

January 7, 2021

Washoe County Clerk
C/O Derek Sonderfan
1001 East Ninth St.
Reno, NV 89512

To Whom It May Concern:

I am very interested in being considered and chosen for a citizen-appointed seat on the Washoe County Debt Management Board, advertised on your website. I feel that my experience and knowledge would allow for a smooth transition into this position.

I have 16 years of experience encompassing many facets of local government organizations. I am currently employed as a state certified Real and Personal Property Appraiser with the State of Nevada Department of Taxation, Local Government Services section. I obtained my appraisal certifications, from the Department of Taxation, when I started my career as an Appraiser in the Lyon County Assessors Office, Personal Property Department. Currently, I am charged with the oversight of 4 of the 17 Nevada County Assessor Offices. My duties include performing ratio studies on behalf of the State of Nevada providing training and ensuring compliance with property tax regulations and supplying a detailed evaluation and Findings to the Nevada Tax Commission, annually. This has provided a broader understanding of state regulations and laws by enforcing, providing guidance, and implementing changes. During my time with Lyon County, I was charged with overseeing the valuation of all personal property within the county. While a Senior Appraiser in the Real Property Department with Lyon County, I had the privilege to serve 11 Years, from 2008-2019, on our employee's association negotiations team. I have professionally represented Lyon County at both the County Board of Equalization and the Nevada State Board of Equalization. I have developed an extensive understanding of local government budgeting, earmarked fund allocations, grants, special assessments, tax rate development, and revenue sources as prescribed by N.R.S. and N.A.C. guidelines.

Within the various positions held, I have obtained a strong work ethic, an appreciation for diverse work environments, and exceptional interpersonal skills. In previous and currently held positions, I have been commended for my customer service, social communication skills, and attention to detail. I have the unique ability to contribute my expertise efficiently and effectively in a positive and productive way. I am a team player who is highly motivated and never short on energy. I am focused and available for any task assigned.

I understand that this position will involve budgeting and debt challenges specific to Washoe County and city municipalities. I am certain that my strong work experience and background will contribute to my ability to be make informed decisions for this board.

I look forward to the opportunity to meet with you and further discuss how my particular skills can benefit your board.

Sincerely,

Lorna J Quisenberry
4582 Sage Rose Way
Reno, NV 89502
(775) 276-7641
Lornaq@yahoo.com

Washoe County Debt Management Commission Community Service Application



Volunteer.....Make a Difference in Washoe County!

Please complete the following application to indicate your interest in a citizen-appointed position on a Washoe County Board or Commission. Your application will be kept on file for 12 months. You will need to reapply after that time if you still wish to be considered for a position. Applications may also be obtained on our website at www.washoecounty.us.

Name: Lorna Quisenberry

Residential Home Address

Address: 4582 Sage Rose Way		
City: Reno	State: NV	ZIP: 89502
Assessor's Parcel Number (if known): 021-751-34		
Home Phone: (775) 276-7641	E-mail: lquisenberry@tax.state.us.nv	

Mailing Address (if different from residential home address)

Street and/or P.O. Box: 4582 Sage Rose Way		
City: Reno	State: NV	Zip: 89502

Occupation and Business Address

Job Title: Appraiser II		
Business Name: State of Nevada Dept of Taxation, Local Government Services		
Address (Street and/or P.O. Box): 1550 E College Parkway Ste 115		
City: Carson City	State: NV	Zip: 89706
Business Phone: 684-2000	E-mail: lquisenberry@tax.state.nv.us	

Registered Voter

<p>Are you registered to vote in Washoe County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>The Washoe County Commission requires that a person be a registered voter in Washoe County (if eligible to vote) to be considered for membership on a Citizen Advisory Board. This requirement may be waived on a case-by-case basis by the County Commission.</p>
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How long have you lived in your area?	(yrs. 1 /mos.6)
How long have you lived in Washoe County?	(yrs.1 /mos.6)
Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please list conviction dates and nature:	

State law requires that each public at-large member of the Debt Management Commission must have a knowledge of its financial structure and at least 5 years of experience in the field of public administration, public accounting or banking. Please briefly describe or highlight experience that satisfies those requirements. A combination of experiences in those fields will satisfy the requirement. The existing members of the Debt Management Commission will appoint 2 public at-large members after determining the minimum qualifications have been met.

