

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

August 21, 2025 Meeting Minutes

A. OPENING

Vice-Chairperson Hermsen called to order the August 21, 2025 meeting of the Nebraska Real Property Appraiser Board at 9:00 a.m. in the Nebraska Real Property Appraiser Board meeting room located on the first floor of the Nebraska State Office Building, 301 Centennial Mall South, Lincoln, Nebraska.

B. NOTICE OF MEETING

Vice-Chairperson Hermsen 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 August 14, 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 Kevin Hermsen of Gretna, Nebraska; Rodney Johnson of Norfolk, Nebraska; Derek Minshull of North Platte, Nebraska; and Adam Batie of Kearney, Nebraska were present. Board Member Cody Gerdes of Lincoln, Nebraska was absent and excused. 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

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

Board Member Johnson moved that the Board enter executive session for the purpose of reviewing applicants for credentialing; applications for appraisal management company registration; investigations; pending litigation, or litigation which is imminent as evidenced by communication of claim or threat of litigation; and employee performance evaluation. A closed session is clearly necessary to prevent needless injury to the reputation of those involved. Board Member Minshull seconded the motion. The time on the meeting clock was 9:03 a.m. The motion carried with Hermsen, Johnson, Minshull, and Batie voting aye.

Vice-Chairperson Hermesen moved to exit executive session at 10:32 a.m. Board Member Batie seconded the motion. The motion carried with Hermesen, Johnson, Minshull, and Batie voting aye.

Break from 10:32 a.m. to 10:42 a.m.

G. WELCOME AND CHAIR'S REMARKS

Vice-Chairperson Hermesen welcomed all to the August 21, 2025 meeting of the Nebraska Real Property Appraiser Board. Vice-Chairperson Hermesen then noted that there were no members of the public in attendance.

H. BOARD MEETING MINUTES

1. APPROVAL OF JULY 17, 2025 MEETING MINUTES

Vice-Chairperson Hermesen asked for any additions or corrections to the July 17, 2025 regular meeting minutes. With no discussion, Vice-Chairperson Hermesen called for a motion. Board Member Minshull moved to approve the July 17, 2025 regular meeting minutes as presented. Board Member Batie seconded the motion. Vice-Chairperson Hermesen recognized the motion and asked for any discussion. With no discussion, Vice-Chairperson Hermesen called for a vote. The motion carried with Hermesen, Johnson, Minshull, and Batie 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 August 21, 2025 to the Board for review. The Director indicated that he had no specific comments, then asked for any questions or comments. Board Member Minshull requested clarification regarding the decline in the number of certified general real property appraisers through education, experience, and examination between 2022 and 2023 then again between 2024 and 2025. Director Kohtz informed the Board that every few years a significant number of real property appraisers retire, which is the cause of the more noticeable declines every few years. Board Member Minshull also questioned whether the Board should monitor the changes in the number of certified general real property appraisers from year to year to establish any patterns or indicators. The Director responded that such patterns are tracked when he figures projections into the future. A historic record going back years is maintained to monitor the renewal rates for each classification. Director Kohtz also noted that certified general real property appraisers credentialed through reciprocity continues to trend upwards. Board Member Hermesen noted that resident certified general real property appraisers are being replaced by those who reside outside of Nebraska. Board Member Minshull agreed with Board Member Hermesen and thanked the Director. 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 July 31, 2025 to the Board for review. The Director indicated that he had no specific comments, then asked for any questions or comments. There was no further discussion.

c. Supervisory Real Property Appraiser Report

The Director presented two charts outlining the number of registered supervisory real property appraisers as of August 21, 2025 to the Board for review. The Director indicated that he had no specific comments. Director Kohtz asked for any questions or comments. There was no further discussion.

d. Appraisal Management Company Report

Director Kohtz presented two charts outlining the number of AMCs as of August 21, 2025 to the Board for review. The Director indicated that he had no specific comments regarding this report and asked for any questions or comments. There was no further discussion.

