

performed by the RESPONDENT's intern, Traci Polak, under the supervision of
 RESPONDENT.

3 4. The RESPONDENT submitted a December 4, 2019, rebuttal letter to the
4 Standard 3 Review, as well as his work file.

5 5. Following the investigation and Standard 3 Review, the investigator
6 recommended the case be heard by the Commissioners of Appraisers of Real Estate.

6. Intern Traci Polak entered into a stipulation for settlement of disciplinary
action pursuant to NAC 645C.610(3) regarding her role in preparing the appraisal report,
which the Commission approved at its January 12-14, 2021, meeting.

10 7. Since June 20, 2007, RESPONDENT has held the designation of Certified
11 Residential Appraiser, license no. A.0007386-CR.

12 8. RESPONDENT was the Supervising Appraiser of Traci Polak, a registered
13 intern with registration card A.0207532-INTR.

14 9. Traci Polak's intern registration card A.0207532-INTR expired on July 31,
15 2021.

16 10. The complaint/statement of fact received by the Division contained a copy of
17 the Appraisal Report, as prepared by Intern Traci Polak under the supervision of
18 RESPONDENT. ("Appraisal Report").

19 11. On November 1, 2019, Polak prepared a Uniform Residential Appraisal
20 Report of the two story, approximately 1887 sq. ft. residential property, built in 2017 and
21 located at 7704 Gallego Plains Dr., Las Vegas, Nevada 89113, APN 163-27-418-035
22 ("Property"), by analyzing the nature, quality, value, or use of the property, and offered
23 an opinion as to the nature, quality, value or use of the property for or with the
24 expectation of compensation.

25 12. The intended use of the appraisal performed by the RESPONDENT was a
26 "refinance transaction."

27 13. The Appraisal Report contains a value conclusion for the Property of
28 \$315,000.00, with the date of report identified as November 1, 2019; the appraisal report

1 || was signed by Traci Polak and the RESPONDENT on November 6, 2019.

14. On November 5, 2019, RESPONDENT signed off on a Comment Addendum
that Traci Polak produced on November 4, 2019, which included further discussion in the
form of a Summary of Sales Comparison Approach.

5 6 15. The Appraisal Report states, "Sales concessions that were less than 3% of the sales price are considered typical, and no adjustment was made."

7 16. Only one comp out of the five comps used showed a sales concession and
8 showed no adjustments.

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17. The age of subject property at the time of the appraisal was two years old.

10 18. The age of comps # 1 and #2 were 18 years old, while comp #3 was 26 years
11 old and comp #5 was 6 years old, yet those older comps received a \$7,500.00 condition
12 adjustment without any discussion or data to support the adjustment.

13 19. The Appraisal Report checked the box for highest and best use, but
14 contained no analysis of the relevant legal, physical, or economic factors to support that
15 conclusion.

16 20. The Appraisal Report mischaracterized comps #1, #2, and #3 as "slightly 17 older" than the subject property, when in fact comps # 1 and #2 were 18 years old, and 18 comp #3 was 26 years old. Despite the significant difference in age, no age adjustment 19 was included in the Appraisal Report.

20 21. The Appraisal Report provided no reconciliation for the quality or quantity of 21 sales data available and analyzed, did not explain why the income approach was not 22 considered, and did not explain why the cost approach was not considered on a two-year-23 old home.

24 22. Despite noting in the appraisal report addendum that "[t]he appraiser noted 25 through paired sales analysis homes with rooftop deck sold for approximately \$40,000 26 more than similar properties without a rooftop deck. As such, comparable 4 was adjusted 27 \$40,000," the RESPONDENT's work file contained no paired sales analysis.

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23. On or about August 11, 2020, the Division mailed to the RESPONDENT an

NRS 233B letter indicating that the Division's investigation had uncovered sufficient 1 evidence to recommend the filing of a formal complaint by the Division with the Nevada 2 Appraisal Commission. 3

24.RESPONDENT emailed the investigator on August 13, 2020, with a response to the August 11, 2020, letter. 5

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## SUMMARY OF VIOLATIONS OF LAW ALLEGED IN THE COMPLAINT

25.**RESPONDENT** violated NRS 645C.480(1)(c) when he failed to adequately 8 train and/or supervise his associated intern, Traci Polak, by allowing her to complete an 9 appraisal report that contained possible USPAP violations. 10

RESPONDENT violated USPAP RECORD KEEPING RULE by failing to 26.11 keep and maintain true copies of all written reports, documented on any type of media 12 and all other data, information, and documentation necessary to support the appraiser's 13 opinions and conclusions, and to show compliance with USPAP, or references to the 14 location(s) of such other data, information, or documentation. 15

