

# The APPRAISER Bulletin



VOLUME 6 NO. 1 A Publication of the Alabama Real Estate Appraisers Board WINTER 2002



## STEWART RE-APPOINTED

Otis L. Stewart, Jr. who represents the 7th. Congressional District has been appointed by Governor Don Siegelman to serve a second term on the Alabama Real Estate Appraisers Board. Mr. Stewart has a B.S. Degree from Murray State University and an MBA from Rutgers University. He is an adjunct professor and member of the advisory board for the Stephens College of Business at the University of Montevallo. A Certified Residential Real Estate Appraiser and a Certified Public Accountant Mr. Stewart operates Appraisal Services of Birmingham and The Stewart Group, an accounting firm.

## FEDERAL PRIVACY REGULATIONS

The Gramm-Leach-Bliley (GLB) Act, Public Law 106-102 was signed on November 12, 1999. Compliance with the law was voluntary until July 1, 2001 when it became mandatory. Subtitle A of Title V of the Act captioned "Disclosure of non-public personal information" limits the instances in which financial institutions may disseminate certain "non-public personal information" about their clients. Activities covered by the Act include **real estate and personal property appraising** which the Federal Reserve Board has determined to be closely related to banking (12 CFR 225.28).

The Federal Trade Commission (FTC) has adopted regulations to implement GLB. These regulations apply to appraisers as well as other providers of financial services. The Appraisal Foundation has

published A White Paper on this subject which can be found in its entirety on our website under Latest News ([www.reab.state.al.us](http://www.reab.state.al.us)).

At the October 30, 2001 meeting of the Association of Appraisal Regulatory Organizations (AARO) in Washington, D.C. a presentation was made by the FTC attorney coordinating this project. There appears to be considerable confusion and unresolved issues concerning full implementation of GLB. This may be further compounded by recent anti-terrorist legislation. The FTC representative suggested that enforcement would not be a priority until further guidelines were forthcoming. However, you are reminded that the Law was effective July 1, 2001. Any further updates received will be immediately made available to you.

## Website Updated-Expanded

The Alabama Real Estate Appraisers Board website ([www.reab.state.al.us](http://www.reab.state.al.us)) has now been updated and considerably expanded in capability. Virtually all forms utilized by the Board can be downloaded, i.e. applications, experience logs, renewal forms, temporary permits, etc. Future Board meeting dates

and the minutes from previous Board meetings are available. The Alabama Law and the Board's Administrative Code can be accessed as well as current and past newsletters. Licensure and

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education/provider information can be obtained. Data on licensees can be retrieved by name, license number, classification, county and congressional district. The latest news items of interest, frequently asked questions and the complaint process are included on the menu. Quick links are provided to other State Appraisal Boards as well as the

Appraisal Foundation (AQB & ASB), The Appraisal Subcommittee, AARO, HUD and others. If you have not already done so we would appreciate you taking the time to review the website and give us your candid comments on what additional items or information you would like to see included.