2. DIRECTOR APPROVAL OF APPLICANTS

a. Real Property Appraiser Report

Director Kohtz presented the Real Property Appraiser Report to the Board for review showing real property appraiser applicants approved for credentialing by the Director, and the real property appraiser applicants approved to sit for exam by the Director, for the period between July 9, 2025 and August 12, 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 July 9, 2025 and August 12, 2025. The Director asked for any questions or comments. Board Member Minshull recognized the number of education activities approved and thanked the Director and staff for their work. There was no further discussion.

3. 2025-26 NRPAB GOALS AND OBJECTIVES + SWOT ANALYSIS

Director Kohtz presented the 2025-26 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 implement the Real Property Appraiser Qualification Criteria effective January 1, 2026 for real property appraisers credentialed prior to January 1, 2026 who upgrade to a higher classification after that date and to implement the CHRC fee increase enacted by the Nebraska state patrol. The Director reported that the first draft is complete and will be presented to the Board during this meeting. Director Kohtz then addressed the goal to explore offering paper applications upon request only for processing fee for real property appraiser and AMC applications available online and reported that proposed language changes to the Real Property Appraiser Act and the AMC Registration Act will also be presented to the Board during this meeting. Director Kohtz then guided the Board to the goal to explore separate fee structure for credentialing through reciprocity and informed the Board that this goal is considered to be complete as of the July 17, 2025 meeting. Finally, the Director brought attention to the goal to review current AMC fees and indicated that language has been amended in the draft of changes to Title 298 presented to the Board later in this meeting. The Director asked for any questions or comments. There was no further discussion.

J. FINANCIAL REPORT AND CONSIDERATIONS

1. JULY FINANCIAL REPORT

The receipts and expenditures for July were presented to the Board for review in the Budget Status Report. The Director led the Board's attention to the Educational Services expense in the amount of \$51.00 and noted that this is for the LinkedIn Learning subscription approved by the Board for staff to utilize. Director Kohtz then reported that the overall expenditures for the month of July totaled \$38,401.43, which amounts to 7.89 percent of the budgeted expenditures for the fiscal year; 8.49 percent of the fiscal year has passed.

Director Kohtz then brought the Board's attention to revenues and reported that Application Fees and Certified General New Fees were strong to start the fiscal year due to a significant increase in real property appraiser application volume. The Director also reported that AMC Registered New Fees and AMC Application Fees were strong at the beginning of the fiscal year as well. Director Kohtz then reported that the overall revenues for the month of July totaled \$29,176.54, which amounts to 7.57 percent of the projected revenues for the fiscal year. The Director reiterated that 8.49 percent of the fiscal year has passed.

Director Kohtz then moved to the Budget Status Report for the Real Property Appraiser Fund and AMC Fund and reported that the Real Property Appraiser Fund expenditures for the month of July totaled \$26,539.42, which amounts to 7.97 percent of the budgeted expenditures for the fiscal year. The Real Property Appraiser Fund revenues were \$18,324.04 for July, which amounts to 7.13 percent of the projected revenue for the fiscal year. Director Kohtz then reported that the AMC Fund expenditures for the month of July totaled \$11,862.01, which amounts to 7.71 percent of the budgeted expenditures for the fiscal year. The AMC Fund revenues totaled \$10,852.50 for July, which is 8.44 percent of the projected revenue for the fiscal year. The Director asked if there were any questions or comments regarding the Budget Status Report. There was no further discussion.

