



DEPARTMENT OF BUSINESS AND INDUSTRY
REAL ESTATE DIVISION

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NOTICE & AGENDA OF PUBLIC CONFERENCE
OF THE
NEVADA COMMISSION OF APPRAISERS OF REAL ESTATE
ADVISORY REVIEW COMMITTEE
AUGUST 25, 2017 @ 9:00 A.M.

The Nevada Commission of Appraisers of Real Estate **ADVISORY REVIEW COMMITTEE** will conduct an informal conference on **AUGUST 25, 2017 @ 9:00 A.M.** at the following locations:

Nevada State Business Center
3300 West Sahara Avenue
Tahoe Room, Suite 430
Las Vegas, Nevada 89102

Video Conference To:
Department of Business & Industry
Director's Office
1830 E. College Parkway
Suiter 100
Carson City, Nevada 89706

ADVISORY REVIEW COMMITTEE WILL BE IN LAS VEGAS AND CARSON CITY

CONTINUING EDUCATION CREDITS CANNOT BE EARNED FOR ATTENDING THIS MEETING

CONFIDENTIAL: This meeting concerns confidential investigative matters, which will be discussed in executive (closed) session. All recommendations will be voted on in the open session, which will be a part of the meeting.

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 Chair. Items may also be combined for consideration or pulled or removed from the agenda at any time. Persons who have business before the Advisory Review Committee 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 Chairman. The Advisory Review Committee may only take action on those items denoted as possible action items.

NOTICE: Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call Claudia Rosolen at (702) 486-4606 so arrangements can be conveniently made.

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 board may refuse to consider public comment. *See* NRS 233B.126.

Please be aware that after the quasi-judicial board or advisory review committee has rendered a decision in the contested case and assuming this happens before adjournment, then you may advise the board, commission or advisory review committee that it may entertain public comment on the proceeding at that time.

1. INTRODUCTIONS

- A. Call to order, introduction of committee members in attendance, and establish quorum.
- B. Introduction of Division staff.

2. PUBLIC COMMENT

Members of the public are encouraged to address the Advisory Review Committee 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 (5) copies to the commission coordinator. ***Public comment may be limited to three minutes per person at the discretion of the chairperson.***

3. ADVISORY REVIEW CASES FOR POSSIBLE ACTION:

CASE #1: LANCE W. DORE Case No. AP16.018.N FOR POSSIBLE ACTION

1. OPEN SESSION AGENDA FOR POSSIBLE ACTION:

- A. Chairman will call the meeting to order.
- B. Staff will record attendance.
- C. Motion will be made to move into executive session.

2. EXECUTIVE (CLOSED SESSION) AGENDA FOR POSSIBLE ACTION:

NOTE: Pursuant to NRS 241.030(1), the Advisory Review Committee may conduct a closed meeting to consider the character, alleged misconduct, professional competence, or physical or mental health of a person. Minutes and records produced in a closed meeting are not subject to public inspection. Committee members are requested to avoid any conduct inconsistent with this admonishment. Unless a decision is made to resolve the allegations which are the subject of this conference, Committee members are requested to maintain the confidentiality of these proceedings.

- A. Examinations and discussion of confidential investigative material for:

Respondent: LANCE W. DORE

Case No. AP16.018.N

License No. ATMP.0012684.CG

- B. Chairman will caution members of the committee that motions or final decisions will not be made in executive session nor shall names of complainants be disclosed.
- C. Review confidential investigative material.
- D. Interview respondent, investigator and witnesses.
- E. Review confidential testimony and material.
- F. Chairman announces return to open session.

3. RESUME OPEN SESSION AGENDA FOR POSSIBLE ACTION:

- A. Public Comment
- B. Committee deliberates, makes motions and votes on Resolution of all allegations involving possible violations of Chapter 645C or NRS and NAC or USPAP.

CASE #2: KEVIN J LEE Case No. AP17.013.S FOR POSSIBLE ACTION

1. OPEN SESSION AGENDA FOR POSSIBLE ACTION:

- A. Chairman will call the meeting to order.
- B. Staff will record attendance.
- C. Motion will be made to move into executive session.

2. EXECUTIVE (CLOSED SESSION) AGENDA FOR POSSIBLE ACTION:

NOTE: Pursuant to NRS 241.030(1), the Advisory Review Committee may conduct a closed meeting to consider the character, alleged misconduct, professional competence, or physical or mental health of a person. Minutes and records produced in a closed meeting are not subject to public inspection. Committee members are requested to avoid any conduct inconsistent with this admonishment. Unless a decision is made to resolve the allegations which are the subject of this conference, Committee members are requested to maintain the confidentiality of these proceedings.

- A. Examinations and discussion of confidential investigative material for:

Respondent: KEVIN J LEE

Case No. AP17.013.S

License No. A.0001849-CG

- B. Chairman will caution members of the committee that motions or final decisions will not be made in executive session nor shall names of complainants be disclosed.
- C. Review confidential investigative material.
- D. Interview respondent, investigator and witnesses.
- E. Review confidential testimony and material.
- F. Chairman announces return to open session.

3. RESUME OPEN SESSION AGENDA FOR POSSIBLE ACTION:

- A. Public Comment
- B. Committee deliberates, makes motions and votes on Resolution of all allegations involving possible violations of Chapter 645C or NRS and NAC or USPAP.

