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

June 18, 2025 Meeting Minutes

A. OPENING

Chairperson Gerdes called to order the June 18, 2025 meeting of the Nebraska Real Property Appraiser Board at 9:00 a.m. in the Nebraska Real Property Appraiser Board meeting room located on the first floor of the Nebraska State Office Building, 301 Centennial Mall South, Lincoln, Nebraska.

B. NOTICE OF MEETING

Chairperson Gerdes 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, 2025. The agenda was kept current in the Nebraska Real Property Appraiser Board office and on the Board's website. In accordance with the Open Meetings Act, at least one copy of all reproducible written material for this meeting, either in paper or electronic form, was available for examination and copying by members of the public. The material in paper form was available on the table in a public folder, and the material in electronic form was available on the Board's website in Public Meeting Material (https://appraiser.ne.gov/board_meetings/). A copy of the Open Meetings Act was available for the duration of the meeting. For the record, Board Members Cody Gerdes of Lincoln, Nebraska; Kevin Hermsen of Gretna, Nebraska; Rodney Johnson of Norfolk, Nebraska; Derek Minshull of North Platte, Nebraska; and Adam Batie of Kearney, Nebraska were present. Also present were Director Tyler Kohtz, Licensing Programs Manager Karen Loll, Education Program Manager Kashinda Sims, and Business Programs Manager Colby Falls, who are headquartered in Lincoln, Nebraska.

ADOPTION OF THE AGENDA

Chairperson Gerdes reminded those present for the meeting that the agenda cannot be altered twenty-four hours prior to the meeting except for emergency items in accordance with the Open Meetings Act. Board Member Hermsen moved to adopt the agenda as presented. Board Member Minshull seconded the motion. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

Board Member Hermsen moved that the Board enter executive session for the purpose of reviewing applicants for credentialing; applications for appraisal management company registration; investigations; pending litigation, or litigation which is imminent as evidenced by communication of 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 Minshull seconded the motion. The time on the meeting clock was 9:03 a.m. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

Board Member Minshull moved to exit executive session at 10:34 a.m. Board Member Johnson seconded the motion. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

Break from 10:34 a.m. to 10:45 a.m.

G. WELCOME AND CHAIR'S REMARKS

Chairperson Gerdes welcomed all to the June 18, 2025 meeting of the Nebraska Real Property Appraiser Board. Chairperson Gerdes recognized Emma Loseke, Chase Nelms, and John Ferris as members of the public in attendance.

H. BOARD MEETING MINUTES

Chairperson Gerdes asked for any additions or corrections to the May 15, 2025 meeting minutes. With no discussion, Chairperson Gerdes called for a motion. Board Member Minshull moved to approve the May 15, 2025 meeting minutes as presented. Board Member Johnson seconded the motion. Chairperson Gerdes recognized the motion and asked for any discussion. With no discussion, Chairperson Gerdes called for a vote. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

I. DIRECTOR'S REPORT

1. REAL PROPERTY APPRAISER AND AMC COUNTS AND TRENDS

a. Real Property Appraiser Report

Director Kohtz presented seven charts outlining the number of real property appraisers as of June 18, 2025 to the Board for review. The Director indicated that he had no specific comments then asked for any questions or comments. There was no further discussion.

b. Temporary Real Property Appraiser Report

Director Kohtz presented three charts outlining the number of temporary credentials issued as of May 31, 2025 to the Board for review. The Director noted a correction was made to the "Temporary Real Property Appraiser Credentials Issued By Calendar Year – Five Year Trend" chart, and the "Year-To-Date Temporary Real Property Appraiser Credentials Issued – Five Year Trend" chart, compared to the versions reviewed at the strategic planning meeting. Director Kohtz reiterated that the number of temporary real property appraiser credentials issued as of May 31, 2025 is sixty-nine. Chairperson Gerdes commented that sixty-nine is the number of temporary real property appraiser credentials issued to date. The Director confirmed the Chairperson's comment as correct. Director Kohtz then asked for any questions or comments. There was no further discussion.

c. Supervisory Real Property Appraiser Report

The Director presented two charts outlining the number of registered supervisory real property appraisers as of June 18, 2025 to the Board for review. The Director indicated that he had no specific comments. Director Kohtz asked for any questions or comments. There was no further discussion.

d. Appraisal Management Company Report

Director Kohtz presented two charts outlining the number of AMCs as of June 18, 2025 to the Board for review. The Director indicated that he had no specific comments regarding this report and asked for any questions or comments. There was no further discussion.

