



THE NEBRASKA APPRAISER

News from the Nebraska Real Property Appraiser Board

Summer 2016

Director's Comments



Director Tyler Kohtz

Tyler Kohtz has been the Director for the Nebraska Real Property Appraiser Board since March of 2012. He is responsible for the development, implementation, and management of all programs for the agency, including the administration and enforcement of the Real Property Appraiser Act and the Appraisal Management Company Registration Act.

Power Right 32 Belly Dive

That time of year is quickly approaching; credential renewals are due on November 30th.....oh, and there is that football thing. Your favorite team has been working hard to prepare for the up and coming season. In just a few short weeks high school, college, and professional teams will take the field with high expectations and enthusiasm. During this time of year the Board is going through much of the same pattern as it prepares credential renewal applications and procedures, rule updates, and the next biennial budget. In addition, the Board will begin to draft legislation for the next legislative session. As with your favorite team, the Board's potential for success comes from hard work and preparation before the season. If you have any questions or comments regarding this edition of The Nebraska Appraiser, please feel free to contact me by phone or email.

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Upcoming NRPAB Meetings:

- ◆ September 14, 2016 @ NRPAB Office (Conference Room)
- ◆ October 20, 2016 @ NRPAB Office (Conference Room)
- ◆ November 17, 2016 @ NRPAB Office (Conference Room)

* The start time for each meeting can be found on the agenda posted to the Board's website at least 48 hours prior to the start of the meeting.

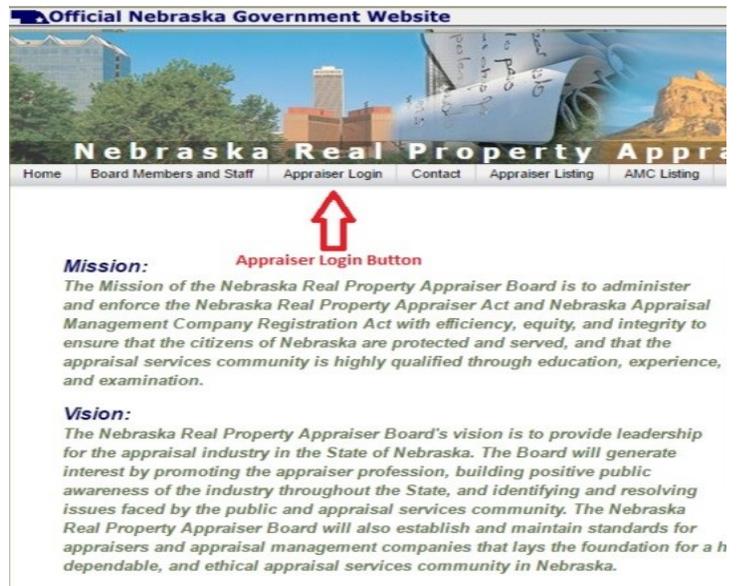
2017-18 Credential Renewal Processes and Procedures

By Tyler N. Kohtz, Director

Real property appraiser credential renewals are fast approaching. The Board would like to provide Nebraska credential holders information concerning the 2017-18 credential renewal process.

- The completed renewal application, **all continuing education documentation (if applicable based on continuing education cycle)**, and fingerprint cards or equivalent electronic fingerprint submissions (if previously notified by registered mail), must be mailed to the Board's office prior to November 30, 2016. The entire two-year continuing education period must be satisfactorily completed prior to renewing a credential for a two-year period.
- If all required information is not received at the Board's office by November 30, 2016, a credential holder will have until July 1, 2017 to meet the requirements. A late processing fee of \$25.00 will be assessed for each month or portion of a month the credential is not renewed beginning on December 1, 2016. If a credential holder obtained his or her credential at the current level on or after November 1, 2016, the late processing fee does not apply until January 1, 2017.
- With the exception of a credential holder that obtained his or her credential at the current level after November 30, 2016, but before January 1, 2017, all applications received after November 30, 2016 will go before the Board for review. If an application is incomplete, or the required continuing education documentation is missing, the application will be returned to the credential holder.

