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 open to inspection from the Engineering Department, 4th Floor of City Hall. Phone (608) 789-7505.

2. Public Hearing to be held before the **Finance and Personnel Committee** of the Common Council at 6:00 on **August 6th, 2026,** in the Council Chambers. You are invited to speak or register at this meeting, either for or against, regarding the proposed project or your proposed assessment.

3. You may also express approval or object to the improvement or your assessment by submitting a letter to the City Engineer, 400 La Crosse Street, La Crosse, Wisconsin, 54601. If objecting, you must state your reasons for objecting. This written objection must be received by the City Engineer no later than 4:00 p.m. on the day of the F & P meeting (noted above).

4. 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.

5. Assessments may be paid in cash or shall be payable over a period of ten (10) years or fifteen (15) 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 1st of the year following the levy.

6. The assessments indicated for this project are based on ESTIMATES of proposed work costs. After construction is completed, FINAL assessments are determined that may be LOWER than assessments indicated. DO NOT MAKE ANY PAYMENT TO THE CITY AT THIS TIME. If final costs are higher than estimated, the city pays difference.