2. DIRECTOR APPROVAL OF APPLICANTS

a. Real Property Appraiser Report

Director Kohtz presented the Real Property Appraiser Report to the Board for review showing real property appraiser applicants approved for credentialing by the Director, and the real property appraiser applicants approved to sit for exam by the Director, for the period between May 7, 2025 and June 10, 2025. The Director indicated that he had no specific comments and asked for any questions or comments. There was no further discussion.

b. Education Activity and Instructors Report

Director Kohtz presented the Education Activities and Instructors Report to the Board for review showing education activities and instructors approved by the Director for the period between May 7, 2025 and June 10, 2025. The Director asked for any questions or comments. There was no further discussion.

Director Kohtz finished the Director's Report by thanking the board members and staff for their efforts at the strategic planning meeting on June 17, 2025.

J. FINANCIAL REPORT AND CONSIDERATIONS

1. MAY FINANCIAL REPORT

The receipts and expenditures for May were presented to the Board for review in the Budget Status Report. The Director led the Board's attention to the "CIO Charges" expense in the amount of $222.15 and reported that this expenditure is significantly lower than usual due to a billing discrepancy. The CIO IMS bill for April will not be paid until June; therefore, the June Budget Status Report will include two months of expenditures under CIO Charges. Director Kohtz then reported that the "Publication and Print Exp" in the amount of $670.04 includes the quarterly copier services expense for the months of January through March. The Director then reported that the overall expenditures for the month of May totaled $33,421.60, and the year-to-date overall expenditures for the fiscal year are $394,030.57, which amounts to 76.27 percent of the budgeted expenditures for the fiscal year; 91.78 percent of the fiscal year has passed.

Director Kohtz then brought the Board's attention to revenues and informed the Board that he had no comments on any specific revenues for May. According to the Director, overall revenues for the month of May were $17,972.87, and year-to-date revenues for the fiscal year are $381,754.35, which amounts to 101.53 percent of the projected revenues for the fiscal year. The Director reiterated that 91.78 percent of the fiscal year has passed.

Director Kohtz then moved to the Budget Status Report for the Real Property Appraiser Fund and AMC Fund and reported that he had no comments on any specific expenditures or revenues. The Director informed the Board that the Real Property Appraiser Fund expenditures for the month of May totaled $23,132.41, and the year-to-date expenditures for the fiscal year are $262,777.71, which amounts to 75.02 percent of the budgeted expenditures for the fiscal year. The Real Property Appraiser Fund revenues were $6,280.72 for May, and the year-to-date revenues for the fiscal year are $259,134.61, which amounts to 98.98 percent of the projected revenue for the fiscal year. Director Kohtz then reported that the AMC Fund expenditures for the month of May totaled $10,289.19, and the year-to-date expenditures are $131,252.86, which amounts to 78.90 percent of the budgeted expenditures for the fiscal year. The AMC Fund revenues totaled $11,692.15 for May, and the year-to-date revenues for the fiscal year are $122,619.74, which is 107.40 percent of the projected revenue for the fiscal year. The Director asked if there were any questions or comments regarding the Budget Status Report. Chairperson Gerdes asked how the AMC renewal trends are projected. Director Kohtz responded that he analyzes the renewal trends and percentages from the previous five-year period, along with the new registration trends for the projected five-year period. If there is a significant short-term trend that develops, it will be incorporated into the projections. Chairperson Gerdes then asked if any AMCs have renewed their registration and then been absorbed by another AMC. Director Kohtz confirmed this does happen. The Chairperson speculated that new AMCs may be replacing those that do not renew, or that are being absorbed by other AMCs, which explains why the number of registered AMCs has not increased. The Director agreed. There was no further discussion.

Director Kohtz presented the MTD General Ledger Detail report for the month of May and indicated that he had no specific comments and asked for any questions or comments. There was no further discussion.