## **APPRAISERS WHO HAVE NOT RENEWED For the License Year 10-1-01 through 9-30-02**

Sharon D. Abernathy	T00508	James B. Jones	T00903	Richard S. Short	T00100
Benita S. Adams	T00909	Kenneth H. Kearley	T00537	Delois Slaughter	T00652
Norman Lee Adams	T00770	Corey S. Kearse	T00907	Joan M. Smith	T00070
Patrick Logan Anthony	T00830	William E. Kitchens	T00518	David Wayne Spearman	T00709
Brenda P. Arnold	T00929	Jennifer L. Kizzire	T00410	Edward A. Stevenson, III	T00549
Chad Steven Baeder	T00698	William Knight	T00917	Stephen M. Stewart	T00863
Madonna S. Benson	T00032	Steven David Lampley	T00848	Larry Eugene Thompson	T00941
Ryan Leslie Black	T00940	Thomas K. Lindsey	T00541	Trey G. Tumminello	T00591
Troy Dean Booth	T00690	Penny Turner Lofton	T00684	John R. Waddell, III	T00519
Matthew Craig Brittingham	T00845	Melisa V. Love	T00068	Carl A. Wainwright	T00681
Amy M. Burroughs	T00911	Shane Thomas Lovelady	T00641	Carl N. Wainwright	T00622
Elizabeth Black Cahoon	T00893	Donna J. Martin	T00721	Mitchell Dean Watson	T00795
John W. Chamness	T00171	Louis Douglas Mathis	T00951	Thomas S. Watson	T00237
Patricia A. Coggin	T00584	Jimmy Robert McCain	T00744	Archie G. Waugh	T00544
Elvin Cook	T00956	Steve D. McGough	T00679	Sandra Jones Williams	T00946
Julie B. Cornelison	T00601	Margo Lea McIntyre	T00882	Ronald A. Wright	T00521
Gary Mack Cribbs	T00786	Judy T. McLendon	T00891	Ronnie K. Young	T00945
Wendy D. Cruitt	T00765	Alison Rawlings Mercke	T00886	Eugene T. Bartlett	S00008
Randy Lee Cunningham	T00838	William W. Millican	T00119	William B. Hatcher	S00025
Debra Patrice Daniel	T00837	Allowee B. Monroe	T00651	Daniel A. Levens	S00066
Jeffery Davis Deas	T00477	Diane E. Osborne	T00970	Joshua Lee Posey	S00063
Roswell C. Doggett, II	T00463	Alice M. Ousley	T00003	Glendon L. Colvin	L00145
Robert John Drews	T00994	Archie L. Parker	T01037	Timothy Andrew Faber	L00200
Leon F. Dykes	T00515	Thomas G. Parker	T00266	Jack C. Heaslett	L00062
Jeremy Lee Easter	T00787	Shalee Ann Pate	T00498	Ernest A. McArthur	L00161
Heather A. Enslin	T00637	John B. Payne	T00615	Fred H. Riley, Jr.	L00034
Edward Lee Eychner	T00576	Charles Preston Pope	T00473	P.T. Rooker	L00122
Barry J. Foust	T00552	Danny P. Pope	T00505	Clark R. Williams	L00138
Larry S. Fox	T00991	Terry Michael Porter	T00458	Joseph B. Woods	L00181
Timothy Wayne Franklin, Jr.	T00720	Cathy Diane Pruitt	T00673	Richard L. Barnes	R00022
Donna Kaye Gamberi	T00922	Hubert Wade Pullum	T00702	James E. Baskerville	R00023
Van Odom Gillem	T00775	JoAnn Berry Ray	T00968	Leonard Brown	R00550
Gail Green	T00981	Elaine C. Reeves	T00826	Graham M. Byrum, Jr.	R00048
Rhys M. Greene	T00507	Victoria E. Reeves	T00874	James D. Cowart	R00613
John W. Hall	T00832	Kenneth Robert Ricker	T00910	Floyd W. DeLapp	R00665
Sharon A. Hancock	T00879	Christopher Terrell Sewell	T00731	Robert (Bob) Glenn Donald, Jr.	R00560
Dylan Harley	T01033	Brent Weber Shaver	T00985	Jim J. DuBose	R00406
Robert C. Hawkins	T00578	Randall Scott Shields	T00987	Ronnie D. Foster	R00493
Michael Wayne Henson	T00811	Willie J. Shingles, Jr.	T00927	Elrick Harris	R00527
Sara W. Hodges	T00516			Frank T. Frey, Sr.	R00106
Andrew J. Hunter	T00872			Orrie W. Irwin, Jr.	R00149
Michael G. Hybart	T00093				