- Just as with previous years, the 2017-18 renewal application will not be mailed to each credential holder. A postcard notification will be mailed out in September which will include the directions for renewing a credential.
- Once an application is received at the Board's office and is processed by board staff, a postcard will be mailed indicating that the credential holder has met the requirements for renewal of his or her real property appraiser credential. This postcard will direct the credential holder to print a copy of his or her pocket card through Appraiser Login (see picture below).



The screenshot shows the official website of the Nebraska Real Property Appraiser Board. At the top, it says "Official Nebraska Government Website". Below that is a navigation menu with links for Home, Board Members and Staff, Appraiser Login, Contact, Appraiser Listing, and AMC Listing. A red arrow points to the "Appraiser Login Button". Below the navigation menu, there is a "Mission:" section with a paragraph of text, and a "Vision:" section with another paragraph of text.

Mission:
The Mission of the Nebraska Real Property Appraiser Board is to administer and enforce the Nebraska Real Property Appraiser Act and Nebraska Appraisal Management Company Registration Act with efficiency, equity, and integrity to ensure that the citizens of Nebraska are protected and served, and that the appraisal services community is highly qualified through education, experience, and examination.

Vision:
The Nebraska Real Property Appraiser Board's vision is to provide leadership for the appraisal industry in the State of Nebraska. The Board will generate interest by promoting the appraiser profession, building positive public awareness of the industry throughout the State, and identifying and resolving issues faced by the public and appraisal services community. The Nebraska Real Property Appraiser Board will also establish and maintain standards for appraisers and appraisal management companies that lays the foundation for a dependable, and ethical appraisal services community in Nebraska.

- If the requirements for renewal of a credential have not been met, the application will be returned to the credential holder, or the credential holder will receive a letter from the Board outlining any deficiencies and explaining the next step. On the unplanned chance the criminal history record check has not been returned to the Board's office by the State Patrol prior to December 31st, the Board may renew a credential subject to receipt of this record check. All other requirements for renewal must have been met prior to the November 30th deadline for this contingent approval.

2017-18 Credential Renewal Processes and Procedures (Continued)

- A credential holder may elect an inactive status. This status allows an appraiser the ability to maintain his or her credential if he or she is unable to practice for a short amount of time. The inactive status application can be found on the Board's website at: http://www.appraiser.ne.gov/Appraiser_Credentialing/.
- The Board may adopt a program of continuing education for an individual credential holder as long as the program is compliant with the Appraiser Qualifications Board's criteria specific to continuing education. To make a request for an individualized program of continuing education, a credential holder shall submit a letter to the Board explaining the circumstances which are the basis for the request and the reason(s) why the existing continuing education requirements are a hardship on the credential holder.
- Each credential holder that successfully renews his or her credential after the second year of a two-year credential period will receive one free download of the PDF version of the 2016-17 Edition of USPAP through Appraiser Login (see picture below). The PDF may be printed for your personal use once download is complete. Hard copies are also available for purchase through The Appraisal Foundation at: <https://www.appraisalfoundation.org/imis/TAF/Store/TAF/Products.aspx?hkey=73d01054->

- Finally, information regarding the CE requirements can be found in Appraiser Login (see below). When logged into Appraiser Login, select the hyperlink for the document titled "2017-18 Nebraska Real Property Appraiser Continuing Education Requirements." Reciprocal credential holders are also strongly encouraged to review the September 24, 2013 Memo From the Board titled "Changes to CE Requirements for Nebraska Reciprocal Real Property Appraisers" located at: <http://www.appraiser.ne.gov/newsletters%20and%20memos/index.html>.

Appraiser Details

Appraiser

Name:

Email:

Credential

Effective Date	Expiration Date	ID Number	Print
01/01/2015	12/31/2015	4456-2015	Pocket Card
07/08/2014	12/31/2014	4455-2014	Pocket Card

Education

2015-16 Nebraska Real Property Appraiser Continuing Education Requirements

CE Period: 2014-2015
 7-Hour USPAP Update (Required every two years): 2014
 7-Hour Report Writing and Case Studies Update (Required every four years): 2014
 CE Hours Remaining: 28

ID	Year	Hours	Name	Prerequisite?
A0052	1982	30	Capitalization Theory and Techniques	Yes
A0002	1988	35	Fundamentals of Real Estate Appraisal	Yes
A0003	1988	30	Appraisal of Land	Yes

- Effective January 1, 2015, all Trainee Real Property Appraisers are required to submit continuing education every two years instead of every four years. No adjustments will be made for those on a four year cycle ending on December 31, 2015 or December 31, 2016. However, if a Trainee Real Property Appraiser's four year cycle was to end on December 31, 2017 or December 31, 2018, his or her continuing education cycle has been changed to a cycle beginning January 1, 2015 and ending December 31, 2016.

