

**SPECIAL ASSESSMENT PROCEDURE**  
**FOR**  
**PROPERTY OWNERS**

As a property owner proposed to be assessed for improvements that benefit your property, following is a summary of the procedure you are invited to be a part of:

1. Plans and specifications for the proposed improvement and a schedule indicating an estimate of the cost to be assessed against your property are now open to inspection in the Engineering Department, Fourth Floor of City Hall. Office hours are 8:30 a.m. to 5:00 p.m., Phone (608) 789-7505.
2. Public Hearing to be held before the Finance and Personnel Committee of the Common Council at 6:00 pm on August 3rd, in the Council Chambers. You are invited to speak for or against the project or your proposed assessment at this meeting.
3. You may also object or express approval of the improvement or your assessment by submitting a letter to the City Engineer, 400 La Crosse Street, La Crosse, Wisconsin, 54601 stating your reasons for objecting. This written objection must be received by the City Engineer no later than 5:00 p.m. on the day of the Finance and Personnel meeting.
4. Property owners may also wish to express their approval or objection to the assessment by contacting their Council Member.
5. The assessment resolution is either approved or denied by the Common Council at the regular Council Meeting at 6:00 p.m. on Thursday August 10<sup>th</sup>, 2017. The public can not speak at this meeting.
6. If the Common Council adopts the Resolution For Levying Special Assessments, property owners will be sent a copy of the resolution by the City Clerk.
7. Assessments may be paid in cash or shall be payable over a period of ten years or fifteen years to the City Treasurer. Installments shall be placed on the next tax roll after the due date for collection and shall bear interest at the rate established by the council per annum on the unpaid balance from January 1<sup>st</sup> of the year following the levy.

The interest rate for this project is 3%.

8. The assessments indicated for this project are based on ESTIMATES of the proposed work costs. After construction has been completed, the FINAL assessments will be determined and may be LOWER than the assessments indicated. DO NOT MAKE ANY PAYMENT TO THE CITY AT THIS TIME.

If the final costs are higher than Estimated, the city will pay the extra cost.

9. City participation in project costs:

Water Main –

Properties benefited are assessed on a frontage basis at a rate established by the Common Council plus the cost for installation of a water service line to the property. The present rate is \$14.00 per foot. The city pays for all costs above that assessment amount.