

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

March 20, 2025 Meeting Minutes

A. OPENING

Chairperson Gerdes called to order the March 20, 2025 meeting of the Nebraska Real Property Appraiser Board at 9:01 a.m. by virtual conferencing 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 March 13, 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 Hermesen of Gretna, Nebraska; Rodney Johnson of Norfolk, Nebraska; and Derek Minshull of North Platte, 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. Director Kohtz announced that agenda item C.2, "New Applicants for Certified General Credential through Education, Experience and Examination," is incorrectly identified as CR24020 on the agenda; the correct Identifier is CG24020. The Director added that the identification is correct in all other materials for the meeting. Chairperson Gerdes requested clarification regarding the change. Director Kohtz indicated that "CR" should be "CG." The Director was asked if the number changed. Director Kohtz responded, "No, only the letters changed. The correct identification number is CG24020." Chairperson Gerdes acknowledged the correction, "CR24040" should be shown on the agenda as "CG24020," and asked for a motion to adopt the agenda. Board Member Minshull moved to adopt the agenda as corrected with item C.2 as CG24020. Board Member Hermesen seconded the motion. With no further discussion, the motion carried with Hermesen, Johnson, Minshull, and Gerdes voting aye.

Board Member Hermesen moved that the Board go into 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 to those involved. Board Member Minshull seconded the motion. The time on the meeting clock was 9:06 a.m. The motion carried with Hermesen, Johnson, Minshull, and Gerdes voting aye.

Board Member Johnson moved to come out of executive session at 10:12 a.m. Board Member Minshull seconded the motion. The motion carried with Hermesen, Johnson, Minshull, and Gerdes voting aye.

Break from 10:12 a.m. to 10:22 a.m.

G. WELCOME AND CHAIR'S REMARKS

Chairperson Gerdes welcomed all to the March 20, 2025 meeting of the Nebraska Real Property Appraiser Board. The Chairperson highlighted the recent appointment of Adam Batie to the Board and indicated that Board Member Batie's first meeting will be on April 17, 2025. Chairperson Gerdes proceeded to thank former Board Member Downing for her leadership and contributions to the Board over the course of her term. The Chairperson then recognized Chase Nelms, John Ferris, and Emma Loseke as members of the public in attendance in person, and recognized David Bloxham, Wendy McCormick, along with ASC Program Managers Jonathan Stewart and Tom Lewis, as members of the public in attendance via virtual conferencing.

H. BOARD MEETING MINUTES

Chairperson Gerdes asked for any additions or corrections to the February 20, 2025 meeting minutes. With no discussion, Chairperson Gerdes called for a motion. Board Member Hermesen moved to approve the February 20, 2025 meeting minutes 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 Hermesen, Johnson, Minshull, 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 March 20, 2025 to the Board for review. The Director reported that trends are stable and indicated that he had no specific comments. Director Kohtz 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 February 28, 2025 to the Board for review. The Director indicated that he had no specific comments on this report and asked for any questions or comments. Chairperson Gerdes asked for clarification as to why the number of temporary credentials is so low for EY 2025 on the “Temporary Real Property Appraiser Credentials Issued by Calendar Year – Five Year Trend” report. The Chairperson then speculated that it is due to the report being based on the calendar year and this being the beginning of the year. Director Kohtz confirmed Chairperson Gerdes’ speculation to be true. 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 March 20, 2025 to the Board for review. The Director reported that trends are stable and 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 March 20, 2025 to the Board for review. The Director noted a stable trend 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 for the period between February 13, 2025 and March 11, 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 February 13, 2025 and March 11, 2025. Director Kohtz asked for any questions or comments. There was no further discussion.

3. 2024-25 NRPAB GOALS AND OBJECTIVES + SWOT ANALYSIS

Director Kohtz presented the 2024-25 NRPAB Goals and Objectives and SWOT Analysis to the Board for review and provided a status update. The Director brought attention to the goal to adopt Title 298 changes to harmonize Title 298 with the changes made to the Nebraska Real Property Appraiser Act and Appraisal Management Company Registration Act in 2024, address the Board's PAVE Dashboard regulations review, add fee schedule, and incorporate changes made to the Real Property Appraiser Qualification Criteria Effective January 1, 2026 and CAP Guidelines effective September 17, 2023 under the Laws, Rules, and Guidance Documents section and reported that the adopted Title 298 changes have been submitted to Governor Pillen, the Attorney General's Office, and Executive Board of the Legislature. The Director then turned attention to the goal to explore use of Federal grant money for development of online temporary real property appraiser credential application and NRPAB Database interface under the Administration section and informed the Board that this goal was completed on February 25, 2025. The Director asked for any questions or comments. There was no further discussion.