STATE OF NEVADA
PROPERTY TAX APPRAISER CERTIFICATE

By virtue of successfully completing Nevada's Property Tax Appraiser Certification Examination,

LORNA QUISENBERRY

is hereby certified as a Personal Property Appraiser and may appraise property in the State of Nevada for ad valorem tax purposes. This certificate remains in effect as long as the requirements of the Nevada Administrative Code, Chapter 361, including continuing education requirements, are met.



DONE this 23rd day of April, 2009

FOR THE DEPARTMENT OF TAXATION

Reviewed by: *Denny E. Ruben*

STATE OF NEVADA
PROPERTY TAX APPRAISER CERTIFICATE

By virtue of successfully completing Nevada's Property Tax Appraiser Certification Examination,

LORNA JO THOMAS

is hereby certified as a Real Property Appraiser and may appraise property in the State of Nevada for ad valorem tax purposes. This certificate remains in effect as long as the requirements of the Nevada Administrative Code, Chapter 361, including continuing education requirements, are met.



DONE this 20th day of September, 2010

FOR THE DEPARTMENT OF TAXATION

Reviewed by

From: [Michelle Salazar](#)
To: [Sonderfan, Derek](#)
Subject: RE: DMC At-Large Appointment
Date: Friday, December 18, 2020 3:52:18 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

[**NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Yes please. I would be honored to continue to be part of the committee.

From: Sonderfan, Derek <DSonderfan@washoecounty.us>
Sent: Friday, December 18, 2020 3:27 PM
To: Michelle Salazar <Michelle@lvcreno.com>
Cc: Galassini, Janis L <JGalassini@washoecounty.us>
Subject: DMC At-Large Appointment

Good afternoon Ms. Salazar,

As you are likely well aware, your two-year term on the Debt Management Commission will expire on December 31. Chair Duerr has expressed interest in having both you and Mr. Sherman stay on if there is interest. Are you interested in re-appointment to the DMC?

Thank you.



Derek Sonderfan

Supervisor, Board Records and Minutes

Washoe County Clerk's Office

dsonderfan@washoecounty.us | Office: 775.784.7275

1001 East 9th Street, Reno, NV 89512



Washoe County Debt Management Commission Community Service Application



Volunteer.....Make a Difference in Washoe County!

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Name: Michelle Salazar

Residential Home Address

Address: <u>4090 Twin Falls Drive</u>		
City: <u>Reno</u>	State: <u>NV</u>	Zip: <u>89511</u>
Assessor's Parcel Number (if known):		
Home Phone: <u>775-843-5743</u>		E-mail: <u>michelle@ivcreno.com</u>

Mailing Address (if different from residential home address)

Street and/or P.O. Box: <u>same</u>		
City:	State:	Zip:

Occupation and Business Address

Job Title: <u>CPA</u>		
Business Name: <u>Litigation Valuation Consultants, Inc.</u>		
Address (Street and/or P.O. Box): <u>5488 Reno Corporate Dr Ste 200</u>		
City: <u>Reno</u>	State: <u>NV</u>	Zip: <u>89511</u>
Business Phone: <u>775-825-7982</u>		E-mail: <u>michelle@ivcreno.com</u>

Registered Voter

Are you registered to vote in Washoe County? Yes No

The Washoe County Commission requires that a person be a registered voter in Washoe County (if eligible to vote) to be considered for membership on a Citizen Advisory Board. This requirement may be waived on a case-by-case basis by the County Commission.

