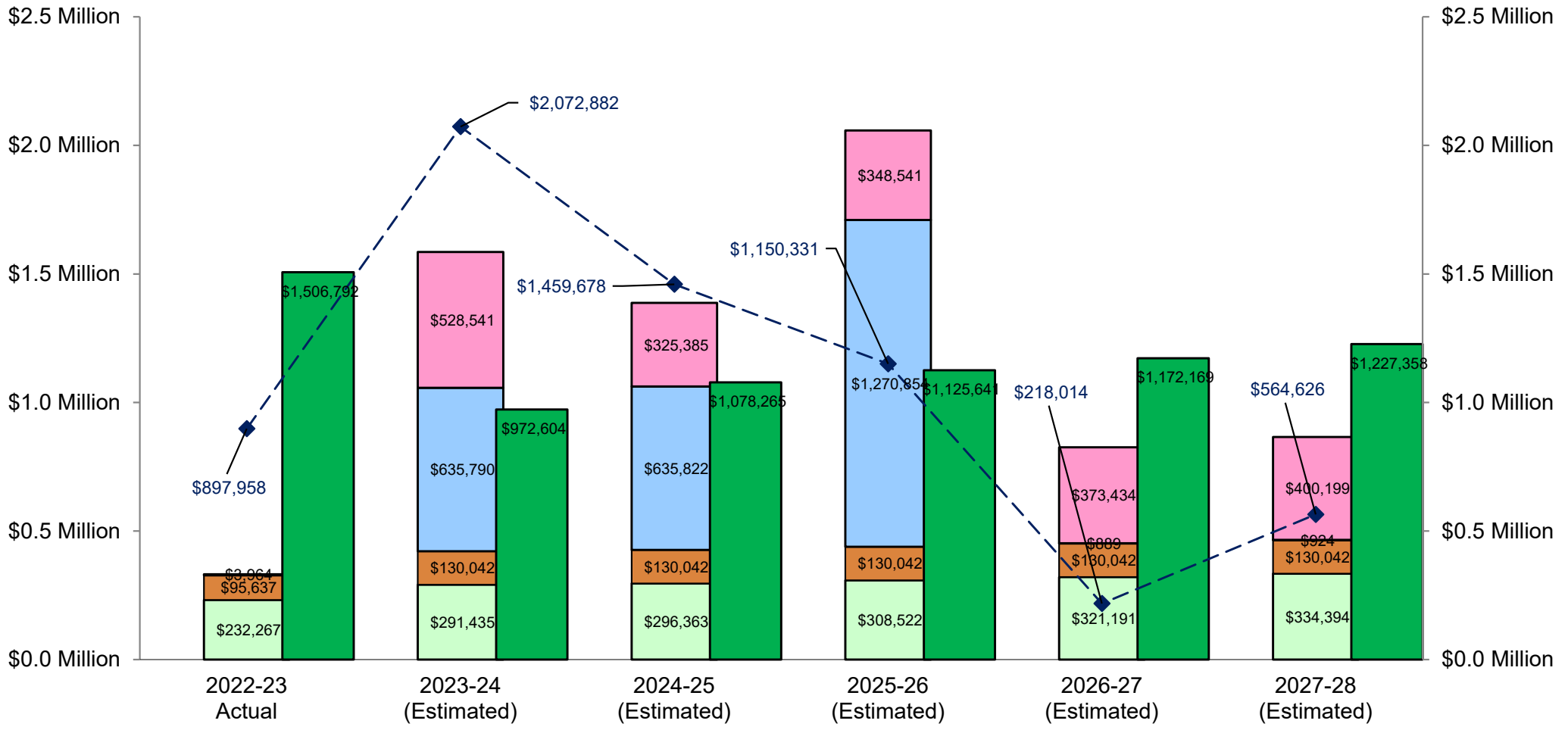
2023-24 *	2024-25	2025-26	2026-27	2027-28
(Estimated)	(Estimated)	(Estimated)	(Estimated)	(Estimated)
\$ 141,767	\$ 71,876	\$ 74,752	\$ 77,742	\$ 80,851

\* Estimated FY 2023-24 costs reflect un-invoiced FY 2022-23 amounts to be paid in FY 2023-24.

# ELEMENTS OF THE SEWER SERVICE RATES W/ CAPITAL IMPROVEMENT PROJECTS (CIP)

## Burlingame Hills SMD Expenditure & Revenue Comparison

- O&M and Regulations
- Loan Repayment
- District CIP and Repair Construction
- Transport & Treatment
- Revenue\* (w/ proposed and estimated future rate increases)
- Fund Balance (Beg. FY)



\* Revenue may include: property taxes, interest, HOPTR, SSC, SRF reimbursement, miscellaneous fees.