## APPRAISERS WHO HAVE NOT RENEWED

*Continued from page 3*

Michael G. Jones	R00563	Stephen J. Ankenbrandt	G00443	Glen A. Hultquist	G00531
Linda H. Maloy	R00330	Mark Walton Appling	G00543	Del Herr Kendall	G00504
Clarence Manley, III	R00182	William T. Averett	G00280	George E. Knight, Jr.	G00541
Gary L. Miller	R00549	William R. Borden	G00474	Roger Gordon Land	G00557
Susan N. Ming	R00195	Craig Alan Brodsky	G00555	Daniel A. Langston	G00473
William O. Porter, Jr.	R00210	Gary M. Byrd	G00344	Ira B. Lee	G00434
Margaret M. Ramage	R00299	William F. Cantrell	G00350	Patricia K. Love	G00262
Charles D. Rhodes	R00444	Charles D. Cook	G00092	Kent Leigh Osborne	G00550
Henrietta B. Scoggins	R00391	Paul C. Corwin, III	G00186	Eric D. Overton	G00465
William R. Swalley, Jr.	R00252	Daniel R. Dean	G00187	Chester Carl Patterson	G00515
Paul B. Taylor	R00324	Joseph James DeGaray	G00566	Robert E. Patton, Jr.	G00564
James S. Tevis	R00469	William C. Dillard, Sr.	G00315	Larry J. Tapanen	G00549
Randy B. Wilson	R00464	Brenda F. Edwards	G00332	Jean B. Thoss	G00331
William S. Wittmeier, Jr.	R00547	William M. Fowler	G00485	Mark Henry Von Dwingelo	G00506
Jesse C. Wood	R00408	Donald G. Glover, Jr.	G00436	Chris M. Wade	G00563
James M. Ahle	G00459	David M. Hale	G00142	Henry Gregg Wilbanks, Jr.	G00573
Wilburn C. Albright	G00363	Lester H. Hollans, Jr.	G00451	Jeffery M.H. Wyman	G00542

### License Non-Renewal

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Above is a complete listing of appraisers who did not renew their license for the period 10-1-01 through 9-30-2002. The following is the text of a certified letter, which was mailed to each of them detailing the status of their license and ineligibility to perform appraisals:

Your renewal fee for the license year 10-1-01 thru 9-30-2002 has not been received. It is imperative that you understand the status of your license. You are not authorized to do appraisals after 9-30-01 without a current license. Appraisals made without a current license may be subject to disciplinary action or prosecution as a Class "A" Misdemeanor under State Law.

Between 10-1-01 and 3-31-2002 the renewal of your license

requires the payment of a \$50 late fee in addition to regular fees and proof of completion for 28 hours of continuing education since 10-1-99. After 3-31-2002 the late charge for renewal is \$250 in addition to regular fees and proof of continuing education. If the renewal fee for the license year beginning 10-1-01 is not paid by 9-30-2002 your file will be closed.

Please remember that a 15-hour USPAP course with examination must be successfully completed at least every six years as part of the continuing education process.

Let me know if we can provide additional information or assistance in connection with the foregoing.

### Mortgage Brokers Licensing Act

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Effective January 1, 2002 all mortgage brokers conducting business in Alabama must be licensed by the State Banking Department (Act 2001-962) unless exempt. Penalties for failure to comply include civil fines and criminal misdemeanor penalties up to one-year imprisonment and/or \$1000 fine.

Qualifications for licensure include completion of specified education, a financial statement reflecting verifiable net worth capital of \$25,000 and letters of

reference concerning experience and reputation in the community.

Applicants who have been convicted of a felony or offense involving breach of trust, fraud or dishonesty do not qualify for licensure. Nor do applicants who have had a broker or loan license denied, revoked or suspended in any jurisdiction qualify. Regulatory matters of mutual interest will be coordinated with the Banking Department.

## DISCIPLINARY REPORT

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The Alabama Law requires the Board to regulate the conduct of appraisers in Alabama. The Board's Administrative Rules outline the procedure for handling complaints. The Uniform Standards of Professional Appraisal Practice provide the basic ethical standards for which appraisers must comply. Appraisers should carefully note the following violations, which resulted in disciplinary action by the Board.