How long have you lived in your area?	(yrs. <u>26</u> /mos. <u>2</u>)
How long have you lived in Washoe County?	(yrs. <u>26</u> /mos. <u>2</u>)
Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please list conviction dates and nature: <u>none</u>	

State law requires that each public at-large member of the Debt Management Commission must have a knowledge of its financial structure and at least 5 years of experience in the field of public administration, public accounting or banking. Please briefly describe or highlight experience that satisfies those requirements. A combination of experiences in those fields will satisfy the requirement. The existing members of the Debt Management Commission will appoint 2 public at-large members after determining the minimum qualifications have been met.

Please print or type, and complete the form entirely

(Continued on other side.....)

August 2018

MICHELLE L. SALAZAR, CPA/ABV, CVA, CFE, CDFA
PRESIDENT
LITIGATION AND VALUATION CONSULTANTS, INC.

EDUCATION & CERTIFICATIONS

BS, Bachelor of Science in Business Administration, University of Nevada, Reno
CPA, Certified Public Accountant, Nevada
ABV, Accredited in Business Valuation, AICPA
CVA, Certified Valuation Analyst, National Association of Certified Valuation Analysts
CFE, Certified Fraud Examiner, Association of Certified Fraud Examiners
CDFA, Certified Divorce Financial Analyst, The Institute for Divorce Financial Analysts

EXPERIENCE

Ms. Salazar's experience includes over nineteen years in the accounting profession, including business valuation, forensic (investigative) accounting and litigation related experience. Ms. Salazar works exclusively on business valuation, forensic accounting and litigation support assignments. Her experience includes valuations for the purpose of divorce, financial reporting, estate and gift planning and business disputes. Ms. Salazar's forensic accounting experience includes work on fraud, embezzlement and divorce cases. For several years she worked as a CPA in a large Reno, Nevada based Certified Public Accounting firm. Her familiarity with many different accounting systems provides a unique ability to understand and work through forensic and business valuation issues. Ms. Salazar has testified and has been qualified as an expert. She is a Certified Public Accountant (**CPA**), a Certified Fraud Examiner (**CFE**), and is currently certified in business valuation by the American Institute of CPAs (**ABV**) and the National Association of Certified Valuation Analysts (**CVA**), which is a national certification in the field of business valuation. Recently, Ms. Salazar earned a divorce related credential and is a Certified Divorce Financial Analyst (**CDFA**).

PROFESSIONAL/COMMUNITY AFFILIATIONS

Member, The Prospectors' Club
Member, Planned Giving Roundtable of Northern Nevada
Member, Estate Planning Council of Northern Nevada
Member, Reno Tahoe Young Professionals Network (YPN)
Member, American Institute of Certified Public Accountants (AICPA)
Member, Nevada Society of Certified Public Accountants (NSCPA)
Member, National Association of Certified Valuation Analysts (NACVA)
Member, Association of Certified Fraud Examiners (ACFE)
Member, Reno Chapter of ACFE
Member, Nevada Society of Certified Public Accountants Business Valuation Committee
Member, Institute of Business Appraisers (IBA)
Member, Institute for Divorce Financial Analysts
Member, 2007-2012, 2014 Go Red for Women Committee
Alumni Member of 2005 Leadership Reno Sparks program
Honoree, 2007 Nevada Women's Fund Salute to Women of Achievement
Commissioner, 2009-2011 and 2013-2018 Washoe County Debt Management Commission
Vice-Chairperson, 2011-2012 Washoe County Debt Management Commission
Chairperson, 2012-2013 Washoe County Debt Management Commission

Advisor, Nevada Youth Empowerment Project
2015 Winner, Top Twenty Under Forty, YPN

PUBLICATIONS

“Small Business Self Defense,” *Northern Nevada Business Weekly*, March 12, 2007.

“Small Businesses are the Prime Target for Internal Theft and Fraud,”
The Writ, Official Publication of the Washoe County Bar Association, June 2008.

“Five Estate-Planning Steps for Business Owners,” *Northern Nevada Business Weekly*, July 14, 2014.

