

**NEBRASKA REAL PROPERTY APPRAISER BOARD
NRPAB OFFICE MEETING ROOM, FIRST FLOOR
NEBRASKA STATE OFFICE BUILDING
301 CENTENNIAL MALL SOUTH, LINCOLN, NE**

June 18, 2020 Meeting Minutes

A. OPENING

Chairperson Ben Hynek called to order the June 18, 2020 meeting of the Nebraska Real Property Appraiser Board at 9:00 a.m., by electronic telecommunication in the Nebraska Real Property Appraiser Board's office on the first floor of the Nebraska State Office Building, 301 Centennial Mall South, Lincoln, Nebraska, as permitted by Executive Order 20-24.

B. NOTICE OF MEETING

Chairperson Hynek announced the notice of the meeting was duly given, posted, published, and tendered in compliance with the Open Meetings Act, and all board members received notice simultaneously by email. Publication of official notice of the meeting appeared on the State of Nebraska Public Calendar found at www.nebraska.gov on June 12, 2020. The agenda was kept current in the Nebraska Real Property Appraiser Board office and on the Board's website. Materials generally used by the Board for this meeting were available in the public folder for inspection by the public, in accordance with the Open Meetings Act. A copy of the Open Meetings Act was available for the duration of the meeting. For the record, Board Members Benjamin Hynek of Lincoln, Nebraska, Christopher Mustoe of Omaha, Nebraska, Thomas Luhrs of Imperial, Nebraska, Wade Walkenhorst of Lincoln, Nebraska, and Bonnie Downing of Dunning, Nebraska, were present. Also present were Director Tyler Kohtz, Business and Licensing Specialist Allison Nespor, and Administrative Specialist Katja Duerig, who are all headquartered in Lincoln, Nebraska.

ADOPTION OF THE AGENDA

Chairperson Hynek reminded those present for the meeting that the agenda cannot be altered 24 hours prior to the meeting except for emergency items according to the Open Meetings Act. Board Member Mustoe moved to adopt the agenda as printed. Board Member Downing seconded the motion. With no further discussion, the motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

Board Member Mustoe moved that the Board go into executive session for the purpose of reviewing applicants for credentialing; applicants for appraisal management company registration; investigations; pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation; and employee performance evaluation. A closed session is clearly necessary to prevent needless injury to the reputation of those involved. Board Member Walkenhorst seconded the motion. The time on the meeting clock was 9:07 a.m. The motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

Board Member Mustoe moved to come out of executive session at 9:20 a.m. Board Member Downing seconded the motion. The motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

F. CONSIDERATION OF OTHER EXECUTIVE SESSION ITEMS

2. PERSONNEL MATTERS

The Board discussed personnel matters. Board Member Mustoe moved to increase the Director's salary by 2.75%, effective July 1, 2020. Board Member Luhrs seconded the motion. The motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

G. WELCOME AND CHAIR'S REMARKS

Chairperson Hynek said, "Less is more," and expressed enthusiasm for seeing everyone in person at the next meeting. The Chairperson gave Director Kohtz permission to guide the electronic meeting.

H. BOARD MEETING MINUTES

1. APPROVAL OF APRIL 23, 2020 MEETING MINUTES

Chairperson Hynek asked for any additions or corrections to the April 23, 2020 meeting minutes. With no further discussion, Chairperson Hynek called for a vote. Board Member Mustoe moved to adopt the April 23, 2020 meeting minutes as presented. Board Member Luhrs seconded the motion. The motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

I. DIRECTOR'S REPORT

1. APPRAISER AND AMC REPORTS

a. Appraiser Count Report

Director Kohtz presented seven charts outlining the number of appraisers as of June 18, 2020. The Director reported that he had no comments, and asked for questions or comments. There was no discussion.

b. Temporary Credential Report

Director Kohtz presented three charts outlining the number of temporary credentials issued as of May 31, 2020. The Director reported that he had no comments, and asked for questions or comments. There was no discussion.

c. Supervisory Appraiser Count Report

Director Kohtz presented two charts outlining the number of supervisory appraisers as of June 18, 2020. The Director reported that he had no comments, and asked for any questions or comments. There was no discussion.

d. AMC Count Report

Director Kohtz presented two charts outlining the number of AMCs as of June 18, 2020. The Director reported that he had no comments, and asked for any questions or comments. There was no discussion.

