

PUBLIC MEETING OF THE NEBRASKA REAL PROPERTY APPRAISER BOARD
Thursday, March 21, 2024, 9:00 a.m.
Nebraska Real Property Appraiser Board Office, First Floor, Nebraska State Office Building
301 Centennial Mall South, Lincoln, Nebraska

AGENDA

A. Opening 9:00 a.m.

B. Notice of Meeting (Adopt Agenda)

The Nebraska Real Property Appraiser Board will meet in executive session for the purpose of reviewing applicants for credentialing; applicants for appraisal management company registration; investigations; pending litigation, or litigation that is imminent as evidenced by communication of a claim or threat of litigation; and employee performance evaluation. The Board will exit executive session at 10:30 a.m. If needed, the Board will re-enter executive session at the conclusion of the public agenda items discussion to complete review of the above-mentioned items. The Board will not take action on agenda items C, D, E, and F until executive session is completed.

C. Credentialing as a Nebraska Real Property Appraiser 1-43

1. New Applicants for Licensed Residential Credential through Education, Experience, and Examination
 - a. L23003
2. New Applicants for Certified General Credential through Education, Experience, and Examination
 - a. CG23036
 - b. CG23039
 - c. CG24002
3. Pending Applications
 - a. CG23033
4. Applicants for Temporary Real Property Appraiser Credential
 - a. 2314

D. Registration as an Appraisal Management Company 1-5

1. Applicants for Renewal of Appraisal Management Company Registration
 - a. NE2012095

E. Consideration of Compliance Matters 1-3

1. Pending Grievances
 - a. 23-08
 - b. 23-09
 - c. 23-12
2. Post-Board Action Matters
 - a. 23-01
 - b. 23-07

F. Consideration of Other Executive Session Items	1-36
1. 2023.23	
2. 2024.01	
3. 2024.04	
4. 2024.06	
5. 2024.07	
6. Personnel Matters	
G. Welcome and Chair’s Remarks (<i>Public Agenda 10:30 a.m.</i>)	
H. Board Meeting Minutes	
1. Approval of February 15, 2024 Meeting Minutes	1-14
I. Director’s Report	
1. Real Property Appraiser and AMC Counts and Trends	
a. Real Property Appraiser Report	1-4
b. Temporary Real Property Appraiser Report	5
c. Supervisory Real Property Appraiser Report	6
d. Appraisal Management Company Report	7
2. Director Approval of Applicants	
a. Real Property Appraiser Report	8
b. Appraisal Management Company Report	9
c. Education Activity and Instructor(s) Report	10-12
3. 2023-24 NRPAB Goals and Objectives + SWOT Analysis	13-14
J. Financial Report and Considerations	
1. February Financial Report	
a. Budget Status Report	1-3
b. MTD General Ledger Detail Report	4-10
c. Financial Charts	11-14
2. FY 2023-2024 Budget Amendment	15-16
3. Per Diems	
K. General Public Comments	
L. Consideration of Education/Instructor Requests	
1. Appraisal Institute	1-32
a. Historic Preservation (Façade) Easements: Appraisal Techniques and Valuation Issues (223340D.02)	
b. The Discounted Cash Flow Model: Concepts, Issues, and Applications (223241R.02)	
M. Unfinished Business	
N. New Business	
1. Real Property Appraiser CE Reminder Popup Window in Online Appraiser Renewal Application	1-5

- O. Legislative Report and Business** 1-17
 - 1. 108th Legislature (2nd Regular Session) Bills of NRPAB Interest
 - 2. Other Legislative Matters

- P. Administrative Business**
 - 1. Guidance Documents
 - 2. Internal Procedural Documents
 - 3. Forms, Applications, and Procedures

- Q. Other Business**
 - 1. Board Meetings
 - 2. Conferences/Education
 - 3. Memos from the Board
 - 4. Quarterly Newsletter
 - a. Winter 2024 Edition of The Nebraska Appraiser 1-9
 - 5. Appraisal Subcommittee
 - 6. The Appraisal Foundation
 - a. TAF March Newsletter 10-11
 - b. 2024 ASB USPAP Q&As – March 6, 2024 12-16
 - 7. Association of Appraiser Regulatory Officials
 - 8. In the News

- R. Adjourn**

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

February 15, 2024 Meeting Minutes

Swearing in of new Board Member Derek Minshull took place on February 13, 2024.

A. OPENING

Chairperson Downing called to order the February 15, 2024 meeting of the Nebraska Real Property Appraiser Board at 9:00 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 Downing 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 February 7, 2024. 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 Bonnie Downing of Dunning, Nebraska, Cody Gerdes of Lincoln, Nebraska, Kevin Hermsen of Gretna, Nebraska, Rodney Johnson of Norfolk, Nebraska, and Derek Minshull of North Platte, Nebraska were present. Also present were Director Tyler Kohtz, Business Programs Manager Karen Loll, Licensing Programs Manager Allison Nespore, and Education Program Manager Kashinda Sims, who are headquartered in Lincoln, Nebraska.

ADOPTION OF THE AGENDA

Chairperson Downing reminded those present for the meeting that the agenda cannot be altered twenty-four hours prior to the meeting except for emergency items according to the Open Meetings Act. Board Member Johnson moved to adopt the agenda as printed. Board Member Hermsen seconded the motion. With no further discussion, the motion carried with Gerdes, Hermsen, Johnson, Minshull and Downing voting aye.

Board Member Gerdes 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 9:04 a.m. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

Due to a conflict of interest, Board Member Downing recused herself from discussion for Agenda Item E.1.c and exited the meeting at 9:51 a.m.

Board Member Downing returned to the meeting at 10:03 a.m.

Board Member Gerdes moved to come out of executive session at 11:02 a.m. Board Member Hermsen seconded the motion. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

Break from 11:02 a.m. to 11:15 a.m.

G. WELCOME AND CHAIR'S REMARKS

Chairperson Downing welcomed all to the February 15, 2024 meeting of the Nebraska Real Property Appraiser Board and welcomed Board Member Minshull to the Board. The Chairperson then noted that there were no members of the public in attendance.

H. BOARD MEETING MINUTES

1. APPROVAL OF JANUARY 18, 2024 MEETING MINUTES

Chairperson Downing asked for any additions or corrections to the January 18, 2024 meeting minutes. With no discussion, Board Member Downing called for a motion. Board Member Gerdes moved to approve the January 18, 2024 meeting minutes as presented. Board Member Johnson seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With no discussion, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, and Downing voting aye. Minshull abstained.

2. APPROVAL OF JANUARY 22, 2024 MEETING MINUTES

Chairperson Downing asked for any additions or corrections to the January 22, 2024 meeting minutes. With no discussion, Board Member Downing called for a motion. Board Member Gerdes moved to approve the January 22, 2024 meeting minutes as presented. Board Member Hermsen seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With no discussion, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, and Downing voting aye. Minshull abstained.

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 February 15, 2024 to the Board for review. The Director indicated that he had no specific comments on this report and 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 January 31, 2024 to the Board for review. The Director indicated that he had no specific comments on this report and asked for any questions or comments. There was no further discussion.

c. Supervisory Real Property Appraiser Report

Director Kohtz presented two charts outlining the number of supervisory real property appraisers as of February 15, 2024, to the Board for review. The Director indicated that he had no specific comments on this report and 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 February 15, 2024 to the Board for review. The Director indicated that he had no specific comments on 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 January 10, 2024 and February 6, 2024. The Director 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 January 10, 2024 and February 6, 2024. The Director asked for any questions or comments. There was no further discussion.

3. 2023-24 NRPAB GOALS AND OBJECTIVES + SWOT ANALYSIS

Director Kohtz presented the 2023-2024 NRPAB Goals and Objectives and SWOT Analysis to the Board for review and provided a status update. The Director brought attention to the Laws, Rules, and Guidance Documents goals and objectives and reported that, concerning the goals to work with the Banking, Commerce, and Insurance Legislative Committee's Legal Counsel to draft bills for introduction addressing the changes needed in the Real Property Appraiser Act and Appraisal Management Company Registration Act, LB992 and LB989 advanced from General File to Enrollment and Review.

Director Kohtz welcomed Board Member Minshull and informed the Board that Minshull took the oath and attended new board member orientation on February 13, 2024. The Director opined that Board Member Minshull is picking things up quickly and that he should fit right in with the Board. Director Kohtz informed Board Member Minshull that he looks forward to serving him.

J. FINANCIAL REPORT AND CONSIDERATIONS

1. APPROVAL OF DECEMBER RECEIPTS AND EXPENDITURES

The receipts and expenditures for January were presented to the Board for review in the Budget Status Report. The Director brought attention to the Awards Expense in the amount of \$28.00 and reported that this expenditure was for the plaque recognizing former Board Member Walkenhorst's excellence in service. The Director then moved on to the Dues & Subscription Expense of \$600.00 and reported that this expenditure is payment of the Board's AARO membership for 2024. Director Kohtz then guided the Board to SOS Temp Serv-Personnel and informed the Board that the \$1,246.62 expenditure is the final payment for Karen Loll's SOS employment. The Director finished his review of the expenditures by bringing attention to the \$120.00 expenditure for Other Operating Expense. Director Kohtz commented that this expenditure pertains to payments made to the State Treasurer's Office for six ACH returns for insufficient funds; each charge is \$20.00. Board Member Minshull asked if the insufficient funds would be recovered. Director Kohtz explained that once the Board is notified of the insufficient funds, a letter is sent to the individual or organization informing them of the issue and requesting payment of the insufficient amount and to recoup the \$20.00 fee charged by the State Treasurer's Office. If the payment is not made in a timely manner, this would become a disciplinary matter. Board Member Minshull thanked the Director for the explanation. Director Kohtz then indicated that the expenditures for the month of January totaled \$29,716.07, and the year-to-date expenditures for the fiscal year are \$213,482.82, which amounts to 49.25 percent of the budgeted expenditures for the fiscal year; 58.90 percent of the fiscal year has passed. The Director asked for any questions or comments. There was no further discussion.

Director Kohtz presented the January revenues to the Board and specifically brought attention to the real property appraiser renewal revenues. The year-to-date total revenue for certified general classification is \$96,800.00, which is 102.3 percent of the projected amount; the total year-to-date revenue for the licensed classification is \$9,900.00, which is 97.30 percent of the projected amount; and the revenue for the certified residential renewals is \$54,175.00, which is 96.57 percent of the projected amount. The Director informed the Board that, except for the trainee classification, the renewal projections have been met for all other classifications, so the revenues coming in below projections for the licensed and certified residential classifications are likely due to a slight difference in the number of one- or two-year renewals compared to the projected numbers. Director Kohtz indicated that total revenues for January were \$31,700.09, and that the year-to-date revenues for the fiscal year are \$288,276.42, which amounts to 78.50 percent of the projected revenues for the fiscal year. Director Kohtz asked for any questions or comments. There was no further discussion.

Director Kohtz then guided the Board to the MTD General Ledger Detail report for the month of January and brought attention to Batch #7365393 with the Payee/Explanation, "Correctional Services, Departm" found on page J.8. The Director reported that this entry is for the Walkenhorst plaque for his excellence in service.

Director Kohtz presented four graphs showing expenses, revenues, and cash balances. The Director again noted the expenditures and revenues for the month of January for the Real Property Appraiser program, which includes both the Appraiser Fund and the AMC Fund. The Director reported that the Real Property Appraiser Fund expenditures totaled \$20,432.91, the Real Property Appraiser Fund revenues totaled \$15,486.73, the AMC Fund expenses totaled \$9,283.16, and the AMC Fund revenues totaled \$16,213.39. Director Kohtz remarked that the cash balance for the AMC Fund is \$356,811.34, the Appraiser Fund is \$493,236.53, and the overall cash balance for both funds is \$850,047.87, which is a five-year high, as of the end of January. The Director asked for any questions or comments. There was no further discussion.

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

2. PER DIEMS

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

K. GENERAL PUBLIC COMMENTS

Chairperson Downing acknowledged that no members of the public are in attendance. With no comments, Chairperson Downing moved on to Consideration of Education/Instructor Requests.

L. CONSIDERATION OF EDUCATION/INSTRUCTOR REQUESTS:

1. Appraisal Institute “Case Studies in Appraising Green Residential Buildings” (223240P.02)

EPM Sims presented a memo to the Board regarding an Application for Approval as a Continuing Education Activity in Nebraska received from Appraisal Institute on September 5, 2023 for the activity titled, “Case Studies in Appraising Green Residential Buildings.” During review of the application, it was discovered that the student and instructor materials for this activity contain references to materials and sources that date between 2007 and 2010. In accordance with 298 NAC Chapter 6, § 003.02A.2e(3), for an activity not approved by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program for continuing education, student and instructor materials submitted must reflect current theory, methods, and techniques. After discussion, the Board agreed that the materials must be updated as there have been advancements made in green building during the past fifteen years. Board Member Gerdes moved to authorize the Director to approve the Application for Approval as a Continuing Education Activity in Nebraska for the education activity upon the receipt of updated student and instructor materials that contain current materials, theory, and methodology. Board Member Minshull seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With no further discussion, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

M. UNFINISHED BUSINESS

1. OPEN AT-LARGE REPRESENTATIVE OF FINANCIAL INSTITUTIONS POSITION

Director Kohtz once again welcomed Board Member Minshull and informed the Board that the open At-Large Representative of Financial Institutions position is now filled and all outstanding appointments have been made.

