

**CITY OF MARSHALL
WORK SESSION
M I N U T E S
Tuesday, March 12, 2019**

Attendance – David Parsons, Carolyn Runholt, Craig Shaefer, Steven Meister, John DeCramer, Bob Byrnes, Russ Labat, James Lozinski, Sharon Hanson, Kyle Box.

Meeting called to order by Byrnes at 4:00 p.m. at the Middle School Professional Development Room.

2019 Local Board of Appeal and Equalization Training.

Parsons reviewed information sent to the council regarding property sales, valuation and classification adjustments for the 2019 assessment and the upcoming Local Board of Appeal and Equalization (LBAE) meeting. Discussion followed.

On-Line LBAE training was discussed. Currently, councilmember Byrnes is a certified LBAE member through 7/1/2020 and councilmembers Labat and DeCramer are certified through 7/1/2022. Discussed the requirement for at least one certified member to be in attendance at the LBAE meeting. If a certified member is not in attendance, the LBAE reverts to an open book meeting and the Local Board loses its meeting authority for the current and the following year.

Parsons reviewed the City of Marshall's quintile plan and reviewed the LBAE Handbook.

Meeting adjourned by Byrnes at 5:05 p.m.

Mayor

ATTEST:

City Assessor