J. FINANCIAL REPORT AND CONSIDERATIONS

1. FEBRUARY FINANCIAL REPORT

The receipts and expenditures for February were presented to the Board for review in the agency Budget Status Report. The Director informed the Board that he had no comments on any specific expenditures in February. Director Kohtz then reported that the overall expenditures for the month of February totaled \$30,480.50, and the year-to-date overall expenditures for the fiscal year are \$286,846.92 which amounts to 55.52 percent of the budgeted expenditures for the fiscal year; 66.58 percent of the fiscal year has passed.

Next, the Director informed the Board that he had no comments on any specific revenues in February. According to Director Kohtz, the overall revenues for the month of February totaled \$12,692.81, and the year-to-date overall revenues for the fiscal year are \$327,386.21, which amounts to 87.07 percent of the projected revenues for the fiscal year. The Director reiterated that 66.58 percent of the fiscal year has passed.

Director Kohtz then moved to the Budget Status Report for the Appraiser Fund and AMC Fund and informed the Board that he would make no comments on any specific expenditures or revenues unless requested by the Board. The Director reported that the Real Property Appraiser Fund expenditures for the month of February totaled \$20,304.33, and the year-to-date expenditures for the fiscal year are \$190,971.93, which amounts to 54.52 percent of the budgeted expenditures for the fiscal year. The Real Property Appraiser Fund revenues were \$6,499.48 for February, and the year-to-date revenues for the fiscal year are \$240,949.99, which amounts to 92.03 percent of the projected revenue for the fiscal year. Director Kohtz then reported that the AMC Fund expenditures for the month of February totaled \$10,176.17, and the year-to-date expenditures for the fiscal year are \$95,874.99, which amounts to 57.64 percent of the budgeted expenditures for the fiscal year.

(Continued on page 5)

(Continued from page 4)

The AMC Fund revenues were \$6,193.33 for February, and the year-to-date revenues for the fiscal year are \$86,436.22, which amounts to 75.71 percent of projected revenue for the fiscal year. The Director asked for any questions or comments on the Budget Status Reports. There was no further discussion.

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

Director Kohtz finished by presenting four graphs showing expenses, revenues, and cash balances. The Director noted overall expenditures of \$30,480.50, and revenues of \$12,692.81, for the month of February for the Real Property Appraiser Program, which includes both the Appraiser Fund and the AMC Fund. Director Kohtz brought the Board's attention to the NRPAB Twenty-Five Month Expenses/Revenues by Program and once again reported that the Real Property Appraiser Fund expenditures totaled \$20,304.33, the Real Property Appraiser Fund revenues totaled \$6,499.48, the AMC Fund expenditures totaled \$10,176.17, and the AMC Fund revenues totaled \$6,193.33. The Director then stated that the cash balance for the AMC Fund is \$312,065.56, the cash balance for the Appraiser Fund is \$445,232.19, and the overall cash balance for both funds is \$757,297.75. Director Kohtz asked for any questions or comments on the graphs. There was no further discussion.

Board Member Johnson moved to place the February financial reports on file for audit. Board Member Hermesen 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 Hermesen, Johnson, Minshull, and Gerdes voting aye.

2. **2025-2027 BIENNIAL BUDGET UPDATE:** No discussion.
3. **ASC GRANT REPORT:** No discussion.
4. **PER DIEMS:** No discussion.

K. GENERAL PUBLIC COMMENTS

Chairperson Gerdes asked for any public comments. John Farris appeared before the Board and introduced himself, Chase Nelms, and Emma Loseke as representatives from Farm Credit Services of America. Farris expressed his appreciation for the Board's work and thanked the Board for providing the opportunity for his team to attend the meeting. Chairperson Gerdes thanked Farris for the support. Director Kohtz asked if any of the public members attending via virtual conferencing had any public comments. David Bloxham appeared before the Board and thanked the Board for allowing him to join the public session via virtual conferencing on behalf of the Rocky Mountain Appraiser Association. Bloxham informed the Board that it will be reviewing an Application for Approval as a Continuing Education Activity later in the meeting and offered to make himself available for questions during the Board's discussion if needed. Chairperson Gerdes thanked Bloxham for the offer. Director Kohtz then noted that Mr. Bloxham is a former board member. The Board acknowledged this statement. The Chairperson then asked for any other comments. With no other comments, Chairperson Gerdes moved on to Education.