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

Director Kohtz presented four graphs illustrating expenses, revenues, and cash balances. The Director noted overall expenditures of \$38,401.43 and revenues of \$29,176.54 for the month of July for the Real Property Appraiser Program, which includes both the Appraiser Fund and the AMC Fund. Director Kohtz then brought the Board's attention to the NRPAB Twenty-Five Month Expenses/Revenues by Program, reiterating that the Real Property Appraiser Fund expenditures totaled \$26,539.42, the Real Property Appraiser Fund revenues totaled \$18,324.04, the AMC Fund expenditures totaled \$11,862.01, and the AMC Fund revenues totaled \$10,852.50. The Director finished by reporting that the cash balance for the AMC Fund is \$298,402.93, the cash balance for the Appraiser Fund is \$360,058.45, and the overall cash balance for both funds is \$658,461.38. The Director asked for any questions or comments. There was no further discussion.

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

2. ASC SARAS GRANT REPORT

a. FY25 Budget Status Report

Director Kohtz presented the Budget Status Report for the SARAS Grant Fund and informed the Board that the only expenditure is the CIO charge for \$3,260.25, which is a June expenditure encumbered from last fiscal year. The Director then asked for any questions or comments. There was no further discussion.

3. PER DIEMS: No discussion.

K. GENERAL PUBLIC COMMENTS

Vice-Chairperson Hermesen asked for any public comments. With none, Vice-Chairperson Hermesen moved on to Education.

L. EDUCATION

1. NEW CONTINUING EDUCATION ACTIVITY APPLICATIONS

a. 2252453.02: Appraisal Institute – “Practical Application in Appraising Green Commercial Properties”

EPM Sims presented an Agenda Item Summary to the Board concerning an Application for Approval as a Continuing Education Activity in Nebraska for the Appraisal Institute activity titled, “Practical Application in Appraising Green Commercial Properties” (Activity #2252453.02). EPM Sims explained that upon review of Appraisal Institute’s student and instructor material, the material did not contain quizzes for each module when staff requested access to all material. Additionally, Appraisal Institute was notified on August 6, 2025 that the delivery mechanism approval hours identified by IDECC did not match the total number of hours submitted on the timed outline or requested for approval on the August 4, 2025 Application. Board Member Johnson moved to authorize the Director to approve education activity upon receipt of documentation evidencing delivery mechanism approval for the number of hours consistent with the Application for Approval as a Continuing Education Activity and the submitted timed outline, or upon receipt of an amended Application for Approval as a Continuing Education Activity and timed outline removing the exam requirement, within ten business days of this meeting. If amended documents are not received and accepted by the Director within ten business days, this education activity is denied. Board Member Minshull questioned whether ten days for the response was sufficient and asked if twenty days would be more appropriate. Director Kohtz informed the Board that twenty days would be acceptable. The Board agreed to Minshull’s amendment, and Vice-Chairperson Hermesen called for a new motion.

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Board Member Johnson withdrew the original motion and moved to authorize the Director to approve education activity upon receipt of documentation evidencing delivery mechanism approval for the number of hours consistent with the Application for Approval as a Continuing Education Activity and the submitted timed outline, or upon receipt of an amended Application for Approval as a Continuing Education Activity and timed outline removing the exam requirement, within twenty business days of this meeting. If amended documents are not received and accepted by the Director within twenty business days, this education activity is denied. Board Member Minshull seconded the motion. Vice-Chairperson Hermesen recognized the motion and asked for any discussion. With no discussion, Vice-Chairperson Hermesen called for a vote. The motion carried with Hermesen, Johnson, Minshull, and Batie voting aye.

b. 2253457.02: Appraisal Institute – “Case Studies in Appraising Green Residential Buildings”

EPM Sims presented an Agenda Item Summary to the Board concerning an Application for Approval as a Continuing Education Activity in Nebraska for the Appraisal Institute activity titled, “Case Studies in Appraising Green Residential Buildings” (Activity #2253457.02). EPM Sims explained that upon review of Appraisal Institute’s student and instructor materials, several of the links referenced in the materials are found to be invalid. Board Member Johnson moved to authorize the Director to approve education activity upon receipt of student and instructor materials with valid website links within twenty business days of this meeting. If amended student and instructor materials are not received and accepted by the Director within twenty business days, this education activity is denied. Board Member Minshull seconded the motion. Vice-Chairperson Hermesen recognized the motion and called for a vote. The motion carried with Hermesen, Johnson, Minshull, and Batie voting aye.

