

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

**January 19, 2017 Meeting Minutes**

**A. OPENING**

Vice-chairperson Christopher Langemeier called to order the January 19, 2017 meeting of the Nebraska Real Property Appraiser Board at 9:02 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**

Vice-chairperson Langemeier 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 January 16, 2017 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 Marc Woodle, Christopher Langemeier, Benjamin Hynek, and David Bloxham were present. Also present were Director Tyler Kohtz, Compliance and Education Officer Grant Krieger, and Business and Licensing Specialist Allison Nespor.

**ADOPTION OF THE AGENDA**

Vice-chairperson Langemeier 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 Hynek moved to adopt the agenda as printed. Board Member Bloxham seconded the motion. With no further discussion, the motion carried with Bloxham, Hynek, Langemeier, and Woodle voting aye.

**C. ELECTION OF OFFICERS**

Board Member Woodle moved to nominate Christopher Langemeier as Chairperson of the Board for 2017. Board Member Hynek seconded the motion. With no further discussion, the motion carried with Bloxham, Hynek, Woodle, and Langemeier voting aye.

Board Member Woodle moved to nominate Benjamin Hynek as Vice-chairperson of the Board for 2017. Board Member Bloxham seconded the motion. With no further discussion, the motion carried with Bloxham, Hynek, Woodle, and Langemeier voting aye.

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

Board Member Hynek 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. Chairperson Langemeier asked for a second. Board Member Woodle seconded the motion. The time on the meeting clock was 9:08 a.m. The motion carried with Bloxham, Hynek, Woodle, and Langemeier voting aye.

Break from 9:54 a.m. to 10:06 a.m.

Board Member Hynek moved to come out of executive session at 10:17 a.m. Board Member Woodle seconded the motion. The motion carried with Bloxham, Hynek, Woodle, and Langemeier voting aye.

Break from 10:17 a.m. to 10:30 a.m.

**H. WELCOME AND CHAIR'S REMARKS**

**1. PRESENTATION OF SERVICE AWARD TO OUTGOING BOARD MEMBER WOODLE**

Chairperson Langemeier thanked Board Member Woodle for his service and dedication to the Real Property Appraiser Board and the appraiser profession. The Chairperson then presented a plaque to Board Member Woodle.

**2. CHAIR'S REMARKS**

Chairperson Langemeier welcomed all, and thanked all for attending the meeting. The Chair then stated that he is looking forward to the next year. Diane Moore was the only member of the public in attendance.

**I. BOARD MEETING MINUTES**

**1. APPROVAL OF DECEMBER 15, 2016 MEETING MINUTES**

Chairperson Langemeier asked for any additions or corrections to the December 15, 2016 minutes. With no further discussion, the Chairman called for a vote. Board Member Hynek moved to adopt the December 15, 2016 meeting minutes as presented. Board Member Woodle seconded the motion. The motion carried with Bloxham, Hynek, Woodle, and Langemeier voting aye.

**J. DIRECTOR'S REPORT**

**1. APPRAISER COUNT REPORT**

Director Kohtz presented seven charts outlining the number of appraisers as of January 19, 2017. The Director summarized each chart and reported the number of appraisers as follows: 62 total Licensed, 57 credentialed through education, experience, and examination, and 5 through reciprocity; 209 total Certified Residential, 174 credentialed through education, experience, and examination, and 35 through reciprocity; 336 total Certified General, 223 through education, experience, and examination, and 113 through reciprocity. In addition, there are 0 Registered and 47 Trainees currently credentialed.

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As of January 19, 2017, a total of 607 appraisers, not including the Trainee classification, were reported by the Director, down 88 from December, and down 41 from January 2016. A total of 654 appraisers, including the Trainee classification, were also reported by the Director, down 111 from December, and down 52 from January 2016. A total of 454 appraisers credentialed through education, experience, and examination, not including the Trainee classification, was reported, which is down 21 from January 2016, and a total of 153 appraisers credentialed through reciprocity was reported, which is down 20 from January 2016.

The Director informed the Board that the number of non-renewals to this point exceeds the typical number for January. Director Kohtz continued by stating that it is unknown if the drop in the number of credential holders is a blip or a trend at this point. The Director indicated that he anticipated a low number of trainee renewals due to this being the first true renewal cycle for trainee real property appraisers, and that he expects the trainee renewal percentage to be much better after next year. The Director finished by indicating that there may be quite a few renewals to come in based on the report of those still needing continuing education.