**AB-94-26** – On September 4, 2001 a Certified Residential signed a Consent Settlement Order in connection with the appraisal of a single-family residential property in which he signed as the primary appraiser. The terms include a private reprimand, and a \$750 administrative fine. The USPAP violations identified included the following: Licensee made adjustments in the Sales Comparison Approach which were not supported by data in his work file or accepted appraisal principals; failed to identify the different use classification of property which lies within the subject neighborhood; failed to retain copies of plans and specifications which describe the hypothetical condition upon which the subject appraisal was performed; failed to include the certification required by §34-27A-3(b)(2), Code of Alabama, 1975.

**AB-99-36** – On August 23, 2001 a Trainee signed a Consent Settlement Order in connection with an appraisal of a single-family residential property in which she signed as the primary appraiser. The terms include a private reprimand, a \$225 administrative fine, successful completion of a Board approved 15-hour USPAP course with exam, and successful completion of a Board approved 15-hour Sales Comparison Approach course with exam. The USPAP violations identified included the following:

Licensee failed to support the significant difference between actual age and estimated effective age of the subject property; failed to provide a summary statement explaining the methodology used to estimate accrued depreciation in the Cost Approach; failed to include sufficient information to disclose the scope of work used to develop the appraisal; failed to make a location adjustment to Comparable #5 for being surrounded by a John Deere Tractor Dealer and Shop; failed to develop a credible Sales Comparison Analysis.

**AB-99-38** – On June 26, 2001 a Certified Residential signed a Consent Settlement Order in connection with an appraisal of a single-family residential property. Terms include a private reprimand, a \$125 administrative fine, and completion of a Board-approved 15-hour Sales Comparison Approach course with exam. The discrepancies identified include the following: Failure to value the site by an appropriate method or technique; failure to provide summary explanation of the site valuation methodology used in the appraisal; and inappropriate development of the Sales Comparison Approach through use of comparable sales that were not arms-length transactions.

**AB-99-39 & AB-99-51** – On August 21, 2001 a Certified Residential signed a Consent Settlement Order in connection with two appraisals of single-family residential properties in which he signed as the primary appraiser. The terms include a private reprimand, a \$1,100 administrative fine, successful completion of a Board approved 15-hour USPAP course with exam, successful completion

of a Board approved 15-hour Fundamentals of Appraisal Principals course with exam, and successful completion of a Board approved 15-hour Sales Comparison Approach with exam. The USPAP violations identified included the following: Complaint **AB-99-39** – Provided insufficient description of the subject neighborhood; failed to analyze a prior sale of the subject 2 months earlier; failed to obtain reliable information to verify the interior characteristics of the subject in performing an "Exterior Only" inspection; failed to explain or support very large adjustments in the analysis of the comparable sales; failed to retain a complete or true copy of the original appraisal report; failed to retain a complete or true copy of an amended report provided to the client. Complaint **AB-99-51** – Licensee's appraisal report contains a series of errors and omissions that, in the aggregate, affect the credibility of the subject appraisal; in the Cost Approach, inappropriately included the value of component items in "Extras" that were already accounted for in the base cost of the residence.

**AB-99-47, AB-99-60 & AB-99-61** – On June 30, 2001 a Licensed Real Property Appraiser signed a Consent Settlement Order in connection with appraisals of two single family residential properties and a review appraisal of a single family residential property. Terms include a private reprimand, a \$1,450 administrative fine, completion of a Board-approved 15-hour USPAP course with exam, and completion of a Board-approved 15-hour Cost Approach course with exam. The discrepancies identified included the following: Complaint **AB-99-47** – Failure to disclose hypothetical condition related to site size; failure to analyze an Agreement of Sale pending; failure to provide a