27.RESPONDENT violated Standards Rule 1-3(b) by marking the box for 16 highest and best use, but failing to contain analysis of the relevant legal, physical, and 17 economic factors to support that conclusion, and by not developing discussion and/or 18 analyses of highest and best use adequately within the report and/or work file. 19

28.RESPONDENT violated Standards Rule 1-4(a) by failing to include an 20explanation for the lack of an age adjustment for significantly older comps. 21

29. RESPONDENT violated Standards Rule 1-6(a) and 1-6(b) by failing to 22 reconcile the quality and quantity of data available and analyzed within the approaches 23 used and by failing to explain or justify the disregard of the income approach. 24

30. RESPONDENT violated Standards Rule 2-1(a) by failing to provide an 25actual paired sales analysis, despite mentioning a paired sales analysis as the basis for a 26 \$40,000 adjustment of comp #4, and by not explaining the basis for the \$7,500 condition 27 adjustment or the lack of an age adjustment to comps #1, #2 and #3, and by not 28

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1 || explaining the lack of a concession adjustment for comp #3.

2 31. RESPONDENT violated Standards Rule 2-2(a)(viii) by failing to explain the
3 exclusion of the income approach or why the cost approach was not considered for a two4 year-old home.

32. RESPONDENT violated Standards Rule 2-2(a)(x) by failing to describe the
support or rationale for the opinion of highest and best use.

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## **DISCIPLINE AUTHORIZED**

8 33. Pursuant to NRS 645C.460(2), if grounds for disciplinary action against an 9 appraiser are found to exist for unprofessional conduct, the Commission may revoke or 10 suspend the certificate, place conditions upon the certificate, deny the renewal of his or 11 her certificate, and/or impose a fine up to \$10,000.00 per violation. NRS 645C.480(1)(a) is 12 identified as an additional act of unprofessional conduct.

34. Additionally, under NRS Chapter 622.400, the Commission is authorized to
impose the costs of the proceeding upon the RESPONDENT, including investigative costs
and attorney's fees, if the Commission otherwise imposes discipline on the
RESPONDENT.

17 35. Therefore, the Division requests the Commission to impose such discipline as
18 it determines is appropriate under the circumstances and to award the Division its costs
19 and attorney's fees for this proceeding.

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## PROPOSED SETTLEMENT AGREEMENT

21 The Division is prepared to put on a case based on the Complaint filed with the 22 Commission of Appraisers of Real Estate ("Commission") alleging the above offenses, and 23 the Division is authorized under NRS Chapter 645C.460(2) to revoke or suspend the 24 certificate, place conditions upon the certificate, and/or impose a fine up to Ten Thousand 25Dollars (\$10,000.00) per violation. The RESPONDENT is prepared to vigorously defend 26any such Complaint. However, in an effort to avoid the time and expense of litigating these issues before the Commission, as well as any possible further legal appeals from 27 28 any such decision, the parties desire to compromise and settle the instant controversy

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upon the following terms and conditions:

The RESPONDENT agrees to take a minimum of Twenty-Four (24) hours of
 Continuing Education Credits ("CEC") in the each of the following areas:

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a. not less than 15 hours of USPAP;

b. not less than 6 hours in Ethics, Competency and Negligence; and

c. not less than 3 hours in Work File.

These courses shall be completed within twelve (12) months of the effective date of
the Commission's order approving this Stipulation. These courses will not count toward the
RESPONDENT's continuing education requirements. Proof of completion must be
submitted to the Division upon completion of all the required education.

2. RESPONDENT agrees to pay the Division a total amount of FIVE
 THOUSAND THREE HUNDRED FIFTY DOLLARS (\$ 5,350.00) ("Amount Due"),
 consisting of FIVE THOUSAND DOLLARS AND NO CENTS (\$5,000.00) in fines imposed
 by the Division and the Division's pre-hearing and investigative costs incurred in the total
 amount of THREE HUNDRED AND FIFTY DOLLARS (\$350.00).

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3. The Amount Due shall be payable to the Division in twelve monthly
installments of \$445.83, with the first payment due thirty (30) days after approval of this
Stipulation by the Commission. Lump sums can be made in pre-payment with no
penalties.

4. Any certificate of supervisory appraisal issued to RESPONDENT and
 currently in effect shall be immediately revoked and suspended pursuant to NAC
 645C.108(1)(d). RESPONDENT shall immediately, after the effective date of this order,
 deliver his certificate of supervisory appraisal to the Division with the registration cards
 of his current interns, if any, pursuant to NAC 645C.118.

5. RESPONDENT and the Division agree that once this Agreement is approved
and fully performed, the Division will close its file in this matter and the Division agrees
not to pursue any other or greater remedies or fines in connection with RESPONDENT
alleged conduct referenced herein. The Division further agrees that unless

RESPONDENT fails to make timely payment, the Division will not bring any claim or
 cause directly or indirectly based upon any of the facts, circumstances, or allegations
 discovered during the Division's investigation and prosecution of this case.

