



# WEST BAY SANITARY DISTRICT

PUBLIC HEARING ON PROPOSED INCREASE IN SEWER SERVICE CHARGES April 22, 2020

(Please Share This Information with Tenants)

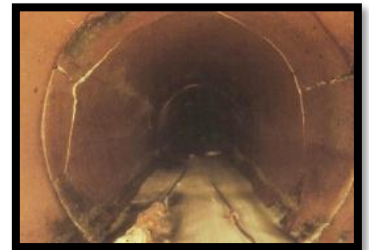


The West Bay Sanitary District provides sewer service to approximately 55,000 customers in areas of Menlo Park, Atherton, Portola Valley, East Palo Alto, Woodside, and Unincorporated San Mateo and Santa Clara Counties. The District, established in 1902, owns and operates more than 200 miles of main line sewers and 13 pumping stations throughout the service area. The District's sewer system is aging. In order to meet our goal of providing safe, reliable service to our customers, the District proposes a sewer service rate change effective July 1, 2020, through the annual property tax bill beginning in November 2020.

In order to ensure proper maintenance of the collection system and proper connections to the system, the District employs 30 people. The District's fiscal year begins on July 1 and ends on June 30 of the following year. Customers are billed annually on the San Mateo County tax rolls.

## Collection System Infrastructure Replacements

Since 2010, the District has been committed to a system-wide rehabilitation and replacement program. The District's goal is to proactively replace the entire 210-mile sewer system before it reaches the end of its useful life. More than half of the District's sewer lines are in excess of 50 years old. These older lines often experience heavy root intrusion, corrosion, and local failures. Gaps in the pipeline system admit groundwater during wet weather; this additional water floods the system and, if severe, could result in overflows from the existing system manholes. This additional water also increases the flows that need treatment at the regional treatment plant (see below). The estimated cost of this pipeline replacement program is approximately \$7 million annually, which has increased significantly in recent years as construction costs continue to rise at a rate greater than inflation as the economy continues to improve.



Cracked Clay Sewer Pipe

In addition, the District has implemented an aggressive preventive maintenance program in accordance with guidelines established by the State Water Resources Control Board. In order to continue to fund these sewer system operations and improvements on a pay-as-you-go basis, which ultimately keeps costs down for the ratepayers, the collection system component of the sewer service charge must be increased slightly in fiscal year 2020/21.

## SVCW Treatment Plant Improvements

The District sends wastewater north to the Silicon Valley Clean Water (SVCW) Wastewater Treatment Plant, located in Redwood Shores. The SVCW facility also treats wastewater from Redwood City, San Carlos, and Belmont. The District's share of operating costs for SVCW are approximately \$7M per year. In addition, in 2008, SVCW began a significant program to plan, design, and construct over \$931 million in capital improvement projects through 2030. These projects replace aging facilities and enable the treatment plant to meet more stringent wastewater permit requirements. The cost of funding the District's portion of these critical projects must be incorporated in the sewer rates, and are defined as a separate wastewater component of the rates. This cost represents a large majority of the required sewer service charge increase.

## Proposed Rates

A sewer service charge rate study, completed by the District's rate consultant, HF&H Consultants (HF&H), found District rates need to increase to cover operating and capital expenses for fiscal year 2020/21. A cost-of-service analysis was completed in February 2020 to ensure each customer class's proportionate share of the District's costs was accurate. Residential and Commercial/Industrial rates are proposed to increase by 4%.

Approximately 79 homes in the Portola Valley area (located within the On-Site Wastewater Disposal Zone) pay higher charges for the maintenance of the STEP or Grinder Sewer Collection Systems that they require. The District currently charges an additional \$320 annually to maintain these collection systems. However, the current cost of service per account exceeds the current charge by \$599. To realign charges with the cost of service, charges for the maintenance of the STEP/Grinder Sewer Collection Systems are proposed to increase annually over the next five fiscal years. For fiscal year 2020/21, the proposed STEP/Grinder Sewer Collection System charge is \$470, an increase of \$150.