Director Kohtz then presented four graphs illustrating expenses, revenues, and cash balances. The Director noted overall expenditures of $33,421.60 and revenues of $17,972.87 for the month of May for the Real Property Appraiser Program, which includes both the Appraiser Fund and the AMC Fund. Director Kohtz then brought the Board's attention to the NRPAB Twenty-Five Month Expenses/Revenues by Program, reiterating that the Real Property Appraiser Fund expenditures totaled $23,132.41, the Real Property Appraiser Fund revenues totaled $6,280.72, the AMC Fund expenditures totaled $10,289.19, and the AMC Fund revenues totaled $11,692.15. The Director stated that the cash balance for the AMC Fund is $312,043.80, the cash balance for the Appraiser Fund is $389,841.52, and the overall cash balance for both funds is $701,885.32. The Director asked for any questions or comments. There was no further discussion.

Board Member Hermsen moved to accept and file the May financial reports for audit. Board Member Minshull seconded the motion. Chairperson Gerdes recognized the motion and asked for any discussion. With no discussion, Chairperson Gerdes called for a vote. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

2. **ASC GRANT REPORT**

   Director Kohtz presented the Budget Status Report for the SARAS Grant Fund and reported no expenditures for the month of May. Year-to-date expenditures are $26,121.68, which amounts to 45.01 percent of the budgeted expenditures for the fiscal year. The Director then noted that two months' worth of expenditures will be reported in the June Budget Status Report. Director Kohtz also reported no update on the SARAS Federal Grant Continuation Request Submission. The Director then asked for any questions or comments. There was no further discussion.

3. **PER DIEMS:** No discussion.

K. GENERAL PUBLIC COMMENTS

Chairperson Gerdes asked for any public comments. John Ferris appeared before the Board and expressed support to the Board on behalf of Farm Credit Services of America. Chairperson Gerdes thanked Ferris for his comment and asked for any other comments. With none, Chairperson Gerdes moved on to Education.

L. EDUCATION

1. **NEW CONTINUING EDUCATION ACTIVIT APPLICATIONS**

   EPM Sims presented Agenda Item Summaries to the Board concerning Applications for Approval as a Continuing Education Activity in Nebraska submitted by Calypso Continuing Education for, "Mold A Growing Concern" (Activity #2252426.10) and "Victorian Era Architecture for Real Estate professionals" (Activity #2252427.10). EPM Sims informed the Board that the application deficiencies subject to the Board's review were resolved prior to the meeting and that no action was needed. EPM Sims indicated that processing of the applications will continue. There was no further discussion.

M. UNFINISHED BUSINESS: No discussion.

N. NEW BUSINESS:

1. **STATE HARMONIZATION TASK FORCE AT THE APPRASIAL FOUNDATION (APPEARANCE)**

   Director Kohtz informed the Board that due to a travel schedule conflict, the appearance by Peter Fontana, Chair of the State Harmonization Task Force will be rescheduled for the July meeting. No further discussion took place.

2. **NSP NATIONAL FINGERPRINT-BASED CRIMINAL HISTORY BACKGROUND CHECK FEE INCREASE**

   Director Kohtz presented a letter from the Nebraska State Patrol stating that, effective August 1, 2025, the cost for a national fingerprint-based criminal history background check will increase to $55.00. The Director then noted that an update to Title 298 is required for the fee change to be implemented by the Board. The Director asked for any questions or comments. There was no further discussion.

O. LEGISLATIVE REPORT AND BUSINESS

1. ADOPTED CHANGES TO TITLE 298 OF THE ADMINISTRATIVE CODE

Director Kohtz informed the Board that the adopted changes to Title 298 have been approved by Governor Pillen and will be effective shortly after being filed with the Secretary of State's Office. The Director asked for any questions or comments. Board Member Minshull thanked the Director for his work on the adopted changes. Director Kohtz thanked Board Member Minshull for the recognition. There was no further discussion.