2. EXECUTIVE AUTHORITY APPROVAL REPORTS

Director Kohtz presented two lists that include the real property appraisers and applicants, and education activities and instructors that have been approved under the executive authority granted to State agencies in Governor Ricketts' 2020 State of Emergency Proclamation made on March 13, 2020 between April 18, 2020 and June 5, 2020. There were no executive approvals made for appraisal management companies during this time period. The Director informed the Board that the lists are provided for informational purposes, and that he had no specific comments. Director Kohtz asked for any questions or comments. There was no further discussion.

J. FINANCIAL REPORT AND CONSIDERATIONS – JUNE 2020

1. APPROVAL OF APRIL RECEIPTS AND EXPENDITURES

The receipts and expenditures for April were presented to the Board in the Budget Status Report. Director Kohtz had no specific comments. The Director reported that expenditures for the month of April totaled \$23,744.56, and that the total expenses amount to 65.18 percent of the budgeted expenditures for the fiscal year; 83.56 percent of the fiscal year has passed. Revenues reported for April were \$14,737.61, and total revenues amount to 98.53 percent of the projected revenues for the fiscal year. The Director asked for any questions or comments. There was no further discussion.

Director Kohtz then brought attention to the General Ledger for April. The Director reported that he had no specific comments, and asked for any questions or comments. There was no further discussion.

Board Member Mustoe moved to accept and file the April 2020 financial reports for audit. Board Member Luhrs seconded the motion. The motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

2. APPROVAL OF MAY RECEIPTS AND EXPENDITURES

The receipts and expenditures for May were presented to the Board in the Budget Status Report. Director Kohtz had no specific comments. The Director reported that expenditures for the month of May totaled \$22,761.21, and that the total expenses, \$338,025.65, amount to 69.88 percent of the budgeted expenditures for the fiscal year; 92.05 percent of the fiscal year has passed. Revenues reported for May were \$10,954.39, and total revenues, \$332,404.30, amount to 101.88 percent of the projected revenues for the fiscal year. The Director asked for any questions or comments. There was no further discussion.

Director Kohtz then brought attention to the General Ledger for May. The Director reported that he had no specific comments, and asked for any questions or comments. There was no further discussion.

Director Kohtz presented three graphs showing expenses, revenues, and cash balance. Director Kohtz asked for any questions related to the graphs. There was no further discussion.

Board Member Mustoe moved to accept and file the May 2020 financial reports for audit. Board Member Luhrs seconded the motion. The motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

3. PER DIEMS: No discussion.

4. FY 2020-21 BUDGET

a. Proposed Budget Highlights

Director Kohtz presented a document titled, “FY 2020-21 Budget Highlights” to the Board for review, and highlighted the following items:

- Proposed Budget includes general expenditure allocation of 60% to Appraiser Fund and 40% to AMC Fund.
- Employee Salaries and Benefits (\$231,730.21)
- Board Member Per Diem Payments (\$9,400.00)
- Intern/Temporary Employee (\$7,503.36)
- AARO Travel (Budget includes funding for 1 Fall and 1 Spring Conference trip (\$5,766.00).
- Staff Education (\$1,500.00)
- Legal Services (\$35,000.00)
- Other Contractual Services (\$45,000.00)
- Funding for equipment repair and purchase, including software purchase (\$1250.00)
- Other Operating Expenses (overage coverage of \$2,118.73)
- Budget includes the following changes from the FY 2019-20 appropriations:
 - Salary and Benefits (\$6,610.01)
 - Other Operating Expenses (\$1,270.75)
 - CIO Expenses (-\$36,400.00 total / \$3,600.00 increase to base and \$10,000.00 included for LB17 AMC Interface database update)
 - Publication and Print Expenses (-\$1,000.00)
 - Dues and Subscriptions Expenses (-\$150.00)
 - Other Contractual Services Expenses (-\$5,000.00)

