

**FINAL MINUTES
ARIZONA BOARD OF APPRAISAL
COMMITTEE ON APPLICATION REVIEW
APRIL 18, 2013 AT 1:00 P.M.
15 S. 15TH AVENUE
PHOENIX, AZ 85007**

Call to Order and Roll Call

The meeting was called to order at 1:00 p.m. by Mike Petrus, the Acting Application Review Committee Chairman. He was present for this meeting. Frank Ugenti appeared telephonically. Absent from this meeting was James Heaslet.

Staff present

Debra Rudd, Executive Director

Jeanne Galvin, Assistant Attorney General

Jessica Sapio

Mike Petrus made the motion to approve the minutes of the March 14, 2013 application review committee meeting. Frank Ugenti seconded the motion, thus they were approved.

Mike Petrus called for Agenda Item VI – Applications to be reconsidered

Present at the meeting was Jeremy B. Carter. The committee reviewed his application at the last month's meeting and invited him to bring his work file to discuss a couple of the appraisals that he submitted. After questioning the applicant about some of the adjustments and statements in the report, Mr. Carter supplied sufficient answers to the committee. Mike Petrus made the motion to recommend approval to the full board, and Frank Ugenti seconded the motion. The motion was approved.

Agenda Item IV B AR11670 Ronald D. Sands

Mr. Sands was present and answered the committee's questions. Mike Petrus motioned to recommend approval to the full board, and Frank Ugenti seconded the motion. The motion carried.

Agenda Item II C. regarding additional information on pending litigation from Andrew J. Moye, Certified General Appraiser #31428

After reviewing the additional information, Frank Ugenti had additional questions about the litigation. No action was taken by the committee, to allow staff to obtain additional information.

Agenda Item II D. regarding Martin G. Holloway, Certified Residential Appraiser #21581

Mike Petrus reviewed the medical condition that prompted the appraiser to request that he be allowed to take the USPAP 7-hour update class online. Both Frank Ugenti and Mike Petrus were satisfied with the explanation from Mr. Holloway. Discussion ensued with Jeanne Galvin recommending that the full board would need to approve this request. The committee agreed to recommend the full board approve the appraiser to take the course online.

Agenda Item IV B. regarding Todd A. Dandeneau Applicant for Certified Residential Appraiser

After reviewing the application, the committee by consensus recommended approval of this application to the full board.

Agenda Item IV C. AG11641 Jonathan A. Hale

Mr. Hale attended a class at Mesa Community College in 2003. The instructor completed a matrix of this course and it was short 6 hours in Principles. The Procedures portion of the class had the correct number of hours. The committee found the application to **be substantively incomplete** until Mr. Hale completes the AQB required number of hours for Principles and Procedures.

Agenda Item IV C. AG 11666 John A. Kilpatrick

The committee reviewed the findings on the DPS report and a complaint that had been filed at the Board of Appraisal for Washington in 2009 that was closed with no violations found. Mike Petrus made a motion to recommend approval to the full board. Frank Ugenti seconded the motion, thus the motion passed by consensus.

Upon review of the rest of the agenda items, the committee recommended to the full board to approve 11794 Jennifer L. Brown; AL11667 Genevieve L. Konves; AG11754 Jack W. Bass; AG11755 Peter P. Evans; AG11756 Thomas L. Clymore; AG11760 Martin H. Aaron and AG11837 Neil F. Salzgeber under reciprocity or temporary practice permit. They found the application to be substantively complete pending DPS results for AG11768 J. Carl Schultz, Jr.

They further recommended to the full board to approve all of the agenda items under V which included licenses and certificates that had already been issued. (see below for agenda).

Under Agenda Items VII, they recommended to the full board to **approve AMC Applications 215 Value360, LLC and 216 First Valuation Services, LLC**. Applications were found to be **substantively complete pending additional information for AMC Applications 217 Valuation Link, LLC and 218 Valued Veterans, LLC**.

Under Agenda Item VIII the committee recommended to the full board **to approve 40048 Equifax Settlement Services name change to Solutionstar Settlement Services, LLC and 40213 FT Valuation Services, LLC after additional information was reviewed**.

The committee recommended that they close the files under Agenda Item IX after the appraisers failed to file a renewal of their license or certificate within their 90-day grace period.

The meeting was adjourned at 2:35 p.m.

AGENDA
COMMITTEE ON APPLICATION REVIEW
APRIL 18, 2013
1:00 P.M.

The Committee may go into Executive Session, which will not be open to the public, for the purposes of obtaining legal advice from the Board's attorney on any matters listed below or to consider confidential material pursuant to A.R.S. § 38-431.03 (A)(3) and A.R.S. § 38-431-03(A)(2), respectively.

