



## Minnesota Counties Computer Cooperative

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### **Tax Advisory Committee Minutes February 18, 2010 MCCC, St. Paul, MN**

#### **Attending:**

Lana Johnson	ACS	John Melville	ACS
Jason Nord	Dept. of Revenue	Kandace Johnson	Fillmore
Dennis Distad	Freeborn	Pat Martinson	Freeborn
Karen McClellan	Kanabec	Dan Weber	Kanabec
Marian Paulson	Kittson	David Armstrong	LeSueur
Dan Whitman	Martin	Mike Fox	MCCC
Mark Krupski	Olmsted	Annette Zacharias	Pine
Lisa Meredith	MCCC	Steve Hacken	Winona
Farley Grunig	Jackson		

#### **Name/County**

#### **Call to Order**

Mark Krupski called the regular monthly meeting of the Tax Advisory Committee to order on Thursday February 18, 2010 at 9:30 a.m.

#### **Approval of Agenda**

A motion was made by Dave Armstrong, seconded by Kandace Johnson, to approve the agenda. Motion passed.

#### **Approval of Minutes – January 21, 2010**

A motion was made by Marion Paulson, seconded by Dave Armstrong, to approve the minutes as presented. Motion passed.

#### **LRC Report**

Steve Hacken reported that they have approved everything except Mini Abstract. DOR wants class shift between 2a-2b. LRC felt it was too expensive to put this in place. The approved changes to the Township Averages report may provide the data they need. ACS stated it estimated it would take 24-32 hours to program changes to the Mini to accomplish what the DOR wants, so that would put the cost at approximately \$5,000. It would also delay the release of the Mini since it would have to go through beta test. Jason Nord stated he discussed it with the reps, and they feel that 2a & 2b are different classes and that they want the ability to define board orders by 2a or 2b. If they could get an

early (by April 1) market value by parcel file, that could be a substitute. Discussion followed on whether to comply with the DOR request.

A motion was made by Dave Armstrong to table the change to the Spring Mini. ACS group will use the Township Averages Report and the Market Value Report to achieve the results needed. The motion was seconded by Marion Paulson. Motion carried.

### **State Update**

Jason Nord reported legislative took up DOR Policy bill, but it didn't get done. It is rescheduled for Monday. Lana asked about plans for various things like 2a -2b etc. Could we get some long term plans from DOR so we could better anticipate program changes? Jason stated it's very difficult to anticipate Legislature, but DOR is good with Abstract; but do want 2a – 2b as separate classifications. Farley Grunig asked DOR to define where they are heading with Rural Preserve so we can deal with the program changes soon.

Jason reported that the literal “cabin” on the property tax statement caused issues with the taxpayers and they suggest changing it to Seasonal. ACS will send out the change.

### **Financials**

Mike reported that he created a new column heading called Current Balance which now creates a Current Balance, Yet to be billed, and then a Total Available for the Year.

#### **Bills to be approved (if any)**

There were two invoices not on the Report that need to be approved. They are the invoice for Enhancement 2009-04 for \$1050 and the invoice for Enhancement 2009-05 for \$1050.

A motion was made by Dave Armstrong and seconded by Kandace Johnson to approve the financial report and to pay the bills presented. Motion carried

### **EISC Report**

Pat Martinson reported that EISC met February 8<sup>th</sup> by conference call. Pat stated that the committee is still looking for an IT liaison. Annette Zachares from Pine County volunteered to be our new liaison. Pat reported that the committee reviewed 2009-20 – update other taxpayer with relative – ACS will change so Relative Homestead Taxpayer does not roll into other taxpayer. A motion was made by Dennis Distad and seconded by Kandace Johnson to approve this change. Motion carried. 2009-22 Maintaining names search vs. sort. ACS suggested creating a field that a flag to not create search on original sort. Dave Armstrong made a motion to get a design and estimate on 2009-22. This was seconded by Karen McClellan. Motion carried. 2009-23 COJ name on contract – the suggested design is to use Primary or a County could fill in a name. A motion was made by Dennis Distad and seconded by Kandace Johnson to approve getting a design and estimate for 2009-23. Motion carried. The next meeting will be March 8, 2010, by conference call.

## **CAMA Report**

Dan Weber reported that they met February 17, 2010. They talked about the 2a-2b issue a lot. He reported that the Township Averages Report was changed from Ag 101-109 to 101-112. Rural Preserve will add flag in CAMA to handle similar to GA. There will be an enhancement for Values to be listed on the Cama parcel screen displayed by record #; Hubbard, Brown, & Carver will write it up. MCCC Conference training will have Rural Preserve; speakers will be Steve Hacken who will be discussing the income approach and a Rural Preserve plan writer for Monday's session. There will also hopefully be a round table with the DOR to do more long range planning on reporting issues.

## **Negotiations**

Dave reported the committee will be meeting after TAC today. A survey was sent out. 70% want to move forward with windows format. The committee will be discussing options at the meeting.

## **System Status Report**

### **ACS Issues**

Lana reported that The Abstract of Tax & TIF Supplement are currently in Alpha testing and will be ready for Beta soon. Kanabec and Freeborn will be Beta testing. Import/Total Settlement is waiting on DOR for design. Kanabec and Freeborn have signed up to Beta test when it is available. Township Averages has been reviewed by the Cama committee. ACS will make the changes and get it out.

Collection/Distribution/Levy Book is waiting on design. Kanabec and Freeborn will be Beta testing. PTR Homestead went to LRC on Wednesday. Kittson has volunteered to beta test. Mark volunteered Olmstead County also but will need to verify with staff. Data Base hours are currently at 402 hours; and do not include the Spring Mini, MH Abstract, Import, and Market Value Sale Ratio. ACS will be doing a RECAP overview training at conference, a round table, and Treasurers Financial. ACS will also demo new product and have a separate room that people can stop in and see it when they have time.

John reported that ACS is now a Xerox Company.

## **Member Concerns/Other Business**

Lisa mentioned there are new conference call procedures. There are new moderator pin #'s and member pin #'s which will be used. The new setup will save us quite a bit of money.

A discussion followed on conference call meetings and the issues with background noise and the ability to hear. Lisa will look into this.

## **Adjourn**

A motion was made by Dennis Distad, and seconded by Dave Armstrong, to adjourn the meeting. Motion Passed

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Minutes respectively submitted by, Karen McClellan, Kanabec County