

REAL ESTATE APPRAISER BOARD

MINUTES OF MEETING

May 2, 2012

The Real Estate Appraiser Board met at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia. The following Board members were present:

Diane Quigley, Chair  
H. Glenn James, Vice-Chair  
Richard Pruitt  
Sandra Johnson  
Laura Sanchez del Solar  
Ryan A. Myers (arrived at 10:17 a.m.)  
Michael Miller

Board members absent from the meeting: Betsy Critzer  
John C. Harry

DPOR Staff present for all or part of the meeting included:

Gordon Dixon, Director  
Mark Courtney, Deputy Director  
Christine Martine, Executive Director  
Kevin Hoefl, Board Administrator  
Bonnie Rhea Adams, Director of Complaint  
Analysis & Resolution  
Earlyne Perkins, Legal Analyst  
Emily Trent, Administrative Assistant

Ms. Quigley called the meeting to order at 10:15 AM.

**Call to Order**

A motion was made by Mr. Pruitt and seconded by Mr. Miller to approve the agenda. The motion passed unanimously. Members voting "Yes" were James, Johnson, Miller, Pruitt, Quigley and Sanchez del Solar.

**Approval of Agenda**

A motion was made by Mr. Pruitt and seconded by Mr. Miller to approve the following minutes: February 22, 2012, Board Meeting. The motion passed unanimously. Members voting "Yes" were James,

**Approval of Minutes**

Johnson, Miller, Pruitt, Quigley and Sanchez del Solar.

Board Member Ryan Myers arrived at 10:17 a.m.

Charles "Don" Clarke addressed the Board concerning Uniform Appraisal Dataset. Pat Turner addressed the Board concerning new legislation. No action was taken by the Board.

In the matter of **File Number 2011-04802, Trinity Lovell Ward**, the Board reviewed the Consent Order as seen and agreed to by Ms. Ward. A motion was made by Ms. Quigley and seconded by Mr. Myers to accept the proposed Consent Order wherein Ms. Ward admits a violation of 18 VAC 130-20-180.K.4 (Count 1) of the Board's 2008 Regulations, and a violation of 18 VAC 130-20-180.K.5 (Count 2) of the Board's 2008 Regulations and agrees to a monetary penalty of \$450.00 for the violation contained in Count 1, \$450.00 for the violation contained in Count 2, as well as \$150.00 in Board costs, for a total of \$1,050.00. The motion passed unanimously. Members voting "Yes" were James, Johnson, Miller, Myers, Quigley and Sanchez del Solar.

As the Board member who reviewed the file, Mr. Pruitt did not vote or participate in this matter.

In the matter of **File Number 2012-00278, Daniel Sterling Walsman**, the Board reviewed the Consent Order as seen and agreed to by Mr. Walsman. A motion was made by Mr. James and seconded by Ms. Sanchez del Solar to accept the proposed Consent Order wherein Mr. Walsman admits a violation of 18 VAC 130-20-180.D (Count 1) of the Board's 2008 Regulations, and a violation of 18 VAC 130-20-180.D (Count 2) of the Board's 2008 Regulations and agrees to a monetary penalty of \$750.00 for the violation contained in Count 1, \$750.00 for the violation contained in Count 2, as well as \$150.00 in Board costs, for a total of \$1,650.00. In addition, for violation of Counts 1 and 2, Walsman is required to complete a classroom Upper Level Residential Appraisal Course approved by The Appraisal Foundation or the Board within six (6) months of the execution of the Order. Such course shall be a minimum of 30 classroom hours and shall not be a distance education course ("distance education" means an educational process based on the geographical separation of provider and student, i.e., CD-ROM, on-line learning, correspondence courses, etc.) Upon successful course completion, Walsman shall provide the Board with proof of passing the exam. It is acknowledged that satisfactory completion of the above-referenced course will not count towards any continuing or pre-

**Arrival of Board Member**

**Public Comment**

**File Number 2011-04802,**  
**Trinity Lovell Ward**

**File Number 2012-00278,**  
**Daniel Sterling Walsman**

license education requirements needed for license renewal, or upgrade. The motion passed unanimously. Members voting "Yes" were James, Johnson, Myers, Pruitt, Quigley and Sanchez del Solar.