- Applicant Standard 3 Reviewer Fees/SME Fees are set at:

Applicant Reviews

Residential: 4 Hours x \$85.00 = \$340.00

2-4 Family: 6 Hours x \$85.00 = \$510.00

Agriculture: 8 Hours x \$85.00 = \$680.00

Commercial: 10 Hours X \$85.00 = \$850.00

SME

Residential: 6 Hours x \$100.00 = \$600.00

2-4 Family: 9 Hours x \$100.00 = \$900.00

Agriculture: 12 Hours x \$100.00 = \$1200.00

Commercial: 15 Hours X \$100.00 = \$1500.00

Director Kohtz also reported that approximately \$66,000.00 in unused carryover appropriations from the current fiscal year is available if needed. After Director Kohtz finished covering the 2020-21 Budget highlights, he recommended that after its review of the proposed budget and projected revenues is complete, and if there are no other changes requested, the Board approve the FY 2020-21 Budget as amended to include the Director's salary change since the budget is prepared, and the Board has not discussed holding a July meeting yet.

b. Proposed Budget and Projected Revenues

Director Kohtz presented the proposed budget and projected revenues for FY 2020-21 to the Board for consideration. The Director informed the Board that the budgeted line item allocations were based on the sixty percent and forty percent split between the Real Property Appraiser Fund and the AMC Fund that is currently in place. Director Kohtz reported that all line items are base budget, except for \$10,000.00 in carryover funds, which were added for the LB17 AMC Interface Database Update. Director Kohtz then moved to revenues, and indicated that revenues were revised down by approximately \$25,000.00 for the fiscal year in anticipation that the Board will see a lower number of out-of-state credential holders renewing, a lower number of reciprocal real property appraiser applicants, and a lower number of temporary permits. The Director expressed hope that he is wrong, but the current trends suggest that revenues will be down for the next fiscal year. Director Kohtz finished by saying that the projected revenues are very conservative, but that he would rather be safe and have finances that are well thought out, rather than over-project and hope for the best. If the revenues exceed projections, then the Board will have had another good year.

c. AMC Fund/Appraiser Fund Split

Director Kohtz reported that the split between the real property appraiser fund and the AMC registration fund for expenditures would continue to be 60% from the real property appraiser fund and 40% from the AMC registration fund. The Director indicated that this split accurately represents the general expenditure breakdown between the real property appraiser program and the AMC registration program. There was no further discussion.

d. Fee Schedule

Director Kohtz asked for discussion pertaining to Fees. There was no discussion.

e. FY 2020-21 Projections and Charts

Director Kohtz presented three charts showing the 2020-23 financial projections. The Director informed the Board that the expenditures were based on the sixty percent and forty percent split between the Real Property Appraiser Fund and the AMC Fund that is currently in place, and the trends pertaining to the percentage of expenditures compared to the budget for each fund. Director Kohtz indicated that even with the downward revised revenues for the next fiscal year, he anticipates an increase in the overall cash balance of approximately \$45,000.00. The Director turned attention to the next biennium, and informed the Board that these two fiscal years are also projected to increase the overall cash balance. After this next fiscal year, revenues are projected to go up at an increased rate. Finally, with less consolidation taking place in the AMC industry, the AMC registration numbers should reach a steady level somewhere in the low 80's, which will stabilize the revenues. Director Kohtz expressed confidence in the strength of the Board's fiscal position as it moves through these unprecedented times. There was no further discussion in regards to the 2020-23 financial projections.

