

**CITY OF RENO  
BOARD OR COMMISSION  
MEMBERSHIP APPLICATION**

Please be advised that all information contained in this application is part of the City of Reno's public record and is, upon request, available for public review. These positions are limited, in most cases, to residents of the City of Reno. The City Council makes a conscientious effort to appoint persons who represent all of the various communities within the City of Reno. Please be advised that certain boards and commissions require filing of financial statements with the Secretary of State or have special requirements. Contact the City Clerk's office at 334-2030 with any questions.

Name: Lorna Quisenberry

Name of Board or Commission for which you would like to apply:

City of Reno Planning Commission

**Home Address:**

Address: 9870 Double R Blvd #521

City: Reno State: Nevada Zip: 89521

Home Phone: 775-276-7641 E-mail: lorraq30@gmail.com

**Occupation and Business Address:**

Job Title: Utility Valuation Analyst

Business Name: State of Nevada Department of Taxation

Address: 3850 Arrowhead Dr.

City: Carson City State: Nevada Zip: 89706

Business Phone: 775-684-2093 E-mail: lquisenberry@tax.state.nv.us

**Preferred Contact:** *If appointed, the address, phone number and e-mail address you wish to use for your contact information.*

Address: po box 21782

City: Carson City State: Nevada Zip: 89721

Phone: 775-276-7641 E-mail: lorraq30@gmail.com

How long have you been a resident of the City of Reno? 5 years

Are you currently registered to vote in the City of Reno? Yes: x No:

Have you ever been convicted of a felony or misdemeanor other than minor traffic violations? Yes: \_\_\_\_\_ No: x \_\_\_\_\_

If yes, please list conviction dates and nature: n/a

Education or Training Relevant to the board or commission to which you are applying:  
see attached

Explain briefly why you would like to be appointed to this board or commission. Please attach any additional information you wish:

see attached

*I certify that, to the best of my knowledge, the information I provided in the application is true. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal. If appointed, I agree to attend a board or commission orientation session, if applicable, within six months of my appointment. I understand that failure to comply with this requirement will result in automatic removal from the board or commission.*

Signature: Lorna Pusenberg Date: 4/10/24

**Please Return the Application To:**

City Clerks' Office, P.O. Box 7, Reno, NV 89504

Fax: 775-334-2432 e-mail: [CityClerk@reno.gov](mailto:CityClerk@reno.gov)

**This document is part of the public record of the City of Reno  
and is available for public review.**

**WAIVER OF NOTICE REQUIRED UNDER NRS 241.033(1)  
TO ALLOW CITY COUNCIL TO  
CONSIDER CHARACTER, MISCONDUCT, OR COMPETENCE  
OF PERSON TO BE APPOINTED TO A BOARD, COMMISSION, OR OTHER  
PUBLIC BODY FOR THE CITY OF RENO**

The City Council for the City of Reno will be considering on a future posted agenda your appointment to a board, commission or other public body for the City of Reno. Pursuant to NRS 241.033(1), in order to consider the professional competence of an applicant, notice need be provided to that person of the time and place of the meeting in compliance with such statutory provisions.

By signing below, it is confirmed that I have been provided notice of the meeting at which my appointment will be considered by City Council. Further, I knowingly and voluntarily am waiving my rights to all written notice requirements under NRS 241.033(1) pertaining to my qualifications, competence, and character to hold this appointment and consent to the evaluation of my character and competence by the Reno City Council in a public meeting.

Further, the undersigned acknowledges that he may at any time withdraw both this waiver and related application for appointment.

Dated this 10<sup>th</sup> day of April, 2024.

Name of Board, Commission or Other Public Body to which the undersigned is seeking

City Council's consideration: Planning Commission  
(Board/Commission/Public Body)

Signature of Applicant: Lorna Quisenberry

By: Lorna Quisenberry  
(Printed Name of Applicant)

Lorna Quisenberry  
9870 Double R Blvd #521  
PO Box 21782  
Carson City, NV 89721

City of Reno  
Planning Commission  
1 East First St  
Reno, NV 89501

To whom it may concern:

My name is Lorna Quisenberry, and I am a resident of Ward 6 in Reno. I am interested in being appointed to the City of Reno Planning Commission. In May 2019, I accepted a position with the Department of Taxation and relocated to the area from my hometown, Yerington, NV. I have always been passionate about being a public employee and take pride in my positions held with Lyon County and my current position with the State of Nevada. It is important to me that I am actively involved in my community by volunteering in a productive and positive way. This Commission provides a unique opportunity to utilize my specific skills and gain additional experience in public service.

During my tenure with the Lyon County Assessor's Office from December 2004 to 2019, I served as a Sr. Appraiser, gaining comprehensive experience across all its functions. Additionally, I prepared and presented documentation and oral testimony to support appraisals before the County and State Boards of Equalization.

In May of 2019, I accepted a position with the Nevada Department of Taxation overseeing locally assessed property. I conducted audits of real and personal property valuations completed by the various county assessors. I also prepared reports detailing findings and recommendations, which are presented to the Nevada Tax Commission for adoption and potential action.

As member of the, State of Nevada, Appraiser Certification Board and a dual-certified real and personal property appraiser in Nevada I have attained 339 hours of diverse continuing education. I remain dedicated to ongoing education to stay abreast of evolving policies and regulations.