c. 2253458.02: Appraisal Institute – “Condemnation Appraising: Principles and Applications”

EPM Sims presented an Agenda Item Summary to the Board concerning an Application for Approval as a Continuing Education Activity in Nebraska for the Appraisal Institute activity titled, “Condemnation Appraising: Principles and Applications” (Activity #2253458.02). EPM Sims explained that upon review of Appraisal Institute’s student and instructor materials, the timed outline for the activity totals twenty-three hours, whereas the education provider requests twenty-one hours for approval. Additionally, the student and instructor material reference the 2020-2021 edition of the Uniform Standards of Professional Appraisal Practice (“USPAP”) while the current edition is 2024. Board Member Johnson moved to authorize the Director to approve education activity for twenty-three hours upon receipt of student and instructor materials referencing the most recent edition of USPAP within twenty business days of this meeting.

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If amended student and instructor materials are not received and accepted by the Director within twenty business days, this education activity is denied. Board Member Minshull seconded the motion. Vice-Chairperson Hermsen recognized the motion and called for a vote. The motion carried with Hermsen, Johnson, Minshull, and Batie voting aye.

d. 2253459.02: Appraisal Institute – “Introduction to Green Buildings: Principles and Concepts”

EPM Sims presented an Agenda Item Summary to the Board concerning an Application for Approval as a Continuing Education Activity in Nebraska for the Appraisal Institute activity titled, “Introduction to Green Buildings: Principles and Concepts” (Activity #2253459.02). EPM Sims explained that the Appraisal Institute’s student and instructor materials reference the 2020-2021 edition of the Uniform Standards of Professional Appraisal Practice (“USPAP”) while the current edition is 2024. Additionally, links referenced in the material are not valid. Board Member Johnson moved to authorize the Director to approve education activity upon receipt of student and instructor materials with valid website links and that references the most recent edition of USPAP within twenty business days of this meeting. If amended student and instructor materials are not received and accepted by the Director within twenty business days, this education activity is denied. Board Member Minshull seconded the motion. Vice-Chairperson Hermsen recognized the motion and called for a vote. The motion carried with Hermsen, Johnson, Minshull, and Batie voting aye.

e. 2253460.02: Appraisal Institute – “Residential and Commercial Valuation of Solar”

EPM Sims presented an Agenda Item Summary to the Board concerning an Application for Approval as a Continuing Education Activity in Nebraska for the Appraisal Institute activity titled, “Residential and Commercial Valuation of Solar” (Activity #2253460.02). EPM Sims explained that, upon review of Appraisal Institute’s student and instructor materials, the timed outline for the activity totals sixteen hours, whereas the education provider requests approval for fifteen hours. Additionally, the student and instructor materials reference the 2020-2021 edition of the Uniform Standards of Professional Appraisal Practice (“USPAP”) while the current edition is 2024. Board Member Johnson moved to authorize the Director to approve education activity for sixteen hours upon receipt of student and instructor materials referencing the most recent edition of USPAP within twenty business days of this meeting. If amended student and instructor materials are not received and accepted by the Director within twenty business days, this education activity is denied. Board Member Minshull seconded the motion. Vice-Chairperson Hermsen recognized the motion and called for a vote. The motion carried with Hermsen, Johnson, Minshull, and Batie voting aye.

f. 2253461.02: Appraisal Institute – “The Appraiser as an Expert Witness: Preparation and Synchronous”