Please contact the Board's office at 402-471-9015, or by email at: nrpab.renewals@nebraska.gov, for any questions concerning continuing education requirements or the renewal process.

Official Nebraska Government Website

Nebraska Real Property Appraiser Board

Home Board Members and Staff Appraiser Login Contact Appraiser Listing AMC Listing

The Nebraska Real Property Appraiser Board has made every effort to ensure the accuracy of the information provided in Appraiser Login. However, Appraiser Login is for informational purposes only and is not an official transcript; the Board does not guarantee the accuracy of the information. As a Nebraska credentialed appraiser, it is your responsibility to ensure that all continuing education requirements are met, and all required information for renewal is submitted to the Board's office in a timely manner. If any errors, omissions, or discrepancies are found in Appraiser Login, please notify the Nebraska Real Property Appraiser Board immediately.

Appraiser Details

Appraiser

Name:

Email:

USPAP

You are eligible to download the 2014-15 Edition of USPAP: [Download USPAP 2014-15](#)

One free download is available to you. Please make sure you are on a computer where you are allowed to save and access this download. To open the file you must have a PDF reader. Once download is complete, you may print this PDF file.

Except for saving the PDF download, and printing the PDF for your own personal use, no parts of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopy, recording or otherwise, without the prior written consent of The Appraisal Foundation.

Hard copies, additional copies of the electronic version, and flip copies of the 2014-15 Edition of USPAP are available for purchase through The Appraisal Foundation at <https://www.appraisalfoundation.org/imis/TAF/Store/TAF/Products.aspx?hkey=73d01054->

Credential

NRPAB Quick Hits: Legislative and Rule Making Update

- ◆ The proposed changes to [Title 298](#), the Board's rules and regulations, were returned to the Board by Governor Ricketts on July 18, 2016 unsigned. Due to restructuring of the Board's Education Program, the proposed changes included a fee structure change in the fees charged to education providers for the submission, review, and approval of appraiser qualifying and continuing education activities. The Board's rationale for the fee change was to align the effort by staff to review and prepare the activity for Board review with the fee received for such work. Governor Ricketts cited the Department of Revenue's report that the General Fund tax receipts were down \$95 Million from the certified tax receipts forecast as the reason for returning the rules to the Board. The Governor has urged all State agencies to review fees and assessments to spur economic activity. The Board will consider the Governor's reasoning and request as it prepares a follow up draft of changes to Title 298. The next draft will also include updates that result from the approval of LB731, signed by Governor Ricketts on April 6, 2016.
- ◆ The Board will begin preparing an update to the Appraisal Management Company Registration Act for introduction during the 2017 legislative session. This bill will address any needed changes pertaining to the [AMC Final Rule](#) that was issued on June 9, 2015 by multiple federal agencies, implementing minimum requirements for State registration and supervision of appraisal management companies. In addition, this bill will address many administration and enforcement issues faced by the Board.

NRPAB Staff

DIRECTOR

Tyler N. Kohtz

402-471-9015

tyler.kohtz@nebraska.gov

COMPLIANCE AND EDUCATION SPECIALIST

Grant Krieger

402-471-9024

grant.krieger@nebraska.gov

BUSINESS AND LICENSING SPECIALIST

Allison L. Nespor

402-471-9015

allison.nespor@nebraska.gov



301 Centennial Mall South, First Floor
PO Box 94963
Lincoln, NE 68509-4963

Phone: 402-471-9015

Fax: 402-471-9017

Website: www.appraiser.ne.gov



[Visit NRPAB on Facebook](#)

Have questions? We have answers!