L. EDUCATION

1. NEW CONTINUING EDUCATION ACTIVITY APPLICATIONS

a. 2253410.88: Rocky Mountain Appraiser Association - "Property Taxes: Past, Present, and Practice"

EPM Sims presented an Agenda Item Summary to the Board concerning the Rocky Mountain Appraiser Association's Application for Approval as a Continuing Education Activity in Nebraska for the activity titled, "Property Taxes: Past, Present, and Practice" received on March 11, 2025. According to Sims, upon review of the student and instructor materials used for the activity, it is unclear as to whether the materials contribute to a credential holder's development of real property appraiser related skill, knowledge, and competency. The calculated timed outline for the activity totals two (2) hours in accordance with 298 NAC Chapter 6, §003.01B. All other requirements for approval have been met. On March 15, 2025, JoAnn Apostol, representative of Rocky Mountain Appraiser Association, emailed the Board in response to the notice that this activity was being placed before the Board for consideration. Apostol brought attention to the fact that the Real Property Appraiser Qualification Criteria allows for ad valorem taxation as a topic. Director Kohtz informed the Board that staff was not comfortable approving this activity without Board review as ad valorem tax appraisal is an exempt activity in Nebraska. In addition, part of the course covers tax rate calculation. The Director then indicated that up to twenty-five (25) percent of real property appraisal practice experience may be mass appraisal, and this information may be beneficial to those that do tax appeal appraisal work.

(Continued on page 6)

(Continued from page 5)

Board Member Hermesen noted that the activity content appears to be specific to Colorado. Chairperson Gerdes questioned how general in nature the curriculum is. Chairperson Gerdes asked if David Bloxham with the Rocky Mountain Appraiser Association would appear before the Board. Bloxham was asked if the course would help appraisers understand taxation differences between states. Bloxham responded that the material is general in nature but does use Colorado laws as a baseline for comparison. This activity would benefit any appraiser that does tax appeal work, especially near the Nebraska-Colorado border. One of the major goals of the Rocky Mountain Appraiser Association is to make live continuing education available to those on the Western slope. Chairperson Gerdes thanked Bloxham for the information and for developing synchronous activities for the benefit Nebraska appraisers. After additional discussion, the Board agreed that this activity would contribute to an appraiser's development of appraiser related skill, knowledge, and competency in real property appraisal practice; valuation methodology and/or techniques; real property concepts, characteristics, and analysis; and real estate law, easements, and legal interests. Chairperson Gerdes called for a motion. Board Member Hermesen moved to approve the Rocky Mountain Appraiser Association activity, "Property Taxes: Past, Present, And Practice" (2253410.88). Board Member Minshull seconded the motion. Chairperson Gerdes recognized the motion and asked for any discussion. With no further discussion, Chairperson Gerdes called for a vote. The motion carried with Hermesen, Johnson, Minshull, and Gerdes voting aye.

Bloxham thanked the Board for approval of the education activity and informed the Board that the provider would consider the requirements for Nebraska credential holders moving forward. EPM Sims notified Bloxham that the Rocky Mountain Appraiser Association would receive a notice of approval of the education activity shortly after the closing of the meeting. There was no further discussion.

2. RESCISSION OF APPROVAL OF EDUCATION ACTIVITIES

a. 2152438.03: McKissock - "Avoiding Mortgage Fraud for Appraisers"

EPM Sims presented an Agenda Item Summary to the Board concerning the Appraiser eLearning activity titled, "Avoiding Mortgage Fraud for Appraisers" (Activity #2152438.03). Andrea Ledford with Appraiser eLearning indicated in an email that the provider stopped offering the activity in 2022 and requested that the Board rescind approval of the activity. The activity, which was originally approved on August 20, 2015, is currently set to expire on August 20, 2025. Staff recommended rescinding approval of the activity. Chairperson Gerdes asked for any discussion. With none, Chairperson Gerdes called for a motion. Board Member Hermesen moved to rescind approval of the Appraiser eLearning activity titled, "Avoiding Mortgage Fraud for Appraisers" (2152438.03), as requested by the education provider. Board Member Minshull seconded the motion. Chairperson Gerdes recognized the motion and asked for any discussion. With no further discussion, Chairperson Gerdes called for a vote. The motion carried with Hermesen, Johnson, Minshull, and Gerdes voting aye.