## DISCIPLINARY REPORT

meaningful reconciliation in support of the Sales Comparison Approach value conclusion; failure to support significant difference between the actual age and estimated effective age; and failure to properly verify comparable sales data resulting in the use of a purported sale that never closed. Complaint **AB-99-60** – Failure to identify and state the real property interest appraised in the review; and failure to provide narrative support for the review appraiser's reasons for disagreement; failure to support adjustments made in the review appraiser's Sales Comparison Analysis grid; incorrect reporting of comparable sales data in the review appraiser's Sales Comparison Analysis; and failure to satisfy requirements of Standard 1 relative to the type and definition of the value to be developed in the review appraisal. Complaint **AB-99-61** – Failure to describe the Scope of the appraisal process; failure to analyze an Agreement of Sale pending on the Subject; failure to consistently report the correct date of the report; overstated the gross living area of the Subject; and failure to provide appropriate justification for omitting the Cost Approach.

**AB-99-55** – On August 27, 2001 a Letter of Warning was issued to a Certified General in connection with the appraisal of a single-family residential property in which he signed as the primary appraiser. The Letter of Warning is an informal disciplinary action and will be a permanent document maintained in the investigative file. This disciplinary action will be considered in any future discipline proceedings. The USPAP violations identified included the following: Licensee failed to utilize accepted or recognized methodology to estimate physical depreciation; failed to apply generally recognized

or accepted procedures for estimating the value of the subject waterfront site; failed to adequately verify, describe, and analyze the comparable sales for difference in waterfront-related recreational improvements and amenities; and incorrectly identified the date of inspection as being contemporaneous with the retrospective date of valuation.

**AB-99-56, AB-00-30, AB-00-33, AB-00-58 & AB-00-102** – On June 28, 2001 **James M. Copeland (R00474)**, a Certified Residential, signed a Voluntary Revocation Consent Settlement Order while under investigation for complaints related to appraisals of five single-family residential properties. Licensee agreed to surrender his license in lieu of formal charges being issued by the Board. Terms of the Order stipulate that the licensee will be eligible to apply for reinstatement of his license after the expiration of a period of two years from the date the Board received possession of his license.

**AB-99-57** – On August 27, 2001 a Letter of Warning was issued to a Certified General in connection with the appraisal of a single-family residential property in which he signed as the primary appraiser. The Letter of Warning is an informal disciplinary action and will be a permanent document maintained in the investigative file. This disciplinary action will be considered in any future discipline proceedings. The USPAP violations identified included the following: failed to fully describe the neighborhood boundaries of the subject property; failed to correctly describe the improvements resulting in an overstated GLA; failed to

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provide the complete sales history of the subject property; and failed to analyze the Agreement of Sale pending on the subject.

**AB-99-74** – On July 27, 2001 a Trainee signed a Consent Settlement Order in connection with the appraisal of a single-family residential property in which he/she signed as the primary appraiser. The terms include a private reprimand, a \$300 administrative fine and successful completion of a Board-approved 40-hour Fundamentals course with exam. The USPAP violations identified included the following: Failed to retain documentation in the work file in support of the Site Value that was claimed to be derived by reviewing sales of similar sites; utilized sales that were physically dissimilar to the subject in size, design and basement area; failed to adjust the sales for superior functional utility compared to the Subject; provided confusing descriptions of the Subject's living area and improperly included basement rooms in the gross living area even though Licensee disclosed all bedrooms and bathrooms were located below grade.