2. OTHER LEGISLATIVE MATTERS: No discussion.

P. ADMINISTRATIVE BUSINESS

1. GUIDANCE DOCUMENTS

a. 23-01 CHRC Carried Out by the Board for Owners of More than 10% of an AMC at Renewal of Registration (Retire)

Director Kohtz presented a document titled, "23-01: CHRC Carried Out by the Board for Owners of More than 10% of an AMC at Renewal of Registration" to the Board for consideration of retirement. The Director informed the Board that the guidance has been incorporated into Title 298 and that this guidance document is no longer necessary. With no further discussion, Chairperson Gerdes requested a motion. Board Member Minshull moved to retire Guidance Document 23-01 "CHRC Carried Out by the Board for Owners of More than 10% of an AMC at Renewal of Registration". Board Member Hermsen seconded the motion. Chairperson Gerdes recognized the motion and asked for any discussion. With no discussion, Chairperson Gerdes called for a vote. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

2. INTERNAL PROCEDURAL DOCUMENTS

a. 201704: AMC Fund Cash Balance

Director Kohtz presented the amended Internal Procedure 201704, "AMC Fund Cash Balance," to the Board for consideration. The Director informed the Board that because of the availability of federal funding, the requirement that $50,000.00 be included in the minimum cash fund balance policy for technology projects is temporarily suspended. The minimum cash fund balance for the AMC Fund for FY2025-26 as proposed is $176,897.50. Board Member Minshull requested that the minimum cash fund balance policy include some amount for technology projects that may be completed without federal funding. The Board discussed the minimum cash fund balance criteria and agreed that $15,000.00 should be included for technology projects. Chairperson Gerdes asked if anybody gives consideration to this policy. Director Kohtz responded that although maintaining a minimum cash fund balance policy is required by statute, nobody outside of the Board appears to care that it exists. With no further discussion, Chairperson Gerdes requested a motion. Board Member Minshull moved to approve internal procedural document 201704, "AMC Fund Cash Balance," as amended by the Board to restore $15,000.00 to the internal procedure for technology projects. Board Member Hermsen seconded the motion. Chairperson Gerdes recognized the motion and asked for any discussion. With no discussion, Chairperson Gerdes called for a vote. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

b. 201705: Real Property Appraiser Fund Cash Balance

Director Kohtz presented the amended Internal Procedure 201705, "Real Property Appraiser Fund Cash Balance," to the Board for consideration. The Director informed the Board that because of the availability of federal funding, the requirement that $100,000.00 be included in the minimum cash fund balance policy for technology projects is temporarily suspended. The minimum cash fund balance for the Appraiser Fund for FY2025-26 as proposed is $266,500.50. Board Member Minshull requested that the minimum cash fund balance policy include $30,000.00 for technology projects that may be completed without federal funding. The Board agreed with Board Member Minshull. With no further discussion, Chairperson Gerdes requested a motion. Board Member Johnson moved to approve internal procedural document 201705, "Real Property Appraiser Fund Cash Balance," as amended by the Board to restore $30,000.00 to the internal procedure for technology projects. Board Member Minshull seconded the motion. Chairperson Gerdes recognized the motion and asked for any discussion. With no discussion, Chairperson Gerdes called for a vote. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

c. 201708: Board Staff Clothing Allowance

Director Kohtz presented Internal Procedure 201708, "Board Staff Clothing Allowance," to the Board for consideration of retirement. The Director informed the Board that funding is no longer allocated for this purpose, and the language has been removed from the NRPAB Employee Handbook. Chairperson Gerdes asked for any discussion. The Chairperson requested clarification that the stricken language is the amendment. Director Kohtz confirmed that this is correct. The Chairperson indicated that approving the internal procedure as presented would result in its retirement. The Chairperson called for a motion. Board Member Minshull moved to approve internal procedural document 201708, "Board Staff Clothing Allowance," as presented. Board Member Hermsen seconded the motion. Chairperson Gerdes recognized the motion and asked for any discussion. With no discussion, Chairperson Gerdes called for a vote. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

d. 201709: Appraisal Review Services Contractor Fees

Director Kohtz presented amended Internal Procedure 201709, "Appraisal Review Services Contractor Fees," to the Board for consideration. The Director reported that the Board requested that the appraisal review services contractor fees be increased for reviews of commercial and agricultural reports when the FY2025-26 budget was being prepared. During strategic planning on June 17, 2025, the Board reviewed the proposed FY2025-26 budget that includes funding to increase the review fees for contractors providing applicant appraisal review services to $1,250.00 for reports pertaining to commercial or agricultural properties. Board Member Minshull asked whether more hours could still be requested by the contractor if the review assignment is more complex. Director Kohtz confirmed that contractors may still request contract amendments.

