

CITY OF DANA POINT  
M E M O R A N D U M

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DATE: NOVEMBER 15, 2022

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: MATTHEW SINACORI, DIRECTOR OF PUBLIC WORKS

SUBJECT: ITEM #15 – CITYWIDE ASSESSMENT REPORT OF OVERHEAD UTILITIES

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Please see the correction to Action Document A – Proposed Utility Undergrounding Assessment District Policy/Guidelines:

Utility Undergrounding – A Step by Step Guide, Page 2, “Option One – Fast Track”, Step One:

**The last sentence currently reads:**

Property owners are required to put down a \$10,000 deposit to cover Consultant costs.

**Option One – Fast Track**

1. The process is initiated by an interested property owner, who acts as a liaison between the City, utility companies, and neighbors. The property owners who support undergrounding submit a letter to the City’s **Public Works Department** expressing their interest in forming an Underground Utility Assessment District. The letter should include a description of the proposed boundaries of the area to be undergrounded. Property owners are required to put down a \$10,000 deposit to cover Consultant costs.

**Will be replaced with in the final version, if approved by Council:**

Property owners are required to put a deposit down for the cost of the consultant. Those costs are not known until a project has been identified.

Agenda Item No. 15

11/15/22