**AB-99-75** – On July 18, 2001 a Letter of Warning was issued to a Certified Residential in connection with the appraisal of a single-family residential property in which he signed as the primary appraiser. The Letter of Warning is an informal disciplinary action and will be a permanent document maintained in the investigative file. This disciplinary action will be considered in any future discipline proceedings. The USPAP violations identified include the following: Licensee failed to sufficiently identify the physical characteristics of the proposed site and improvements; the subject appraisal report contained a series of errors,



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which in the aggregate, affected the credibility of the results; failed to disclose an existing sales contract, or alternatively, describe the efforts undertaken to obtain the information; failed to analyze sales/financing concessions

**AB-00-03** – On September 17, 2001 a Letter of Warning was issued to a Certified Residential in connection with the appraisal of a single-family residential property in which he signed as the supervising appraiser. The Letter of Warning is an informal disciplinary action and will be a permanent document maintained in the investigative file. This disciplinary action will be considered in any future discipline proceedings. The USPAP violations identified included the following: Licensee failed to support the 15-year difference between the actual age and estimated effective age of the subject property; failed to provide narrative to explain the increase in value in the Cost Approach from the appraisal report signed on January 10, 2000 to the corrected appraisal report signed on January 12, 2000; failed to provide relevant flood information on waterfront property and failed to properly supervise a trainee.

**AB-00-04** – On September 17, 2001 a Letter of Warning was issued to a Trainee in connection with the appraisal of a single-family residential property in which he signed as the primary appraiser. The Letter of Warning is an informal disciplinary action and will be a permanent document maintained in the investigative file. The disciplinary action will be considered in any future discipline proceedings. The USPAP violations identified included the following: Licensee failed to support the 15-year difference between the actual age and estimated effective age of the subject property; failed to provide

narrative to explain the increase in value in the Cost Approach from the appraisal report signed on January 10, 2000 to the corrected appraisal report signed on January 12, 2000; and failed to provide relevant flood information on waterfront property.

**AB-00-32** – On September 17, 2001 a Letter of Warning was issued to a Licensed Real Property Appraiser in connection with the appraisal of a single-family residential property in which he signed as the primary appraiser. The Letter of Warning is an informal disciplinary action and will be a permanent document maintained in the investigative file. The disciplinary action will be considered in any future discipline proceedings. The USPAP violations identified included the following: Licensee failed to support the estimated effective age of comparables used having a similar effective age as the subject when the actual age of the comparables range from 6 to 25 years and the actual age of the subject is 9 years; failed to provide an explanation or data in the work file to support the site value comprising 59% of the Cost Approach value; and failed to explain the method used to estimate accrued depreciation in the Cost Approach.

**AB-00-45** – On August 17, 2001 a Certified Residential signed a Consent Settlement Order in connection with the appraisal of a single-family residential property in which he signed as the primary appraiser. The terms include a private reprimand, a \$550 administrative fine, and successful completion of a Board approved 7-hour USPAP course with exam. The USPAP violations included the following:



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Licensee failed to identify the client and state the real property interest appraised; failed to state the extent of the process of collecting, confirming, and reporting data (Scope); failed to state a prominent use restriction that limits use of the report to the Client and warns that the appraiser's opinions and conclusions set forth cannot be understood properly without additional information in the appraiser's work file; failed to state the reporting option used to communicate the appraisal; failed to include the State certification statement; Licensee stated that the value of the land and contributory value of the improvements had been estimated separately in the Cost Approach, when in fact no Cost Approach was developed.

**AB-00-46** – On August 21, 2001 a Certified General signed a Consent Settlement Order in connection with two appraisals of a single-family residential property in which he signed as the primary appraiser. The terms include a private reprimand, a \$400 administrative fine, and successful completion of a Board approved 15-hour Fundamentals of Appraisal Principals course with exam. The USPAP violations identified included the following: Licensee assigned conflicting Effective Age estimates to the Subject in the body of the report; incorrectly calculated Physical Depreciation based on a ratio of Effective Age to Total Physical Life rather than Effective Age as a percentage of Total Economic Life; incorrectly reported the room count in the "finished area above grade"; failed to address the potential for market resistance to the atypical design/floor plan of the subject and failed to provide the State certification statement as required by Alabama Code. Licensee incorrectly described the subject in the "Description of Improvements" section.

