

**REAL ESTATE APPRAISERS
APPLICATION ADVISORY COMMITTEE
VIRTUAL/TELECONFERENCE
MEETING MINUTES
March 3, 2016**

PRESENT: Peter Bronek, Frank Hopp, Thomas Kneesel, Peter Moegenburg, Wanda Wood,

EXCUSED: Duane Heins, David Wagner

STAFF: Brittany Lewin, Executive Director; Samantha Weishan, Bureau Assistant; and other Department staff

CALL TO ORDER

Thomas Kneesel, Chair, called the meeting to order at 10:01 a.m. five (5) members were present.

ADOPTION OF AGENDA

Amendments to the Agenda

- *Correction to C.4. g: Wanda Wood is a Residential Apprasier*

MOTION: Frank Hopp moved, seconded by Pete Moegenburg, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Peter Bronek moved, seconded by Wanda Wood , to approve the minutes of January 19, 2016 as published. Motion carried unanimously.

NOMINATIONS, ELECTIONS, AND APPOINTMENTS

Credentialing Liaison

MOTION: Pete Moegenburg moved, seconded by Peter Bronek, to affirm the Chair's appointment of Frank Hopp, whose authority includes but is not limited to review of qualifying education for equivalency. Motion carried unanimously.

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

Floyd De Bow

MOTION: Pete Moegenburg moved, seconded by Frank Hopp, to recommend denial of the appraisal reports. **Reason For Denial:** Reports do not comply with USPAP Standards 1 and 2. If the applicant wishes to continue to pursue licensure, please submit two completed USPAP compliant appraisal reports, such as 1004, 1025, 1073 . Including the work files and a detailed description of hours spent working on each report. Motion carried unanimously.

Shaun Melarvie

MOTION: Peter Bronek moved, seconded by Frank Hopp, to recommend denial of the Assessor reports. **Reason For Denial:** Reports do not comply with USPAP Standard 6. Motion carried unanimously.

ADJOURNMENT

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

The meeting adjourned at 11:02 a.m.