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This internal procedure allows the Director to enter into contracts for review services without the Board's specific approval of those contracts. Any contract in which the fees may exceed this internal procedure would go before the Board for consideration. Board Member Minshull thanked the Director for the explanation. The Chairperson asked for any additional discussion. With none, Chairperson Gerdes called for a motion. Board Member Hermsen moved to approve internal procedural document 201709, "Appraisal Review Services Contractor Fees," as presented. Board Member Minshull seconded the motion. Chairperson Gerdes recognized the motion and asked for any discussion. With no discussion, Chairperson Gerdes called for a vote. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

e. 201714: Renewal Of Continuing Education Activities

Director Kohtz presented an amended Internal Procedure 201714, "Renewal Of Continuing Education Activities," to the Board for consideration of retirement. The Director informed the Board that the language of this internal procedure has been incorporated into Title 298 and that this internal procedure is no longer necessary. The Chairperson reminded the Board that approving the internal procedure as presented would result in retirement and called for a motion. Board Member Minshull moved to approve internal procedural document 201714, "Renewal Of Continuing Education Activities," as presented. Board Member Hermsen seconded the motion. Chairperson Gerdes recognized the motion and asked for any discussion. With no discussion, Chairperson Gerdes called for a vote. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

3. **FORMS, APPLICATIONS, AND PROCEDURES**: No discussion.

Q. OTHER BUSINESS

1. **BOARD MEETINGS**: No discussion.

2. **CONFERENCES/EDUCATION**: No discussion.

3. **MEMOS FROM THE BOARD:** No discussion.

4. **QUARTERLY NEWSLETTER:** No discussion.

5. **APPRAISAL SUBCOMMITTEE**: No discussion.

6. **THE APPRAISAL FOUNDATION**

a. TAF June Newsletter

Director Kohtz presented The Appraisal Foundation's June Newsletter to the Board for review and reported that he had no specific comments. The Director asked for any questions or comments. There was no further discussion.

b. **Course Approval Program (CAP) Policy Update – Equivalent Asynchronous USPAP Update Course Requirements**
Director Kohtz presented an email from The Appraisal Foundation concerning the Course Approval Program policy update pertaining to the equivalent asynchronous USPAP Continuing Education Course requirements to the Board for review. The Director noted that the CAP Policies and Procedures were updated to remove the functional specifications for an equivalent USPAP Continuing Education Course. Since the State of Nebraska requires that all USPAP Continuing Education Courses be AQB CAP approved, this change has no effect on the Board's education program. The Director asked for any questions or comments. There was no further discussion.

c. **Course Approval Program Policies and Procedures_Effective June 1, 2025**
Director Kohtz presented the document titled, "Course Approval Program Policies and Procedures," effective June 1, 2025, to the Board for review. The Director reported that he had no specific comments as there are no changes that affect the Board's education program. The Director asked for any questions or comments. There was no further discussion.

7. **ASSOCIATION OF APPRAISER REGULATORY OFFICIALS:** No discussion.

8. **GOVERNMENT-SPONSORED ENTERPRISES**
   a. **Frannie Mae**
      i. **Fannie Mae June Appraiser Update**
      Director Kohtz presented the Fannie Mae June Appraiser Update to the Board for review and reported that he had no specific comments. The Director asked for any questions or comments. There was no further discussion.

   b. **Freddie Mac**
      i. **Freddie Mac Multifamily Seller/Servicer Guide Bulletin (M2025-3)_May 22,2025**
      Director Kohtz presented the Freddie Mac Multifamily Seller/Servicer Guide Bulletin (M2025-3) to the Board for review and reported that he had no specific comments. The Director asked for any questions or comments. There was no further discussion.

9. **IN THE NEWS:** No discussion.

Board Member Hermsen 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 Batie seconded the motion. The time on the meeting clock was 11:19 a.m. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

Board Member Minshull moved to come out of executive session at 12:00 p.m. Board Member Johnson seconded the motion. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

C. CREDENTIALING AS A NEBRASKA REAL PROPERTY APPRAISER

The Board reviewed applicants CR24007, CG23033, CG24020, and CG212008R. Chairperson Gerdes asked for a motion on CR24007, CG23033, CG24020, and CG212008R.