Questions related to appraisal management company registration and renewal: nrpab.amc@nebraska.gov

Questions related to real property appraiser credentialing: nrpab.credentialing@nebraska.gov

Questions related to real property appraiser credential renewal: nrpab.renewals@nebraska.gov

Questions related to real property appraiser education (QE & CE): nrpab.education@nebraska.gov

Questions related to investigations, or how to file a grievance: nrpab.compliance@nebraska.gov

General Questions: nrpab.questions@nebraska.gov

NRPAB Quick Hits: 2016 NRPAB Strategic Planning Meeting Summary

The Board held its strategic planning meeting on June 23, 2016. At this meeting the Board discusses the previous fiscal year, and establishes its short term and long term goals and objectives for the future.

The Board included the passing of the biennial USPAP bill, the near completion of the Title 298 rewrite, implementing the investigative procedures from a vision to remove the Board from its capacity as investigator and adjudicator, developing the Compliance and Education Specialist position into an effective investigative position, creating and releasing the Board's first newsletter, and successfully transitioning from paper to electronic USPAP as accomplishments of the 2015-16 fiscal year.

Some goals set for the 2015-16 fiscal year that were not completed include the NRPAB database project, the Trainee/Supervisory Appraiser Q&A Session, the development of the Review/SME program, and development of a formal a plan to promote the appraiser profession.

The Board's future goals and objectives include the AMC legislation, completing the unfinished goals previously established by the Board, building a plan for staff stability, updating Title 298 with changes made in LB731, establishing background check criteria, exploring the possibility of removing the Report Writing Update continuing education requirement, developing a Board Policy concerning software specific training, exploring options available to offer hardback USPAP books to appraisers, completing an evaluation of the Compliance and Education Specialist position, exploring the possibility of utilizing interns for renewal processing, and completing the 2017-19 biennial budget request.

More information on the Board's 2016 strategic planning meeting can be found in the June 23, 2016 meeting minutes located on the Board's website at: http://www.appraiser.ne.gov/meetings/minutes/2016/160623_Minutes.pdf.

FOUNDATION NEWS

Free Voluntary Guidance for Appraisers

Looking for guidance on recognized valuation methods and techniques? The Appraisal Foundation's Appraisal Practices Board (APB) has issued *Valuation Advisories*, which are available for free on the Foundation's web site. The following *Valuation Advisories* are currently available:

APB VFR Valuation Advisory #1:

[*Identification of Contributory Assets and Calculation of Economic Rents*](#)

APB VFR Valuation Advisory #1 (Toolkit):

[*Identification of Contributory Assets and Calculation of Economic Rents*](#)

APB VFR Valuation Advisory #2:

[*The Valuation of Customer-Related Assets*](#)

APB Valuation Advisory #2:

[*Adjusting Comparable Sales for Seller Concessions*](#)

APB Valuation Advisory #3:

[*Residential Appraising in a Declining Market*](#)

APB Valuation Advisory #4:

[*Identifying Comparable Properties - Revised*](#)

APB Valuation Advisory #5:

[*Identifying Comparable Properties in Automated Valuation Models for Mass Appraisal*](#)

APB Valuation Advisory #6:

[*Valuation of Green and High Performance Property: Background and Core Competency*](#)

APB Valuation Advisory #7:

[*Valuation of Green and High Performance Property: One-to-Four-Unit Residential*](#)

To learn more about the APB's *Valuation Advisories* and what advisories are under development, click [here](#).

The APB utilizes teams of Subject Matter Experts (SMEs) to help develop this guidance. To learn more about becoming an SME to help develop this guidance, click [here](#).

In the Spotlight: Nesor Joins Staff as Business and Licensing Specialist

Allison L. Nesor has joined the Board as its new Business and Licensing Specialist. This position is responsible for conducting the agency's daily accounting activities, maintaining the agency's daily office operations, carrying out the agency's licensing processes and procedures, assisting with the agency's public information activities, providing administrative support for the agency's programs, and executing various directives for the monthly board meeting.



*Allison L. Nesor
Business and Licensing Specialist*

Nesor grew up in and around Lincoln, and holds degrees from the University of Nebraska–Lincoln in Philosophy and French. She brings diverse experience to the position, having been a proofreader for the University of Nebraska Press, a registered abstracter working in a law firm with a substantial real estate practice for more than 10 years, and a proofreader for an accounting firm, where duties included proofreading financial statements for cities and school districts. Most recently, Nesor was an administrative assistant in the Educational Psychology Department of the University of Nebraska–Lincoln.