EPM Sims presented an Agenda Item Summary to the Board concerning an Application for Approval as a Continuing Education Activity in Nebraska for the Appraisal Institute activity titled, “The Appraiser as an Expert Witness: Preparation and Synchronous” (Activity #2253461.02). EPM Sims explained that upon review of Appraisal Institute’s student and instructor materials, the timed outline for the activity totals seventeen hours while the education provider requests approval for sixteen hours. Additionally, the student and instructor materials note a "Reference List" that was not included in the submission of the application and references the 13th Edition of The Appraisal of Real Estate as well as 4th Edition of The Dictionary of Real Estate Appraisal. Appraisal Institute is currently on its 15th Edition of The Appraisal of Real Estate and 7th Edition of The Dictionary of Real Estate Appraisal. Board Member Johnson moved to authorize the Director to approve education activity for seventeen hours upon receipt of the reference list identified in the student and instructor materials, along with student and instructor materials that reference the most recent edition of The Appraisal of Real Estate and The Dictionary of Real Estate Appraisal, within twenty business days of this meeting. If reference list and amended student and instructor materials are not received and accepted by the Director within twenty business days, this education activity is denied. Board Member Minshull seconded the motion. Vice-Chairperson Hermesen recognized the motion and called for a vote. The motion carried with Hermesen, Johnson, Minshull, and Batie voting aye.

M. UNFINISHED BUSINESS: No discussion.

N. NEW BUSINESS

1. EXPLORE SARAS GRANT TO INCREASE NUMBER OF NEBRASKA RESIDENT REAL PROPERTY APPRAISERS

Director Kohtz reminded the Board that it set a goal at the June 17, 2025 strategic planning meeting to explore SARAS grant funding to Increase Number of Nebraska Resident Real Property Appraisers. The Director then presented an email chain between himself, Grants Management Specialist Karla Cisneros, and Grants Director Rae Frederique to reintroduce the following concepts discussed during the strategic planning meeting:

- Reimbursing supervisory real property appraisers for costs—such as continuing education or the required supervisory appraiser and trainee course—under the purpose of appraiser enforcement activities or improving state regulation of appraisers, if a trainee real property appraiser is approved by the Board to upgrade to LR, CR, or CG. This would reduce the probability of a trainee going before the Board for a compliance matter in the future due to an increased emphasis on supervision and training.

- Reimbursing supervisory real property appraisers for costs directly related to the supervision of a trainee real property appraiser—under the purpose of appraiser enforcement activities or improving state regulation of appraisers—if a trainee real property appraiser is approved by the Board to upgrade to LR, CR, or CG. The concept is that a supervisory real property appraiser would put extra effort into their training duties, reducing the possibility of a trainee real property appraiser practicing independently as an LR, CR, or CG from going before the Board for a compliance matter in the future.
- Reimbursing trainee real property appraisers for costs of having a USPAP Compliance Review completed on their reports under the purpose appraiser enforcement activities or improving state regulation of appraisers, as this would reduce the probability of a trainee going before the Board for a compliance matter in the future.

Director Kohtz then reiterated that a Statement of Work—identifying the Statement of Need, Objectives/Measurable Accomplishments, a Methodology Plan, and an Evaluation Plan—must be developed, and reminded the Board that stipends or scholarships are not allowable costs.

Director Kohtz then transitioned to the task at hand and requested that the Board establish the parameters for building this program. Board Member Minshull expressed interest in reimbursing supervisory real property appraisers for costs directly related to the supervision of a trainee real property appraiser and recommended that hours reported by the supervisory real property appraiser on a real property appraisal practice experience log could be utilized. Director Kohtz asked the Board whether there was an idea as to what the number of qualified hours or the appropriate per-hour rate would be. The Director was asked to obtain supervisory real property appraiser hours recorded on experience logs for the Board's review. Director Kohtz then asked if there are any location or classification requirements to consider. Board Member Minshull indicated that the focus should be on the certified general classification as the number of certified residential real property appraisers has remained steady over the years. The Board then held a discussion as to if the program should be location specific to address needs and determined that this information is not yet known. The Director was asked to obtain information specific to certified general real property appraisers throughout the state for the Board's review. Director Kohtz then asked if there were any other ideas for consideration. It was recommended that a supervisory real property appraiser's credential renewal cost could be reimbursed if a trainee real property appraiser successfully upgrades to the certified general classification. The Director noted the suggestion and asked for any additional ideas that pertain to a trainee real property appraiser. A recommendation was made that a trainee real property appraiser could be reimbursed for the cost of qualifying education if they successfully upgrade to the certified general classification. Director Kohtz informed the Board that he has added this. Board Member Batie expressed enthusiasm that the ideas discussed could encourage more certified general real property appraisers and more supervisory real property appraisers.