CASE #3: DAVID ARCHER Case No. AP17.015.N FOR POSSIBLE ACTION

1. OPEN SESSION AGENDA FOR POSSIBLE ACTION:

- A. Chairman will call the meeting to order.
- B. Staff will record attendance.
- C. Motion will be made to move into executive session.

2. EXECUTIVE (CLOSED SESSION) AGENDA FOR POSSIBLE ACTION:

NOTE: Pursuant to NRS 241.030(1), the Advisory Review Committee may conduct a closed meeting to consider the character, alleged misconduct, professional competence, or physical or mental health of a person. Minutes and records produced in a closed meeting are not subject to public inspection. Committee members are requested to avoid any conduct inconsistent with this admonishment. Unless a decision is made to resolve the allegations which are the subject of this conference, Committee members are requested to maintain the confidentiality of these proceedings.

- A. Examinations and discussion of confidential investigative material for:

Respondent: DAVID ARCHER

Case No. AP17.015.N

License No. A.0002255-CG

- B. Chairman will caution members of the committee that motions or final decisions will not be made in executive session nor shall names of complainants be disclosed.

- C. Review confidential investigative material.
- D. Interview respondent, investigator and witnesses.
- E. Review confidential testimony and material.
- F. Chairman announces return to open session.

3. RESUME OPEN SESSION AGENDA FOR POSSIBLE ACTION:

- A. Public Comment
- B. Committee deliberates, makes motions and votes on Resolution of all allegations involving possible violations of Chapter 645C or NRS and NAC or USPAP.

CASE #4: EDWARD W. CLARK Case No. AP15.044.S FOR POSSIBLE ACTION

1. OPEN SESSION AGENDA FOR POSSIBLE ACTION:

- A. Chairman will call the meeting to order.
- B. Staff will record attendance.
- C. Motion will be made to move into executive session.

2. EXECUTIVE (CLOSED SESSION) AGENDA FOR POSSIBLE ACTION:

NOTE: Pursuant to NRS 241.030(1), the Advisory Review Committee may conduct a closed meeting to consider the character, alleged misconduct, professional competence, or physical or mental health of a person. Minutes and records produced in a closed meeting are not subject to public inspection. Committee members are requested to avoid any conduct inconsistent with this admonishment. Unless a decision is made to resolve the allegations which are the subject of this conference, Committee members are requested to maintain the confidentiality of these proceedings.

- A. Examinations and discussion of confidential investigative material for:

Respondent: EDWARD W. CLARK

Case No. AP15.044.S

License No. A.0001269-CR

- B. Chairman will caution members of the committee that motions or final decisions will not be made in executive session nor shall names of complainants be disclosed.
- C. Review confidential investigative material.
- D. Interview respondent, investigator and witnesses.
- E. Review confidential testimony and material.
- F. Chairman announces return to open session.

3. RESUME OPEN SESSION AGENDA FOR POSSIBLE ACTION:

- A. Public Comment
- B. Committee deliberates, makes motions and votes on Resolution of all allegations involving possible violations of Chapter 645C or NRS and NAC or USPAP.

CASE #5: ROBERT T. STEFFAN Case No. AP17.019.S FOR POSSIBLE ACTION

1. OPEN SESSION AGENDA FOR POSSIBLE ACTION:

- A. Chairman will call the meeting to order.
- B. Staff will record attendance.
- C. Motion will be made to move into executive session.

2. EXECUTIVE (CLOSED SESSION) AGENDA FOR POSSIBLE ACTION:

NOTE: Pursuant to NRS 241.030(1), the Advisory Review Committee may conduct a closed meeting to consider the character, alleged misconduct, professional competence, or physical or mental health of a person. Minutes and records produced in a closed meeting are not subject to public inspection. Committee members are requested to avoid any conduct inconsistent with this admonishment. Unless a decision is made to resolve the allegations which are the subject of this conference, Committee members are requested to maintain the confidentiality of these proceedings.

- A. Examinations and discussion of confidential investigative material for:

Respondent: ROBERT T. STEFFAN

Case No. AP17.019.S

License No. A.0006198-CR

- B. Chairman will caution members of the committee that motions or final decisions will not be made in executive session nor shall names of complainants be disclosed.
- C. Review confidential investigative material.
- D. Interview respondent, investigator and witnesses.
- E. Review confidential testimony and material.
- F. Chairman announces return to open session.

3. RESUME OPEN SESSION AGENDA FOR POSSIBLE ACTION:

- A. Public Comment
- B. Committee deliberates, makes motions and votes on Resolution of all allegations involving possible violations of Chapter 645C or NRS and NAC or USPAP.

4. PUBLIC COMMENT

Members of the public are encouraged to address the Advisory Review Committee 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 (5) copies to the commission coordinator. *Public comment may be limited to three minutes per person at the discretion of the chairperson.*

5. ADJOURNMENT FOR POSSIBLE ACTION

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 8th 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
1st & 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

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. 9th Street, P.O. Box 11130
Reno, NV 89520

White Pine County Assessor
297 11th Street E.
Ely, NV 89301

Nevada Real Estate Division Website:
<http://www.red.nv.gov>

**CONTACT FOR SUPPORTING MATERIALS
FOR LISTED AGENDA ITEMS:**

**CLAUDIA ROSOLEN
Commission Coordinator
Nevada Real Estate Division
3300 w. Sahara Avenue, Suite 350
Las Vegas, Nevada 89102
Phone: 702-486-4606
Email: crosolen@red.nv.gov**