

**NEBRASKA REAL PROPERTY APPRAISER BOARD
CONFERENCE ROOM "F", LOWER LEVEL
NEBRASKA STATE OFFICE BUILDING
301 CENTENNIAL MALL SOUTH, LINCOLN, NE**

December 18, 2014 Meeting Minutes

A. OPENING

Chairman Philip Barkley called to order the December 18, 2014 meeting of the Nebraska Real Property Appraiser Board at 9:08 a.m., in conference room "F" located on the lower level of the Nebraska State Office Building, 301 Centennial Mall South, Lincoln, Nebraska.

B. NOTICE OF MEETING

Chairman Barkley 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 in the December 15, 2014 edition of the *Lincoln Journal Star*, a legal newspaper of general circulation in this state, as required by the Open Meetings Act. 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, and 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 Philip Barkley, Tom Kubert, Larry Saxton, Marc Woodle, and Christopher Langemeier were present. Also present were Director, Tyler Kohtz, Business and Licensing Specialist, Natasha Olsen, and Compliance and Education Specialist, Anthony Dreesen.

ADOPTION OF THE AGENDA

Chairman Barkley 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 Kubert moved to adopt the agenda as printed. Board Member Saxton seconded the motion. With no further discussion, the motion carried with Langemeier, Woodle, Saxton, Kubert and Barkley voting aye.

The Nebraska Real Property Appraiser Board will meet in executive session for review of applicants and enforcement matters.

Board Member Kubert moved that the Board go into executive session for the purpose of reviewing applicants for credentialing, applicants for appraisal management company registration, investigations, and other sensitive matters. A closed session is clearly necessary to prevent needless injury to the reputation of those involved. The time on the meeting clock was 9:10 a.m. Board Member Saxton seconded the motion. The motion carried with Woodle, Saxton, Langemeier, Kubert and Barkley voting aye.

Break from 10:09 a.m. to 10:20 a.m.

Break from 11:20 a.m. to 11:30 a.m.

Board Member Kubert moved to come out of executive session at 11:31 a.m. Board Member Woodle seconded the motion. The motion carried with Woodle, Saxton, Langemeier, Kubert and Barkley voting aye.

Break from meeting agenda (11:31 a.m. to 12:30 p.m.). Recognition of outgoing Board Member Barkley – lunch served.

G. WELCOME AND CHAIR'S REMARKS

Chairman Barkley welcomed the general public, board members and staff. Public members in attendance were Diane Moore, John Ferris, and John Massanet. The Chairman indicated that he was never one for remarks, and went on to say that he remembered the first time that he met new Board Member Kubert; he didn't know if it would work. Chairman Barkley continued by saying that Board Member Kubert has been a great Vice-chairman; he always does what is asked without question. The Chairman also expressed his appreciation for the staff and Director Kohtz, and remarked on the Director's growth during his time on the Board.

Vice-chairman Kubert indicated that he also has a few comments, and began by thanking Chairman Barkley for his service. The Vice-chairman continued by saying that Chairman Barkley always has a calm and steady hand, is reliable, has a great sense of humor, is passionate, has strong faith, and places focus on family. Vice-chairperson Kubert presented a service award to Chairman Barkley, and once again thanked him for his service.

H. BOARD MEETING MINUTES

1. APPROVAL OF NOVEMBER 20, 2014 MEETING MINUTES

Chairman Barkley asked for any additions or corrections to the November 20, 2014 minutes. With no further discussion Board Member Kubert moved to adopt the November 20, 2014 meeting minutes as presented. Board Member Saxton seconded the motion. The motion carried with Woodle, Kubert, Langemeier, Saxton and Barkley voting aye.

I. DIRECTOR'S REPORT

Director Kohtz presented twelve charts outlining the number of appraisers and AMCs as of December 18, 2014. The Director summarized each chart and reported the number of appraisers as follows: 79 total Licensed, 74 resident and 5 reciprocal; 228 total Certified Residential, 180 resident and 48 reciprocal; 405 total Certified General, 252 resident and 153 reciprocal; and 5 Registered for a total of 717 appraisers. The total number of appraisers is up 4 from November 2014, and up 22 from December 2013. The Director also informed the Board that there are 51 Trainees, which is down 3 from November, and up 41 from December 2013.