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**AB-00-101** – On July 3, 2001 a Certified General signed a Consent Settlement Order in connection with an appraisal of a single-family residential property in which he/she signed as the primary appraiser. The terms include a private reprimand, a \$550 administrative fine and successful completion of a Board-approved 7-hour FHA Appraisal course with exam. The USPAP violations identified included the following: Licensee failed to properly report on the supplemental attachment HUD Form – 92564-UC Page 2 that a portion of the subject property had a flat roof; Licensee failed to exercise reasonable diligence in developing an appraisal report.

**AB-01-07** – On August 17, 2001 a disciplinary hearing was held in Montgomery on a complaint against **Holly Chatelain (T00798)**, a Trainee Real Property Appraiser. Ms. Chatelain did not attend the hearing. After consideration of the pleadings and the evidence presented the Board found as follows: Failure to keep records of appraisals prepared by the Respondent; and failure and/or refusal within a reasonable time to provide information requested by the Board during an investigation or after a formal complaint has been filed. The acts described constitute a failure to comply with the Ethics Rule-Record Keeping Provision of the Uniform Standards of Professional Appraisal Practice and §§34-27A-20(a)(6), 34-27A-20(a)(9), 34-27A-20(a)(14) and 34-27A-20(a)(15), Code of Alabama, 1975. As discipline for these violations, License #T00798 held by licensee, Holly Chatelain, was revoked.

**AB-01-08** – On August 17, 2001 a disciplinary hearing was held in

Montgomery on a complaint against **Dianne DeWitt (R00081)**, a Certified Residential Real Property Appraiser. Ms. DeWitt did not attend the hearing. After consideration of the pleadings and the evidence presented the Board found as follows: Failure to keep records of appraisals prepared by the Respondent; failure to keep records of appraisals prepared by Trainee Real Property Appraisers and signed by the Respondent as the Supervisor Appraiser; and failure and/or refusal within a reasonable time to provide information requested by the Board during an investigation or after a formal complaint has been filed. The acts described constitute a failure to comply with the Ethics Rule-Record Keeping Provision of the Uniform Standards of Professional Appraisal Practice and §§34-27A-20(a)(6), 34-27A-20(a)(9), 34-27A(a)(14) and 34-27A-20(a)(15), Code of Alabama, 1975. As discipline for these violations, License #R00081 held by licensee, Dianne DeWitt, was revoked.

**AB-01-10** – On August 17, 2001 a Trainee signed a Consent Settlement Order in connection with the appraisal of a single-family residential property in which he was disclosed as providing significant assistance in the appraisal report. The terms include a private reprimand, a \$300 administrative fine, and successful completion of a Board approved 40-hour Fundamentals of Appraisal Principals course with exam. The USPAP violations identified included the following: Licensee failed to disclose the existence of an abandoned apartment building located adjacent to the subject property and an abandoned house down the street; failed to

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accurately identify the subject property's neighborhood boundaries; failed to support the 35-year difference between the actual age and the estimated effective age of the subject property; failed to value the site by an appropriate method or technique; and reported that the subject property was located in an area zoned as single-family residential when in fact the correct zoning of the area was R-3, Multifamily Residential.

**AB-01-70** – On November 9, 2001, **Karen R. Pack (R00672)**, a Certified Residential signed a Voluntary Revocation Consent Settlement Order while under investigation for complaints related to violation of §34-27A-20(a)(5) an act or omission involving dishonesty, fraud, or misrepresentation with the intent to substantially benefit the certificate holder or another person. Licensee agreed to surrender her license to the Alabama Real Estate Appraisers Board in lieu of formal charges being issued by the Board. Terms of the Order stipulate that the licensee will be eligible to apply for reinstatement of her license after the expiration of a period of two years from the date the Board received possession of her license.

Disciplinary actions are based on all of the circumstances developed on a case-by-case basis, including the nature and severity of the offenses involved, prior disciplinary history and findings in support of a conclusion that the respondent has been rehabilitated. Violation descriptions may be summarized in instances where they would become repetitive. For these reasons cases may appear similar on their face yet warrant different sanctions.

