

**Minutes of the Special Assessment Committee  
July 24, 2018 at 6:00 p.m.  
Duck Creek Conference Room**

**Call to Order**

B. McIntyre called the meeting to order at 6:00 p.m.

**Roll Call**

Members: President B. McIntyre; Trustees Ray Suennen, Adam Lemorande, and Craig McAllister

Also: Village Administrator Paul Evert and Public Works Director Geoff Farr

**Approve Agenda**

R. Suennen moved to approve the agenda with an amendment to the committee name incorrectly listed in one area of the agenda. A. Lemorande seconded. **The motion carried unanimously.**

**Explanation of Current policy**

G. Farr explained the current special assessment policy, which he outlined as follows:

- Properties may be assessed when they receive a benefit. These benefits are not dollar for dollar.
- The Village Board has made changes over the past 25 years that are more resident friendly in terms of credits, repayment, and interest rates.
- Improvements are brought to the property line.
- Assessments in Howard are made when rural roadways are brought to an urban cross section.
- Sidewalks are not assessed, but in new developments the developer does pay 100% for the sidewalks and all other improvements unless the utilities are oversized.
- Standard water meter sizes, sewer sizes, and street sizes were reviewed.
- Percentages assessed for street, water, sewer and storm sewer were reviewed.
- Credits for lots over 80 feet and corner lots were explained.
- Village Engineer Mike Kaster provided several examples.

**Future agenda items**

B. McIntyre asked for a comparison of other communities' special assessment policies. A. Lemorande asked for information as to how much the village has in deferred assessments. The utility connection requirement also will be discussed at the next meeting.

**Future meeting date**

The next meeting will be held at 6 p.m. on Aug. 8, 2018.

**Adjourn**

A. Lemorande moved to adjourn. C. McAllister seconded. **The motion carried unanimously, and the committee adjourned at 7:15 p.m.**

Meeting minutes recorded by:  
Paul Evert