



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: March 17, 2022

Subject: Assessment Agreement – 8411 6th Street NE

The City received a call about a damaged water service line at 8411 6th Street NE. The City informed the property owners that property owners are responsible to repair damaged water service lines on private property. The owners of the property, Adam and Meghan Knoke, requested the City complete the work and special assess the cost to their property.

Before that work can begin, the property owners must enter into an assessment agreement with the City. That agreement is before the City Council at your March 21 meeting.

If the assessment agreement is executed, repair work will commence. The City will then present a resolution to the City Council to special assess the costs of the project to the property. The assessment will be spread out over three years at an interest rate of 3.60%.

If you have any questions regarding this agreement, please don't hesitate to contact me at 763-784-6491.