

**CITY OF MARSHALL  
WORK SESSION  
M I N U T E S  
Tuesday, April 11, 2023**

The work session of the Common Council of the City of Marshall was held April 11, 2023, at City Hall, 344 West Main Street. The meeting was called to order at 6:52 P.M. by Mayor Robert Byrnes. In addition to Byrnes the following members were in attendance: Craig Schafer, James Lozinski, Amanda Schroeder, John Alcorn, and See Moua-Leske. Absent: Steve Meister. Staff present included: Sharon Hanson, City Administrator; E.J. Moberg, Director of Administrative Services; Dave Parsons, City Assessor; Carolyn Runholt, Appraiser; and Steven Anderson, City Clerk.

**Local Board of Appeals and Equalization Informational Session**

Parsons presented to members information regarding valuation timelines, property sales, and classification adjustments for 2023 assessments. Minnesota law requires that the median ratio of sale prices compared to the assessor's estimated market values fall in the range of 90 to 105 percent. A calculation is done for all "qualified, arm's length transactions" by property type and adjustments are done based on the result. Parsons explained how the homestead exclusion is calculated and has not been adjusted over several years. A proposal is currently moving its way through the legislature. The assessor's office goes through the city via a annual quintile process. Parsons also reviewed information for the upcoming Local Board of Appeal and Equalization meeting to be held on April 17.

**Adjourn**

At 7:42 PM Mayor Byrnes adjourned the work session.

Attest:

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Mayor

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City Clerk