f. Database LB17 AMC Interface Update

Director Kohtz presented an estimate from CIO for the LB17 AMC Interface update in the NRPAB Database. The Director informed the Board that this project was presented to it for consideration in 2018, but the Board felt that it would be a better utilization of funds to pursue the real property appraiser online renewal application with electronic payment project. Director Kohtz indicated that he included \$10,000.00 for this project in the 2020-21 Budget, but that this project would integrate into an online AMC registration renewal application project perfectly. The Director informed the Board that he has requested an estimate from Juli Jurgens with the CIO for development of the online AMC registration renewal application, and that once he gets this information, it may be more efficient to utilize the \$10,000.00 for the preliminary work to build this system. If the project gets rolling during FY 2020-21, the Board can apply more carryover appropriations from the current fiscal year to the project. Also, carryover appropriations could be used to finish the work during the 2021-2023 biennial cycle. The Board agreed that the online AMC registration renewal application estimate should be reviewed prior to beginning work on the LB17 AMC Interface project.

Board Member Downing moved to approve the FY 2020-21 Budget as amended for the Director's salary change. Board Member Mustoe seconded the motion. The motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

5. 2021-2023 BIENNIAL BUDGET GOALS AND OBJECTIVES

Director Kohtz brought attention to the 2021-2023 Biennial Budget, and asked if the Board had any comments, recommendations, goals, or objectives as he prepares the budget submission. The Director informed the Board that he has done a lot of work in the biennial budget already, and has most of the Budget Narratives ready for submission. Director Kohtz indicated that he is waiting on the rates for the next biennium to be released by the State Budget Division, and the current fiscal year to close out, before he can go any further. The Director declared that this is a good cycle to stick to the base as low state tax revenues are sure to cause a state budget shortfall. Director Kohtz added that the difficulty for this budget cycle will likely not be to obtain additional funding for specific projects, but to keep funding from being reduced to the base budget. The Board expressed support for the Director's plan for developing the 2021-2023 Biennial Budget Request. The Director finished by informing the Board that he will provide the Board's 2021-2023 Biennial Budget Request to the Board in August for approval.

K. GENERAL PUBLIC COMMENTS

No members of the public were present.

L. CONSIDERATION OF EDUCATION-INSTRUCTOR REQUESTS: No discussion.

M. UNFINISHED BUSINESS

1. ONLINE APPRAISER RENEWAL APPLICATION SUBMISSION PORTAL WITH ELECTRONIC PAYMENT

Director Kohtz reported that work on the Online Appraiser Renewal Application Submission Portal with Electronic Payment is continuing. The Director announced that the secure storage system should be ready tomorrow, and when it is, staff can begin sending test files to U.S. Bank. According to the Director, if this system can be tested and everything is on track at the end of July, the plan would be to launch the Online Appraiser Renewal Application Submission Portal this renewal season. Director Kohtz asked for any questions or comments. There was no further discussion.

2. NRPAB COVID-19 RESPONSE

a. Online Waiver for Board Approved In-class Education Activities

Director Kohtz presented the Appraisal Subcommittee's guidance on COVID-19 related education changes, and reported that this item was originally put on the agenda to discuss the Supervisory Appraiser and Trainee Course. There are only two education providers with approved Supervisory Appraiser and Trainee Courses in Nebraska, and both of the courses are approved for classroom delivery. Because the hearing for changes to Title 298 was postponed due to COVID-19, the Board's rules still functionally prohibit a provider from offering the Supervisory Appraiser and Trainee Course online. Director Kohtz reported that since this item was added to the agenda, he has learned that one education provider is still holding the course, but with a limited number of students. The Director expressed that he only wishes to change standard procedures by invoking waivers for issues that impede an appraiser's or applicant's ability to progress in the field or renew their credential.

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Chairperson Hynek remarked that having a single provider offering the course with a limited class size in Nebraska could impede a Trainee Real Property Appraiser's ability to progress in the appraisal field, and suggested that invoking the ASC's waiver of rules for traditional classroom setting education activities for the approved Supervisory Appraiser and Trainee courses in Nebraska. The Board agreed that the waiver should be utilized for this purpose.

