

**REAL ESTATE APPRAISER BOARD
TENTATIVE AGENDA**

**Tuesday, February 11 - 10:00 AM
2nd Floor – Board Room 4**

**Department of Professional and Occupational Regulation
Perimeter Center, Suite 200
9960 Mayland Drive
Richmond, Virginia 23233**

I. CALL TO ORDER

II. ADMINISTRATIVE MATTERS

1. Approval of Agenda
2. Approval of Minutes:
 - A. October 8, 2019, Board Meeting
 - B. January 7, 2020, Regulatory Review Committee Meeting

III. PUBLIC COMMENT PERIOD**

IV. CASES

1. File Number 2020-00472 – Azhar Iqbal Badr
Pre-IFF Consent Order by Stuchell – Disciplinary
2. File Number 2019-02655 – William C. Bryant, III
Pre-IFF Consent Order by Stuchell – Disciplinary
3. File Number 2019-01159 – Cecil Simmons
IFF by King & Stuchell – Disciplinary
4. File Number 2019-02815 – James M. Snyder
IFF by King & James – Disciplinary
5. File Number 2019-03066 – James W. Thompson
Pre-IFF Consent Order by Bratton - Disciplinary
6. File Number 2020-00039 – William D. Coalson
IFF by Rochester & Bratton – Disciplinary
7. File Number 2019-02831 – Michael W. Trull
Pre-IFF Consent Order by Rochester – Disciplinary

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8. File Number 2019-02874 – Barry L. Pugh
Pre-IFF Consent Order by Rochester – Disciplinary
 9. File Number 2019-02854 – Susan Darlene Pugh
Pre-IFF Consent Order by Rochester – Disciplinary

ADMINISTRATIVE ISSUES

- Election of Officers
- Board Financial Statements
- Exempt Regulatory Action

VI. OLD BUSINESS

- 2019 - AARO Conference update

VII. NEW BUSINESS

NEXT MEETING SCHEDULED FOR TUESDAY, JUNE 30, 2020

**** 5-minute public comment, per person, on those items not included on the agenda with the exception of any open disciplinary files. No other public comment will be accepted by the Board during the meeting.** Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-8552 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation. The Department fully complies with the Americans with Disabilities Act.

VIRGINIA REAL ESTATE APPRAISER BOARD
COMMITTEE MEETING

January 7, 2020

The Regulatory Review Committee of the Real Estate Appraiser Board held a meeting on Tuesday, January 7, 2020, at the Department of Professional and Occupational Regulation, Richmond, Virginia.

The following Members were present for the meeting:

Richard Stuchell
Robert Rochester
Kelvin Bratton
H. Glenn James
Mark Chapin

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

Christine Martine, Executive Director
Jim Chapman, Board and Regulatory Administrator

Mr. Stuchell called the meeting to order at 10:13a.m.

The Regulatory Review Committee reviewed the proposed changes from the previous meeting to regulation 18 VAC 130-20-10 Definitions. The committee then discussed regulations 18 VAC 130-20-20 Requirements for registration, 18 VAC 130-20-30 General qualifications for licensure, 18 VAC 130-20-40 Qualifications for licensure by reciprocity, 18 VAC 130-20-50 Qualifications for temporary licensure, 18 VAC 130-20-60 Qualifications for licensure as an appraiser trainee, 18 VAC 130-20-70 Requirement for the certification of appraisal education instructors and 18 VAC 130-20-80 Qualifications for certification of instructors.

Mr. Rochester left the meeting at 12:00p.m.

There being no further business or public comment, the meeting adjourned at 12:15 p.m.

Robert Rochester, Chair

Mary Broz-Vaughan, Secretary

COPY TESTE:

Custodian of Record

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REAL ESTATE APPRAISER BOARD

MINUTES OF MEETING

October 8, 2019

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:

Robert Rochester, Chair
Rickey Stuchell, Vice-Chair
Rex McCarty
Janel Hofler
Edythe Kelleher
H. Glenn James
Mark Chapin

Board members absent from the meeting: Chris King
Kelvin Bratton
Fay B. Silverman

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

Mary Broz-Vaughan, Director
Christine Martine, Executive Director
Jim Chapman, Board Administrator
Emily Trent, Administrative Assistant

Elizabeth Peay from the Office of the Attorney General was present.

Mr. Rochester called the meeting to order at 10:02 A.M.

Call to Order

A motion was made by Mr. Stuchell and seconded by Mr. James to approve the agenda. The motion passed unanimously. Members voting "Yes" were Chapin, Hofler, James, Kelleher, McCarty, Rochester and Stuchell.

Approval of Agenda

A motion was made by Mr. McCarty and seconded by Mr. Stuchell to approve the July 30, 2019, Real Estate Appraiser Board minutes. The motion passed unanimously. Members voting "Yes" were Hofler, James, Kelleher, McCarty, Rochester and Stuchell. Mr. Chapin abstained from voting in

Approval of Minutes

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this matter as he was not on the board at the July meeting.

There was no public comment.

