

<DATE>

<NAME>

<ADDRESS>

<CITY, STATE & ZIP>

**RE:      FORMATION OF UNDERGROUND UTILITY DISTRICT FOR GARBERVILLE AT THE TOWN SQUARE**

The Board of Supervisors by Resolution No. [REDACTED] adopted on [REDACTED] established an underground utility district for Garberville at the Town Square. Pursuant to Humboldt County Code section 361-5, the Clerk of the Board is required to notify all of the affected utilities and persons owning real property in the district of the adoption of the resolution establishing the district. A copy of agenda Item [REDACTED] which contains Resolution No. [REDACTED], along with Humboldt County Code sections 361-1 *et seq.* is attached for your review.

In addition, the Clerk of the Board is also required to notify affected property owners, that if they or any person occupying the property desire to continue to receive electric, communication, or similar associated services, that the affected property owners or occupants shall provide all necessary facility changes on their premises so as to receive such service from the lines of the supplying utility or utilities at a new location, subject to the applicable rules, regulations and tariffs of the respective utility or utilities on file with the Public Utilities Commission.

In general, the Department of Public Works believes that most properties will not need to make any changes as part of the undergrounding; assuming that the service panel is not damaged. As part of the undergrounding project, PG&E manages the electric service conversions and pays for this work from the County's undergrounding funds. The underground electric feed that replaces the existing overhead service will be installed in the most economical manner possible, as determined by PG&E. At this time the extent of the conversion work is not known. Once the project has been engineered by the utility companies, the extent of the conversion work will then be known and you will be contacted regarding the conversion process. As the project progresses, the Department of Public Works will keep you informed of the project.

If you have questions, please contact Mr. Jim Tomkins, Associate Civil Engineer, Public Works Department at 707.445.7205.

Sincerely,

Kathy Hayes  
Clerk of the Board

Attachments:

- Agenda Item [REDACTED] containing Resolution No. [REDACTED]
- Humboldt County Code sections 361-1 *et seq.*