I. Call to Order and Roll Call

II. Other Business

A. Report on number of Arizona Appraisers and Property Tax Agents:

| | <u>4/2011</u> | <u>4/2012</u> | <u>4/2013</u> |
|-----------------------|---------------|---------------|---------------|
| Licensed Residential | 604 | 335 | 288 |
| Certified Residential | 1225 | 1165 | 1125 |
| Certified General | 829 | 807 | 766 |
| April Totals | 2658 | 2307 | 2179 |
| Nonresident Temporary | 71 | 77 | 78 |
| Property Tax Agents | 359 | 369 | 348 |

B. Approval of the March 14th minutes.

C. Review of additional information regarding pending litigation from Andrew J. Moyer Certified General #31428.

D. Martin G. Holloway Certified Residential #21581 is requesting approval to take the 7-hour USPAP Update online.

III. Renewal Applications

11794 Jennifer L. Brown

IV. Applications Reviewed for the First Time

A. Licensed Residential by exam unless otherwise noted

AL11667 Genevieve L. Konves

B. Certified Residential by exam unless otherwise noted

AR11670 Ronald D. Sands

AR11761 Todd A. Dandeneau (by reciprocity)

C. Certified General by exam unless otherwise noted

AG11641 Jonathan A. Hale

AG11666 John A. Kilpatrick (by reciprocity)

AG11754 Jack W. Bass II (by reciprocity)

AG11755 Peter P. Evans (by reciprocity)

AG11756 Thomas L. Clymore (by reciprocity)

AG11760 Martin H. Aaron (by reciprocity)
AG11768 J. Carl Schultz, Jr.*(by reciprocity)
AG11837 Neil F. Salzgeber* (by nonresident temporary)

*Pending DPS

V. Applications for License/Certificate Already Issued

A. Reciprocity

12048 M. Marian Adair
12049 Shannon K. Steadman
31940 David R. Walden

B. Nonresident Temporary

TP41417 Charles P. Gardner*
TP41418 Roland deMilleret*
TP41419 Keith Harper*
TP41420 James W. Myers*
TP41421 Miles Loo, Jr.*
TP41422 James W. Myers*
TP41423 James W. Myers*
TP41424 Miles Loo, Jr.*
TP41425 Miles Loo, Jr.*
TP41426 Stephen Rushmore, Jr.
TP41427 Marcus W. Kilpatrick
TP41428 Richard M. Lawless
TP41129 Corey J. Johnston
TP41430 Bradford L. Adams*
TP41431 JoAnn C. Wall
TP41432 Darryl L. Moeller
TP41433 Tanya J. Pierson
TP41434 Martin H. Aaron

*Pending DPS

VI. Applications to Be Reconsidered

AL11612 Jeremy B. Carter

VII. AMC Applications

215 Value360, LLC
216 First Valuation Services, LLC
217 Valuation Link, LLC
218 Valued Veterans, LLC

VIII. AMC Registration Already Issued

40048 Equifax Settlement Services
40213 FT Valuation Services, LLC

IX. CONSENT AGENDA

Discussion and possible action regarding appraisers who have not submitted or completed an application for their **January 31, 2013** renewal and have less than 30 days remaining in their 90-day grace period.

| | |
|-------|-----------------------|
| 10522 | Brunet, David A. |
| 10846 | Measel, Edward A. |
| 11211 | Neal, Jr., Kenneth R. |
| 11217 | Cunningham, Aaron M. |
| 11700 | Captain, Mark S. |
| 11710 | Urtiz, Jr., Miguel |
| 20971 | Davis, Katherine M. |
| 21494 | Klos, Ronin P. |
| 21495 | Speelman, Bryan S. |
| 21499 | Clark, Patrick J. |
| 21500 | Ziegler, David I. |
| 22045 | Cook, William F. |
| 22046 | Payne, Jeffrey A. |
| 22186 | Leader, John E. |
| 31298 | Singer, Arturo |
| 31821 | Lubawy, Matthew J. |
| 31822 | Stewart, Kendal D. |

X. Adjournment

Copies of this agenda and additional information regarding any of the items listed above may be obtained 24 hours prior to the scheduled meeting from the Arizona Board of Appraisal, 15 S. 15th Ave., Suite 103A, Phoenix, Arizona, Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding holidays. If a disabled person needs any type of accommodation, please notify the Board's ADA Compliance Coordinator, Juanita Coghill, as soon as possible prior to the meeting at (602) 364-0098.