

Wednesday, January 17, 2024  
1:00pm to 3:00pm  
Arizona Department of Real Estate  
100 N. 15th Ave., Ste. 201  
Phoenix, AZ 85007

## Arizona Real Estate Advisory Board Meeting Agenda

*The Advisory Board Meeting will be conducted in accordance with Arizona law concerning the disclosure of conflicts of interest with regard to any matter before the Board for consideration.*

- I. Call to Order – Charlie Bowles, Chair
- II. Welcome & Introductions of Board Members
- III. Approval of the [October 18, 2023 meeting minutes](#)
- IV. Advisory Board Member Respective Expertise and Facilitator Reports
- V. Consideration/Discussion/Approval of the Advisory Board’s Letter to the Governor, pursuant to A.R.S. § 32-2104 (F) (Addendum A)
- VI. Arizona Department of Real Estate Reports
  - A. Susan Nicolson, Commissioner
  - B. Mandy Neat, Deputy Commissioner
  - C. James Knupp, Deputy Commissioner
- VII. Nominations and Elections of 2024 Advisory Board Chair and Vice Chair

\*Members are encouraged to attend in person in order to participate but may offer voice nominations and vote by email or verbally if unable to attend in person.
- VIII. Call To The Public
- IX. Next meeting scheduled for April 24, 2024
- X. Adjournment

Members of the Arizona Real Estate Advisory Board and members of the public may attend in person or by video or telephone conferencing. Physical access to the meeting space will be available starting at 9:30am. The following options will be available for members and public attendance. Details on the available options and associated instructions are included below:

### Arizona Real Estate Advisory Board Meeting

Wednesday, January 17 · 1:00 – 3:00pm

Video call link: <https://meet.google.com/ggx-fmts-kub>

Or dial: (US) +1 385-325-0451 PIN: 945 479 848#

**\*\*NOTE: If experiencing difficulty connecting through a virtual option if offered, please contact [mmccormick@azre.gov](mailto:mmccormick@azre.gov).** Members of the public do not need to have a Google account to participate in this meeting. Members of the public that choose to utilize Google Meet must keep their microphone muted for the duration of the meeting. If a member of the public wishes to speak during the public comment period, they may unmute their microphone by clicking unmute or by pressing \*6.



**Arizona Real Estate Advisory Board**  
**100 N. 15<sup>th</sup> Avenue, Suite 201**  
**Phoenix, Arizona 85007**



Katie Hobbs  
Governor

January 17, 2024

Susan Nicolson  
Commissioner

Honorable Katie Hobbs  
Governor of the State of Arizona  
1700 W. Washington St.  
Phoenix, AZ 85007

Arizona Real Estate  
Advisory Board

Dear Governor Hobbs:

Charlie Bowles  
2023 Chair

It has been my honor to serve on and Chair the Department of Real Estate Advisory Board and in 2023. Please consider this the Advisory Board’s formal evaluation, pursuant to A.R.S. § 32-2104 (F).

Carla Bowen  
Member

The Real Estate Advisory Board’s statutory purpose is to provide the Real Estate Commissioner with such recommendations as it deems necessary and beneficial to the best interests of the public, as well as recommendations on specific questions or proposals as requested by the Commissioner.

Bill Gray  
Member

Those of us appointed to the Real Estate Advisory Board represent and come from diverse backgrounds, geographic areas within the state, and sectors of the profession. The Advisory Board encourages stakeholder engagement on relevant topics and those stakeholders, in turn, communicate the needs of their respective communities and members of the public attending Board meetings are welcomed and continue to provide valuable insight.

Judy Jackson  
Member

Over the course of 2023, topics of discussion that the Advisory Board addressed include: significant issues and greatest challenges facing real estate regulators and licensees, consumer protection issues including deed fraud and real estate joint ventures, and pre-licensing exam upgrades.

Luis Ramirez  
Member

There were 84,401 total licensees at the end of our 2023 calendar year, representing an industry wide concern of an 8.5 percent decrease from our previous year. Our new license applications continue to be processed in one day, with nearly 95 percent completed online through our Online Licensing System. The approval and issuance of Public Reports to builders and developers to sell their new homes in their new subdivisions increased by 4.4% percent from fiscal year 2016.

Matias Rosales  
Member

The Commissioner and Department remain committed to protecting the public’s interests through licensure and regulation of the Real Estate professionals in Arizona. Included in that commitment we are providing excellent customer service with quality and timely delivery of those services and are focused on enhancing and improving our online services, reinforcement and by continuing to update our Real Estate education classes and exams. Department leadership continues to update the Advisory Board on all agency improvements, regulatory matters, licensee patterns, successes and concerns as we hear from the regulated community.

Christine Shipley  
Member

The Arizona Department of Real Estate continues to be one of the best leaders in our industry in the nation by continuing to perform the Arizona way. We look forward to the continued success of the Advisory Board, Commissioner Nicolson and the Department throughout this new year of 2024.

Respectfully,

Charlie Bowles  
2023 Chair ADRE Advisory Board