M. UNFINISHED BUSINESS

1. OPEN 3RD CONGRESSIONAL DISTRICT CERTIFIED REAL PROPERTY APPRAISER REPRESENTATIVE

Director Kohtz informed the Board that he was notified on Monday that Adam Batie was appointed by Governor Pillen on March 11, 2025 as the Board's new 3rd congressional district certified real property appraiser representative. The Director indicated that Board Member Batie will be sworn in for the April 17, 2025 meeting. Director Kohtz asked for any questions or comments. There was no further discussion.

N. NEW BUSINESS

1. APPRAISAL SUBCOMMITTEE COMPLIANCE REVIEW REPORT

Director Kohtz reported to the Board he received the ASC Staff Preliminary Compliance Review Findings of the Nebraska Appraiser Program and ASC Staff Preliminary Compliance Review Findings of the Nebraska AMC Program. The Director informed the Board that all areas were found to be in compliance. Director Kohtz thanked staff for its hard work preparing for the compliance review. The Director then introduced Program Manager Stewart and Program Manager Lewis and thanked them for their review of the Board's programs. P.M. Stewart expressed his gratitude for the staff's accommodation, attention to detail, and organization, and thanked Director Kohtz for his hard work. P.M. Stewart then mentioned that, as a former regulator, he understands the stress that a compliance review can have on an agency. P.M. Stewart finished by informing the Board that the program is well run and that he looks forward to continuing to work with the staff in the future. Chairperson Gerdes thanked P.M. Stewart and P.M. Lewis for their time and the report.

O. LEGISLATIVE REPORT AND BUSINESS

1. 109TH LEGISLATURE (1ST REGULAR SESSION) BILLS OF NRPAB INTEREST

Director Kohtz presented the second legislative report for the current session to the Board for review. The Director informed the Board that he will only provide a summary on those bills that have notable changes and reminded the Board to inform him if any discussion is needed on any of the bills not summarized. The following bills were discussed:

LB139 - The Director reported that LB139 was signed by Governor Pillen on March 11, 2025.

LB295 - The Director reported that LB295 was placed on General File with AM404. AM404 strikes original Section 18 and adds Section 5 to clarify the states contribution to the retirement system from the General Fund and makes non-substantial changes to correct language issues.

LB634 - The Director reported that the Executive Board of the Legislature named LB634 as a priority bill.

2. ADOPTED CHANGES TO TITLE 298 OF THE ADMINISTRATIVE CODE

Director Kohtz informed the Board that the Title 298 changes adopted by the Board on February 20, 2025 have been submitted to Governor Pillen, the Attorney General's Office, and Executive Board of the Legislature for approval. The Attorney General's Office approved the adopted Title 298 changes on March 14, 2025. There was no further discussion.

3. OTHER LEGISLATIVE MATTERS: No discussion.

P. ADMINISTRATIVE BUSINESS

1. GUIDANCE DOCUMENTS: No discussion.

2. INTERNAL PROCEDURAL DOCUMENTS: No discussion.

3. FORMS, APPLICATIONS, AND PROCEDURES

a. NRPAB EMPLOYEE HANDBOOK

Director Kohtz presented the updated document titled, "NRPAB Employee Handbook" to the Board for consideration. The Director informed the Board that changes were made to harmonize the language with the 2025-2027 NAPE/AFSCME Labor Contract, incorporate updated State Personnel policies, and make general updates. Director Kohtz indicated that he would present the non-contract and non-State Personnel related changes individually. The Director then guided the Board to page P.5 and informed the Board that the positions information was updated to reflect the current staff makeup. Director Kohtz then moved to page P.30 and indicated that the language regarding the clothing allowance was removed as this is no longer funded in the budget. Chairperson Gerdes asked for any discussion. With none, Chairperson Gerdes called for a motion. Board Member Minshull moved to approve the NRPAB Employee Handbook 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 Hermesen, Johnson, Minshull, and Gerdes voting aye.