Director Kohtz then brought attention to conversations that Board Member Downing has had with Nebraska credentialed appraisers that focus on the appraisal of agricultural property. Board Member Downing reported that she had heard from appraisers in her district who want to attend in-class ASFMRA courses held via Zoom, but this type of delivery has not been approved by the Board for credit as it has been in many other states. She noted that there is concern among rural appraisers that online, ag-focused continuing education would not be available to them. Board Member Downing relayed that she would like to have a discussion about whether to invoke the ASC waiver for all classroom continuing education activities. Chairperson Hynek said that the Board has approved many online continuing education activities, which have been evaluated for their learning and attendance management systems. Chairperson Hynek expressed concern that a classroom course held via Zoom would not be conducive to an attendee's participation or engagement with the materials. Director Kohtz opined that the waiver should not be used unless there is an impediment to an appraiser's ability to complete their education, because it would be difficult to "rein in" the approval of such activities when the waiver expires. Board Member Downing acknowledged these concerns. There was no further discussion.

Board Member Luhrs moved to allow Supervisory Appraiser and Trainee Courses approved as in-class activities to be presented remotely via distance education under the March 31, 2020 Appraisal Subcommittee temporary waiver. Board Member Downing seconded the motion. The motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

b. ASC Guidance Concerning Exam Approval Time Frames

Director Kohtz reported that the Appraisal Subcommittee offered no guidance regarding exam approval times at the time the Board began utilizing executive authority approvals, so the Board was allowing up to twelve months after the state of emergency declaration is rescinded by Governor Ricketts to complete the exam. In a May 15, 2020 guidance, the Appraisal Subcommittee specified that applicants may have up to 90 days after a State officially ends their COVID-19 related emergency declaration to complete examination. All previously approved applicants, and all applicants approved after the ASC released its guidance, have been notified that they have 12 months after approval to sit for the exam or 90 days after the State of Nebraska COVID-19 emergency declaration is rescinded to complete the exam, whichever date is later. Director Kohtz informed the Board that this agenda item is for informational purposes only, and asked for any questions or comments. There was no further discussion.

c. Interim Final Rule to Amend the Federal Agencies' Regulations Requiring Appraisals of Real Estate for Certain Transactions

Director Kohtz presented the document titled, "Interim Final Rule to Amend the Federal Agencies' Regulations Requiring Appraisals of Real Estate for Certain Transactions" to the Board for review. The Director explained that this temporary final rule amends Title XI to defer the requirement to obtain an appraisal or evaluation for up to 120 days following the closing of a transaction for certain residential and commercial real estate transactions, excluding transactions for acquisition, development, and construction of real estate. The Director asked for any questions or comments, and if the Board wanted to make appraisers aware of this information. There was no discussion.

d. Interagency Statement on Appraisals and Evaluations for Real Estate Related Financial Transactions Affected by the Coronavirus

Director Kohtz presented a document titled, "Interagency Statement on Appraisals and Evaluations for Real Estate Related Financial Transactions Affected by the Coronavirus" to the Board for review. The Director informed the Board that the document includes a summary of flexibilities in appraisal standards issued by the OCC, FRB, FDIC, and CNUA, and includes temporary changes to Fannie Mae and Freddie Mac appraisal standards. The Director asked for any questions or comments. There was no discussion.

N. NEW BUSINESS: No discussion.

O. LEGISLATIVE REPORT AND BUSINESS

1. OTHER LEGISLATIVE MATTERS

Director Kohtz reported that the legislature is tentatively planning to reconvene in mid-July. The Director said he would keep the Board Members updated. There was no further discussion.

P. ADMINISTRATIVE BUSINESS

1. GUIDANCE DOCUMENTS: No discussion.

2. INTERNAL PROCEDURAL DOCUMENTS

a. 202001: Appraiser-AMC Funds Allocation Procedure

Director Kohtz presented Internal Procedural Document 202001: Appraiser-AMC Funds Allocation Procedure to the Board for consideration. The Director explained that this procedural document originates from the APA audit earlier this year. The APA noted that the agency's method of determining the 60/40 split between the Appraiser and AMC funds for general expenses was not testable, which makes it difficult to establish accuracy. Director Kohtz informed the Board that Pat Reading, the lead auditor for the Board's audit, has already reviewed the procedure. The Director asked for any questions or comments. There was no further discussion. Board Member Mustoe moved to approve Internal Procedural Document 202001 as presented. Board Member Luhrs seconded the motion. The motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