Allison's husband, Wesley, is Agency Assistant Legal Counsel for the Department of Health and Human Services. Allison and Wesley have a son and daughter-in-law in Omaha, and a daughter in Lincoln (who, incidentally, served NRPAB as a temporary employee in late 2015). They also have a cat who Allison describes as, "is old enough to vote." Allison also enjoys books, puzzles, quilting, and yoga.

Coming and Going:

The Nebraska Real Property Appraiser Board would like to offer congratulations to the following individuals who received a real property appraiser credentials, and the organizations newly registered as an appraisal management companies, between April and June of 2016.

Trainee Real Property Appraisers

Benjamin Barber, Phillips, NE – T2016004
Sidney Schenkel, Kearney, NE – T2016005
Tana Godel, Norfolk, NE – T2016006
Rebecca Bellows, Omaha, NE – T2016007
Alexander Finkle, Omaha, NE – T2016008
Brandon Johnson, Omaha, NE – T2016009
Laura Kohel, Ashland, NE – T2016010

Licensed Residential Real Property Appraisers

Allison Borders, Broken Bow, NE – L2016001
William Maness, Andover, KS – L2016002R

Certified Residential Real Property Appraisers

Curtis Syme, Maitland, NE - CR2016003R
Katherine Loewens, Omaha, NE - CR2016003
Jacqueline Morse, Council Bluffs, IA – CR2016004R
Lara Dierker, Aurora, CO – CR2016005R

Certified General Real Property Appraisers

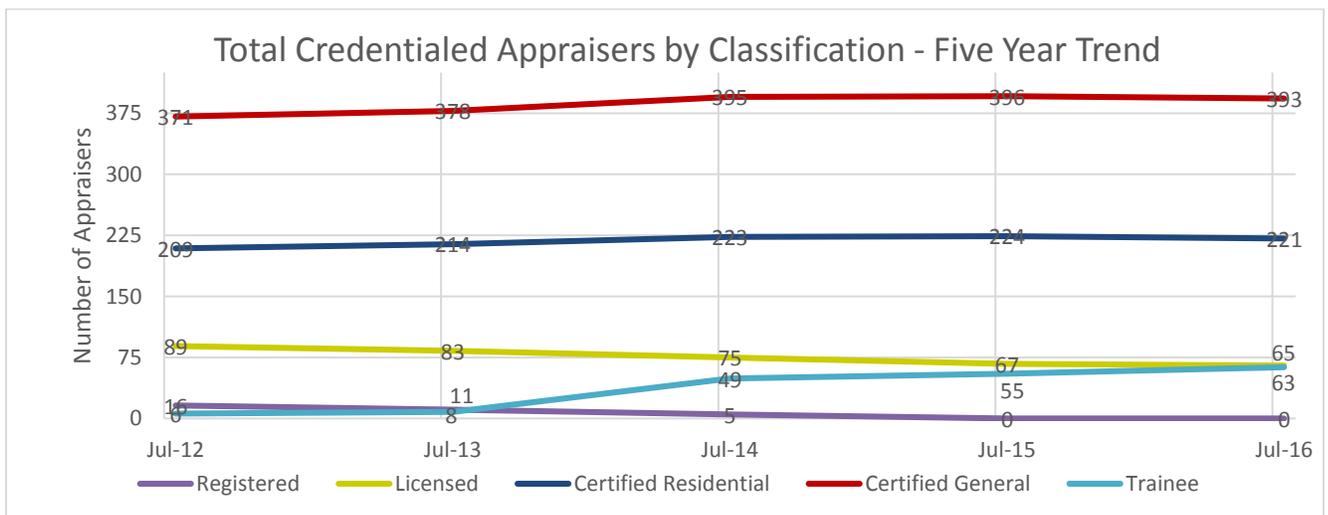
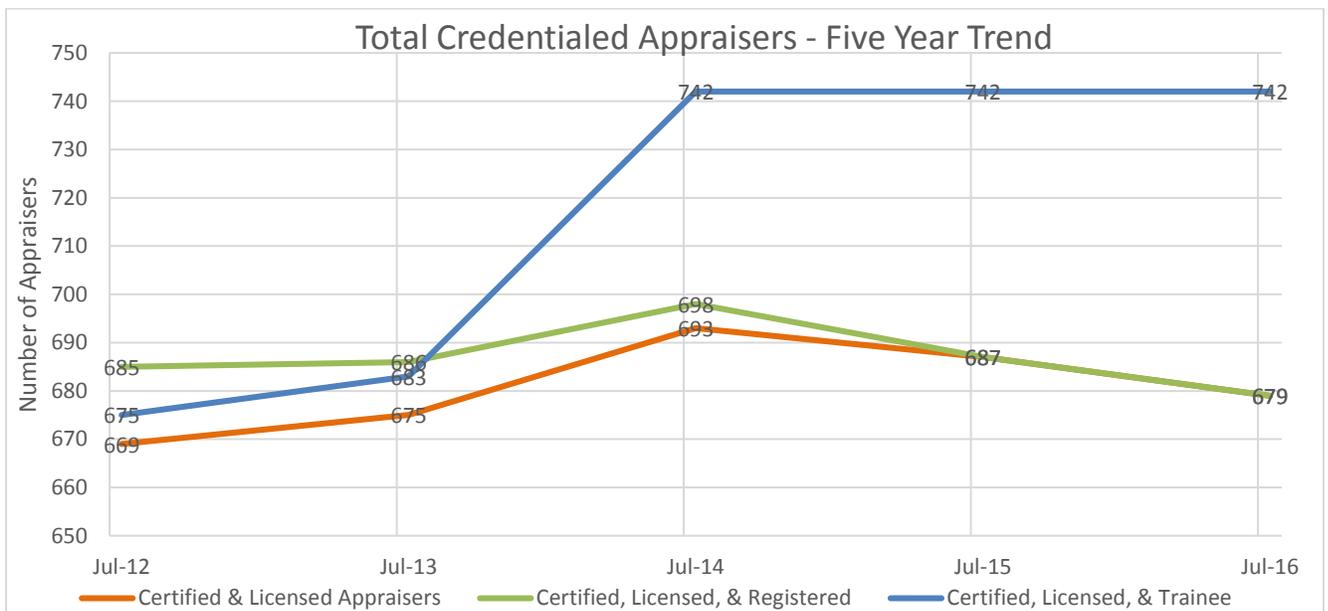
Amanda Baker, Omaha, NE – CG2016006R
Peter Spirk, Grand Island, NE – CG2016008
Bradley Rogge, Elkhorn, NE – CG2016009
David Hopkins, Independence, MO – CG2016010R
Jason Monroe, Greeley, CO – CG2016011R
Barbara Lechtenberg, Hutchinson, KS – CG2016012R