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Board Member Johnson expressed skepticism regarding the potential success and indicated that a major problem with the supervisory real property appraiser/trainee real property appraiser model is that the supervisory real property appraiser is training their own competition. Vice-Chairperson Hermesen agreed with Board Member Johnson but added that he does not see a downside to this program. The Director asked for any other discussion. With none, Director Kohtz informed the Board that he would put together a program outline based on the discussion and have staff complete the research needed to answer the Board's questions. Director Kohtz indicated that this will be completed by the October meeting at the latest. The Director continued, once the Board is finished developing the parameters for the program, he will work with the ASC Grants Administrator to ensure that the program parameters meet the grant requirements.

O. LEGISLATIVE REPORT AND BUSINESS

1. NEBRASKA REAL PROPERTY APPRAISER ACT_DRAFT AUGUST 4, 2025

Director Kohtz presented the Nebraska Real Property Appraiser Act draft to the Board for consideration. The Director informed the Board that language is added for a paper application processing fee of no more than fifty dollars for any form available electronically. Director Kohtz then informed the Board that the change found in the Nebraska Appraisal Management Company Registration Act is the same, and that the change is not substantial enough for bill drafting and introduction at this time. The Director recommended that the Board not proceed any further with these drafts until more substantial changes are included in either act. The Board agreed with the Director's assessment. There was no further discussion.

2. NEBRASKA APPRAISAL MANAGEMENT COMPANY REGISTRATION ACT_DRAFT AUGUST 4, 2025

Director Kohtz presented the Nebraska Appraisal Management Company Registration Act draft to the Board for consideration and informed the Board that this item was discussed under the Nebraska Real Property Appraiser Act draft. There was no further discussion.

3. TITLE 298 UPDATE

a. Summary of Proposed Changes to Title 298_August 7, 2025 Draft

Director Kohtz presented the Summary of Proposed Changes to Title 298_August 7, 2025 Draft to the Board for review. The Director informed the Board that this document was prepared to summarize the changes made in the Title 298_August 7, 2025 Draft. The Director asked for any questions or comments. There was no further discussion.

b. Title 298_August 7, 2025 Draft

Director Kohtz presented the Title 298_August 7, 2025 Draft to the Board for consideration. The Director informed the Board that language had been added to include eight hours of valuation bias and fair housing laws and regulations qualifying education for real property appraisers credentialed prior to January 1, 2026, who apply for upgrade to the licensed residential, certified residential, or certified general classification on or after January 1, 2026.