6. RESPONDENT agrees and understands that by entering into this Stipulation, RESPONDENT is waiving his right to a hearing in each matter at which RESPONDENT may present evidence in his defense, his right to a written decision on the merits of the complaint, his rights to reconsideration and/or rehearing, appeal and/or judicial review, and all other rights which may be accorded by the Nevada Administrative Procedure Act, the Nevada Real Estate Appraisers statutes and accompanying regulations, and the federal and state Constitutions.

11 7. RESPONDENT understands that this Agreement and other documentation
12 may be subject to public records laws. The Commission members who review this matter
13 for approval of this Stipulation may be the same members who ultimately hear, consider,
14 and decide the Complaints if this Stipulation is either not approved by the Commission or
15 is not timely performed by RESPONDENT.

16 8. RESPONDENT fully understands that he has the right to be represented by
17 legal counsel in these matters at his own expense.

18 9. Each party shall bear their own attorney's fees and costs, except as provided19 above.

10. Approval of Stipulation. Once executed, this Stipulation will be filed with
the Commission and will be placed on the agenda for approval at its next public meeting.
The Division will recommend to the Commission approval of the Stipulation.
RESPONDENT agrees that the Commission may approve, reject, or suggest amendments
to this Stipulation that must be accepted or rejected by RESPONDENT before any
amendment is effective.

26 11. Withdrawal of Stipulation. If the Commission rejects this Stipulation or
27 suggests amendments unacceptable to RESPONDENT, RESPONDENT may withdraw
28 from this Stipulation, and the Division may pursue its Complaint before the Commission.

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This Stipulation then shall become null and void and unenforceable in any manner
 against either party.

3 12. Release. In consideration of the execution of this Stipulation, RESPONDENT for himself, his heirs, executors, administrators, successors, and assigns, 4 hereby releases, remises, and forever discharges the State of Nevada, the Department of 5 Business and Industry, and the Division, and each of their respective members, agents, 6 employees, and counsel in their individual and representative capacities, from any and all 7 manner of actions, causes of action, suits, debts, judgments, executions, claims, and 8 9 demands whatsoever, known and unknown, in law or equity, that RESPONDENT ever 10 had, now has, may have, or claim to have against any or all of the persons or entities named in this section, arising out of or by reason of the Division's investigations, these 11 disciplinary actions, and all other matters relating thereto. 12

**RESPONDENT** hereby agrees to indemnify and hold 13. Indemnification. 13 harmless the State of Nevada, the Department of Business and Industry, Petitioner, the 14 Division, and each of their respective members, agents, employees, and counsel, in their 15 individual and representative capacities, against any and all claims, suits, and actions 16 17 brought against said persons and/or entities by reason of the Division's investigations, these disciplinary actions, and all other matters relating thereto, and against any and all 18 expenses, damages, and costs, including court costs and attorney fees, which may be 19 20sustained by the persons and/or entities named in this section as a result of said claims, suits, and actions. 21

14. Default. In the event of default under this Stipulation, RESPONDENT agrees that his license shall be immediately suspended, and the unpaid balance of the administrative fine and costs, together with any attorneys' fees and costs that may have been assessed, shall be due in full to the Division within ten calendar days of the date of default. Debt collection actions for unpaid monetary assessments in this case may be instituted by the Division or its assignee.

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15. RESPONDENT has signed and dated this Stipulation only after reading and

1	understanding all terms herein.
2	IT IS SO STIPULATED.
3	Dated: <u>April</u> , <u>3</u> , 2023. NEVADA REAL ESTATE DIVISION Department of Business and Industry
4	State of Nevada
5	X X Anna K
6	By:
7	3300 West Sahara Avenue, Suite 350
8	Las Vegas, Nevada 89102
9	Dated: <u>March</u> , <u>31</u> , 2023. <i>Floyd &amp; Freiburger</i>
10	FLOYD JOSEPH FREIBURGER (License No. A.0007386-CR)
11	Approved as to form:
12	AARON D. FORD
13	Attorney General
14	By: /s/ Phil W. Su
15	PHIL W. SU (#10450)
16	Senior Deputy Attorney General 555 East Washington Ave.
17	Las Vegas, Nevada 89101 Attorneys for State of Nevada,
18	Department of Business and Industry,
19	Real Estate Division
20	<b>ORDER</b> IT IS ORDERED that the foregoing Stipulation for Global Settlement of
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22	Disciplinary Action, submitted by Petitioner and Respondent, is approved in full.
23	Dated: this 4 day of MARCh, 2023.
24	COMMISSION OF APPRAISERS OF REAL ESTATE
25	( ) A A A
26	By:
27 28	President, Commission of Apprasers of Real Estate
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