## **2. TEMPORARY PERMIT REPORT**

Director Kohtz presented three charts outlining the number of temporary permits issued as of December 31, 2016. There were 18 permits issued in December compared to 16 permits issued in November. As of December 31, 2016, 186 temporary permits have been issued for the calendar year; the previous four years ended with 194, 142, 156, and 156 respectively. The Director informed the Board that temporary permit issuance continues to perform well.

## **3. AMC COUNT REPORT**

Director Kohtz presented two charts outlining the number of AMCs as of January 19, 2017, and informed the Board that the drop from 109 to 101 was due to staff cleaning up the records and removing expired registrations from the AMC count. The Director finished by informing the Board that AMC registrations continue to remain steady. There was no further discussion.

## **4. CREDENTIAL RENEWAL PROGRESS REPORT**

Director Kohtz presented two charts outlining the credential renewals progress through January 13, 2017. Director Kohtz summarized each chart, and informed the Board that as of January 17, 2017, 83% of projected renewal applications have been received, which is behind the 91% for this time last year. 546 applications of the 661 renewals due have been processed. The Director then gave the Board some known stats related to those that have not yet renewed. To date, 1 is deceased; 9 are retiring; 10 have informed staff of the intent to not renew; 1 has elected inactive status; 14 applications have been received, but not processed; 7 have expressed interest in renewing after completing continuing education; and 66 are unknown. The Director finished by informing the Board that if trainees are removed from the total due and total renewed, and those that expressed an intent to renew complete renewal, the renewal rate would reach 89% compared to a projected 90% renewal rate for certified general, certified residential, and licensed residential. Director Kohtz indicated that more information will be available in a few months.

## **K. FINANCIAL REPORT AND CONSIDERATIONS – JANUARY 2017**

### **1. APPROVAL OF DECEMBER RECEIPTS AND EXPENDITURES**

The receipts and expenditures for December were reviewed by the Director by line item with the Board. Director Kohtz informed the Board that the encumbrances from FY 2015-16 have finally been added to the expenditures; these are expenditures paid during this fiscal year, but were applied to the previous fiscal year's budget. The Director also provided a summary of revenues to date, and indicated that revenues are right on pace to meet projections for FY 2016-17. As of the end of December, 87.61 percent of projected revenues have been received. *(continued on page 4)*

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For the Real Property Appraiser Program, which includes both the appraiser fund and the AMC fund, a total of \$28,888.56 in expenditures and \$76,082.63 in revenues were reported. As of the end of December, expenses amount to 36.34 percent of the budgeted expenditures for the fiscal year; 50.41 percent of the fiscal year has passed. Director Kohtz finished by presenting three charts outlining the Agency twenty-five month expenses and revenues, historic cash balance, and twenty-five month cash balance.

Board Member Hynek moved to accept and file the December 2017 financial reports for audit. Board Member Woodle seconded the motion. The motion carried with Bloxham, Hynek, Woodle, and Langemeier voting aye.

## **2. GOVERNOR'S BUDGET RECOMMENDATIONS**

### **a. FY 2016-17**

Director Kohtz presented the Governor's FY 2016-17 recommendations for budget adjustments to the Board for review. The Director informed the Board that its budget is not changed in the Governor's recommendation. Director Kohtz was asked if a cash raid of the Board's funds was still an option. The Director responded that, yes, it is. Director Kohtz continued by saying that the Legislature's Appropriation Committee will put its preliminary budget together, so anything can still happen, but the fact that the Governor did not make adjustments to the Board's budget is a great sign.

### **b. 2017-2019 BIENNIAL BUDGET**

Director Kohtz presented the Governor's 2017-2019 Biennial Budget recommendations to the Board for review. Director Kohtz informed the Board that the Board's budget request was untouched for the most part. There is one issue that needs to be addressed. The Governor's proposed budget does not include the funds for the reclassification of the Compliance and Education Officer position. The Director informed the Board that he discussed this with Mike Lovelace in the Legislative Fiscal Office and Robin Kilgore in the State Budget Division. Both indicated that this was an error, and Mr. Lovelace stated that he will request that these funds be included in the Appropriations Committee's preliminary 2017-2019 Biennial Budget.