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Director Kohtz guided the Board through the proposed changes found in Subsections 001.02B.2, 001.03D.2b, 001.03E.2b, 001.04B.2b, 001.04C.2b, 001.04D.3 of Chapter 2. Director Kohtz then guided the Board to the proposed change to increase the non-refundable criminal history record check fee from \$45.25 to \$55.00 to implement the Nebraska State Patrol fee increase in subsections 004.01A.3 and 004.02A.3 of Chapter 2 and subsection 001.01C of Chapter 3. The Director continued to the proposed change to strike “qualifying” and add “continuing” after “for” and before “education” in subsections 003.02A.6b and 003.02A.6c of Chapter 6. Director Kohtz informed the Board that this change corrects an error on his part missed during the last round of drafting. Finally, the Director moved to subsection 002.01B of Chapter 7 and indicated that the fee schedule for renewal of an AMC registration was amended to remove the \$1,850.00 fee for applications received on July 1, 2026 through June 30, 2027, and to set the fee at \$2,000.00 for applications received on or after July 1, 2026. Director Kohtz added that the language pertaining to the fee in effect before or on June 30, 2025 is stricken as it is no longer applicable. The Director reported that the next step is a preliminary review of the draft by the Assistant Attorney General, the Governor’s Policy and Research Office, and the Appraisal Subcommittee. The Board will then have the opportunity to incorporate any recommended changes before setting a hearing date. The Director asked for any questions or comments. With no further discussion, Vice-Chairperson Hermesen called for a motion. Board Member Minshull moved to approve the Title 298_August 7, 2025 Draft as presented for preliminary review by the Attorney General’s Office, the Governor’s Policy and Research Office, and the Appraisal Subcommittee. Board Member Johnson seconded the motion. Vice-Chairperson Hermesen recognized the motion and asked for any discussion. With no discussion, Vice-Chairperson Hermesen called for a vote. The motion carried with Hermesen, Johnson, Minshull, and Batie voting aye.

4. OTHER LEGISLATIVE MATTERS: No discussion.

P. ADMINISTRATIVE BUSINESS

1. GUIDANCE DOCUMENTS: No discussion.

2. INTERNAL PROCEDURAL DOCUMENTS: No discussion.

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

Q. OTHER BUSINESS

1. BOARD MEETINGS No discussion.

2. CONFERENCES/EDUCATION No discussion.

3. MEMOS FROM THE BOARD: No discussion.

4. QUARTERLY NEWSLETTER

a. Summer 2025 Edition of The Nebraska Appraiser

Director Kohtz presented the Summer 2025 Edition of The Nebraska Appraiser to the Board for consideration. The Director asked for any questions or comments. With no discussion, Vice-Chairperson Hermesen asked for a motion. Board Member Minshull moved to approve the Summer 2025 Edition of The Nebraska Appraiser as presented. Board Member Johnson seconded the motion. Vice-Chairperson Hermesen recognized the motion and asked for any discussion. With no discussion, Vice-Chairperson Hermesen called for a vote. The motion carried with Hermesen, Johnson, Minshull, and Batie voting aye.

5. APPRAISAL SUBCOMMITTEE

a. ASC Quarterly Meeting: September 10, 2025 (Online)

Director Kohtz informed the Board that the next ASC Quarterly Meeting will be held online on September 10, 2025. The Director then asked for any questions or comments. There was no further discussion.

6. THE APPRAISAL FOUNDATION

a. TAF August Newsletter

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

7. ASSOCIATION OF APPRAISER REGULATORY OFFICIALS: No discussion.

8. GOVERNMENT-SPONSORED ENTERPRISES

a. Fannie Mae

i. Fannie Mae Selling and Service News_July 16, 2025

Director Kohtz presented the Fannie Mae document titled, "Selling and Service News" to the Board for review and reported that he had no specific comments. The Director asked for any questions or comments. There was no further discussion.

ii. Introducing the Uniform Property Data Report_July 30, 2025

Director Kohtz presented the Fannie Mae document titled, "Introducing the Uniform Property Data Report" to the Board for review and reported that he had no specific comments. The Director asked for any questions or comments. There was no further discussion.

b. Freddie Mac

i. GSE Appraiser Capacity_July 2025

Director Kohtz presented the Freddie Mac document titled, "Appraiser Capacity" to the Board for review and reported that he had no specific comments. The Director asked for any questions or comments. There was no further discussion.

9. IN THE NEWS: No discussion.

Break from 12:02 p.m. to 12:06 p.m.