N. NEW BUSINESS: No discussion.

O. LEGISLATIVE REPORT AND BUSINESS

1. 108TH LEGISLATURE (2ND 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 let him know if any discussion is needed on any of the bills not summarized. The following bills were discussed:

LB279 – The Director reported that LB279 was passed on Final Reading. Director Kohtz requested permission to remove all bills that have passed final reading from the legislative report. The Board agreed that all bills discussed that have passed final reading may be removed.

LB461 – The Director reported that LB461 was passed on Final Reading.

LB628 – The Director reported that LB628 was passed on Final Reading.

LB989 – The Director reported that LB989 passed General File and has advanced to Enrollment and Review for Select File.

LB992 – The Director reported that LB992 passed General File and has advanced to Enrollment and Review for Select File.

LB1417 – Director Kohtz provided an update to the Board since it last met on January 22, 2024. The Board had a brief discussion regarding feedback that has been received from the appraiser community and the current state of LB1417. The Board agreed that Director Kohtz should continue to gather information and should notify the appraisal business community and the public when the Government, Military and Veterans Affairs Committee opens up LB1417 for online testimony. The Board also agreed that its position will remain neutral at this time, but that it will continue to bring attention to the purpose of the Board and its accomplishments. Board Member Hermsen inquired if any other states had a combined board of appraisers and abstracters. Director Kohtz responded that he is not aware of any other state with such a configuration.

Director Kohtz asked for any additional questions or comments concerning the legislative report. The Director then asked that he be contacted if there is a bill that is not included in the report that may be of importance to the Board, so he can add it to the list. There was no further discussion.

2. 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:

a. 2024 Strategic Planning Meeting

Director Kohtz informed the Board that Chairperson Downing requested discussion on the 2024 strategic planning meeting date. The Director indicated that the Board's office is closed on June 19, 2024, so that date would not be an option. Chairperson Downing asked Director Kohtz what dates would work for staff. Director Kohtz responded that any other time during that week of the regular meeting or the week before would work best. The Director also offered the option to hold the meeting by virtual conferencing. The Board agreed that holding the strategic planning meeting by virtual conferencing would be the best option. The Board and Director Kohtz agreed that June 13, 2024 would be a good date to hold the strategic planning meeting. Board Member Gerdes moved to hold the 2024 strategic planning meeting by virtual conferencing on June 13, 2024, beginning at 9:00 a.m. Board Member Hermsen seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With no further discussion, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

2. CONFERENCES/ EDUCATION:

a. Spring AARO Conference; May 3-5, 2024 – Nashville, TN

Director Kohtz reported that the Spring 2024 AARO Conference would take place on May 3-5 in Nashville, Tennessee. The Director informed the Board that he plans to attend and asked for permission to attend the conference on behalf of the Board. No board members expressed interest in attending. Board Member Gerdes moved to approve the Director's attendance at the Spring 2024 AARO Conference on May 3-5, 2024. Board Member Hermsen seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With no further discussion, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

3. MEMOS FROM THE BOARD: No discussion.

4. QUARTERLY NEWSLETTER: No discussion.

5. APPRAISAL SUBCOMMITTEE:

a. ASC September 13, 2023 Meeting Minutes

Director Kohtz presented the September 13, 2023 ASC Meeting Minutes to the Board for review and noted the ASC's recognition of the Board's AMC Program. On page Q.2, the minutes state, "One State, Nebraska, had a finding of Excellent." The Director congratulated the Board. Chairperson Downing thanked the staff for its hard work. The Director asked for any questions or comments. There was no further discussion.

b. ASC Notice of Funding Availability (NOFA) - Fiscal Year 2024

Director Kohtz presented the ASC notice of grant funding availability for fiscal year 2024 to the Board for review and informed the Board that ASC is now accepting applications for grants in 2024. The Director asked for any questions or comments. There was no further discussion.

c. ASC Grants Handbook Ver 2 – Effective 1/17/2024

Director Kohtz presented the ASC Grants Handbook, Version 2, effective January 17, 2024, 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.

d. ASC 5 Year Strategic Plan – FY2024-2028

Director Kohtz presented the ASC 5-Year strategic plan, FY2024-2028, 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.

6. THE APPRAISAL FOUNDATION

a. TAF February Newsletter

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

b. The Appraisal Foundation Opens Call for Board of Trustees Members

Director Kohtz presented The Appraisal Foundation’s press release titled, “The Appraisal Foundation Opens Call for Board of Trustees Members” 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.

c. TAF Board of Trustees Votes to Approve 12 Partners:

Director Kohtz presented The Appraisal Foundation’s document titled, “Board of Trustees Votes to Approve 12 Partners” 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.

d. AQB Q&As (all) – January 30, 2024

Director Kohtz presented the TAF Appraiser Qualifications Board document titled, “Appraisal Qualifications Board Real Property Appraiser Qualifications Criteria Q&As” effective January 30, 2024 to the Board for review. Director Kohtz reported that this document is the AQB’s Q&A compilation that includes all criteria Q&As through the version that becomes effective on January 1, 2026. The Director then guided the Board’s attention to the question found on page Q.74, “My state has approved the 7-hour VB-FH course for both qualifying education (QE) and continuing education (CE) before the requirement to take the course goes into effect on January 1, 2026. If I take the course before that date, can that course count towards meeting that requirement when it becomes effective?” The Director reported that according to the AQB this is acceptable. Director Kohtz added that January 1, 2026 is a trigger date in LB992, so no courses completed before this date for real property appraiser renewals will be accepted. Director Kohtz then moved to the next question on this page, “Do I need to take an exam if I take the 7-hour version of the course for continuing education?” The AQB offers the response, “You only need to take the 1-hour exam if you are using the 7-hour course to meet your qualifying education requirements.” The Director asked for any questions or comments. There was no further discussion.

e. 2024 ASB USPAP Q&As – January 16, 2024

Director Kohtz presented the TAF Appraisal Standards Board document titled, “USPAP Q&As” issued January 16, 2024 to the Board for review. Director Kohtz first brought attention to 2024-01 beginning on page Q.138. The first question, “Does demographic information relating to race (such as Census data) constitute ‘information relating to’ a protected characteristic?” The Director reported that the short answer to the question is, yes.

Director Kohtz then moved to the second question for 2024-01. The Director explained that this question, “What facts about this scenario indicate a possible violation of USPAP?” pertains to a situation when an appraisal report is completed on two contiguous census tracts and demographic information is collected and reported in each report, but only one appraisal mentions the crime rate. Director Kohtz reported that the ASB indicates that the inclusion of crime-related information in the appraisal report for the subject property in one tract, compared to the omission of such information from the appraisal report in a contiguous tract, suggests that the real property appraiser has used crime as a pretext for the consideration of race. Although crime rates are not a protected characteristic, it is a violation of USPAP to rely upon a nonprotected characteristic as a pretext for relying upon race. It is also a legal violation to base an opinion of value for a home in whole or in part on race.

Director Kohtz then guided the Board’s attention to 2024-02 on page Q.140. The question is, “What is an appraiser’s USPAP obligation when using artificial intelligence in an appraisal assignment?” The Director indicated that the ASB’s answer specifies that when using a computer assisted valuation tool, a real property appraiser must not simply rely on the output of technology without an understanding that the output is credible. A real property appraiser must also comply with USPAP when using artificial intelligence.

Finally, Q&A 2024-03 was covered by the Director. The question pertains to a situation where a real property appraiser completes a report for one lender, but the borrower engages a different lender. The lender engages the real property appraiser to perform the appraisal for the same property, but indicates that there is no need to re-inspect the home since the previous inspection was only a few days ago. The question is, “May I follow Lender B’s instructions and sign the certification indicating that I made a personal inspection of the subject property that is outside of the scope of work decision for the new assignment?” The ASB’s response is, no, USPAP defines personal inspection.

The Director asked for any questions or comments. There was no further discussion.

f. ASB Public Meeting: September 26, 2024 – Virtual

Director Kohtz reported that the TAF Appraisal Standards Board will hold its next public meeting virtually on September 26, 2024 and asked for any questions or comments. There was no further discussion.

g. AQB Public Meeting: November 7, 2024 – Virtual

Director Kohtz reported the TAF Appraiser Qualifications Board will hold its next public meeting virtually on November 7, 2024 and asked for any questions or comments. There was no further discussion.

7. ASSOCIATION OF APPRAISER REGULATORY OFFICIALS: No Discussion.

8. IN THE NEWS: No discussion.

Break from 12:25 p.m. to 12:31 p.m.

Board Member Gerdes moved that the Board go into executive session for the purpose of investigations. 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 12:32 p.m. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

Board Member Gerdes moved to come out of executive session at 1:03 p.m. Board Member Minshull seconded the motion. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

C. Credentialing as a Nebraska Real Property Appraiser: No discussion.

D. Registration as an Appraisal Management Company

The Board reviewed applicants NE2023004, NE2013022, and NE2012072. Chairperson Downing asked for motions on NE2023004, NE2013022, and NE2012072.

Board Member Gerdes moved to take the following action:

NE2023004 / Approve Application for Nebraska Appraisal Management Company Registration and issue a written advisory reminding applicant of the importance of answering questions correctly on an application.

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

Board Member Gerdes moved to take the following action:

NE2013022 / Approve Application for Renewal of Nebraska Appraisal Management Company Registration and issue a written advisory reminding applicant of the importance of answering questions correctly on an application.

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

Board Member Gerdes moved to take the following action:

NE2012072 / Approve Application for Renewal of Nebraska Appraisal Management Company Registration and issue a written advisory reminding applicant of the importance of answering questions correctly on an application.

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

E. Consideration of Compliance Matters

The Board reviewed compliance matters 23-01, 23-07, 23-08, 23-09, 23-10, and 23-12. Chairperson Downing asked for motions on 23-07, 23-10, and 23-12.

Board Member Gerdes moved to take the following action:

23-10 / Dismiss without prejudice. Send written advisory to bring attention to the meaning of property rights, fee simple estate, and leased fee interest and to strongly advise that the Respondent take notice of the meaning of these terms when engaged in real property appraisal practice.

Board Member Hermsen seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With none, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, and Minshull voting aye. Chairperson Downing recused herself.

Board Member Gerdes moved to take the following action:

23-12 / Request that Respondent provide full master report for the subject property, along with all tract reports, as transmitted to the client. In addition, request that Respondent provide the complete workfile for the master report and the complete workfile for each tract report.

Board Member Minshull seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With none, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

Board Member Gerdes moved to take the following action:

23-07 / Authorize Special Assistant Attorney General Blake to draft a cease and desist order for violation of Neb. Rev. Stat. § 76-2220(1), N.R.S. § 76-2236.01(1)(c), and N.R.S. § 76-2238 (12)(14); and impose sanctions authorized under N.R.S. § 76-2220(2) and N.R.S. § 76-2246. The appraisal report subject of the investigation shall be incorporated as Exhibit A. The cease and desist order shall make known to the Respondent that this order shall be made available to the Colorado Department of Regulatory Agencies - Real Estate Division and the Nebraska Real Estate Commission as the Board so directs.

Board Member Hermsen seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With none, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull and Downing voting aye.

F. Consideration of Other Executive Session Items

1. 2023.23

The Board reviewed 2023.23. The Board took no action and will continue discussion at the March 21, 2024 regular meeting.

2. 2024.01

The Board reviewed 2024.01. The Board took no action as the organization is engaged with the Board's staff to resolve this matter.

3. 2024.02

The Board reviewed an appraisal report provided by the Fannie Mae Loan Quality Center and concluded that there were no substantial errors or omissions which lead to non-credible assignment results or USPAP violations. No action was taken by the Board.

4. 2024.03

The Board reviewed the Administrative Complaint, along with the Final Order pertaining to the Florida Department of Business & Professional Regulation Division of Real Estate Case #2023-000881. During review of this matter, it was discovered that the Nebraska registered appraisal management company specified in the order answered “no” to question #3 pertaining to being currently under investigation by any regulatory agency in Nebraska or any other jurisdiction in the Application for Renewal of Appraisal Management Company Registration at the time it was under investigation. Board Member Gerdes moved to send written advisory to the organization, directing it to take notice of Neb. Rev. Stat. § 76-3216(4)(c) and to carefully read and truthfully answer all disciplinary questions on any future application to the Board. Board Member Hermsen seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With none, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

5. 2024.04

The Board reviewed an appraisal report completed by a Nebraska real property appraiser for properties located in Omaha, Nebraska. The Board took no action and will continue discussion at the March 21, 2024 regular meeting.