**APPROVED LICENSURE COURSES  
OCTOBER 1, 2000 – SEPTEMBER 30, 2002**

**ALSO APPROVED FOR CONTINUING EDUCATION CREDIT**

**CONTACT SCHOOL FOR SCHEDULE OF COURSES**

**Hours For Course (#)  
Uniform Standards Of Professional Appraisal Practice (USPAP)**

**SPONSOR AND COURSE**

**ALABAMA APPRAISAL ACADEMY**

Nona Andrews  
(205) 870-4666

USPAP (16)

HT -777 The Basic "How To" Appraise(25)  
ARE-45 The Appraisal of Real Estate (45)  
BC-45 Reading Blueprints & Home Construction (45)  
EH-35 Environmental Hazards (35)  
MSR-16 Marshall & Swift Residential Handbook (16)

**ALABAMA ASSOCIATION OF REAL ESTATE  
APPRAISERS**

Everett S. Brooks, Jr.  
(256) 539-2603

USPAP (15)

Fundamentals of Real Estate Appraisal (45)  
Introduction to Sales Comparison (15)  
Appraisal Applications (15)  
Introduction to Cost Approach (15)  
Introduction to Income Approach (15)

**THE AMERICAN SOCIETY OF FARM  
MANAGERS & RURAL APPRAISERS**

Miranda Bagley  
(303) 758-3513

Uniform Agriculture Appraisal Report Seminar (16)

**AMERICAN REAL ESTATE INSTITUTE, INC.**

Ann Perdue  
(334) 262-2701

USPAP (15)

Residential Real Estate Appraiser Course(60)

**APPRAISAL INSTITUTE CHICAGO**

Deana Helfner  
(312) 335-4100

110 Appraisal Principles (39)  
120 Appraisal Procedures (39)  
210 Residential Case Study (39)

310 Basic Income Capitalization (39)

320 General Applications (39)

410 Standards of Professional Practice, Part A (16)

430 Standards of Professional Practice, Part C (16)

**CHARLES GABA REAL ESTATE INSTITUTE**

Charles Gaba  
(334) 634-8229

Fundamentals of Real Estate Appraisal(45)

How to Use the URAR Form(15)

**USPAP (15)**

**GADSDEN BOARD OF REALTORS**

(256) 543-7987  
Sheila Erwin

**USPAP (15)**

**INTERNATIONAL ASSOCIATION OF  
ASSESSING OFFICERS**

Kelly Gruidl  
(312) 819-6100

Course 101- Fund. of Real Property **Appraisal (30)**

**INTERNATIONAL RIGHT OF WAY  
ASSOCIATION**

Francis Vincente  
(310) 538-0233

Course 100 – Principles of Land Acquisition

Course 404 – Appraisal Theory & Principles (40)

Course 406 –National USPAP (15)

Course 803 -Eminent Domain **Law Basics (16)**

**JEFFERSON STATE COMMUNITY COLLEGE**

Kim Boyd  
(205) 856-7710

RLS 116 (60)

USPAP(15)

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# SPONSOR AND COURSE

## **McKISSOCK DATA SYSTEMS**

Kym McKisscock  
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RSA Union Building  
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Tel. 334/242-8747, Fax. 334/242-8749  
WEB Address: www.reab.state.al.us

Editor: Lisa Brooks

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## **CHANGE OF ADDRESS FORM**

In accordance with the Code of Alabama, 1975, §34-27A-16, which requires **IMMEDIATE** written notification to the Board of changes in business and resident addresses, **PLEASE CHANGE MY ADDRESS TO:**

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\_\_\_\_\_

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Telephone No.: \_\_\_\_\_

Signed: \_\_\_\_\_

License Number: \_\_\_\_\_

Date: \_\_\_\_\_