In my current position as a Utility Valuation Analyst in the Centrally Assessed section of the Division of Local Government Finance with the Department of Taxation, I perform complex appraisals of utility and transportation corporations in various industries for property tax purposes. Using appraisal, accounting, and financial knowledge and skills, I collect and analyze industry and individual utility companies' financial data to develop value indicators of corporate value. I prepare narrative summaries to substantiate value, assist in developing and applying capitalization rate studies for each industry, and interpret and explain statutes, codes, procedures, timeframes, methodologies, forms, reports, results, instructions, and penalties regarding billing, collection, and distribution of property taxes when requested by interested parties, including taxpayers, legislators, tax commission, and local governments. I serve as an expert witness regarding valuation and assessment. I also assist in the certification of net proceeds of minerals tax through desk review of financial reports.

I have reviewed NRS 278, familiarized myself with bylaws, and believe that my skills and experience would be beneficial to this board. I feel confident that if chosen for a seat on this commission, I would represent the community by being an informed and prepared member of this board equipped to make the most educated decisions possible. I would like to request your consideration if an opening becomes available.

Regards,  
Lorna Quisenberry

# Lorna J. Quisenberry

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PO Box 21782  
Carson City, NV 89721  
Home (775) 276-7641  
Lornaq30@gmail.com

## **Professional Summary**

Experienced State of Nevada Certified Real and Personal Property Tax Appraiser/Utility Valuation Analyst with extensive training and knowledge of N.R.S 361, N.R.S. 278 and appraisal theory, who uses these guidelines to develop accurate, supported, and timely appraisals for taxation purposes. Exceptional at prioritizing and multi-tasking to maximize efficiency and accuracy throughout the appraisal process.

## **Qualifications**

- Certified State of Nevada Real and Personal Property Tax Appraiser.
- Acquired 339 Hours of State of Nevada Department of Taxation approved continuing education.
- Understanding of N.R.S and N.A.C 361. laws and regulations pertaining to property tax assessment.
- Proficient in Microsoft Office Suite Applications and other assessment software.
- Excellent interpersonal and communication skills.

## **Experience**

### **State of Nevada Department of Taxation Utility Valuation Analyst**

**May 2023-Present**

- Perform complex appraisals of utility and transportation corporations in various industries for property tax purposes.
- Using appraisal, accounting and financial knowledge and skills; collects and analyzes industry and individual utility companies' financial data to develop value indicators of corporate value.
- Prepares narrative summaries to substantiate value. Assist to Develop and apply capitalization rate studies for each industry.
- Interprets and explain statutes, codes, procedures, timeframes, methodologies, forms, reports, results, instructions and penalties regarding billing, collection and distribution of property taxes when requested by interested parties including taxpayers, legislators, tax commission, and local governments.
- Serves as an expert witness regarding valuation and assessment. I also assist in the certification of net proceeds of minerals tax through desk review of financial reports.

### **State of Nevada Department of Taxation Appraiser II**

**May 2019-May 2023**

- Determine real and personal property values for taxation purposes in accordance with N.R.S. and N.A.C. laws and regulations pertaining to property tax assessment.
- Apply statistical procedures and analyze results to determine if assessors' valuations comply with Nevada Revised Statutes and Regulations.
- Conduct physical inspections to identify and measure construction characteristics of a variety of buildings and classify use, character, and quality of construction to determine building costs; identify land characteristics which will affect value.
- Classify and value properties using costing manuals and valuation techniques approved by the Nevada Tax Commission.
- Conduct audits of real and personal property valuations completed by the various county assessors.
- Prepare reports and narratives related to compliance with Nevada Revised Statutes and Nevada Administrative Code which are presented to the Nevada Tax Commission annually for adoption and potential action.

**Lyon County Assessor****Senior Property Appraiser****December 2004-May 2019**

- Review and analyze sales and property data for the completion of valuations of real and personal property for tax assessment purposes.
- Determine market values of commercial and residential land and improvements within a specific geographic area of appraisal.
- Read and interpret assessor's plats, recorded maps and surveys, legal descriptions, deeds, leases, building plans, and financial statements.
- Perform on-site field inspections to classify uses, character, and quality of construction for determining property value.
- Estimate value of real property using the cost, income, and comparative sales approaches, as appropriate.
- Prepare presentations to support appraisals to the County and State Board of Equalization or formal appeal proceedings.
- Provide accurate information to the public relative to assessment values and pertinent appraisals; hear complaints, explain appraisals, appraisal conclusions and assessed values; assist various agencies with necessary information as required; provide explanation of taxes pertaining to appraisals.
- Maintain and develop professional and courteous working relationships with the public, other governmental offices, colleagues, and elected and appointed officials.

**United States Air Force, Las Vegas, NV****E-4 Services Squadron****February 1999-February 2003**

- Managed food service operation for a high-volume dining facility.
- Assisted and designed specialty items and menus.
- Ordered, received, and inventoried food and supplies.
- Performed administrative support for a variety of firms.

**Education**

Sierra Nevada High School  
14175 Mt Charleston St  
Reno, NV 89506

High School Diploma

Western Nevada Community College  
13 Pearl St.  
Yerington, NV 89447

**Certificates and Continued Education     339 Hours**

International Association of Assessing Officers (IAAO)  
IAAO Headquarters  
314 W 10th Street  
Kansas City, MO 64105

Appraisal Institute  
200 W. Madison Suite 1500  
Chicago, IL 60606

Nevada Assessors' Association

Real and Personal Property Certification  
State of Nevada Department of Taxation

**References** Available upon request