

## Special Assessments: Roadway Rehabilitation

### What are special assessments?

Special assessments are a charge imposed on properties for a particular improvement that benefits the owners of those selected properties. They are a levy a city uses to finance, or partially finance, a particular public improvement. The amount of the charge bears a direct relationship to the value of the benefit the property receives.



### When is the assessment placed on my property?

A pending assessment is placed on your property once the project is ordered by the City Council. Assessments are then adopted by City Council prior to the construction contract award.

### Why does the city levy the assessments for the project before it starts?

Assessments are used as a partial funding source for the project. They are adopted and levied before awarding the construction contract to ensure the funding source is in place. This minimizes the risk to the city. It also allows public comment to be heard by the City Council prior to proceeding with the award of a construction contract and adopting the assessments.

### What is the term of my assessment?

The assessment is payable over 15 years. The interest rate will be the estimated municipal bond rate at the time of the bond sale in the market.

## Special Assessment Payment Options

Payment options are outlined below:

1. Pay the entire assessment interest free within 30 days of the date the assessment roll is adopted.
2. Pay the entire assessment prior to Nov. 15, with interest accrued from the date the assessment roll is adopted through the date the city receives the payment
3. Allow the assessment to be spread with interest in equal installments over 15 years to be collected with your property taxes starting next year. **If you choose this option you don't need to take any action.** You may choose to pay off the remaining principal balance to the City of Woodbury anytime during the 15-year term with no penalty.

A partial payment is allowed that shall be the larger of 20 percent of the original amount assessed or \$200. The partial payment will reduce the amount of time the assessment will be paid off, not the annual installment.

You may pay your assessment by cash, check or money order. If you wish to pay in person come to the Finance Department on the second floor at City Hall Monday-Friday, 8 a.m.-4:30 p.m. Payment can also be mailed to the City of Woodbury, 8301 Valley Creek Road, Woodbury, MN 55125.

### Can I defer the assessment?

City policy allows deferred payment of special assessments for any homestead property owned by a person 65 years of age or older or retired due to a permanent and total disability for which it would be a hardship to make the payments. The policy determines your eligibility based on income and property value limits.

A deferment does not reduce or forgive the amount owed, rather it postpones the payment. During the deferment, interest will accrue on the unpaid amount at the annual interest rate. The assessment plus interest will become due when you no longer qualify for the deferral.

If you are interested in learning about the income, property value and other qualifying requirements for a deferral, contact Deb Score in the Finance Department at (651) 714-3537. The policy and an application will be sent to you.

### Contact Information

#### Assessment and payment questions:

Deb Score, accounting technician II  
Finance Department  
(651) 714-3537 | [deb.score@woodburymn.gov](mailto:deb.score@woodburymn.gov)

#### Construction questions:

Engineering Division  
(651) 714-3593 | [engineering@woodburymn.gov](mailto:engineering@woodburymn.gov)

You can view pending or levied assessments for a specific property at [woodburymn.gov/assessments](http://woodburymn.gov/assessments)