Non-residential customers pay charges based on their metered water use from the prior twelve months (measured in CCF or hundred cubic feet). Each non-residential charge is the product of the customer's flow multiplied by the rate corresponding to the customer's class. Industrial customers are billed based on each customer's prior annual flow and the strength of the customer's wastewater based on sampling data.

### Summary of Current and Proposed Rates

	Current FY 2019/20	Proposed FY 2020/21
<b>Residential (per Dwelling Unit)</b>		
Single Family, Multi-Family	\$1,177	\$1,224
On-site Wastewater Disposal Zone	\$1,497	\$1,694
<b>Commercial (per CCF)</b>		
Retail/Commercial	\$9.48	\$9.86
Institution/Public	\$8.89	\$9.24
Restaurants	\$19.98	\$20.78
Supermarkets with Grinders	\$20.20	\$21.01
Hospitals	\$9.81	\$10.20
Hotels with Dining Facilities	\$16.13	\$16.78
<b>Industrial</b>		
Flow rate (per CCF)	\$7.00	\$7.28
BOD (per pound)	\$1.23	\$1.28
TSS (per pound)	\$1.41	\$1.46

### Single-Family Rate Breakdown

Component	Current	Proposed (per dwelling unit) FY2020/21
Collection	\$608 (52%)	\$702 (57%)
Treatment	\$569 (48%)	\$522 (43%)
<b>Total</b>	<b>\$1,177</b>	<b>\$1,224</b>

## Fairness Principle

Customers pay only for the proportional cost of their service. The proposed rate increase will provide funds to pay for the District's planned operational costs, capital improvements through June of 2021 (including engineering, administrative, and implementation costs), and to repay the District's share of principal and interest on SVCW loans and bonds, for their capital construction during this period.

## Emergency Service

**To request service, please call (650) 321-0384, 24 hours a day, 365 days per year.**



SVCW Regional Treatment Plant

The District provides 24-hour emergency service. We recommend that you always contact the District in the event that you are having a problem with your sewer. District Emergency Response crews will check the main line sewer to ensure that it is flowing correctly, and will advise you if the problem is located in the portion of the sewer from the main line to your home (this is your private sewer lateral).

If your property does not have a conforming cleanout (which looks like a 4-inch capped pipe near the street or near your home), it is recommended that you install one. A permit must be obtained from the District office. All new installations require conforming cleanouts.

[www.westbaysanitary.org](http://www.westbaysanitary.org)



West Bay Sanitary District  
500 Laurel Street  
Menlo Park, CA 94025-3427

**Important Information – Notice of Public Hearing**  
**Wednesday, April 22, 2020 at 7:00 p.m.**

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## WEST BAY SANITARY DISTRICT

### NOTICE OF PUBLIC HEARING

Notice is given that the Board of Directors of West Bay Sanitary District will conduct a Regular Meeting and Public Hearing on **Wednesday evening, April 22, 2020 at 7:00 p.m.**

The location of the meeting is: West Bay Sanitary District  
Ronald W. Shepherd Administration Building  
500 Laurel Street  
Menlo Park, California 94025

The purpose of the Public Hearing will be to consider a proposed increase in Sewer Service Charge fees for all District customers, for fiscal year 2020/21. At the Public Hearing, any interested persons may address the District Board. The proposed rates are \$ 1,224 per Single Family Residence for fiscal year 2020/21, which is a \$47 increase from fiscal year 2019/20. For customers in the On-Site Wastewater Disposal Zone, the proposed rates are \$1,694 for fiscal year 2020/21, which is a \$197 increase from fiscal year 2019/20.

If you wish to file a written protest, please send a letter in a sealed envelope to the address above. Your letter must identify the real property you own or rent by street address and assessor's parcel number (APN). Your letter must be legibly signed by any one of the current property owners or ratepayers of record. The District must receive your letter in a sealed envelope by 4:00 p.m. on April 22, 2020, or it must be presented at the District Board meeting on April 22, 2020 prior to the close of the public hearing on this matter. Any person interested, including all sanitary sewer customers of the West Bay Sanitary District, may appear at the public hearing and be heard on any matter related to the proposed increase in rates.