6. 2024.05

The Board reviewed a matter in which a Nebraska real property appraiser failed to complete the 7-Hour USPAP Update Course at least once every two years as required by Neb. Rev. Stat. §76-2236(2). Board Member Gerdes moved to authorize the Director to approve the 2024-25 Application for Renewal of Nebraska Real Property Appraiser Credential upon the receipt of evidence of the successful completion of the 2024-25 seven-hour National Uniform Standards of Professional Appraisal Practice Update Course. Board Member Hermsen seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With none, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

7. Personnel Matters: No Discussion.

R. ADJOURNMENT

Board Member Gerdes moved to adjourn the meeting. Board Member Hermsen seconded the motion. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye. At 1:12 p.m., Chairperson Downing adjourned the February 15, 2024 meeting of the Nebraska Real Property Appraiser Board.

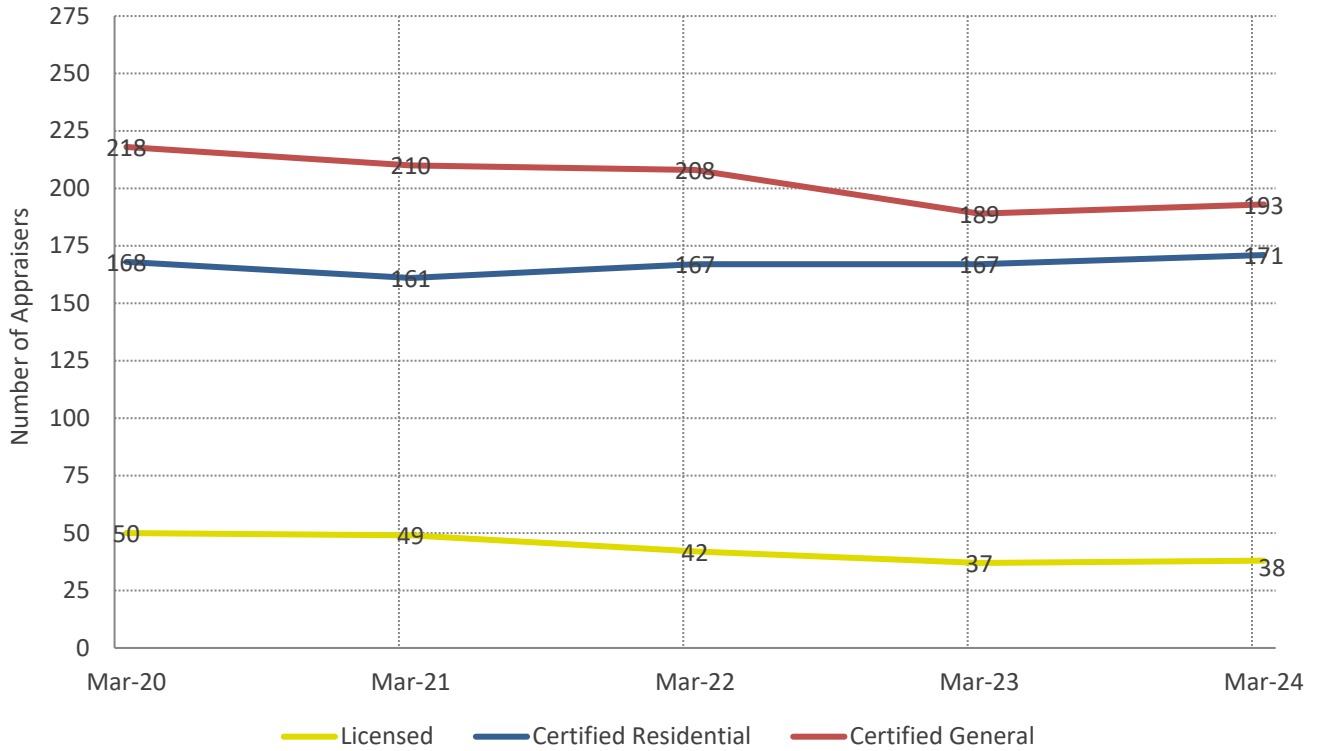
Respectfully submitted,

Tyler N. Kohtz
Director

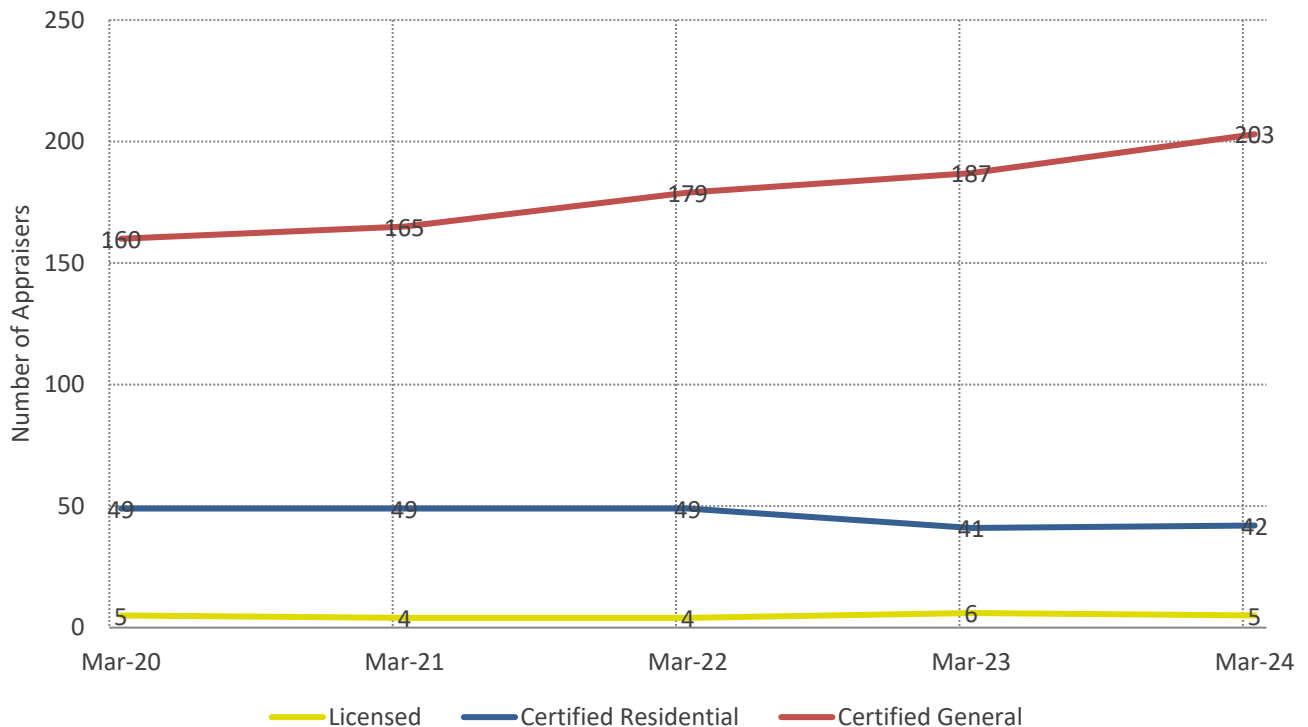
These minutes were available for public inspection on February 23, 2024, in compliance with Nebraska Revised Statute § 84-1413 (5).

Real Property Appraiser Report

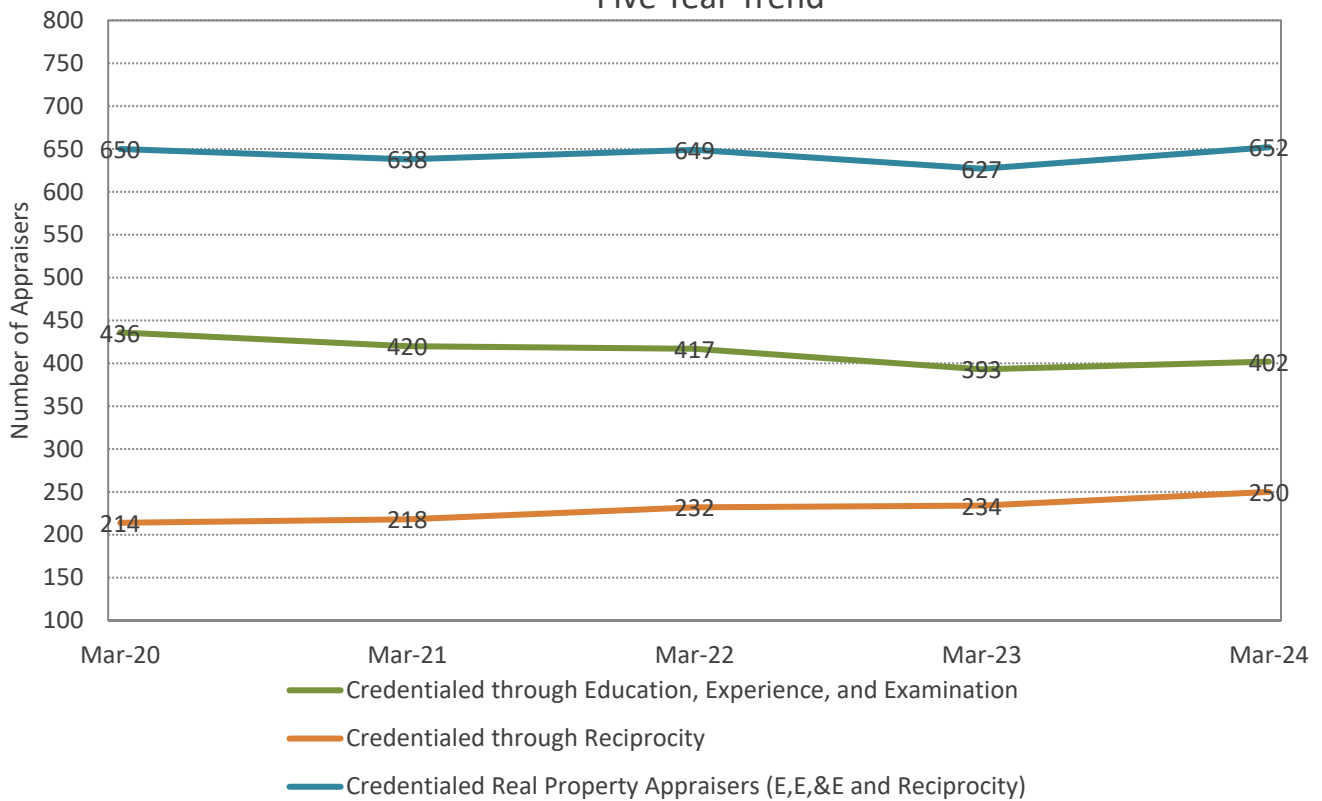
Real Property Appraisers Credentialed through Education, Experience, and Examination (not including Trainee) - Five Year Trend



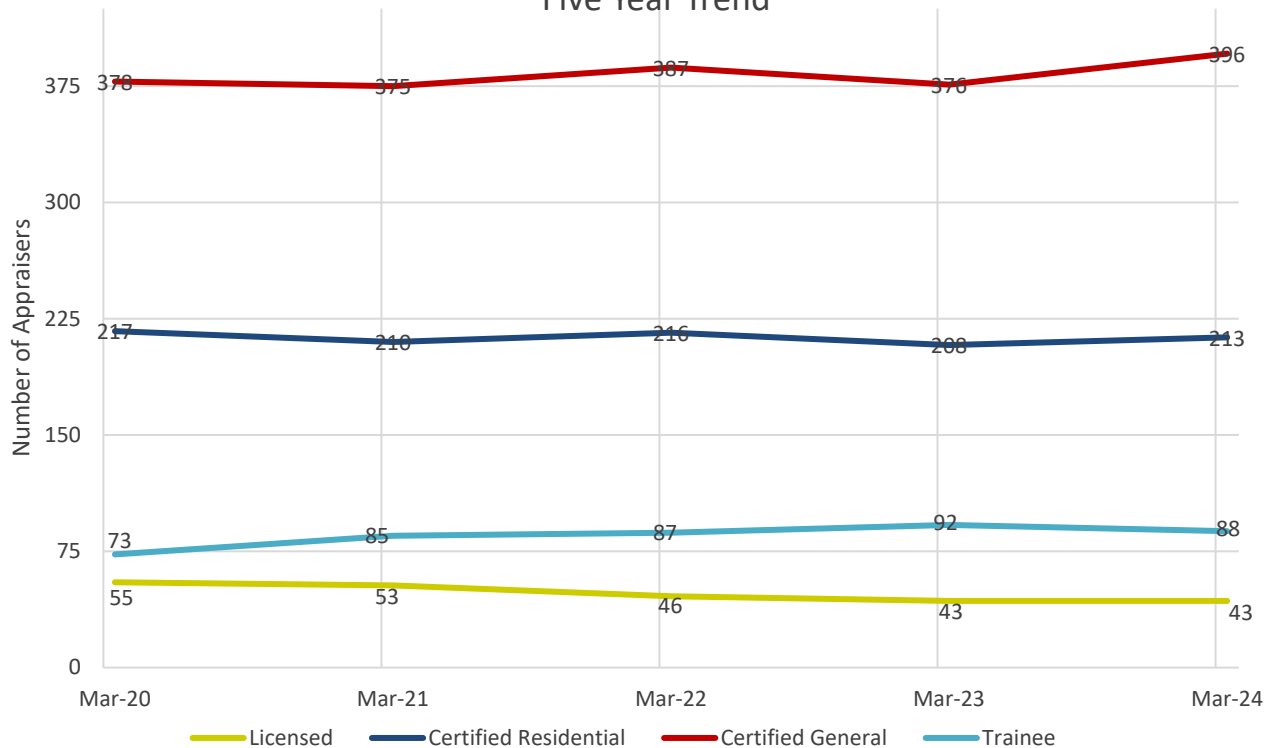
Real Property Appraisers by Classification Credentialed through Reciprocity - Five Year Trend