In addition, the Director addressed the number of temporary permits issued. There were 16 permits issued in November compared to 12 permits issued in October. As of November 30, 2014, 125 temporary permits have been issued for the calendar year. November was the fifth straight month with ten or more temporary permits issued. Finally, Director Kohtz reported 112 AMCs registered, and two new AMC applications have been submitted since the last meeting.

Director Kohtz finished by thanking Chairman Barkley for his service to the State of Nebraska, and expressed gratitude for the opportunity to work so closely with him.

J. FINANCIAL REPORT AND CONSIDERATIONS– DECEMBER 2014

1. APPROVAL OF NOVEMBER RECEIPTS AND EXPENDITURES

The receipts and expenditures for November were reviewed by the Director by line item with the Board. Director Kohtz provided details related to some specific November expenses, and made special note of the Legal Services and Other Contractual Services expenditures. The Director informed the Board that the FY 14-15 Budget will likely need to be revised if these expenditures do not slow down by the end of December. For the Real Property Appraiser Program, which includes both the appraiser fund and the AMC fund, a total of \$27,413.86 in expenditures and \$101,595.51 in revenues were reported. As of the end of November, expenses amount to 42.55 percent of the budgeted expenditures for the fiscal year; 41.92 percent of the fiscal year has passed. Finally, Director Kohtz presented three charts outlining the Agency twelve month expenses and revenues, historic cash balance, and twelve month cash balance.

Board Member Kubert moved to accept and file the November 2014 budget reports for audit. Board Member Woodle seconded the motion. The motion carried with Langemeier, Saxton, Woodle, Kubert and Barkley voting aye.

2. NRPAB DATABASE UPDATE ESTIMATES

Director Kohtz presented three estimates to the Board concerning three database projects for consideration. An estimate of \$6,776.34 is to develop a log application to incorporate into the Appraiser, Application Enforcement, Education, and AMC Interfaces; an estimate of \$11,730.84 is to develop the Application Interface; and an estimate of 17,951.74 is to develop the Enforcement Interface. Director Kohtz informed the Board that all three of these estimates are much higher than anticipated, and surpass the appropriations awarded to the Board for the database project. In addition, an estimate for the Education Interface has not yet been obtained from CIO. Director Kohtz recommended that the Board approve the first two estimates or the third estimate only. The Director informed the Board that he has updated the Legislative Fiscal Office of these estimates, and requests approval to request that the amount not approved at this meeting, along with the estimate for the Education Interface, be added to the FY 15-17 Biennial Budget Request. Board Member Kubert made a motion to approve the first two projects as presented and authorize Director Kohtz to draft a letter to the Legislative Fiscal Office requesting additional FY 15-17 appropriations for the Enforcement and Education Interfaces as estimated. The motion was seconded by Saxton, and carried with Woodle, Langemeier, Kubert, Saxton and Barkley voting aye.

K. GENERAL PUBLIC COMMENTS

Chairman Barkley asked for any public comments. With no comments, the Chairman proceeded to education.

L. EDUCATION

New Continuing Education Activities and Instructors

Compliance and Education Specialist Dreesen brought attention to the content found in the Allterra Group course titled “Basic Charts and Graphs.” CE Specialist Dreesen indicated that the content appears deal with office or business skills, and requests that the Board review the content. The Board discussed the content. Board Member Saxton indicated that the content is not appraiser-specific and moved to deny the following education and instructor request:

2. Allterra Group LLC
 - a. Basic Charts and Graphs (C21447-I)/4 Hours
 1. Carol Trice

There was no second; the motion died.

After further review, Chairman Barkley indicated that the content does include some appraiser-specific references and he would have no problem approving the course. Board Member Kubert made a motion to approve the following education and instructor request:

2. Allterra Group LLC
 - a. Basic Charts and Graphs (C21447-I)/4 Hours
 1. Carol Trice

Seconded by Langemeier. Chairman Barkley called for the vote. Saxton – No; Woodle – No; Langemeier – Yes; Kubert – Yes; Barkley – Yes. The motion carried with Langemeier, Kubert and Barkley voting aye.