Appraisal Management Companies

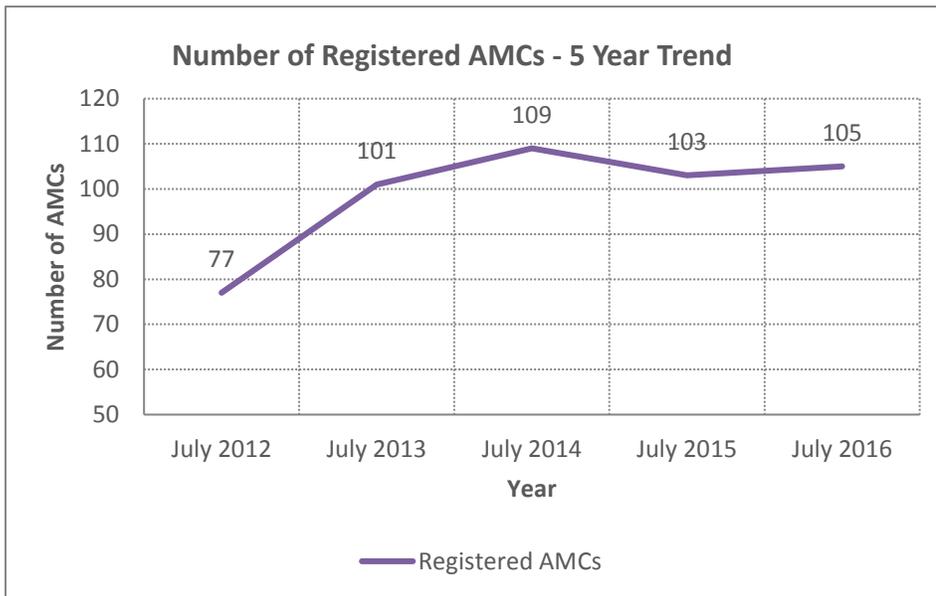
Lenders Allies, LLC – NE2016003
Market Valuation Services, LLC – NE2016005
Home Base Appraisal Management, LC – NE2016006
Consolidated Analytics – NE2016007

