



STAFF REPORT

AGENDA ITEM NO: 9g

MEETING DATE: June 16, 2025

To: Honorable Mayor and City Council

Date: June 16, 2025

**From: Syed Murtuza, Director of Public Works – (650) 558-7230
Rick Horne, Streets, Storm Drains, & Sewer Divisions Manager – (650) 558-7670**

Subject Adoption of a Resolution Approving the Updated 2025 Sanitary Sewer Management Plan

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution approving the updated 2025 Sewer System Management Plan (SSMP) for the City's wastewater collection system.

BACKGROUND

In 2006, the State Water Resources Control Board (SWRCB) established the Statewide General Waste Discharge Requirements (GWDR) permit, designated as Order No. 2006-0003, applicable to all wastewater collection agencies. This permit mandated that public agencies responsible for wastewater collection and treatment develop and implement a Sanitary Sewer Management Plan (SSMP). The SSMP outlines comprehensive guidance and detailed protocols for the operation and maintenance of municipal sanitary sewer systems.

In October 2007, the City of Burlingame prepared and adopted its SSMP in accordance with the requirements set forth by the San Francisco Bay Regional Water Quality Control Board. Since its adoption, the SSMP has served as the City's principal guide for sanitary sewer system management, ensuring ongoing compliance with state regulations. Over the past 18 years, the SSMP has been periodically updated as required by regulatory standards. The Public Works Department conducts internal audits every two years and updates the plan at least every five years—or sooner if significant changes to the program occur. The most recent update to the SSMP was completed in 2018.

DISCUSSION

On December 6, 2022, the SWRCB adopted the reissued Sanitary Sewer System General Order No. 2022-0103-DWQ (WDR), which became effective on June 5, 2023. This updated order introduced new guidance and requirements for the contents of the SSMP. In response, the Public

Works Department has developed a thoroughly revised SSMP document, with expert technical assistance provided by Fischer Compliance and Sam Rose Consulting.

The updated 2025 SSMP has been designed to address the size, scale, and complexity of the City's wastewater collection system. It is intended to serve as a dynamic, "living document" that will be actively used as a management tool for ongoing system operation and maintenance.

To ensure alignment with the latest industry standards, the development of this SSMP was guided by the 2024 SSMP Guidance Manual published by the Bay Area Clean Water Agency. This approach guarantees that the City's plan incorporates current best practices and recommendations for SSMP updates.

The resulting 2025 SSMP not only meets but exceeds all new requirements set forth by the General Waste Discharge Requirements (WDR). The attached document serves as a formal declaration of the City's commitment to full compliance with the WDR. As a living document, the SSMP will undergo regular reviews by City staff, as mandated by the WDR, to ensure continuous compliance and adaptability to evolving regulatory and operational needs.

FISCAL IMPACT

There is no fiscal impact associated with the approval of the 2025 SSMP.

Exhibits:

- Resolution
- 2025 SSMP