Board Member Kubert moved to take the following actions on education and instructor requests as listed:

1. McKissock, LP
 - a. Appraisal of Land Subject to Ground Leases (C21445-I) /7 Hours - *Approve*
 1. Tracy Martin - *Approve*
3. McKissock, LP
 - a. Expert Witness for Commercial Appraisers (C21444-I)/12 Hours - *Approve*
 1. Paul Lorenzen - *Approve*
4. McKissock, LP
 - a. Fundamental Concepts of Analysis (C21443-I)/7 Hours - *Approve*
 1. Tracy Martin - *Approve*
5. McKissock, LP
 - a. Review of Disciplinary Cases – Live Webinar (C21442-I)/3 Hours - *Approve*
 1. Tracy Martin - *Approve*
 2. Dan Bradley - *Approve*

Continuing Education Renewal Activities and Instructors

1. Appraisal Institute
 - a. Online Business Practices and Ethics (C21446-I)/5 Hours - *Approve*
 1. Bruce Closser - *Approve*
2. Appraisal Institute
 - a. General Appraiser Market Analysis and Highest & Best Use (C2887)/28 hours - *Approve*
 1. Joseph Magdziarz - *Approve*

Seconded by Saxton. Chairman Barkley called for the vote. The motion carried with Woodle, Langemeier, Kubert, Saxton and Barkley voting aye.

M. UNFINISHED BUSINESS

1. **OPEN 3RD CONGRESSIONAL DISTRICT CERTIFIED REAL PROPERTY APPRAISER REPRESENTATIVE POSITION:** Director Kohtz informed the Board that, according to a conversation he had with the Governor's office, it is unlikely that an appointment will be made prior to the January meeting.

2. **NRPAB STANDARD 3 REVIEW FORM UPDATE:** Compliance and Education Specialist Dreesen presented the 2014-15 USPAP Standard 3 Compliance Review Report form to the Board for review. The Board recommended the following changes to the form: that the word “violations” be replaced with “non-compliance” throughout the form; the “Residential Address” section be removed from Page M.1; the sentence “Read through the appraisal report and workfile at least once in its entirety before you begin the review” be removed in its entirety on Page M.2; a space be added between the title “Standard 3 Reviewer Affidavit” and the first line on Page M.3; the section “Identify the date of the work under review and the effective date of the opinions or conclusions in the work” be replaced with “Identify the date of the report under review,” and the section “Identify the physical, legal, and economic characteristics of the property, property type(s), or market are in the work under review” be removed in its entirety on Page M.4; “substantial errors or inadequacies” be replaced with “non-compliance with USPAP” in Number 3 on Page M.14; boxes are added to the eighth bullet point to match the boxes on the third bullet point; and that the “List of Standards of USPAP not Met in Report” on Page M.13 be boxed in to help it stand out. CE Specialist Dreesen was also asked to get an opinion from Cay Lacey as to what “Identify the work under review and the characteristics of that work relevant to the intended use and purpose of this review” means to her, and request that Special Assistant Attorney Blake review the form prior to the January meeting.

N. NEW BUSINESS

1. **2015 BOARD MEETING SCHEDULE:** Director Kohtz presented a calendar marking the proposed 2015 board meeting dates. Director Kohtz requested that the January meeting be moved back to January 22, 2015 to allow staff more time to prepare for the meeting after the holidays. The Director also asked if the Board was interested in setting the strategic planning meeting date at this time. The Board agreed that that strategic planning meeting date should be set closer to June. Board Member Kubert made a motion to approve the 2015 board meeting dates as amended with the January meeting being held on January 22, 2015. The motion was seconded by Langemeier, and carried with Saxton, Woodle, Kubert, Langemeier and Barkley voting aye.
2. **APPRAISAL BUZZ ARTICLE – DODGY HOME APPRAISALS MAKE A COMEBACK:** Director Kohtz presented an Appraisal Buzz article titled “Dodgy Home Appraisals Make a Comeback” to the Board for review. The Director indicated that he finds it interesting that a story he read last week reported that appraisers are causing loans to fall through due to being too conservative, and this article indicates that appraisers are inflating values resulting in risky loans. Both scenarios place blame on appraisers. There was no further discussion.
3. **APPRAISAL BUZZ ARTICLE – SOUTHERN EXPOSURE:** Director Kohtz presented an Appraisal Buzz article titled “Southern Exposure” for the Board to review. The article includes a letter from Sam Blackburn with the Kentucky Real Estate Appraiser Board expressing his dissatisfaction with the proposed USPAP language pertaining to draft appraisal reports. Diane Moore indicated that the newly released exposure draft includes changes to this language. Director Kohtz stated that no further conversation is needed until the exposure draft is reviewed. There was no further discussion.
4. **DISCLOSURE IN CERTIFICATION OF PRE-PRINTED FORMS:** Director Kohtz summarized the conversation that took place during General Public Comments at the November meeting, and reminded the Board that this item was placed on the agenda to give board members more time to think about the answer. The Board had a brief discussion and concluded that it has no position.