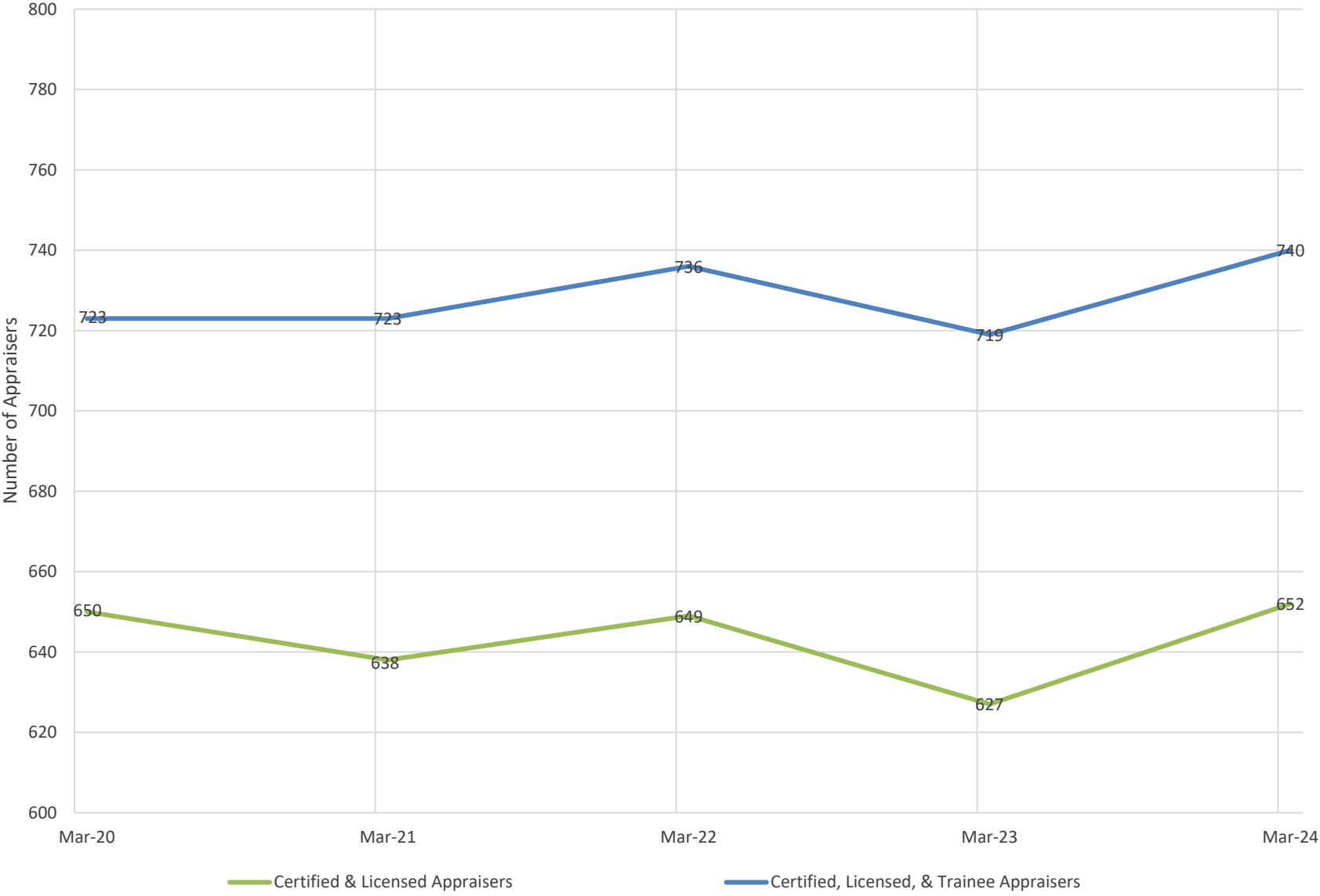
Total Real Property Appraisers (not including Trainee)
- Five Year Trend



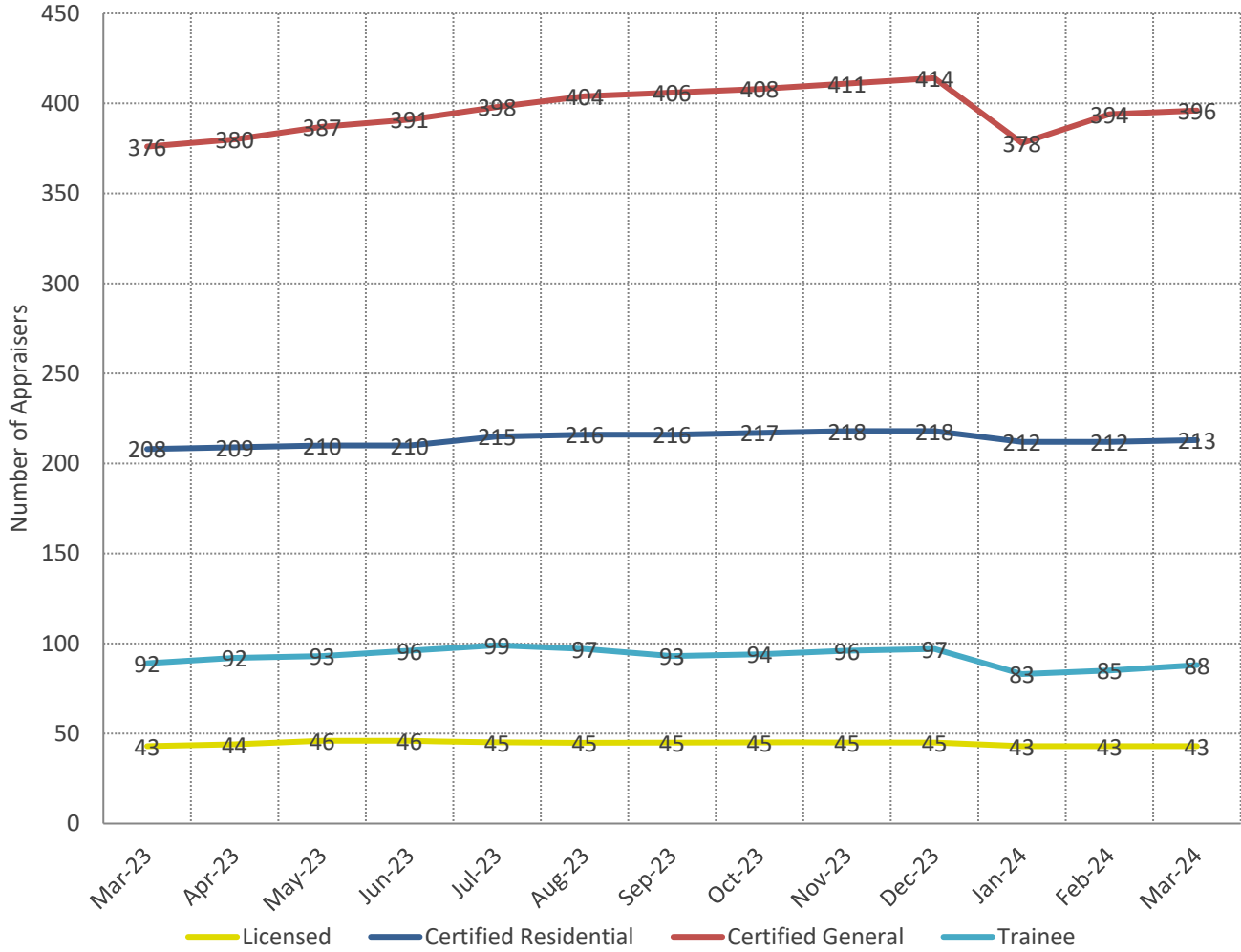
Total Real Property Appraisers by Classification -
Five Year Trend



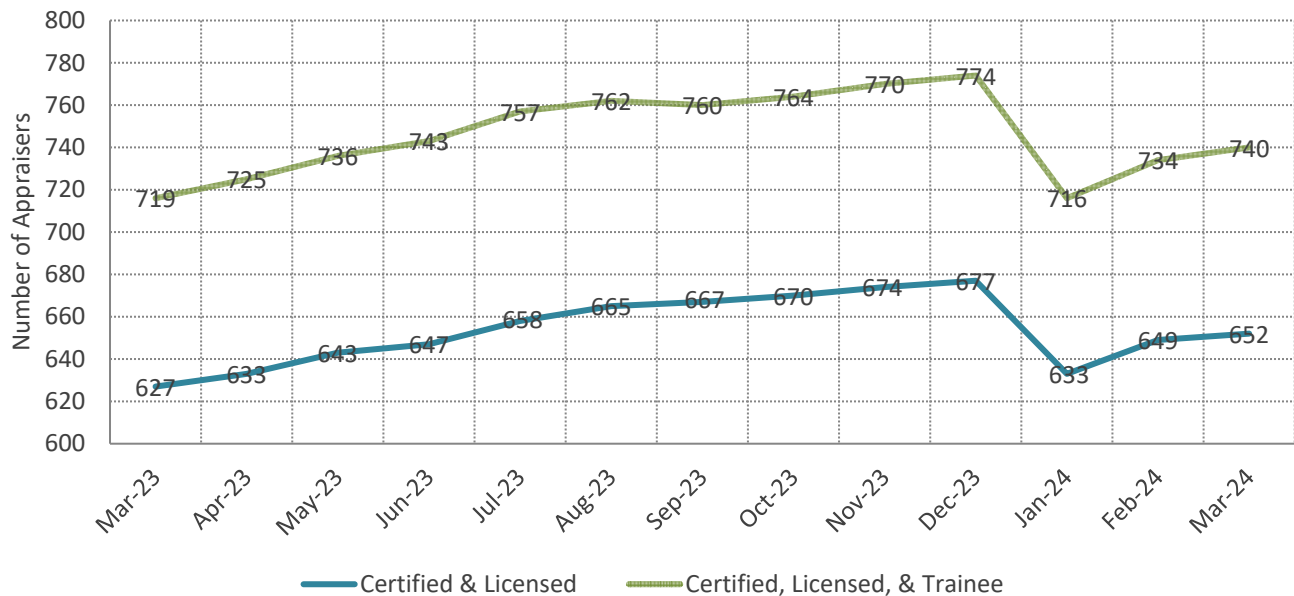
Total Real Property Appraisers - Five Year Trend



