



DEPARTMENT OF BUSINESS AND INDUSTRY  
REAL ESTATE DIVISION  
[www.red.nv.gov](http://www.red.nv.gov)

**NOTICE & AGENDA OF PUBLIC MEETING**  
OF THE  
NEVADA COMMISSION OF APPRAISERS OF REAL ESTATE  
**MARCH 3-5, 2020**

The Nevada Commission of Appraisers of Real Estate will conduct a meeting beginning **TUESDAY, MARCH 3, 2020, beginning at 9:00 a.m. and each day thereafter at 9:00 a.m. through THURSDAY, MARCH 5, 2020** or until the Commission concludes its business at the following locations:

**NEVADA STATE BUSINESS CENTER  
3300 WEST SAHARA AVENUE  
TAHOE ROOM, SUITE 430  
LAS VEGAS, NV. 89102**

**VIDEO CONFERENCE:  
NEVADA DIVISION OF INSURANCE  
1818 E. COLLEGE PARKWAY  
SUITE 103  
CARSON CITY, NV. 89706**

**STACKED AGENDA:** Below is an agenda of all items scheduled to be considered. Unless otherwise stated, items may be taken out of the order presented on the agenda by the discretion of the President. Items may also be combined for consideration or pulled or removed from the agenda at any time. Persons who have business before the Commission are solely responsible to see that they are present when their business is conducted. Public Comment may be limited to three minutes per person at the discretion of the President. The Commission may only take action on those items denoted as potential action items. Pursuant to NRS 241.030 the Commission may conduct a closed meeting to consider the character, allegations of misconduct, professional competence, or physical and mental health of a person.

**NOTICE:** Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual the Commission may refuse to consider public comment (NRS 233B.126).

**NOTICE:** Credits for continuing education will be granted if the Commission meeting lasts at least 2 hours. Credits granted cannot exceed 6 hours within a licensing period pursuant to NAC 645C.355.

**NOTICE:** Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call Kelly Valadez at (702) 486-4606, prior to the meeting so arrangements may be conveniently made.

**1) COMMISSION/DIVISION BUSINESS:**

- A. Introduction of Commissioners in attendance.
- B. Introduction of Division staff in attendance.

**2) PUBLIC COMMENT:**

Members of the public are encouraged to address the Commission regarding any matter. However, no action may be taken on a matter. No comments may be made regarding a matter that is or may be the subject of a formal complaint before the Commission. Comment may not be limited based on viewpoint. Persons who desire to submit written testimony should submit ten (10) copies to the Commission Coordinator. ***PUBLIC COMMENT MAY BE LIMITED TO THREE MINUTES PER PERSON AT THE DISCRETION OF THE PRESIDENT.***

**3) 3/2/2020 @ 9:00 A.M. FOR POSSIBLE ACTION: ADOPTION HEARING FOR LCB FILE NO. R176-18.**

Adoption hearing by the Commission of Appraisers of Real Estate to receive comments regarding proposed regulations in NAC 645C known as LCB File No. R176-18 which establishes the following:

- Revising provisions governing advertisements by appraisers and appraisal management companies;
- Revising provisions governing applications for registration as an appraisal management company or for a license or certificate as an appraiser;
- Revising the duties of the Commission of Appraisers of Real Estate, the Real Estate Division of the Department of Business and Industry and the Real Estate Administrator;
- Revising provisions governing the examination and education requirements for appraisers;
- Revising provisions governing the supervision of registered interns;
- Revising provisions governing the use of independent contractors by appraisal management companies;
- Establishing record retention requirements for appraisal management companies; and,
- Providing other matters properly relating thereto.

**4) FOR POSSIBLE ACTION: LICENSE DENIAL APPEAL FOR DECISION:**

- A. **Adam David Fenn**, for possible action  
File No. S-645C-LDA-20-001

*Note: Pursuant to NRS 241.030(1), The Nevada Commission of Appraisers of Real Estate may conduct a closed meeting to consider the character, allegations of misconduct, professional competence, or physical and mental health of a person.*

- 1. Discussion in closed session
- 2. Discussion and possible action in open session

**5) DISCUSSION AND POSSIBLE ACTION REGARDING ADVISORY REVIEW COMMITTEE INFORMAL CONFERENCE RECOMMENDATIONS:**

- A. NRED v. **HELENE F. BENSON**, for possible action  
Case No. 2018-446 AP18.010.S  
License No. A.0007594-CR (Active)
- B. NRED v. **HELENE F. BENSON**, for possible action  
Case No. 2018-761 AP18.026.S  
License No. A.0007594-CR (Active)