5. **NRPAB OFFICE RELOCATION:** Director Kohtz provided cost estimates for relocation, along with a variety of floor layouts pertaining to a 1628 square foot office space located on the first floor of the Nebraska State Office Building offered to the Board by the Buildings Division. Director Kohtz informed the Board that the moving costs will be around \$1,500.00 to \$2,000.00; any other expenses will be presented to the Board for approval and based on available funding. The Director laid out his priorities concerning the remaining allocation for relocation, which includes a conference room table and chairs, small meeting room table, workstation for seasonal staffing, signage, upgraded phone system, and a ceiling mounted projector in the conference room. Focus was moved to the floor plan shown on Page N.16. Board Member Kubert asked that the Director's door be moved to the front of the office, and that the furniture arrangement is rotated 180 degrees. Board Member Langemeier asked that the estimate for the conference room include four smaller tables to be more versatile. Director Kohtz responded that he will have the changes made to the plan, and will provide four separate tables for approval in lieu of one large conference table. Board Member Kubert made a motion to approve the floor plan as amended and approve relocation of the Nebraska Real Property Appraiser Board to the 1628 square foot office space offered. The motion was seconded by Woodle, and carried with Langemeier, Saxton, Woodle, Kubert and Barkley voting aye.

O. LEGISLATIVE REPORT AND BUSINESS

1. **LR499:** Director Kohtz informed the Board that Senator Howard has been asked about her interest in sponsoring the bill; no response has been received yet. Director Kohtz asked if the language on lines 13-19 on Page O.21 regarding the real property associate exam requirements is still correct. Board Member Langemeier asked that "or" be added between "examination," and "certified residential" on line 15. Director Kohtz indicated that this change will be made. On Page O.57, Director Kohtz brought attention to the response received by Bob Hallstrom concerning the limitations of consent agreements or settlements against non-credential holders, and presented the changes to update the language. The Board agreed with the changes.

Director Kohtz summarized a meeting between himself, Board Member Kubert, Bill Marienau, Korby Gilbertson, and Fred Hoppe to discuss the Nebraska Realtors Association's position regarding the language in the draft. The Nebraska Realtors Association expressed concern with the appraiser independence language, and felt that it could be taken advantage of. Director Kohtz recommended striking Section 77 from the draft. Board Member Saxton expressed dissatisfaction with this recommendation. Director Kohtz explained that it is important to meet the Nebraska Realtors Association halfway to ensure a successful outcome for the bill. The Board agreed to strike Section 77. Director Kohtz also brought attention to drafted changes to Neb. Rev. Stat. § 81-885.16 concerning the use of broker's price opinions for taxation purposes presented by Ms. Gilbertson. Board Member Kubert indicated that there is a way this can work with limited language; there is a market for this. Board Member Kubert made a motion to send the draft back to bill drafting as amended to prepare for introduction, and authorize Director Kohtz to continue discussions with the Nebraska Realtors Association concerning the proposed language. Seconded by Langemeier, and carried with Woodle, Saxton, Langemeier, Kubert and Barkley voting aye.

2. **TITLE 298:** No discussion.

P. BOARD POLICIES AND PROCEDURES

1. BOARD POLICIES

a. Current Board Policies: No discussion.