Real Property Appraisers by Classification - Thirteen Month Trend

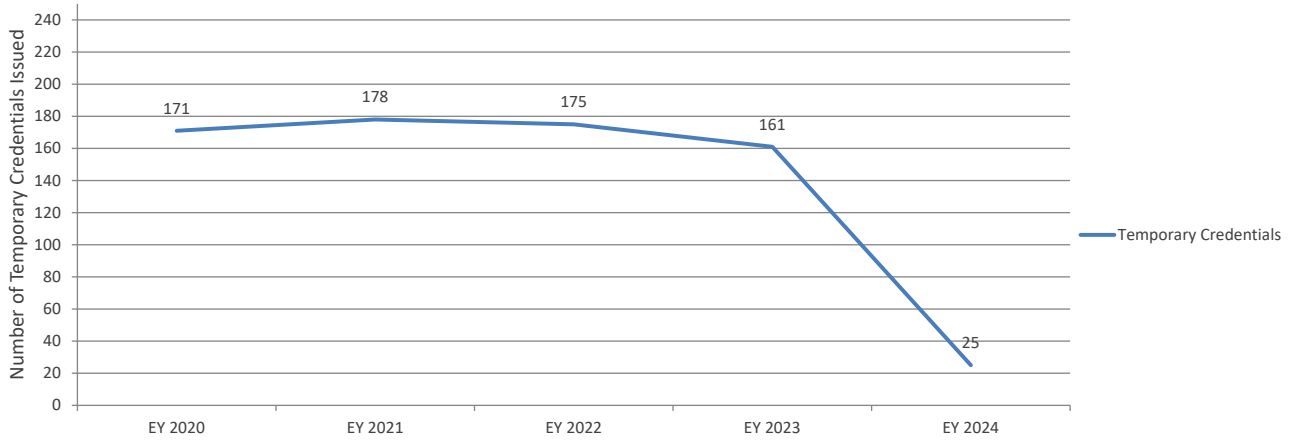


Total Real Property Appraisers - Thirteen Month Trend

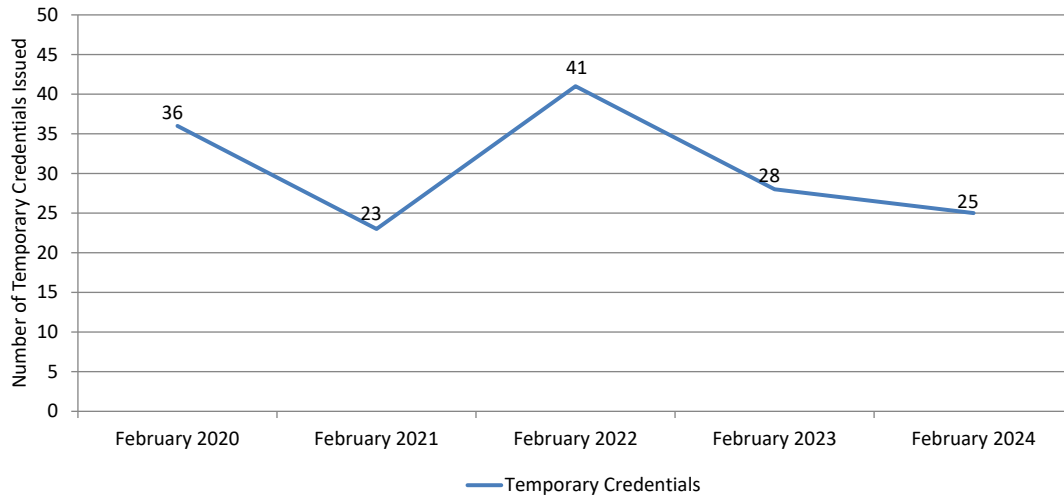


Temporary Real Property Appraiser Report

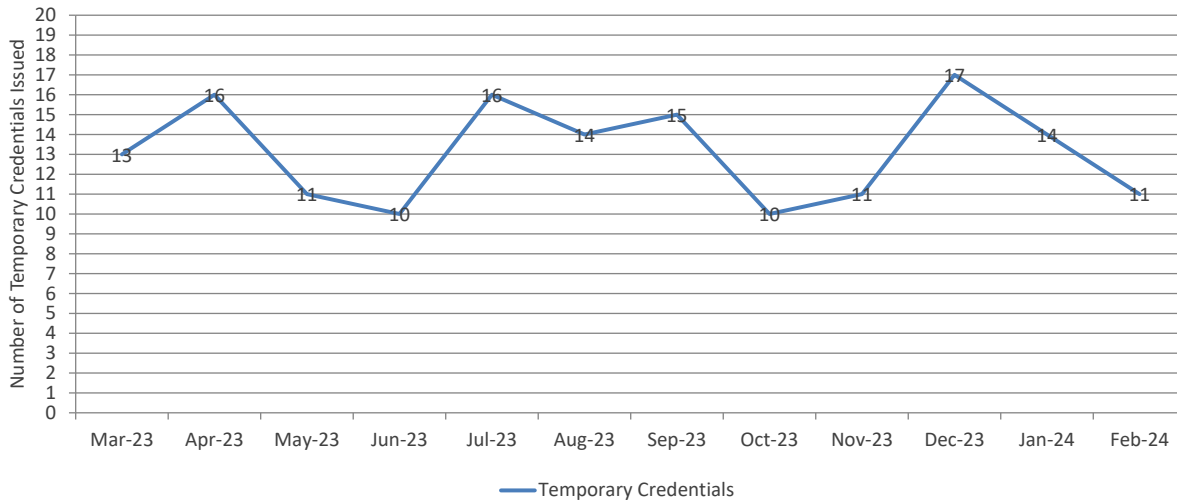
Temporary Real Property Appraiser Credentials Issued by Calendar Year - Five Year Trend



Year-to-date Temporary Real Property Appraiser Credentials Issued - Five Year Trend

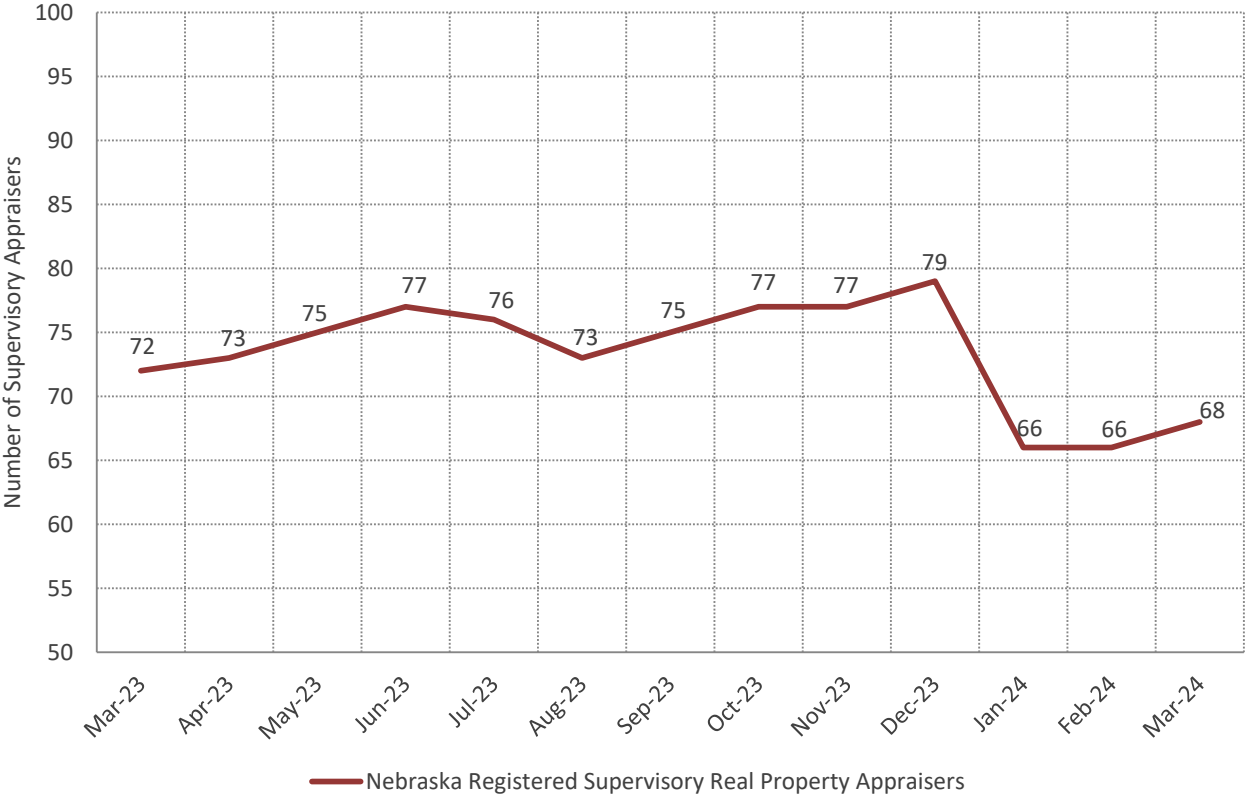


Temporary Real Property Appraiser Credentials Issued by Month - Twelve Month Trend



