



**District of Columbia**  
**Department of Consumer and Regulatory Affairs**  
**Occupational and Professional Licensing Administration**  
**Board of Real Estate Appraisers**



**District of Columbia Board of Real Estate Appraisers**  
**October 26, 2016**  
**Minutes**

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, October 26, 2016, at 10:00 am at 1100 4th Street, S.W., Room 390, Washington, D.C. 20024.

The meeting was called to order by Tamora Papas, Chair, at 10:13 am, and attendance was taken.

**Attendance**

Board Members Present: Todd Canterbury, Marguerite Allen, Tamora Papas

Board Members Absent: Margot Wilson

Staff: Patrice Richardson, Board Administrator; Leon Lewis, Executive Director; Kathy Thomas, Education Liaison;

Legal Counsel: Kia Winston

Public: None

**Agenda Item: Executive Session**

At approximately 10:11 am, the following motion was made: Upon motion duly made by Mr. Canterbury and properly seconded by Mrs. Allen, the Board voted unanimously to go into executive session (closed to the public) the Board unanimously voted to enter into closed session pursuant to D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-575(b)(13) to deliberate upon a decision in an adjudication action or proceeding.

**Agenda Item: Comments from the Public**

Mr. Michael Sugarman addressed the Board during the Executive Session to discuss the correspondence received from the Board.

**Agenda Item: Draft Minutes, July 27, 2016**

Upon motion duly made by Mr. Canterbury and properly seconded by Mrs. Allen, the Board voted unanimously to approve the draft minutes dated July 27, 2016.

**Agenda Item: Application for Licensure Recommendations**

Upon motion duly made by Mr. Canterbury and properly seconded by Mrs. Allen, the Board voted unanimously to deny the application of Ronnie Tutt.

Upon motion duly made by Mr. Canterbury and properly seconded by Mrs. Allen, the Board voted unanimously to deny the application of Craig Butterfield.

**Agenda Item: Review of Complaints:**

*In the matter John Marcinik:*

Upon motion duly made by Mr. Canterbury and properly seconded by Mrs. Allen, the Board unanimously voted to issue an Informal Admonition.

*In the matter Riccardo Grant:*

Upon motion duly made by Mr. Canterbury and properly seconded by Mrs. Allen, the Board unanimously voted to issue an Informal Admonition

*In the matter John Marcinik:*

Upon motion duly made by Mr. Canterbury and properly seconded by Mrs. Allen, the Board unanimously voted to dismiss with no violations.

**Agenda Item: Education Report**

Upon motion duly made by Mr. Canterbury and properly seconded by Mrs. Allen, the Board unanimously voted to approve the education report, attached hereto and made part of the October 26, 2016, minutes.

**Agenda Item: Budget**

No report.

**Agenda Item: Legal Counsel Report**

None.

**Agenda Item: Review of Calendar**

Upon motion duly made by Mr. Canterbury and properly seconded by Mrs. Allen, the Board unanimously voted to approve the 2017 Meeting Calendar.

January 18, 2017  
February 15, 2017  
March 15, 2017  
April 19, 2017

May 17, 2017  
June 21, 2017  
July 19, 2017  
August - Recess

September 20, 2017  
October 18, 2017  
November 15, 2017  
December 20, 2017

**Agenda Item: Correspondence**

Upon motion duly made by Mr. Canterbury and properly seconded by Mrs. Allen, the Board unanimously voted to approve the Mass Appraisal Experience Log.

**Agenda Item: Old Business**

Upon motion duly made by Mr. Canterbury and properly seconded by Mrs. Allen, the Board unanimously voted to defer to the next meeting the name of the Newsletter.

The board discussed "Hot Topics" for the board newsletter and recommended to provide new trainees with supervisor a six month review of the work file and experience log on periodic intervals for positive feedback.

**Agenda Item: New Business**

The attendees of the AARO Fall Conference, Washington, DC, provided an oral report and highlights of the conference:

- AMC's Regulation.
- Reducing the educational requirement for Licensed Residential
- Experience practicum
- 2<sup>nd</sup> Exposure Draft for USPAP
- Appraiser Practice Board of the Appraisal Foundation voluntary guide to assist appraisers.
- Solar Valuation

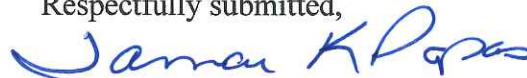
**Agenda Item: Next Meeting**

Next Scheduled Regular Meeting, *November 16, 2016*,  
1100 4th Street, SW, Room 300B, Washington, DC 20024

**Agenda Item: Adjournment**

Upon motion duly made by Mr. Canterbury and properly seconded by Mrs. Allen, the Board unanimously voted to adjourn. Meeting adjourned at 12:02 pm.

Respectfully submitted,



Tamora K. Papas, Chair

11-16-16

Date

Recorder: Patrice Richardson