



February 17, 2017

Re: Service Assessment Adoption and Payment Options for Woodley Street Reconstruction Project

Dear Resident:

During this year's street reconstruction project, your property had the water and/or sewer service(s) replaced by the contractor. Prior to the work being performed a construction easement and waiver of appeal was executed between you, the property owner, and the City of Northfield. Additionally, you were also provided a not to exceed estimate of the cost of the work to be performed. A copy of the final cost of construction is enclosed with this letter.

As explained to you during the easement/waiver process, the cost of this work would be assessed to your property. The adoption of these service assessments by City Council will take place on March 7, 2017, at 7:00 p.m. in the Northfield City Hall Council Chambers. Upon adoption of the service assessments you will have 3 different options to pay this assessment. Those options are detailed below:

- Option 1 – Full or partial payment by April 6, 2017 – If you pay the full amount within 30 days of the adoption of the assessment, no interest will accrue. You may also pay a portion of the amount interest free. After 30 days interest will begin to accrue on the unpaid balance.
- Option 2 – Full or partial payment by November 15, 2017 – If you pay the full amount after April 6, 2017, but prior to November 15, 2017 you will also be required to pay accrued interest to the date of payment. On November 15, 2017 the assessments will be certified to the County to be included on the property owner's tax statements.
- Option 3 – Payments after November 15, 2017– Any balance remaining after November 15, 2017 will be certified to the County to be included on the property owner's tax statement beginning in the year 2018. This certified amount will extend over 10 years and consist of equal principle and declining interest amounts.

Checks for payment Options 1 or 2 should be made payable to the **City of Northfield** at 801 Washington Street, Northfield, MN 55057.

If you have any questions or concerns please feel free to contact me at 645-3020.

Sincerely,

A handwritten signature in blue ink, appearing to read "SMS", followed by a horizontal line.

Sean M. Simonson  
Engineering Manager  
City of Northfield