A motion was made by Mr. McCarty and seconded by Mr. Stuchell to retain as is the Real Estate Appraiser Board regulations, Appraisal Management Company regulations, and Public Participant Guidelines regulations pursuant to the Periodic Review of Regulations. The motion passed unanimously. Members voting "Yes" were Chapin, Hofler, James, Kelleher, McCarty, Rochester and Stuchell.

In the matter of **File Number 2019-03138, Andrew James Bryant**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer, Andrew James Bryant, applicant, was present and addressed the Board. A motion was made by Mr. McCarty and seconded by Mr. Stuchell to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and after consideration of the criteria contained in §54.1-204.B of the *Code of Virginia* to approve Mr. Bryant's application for a Certified Residential Real Estate Appraiser license. The motion passed unanimously. Members voting "Yes" were Chapin, Hofler, James, Kelleher, McCarty, Rochester and Stuchell.

A motion was made by Mr. McCarty and seconded by Mr. Chapin to adopt the following resolution to honor the years of dedicated Board service by former Board Member Michael G. Miller:

RESOLUTION IN HONOR OF
Michael G. Miller

WHEREAS, Michael G. Miller, has faithfully and diligently served as a member of the Real Estate Appraiser Board since 2010; and

WHEREAS, Michael G. Miller, has devoted generously of his time, talent and leadership to the Board; and

WHEREAS, Michael G. Miller, has endeavored at all

Public Comment

Administrative Issues

File Number 2019-03138, Andrew James Bryant

Resolution – Michael G. Miller

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times to render decisions with fairness, good judgment, and in the best interest of the Board; and

WHEREAS, the Real Estate Appraiser Board wishes to acknowledge its gratitude and deepest appreciation for devoted service of a person who is held in high esteem by the members of the Board and the citizens of the Commonwealth.

NOW THEREFORE BE IT RESOLVED, by the Real Estate Appraiser Board this eighth day of October, 2019, that **Michael G. Miller** be given all honors and respect due him for his outstanding service to the Commonwealth, citizens and the Real Estate Appraiser Board; and

BE IT FURTHER RESOLVED, that this Resolution be presented to him and be made a part of the official minutes of the Board so that all may know of the high regard in which he is held.

The motion passed unanimously. Members voting "Yes" were Chapin, Hofler, James, Kelleher, McCarty, Rochester and Stuchell.

A motion was made by Mr. McCarty and seconded by Mr. Stuchell to approve the proposed language for 18 VAC 130-20-10. Definitions; and 18 VAC 130-30-30. Qualifications for licensure as an Appraisal Management Company, and file exempt regulatory actions to amend the Real Estate Appraiser and Appraisal Management Company regulations as proposed. The motion passed unanimously. Members voting "Yes" were Chapin, Hofler, James, Kelleher, McCarty, Rochester and Stuchell.

The Board reviewed the current Real Estate Appraiser regulations 18 VAC 130.20.10. Definitions. No action was taken by the Board.

There being no further business, the meeting adjourned at 12:11 P.M.

New Business

Adjourn

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Robert Rochester, Chair

Mary Broz-Vaughan, Secretary

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Department of Professional and Occupational Regulation
Statement of Financial Activity

Real Estate Appraiser Board
954610

2018-2020 Biennium

December 2019

	December 2019 Activity	Biennium-to-Date Comparison	
		July 2016 - December 2017	July 2018 - December 2019
Cash/Revenue Balance Brought Forward			406,472
Revenues	18,425	531,034	354,240
Cumulative Revenues			760,712
Cost Categories:			
Board Expenditures	1,842	175,899	41,360
Board Administration	5,493	88,277	97,894
Administration of Exams	84	3,022	3,107
Enforcement	777	13,289	13,740
Legal Services	0	1,000	988
Information Systems	1,688	60,933	72,489
Facilities and Support Services	1,854	25,725	28,722
Agency Administration	2,390	55,295	44,901
Other / Transfers	0	5,442	(3)
Total Expenses	14,128	428,883	303,196
Transfer To/(From) Cash Reserves	0	0	413,473
Ending Cash/Revenue Balance			44,043

Cash Reserve Beginning Balance	413,473	0	0
Change in Cash Reserve	0	0	413,473
Ending Cash Reserve Balance	413,473	0	413,473

Number of Regulants

Current Month	4,312
Previous Biennium-to-Date	4,206

PERIMETER CENTER CONFERENCE CENTER
EMERGENCY EVACUATION OF BOARD AND TRAINING ROOMS
(Script to be read at the beginning of each meeting.)

PLEASE LISTEN TO THE FOLLOWING INSTRUCTIONS ABOUT EXITING THE PREMISES IN THE EVENT OF AN EMERGENCY.

In the event of a fire or other emergency requiring the evacuation of the building, alarms will sound.

When the alarms sound, leave the room immediately. Follow any instructions given by Security staff

Board Room 1

Exit the room using one of the doors at the back of the room. Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Board Room 2

Exit the room using one of the doors at the back of the room. (Point) Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

You may also exit the room using the side door, turn **Right** out the door and make an immediate **Left**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Board Rooms 3 and 4

Exit the room using one of the doors at the back of the room. Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Training Room 1

Exit the room using one of the doors at the back of the room. Upon exiting the room, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Training Room 2

Exit the room using one of the doors at the back of the room. Upon exiting the doors, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.