Board Member Johnson moved that the Board go into executive session for the purpose of reviewing applicants for credentialing; applicants for appraisal management company registration; investigations; pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation; and employee performance evaluation. A closed session is clearly necessary to prevent needless injury to the reputation of those involved. Board Member Hermsen seconded the motion. The time on the meeting clock was 12:07 p.m. The motion carried with Hermsen, Johnson, Minshull, and Batie voting aye.

Board Member Minshull moved to come out of executive session at 12:51 p.m. Board Member Batie seconded the motion. The motion carried with Hermsen, Johnson, Minshull, and Batie voting aye.

C. CREDENTIALING AS A NEBRASKA REAL PROPERTY APPRAISER

The Board reviewed applicants T25007, CG24001, and CG24020. Vice-Chairperson Hermsen asked for a motion on CG24001 and CG24020.

Board Member Johnson moved to take the following action:

CG24001 / Upon receipt of payment for the cost incurred by the Board for the USPAP compliance reviews as authorized by 298 NAC Chapter 2, § 002.14A.2b, approve applicant to sit for exam and authorize the Director to issue credential as a certified general real property appraiser upon providing evidence of successful completion of the national uniform licensing and certification examination and providing the necessary fees. Issue written advisory directing the applicant to take notice of the Competency Rule in the Uniform Standards of Professional Appraisal Practice.

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

Board Member Johnson moved to take the following action:

CG24020 / Request that applicant provide the report for 3933 South 48th Street in Lincoln, Nebraska and authorize staff to send for USPAP compliance review.

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

D. REGISTRATION AS AN APPRAISAL MANAGEMENT COMPANY: No discussion

E. COMPLIANCE MATTERS

The Board reviewed compliance matters 25-07, 25-08, and 23-01. Vice-Chairperson Hermsen asked for a motion on 25-07, 25-08, and 23-01.

Board Member Johnson moved to take the following action:

25-07 / Dismiss with prejudice.

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

Board Member Johnson moved to take the following action:

25-08 / Proceed with grievance procedure under 298 NAC Chapter 2, Sections 002.03B.1 and 002.03B.2.

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

Board Member Johnson moved to take the following action:

23-01 / Authorize the Director to prepare Notice to Show Cause for alleged violation of Section (9)(C) of the Consent Agreement executed on April 18, 2024.

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

F. OTHER EXECUTIVE SESSION ITEMS

1. General

a. 2025.12

The Board reviewed a request for an individualized program of continuing education that includes an education activity offered by a specific education provider not approved by the Board for continuing education at the time of completion. In accordance with Neb. Rev. Stat. § 76-2236(4), Board Member Johnson moved to adopt an individualized program of continuing education for the 2025-2026 continuing education period as follows: Up to six hours of continuing education may be awarded for completion for an education activity that includes the topics of business practices and ethics, not approved by the Board under 298 NAC Chapter 6, that fails to meet the requirements for acceptance under 298 NAC Chapter 4, § 001.10, if such education activity was advertised publicly by education provider as approved by the Board in violation of Neb. Rev. Stat. § 76-2238(21), and the education activity was approved through the TAF Appraiser Qualifications Board's Course Approval Program at the time of completion, if evidence is provided that such education activity was satisfactorily completed during the first year of the two-year continuing education period. Except for the individualization of continuing education as stated, all provisions of Neb. Rev. Stat. § 76-2236 shall apply. Board Member Batie seconded the motion. Vice-Chairperson Hermesen recognized the motion and asked for any discussion. With none, Vice-Chairperson Hermesen called for a vote. The motion carried with Hermesen, Johnson, Minshull, and Batie voting aye.

2. PERSONNEL MATTERS: No discussion.

R. ADJOURNMENT

Board Member Minshull moved to adjourn the meeting. Board Member Batie seconded the motion. The motion carried with Hermesen, Johnson, Minshull, and Batie voting aye. At 12:57 p.m., Vice-Chairperson Hermesen adjourned the August 21, 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 September 4, 2025, in compliance with Nebraska Revised Statute § 84-1413(5).