Supervisory Real Property Appraiser Report

Registered Supervisory Real Property Appraisers -Thirteen Month Trend

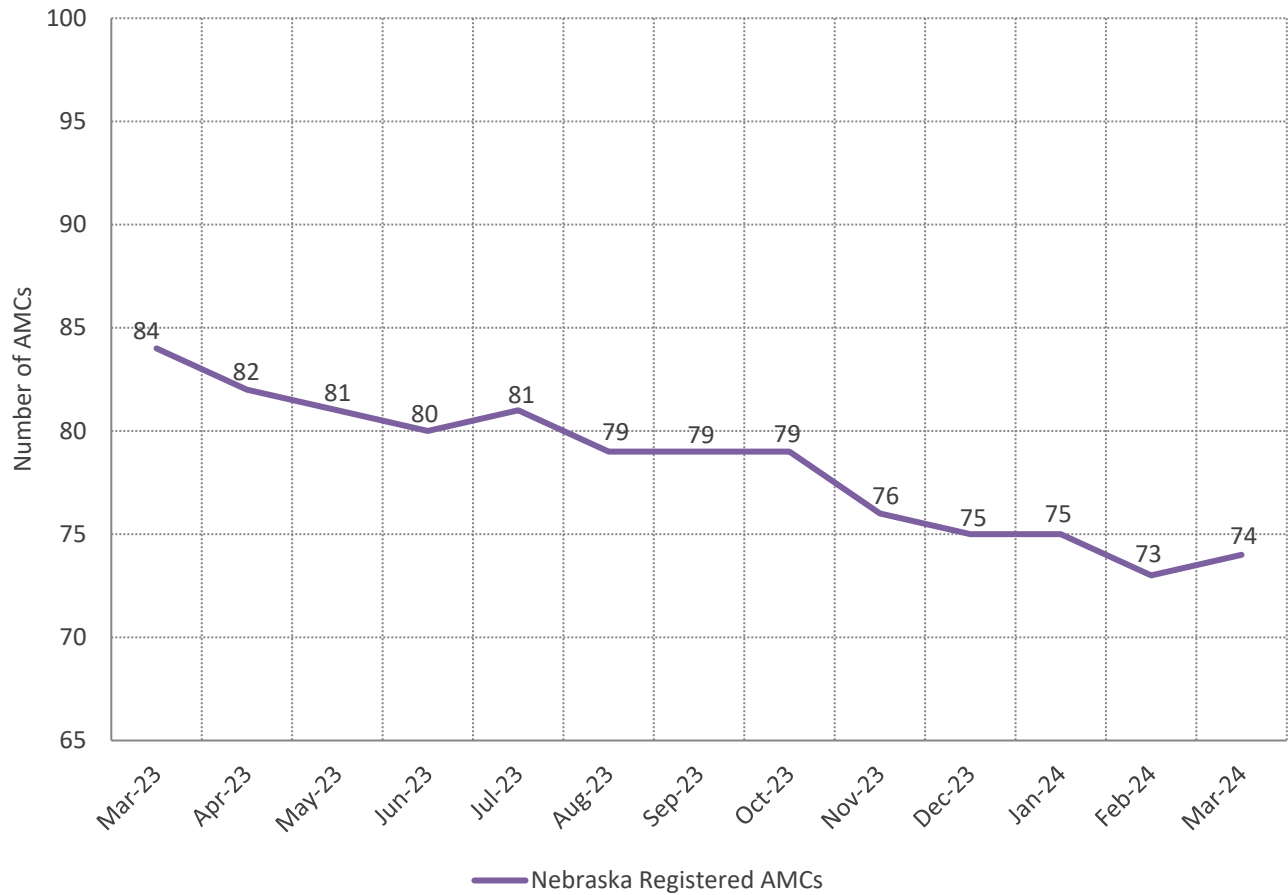


Registered Supervisory Real Property Appraisers - Five Year Trend

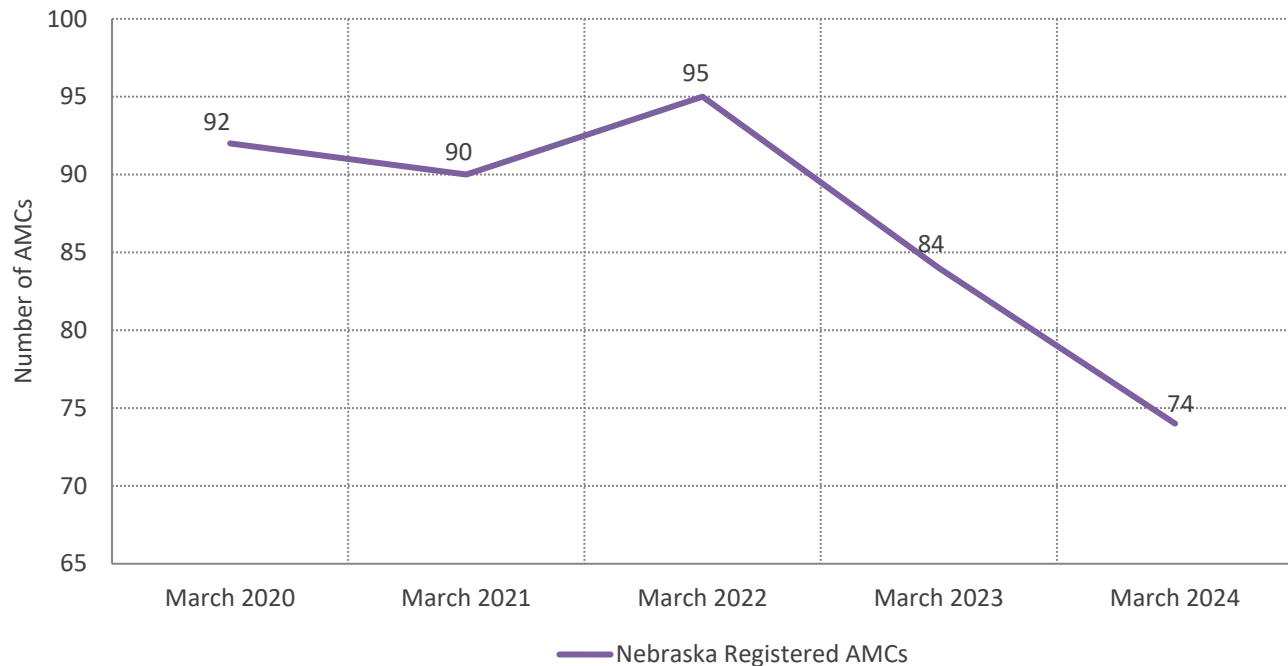


Appraisal Management Company Report

Appraisal Management Companies - Thirteen Month Trend



Appraisal Management Companies - Five Year Trend



NEBRASKA REAL PROPERTY APPRAISER BOARD

DIRECTOR APPROVAL OF REAL PROPERTY APPRAISER APPLICANTS

February 7, 2024 – March 12, 2024

<i>New Trainee Real Property Appraisers</i>		
T2024001	Jeffryes, Trina	Approved January 24, 2024 with advisory, no supervisor
T2024002	Mahalek, Sara	Approved January 26, 2024 with advisory, no supervisor
<i>New Licensed Residential Real Property Appraisers through Education, Experience, and Examination</i>		
L23002	Reigies, Chelsea	Approved February 14, 2024 to sit for exam
<i>New Certified General Real Property Appraisers through Reciprocity</i>		
CR2024002R	Harwood, John Michael	Approved February 13, 2024
<i>New Certified General Real Property Appraisers through Education, Experience, and Examination</i>		
CG23038	Sedlacek, Jeremy	Approved February 27, 2024 to sit for exam

NEBRASKA REAL PROPERTY APPRAISER BOARD
DIRECTOR APPROVAL OF AMC APPLICANTS

February 7, 2024 – March 12, 2024

<i>New AMCs</i>		
NE2023004	Market Valuation Services	Approved February 15, 2023

NEBRASKA REAL PROPERTY APPRAISER BOARD
DIRECTOR APPROVAL OF EDUCATION ACTIVITY AND INSTRUCTOR(S) APPLICANTS

February 7, 2024 – March 12, 2024

Provider	Activity Number	Hours	Title	Instructor(s)	Approval Date
<i>New Continuing Education Activities and Instructors</i>					
Appraisal Institute	223341J.02	7	Getting it Right from the Start: A Workout Plan for Your Scope of Work - Sync	Mark Smeltzer	2/9/2024
Appraisal Institute	223340T.02	7	Fundamentals of Appraising Affordable Housing – Synchronous	Claire Feuling	2/14/2024
Appraisal Institute	223140N.02	7	Fundamentals of Appraising Affordable Housing	Claire Feuling	2/14/2024
McKissock, LLC	2241111.03	7	2024-2025 7-Hour National USPAP Update Course	Dan Tosh, Daniel Bone, Alan Hummel, Greg Stephens, Josh Walitt, Charles Fisher, Kevin Hecht, Mel Black, Pam Teel, Julie Molendorp-Floyd, Robert Frazier, Charles Huntoon, Robert Luciani, Howard Kanter, Tony Pistilli, Alexander, Gilbert, Dan Bradley, Wallace Czekalski, Diana Jacob, Phylicia Lloyd, Robert Abelson, Robert McClelland, Sam Martin, Jo Traut, Steve Maher	2/23/2024
McKissock, LLC	2241412.03	7	Appraising Complex and Stigmatized Residential Properties	Dan Bradley, Wallace Czekalski, Robert Frazier, Charles Huntoon, Kevin Hecht, Mel Black, Alan Hummel, Greg Stephens,	2/23/2024

				Robert Luciani, Howard Kanter, Tony Pistilli, Alexander Gilbert, Pam Teel, Julie Molendorp- Floyd, Dan Tosh, Daniel Bone, Josh Walitt, Charles Fisher	
McKissock, LLC	2241414.03	7	Appraising 2-4 Unit Residences	Dan Bradley, Wallace Czekalski, Robert Frazier, Charles Huntoon, Kevin Hecht, Mel Black, Alan Hummel, Greg Stephens, Robert Luciani, Howard Kanter, Tony Pistilli, Alexander Gilbert, Pam Teel, Julie Molendorp- Floyd, Dan Tosh, Daniel Bone, Josh Walitt, Charles Fisher	2/29/2024
McKissock, LLC	2243415.03	7	Live Webinar: Appraising 2-4 Unit Residences	Dan Bradley, Robert Frazier, Charles Huntoon, Kevin Hecht, Mel Black, Alan Hummel, Greg Stephens, Alexander Gilbert, Pam Teel, Julie Molendorp- Floyd, Josh Walitt, Charles Fisher, Diana Jacob, John Dingeman, Phylicia Lloyd, Robert Abelson, Robert McClelland, Jo Traut, Steve Maher	2/29/2024

McKissock, LLC	2242416.03	7	Appraising 2-4 Unit Residences	Dan Bradley	2/29/2024
Appraisal Institute	2241420.02	7	Artificial Intelligence, Blockchain, and the Metaverse: Implications for Valuation	Mark Linne	2/29/2024
Appraisal Institute	2243421.02	7	Artificial Intelligence, Blockchain, and the Metaverse: Synchronous	Mark Linne	2/29/2024
<i>New Qualifying Education Activities and Instructors</i>					
Appraisal Institute	123140W.02	15	Review Case Studies – Residential	Mark Smeltzer	2/9/2024
McKissock, LLC	1243113.03	15	Live Webinar: 2024 15-Hr National USPAP Course	Dan Bradley, Alan Hummel, Greg Stephens, Pam Teel, Julie Molendorp-Floyd, Kevin Hecht, Mel Black, Robert Abelson, Robert McClelland, Josh Walitt, Sam Martin, Diana Jacob	2/29/2024

2023-24 Nebraska Real Property Appraiser Board Goals and Objectives
June 21, 2023 Strategic Planning Meeting

	SHORT TERM GOALS / OBJECTIVES	EXPECTED COMPLETION DATE	STATUS/GOAL MET	LONG TERM GOALS / OBJECTIVES	EXPECTED COMPLETION DATE	NOTES
LAWS, RULES, AND GUIDANCE DOCUMENTS	Work with the Banking, Commerce and Insurance Legislative Committee's Legal Counsel to draft a bill for introduction addressing the changes needed in the Real Property Appraiser Act, which includes but is not limited to USPAP changes, Real Property Appraiser Qualifications Criteria changes, ASC SOA recommendations, the Board's PAVE Dashboard statute review, and removal of the Real Property Appraiser Renewal Random CHRC Program.	12/31/2023	LB992 passed on Final Reading on March 7, 2024.	Address changes to USPAP, Real Property Appraiser Qualifications Criteria, ASC Policy Statements, AQB CAP Program Guidelines, and Title XI as required.	Ongoing.	
	Work with the Banking, Commerce and Insurance Legislative Committee's Legal Counsel to draft a bill for introduction addressing the changes needed in the AMC Registration Act, which includes but is not limited to the ASC SOA recommendations, inclusion of criminal and civil immunity language, changes to the CHRC requirements for owners of more than 10% of an AMC.	12/31/2023	LB989 passed on Final Reading on March 7, 2024.	Harmonize Title 298 with the changes made to the Nebraska Real Property Appraiser Act and Appraisal Management Company Registration Act as needed.	Ongoing.	
	Draft 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, and incorporate changes made to the Real Property Appraiser Qualification Criteria Effective January 1, 2026 and CAP Guidelines effective September 17, 2023.	12/31/2024		Continue to monitor the effectiveness of regulations to reduce unnecessary regulatory burden, remove barriers to entry into the real property appraiser profession, maintain an effective education program, and provide for better clarification and administration.	Ongoing.	
				Continue to adopt Guidance Documents for public advisement concerning interpretation of statutes and rules, and retire Guidance Documents that are no longer relevant.	Ongoing.	
			Continue to adopt internal procedures as needed to assist with the Board's administration of its programs, and retire internal procedures that are no longer relevant.	Ongoing.		
COMPLIANCE	None.			None		
CREDENTIALING AND REGISTRATION	None.			Explore opportunities to increase the number of Nebraska resident real property appraisers.	Ongoing.	
				Monitor real property appraiser credential renewal dates.	Ongoing.	
EDUCATION	None.			Encourage trainee real property appraisers who intend to engage in real property appraisal practice pertaining to agricultural real property upon credentialing as a certified general real property appraiser complete agricultural-based qualifying education offered by an education provider with an expertise in agricultural appraisal in approval letter sent to trainee real property appraisers.	Ongoing.	
				Request that supervisory real property appraisers with trainee real property appraisers who intend to engage in real property appraisal practice pertaining to agricultural real property upon credentialing as a certified general real property appraiser encourage their trainee real property appraisers to complete agricultural-based qualifying education offered by an education provider with an expertise in agricultural appraisal in approval letter sent to supervisory real property appraisers.	Ongoing.	
PERSONNEL	Hire Administrative Specialist classified employee. Adequate staffing is required to carry out the Board's mission, maintain a high-level operation, remain compliant with Title XI, and to maintain public satisfaction.	12/31/2023	Karen Loll has been hired as the Board's Business Programs Manager.	Continue updating the policies and procedures documents as needed to ensure compliance with state policy changes, NAPE/ASFCME contract changes and to address general work environment needs and/or changes.	Ongoing.	
PUBLIC INFORMATION	Populate the Disciplinary History Search with ten year real property appraiser and AMC disciplinary action history for active credential and registration holders.	12/31/2023	This project was completed on November 3, 2023.	Encourage development of Memos from the Board and Facebook posts that contain facts of interest to the appraiser community.	Ongoing.	
				Continue utilizing the NRPAB website, NRPAB Facebook page, The Nebraska Appraiser, and Memos from the Board to disseminate relevant and important information to the appraisal business community and the general public in a timely manner. This includes information related to state and federal regulations, credentialing and registration requirements, renewal information, education information, Board policies and procedures, documents posted to the NRPAB website, meeting information, and other information that affects the industry.	Ongoing.	
				Continue utilization of Memos from the Board to disseminate important information in a timely manner that should not be held for the next release of The Nebraska Appraiser.	Ongoing.	
				Continue releasing new issues of The Nebraska Appraiser on a quarterly basis to disseminate important information to the appraisal business community and the general public in an effective and efficient manner.	Ongoing.	
				Continue to monitor the effectiveness of current NRPAB website, and repair bugs and make improvements and add enhancements needed to address functionality or use.	Ongoing.	
				Explore the development and implementation of an updated NRPAB logo.	None.	
				Populate the Disciplinary History Search with all real property appraiser and AMC disciplinary action history for active credential and registration holders.	None.	
ADMINISTRATION				Continue to monitor the effectiveness of current processes and procedures, and update processes and procedures as needed to maintain effectiveness and efficiency of the administration of the Board's programs.	Ongoing.	
				Continue to monitor the effectiveness of current NRPAB database, repair bugs, and make improvements and add enhancements needed to address program or use changes.	Ongoing.	
				Explore use of Federal grant money to pursue development of a translator system between the NRPAB Database and the ASC Federal Registry system.	Ongoing.	
				Explore online real property appraiser initial applications (Reciprocity; E,E,&E; Temporary) AMC initial applications, education activity applications, and other services that require payment of a fee.	None.	
FINANCIALS	None.			None.		

