

Meeting Minutes: State Board of Assessors

Date: 07/14/2026

Minutes prepared by: Nicole Halling; Board Administrator

Location: St. Michael City Hall; St. Michael, MN

Attendance

- Emily Anderson; MN Department of Revenue
- Pat Chapman; Ramsey County Assessor
- Pat Grengs; Northland Appraisals
- Ryan Johnson; Carver County Assessor
- David Parsons; City of Marshall City Assessor
- Mike Reed; Public Member
- Mark Vagts; MN Department of Revenue

Convene at 8:30am

- The agenda for the July 14, 2026, meeting was reviewed. Pat Grengs motioned to approve the agenda. Mark Vagts seconded the motion. The motion carried.
- The minutes of the May 12, 2026, meeting were reviewed. Ryan Johnson motioned to approve the minutes. Emily Anderson seconded the motion. The motion carried.

Updates

Fiscal Year 2027 Renewal Summary

- **Number of licenses renewed: 841**
 - CMA: 144
 - Temporary IQ: 2
 - CMA IQ: 82
 - AMA: 240
 - SAMA: 306
 - Trainee: 67
- **Number of assessors licensed in FY26 who did not renew for FY27: 51**
 - CMA: 10
 - CMA IQ: 5
 - AMA: 15
 - SAMA: 10
 - Trainee: 11

Form Report

Since July 1, 2026, the start of fiscal year 2027, 9 reports have been submitted, 5 reports were approved, 4 reports are being graded, and 2 of these assessors have received their AMA.

Law/Rule Proposed Changes Update

BOA's proposed statutory changes (license fee increases, board membership updates) were not approved to move forward through Department of Revenue's proposal process. There will be one more opportunity to have these changes included in the tax bill before the next licensing cycle. Nicole and Emily will work together to write an explanation of why the proposals are important for the continued success of the board and the assessing profession in Minnesota. The board will also communicate with MAAO's Legislative Committee to explore whether they can help to get the board's proposed statute updates in front of the legislature.

Nicole is working on getting the rule change process started (Ethics requirement for CMA, 15-hour USPAP requirement for SAMA) – these changes are on track to go into effect for the 2028-2032 licensing cycle.

Department of Revenue Complaint Summary

No action is required by the board.

MAAO Conference Content Committee

The committee met on May 19, 2026, in St. Cloud, MN. There were 335 registrants for Summer Seminars. The PACE course Fieldwork & Front Counters: Professional Boundaries, Safety & Respect had to be replaced with a non-PACE course. Fall Conference is scheduled for September 13-16, 2026, in Duluth, MN. The next committee meeting will be October 1-2, 2026, in Baxter, MN.

MAAO Curriculum & Assessor Standards Committee

The committee welcomed new members Andrea Jones and Chris Joelson from the City of Minneapolis. The Income Case Study Exam Course was reviewed; LEAD courses will be reviewed next.

MAAO Executive Board

The board met on May 19, 2026, in St. Cloud, MN. The next meeting will be on September 13, 2026, in Duluth, MN.

Approved Continuing Education Hours Requests

Course	Sponsoring Organization	Date/Location	CEHs	Standards Identified
2026 A/T Parcel Level Property Tax Calculation	DOR	September 8 or 10, 2026 Online	1	2.B.1-3, 2.H.1-2
Determining Green Acres Deferrals	DOR – PACE	2026 Fall Conference Duluth, MN	4	1.E.1-2, 1.G.1-3, 1.O.1, 2.B.1-4, 2.D.1-4, 2.F.1, 3.E.1-3, 3.F.1-2, 4.A.1-3
2026 IAAO Annual Conference & Exhibition	IAAO	October 13-16, 2026 Calgary, AB, Canada	12	1.A.2, 1.D.1, 1.K.1, 1.P.1-3, 2.G.1, 2.J.2, 3.C.3, 3.D.1, 4.E.3, 5.B.1-3, 5.C.1-3

Course	Sponsoring Organization	Date/Location	CEHs	Standards Identified
Region 3 Meeting: Verbal De-escalation	MAAO	June 25, 2026 St. Cloud, MN	9	1.F.1-2, 2.A.1, 2.B.4, 2.D.3-4, 2.H.1, 2.H.3, 3.B.1, 5.C.1-5
2026 MAAP Summer Conference	MAAP	August 13-14, 2026 Welch, MN	10	2.A.1, 2.A.3-4, 2.B.2-4, 2.D.1-2, 5.A.3, 5.A.5-6, 5.B.1-3, 5.C.1-2
2026 Annual Trends Seminar – Commercial	North Star Chapter of Appraisal Institute	May 7, 2026 Minneapolis, MN	6	1.A.1-2, 1.A.5, 1.B.2, 1.F.1-2, 1.J.2, 1.L.1, 1.M.2, 1.P.2
2026 Annual Trends Seminar – Residential	North Star Chapter of Appraisal Institute	May 7, 2026 Minneapolis, MN	5	1.A.1-2, 1.A.5, 1.B.1-2, 1.C.2, 1.F.1-2, 1.J.2, 1.L.1, 1.M.1-2, 1.P.2

Approved Applications for Certified Minnesota Assessor

- **Ted Domeier**, Brown County
- **Matthew Farrow**, Morrison County
- **Joseph Hinrichs**, Rice County
- **Katie Monson**, Freeborn County
- **Ashley Navratil**, Cass County
- **Steve Randt**, Kanabec County
- **Jacob Shockor**, Mcleod County
- **Emily Tyler-Ellison**, Brown County
- **William VanBergen**, Wright County
- **Jordyn Williams**, Steele County

Approved Applications for Certified Minnesota Assessor Income Qualified

- **Heather Conklin**, Winona County
- **Richard Gearhart**, Washington County

Approved Applications for Accredited Minnesota Assessor

- **Whitney Bretzman**, Jackson County
- **Steven Elzenga**, Redwood County
- **Lori Mausolf**, Douglas County
- **Cody Moen**, Lincoln County

Senior Accredited Minnesota Assessor Applications

- Pat Chapman made a motion to award the Senior Accredited Minnesota Assessor license to the following individual:
Lindsey Brandt, Winona County
Ryan Johnson seconded the motion. The motion carried with none opposed.
Mark Vagts is the Property Tax Compliance Officer for Winona County, so he recused himself from participating in this interview.
- Mike Reed made a motion to award the Senior Accredited Minnesota Assessor license to the following individual:
Ashley Benson, Pennington County
Pat Chapman seconded the motion. The motion carried with none opposed.

Next Meeting

- Date: 09/22/2026
- Time: 8:30am
- Location: St. Michael City Hall; St. Michael, MN

Expenses

Emily Anderson made a motion to pay the expenses for this meeting. Mike Reed seconded the motion. The motion carried.

Adjourn

Ryan Johnson made a motion to adjourn the meeting. Mark Vagts seconded the motion. The motion carried.