b. NRPAB STATE OF NEBRASKA EXPENSE REIMBURSEMENT POLICIES

Director Kohtz presented the updated document titled, "NRPAB State of Nebraska Expense Reimbursement Policies" to the Board for consideration. The Director informed the Board that changes were made to implement State Accounting Manual changes. Chairperson Gerdes asked for any discussion. With none, Chairperson Gerdes called for a motion. Board Member Hermesen moved to approve the NRPAB State of Nebraska Expense Reimbursement Policies 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 Hermesen, Johnson, Minshull, and Gerdes voting aye.

c. AMC FORMS AND APPLICATIONS

Director Kohtz presented the updated documents titled, "Application for Nebraska Appraisal Management Company Registration," "Application for Renewal of Nebraska Appraisal Management Company Registration," "Federally Regulated Appraisal Management Company Nebraska Reporting Form," and "Nebraska Appraisal Management Company Information Change Form" to the Board for consideration. The Director informed the Board the applications were updated at the request of the ASC program managers, to remove the terms "Single State" and "Multi-State" as these terms are not recognized by the ASC. Director Kohtz then guided the Board to page P.53 and informed the Board that language was added to the directions for fingerprint cards at the request of the Nebraska State Patrol. Finally, the Director indicated that the mailing address on this page was updated for clarification. Director Kohtz informed the Board that these changes are the same on all documents presented. Chairperson Gerdes asked for any discussion. With none, Chairperson Gerdes called for a motion. Board Member Johnson moved to approve the "Application for Nebraska Appraisal Management Company Registration," "Application for Renewal of Nebraska Appraisal Management Company Registration," "Federally Regulated Appraisal Management Company Nebraska Reporting Form," and "Nebraska Appraisal Management Company Information Change Form" 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 Hermesen, Johnson, Minshull, and Gerdes voting aye.

Q. OTHER BUSINESS

1. BOARD MEETINGS: No discussion.

2. CONFERENCES/EDUCATION

a. Spring AARO Conference; April 29, 2025 through May 1, 2025 - Virtual

Director Kohtz reported that the Spring 2025 AARO Conference will take place April 29, 2025 through May 1, 2025 as a virtual conference. The Director informed the Board that he plans to attend with funding from the ASC SARAS Grant and requested permission to attend the conference on behalf of the Board. Chairperson Gerdes asked for any discussion. With none, Chairperson Gerdes called for a motion. Board Member Johnson moved to approve Director Kohtz's attendance of the virtual Spring 2025 AARO Conference From April 29, 2025 through May 1, 2025 utilizing the ASC SARAS Grant Funds for registration. Board Member Hermesen 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 Hermesen, Johnson, Minshull, and Gerdes voting aye.

3. MEMOS FROM THE BOARD: No discussion.

4. QUARTERLY NEWSLETTER: No discussion.

5. APPRAISAL SUBCOMMITTEE: No discussion.

6. THE APPRAISAL FOUNDATION

a. TAF March Newsletter

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

b. ASB USPAP Q&As March 6, 2025

Director Kohtz presented the TAF Appraisal Standards Board document titled, "USPAP Q&As" issued on March 6, 2025 to the Board for review. The Director first brought attention to Question 2025-01 on Page Q.6 concerning using experience as support for adjustments. The question asked is, "If an appraiser is competent to perform a specific assignment, and has extensive experience in that type of assignment, can they support an adjustment for a property's proximity to a park solely based on that experience?" The answer provided by the ASB is, "No, experience cannot be a recognized method or technique or a substitute for relevant evidence and logic. Adjustments are a type of assignment result and must meet USPAP's requirements for credible assignment results."

Director Kohtz then guided the Board to Question 2025-02 on Page Q.7 concerning the development of alternative adjustments in appraisal review. The question asked is, "An appraiser performing a review assignment has developed an opinion that the work under review contains inappropriate adjustments in the sales comparison approach based on the data provided in the report. Is the reviewer required to develop and report alternate adjustments?" According to the ASB, "No. If the scope of work does not require the reviewer to develop their own opinion of value or to determine correct adjustments."

Finally, the Director moved on to Question 2025-03 on Page Q.7 concerning market rent of a short-term rental property. The question asked is, "Are appraisers required to follow Standards 1 and 2 when developing and reporting an opinion of market rent for a residential property used for short-term rental?" The answer provided by the ASB to this question is, "Yes. The amount a tenant is willing to pay for the right to use a property for a defined period reflects an opinion of value."

Director Kohtz 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: No discussion.

b. Freddie Mac

i. Multi-Family Bulletin M2025-1

Director Kohtz presented the Freddie Mac Multi-Family Bulletin M2025-1 to the Board for review. The Director informed the Board that he had no specific comments and asked for any questions or comments. There was no further discussion.

