

**STATE OF ALASKA
DEPARTMENT OF COMMERCE, COMMUNITY AND
ECONOMIC DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING
BOARD OF CERTIFIED REAL ESTATE APPRAISERS**

**MINUTES OF MEETING
December 26, 2007**

By authority of AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled teleconference of the Board of Certified Real Estate Appraisers was held December 26, 2007. Sites for the teleconference were: Juneau, Anchorage, Fairbanks, Ketchikan and Trapper Creek.

Call to Order/Roll Call

Mr. MacSwain, Chairman called the meeting to order at 9:07 a.m.

Those present, constituting a quorum of the Board:

Steven MacSwain, Chairman, General Real Estate Appraiser – Anchorage
William Larick, General Real Estate Appraiser – Anchorage
Gene Shafer, Vice Chair, Residential Real Estate Appraiser – Fairbanks
April Moore, Public Member – Trapper Creek
Butch Olmstead, Mortgage Banking Executive - Ketchikan

In attendance from the Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, were:

Jan Mays, Licensing Examiner – Juneau

The Board discussed having Public Comment as item 1 and moving Application Review to item 2.

Upon a motion by Olmstead, seconded by Larick, and approved unanimously, it was:

RESOLVED to adopt agenda as amended.

	<u>Vote</u>
Roll Call: Steve MacSwain	YES
Bill Larick	YES
April Moore	YES
Gene Shafer	YES
Butch Olmstead	YES

Agenda Item 1 – Public Comment

John Skan

Mr. Skan stated that he's been working for the City & Borough of Juneau, Assessors Office for three years and three months he started in September 2004. He also did two years as a commercial researcher in Seattle.

Mr. MacSwain asked Mr. Skan if he has worked for a private sector on house appraisals or if his entire experience has been in mass appraisal. Mr. Skan stated that all of his experience has been in mass appraisal. Mr. Skan also stated that he has made an attempt to work as a trainee under a certified appraiser, but the appraiser recommended Mr. Skan get licensed as a registered trainee before he can start work.

Mr. MacSwain also asked whether or not Mr. Skan formally completed an application and paid the applicable fees. Mr. Skan stated that he had submitted an application, which the Board should have now, but he has not paid the fees. Mr. Skan was hoping for a ruling from the Board on whether or not his college courses from North Seattle Community College would satisfy the 2007 education requirements. If the Board accepts the college courses than Mr. Skan will pay the \$1200.00 fee that is required. Mr. Skan is aware that the new 2008 requirements will become affective January 1, 2008. Mr. Skan was hoping to meet the deadline before the new requirements are in place.

Mr. Skan would like the Board to clarify what they mean by "50% of mass appraisal".

Deborah Sather

Ms. Sather stated that she was assured by Mrs. Mays via email that Mrs. Mays understanding was that 50% of her mass appraisal experience would qualify towards the work experience hours.

Ms. Sather has worked for the Fairbanks Borough since 1991 as an appraiser and reviewed many appraisals. She also, has eight years of real estate sales experience, five of those eight years are in market analysis. Ms. Sather stated that she's well qualified to become a certified real estate appraiser. Ms. Sather is currently retired but is working part-time with the borough.

Mass Appraisal

The Board discussed the issue of mass appraisal experience and how the Board should handle mass appraisal experience. Mr. MacSwain stated two ways that the Board can handle it, 1) Allow 50% of the required work experience hours to be in mass appraisal or 2) Accept 50% of the number of experience hours that the applicant has.

Mrs. Mays stated that there is nothing in the statutes or regulations that address mass appraisal, so the Board does not have statutory or regulatory authority on this matter.

Agenda Item 2 – Application Review

Upon a motion by Shafer, seconded by Moore, and approved unanimously, it was:

RESOLVED to enter into executive session to discuss the specifics of the individual applications.

Executive session at 10:25 a.m.; back on record at 11:45 a.m.

Vote

Roll Call:	Steve MacSwain	YES
	Bill Larick	YES
	April Moore	YES
	Gene Shafer	YES
	Butch Olmstead	YES

Upon a motion by Olmstead, seconded by Moore, and approved unanimously, it was:

RESOLVED to allow a maximum of 50% of the required work experience to be in mass appraisal experience.

Mr. Larick stated that the real property appraiser qualifications criteria also addresses mass appraisal experience, “mass appraisal experience claimed by the applicant should be given credit to the extent that it demonstrates efficiencies, principles and techniques and/or skills used by the appraiser under USPAP Standard 1”.

Vote

Roll Call:	Steve MacSwain	YES
	Bill Larick	YES
	April Moore	YES
	Gene Shafer	YES
	Butch Olmstead	YES

Upon a motion by Moore, seconded by Olmstead, and approved unanimously, it was:

RESOLVED to table John Skan’s residential real estate appraiser application until it is complete in accordance with 12 AAC 70.105. Application is incomplete at this time. Mr. Skan needs to address items 1-4 in 12 AAC 70.105 before the Board can review his application. Once application is complete it will be reviewed by the Board at the January 10-11, 2008 meeting.

Vote

Roll Call:	Steve MacSwain	YES
	Bill Larick	YES
	April Moore	YES
	Gene Shafer	YES
	Butch Olmstead	YES

Upon a motion by Larick, seconded by Olmstead, and approved unanimously, it was:

RESOLVED to table Deborah Sather's residential real estate appraiser application for the January 10-11, 2008 meeting. To provide Ms. Sather's time to gather up documentation verifying other work experience besides mass appraisal as she stated during public comment.

	<u>Vote</u>
Roll Call: Steve MacSwain	YES
Bill Larick	YES
April Moore	YES
Gene Shafer	ABSTAIN
Butch Olmstead	YES

Upon a motion by Shafer, seconded by Larick, and approved unanimously, it was:

RESOLVED to deny Jack Wert's application for courtesy license in accordance with AS 08.87.100 and 12 AAC 70.920 which require an applicant to be certified as an appraiser in another state. This applicant does not hold a certificate in another state.

	<u>Vote</u>
Roll Call: Steve MacSwain	YES
Bill Larick	YES
April Moore	YES
Gene Shafer	YES
Butch Olmstead	YES

Upon a motion by Olmstead, seconded by Shafer, and approved unanimously, it was:

RESOLVED to adjourn.

There being no further business, the meeting adjourned at 12:02 p.m.

Respectfully Submitted:

Jan Mays, Licensing Examiner

Approved:

Steve MacSwain, Chairman
Board of Certified Real Estate Appraisers

Date: _____