## **3. 2017 AARO MEMBERSHIP DUES**

Director Kohtz presented the invoice for the 2017 AARO dues, and asked if the Board would like to renew its AARO membership. Board Member Woodle made the motion to renew the Board's AARO membership for 2017 and pay the required dues. The motion was seconded by Bloxham, and carried with Bloxham, Hynek, Woodle, and Langemeier voting aye.

## **4. PER DIEMS**

Director Kohtz informed the Board that he has no per diem requests for this meeting. Chairperson Langemeier asked if any board members had a request for the Board to consider. There was no further discussion.

## **L. GENERAL PUBLIC COMMENTS**

Chairperson Langemeier asked for any public comments. With no comments, the Chair proceeded to Education.

## **M. EDUCATION**

Board Member Woodle moved to approve the following actions on education activities and instructors as listed:

### **NEW CONTINUING EDUCATION ACTIVITIES AND INSTRUCTORS**

#### **The Moore Group**

Investment Analysis for Income Properties (C21642) / 7 Hours – Bradford Moore, Diane Moore

#### **American Society of Farm Managers and Rural Appraisers**

Appraisal Through the Eyes of the Reviewer (C21643) / 7 Hours – Mark Lewis

#### **National Association of Independent Fee Appraisers**

Better Safe Than Sorry (C21644) / 7 Hours – Mike Orman

Developing and Supporting Adjustments (C21645) / 7 Hours – Mike Orman

Seconded by Hynek. Chairperson Langemeier called for the vote. The motion carried with Bloxham, Hynek, Woodle, and Langemeier voting aye.

## **N. UNFINISHED BUSINESS**

**1. BOARD MEMBER RECOGNITION:** No update.

**2. OPEN 2ND CONGRESSIONAL DISTRICT CERTIFIED REAL PROPERTY APPRAISER REPRESENTATIVE POSITION**

Director Kohtz informed the Board that the open 2nd Congressional District appointment will likely not be made until late February due to the Governor's busy schedule.

**3. OPEN 3RD CONGRESSIONAL DISTRICT CERTIFIED REAL PROPERTY APPRAISER REPRESENTATIVE POSITION**

Director Kohtz informed the Board that there is only one applicant for the open 3rd Congressional District position, and the Governor intends to wait to see if more applications are submitted before making an appointment.

## **O. NEW BUSINESS: None**

## **P. LEGISLATIVE REPORT AND BUSINESS**

### **1. CURRENT LEGISLATION**

Director Kohtz presented the first legislative report of the current session to the Board for review. The Director informed the Board that he will provide a summary of the critical bills, but will not discuss the less critical bills unless a board member requests discussion.

**LB17** – This bill includes the Board's proposed changes to the AMC Registration Act for compliance with the AMC Final Rule, and the Board's proposed change in the Real Property Appraiser Act to address the Appraiser Qualifications Board's July 1, 2016 change concerning supervisory appraiser requirements.

The Director informed the Board that the hearing has been set for Tuesday, January 24, 2017. The Director requested a motion for the Board to formally support LB17. Board Member Woodle moved to support LB17. The motion was seconded by Hynek, and carried with Bloxham, Hynek, Woodle, and Langemeier voting aye.

**LB36** – This bill provides for review by state agencies of occupational credentials and provides for a critical assessment document. Director Kohtz informed the Board that the requirements include a periodic review of all rules and regulations related to any occupational credentials administered by an agency. The agency is required to provide a report that outlines the effectiveness of and need for each rule or regulation.

The Director indicated that this requirement would place a burden on the agency, but the intent of the bill is understood. The Director finished by stating that LB299 is similar, but much more involved. The Board agreed that continued monitoring is needed.

**LB127** – This bill provides for each public body to give reasonable advance publicized notice of the time and place of each meeting. Such notice shall be transmitted to all members of the public body and to the public. Such notice shall be published in a newspaper of general circulation in each county within the public body's jurisdiction and may also be provided by any other appropriate method designated by the public body. The public body shall record the methods and dates of such notice in its minutes.

Director Kohtz informed the Board that Frank Daley with the Accountability and Disclosure Commission visited with Senator Groene regarding this LB127. Senator Groene indicated his target is political subdivisions and entities created through the Interlocal Cooperation Act. Senator Groene has asked Mr. Daley to redraft the bill so as to exclude state agencies. The Board agreed that continued monitoring is needed.