Real Property Appraiser and AMC Numbers and Trends as of July 1, 2016

The charts below outline the five year trend for the number of Nebraska credentialed real property appraisers and Nebraska registered appraisal management companies up to July 1, 2016. There are currently 679 licensed residential, certified residential, and certified general real property appraisers in Nebraska, and 63 credentialed trainee real property appraisers. In addition, there are currently 105 appraisal management companies registered in Nebraska. The Board discusses real property appraiser, temporary permit, and appraisal management company numbers and trends at each regular meeting. A summary of this discussion can be found under "Director's Report" in each month's meeting minutes located on the Board's website at: <http://www.appraiser.ne.gov/meetings/minutes/index.html>.



Real Property Appraiser and AMC Numbers and Trends as of July 1, 2016 (Continued)



Nebraska Real Property Appraiser Board Members

Chairman of the Board
Marc V. Woodle, Omaha
Certified General Appraiser
2nd District Representative
Term Expires: January 1, 2017

Vice Chairman of the Board
Christopher R. Langemeier, Schuyler
Certified General Appraiser
Licensed Real Estate Broker Rep
Term Expires: January 1, 2018

Board Member
Sandra J. Gutwein, Scottsbluff
Certified General Appraiser
3rd District Representative
Term Expires: January 1, 2020

Board Member
Benjamin J. Hynek, Lincoln
Certified Residential Appraiser
1st District Representative
Term Expires: January 1, 2021

Board Member
David P. Bloxham, Nebraska City
Certified Residential Appraiser
Financial Institutions Rep
Term Expires: January 1, 2019



THE APPRAISAL FOUNDATION

Authorized by Congress as the Source of Appraisal Standards and Appraiser Qualifications



New!
**The Appraisal Foundation
Q&A Forum**



Do you have a question for the Appraiser Qualifications Board or Appraisal Standards Board that is not addressed in the existing Q&As?

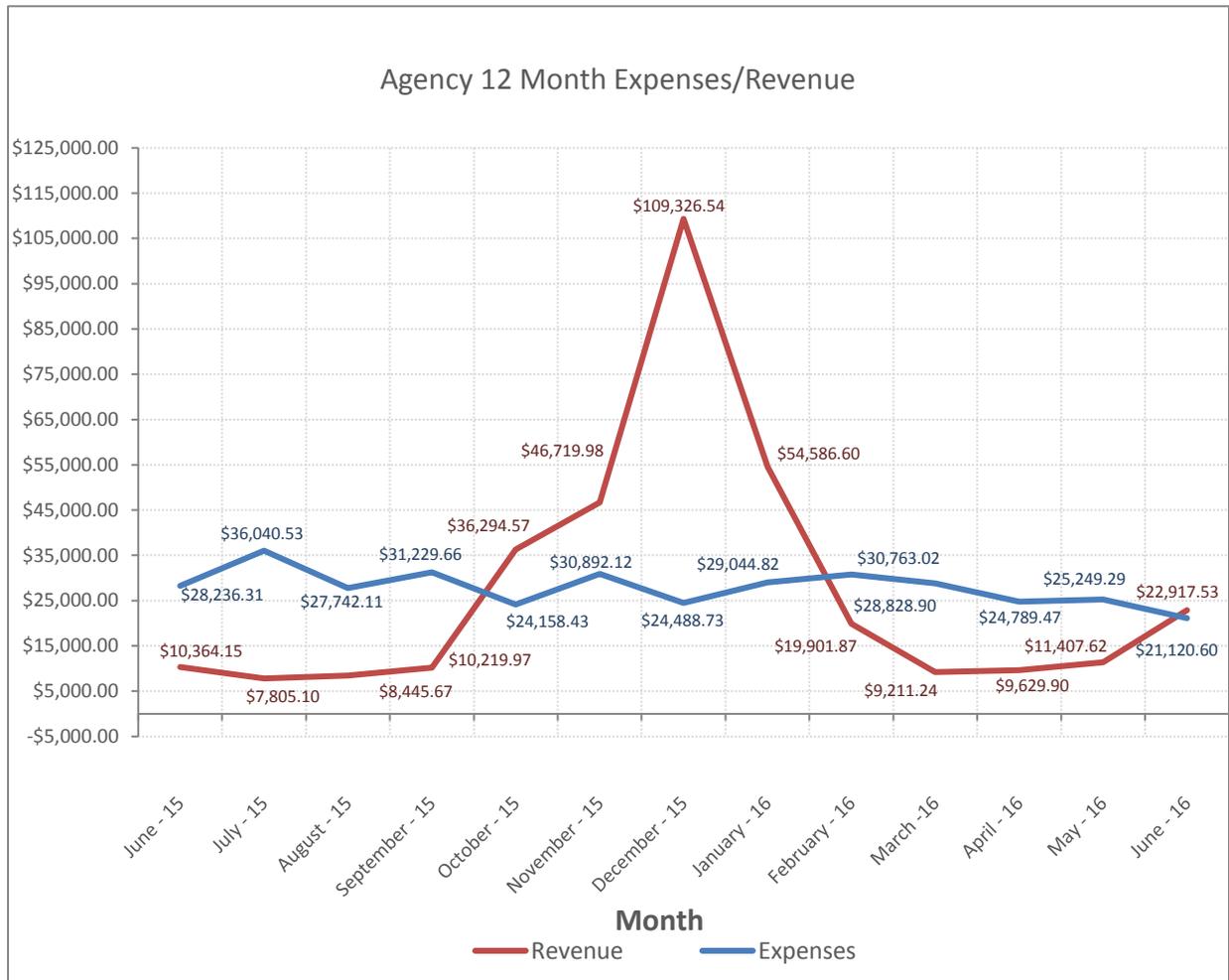
The Appraisal Foundation is pleased to announce a new Q&A Forum that is now available. You can post your questions on appraisal standards or appraiser qualifications and receive a timely answer from Foundation staff.