2. APPRAISER FORMS AND PROCEDURES: Director Kohtz presented the “Application for Trainee Real Property Appraiser Credential,” the “Application for Supervisory Appraiser Registration,” the “Application for Nebraska Real Property Appraiser Certified General/Certified Residential/Licensed Credential,” and the “Application for Nebraska Real Property Appraiser Certified General/Certified Residential/Licensed Credential by Reciprocity” to the Board for review. Chairman Barkley brought attention to the fingerprint section on Page P.32, and indicated that it is written in a confusing manner. The Director indicated that this can be clarified. The Chairman also requested that “Previous or” be removed from the first page of the application; the Board is more concerned with current credentials. Director Kohtz stated that all requested changes will be made to each application. Board Member Kubert made a motion to approve the “Application for Trainee Real Property Appraiser Credential,” the “Application for Supervisory Appraiser Registration,” the “Application for Nebraska Real Property Appraiser Certified General/Certified Residential/Licensed Credential,” and the “Application for Nebraska Real Property Appraiser Certified General/Certified Residential/Licensed Credential by Reciprocity” as amended. Board Member Woodle seconded the motion. The motion carried with Saxton, Woodle, Langemeier, Kubert and Barkley voting aye.

Q. OTHER BUSINESS

1. BOARD MEETINGS

a. Potential for December Emergency Meeting: No discussion.

2. CONFERENCES/EDUCATION: No discussion.

3. MEMOS FROM THE BOARD: No discussion.

4. APPRAISAL SUBCOMMITTEE: No discussion.

5. APPRAISAL FOUNDATION: No discussion.

Board Member Kubert moved that the Board go back into executive session for the purpose of reviewing applicants for credentialing, applicants for appraisal management company registration, investigations, and other sensitive matters. The time on the meeting clock was 2:50 p.m. Board Member Woodle seconded the motion. The motion carried with Saxton, Kubert, Woodle, Langemeier and Barkley voting aye.

Board Member Kubert moved to come out of executive session at 2:55 p.m. Board Member Saxton seconded the motion. The motion carried with Woodle, Langemeier, Kubert, Saxton and Barkley voting aye.

C. CONSIDERATION OF APPLICANTS AS NEBRASKA REAL PROPERTY APPRAISER:

Board Member Kubert moved to take the following actions for applicants as listed:

- T14027 / Approve as Trainee Real Property Appraiser.**
- T14028 / Deny**
- T14029 / Deny**
- T14030 / Approve as Trainee Real Property Appraiser.**
- T14031 / Approve as Trainee Real Property Appraiser.**
- T14032 / Approve as Trainee Real Property Appraiser.**
- T14033 / Approve as Trainee Real Property Appraiser.**

Board Member Saxton seconded the motion. Motion carried with Woodle, Langemeier, Kubert, Saxton and Barkley voting aye.

Board Member Woodle moved to take the following actions for applicants as listed:

- T14034 / Approve as Trainee Real Property Appraiser.**

Board Member Langemeier seconded the motion. Motion carried with Saxton, Langemeier, Woodle and Barkley voting aye. Kubert abstained.

Board Member Kubert moved to take the following actions for applicants as listed:

- CR14026 / Approve to sit for exam; select and send three reports for review. Board Member Saxton assigned.**
- CR14025 / Approve to sit for exam; select and send three reports for review. Board Member Kubert assigned.**
- CG14043R / Approve as Certified General Real Property Appraiser.**
- CG14021 / Hold**
- CR14016 / Hold; Board Member Kubert assigned.**
- CR14024 / Approve to sit for exam; select and send three reports for review.**
- CR14010 / Hold; Board Member Kubert assigned.**
- CR14017 / Hold; Board Member Saxton assigned.**
- CG14041 / Hold**
- CG14037 / Hold**
- CR14022 / Hold**
- CG14015 / Approve as Certified General Real Property Appraiser.**
- CR14020 / Hold**
- L14005 / Accept withdrawal.**

Board Member Woodle seconded the motion. Motion carried with Langemeier, Saxton, Woodle, Kubert and Barkley voting aye.

Board Member Woodle moved to take the following actions for applicants as listed:

- CR14019 / Hold**

Board Member Saxton seconded the motion. Motion carried with Langemeier, Woodle, Saxton and Barkley voting aye. Kubert abstained.

Board Member Kubert moved to approve all renewal applications received at that Board's office postmarked between December 1, 2014 and December 16, 2014 with advisory letters. The motion was seconded by Saxton, and carried with Woodle, Langemeier, Kubert, Saxton and Barkley voting aye.

