

**State Board of Assessors  
Meeting Minutes  
St. Michael City Center  
Tuesday, July 14, 2020**

Chairperson Gregg Larson convened the meeting at 8:30am.

Board members in attendance:

Gary Amundson	Gregg Larson
Charlie Blekre	Mike Reed
Jane Grossinger	Lori Schwendemann
Joy Kanne	

Andrea Fish & Reed Heidelberger were unable to attend

Agenda for the July 14, 2020 meeting was reviewed. Lori Schwendemann moved to approve the agenda. Mike Reed seconded the motion. The motion carried.

Minutes of the May 19, 2020 meeting were reviewed. Joy Kanne moved to approve the minutes. Jane Grossinger seconded the motion. The motion carried.

**Updates**

- **Form Report Update**

Dates	Submitted Reports	Approved Reports	Rejected Reports	Reports being Graded
July 1, 2013 – December 31, 2013	6	6	0	0
January 1, 2014 – December 31, 2014	24	24	0	0
January 1, 2015 – December 31, 2015	27	27	0	0
January 1, 2016 – December 31, 2016	57	57	0	0
January 1, 2017 – December 31, 2017	26	26	0	0
January 1, 2018 – December 31, 2018	25	24	1	0
January 1, 2019 – December 31, 2019	28	27	1	0
January 1, 2020 – July 14, 2020	30	22	6	2
Passed Reports (7/1/2013 – 7/14/2020)	Received AMA	Received SAMA	Received CMAS	Have not applied for AMA
213	154	14	5	41

## **Updates (cont.)**

- **Rule Change:** The rule changes were sent from the Office of Administrative Hearings to the Secretary of State's Office on June 12, 2020 and were filed on June 26, 2020, which is the filing date that starts the Governor's 14-day veto period.
- **MAAO Online Seminars Update:** Board members shared their experience after auditing the MAAO online seminars.
- **MAAO Online Seminars Surveys:** The board reviewed the MAAO surveys they received after the completion of the online seminars.
- **Complaint Summary:** Since May 2020, the Department of Revenue has received no new complaints. At this time all investigations have been closed, and no new cases have been opened.
- **MAAO Curriculum & Assessor Standards Committee Update by Gary Amundson:** No updates at this time.

## **Approved Continuing Education Hours Requests**

- **7-Hour USPAP Update:** Brett Hall requested the board to review the format for a "live webinar" for this board approved seminar sponsored by North Star Chapter of Appraisal Institute for continuing education. The board's continuing education committee approved this request for 7 hours of continuing education.
- **The Sales Comparison Approach:** Craig Anton requested the board review this online course sponsored by McKissock for continuing education. The board's continuing education committee approved this request for 7 hours of continuing education.
- **Evaluating Commercial Leases:** Brett Hall requested the board to review the format for a "live webinar" for this board approved seminar sponsored by Appraisal Institute for continuing education. The board's continuing education committee approved this request for 7 hours of continuing education.
- **Fundamentals of Commercial Real Estate:** Timothy Vang requested the board to review this online course, sponsored by The CE Shop for continuing education. The board's continuing education committee approved this request for 3 hours of continuing education.

## **Request for Assessor Accreditation Waiver**

Joy Kanne made a motion to grant the Assessor Accreditation Waiver to the following individuals.

**Dave Christensen**, St. Louis County

**Steve Halverson**, Steele County

**Roger Schmitz**, Local assessor in Pennington & Red Lake Counties

Lori Schwendemann seconded the motion. The motion carried.

### **Applications for Certified Minnesota Assessor**

Gary Amundson made a motion to award the Certified Minnesota Assessor license to the following individuals.

**Brandie Hanson**, Otter Tail County

**Joseph Hile**, Goodhue County

**Sheriann LaBuhn**, Chisago County

**Austin Noble**, Goodhue County

**Melanie Oakes**, Polk County

**Jordan Safe**, Goodhue County

Mike Reed seconded the motion. The motion carried.

### **Applications for Accredited Minnesota Assessor**

Jane Grossinger made a motion to award the Accredited Minnesota Assessor license to the following individuals.

**Laura Aamodt**, Washington County

**Patricia Flaa**, Polk County

**Ryan Johnson**, Carver County

**Faye Larson**, Washington County

**Damaris Ledesma**, MN Department of Revenue

**Christine McChesney**, Pipestone County

**Shawn McCoy**, Mcleod County

**Cathleen Pastorius**, Washington County

**Dell Sanko**, Carver County

**Jodi Sell**, Mcleod County

**Lowell Skoog**, Local Assessor in Becker & Hubbard Counties

**Nichole Staehling**, Freeborn County

**Mark Theobald**, Olmsted County

**Ronald Volkman**, Winona County

**Melissa Weston**, Nicollet County

**Lindsey Wetzal**, Winona County

**Michael Wirth**, Kandiyohi County

Mike Reed seconded the motion. The motion carried.

## **Applications for Senior Accredited Minnesota Assessor**

Lori Schwendemann made a motion to award the Senior Accredited Minnesota Assessor license to the following individuals.

**Mark Fritz**, Scott County

**Meggie Munsterman**, Watonwan County

**Brian Rosenau**, Yellow Medicine County

Jane Grossinger seconded the motion. The motion carried.

Gary Amundson made a motion to award the Senior Accredited Minnesota Assessor license to the following individual.

**Stacy Westerlund**, Aitkin County

Jane Grossinger seconded the motion. The motion carried with one nay.

Charlie Blekre made a motion to award the Senior Accredited Minnesota Assessor license to the following individual.

**Roy Levitt**, St. Louis County

Lori Schwendemann seconded the motion. The motion carried with one nay.

Mike Reed made a motion to award the Senior Accredited Minnesota Assessor license to the following individual.

**Ryan Carlson**, Carlton County

Charlie Blekre seconded the motion. The motion carried with two nays.

## **Discussion Items**

- **College Courses vs Management & Leadership Course:** The board reviewed a few college courses, they all agreed that these types of college courses should be considered, as an equivalent to the proposed Management & Leadership course requirement for the SAMA license. There will be a time limit for when these types of courses were taken, and a note will be added to the SAMA requirements.
- **Rule Changes and Board Approved Licensure Courses:**
  - 15-Hour Property Specific Courses: The board determined that there are plenty of course options on the board approved licensure course list.
  - Management & Leadership Courses: The board will continue to look for more options for these types of courses.

### **Discussion Items (cont.)**

- **Continuing Education Course List:** Joy Kanne and Jane Grossinger reviewed the board approved online continuing education courses from the previous 4-year cycle; they will be presenting their findings. Tabled until September 22, 2020 board meeting.
- **Basic Appraisal Procedures from Kaplan:** Jane Grossinger reviewed this course based on the AMA Standards, and she will be presenting her findings. Tabled until September 22, 2020 board meeting.
- **Online seminars and courses:** Discuss standards and format requirements for approving online and live webinar seminars and courses. Tabled until September 22, 2020 board meeting.

The chairperson set the next meeting date as Tuesday, September 22, 2020 at the St. Michael City Center in St. Michael, MN at 8:30 am.

Joy Kanne made a motion to pay the expenses for the meeting. Charlie Blekre seconded the motion. The motion carried.

Mike Reed made a motion to adjourn the meeting. Lori Schwendemann seconded the motion. The motion carried.