**LB299** – This bill creates the Office of Supervision of Occupational Boards to oversee all occupational licensing entities within the State of Nebraska. This Office, which appears to be under the Governor's control, will have the authority to review and approve legislation, rules and regulations, and actions taken by licensing agencies. This Office will also have the ability to review and overturn disciplinary action taken, license issuance decisions taken, and criminal history decisions taken by a licensing agency. This bill also provides authority to the Office to assess costs to the licensing agencies, and allows the licensing agencies to increase fees to cover such assessment.

Director Kohtz began by informing the Board that the bill contains many technical flaws. For example, it is unclear as to how the term certification is applied within the bill, or how it is different from the term license. Also, the list of occupations included under this bill appears to be a generic list including municipal licenses as well. The Director continued that this bill gives the Office of Supervision unlimited authority over an occupational board, and does not appear to consider the implications of federal requirements imposed on an occupation. The Director finished by stating that it is also unclear by what is meant by "When certification and certified are used outside of the Occupational Board Reform Act to mean a requirement that an individual meet certain personal qualifications to work legally, those terms in that context shall be interpreted for purposes of the Occupational Board Reform Act as requiring an individual to meet the requirements for an occupational license." Some old state statutes still uses the MAI designation as a requirement for sitting on some boards. Would the referenced language require the Appraisal Institute to be placed under the umbrella of this office? The Director finished by informing the Board that there are also some other issues, such as the complete loss of authority of an occupational board to make final decisions, the lack of experience and expertise within the Office of Supervision to utilize authority over an occupational board, the potential use of this office to implement policy, and the funding to support this office will be established through charging occupational license holders.

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Board Member Woodle asked, “What is the source and purpose of this bill?” Director Kohtz responded that the bill may have been introduced as a result of a conservative think tank, The Platte Institute, which has been publicly promoting changes to occupational licensing requirements and oversight since last summer. Another issue that may be at play is the U.S. Supreme Court Decision on *The North Carolina Board of Dental Examiners v. The Federal Trade Commission*. This decision defined government oversight for a licensing board that consists of industry participants. The Director added, “This bill is interesting because it is not in the best interest of the Board or the profession, but the details surrounding the bill, including support and opposition, are unclear.” Chairperson Langemeier agreed, and indicated that the Board should monitor this bill for the next month to see how things develop.

**LB322** – This bill provides for general updates to the Tax Equalization and Review Commission Act that includes a commission membership change from the requirement of a “Licensed Residential Real Property Appraiser” to a “Certified General Real Property Appraiser.”

Director Kohtz informed the Board that there is nothing critical in this bill, but since it refers to a change in credential classification, the Board should be aware of it. There was no further discussion.

**LB327** – This bill is the State Government appropriations bill for the 2017-2019 biennium. There was no further discussion.

Director Kohtz finished the legislative report by asking if any members had any other bills that they would like to discuss. There were no additional bills offered. The Director then informed the Board that there were a few Department of Banking and Real Estate Commission bills that do not affect the Board that were not included in this report. The Director asked, “Would you like to have those bills included as well?” Board Member Bloxham recommended that they be included. Director Kohtz informed the Board that he will include these bills in the report next month. The Director then asked, “Are there any bills in the legislative report the Board wishes to no longer follow?” Chairperson Langemeier recommended that the Board continue to monitor all bills included in the report. There was no further discussion.

## **2. TITLE 298**

Director Kohtz informed the Board that he has no update.

## **3. OTHER LEGISLATIVE MATTERS**

Director Kohtz presented a draft copy of Chapter 50 of Title 350 of the Nebraska Administrative Code to the Board for review. The Director informed the Board that the Department of Revenue is updating the appraisal requirements for assessment purposes. Director Kohtz informed the Board that he reviewed the proposed changes, and it appears that all changes would fall under the exemptions in the Nebraska Real Property Appraiser Act. The Director then asked the Board if it had any concerns or would like to have any discussion concerning the proposed language. There was no further discussion.

Director Kohtz then asked if the Board had any other legislative matters for discussion. Chairperson Langemeier informed the Board that LB551 introduced by Senator Walz is the bill addressing the proposed changes to the Real Property Appraiser Qualification Criteria. The Board will wait to see if The Appraisal Foundation adopts the changes before taking any action. Director Kohtz informed the Board that he had the opportunity to review the language, and agrees that the bill is ready if the AQB moves forward with adoption. The Board agreed to monitor this bill.

