

**REAL ESTATE APPRAISERS  
APPLICATION ADVISORY COMMITTEE  
WEB/VIRTUAL MEETING MINUTES  
December 2, 2014**

**PRESENT:** Frank Hopp, Thomas Kneesel, Peter Moegenburg

**EXCUSED:** Marla Britton, David Wagner

**STAFF:** Tom Ryan, Executive Director; and Taylor Thompson, Bureau Assistant

**CALL TO ORDER**

Frank Hopp, Vice Chair, called the meeting to order at 10:02 A.M. Three (3) members were present.

**ADOPTION OF AGENDA**

**MOTION:** Peter Moegenburg moved, seconded by Thomas Kneesel, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** Peter Moegenburg moved, seconded by Frank Hopp, to approve the minutes of October 22, 2014 as published. Motion carried unanimously.

**APPRAISER WORKSHEET SUBMISSION PROCESS**

**MOTION:** Frank Hopp moved, seconded by Peter Moegenburg, to expect appraisal review worksheets will be completed and returned to the department within 10 working days of the Committee meetings. Motion carried unanimously.

**REVIEW AND CONSIDERATION OF APPLICANTS' APPRAISAL EXPERIENCE AND  
APPRAISAL REPORTS, OR ANY RECEIVED AFTER PREPARATION OF THE AGENDA**

**JAMES BOJAR**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

**SANDRA BRANCEL**

**MOTION:** Frank Hopp moved, seconded by Peter Moegenburg, to table this matter. Motion carried unanimously.

**ABBY CAIN**

**MOTION:** Frank Hopp moved, seconded by Peter Moegenburg, to table this matter. Motion carried unanimously.

**FELIX CASTRO**

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried. *Peter Moegenburg abstained from deliberation and voting.*

**SHARA DAHLK**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to recommend approval of the appraisal reports with coaching comments, as being in compliance with USPAP requirements. Motion carried unanimously.

**GEOFF LASCO**

**MOTION:** Thomas Kneesel moved, seconded by Peter Moegenburg, to table this matter until two signed reports are received. Motion carried unanimously.

**JOHN GUARISCO**

**MOTION:** Peter Moegenburg moved, seconded by Frank Hopp, to recommend denial of the appraisal reports for the purpose of AQB compliance for the registry. **Reason for Denial:** Reports do not meet USPAP Standards 1 and 2 as set forth in the appraisal review reports for each property. Motion carried unanimously.

**MATTHEW PANTZLAFF**

**MOTION:** Peter Moegenburg moved, seconded by Thomas Kneesel, to table the application of Matthew Pantzlaff until receipt of an alternate report to review. The report will be randomly selected by DSPS staff. Motion carried unanimously.

**KIMBERLY PILLMAN**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to recommend denial of the appraisal reports. **Reason for Denial:** Reports do not meet USPAP Standards 1 and 2 as set forth in the appraisal review reports for each property. Motion carried unanimously.

**ALAN PORCARO**

**MOTION:** Thomas Kneesel moved, seconded by Peter Moegenburg, to recommend denial of the appraisal reports. **Reason for Denial:** Reports do not meet USPAP Standards 1 and 2 as set forth in the appraisal review reports for each property. Motion carried unanimously.

**LUCAS SCHREIBER**

**MOTION:** Frank Hopp moved, seconded by Peter Moegenburg, to recommend denial of the appraisal reports. **Reason for Denial:** Reports do not meet USPAP Standards 1 and 2 as set forth in the appraisal review reports for each property. Motion carried unanimously.

**MARK SOJKOWSKI**

**MOTION:** Thomas Kneesel moved, seconded by Peter Moegenburg, to recommend denial of the appraisal reports. **Reason for Denial:** Reports do not meet USPAP Standards 1 and 2 as set forth in the appraisal review reports for each property. Motion carried unanimously.

**BRIAN WELTER**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Peter Moegenburg moved, seconded by Frank Hopp, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 12:15 P.M.