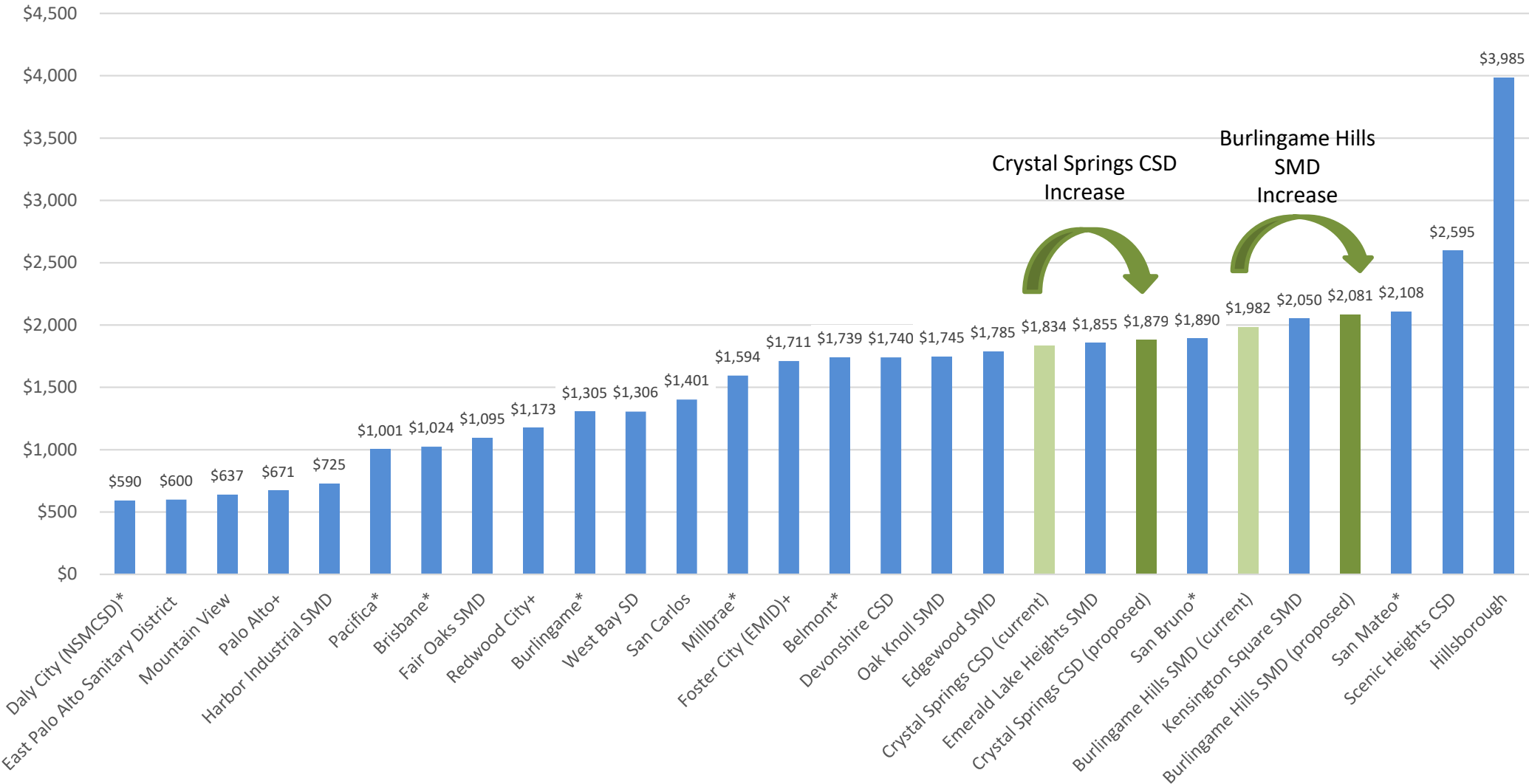
# PROPOSED RATES

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

The proposed rate includes a 5% increase each year.

# SEWER RATE COMPARISONS

## Annual Sewer Service Rate per ERU



\* Denotes sewer rates with a flow-based component; Annual bill based on customer usage of 220 gpd

+ Denotes proposed sewer rate on July 1, 2024

# RATE SETTING TIMELINE

Key Dates	Actions
March 2024	Community Meeting to provide Information on Proposed Sewer Service Rate Increase for Fiscal Year 2024-28
April 9, 2024	Introduce Ordinance with proposed sewer service rate and set Public Hearing for June 11, 2024.
April 26, 2024	Send Proposition 218 notice (45 days prior to public hearing) to property owners with proposed rate.
June 11, 2024	Hold public hearing, adopt Ordinance setting rate, and adopt FY 2024-25 Sewer Service Charges Report based on the adopted rate.

# **Emergency Response 24 Hours a Day, 7 Days a Week**

Mainline (Blockage)

Customer Sewer Laterals

**Call (650) 363-4100 to Report  
Sewer Overflows**



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***THANK YOU!***

***Please e-mail comments and questions to:***  
***[sewers@smcgov.org](mailto:sewers@smcgov.org)***

***Information is available on our website at:***  
***<http://www.smcgov.org/sewers>***



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*toilet*