## **Q. BOARD POLICIES AND PROCEDURES**

### **1. COMPLIANCE FORMS AND PROCEDURES**

- a. SME/Standard 3 Reviewer Training and Evaluation Program:** No discussion.

## **R. OTHER BUSINESS**

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

### **2. CONFERENCES/EDUCATION**

#### **a. Spring AARO Conference; April 7-9, 2017**

Director Kohtz brought attention to the Spring AARO Conference in Tampa, Florida to be held April 7<sup>th</sup> through 9<sup>th</sup>. Director Kohtz asked the Board if it would like for him to attend.

Chairperson Langemeier responded that the Director should attend, and then asked if there was any other interest. Board Member Hynek asked if this would be a good conference to go to.

Chairperson Langemeier, Director Kohtz and Board Member Woodle all indicated that the fall conference is a better conference for information. No other board members indicated interest in attending the Spring AARO Conference. Board Member Bloxham moved to approve Director Kohtz for attendance at the Spring AARO Conference. The motion was seconded by Hynek, and carried with Bloxham, Hynek, Woodle and Langemeier voting aye.

#### **b. TAF/AARO Level I Investigator Training: May 8-10, 2017 – Tampa, FL**

Director Kohtz brought attention to the Level I Investigator Training taking place May 8th through May 10th, and asked if any board members had interest in attending. Board Member Hynek asked, “What would be the purpose for a board member attending since we are not involved with investigations?” Board Member Woodle responded, “It gives a better perspective of the overall investigative process.” The question was asked about previous board members who have attended. Director Kohtz informed the Board that former Board Members Moore, Barkley, and Kubert all attended. The Director was asked if he has attended investigator training. Director Kohtz informed the Board that he attended basic and specialized investigator training through CLEAR, the same as former staff member Anthony Dreesen. Some interest in attending was expressed. Director Kohtz reminded the Board that The Appraisal Foundation pays all costs of attendance for two attendees from each state. Chairperson Langemeier recommended that the Board table discussion for next month.

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

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

### **5. APPRAISAL SUBCOMMITTEE**

#### **a. ASC Proposed Revised Policy Statements**

Director Kohtz presented the Appraisal Subcommittee’s proposed revised Policy Statements to the Board for review, and provided an overall summary of the changes. The Director informed the Board that most of the changes result from the implementation of the AMC Final Rule; however, there were a few changes to the existing Policy Statements. Director Kohtz indicated that his biggest concern is found in Policy Statement 7, which would require States to consider USPAP violations when investigating a complaint whether or not USPAP violations were the basis for the complaint. This would mean that the Board would have to investigate everything, including valuation disputes and administrative violations, without consideration for the merits of the complaint. This Policy Statement change will put many appraisers in a bad position. The Director finished by stating that new proposed Policy Statements 8, 9, and 10 include monitoring requirements for AMC registration and enforcement. There was no further discussion.



## **6. APPRAISAL FOUNDATION**

- a. TAF Seeks Candidates for Vacancies on the Board of Trustees:** No discussion.
- b. TAF Board of Trustees Public Meeting Summary – November 5, 2016**  
Director Kohtz presented The Appraisal Foundation’s Board of Trustees Public Meeting Summary to the Board for review. There was no discussion.
- c. Appraisal Practices Board Public Meeting – February 24, 2017; Torrance, CA**  
Director Kohtz informed the Board that the next meeting of the Appraisal Practices Board is on February 24, 2017 in Torrance, California. There was no discussion.
- d. Appraisal Standards Board Public Meeting on Third Exposure Draft of Proposed Changes for the 2018-19 Uniform Standards of Professional Appraisal Practice – February 3, 2017; Dallas, TX**  
Director Kohtz informed the Board that the next meeting of the Appraisal Standards Board is on February 3, 2017 in Dallas, Texas. There was no discussion.

