



## CITY OF CORONADO

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1825 STRAND WAY · CORONADO, CA 92118 · TEL (619) 522-7335 · FAX (619) 522-7846

Dear Property Owner of \_\_\_\_\_,

On June 18, 2019, the City Council approved steps to further four-decades of effort towards undergrounding utilities within Coronado. Over the next six-months, interested property-owners have the option to form benefit assessment districts to receive prioritized status for undergrounding and City assistance to offset costs through a dollar-for-dollar match.

To begin the process, the City will accept non-binding petitions from at least 60 percent of property owners from a minimum of 65 adjoining properties to form an Undergrounding Assessment District. The petition must be accompanied by a proposed boundary map showing the properties to be included in the district. Applications for districts will be prioritized on a first-come, first-serve basis.

To assist with facilitating the formation of an Undergrounding Assessment District in your area, the following informational items are enclosed:

1. A step-by-step guide to the formation of utility undergrounding assessment districts
2. Property-owner petition for submission to the City Council
3. Sample boundary map

Generally, an interested property owner initiates the formation of an Undergrounding Assessment District and gathers signatures from neighbors. Details on the process can be found in the step-by-step guide.

After six months, the window to form a property-owner-initiated Undergrounding Assessment District with financial assistance from the City will close. The City will then form undergrounding districts based upon the top-ranked priority areas in the City's 2018 Underground Utility Master Plan and subject to designated funding availability. Once funds are exhausted there will be no further City-subsidized undergrounding projects.

The documents above, petition forms and other materials regarding undergrounding can be found on the City's website at [www.coronado.ca.us/utilityundergrounding](http://www.coronado.ca.us/utilityundergrounding). City staff is available to meet with residents to review the process and answer any questions.

For more information, please contact the Office of the City Manager by email at [cm@coronado.ca.us](mailto:cm@coronado.ca.us) or by phone at (619) 522-7335.

Thank you,

Office of the City Manager  
City of Coronado