Board Member Kubert moved to authorize agency to approve all renewal applications received at the Board's office postmarked between December 17, 2014 and December 31, 2014 with advisory letters. The motion was seconded by Saxton, and carried with Langemeier, Woodle, Kubert, Saxton and Barkley voting aye.

D. REGISTRATION AS APPRAISAL MANAGEMENT COMPANY

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

NE2014009 / Approve

Board Member Woodle seconded the motion. Motion carried with Saxton, Langemeier, Woodle, Kubert and Barkley voting aye.

E. CONSIDERATION OF DISCIPLINARY ACTIONS/ ENFORCEMENT MATTERS:

Vice Chair Kubert moved to take the following enforcement actions:

- 13-23 / Send appraisal report and workfile for Standard 3 review. Board Member Kubert appointed as Investigating Board Member.**
- 13-24 / Hold; Board Member Kubert appointed as Investigating Board Member.**
- 13-25 / Hold; Board Member Kubert appointed as Investigating Board Member.**
- 13-26 / Hold; Board Member Kubert appointed as Investigating Board Member.**
- 14-15 / Extend education deadline to May 1, 2015. Send letter requiring that all future appraisal logs be on the Board approved form. Board Member Kubert appointed as Investigating Board Member.**
- 14-16 / Hold; Board Member Kubert appointed as Investigating Board Member.**
- 14-17 / Hold; Board Member Kubert appointed as Investigating Board Member.**
- 14-18 / Hold; Board Member Kubert appointed as Investigating Board Member.**
- 14-19 / Hold; Board Member Kubert appointed as Investigating Board Member.**
- 14-20 / Hold; Board Member Kubert appointed as Investigating Board Member.**
- 14-34 / Hold; Board Member Kubert appointed as Investigating Board Member.**

Board Member Langemeier seconded the motion. Motion carried with Saxton, Woodle, Kubert and Langemeier voting aye. Barkley abstained.

Board Member Woodle moved to take the following enforcement actions:

- 13-18 / Hold**
- 13-19 / Hold**
- 14-22 / Hold**
- 14-23 / Hold**
- 14-24 / Hold**
- 14-26 / Hold**
- 14-27 / Hold**

Board Member Saxton seconded the motion. Motion carried with Saxton, Langemeier, Woodle and Barkley voting aye. Kubert abstained.

Vice Chair Kubert moved to take the following enforcement actions:

13-21 / Hold

14-32 / Hold

14-33 / Hold

14-35 / Offer Consent Agreement requiring Respondent to complete and successfully pass examination for a 15-Hour USPAP course and a 30-Hour general appraiser cost approach course. Respondent shall pay \$750.00 for costs associated with investigation within 60 days of execution of agreement, and submit a quarterly log for one year. No more than two reports in total shall be selected for review from the submitted quarterly logs, and Respondent shall be responsible for any costs associated with any appraisal reports selected from the logs and sent for Standard 3 review; all submissions must be compliant with Nebraska law and the current edition of USPAP.

Board Member Saxton seconded the motion. Motion carried with Langemeier, Kubert, Saxton and Barkley voting aye. Woodle abstained.

F. CONSIDERATION OF OTHER EXECUTIVE SESSION ITEMS:

The Board discussed a letter from a Nebraska credentialed appraiser requesting permission to provide copies of appraisal reports associated with appraisal reviews completed for the Board to the Appraisal Institute for designation as a commercial review appraiser.

Personnel matters were discussed.

Vice Chair Kubert moved to take the following actions for other executive session items:

Item 1 / Approve request to allow release of review reports with preference of redaction to remove all sensitive information.

I14-32 / Hold

I14-33 / Hold

Board Member Langemeier seconded the motion. Motion carried with Saxton, Langemeier, Woodle, Kubert and Barkley voting aye.

R. ADJOURNMENT

Board Member Kubert moved to adjourn the meeting. Board Member Woodle seconded the motion. Motion carried with Saxton, Langemeier, Kubert, Woodle and Barkley voting aye.

At 3:02 p.m. Chairman Barkley adjourned the December 18, 2014 meeting of the Real Property Appraiser Board.

Respectfully submitted,

Tyler N. Kohtz
Director

These minutes were available for public inspection on January 6, 2014, in compliance with Nebraska Revised Statute §84-1413 (5).