



June 17, 2022

Property Owner
Hawthorne Utility Undergrounding District

Re: Hawthorne Undergrounding Individual Service Lateral Connections

Dear Property Owner,

You are receiving this letter because your property is within the Hawthorne Undergrounding District that was formed in 2018 to finance removing the overhead utility lines and poles and placing the utilities underground.

A key component of the project is that each resident is required to install their own individual service lateral connection from the street to their home. The conduit for all individual service lateral connections must be installed by property owners before the utility companies can return to install underground cables, and each resident must also have their contractor return to connect the new underground electrical service wire to the electrical panel. **Conversion of individual service lateral connections on private property is not included in the work funded by the assessment district.**

Streets and Highways Code Sections 5896.14 through 5896.16 related to undergrounding districts state that it is the property owner's responsibility to make sure their individual service lateral connection conduit is installed before the utilities begin installing cables.

The underground district facility installation was deemed substantially complete as of March 11, 2022 and property owners are required to complete individual service lateral connections within 120 days of this date as stated in the recorded Engineer's Report dated February 1, 2018.

Property owners are officially placed on notice that the 120-day period to complete their individual service lateral connection began on March 18, 2022 and the **deadline for completion is July 16, 2022.**

Failure to convert individual service connections on private property may result in a fine, an assessment for the conversion cost, or loss of service. Incomplete individual service connections will delay the entire undergrounding project from moving forward on schedule.

If you have not made contact with project representatives or have additional questions, please contact the new Individual Service Lateral Coordinator Jayni Allsep at (415) 521-6788 or hawthorneunderground@townoftiburon.org or contact David Eshoo at (415) 435-7354 or deshoo@townoftiburon.org.

Sincerely,

Greg Chanis
Town Manager

Jon Welner
Mayor

Jack Ryan
Vice Mayor

Alice Fredericks
Councilmember

Noah Griffin
Councilmember

Holli Thier
Councilmember

Greg Chanis
Town Manager