3. FORMS AND PROCEDURES: No discussion.

Q. OTHER BUSINESS

1. BOARD MEETINGS

Director Kohtz asked board members for any thoughts on whether a regular meeting should be held in July. Chairperson Hynek expressed interest in holding a meeting in July, and informed the Board that the Governor does not intend to extend the Executive Order allowing electronic meetings again, so future meetings will be held in person. Director Kohtz said that staff will plan for a regular, in-person meeting on the third Thursday in July, unless Chairperson Hynek determines otherwise. There was no further discussion.

2. CONFERENCES/EDUCATION: No discussion.

3. MEMOS FROM THE BOARD: No discussion.

4. QUARTERLY NEWSLETTER: No discussion.

5. APPRAISAL SUBCOMMITTEE

a. ASC Meeting; September 9, 2020 – Washington, D.C.

Director Kohtz reported that the next ASC meeting is on September 9, 2020, in Washington, D.C. There was no discussion.

b. ASC February 12, 2020 Meeting Minutes

Director Kohtz presented the meeting minutes from the ASC's February 12, 2020 meeting to the Board for review. The Director informed the Board that he had no specific comments. There was no further discussion.

c. ASC April 9, 2020 Meeting Minutes

Director Kohtz presented the meeting minutes from the ASC's April 9, 2020 meeting to the Board for review. The Director informed the Board that he had no specific comments. There was no further discussion.

d. February 10, 2020 ASC Roundtable Summary

Director Kohtz presented the February 10, 2020 ASC Roundtable Summary, and asked for any questions or comments. There was no discussion.

e. Agency Information Collection Activities; Renewal of an Approved Information Collection

Director Kohtz presented the ASC's request for comment on its renewal of an approved information collection and transmission published in the Federal Register. The Director said this is nothing out of the ordinary as the ASC is attempting to renew a procedure that is already in place. Director Kohtz asked for any questions or comments. There was no further discussion.

f. \$10M in Grants to support State Appraiser Regulatory Agencies

Director Kohtz reported that the ASC now has a grant program for states with ten million dollars in funding available. The Director brought attention to one potential project the Board could consider for grant funding, and reminded the Board that it has attempted to implement the ASC's SOAP application to translate the information between the NRPAB Database and the ASC Federal Registry, so that the ASC Federal Registry is updated in real time. The problem with the ASC's SOAP application is that it is written in a different language than the NRPAB Database, so it would not work. After this was discovered, the development of a translation system was discussed with Juli Jurgens of OCIO. Ms. Jurgens indicated that it would likely be an expensive project, so the idea was shelved at that time. The Director reported that he recently asked Ms. Jurgens for a quote to build the translation system, so that the Board has something concrete to consider for the potential preparation of a grant application. Director Kohtz finished by declaring that he doesn't have any preconceived ideas as to whether pursuing grant funding is a good idea or not. There is a lot of extra work that goes into grant administration, which may make it unreasonable for the Board to pursue grant funding. The Director indicated that he would present Ms. Jurgens's estimate to the Board for discussion when he receives it. The Director asked for any questions or comments. There was no further discussion.

g. ASC 2019 Annual Report (Board Member Portal Home)

Director Kohtz announced that the ASC 2019 Annual Report is available in the Board Member Portal for review. There was no discussion.