For more information on the Forum and how to register, please visit our Q&A webpage located at https://www.appraisalfoundation.org/imis/TAF/Standards/Q_As/TAF/QAs.aspx.

To access the Forum directly, visit <http://www.appraisal.answerbase.com/>.

NRPAB Financial Snapshot as of June 30, 2016

The 2015-16 Fiscal Year ended with \$334,347.68 in expenditures and \$340,566.78 in receivables. As of the end of June, actual expenses registered at 68.36 percent of the budgeted expenditures; revenues finished at 103.21 percent of the budgeted revenues for the fiscal year. The lower than expected expenditures is attributed to lower legal services expenses due of a smaller number of investigations, other contractual services expenses due to a smaller than expected number of Standard 3 reviews for investigations and applicants, and data processing expenses due to little work being completed on the Board's database during the fiscal year.



Your credentialing card, continuing education requirements, education history, and USPAP download are all found in the Appraiser Login on the Board's website.

Compliance Corner:

The Compliance Corner is where the latest disciplinary actions taken by the Board will be found. Between the months of April through June, the Board took no disciplinary action against any appraiser or appraisal management company. There have been two grievances filed against appraisers and the Board has dismissed four Grievances during this time period.



Steps to File a Claim Against a Surety Bond

The Board would also like to remind all appraisers of the process to file a claim against an AMC's Surety Bond with the Board's office. In accordance with Neb. Rev. Stat. § 76-3215 (1), each AMC registered in Nebraska, except in cases of noncompliance with the conditions of engagement, shall make payment of fees to an appraiser for completion of an appraisal or valuation assignment within sixty days after the date on which the appraiser submits the report. If you wish to file a claim against a surety bond held by an appraisal management company registered in Nebraska, please make a written request to the Board. Your written request must address the following items:

1. Name and contact information of requester
2. Name, contact information, and Nebraska state registration number of AMC
3. Address of property subject of request
4. Date assignment was offered
5. Date appraisal report was submitted
6. Amount owed for services rendered
7. Description of attempts to rectify the matter

Along with your written request, submit any documentation in support of your request. Once your request is received and processed at the Board's office, you will receive a written response from the Board outlining the next step or explaining why the request was denied. If you have any questions regarding this process, please feel free to contact the Board's office at 402-471-9015.