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**VIRTUAL/TELECONFERENCE  
REAL ESTATE APPRAISERS  
APPLICATION ADVISORY COMMITTEE MEETING**  
**Virtual, 4822 Madison Yards Way, Madison**  
**Contact: Tom Ryan (608) 266-2112**  
**November 1, 2023**

*The following agenda describes the issues that the Committee plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions of the Committee.*

**AGENDA**

**10:00 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of April 26, 2023 (4)**
- C. Reminders: Conflicts of Interests, Scheduling Concerns**
- D. Introductions, Announcements, and Recognition**
- E. Administrative Matters – Discussion and Consideration**
  - 1) Department, Staff, and Committee Updates
  - 2) Committee Members
    - a. Clementi, Carl N.
    - b. Heins, Duane A.
    - c. Kneesel, Thomas J.
    - d. Moegenburg, Peter A.
    - e. Wagner, David J.
- F. Discussion and Consideration of Items Added After Preparation of Agenda**
  - 1) Introductions, Announcements and Recognition
  - 2) Administrative Matters
  - 3) Credentialing Matters
  - 4) Review and Consideration of Applicants' Appraisal Experience and Appraisal Reports
  - 5) Practice Matters
  - 6) Legislative and Administrative Rule Matters
  - 7) Liaison, Panel, and Committee Reports
  - 8) Informational Items
  - 9) Appearances from Requests Received or Renewed
  - 10) Speaking Engagements, Travel, or Public Relation Requests, and Reports

**G. Public Comments**

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).**

**H. Review and Consideration of Applicants’ Appraisal Experience and Appraisal Reports, Including Any Reports Mailed or Received After Preparation of the Agenda (5)**

**1) Certified General Appraiser Applicant:**

a. Richard Rubow

**2) Certified Residential Appraiser Applicant:**

a. Peter Strommen

**I. Deliberation of Items Added After Preparation of the Agenda**

1) Credentialing Matters

2) Appearances from Requests Received or Renewed

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

**J. Vote on Items Considered or Deliberated Upon in Closed Session if Voting is Appropriate**

**K. Open Session Items Noticed Above Not Completed in the Initial Open Session**

**ADJOURNMENT**

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November 1, 2023**

**REAL ESTATE APPRAISERS APPLICATION ADVISORY COMMITTEE**

**2023 WISCONSIN ETHICS AND PUBLIC RECORDS LAW FACILITATED TRAINING**

**10:30 A.M. OR IMMEDIATELY FOLLOWING THE FULL COMMITTEE MEETING**

A quorum of the Real Estate Appraisers Application Advisory Committee Meeting may be present; however, no Committee business will be conducted.

**NEXT MEETING: 2024 (TO BE DETERMINED)**

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MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board’s agenda, please visit the Department website at <https://dps.wi.gov>. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Requests for interpreters for the hard of hearing, or other

accommodations, are considered upon request by contacting the Affirmative Action Officer, or the Meeting Staff at 608-267-7213.

**VIRTUAL/TELECONFERENCE  
REAL ESTATE APPRAISERS APPLICATION ADVISORY COMMITTEE  
MEETING MINUTES  
APRIL 26, 2023**

**PRESENT:** Carl Clementi, Duane Heins, Thomas Kneesel, Peter Moegenburg (*arrived at 10:05 a.m.*)

**EXCUSED:** David Wagner

**STAFF:** Tom Ryan, Executive Director; Jameson Whitney, Legal Counsel; Katlin Schwartz, Bureau Assistant; and other Department Staff

**CALL TO ORDER**

Thomas Kneesel, Chairperson, called the meeting to order at 10:00 a.m. A quorum was confirmed with three (3) members present.

**ADOPTION OF AGENDA**

**Amendments to the Agenda**

- Under Item E. Administrative Matters 2) Committee Members **ADD** “Carl Clementi”

**MOTION:** Duane Heins moved, seconded by Carl Clementi, to adopt the Agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES OF FEBRUARY 1, 2023**

**MOTION:** Carl Clementi moved, seconded by Duane Heins, to approve the Minutes of February 1, 2023 as published. Motion carried unanimously.

*(Peter Moegenburg arrived at 10:05 a.m.)*

**ADJOURNMENT**

**MOTION:** Peter Moegenburg moved, seconded by Carl Clementi, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:26 a.m.