- C. NRED v. **CHRISTOPHER W. BOGER**, for possible action  
Case No. 2018-469 AP18.020.S  
License No. A.0007035-CR (Active)
  
- D. NRED v. **MICHELLE E. LAPADU**, for possible action  
Case No. 2018-461 AP18.011.S  
License No. A.0006848-CR (Active)
  
- E. NRED v. **CHARLES S. SANFORD**, for possible action  
Case No. 2018-357 AP18.014.S  
License No. A.0006905-CR (Active)

**6) COMMISSION/DIVISION BUSINESS:**

- A. Discussion regarding the discipline report.
- B. Discussion regarding the Administrator's report on personnel and Division updates.
- C. Discussion regarding Appraisal Officer's report on compliance case load.
- D. Discussion and possible action to approve the minutes of the August 27, 2019 meeting.
- E. Discussion and possible action to approve the minutes of the October 1, 2019 meeting.
- F. For possible action: Discussion and possible action regarding applications for Appraisal Advisory Review Committee members pursuant to NAC 645C.600:
  - 1. Matt Buxton – License No. A.0007839-CG
  - 2. Tammy Howard – License No. A.0000253-CG
  - 3. Kristen Lowe – License No. A.0207164-CG

**7) PUBLIC COMMENT:**

Members of the public are encouraged to address the Commission regarding any matter. However, no action may be taken on a matter. No comments may be made regarding a matter that is or may be the subject of a formal complaint before the Commission. Comment may not be limited based on viewpoint. Persons who desire to submit written testimony should submit ten (10) copies to the Commission Coordinator. ***PUBLIC COMMENT MAY BE LIMITED TO THREE MINUTES PER PERSON AT THE DISCRETION OF THE PRESIDENT.***

**8) FOR POSSIBLE ACTION: ADJOURNMENT**

**THIS NOTICE AND AGENDA HAS BEEN POSTED ON OR BEFORE 9:00 A.M. ON THE THIRD WORKING DAY BEFORE THE MEETING AT THE FOLLOWING LOCATIONS**

Carson City Assessor  
201 N. Carson Street, Suite 6  
Carson City, NV 89701

Churchill County Assessor  
155 N. Taylor Street, Suite 200  
Fallon, NV 89406

Clark County Assessor  
500 S. Grand Central Pkwy  
Second Floor  
Las Vegas, NV 89106

Douglas County Assessor  
1616 8<sup>th</sup> Street  
P.O. Box 218  
Minden, NV 89423

Elko County Treasurer  
571 Idaho St. Ste 101  
Elko, NV 89801

Humboldt County Assessor  
50 W. Fifth Street  
Winnemucca, NV 89445

Lander County Assessor  
315 S. Humboldt  
Battle Mountain, NV 89820

Lyon County Assessor  
Lyon County Courthouse  
P.O. Box 460  
Yerington, NV 89447

Mineral County Assessor  
1<sup>st</sup> & A Street  
P.O. Box 400  
Hawthorne, NV 89515

Nevada Association of Realtors  
760 Margrave Drive, Suite 200  
Reno, NV 89510

Nevada Real Estate Division  
3300 W. Sahara Avenue,  
Las Vegas, NV 89102

Nevada Public Notice Website  
<https://notice.nv.gov/>

NDOT-Right of Way Division  
123 E. Washington Avenue  
Las Vegas, NV 89301

NDOT - Chief ROW Agent  
Capitol Complex  
Carson City, NV 89710

Nye County Assessor  
Nye County Courthouse  
P.O. Box 271  
Tonopah, NV 89049

Pershing County Assessor  
400 Main Street  
P.O. Box 89  
Lovelock, NV 89419

Reno-Carson-Tahoe-Appraisal Institute  
P.O. Box 711  
Reno, NV 89505

Washoe County Assessor  
1001 E. 9<sup>th</sup> Street, P.O. Box 11130  
Reno, NV 89520

White Pine County Assessor  
297 11<sup>th</sup> Street East  
Ely, NV 89301

State of Nevada  
Dept. of Business & Industry  
State Real Estate Division  
INTERNET

PAGE: [http://red.nv.gov/Content/Meetings/Real\\_Estate\\_Calendar](http://red.nv.gov/Content/Meetings/Real_Estate_Calendar)

Contact for Supporting Materials:  
KELLY VALADEZ  
Commission Coordinator  
Nevada Real Estate Division  
3300 W. Sahara Avenue, Suite 350  
Las Vegas, Nevada 89102  
Phone: 702-486-4606  
Email: kvaladez@red.nv.gov