9. IN THE NEWS: No discussion.

C. CREDENTIALING AS A NEBRASKA REAL PROPERTY APPRAISER

The Board reviewed applicants L24003 and CG24020. Chairperson Gerdes asked for a motion on L24003 and CG24020.

Board Member Hermesen moved to take the following action:

L24003 / Approve to sit for exam and authorized Director to issue a credential as a licensed 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 Minshull seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. Motion carried with Hermesen, Johnson, Minshull, and Gerdes voting aye.

Board Member Hermesen moved to take the following action:

CG24020 / Request that the applicant amend the real property appraisal practice experience logs submitted to the Board on October 22, 2024 to provide an acceptable description of real property appraisal practice as performed by the applicant, and an acceptable scope of supervisory real property appraiser review of real property appraisal practice. The affected pages shall be signed by both the applicant and the supervisory real property appraiser, and dated by both the applicant and the supervisory real property appraiser, certifying the date on which the affected pages were amended; or, submit an additional real property appraisal practice experience log of the most recent work completed by the applicant that includes a minimum of 741 hours of experience, of which at least 287 hours shall be in nonresidential appraisal work. The amended or additional real property appraisal practice logs shall be submitted within 90 days of the date of this meeting.

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

D. REGISTRATION AS AN APPRAISAL MANAGEMENT COMPANY

The Board reviewed applicants NE2025001 and NE2023004. Chairperson Gerdes asked for a motion on NE2025001 and NE2023004.

Board Member Hermesen moved to take the following action:

NE2025001 / Approve registration as an Appraisal Management Company.

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

Board Member Hermesen moved to take the following action:

NE2023004 / Approve Application for Renewal of Nebraska Appraisal Management Company Registration. File Grievance 25-04 and open investigation for violation of Neb. Rev. Stat. 76-3216(4)(a), (b), (c).

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

E. COMPLIANCE

The Board reviewed compliance matters 25-01 and 25-02. Chairperson Gerdes asked for a motion on 25-02 and 25-01.

Board Member Hermesen moved to take the following action:

25-02 / Dismiss with prejudice.

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

Board Member Hermesen moved to take the following action:

25-01 / Execute consent agreement. Signed by Chairperson Gerdes on March 20, 2025.

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

F. OTHER EXECUTIVE SESSION ITEMS

1. General

a. 2025.04

The Board reviewed a matter in which an education provider's Postsecondary Certificate to Recruit expired on December 31, 2024. In accordance with 298 NAC Chapter 6, § 001.04, education providers and instructors that provide real property appraiser related education in Nebraska must comply with the Nebraska Private Postsecondary Career Schools Act ("PPCS Act"), Neb. Rev. Stat. § 85-1601, et seq. Until certification is re-established by the Nebraska Department of Education, the education provider may not advertise, recruit, train, or enroll students or residents of the State of Nebraska. Board Member Hermesen moved to send a Memo From the Board to notify the real property appraiser community of the education provider's status with the Nebraska Department of Education. Board Member Johnson seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. The motion carried with Hermesen, Johnson, Minshull, and Gerdes voting aye.

b. 2025.05

The Board reviewed a matter in which an education provider was notified by the Nebraska Department of Education that its accreditation expired on January 1, 2025, and under the Nebraska Private Postsecondary Career Schools Act ("PPCS Act"), the school is considered to be closed. In accordance with 298 NAC Chapter 6, § 001.04, education providers and instructors that provide real property appraiser related education in Nebraska must comply with the PPCS Act, Neb. Rev. Stat. § 85-1601, et seq. Board Member Hermesen moved to send notice of the Board's intent to rescind approval of all education activities for violation of 298 NAC Chapter 6, § 001.04. Board Member Minshull seconded the motion. Chairperson Gerdes recognized the motion and called for a vote. The motion carried with Hermesen, Johnson, Minshull, and Gerdes voting aye.

2. PERSONNEL MATTERS: No discussion.

R. ADJOURNMENT

Board Member Hermesen moved to adjourn the meeting. Board Member Minshull seconded the motion. The motion carried with Hermesen, Johnson, Minshull, and Gerdes voting aye. At 11:23 a.m., Chairperson Gerdes adjourned the March 20, 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 March 27, 2025, in compliance with Nebraska Revised Statute §84-1413 (5).