SELECTED SPEAKING ENGAGEMENTS AND PRESENTATIONS

Washoe County Bar Association, “Working With Expert Witnesses”

Western Nevada Society of Certified Public Accountants, “Business Valuation”

Western Nevada Society of Certified Public Accountants, “Forensic Accounting”

Reno South Rotary Club, “Business Valuation/Divorce Planning”

Institute of Management Accountants, “Business Valuation”

Institute of Management Accountants, “Forensic Accounting: Why You Need to Know”

Nevada Society of Certified Public Accountants, “Forensic Accounting: Why You Need to Know”

From: [John Sherman](#)
To: [Sonderfan, Derek](#)
Cc: [Galassini, Janis L](#)
Subject: Re: DMC At-Large Appointment
Date: Thursday, December 24, 2020 7:30:12 AM

[**NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

I'm interested in one more two year term on the DMC if the members agree.

John Sherman
775-843-9877
shermanj470@gmail.com

On Dec 18, 2020, at 3:23 PM, Sonderfan, Derek
<DSonderfan@washoecounty.us> wrote:

Good afternoon Mr. Sherman,
As you are likely well aware, your two-year term on the Debt Management Commission will expire on December 31. Chair Duerr has expressed interest in having both you and Ms. Salazar stay on if there is interest. Are you interested in re-appointment to the DMC?

Thank you.

<image001.png>

Derek Sonderfan
Supervisor, Board Records and Minutes
Washoe County Clerk's Office
dsonderfan@washoecounty.us | Office: 775.784.7275
1001 East 9th Street, Reno, NV 89512
[<image002.png>](#)
[<image003.png>](#)
[<image004.png>](#)
[<image005.png>](#)

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Name: JOHN SHERMAN

Residential Home Address

Address: <u>15145 SYLVESTER ROAD</u>		
City: <u>RENO</u>	State: <u>NV</u>	Zip: <u>89521</u>
Assessor's Parcel Number (if known): <u>017-082-03</u>		
Home Phone: <u>775-843-9877</u>	E-mail: <u>shermanj47@gmail.com</u>	

Mailing Address (if different from residential home address)

Street and/or P.O. Box:		
City:	State:	Zip:

Occupation and Business Address

Job Title: <u>OWNER</u>		
Business Name: <u>FISCAL SOLUTIONS LLC</u>		
Address (Street and/or P.O. Box): <u>15145 SYLVESTER ROAD</u>		
City: <u>RENO</u>	State: <u>NV</u>	Zip: <u>89521</u>
Business Phone: <u>775-843-9877</u>	E-mail: <u>shermanj47@gmail.com</u>	

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How long have you lived in your area?	(yrs. <u>52</u> /mos.)
How long have you lived in Washoe County?	(yrs. <u>52</u> /mos.)
Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, please list conviction dates and nature:	

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(Continued on other side.....)

August 2018

<p>My WORK EXPERIENCE INCLUDES HOLDING THE POSITION OF FINANCE DIRECTOR FOR WASHOE COUNTY FROM 2000 THRU 2011. DURING THAT PERIOD I HAD RESPONSIBILITY FOR THE COUNTY'S BUDGET, FINANCIAL REPORTING, CAPITAL PLANNING, DEBT ISSUES, RISK MANAGEMENT AND PURCHASING.</p>

I understand the role and responsibilities of membership on this board or commission and am willing to serve. If appointed, I will attend required meetings and training and will adhere to pertinent bylaws. I understand that some appointments require a Financial Disclosure Form to be submitted to the Nevada State Ethics Commission. I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal. [If appointed to a Citizen Advisory Board (CAB), I agree to attend a CAB new member orientation session within six months of my appointment. I understand that failure to comply with this requirement will result in automatic removal from the Citizen Advisory Board.]

Signature: John Sherman Date: 1-26-19

PLEASE RETURN THE APPLICATION TO:

Washoe County Clerk's Office
P.O. Box 11130, 1001 E. ninth Street, Bldg. A, Reno, NV 89512
Phone: (775) 328-7279; FAX: (775) 784-7262; Email: dsonderfan@washoecounty.us

Date Received: _____ Commission District: _____

Appointed to: _____ Date of Appointment: _____

Thank you for your interest in Washoe County Government

This document is part of the public file and is available for public review.