Board Member Hermsen moved to take the following action:

CR24007 / Approve applicant to sit for exam and authorize Director to issue a credential as a certified residential real property appraiser upon providing evidence of successful completion of the National Uniform Licensing and Certification Examination and providing the necessary fees.

Board Member Johnson seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. Motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

Board Member Hermsen moved to take the following action:

CG23033 / Deny application for failure to pass the National Uniform Licensing and Certification Examination within the twelve months following approval of the applicant's education and experience as required under N.R.S. §76-2232(1)(g) at the time of application.

Board Member Batie seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. Motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

Board Member Hermsen moved to take the following action:

CG24020 / Provide redacted copy of the USPAP Compliance Review Report for the property located in Lincoln, Nebraska and the USPAP Compliance Review Report received on June 4, 2025 for the properties located in Grant and Arthur Counties, Nebraska to the applicant and request a written response to the findings in each USPAP Compliance Review Report. Request that the applicant submit a real property appraisal practice experience log that contains reports completed after September 1, 2024 that includes at least one commercial report with all three approaches to value utilized; up to three reports may be selected and sent for review.

Board Member Batie seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. Motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

Board Member Hermsen moved to take the following action:

CG24020 / The USPAP Compliance Review Report completed on February 12, 2025, under State of Nebraska Contract #112055 pertaining to the USPAP compliance review of the report for properties located in Grant and Arthur Counties, Nebraska, is found to be in violation of Section 2.H.1 of the Nebraska Real Property Appraiser Credential Applicant Appraisal Review Services Agreement, executed on January 30, 2025, for the failure to state specific violations of USPAP, reference the proper rule, and include appropriate documentation and/or information to substantiate each finding. The Contractor's performance is unsatisfactory and the USPAP Compliance Review Report is invalid.

Board Member Minshull seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. Motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

Board Member Hermsen moved to take the following action:

CG212008R / Approve the Application for Renewal of Nebraska Real Property Appraiser Credential.

Board Member Johnson seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. Motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

D. REGISTRATION AS AN APPRAISAL MANAGEMENT COMPANY

The Board reviewed applicant NE2012081. Chairperson Gerdes asked for a motion on NE2012081.

Board Member Hermsen moved to take the following action:

NR2012081 / Approve Application for Renewal of Nebraska Appraisal Management Company Registration and issue a written advisory for organization to carefully read and truthfully answer all disciplinary questions on any future application to the Board.

Board Member Minshull seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. Motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

E. COMPLIANCE MATTERS

The Board reviewed compliance matters 25-03 and 25-04. Chairperson Gerdes asked for a motion on 25-03 and 25-04.

Board Member Hermsen moved to take the following action:

25-03 / Execute Consent Agreement. Signed by Chairperson Gerdes on June 18, 2025.

Board Member Minshull seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. Motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

Board Member Hermsen moved to take the following action:

25-04 / Execute Consent Agreement. Signed by Chairperson Gerdes on June 18, 2025.

Board Member Minshull seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. Motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

F. OTHER EXECUTIVE SESSION ITEMS

1. General

a. 2025.05

The Board reviewed 2025.05 pertaining to an education provider's accreditation in Nebraska under the Private Postsecondary Career Schools Act. Board Member Hermsen moved to rescind approval of all education activities offered by the provider for violation of 298 NAC Chapter 6, § 001.04. Board Member Johnson seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. Motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

b. 2025.08

The Board reviewed 2025.08. Board Member Hermsen moved to hold this matter. Board Member Minshull seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. Motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye.

2. PERSONNEL MATTERS: No discussion.

R. ADJOURNMENT

Board Member Hermsen moved to adjourn the meeting. Board Member Minshull seconded the motion. The motion carried with Hermsen, Johnson, Minshull, Batie, and Gerdes voting aye. At 12:07 p.m., Chairperson Gerdes adjourned the June 18, 2025 meeting of the Nebraska Real Property Appraiser Board.

Respectfully submitted,

Tyler N. Kohtz
Director

These minutes have been made available for public inspection on June 26, 2025, in compliance with Nebraska Revised Statue § 84-1413(5).