6. THE APPRAISAL FOUNDATION

a. Call for Applicants: ASB and AQB Board Members

Director Kohtz reported that The Appraisal Foundation's Appraisal Standards Board and Appraiser Qualifications Board were calling for applicants. There was no discussion.

b. Appraiser Qualifications Board

i. AQB Adopts Changes to Real Property Appraiser Qualification Criteria

Director Kohtz presented the Appraiser Qualifications Board's changes to the Real Property Appraiser Qualifications Criteria for the Licensed Residential Real Property Appraiser classification to the Board for review. The Director noted that the only change was to the transaction value limit for the licensed classification, from \$250,000 to \$400,000 for complex residential real property having no more than four units, to match the federal threshold where an appraisal is required for a residential real property federally regulated transaction. Director Kohtz asked for any questions or comments. There was no further discussion.

c. Appraisal Standards Board

i. Second Exposure Draft of Proposed Changes for the 2022-23 Edition of the Uniform Standards of Professional Appraisal Practice

Director Kohtz presented the Second Exposure Draft of Proposed Changes for the 2022-23 Edition of the Uniform Standards of Professional Appraisal Practice to the Board for review. The Director said he had no specific comments or questions for this draft, and the picture will be clearer when the next draft is released. There was no further discussion.

ii. ASB Q&A: April 2020

Director Kohtz presented the April 24, 2020 ASB USPAP Q&A 2020-04: Appraisal Development – Inspections to the Board for review. The Director reported that the question asked whether viewing photos, videos, or other technology-based views of the interior of a subject property, coupled with a personal inspection of the exterior, could be considered an interior inspection. According to the ASB, the answer is no. There was no further discussion.

d. The Appraisal Foundation Upcoming Meetings

i. Virtual ASB Public Meeting; July 31, 2020

Director Kohtz reported that the Appraisal Standards Board plans to hold a virtual public meeting on July 31, 2020. The Director asked for any questions or comments. There was no discussion.

ii. TAF Board of Trustees Meeting; October 1-3, 2020 – Atlanta, GA

Director Kohtz reported that the TAF Board of Trustees' next meeting is October 1-3, 2020, in Atlanta, GA. The Director asked for any questions or comments. There was no discussion.

iii. AQB Public Meeting; October 16, 2020 – Washington, DC

Director Kohtz reported that the ASB's next public meeting is on October 16, 2020, in Washington, DC. The Director asked for any questions or comments. There was no discussion.

7. ASSOCIATION OF APPRAISER REGULATORY OFFICIALS: No discussion.

8. IN THE NEWS: No discussion.

C. CREDENTIALING AS A NEBRASKA REAL PROPERTY APPRAISER

Board Member Mustoe moved to take the following action for the applicants as listed:

CR20001 / Send letter acknowledging receipt of plan.

CG20003 / Hold.

Board Member Luhrs seconded the motion. Motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

D. REGISTRATION AS APPRAISAL MANAGEMENT COMPANY

Board Member Mustoe moved to take the following action for the AMC renewal applicant as listed:

NE2019002 / Approve.

Board Member Walkenhorst seconded the motion. Motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

E. CONSIDERATION OF COMPLIANCE MATTERS

Board Member Mustoe moved to take the following actions for post-board action compliance matters:

18-01 / Hold.

20-01 / Execute Consent Agreement.

Board Member Luhrs seconded the motion. Motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

F. CONSIDERATION OF OTHER EXECUTIVE SESSION ITEMS

1. 2020.02

The Board reviewed documentation evidencing that an education provider is advertising courses to Nebraska credentialed real property appraisers and applicants for credentialing as “accepts” by the Board when the Board has not approved the courses. Such language is misleading and may be a violation of Neb. Rev. Stat. § 76-2238(25). Board Member Mustoe moved to send an advisory letter to the provider requesting that it remove the use of “accepts” in relation to the State of Nebraska. Board Member Luhrs seconded the motion. Motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye.

R. ADJOURNMENT

Board Member Downing moved to adjourn the meeting. Board Member Mustoe seconded the motion. Motion carried with Mustoe, Luhrs, Walkenhorst, Downing, and Hynek voting aye. At 10:17 a.m., Chairperson Hynek adjourned the June 18, 2020 meeting of the Real Property Appraiser Board.

Respectfully submitted,

Tyler N. Kohtz
Director

These minutes were available for public inspection on June 26, 2020, in compliance with Nebraska Revised Statute § 84-1413 (5).