As the Board member who reviewed the file, Mr. Miller did not vote or participate in this matter.

Mr. James presented to the Board an analysis of the proposed fee adjustment options. A motion was made by Mr. Miller and seconded by Mr. Pruitt to accept "Proposal A." The motion passed unanimously. Members voting "Yes" were James, Johnson, Miller, Myers, Pruitt, Quigley and Sanchez del Solar.

**Administrative Issues**

Ms. Martine gave the Board a legislative update. The Board established a committee to begin working on the Appraisal Management Company Regulations required by House Bill 210. Mike Miller and Glenn James volunteered to serve on the committee. Mr. Miller will serve as Committee Chair. The committee meetings will be open to the public.

Kevin Hoefft, Board Administrator, presented a request from Dr. James Boykin (Certified General Real Estate Appraiser License number 4001-000002) for ten continuing education credit hours for a published article he wrote on conservation easement valuation practices. A motion was made by Mr. James and seconded by Mr. Pruitt to approve the request. The motion passed unanimously. Members voting "Yes" were Critzer, Harry, James, Johnson, Miller, Myers, Pruitt and Sanchez del Solar.

Mr. Dixon, Director, updated the Board on agency matters. No action was taken by the Board.

**Director's Report**

There being no further business, the meeting adjourned at 11:32 A.M.

**Adjourn**

*H. Glenn James*  
H. Glenn James  
Vice-Chair  
FOR Diane Quigley, Chair

*Gordon N. Dixon, by Nick A. Critzer*  
Gordon Dixon, Secretary

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Diane Quigley  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: May 2, 2012  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

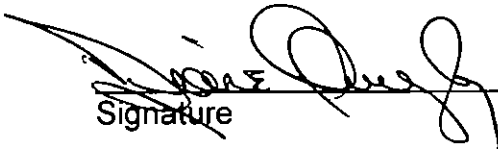
\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I **do not** have a personal interest in any transactions taken at this meeting.

  
Signature

5/2/2012  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Sandra Johnson  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: May 2, 2012  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_

(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Sandra K. Johnson  
Signature

5/2/2012  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Ryan A. Myers  
(Name of Board Member)

2. Title: Board Member

3. Agency: Real Estate Appraiser Board  
(Name of Board)

4. Meeting/IFF Date: May 2, 2012

5. I have a personal interest in the following transaction:

N/A  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

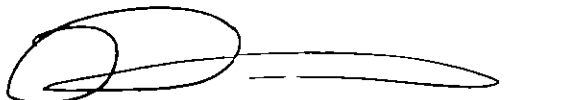
\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I **do not** have a personal interest in any transactions taken at this meeting.

  
Signature

5/2/12  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Laura Sanchez del Solar  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: May 2, 2012  
(Date)

5. I have a personal interest in the following transaction:

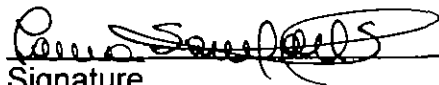
\_\_\_\_\_ (Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.
6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

5-2-12  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Michael Miller  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: May 2, 2012  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

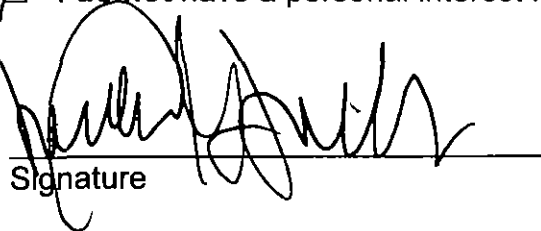
\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

5/2/12  
Date



STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: H. Glenn James  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: May 2, 2012  
(Date)

5. I have a personal interest in the following transaction:

NONE  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: N/A

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

Certified General Real Estate Appraiser

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

H. Glenn James  
Signature

5-2-2012  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Richard Pruitt  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: May 2, 2012  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_

(Agenda Item)

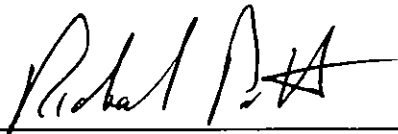
Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.
6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

May 2, 2012  
Date