## **7. IN THE NEWS**

- a. Appraisal Buzz Article – G’Day From Down Under**  
Director Kohtz presented an Appraisal Buzz Article titled “G’Day From Down Under” to the Board for review. The Director informed the Board that he had no specific comments, but it is interesting to see the similarities and differences in appraisal practice between the two countries. There was no further discussion.
- b. Integra’s Chairman on Current Appeal of National Appraisal Firms as Acquisition Targets**  
Director Kohtz presented an article titled “Integra’s Chairman on Current Appeal of National Appraisal Firms as Acquisition Targets” to the Board for review. The Director then indicated that this was received from Board Member Woodle, so he would let Board Member Woodle provide the summary. Board Member Woodle indicated that the article referred to Integra’s quest to acquire existing appraisal firms because it gains more compared to training its own workforce. It is also more cost effective for its appraisers to have existing regional knowledge instead of transferring appraisers from one region to another, and then requiring that transferred appraiser to develop regional knowledge. Board Member Woodle finished by saying that he found the article to be interesting. Director Kohtz declared, “I see the short term benefit, but eventually this well will run dry. The organization will then be forced to train a new workforce on a much larger and more complex scale.” There was no further discussion.

## **D. CONSIDERATION OF APPLICANTS AS NEBRASKA REAL PROPERTY APPRAISER**

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

- T17001 / Approve as Trainee Real Property Appraiser. Send advisory letter informing applicant that a Supervisory Appraiser registered with the Board is required prior to engaging in real property appraisal practice for experience credit acceptable for credentialing.**
- T17002 / Approve as Trainee Real Property Appraiser. Send advisory letter informing applicant that a Supervisory Appraiser registered with the Board is required prior to engaging in real property appraisal practice for experience credit acceptable for credentialing.**

**L17001R / Approve as a Licensed Residential Real Property Appraiser.**  
**CR17001R / Approve as a Certified Residential Real Property Appraiser.**  
**CG17001R / Approve as a Certified General Real Property Appraiser.**  
**CG17002R / Approve as a Certified General Real Property Appraiser.**  
**CG16021 / Hold; Request that applicant complete an additional fifteen hours of qualifying education and submit within six months of this date.**

**CG Temp Application / Approve.**

**CR16010 / Education and Experience accepted; approve to sit for exam, and authorize Director to issue credential upon successful completion of exam.**

**CG16018 / Education and Experience accepted; approve to sit for exam, and authorize Director to issue credential upon successful completion of exam. Send redacted copy of Standard 3 Review Report.**

**CG16010R / Deny**

**CR2015009R / Approve; send advisory letter.**

**CG96014R / Approve; send advisory letter.**

**Approve all renewal applications received at the Board's office postmarked between January 1, 2017 and January 17, 2017 with advisory letters.**

Board Member Bloxham seconded the motion. Motion carried with Bloxham, Hynek, Woodle, and Langemeier voting aye.

#### **E. REGISTRATION AS APPRAISAL MANAGEMENT COMPANY**

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

**NE2012095 / Approve renewal of registration as an appraisal management Company; send advisory letter.**

Board Member Bloxham seconded the motion. Motion carried with Bloxham, Hynek, Woodle, and Langemeier voting aye.

#### **F. CONSIDERATION OF DISCIPLINARY ACTIONS/ ENFORCEMENT MATTERS**

Board Member Hynek moved to take the following enforcement actions:

**14-22 / Ongoing.**

**14-23 / Ongoing.**

**14-24 / Ongoing.**

**14-26 / Ongoing.**

**14-27 / Ongoing.**

**15-05 / Dismiss without prejudice.**

**15-19 / Ongoing.**

**16-02 / Ongoing.**

**16-07 / Ongoing.**

**16-11 / Ongoing.**

**16-13 / Ongoing.**

**16-18 / Ongoing.**

**15-06 / Close.**

**15-18 / Execute Hearing Officer Services Agreement**

Board Member Bloxham seconded the motion. Motion carried with Bloxham, Hynek, Woodle, and Langemeier voting aye.

**G. CONSIDERATION OF OTHER EXECUTIVE SESSION ITEMS: None**

**S. ADJOURNMENT**

Board Member Woodle moved to adjourn the meeting. Board Member Hynek seconded the motion. Motion carried with Bloxham, Hynek, Woodle, and Langemeier voting aye. At 12:02 p.m. Chairperson Langemeier adjourned the January 19, 2017 meeting of the Real Property Appraiser Board.

Respectfully submitted,

Tyler N. Kohtz  
Director

These minutes were available for public inspection on February 2, 2017, in compliance with Nebraska Revised Statute §84-1413 (5).