2023-24 NRPAB SWOT Analysis			
STRENGTHS: * Customer Service * Organization * Board member knowledge * Staff knowledge * Adaptability * Professional Diversity of Board * Modernization of Accessibility	WEAKNESSES: * Industry's inability to grow * Efficiency loss due to database not meeting potential * Size of Agency staff * Regulatory and statutory barriers * Difficulty obtaining new board members	OPPORTUNITIES: * Growth in real property appraiser field * Continued evaluation of Board and Agency operations * Embrace of available technology	THREATS: * Agency turnover * Federal agency oversight * State economic climate * Aging appraiser population * Inadequate supervisory appraiser knowledge * Deemphasis on appraisals at the Federal level

STATE OF NEBRASKA
Department of Administrative Services
Accounting Division
Budget Status Report
As of 02/29/24

Agency 053 REAL PROPERTY APPRAISER BD
Division 000 Real Property App Bd
Program 079 APPRAISER LICENSING

Percent of Time Elapsed = 66.85

ACCOUNT CODE DESCRIPTION	BUDGETED AMOUNT	CURRENT MONTH ACTIVITY	YEAR-TO-DATE ACTUALS	PERCENT OF BUDGET	ENCUMBERANCES	VARIANCE
BUDGETED FUND TYPES - EXPENDITURES						
510000 PERSONAL SERVICES						
511100 PERMANENT SALARIES-WAGES	192,127.14	15,914.84	109,874.41	57.19		82,252.73
511300 OVERTIME PAYMENTS	500.00		3,522.82	704.56		3,022.82-
511600 PER DIEM PAYMENTS	8,200.00	1,000.00	3,900.00	47.56		4,300.00
512100 VACATION LEAVE EXPENSE	16,469.24	38.74	6,316.80	38.36		10,152.44
512200 SICK LEAVE EXPENSE	2,246.06		547.74	24.39		1,698.32
512300 HOLIDAY LEAVE EXPENSE	10,704.50	839.66	7,389.12	69.03		3,315.38
Personal Services Subtotal	230,246.94	17,793.24	131,550.89	57.13	0.00	98,696.05
515100 RETIREMENT PLANS EXPENSE	16,653.08	1,257.48	9,558.57	57.40		7,094.51
515200 FICA EXPENSE	17,584.44	1,218.64	9,279.37	52.77		8,305.07
515500 HEALTH INSURANCE EXPENSE	39,668.00	4,786.02	24,747.08	62.39		14,920.92
516500 WORKERS COMP PREMIUMS	1,546.00		1,546.00	100.00		
Major Account 510000 Total	305,698.46	25,055.38	176,681.91	57.80	0.00	129,016.55
520000 OPERATING EXPENSES						
521100 POSTAGE EXPENSE	2,752.30	283.83	2,040.06	74.12		712.24
521400 DATA PROCESSING EXPENSE	37,771.41	956.16	21,558.33	57.08		16,213.08
521500 PUBLICATION & PRINT EXPENSE	3,269.07	261.25	898.17	27.47	27.75	2,343.15
521900 AWARDS EXPENSE	50.00		28.00	56.00		22.00
522100 DUES & SUBSCRIPTION EXPENSE	600.00		600.00	100.00		
522200 CONFERENCE REGISTRATION	1,100.00		600.00	54.55		500.00
524600 RENT EXPENSE-BUILDINGS	12,864.13	1,066.21	8,543.11	66.41		4,321.02
524900 RENT EXP-DUPR SURCHARGE	4,187.00	348.91	2,791.28	66.67		1,395.72
531100 OFFICE SUPPLIES EXPENSE	3,802.67		3,138.16	82.53		664.51
532100 NON CAPITALIZED EQUIP PU	4,032.00		2,201.70	54.61	1,830.00	.30
532260 VOICE EQUIP	232.00		229.33	98.85		2.67
533100 HOUSEHOLD & INSTIT EXP			9.51			9.51-
539500 PURCHASING CARD SUSPENSE		196.00	196.00			196.00-
541100 ACCTG & AUDITING SERVICES	1,128.00		1,128.00	100.00		
541200 PURCHASING ASSESSMENT	39.00		39.00	100.00		
541500 LEGAL SERVICES EXPENSE	20,000.00					20,000.00
541700 LEGAL RELATED EXPENSE	3,000.00		1.00	.03		2,999.00
542100 SOS TEMP SERV-PERSONNEL		852.20	4,666.66			4,666.66-

STATE OF NEBRASKA
Department of Administrative Services
Accounting Division
Budget Status Report
As of 02/29/24

Agency 053 REAL PROPERTY APPRAISER BD
Division 000 Real Property App Bd
Program 079 APPRAISER LICENSING

Percent of Time Elapsed = 66.85

ACCOUNT CODE DESCRIPTION	BUDGETED AMOUNT	CURRENT MONTH ACTIVITY	YEAR-TO-DATE ACTUALS	PERCENT OF BUDGET	ENCUMBERANCES	VARIANCE
554900 OTHER CONTRACTUAL SERVICE	32,983.75	4,544.57	16,211.56	49.15		16,772.19
556100 INSURANCE EXPENSE	49.00		52.51	107.16		3.51-
559100 OTHER OPERATING EXP	5,765.00		160.00	2.78		5,605.00
Major Account 520000 Total	133,625.33	8,509.13	65,092.38	48.71	1,857.75	66,675.20
570000 TRAVEL EXPENSES						
571100 BOARD & LODGING	4,196.00	110.53	1,730.89	41.25		2,465.11
571800 MEALS - TRAVEL STATUS	1,661.96	165.22	707.78	42.59		954.18
572100 COMMERCIAL TRANSPORTATION	1,700.00					1,700.00
573100 STATE-OWNED TRANSPORT	200.00					200.00
574500 PERSONAL VEHICLE MILEAGE	6,565.54	479.72	3,498.09	53.28		3,067.45
575100 MISC TRAVEL EXPENSES	565.50	26.25	118.00	20.87		447.50
Major Account 570000 Total	14,889.00	781.72	6,054.76	40.67	0.00	8,834.24
BUDGETED EXPENDITURES TOTAL	454,212.79	34,346.23	247,829.05	54.56	1,857.75	204,525.99

SUMMARY BY FUND TYPE - EXPENDITURES

2 CASH FUNDS	454,212.79	34,346.23	247,829.05	54.56	1,857.75	204,525.99
BUDGETED EXPENDITURES TOTAL	454,212.79	34,346.23	247,829.05	54.56	1,857.75	204,525.99

BUDGETED FUND TYPES - REVENUES

470000 REVENUE - SALES AND CHARGES

471100 SALE OF SERVICES	425.00-	50.00-	350.00-	82.35		75.00-
471120 QUALIFYING ED COURSE FEES	750.00-	150.00-	925.00-	123.33		175.00
471121 CONTINUING ED NEW FEES	3,000.00-	200.00-	1,405.00-	46.83		1,595.00-
471122 CONTINUING ED RENEWAL FEES	200.00-	30.00-	140.00-	70.00		60.00-
475150 CERTIFIED GENERAL NEW FEES	10,200.00-	900.00-	6,900.00-	67.65		3,300.00-
475151 LICENSED NEW FEES	1,200.00-					1,200.00-
475152 FINGERPRINT FEES	3,574.75-	135.75-	1,764.75-	49.37		1,810.00-
475153 CERTIFIED RESIDENTIAL NEW	2,700.00-	300.00-	1,800.00-	66.67		900.00-
475154 CERTIFIED GENERAL RENEWAL	94,875.00-	1,650.00-	98,450.00-	103.77		3,575.00
475155 LICENSED RENEWAL	10,175.00-		9,900.00-	97.30		275.00-
475156 FINGERPRINT AUDIT PROGRAM FEES	3,380.00-	60.00-	3,325.00-	98.37		55.00-
475157 CERTIFIED RESIDENTIAL RENEWAL	56,100.00-		54,175.00-	96.57		1,925.00-

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Division 000 Real Property App Bd
Program 079 APPRAISER LICENSING

Percent of Time Elapsed = 66.85

ACCOUNT CODE DESCRIPTION		BUDGETED AMOUNT	CURRENT MONTH ACTIVITY	YEAR-TO-DATE ACTUALS	PERCENT OF BUDGET	ENCUMBERANCES	VARIANCE
475161	TEMPORARY CERTIFIED GENERAL	9,000.00-	550.00-	5,400.00-	60.00		3,600.00-
475163	AMC REGISTERED NEW FEES	4,000.00-		2,000.00-	50.00		2,000.00-
475164	AMC APPLICATION FEES	700.00-		700.00-	100.00		
475165	AMC REGISTERED RENEWAL	114,000.00-	3,000.00-	76,500.00-	67.11		37,500.00-
475166	FED REG AMC RPT FORM PROC FEES	350.00-		350.00-	100.00		
475167	CERTIFIED RESIDENTIAL INACTIVE	300.00-					300.00-
475168	CERTIFIED GENERAL INACTIVE	300.00-					300.00-
475234	APPLICATION FEES	29,850.00-	1,550.00-	16,650.00-	55.78		13,200.00-
476101	LATE PROCESSING FEES	3,500.00-	475.00-	3,275.00-	93.57		225.00-
Major Account 470000 Total		348,579.75-	9,050.75-	284,009.75-	81.48	0.00	64,570.00-
480000 REVENUE - MISCELLANEOUS							
481100	INVESTMENT INCOME	16,000.00-	2,184.26-	14,085.71-	88.04		1,914.29-
484500	REIMB NON-GOVT SOURCES	1,000.00-	20.00-	1,372.49-	137.25		372.49
Major Account 480000 Total		17,000.00-	2,204.26-	15,458.20-	90.93	0.00	1,541.80-
490000 REVENUE - OTHER FINANCIAL SOURCES/U							
491300	SALE - SURP PROP/FIXED ASSET			63.48-			63.48
Major Account 490000 Total		0.00	0.00	63.48-	0.00	0.00	63.48
BUDGETED REVENUE TOTAL		365,579.75-	11,255.01-	299,531.43-	81.93	0.00	66,048.32-
SUMMARY BY FUND TYPE - REVENUE							
2	CASH FUNDS	365,579.75-	11,255.01-	299,531.43-	81.93		66,048.32-
BUDGETED REVENUE TOTAL		365,579.75-	11,255.01-	299,531.43-	81.93	0.00	66,048.32-

Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date
25310	079	000	53105018.471100.		544743	02/06/24	RC	RB	NRPAB DEPOSIT 240206	7385373		25.00-
25310	079	000	53105018.471100.		545452	02/09/24	RC	RB	NRPAB DEPOSIT 240209	7390478		25.00-
Total for Object			471100 SALE OF SERVICES									50.00-
25310	079	000	53105018.471120.		545870	02/13/24	RC	RB	NRPAB DEPOSIT 240213	7393277		50.00-
25310	079	000	53105018.471120.		547289	02/22/24	RC	RB	NRPAB DEPOSIT 240222	7401176		100.00-
Total for Object			471120 QUALIFYING ED COURSE FEES									150.00-
25310	079	000	53105018.471121.		544914	02/07/24	RC	RB	NRPAB DEPOSIT 240207	7387130		50.00-
25310	079	000	53105018.471121.		546234	02/15/24	RC	RB	NRPAB DEPOSIT 240215	7395468		75.00-
25310	079	000	53105018.471121.		547089	02/21/24	RC	RB	NRPAB DEPOSIT 240221	7400015		25.00-
25310	079	000	53105018.471121.		548238	02/28/24	RC	RB	NRPAB DEPOSIT 240228	7407243		50.00-
Total for Object			471121 CONTINUING ED NEW FEES									200.00-
25310	079	000	53105018.471122.		547484	02/23/24	RC	RB	NRPAB DEPOSIT 240223	7403153		30.00-
Total for Object			471122 CONTINUING ED RENEWAL FEES									30.00-
25310	079	000	53105018.475150.		544326	02/02/24	RC	RB	NRPAB DEPOSIT 240202	7382095		900.00-
Total for Object			475150 CERTIFIED GENERAL NEW FEES									900.00-
25310	079	000	53105018.475152.		545248	02/08/24	RC	RB	NRPAB DEPOSIT 240208	7388708		45.25-
25310	079	000	53105018.475152.		546234	02/15/24	RC	RB	NRPAB DEPOSIT 240215	7395468		45.25-
25310	079	000	53105018.475152.		547289	02/22/24	RC	RB	NRPAB DEPOSIT 240222	7401176		45.25-
Total for Object			475152 FINGERPRINT FEES									135.75-
25310	079	000	53105018.475153.		548238	02/28/24	RC	RB	NRPAB DEPOSIT 240228	7407243		300.00-
Total for Object			475153 CERTIFIED RESIDENTIAL NEW									300.00-
25310	079	000	53105018.475154.		544743	02/06/24	RC	RB	NRPAB DEPOSIT 240206	7385373		550.00-
25310	079	000	53105018.475154.		544914	02/07/24	RC	RB	NRPAB DEPOSIT 240207	7387130		550.00-
25310	079	000	53105018.475154.		546128	02/13/24	RC	RB	NRPAB APP REN EFW DEP 240213	7394121		550.00-
Total for Object			475154 CERTIFIED GENERAL RENEWAL									1,650.00-
25310	079	000	53105018.475156.		544187	02/01/24	RC	RB	NRPAB APP REN DEPOSIT 240201	7381109		10.00-
25310	079	000	53105018.475156.		544743	02/06/24	RC	RB	NRPAB DEPOSIT 240206	7385373		10.00-
25310	079	000	53105018.475156.		544914	02/07/24	RC	RB	NRPAB DEPOSIT 240207	7387130		10.00-
25310	079	000	53105018.475156.		545916	02/12/24	RC	RB	NRPAB APP REN EFW DEP 240212	7392798		10.00-
25310	079	000	53105018.475156.		546128	02/13/24	RC	RB	NRPAB APP REN EFW DEP 240213	7394121		10.00-
25310	079	000	53105018.475156.		547181	02/20/24	RC	RB	NRPAB APP REN EFW DEP 240220	7399839		10.00-

Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date
Total for Object			475156	FINGERPRINT AUDIT PROGRAM FEES								60.00-
25310	079	000	53105018.475161.		544326	02/02/24	RC	RB	NRPAB DEPOSIT 240202	7382095		50.00-
25310	079	000	53105018.475161.		544743	02/06/24	RC	RB	NRPAB DEPOSIT 240206	7385373		50.00-
25310	079	000	53105018.475161.		546234	02/15/24	RC	RB	NRPAB DEPOSIT 240215	7395468		50.00-
25310	079	000	53105018.475161.		547089	02/21/24	RC	RB	NRPAB DEPOSIT 240221	7400015		100.00-
25310	079	000	53105018.475161.		547289	02/22/24	RC	RB	NRPAB DEPOSIT 240222	7401176		50.00-
25310	079	000	53105018.475161.		548238	02/28/24	RC	RB	NRPAB DEPOSIT 240228	7407243		150.00-
25310	079	000	53105018.475161.		548787	02/29/24	RC	RB	NRPAB DEPOSIT 240229	7407980		100.00-
Total for Object			475161	TEMPORARY CERTIFIED GENERAL								550.00-
25310	079	000	53105018.475234.		544326	02/02/24	RC	RB	NRPAB DEPOSIT 240202	7382095		100.00-
25310	079	000	53105018.475234.		544743	02/06/24	RC	RB	NRPAB DEPOSIT 240206	7385373		100.00-
25310	079	000	53105018.475234.		545248	02/08/24	RC	RB	NRPAB DEPOSIT 240208	7388708		150.00-
25310	079	000	53105018.475234.		546234	02/15/24	RC	RB	NRPAB DEPOSIT 240215	7395468		250.00-
25310	079	000	53105018.475234.		547089	02/21/24	RC	RB	NRPAB DEPOSIT 240221	7400015		200.00-
25310	079	000	53105018.475234.		547289	02/22/24	RC	RB	NRPAB DEPOSIT 240222	7401176		250.00-
25310	079	000	53105018.475234.		548238	02/28/24	RC	RB	NRPAB DEPOSIT 240228	7407243		300.00-
25310	079	000	53105018.475234.		548787	02/29/24	RC	RB	NRPAB DEPOSIT 240229	7407980		200.00-
Total for Object			475234	APPLICATION FEES								1,550.00-
25310	079	000	53105018.476101.		544187	02/01/24	RC	RB	NRPAB APP REN DEPOSIT 240201	7381109		50.00-
25310	079	000	53105018.476101.		544743	02/06/24	RC	RB	NRPAB DEPOSIT 240206	7385373		75.00-
25310	079	000	53105018.476101.		544914	02/07/24	RC	RB	NRPAB DEPOSIT 240207	7387130		125.00-
25310	079	000	53105018.476101.		545916	02/12/24	RC	RB	NRPAB APP REN EFW DEP 240212	7392798		75.00-
25310	079	000	53105018.476101.		546128	02/13/24	RC	RB	NRPAB APP REN EFW DEP 240213	7394121		75.00-
25310	079	000	53105018.476101.		547181	02/20/24	RC	RB	NRPAB APP REN EFW DEP 240220	7399839		75.00-
Total for Object			476101	LATE PROCESSING FEES								475.00-
25310	079	000	53105018.481100.		22944734	02/15/24	JE	G	OIP Jan 24 3.03521%	7397599		1,278.79-
Total for Object			481100	INVESTMENT INCOME								1,278.79-
25310	079	000	53105018.484500.		22855863	02/05/24	JE	G	NRPAB PURCH CARD REBATE	7386812		2.14
25310	079	000	53105018.484500.		544914	02/07/24	RC	RB	NRPAB DEPOSIT 240207	7387130		20.00-
Total for Object			484500	REIMB NON-GOVT SOURCES								17.86-
25310	079	000	53105018.511100.		3179178	02/07/24	T2	7	PAYROLL LABOR DISTRIBUTION	7380193		4,886.88
25310	079	000	53105018.511100.		3179310	02/21/24	T2	7	PAYROLL LABOR DISTRIBUTION	7394305		5,457.79
Total for Object			511100	PERMANENT SALARIES-WAGES								10,344.67

Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date
25310	079	000	53105018.511600.		3179178	02/07/24	T2	7	PAYROLL LABOR DISTRIBUTION	7380193		650.00
Total for Object			511600 PER DIEM PAYMENTS									650.00
25310	079	000	53105018.512100.		3179178	02/07/24	T2	7	PAYROLL LABOR DISTRIBUTION	7380193		25.14
Total for Object			512100 VACATION LEAVE EXPENSE									25.14
25310	079	000	53105018.512300.		3179178	02/07/24	T2	7	PAYROLL LABOR DISTRIBUTION	7380193		545.78
Total for Object			512300 HOLIDAY LEAVE EXPENSE									545.78
25310	079	000	53105018.515100.		3179179	02/07/24	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	7380193		408.69
25310	079	000	53105018.515100.		3179311	02/21/24	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	7394305		408.67
Total for Object			515100 RETIREMENT PLANS EXPENSE									817.36
25310	079	000	53105018.515200.		3179179	02/07/24	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	7380193		420.88
25310	079	000	53105018.515200.		3179311	02/21/24	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	7394305		371.20
Total for Object			515200 FICA EXPENSE									792.08
25310	079	000	53105018.515500.		3179179	02/07/24	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	7380193		1,555.46
25310	079	000	53105018.515500.		3179311	02/21/24	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	7394305		1,555.45
Total for Object			515500 HEALTH INSURANCE EXPENSE									3,110.91
25310	079	000	53105018.521100.		22802537	02/01/24	JE	G	NRPAB POSTAGE DECEMBER 2023	7378060		67.52-
25310	079	000	53105018.521100.		22940930	02/15/24	JE	G	20240101 - 20240131	7396964		.46
25310	079	000	53105018.521100.		22944726	02/15/24	JE	G	POSTAGE DUE JAN 2024	7397637		283.37
Total for Object			521100 POSTAGE EXPENSE									216.31
25310	079	000	53105018.521400.		53834910	02/01/24	PV	V	AS - OCIO - COMMUNICATIONS	7378210		144.14
25310	079	000	53105018.521400.		54011104	02/12/24	PV	V	AS - OCIO - IMSERVICES	7393670		477.36
Total for Object			521400 CIO CHARGES									621.50
25310	079	000	53105018.521500.		22699410	02/09/24	JE	G	COPY SERVICES OCT-DEC 2023	7360512		233.50
25310	079	000	53105018.521500.		22932906	02/13/24	JE	G	NRPAB COPY SERV OCT-DEC 2023	7395140		81.73-
25310	079	000	53105018.521500.		54041759	02/14/24	PV	V	CORRECTIONAL SERVICES, DEPARTM	7396396		27.75
25310	079	000	53105018.521500.		22933021	02/14/24	JE	G	NRPAB CSI 3 NAMEPLATES	7396407		9.71-
Total for Object			521500 PUBLICATION & PRINT EXP									169.81
25310	079	000	53105018.524600.		22809404	02/01/24	JE	G	NRPAB RENT JANUARY 2024	7378205		362.01-
25310	079	000	53105018.524600.		22816488	02/07/24	JE	G	RENT & LB530 FEBR 2024 - OTHER	7380068		1,084.61

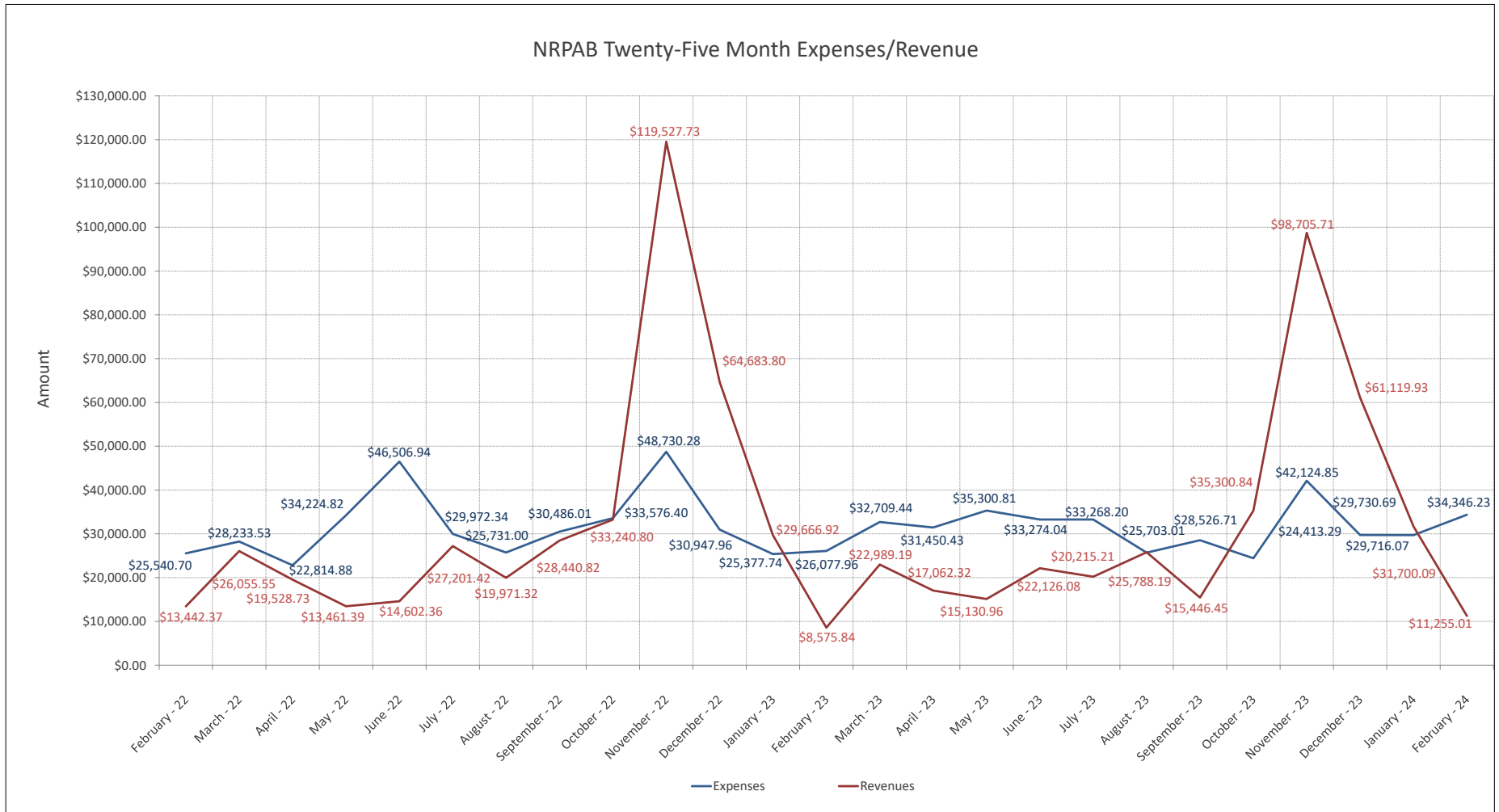
Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date
25310	079	000	53105018.524600.		22891049	02/08/24	JE	G	NRPAB RENT FEB 2023	7391178		362.01-
25310	079	000	53105018.524600.		54121836	02/21/24	PV	V	SECRETARY OF STATE	7402380		20.74
Total for Object			524600 RENT EXPENSE-BUILDINGS									331.03
25310	079	000	53105018.524900.		22809404	02/01/24	JE	G	NRPAB RENT JANUARY 2024	7378205		122.12-
25310	079	000	53105018.524900.		22816488	02/07/24	JE	G	RENT & LB530 FEBR 2024 - OTHER	7380068		348.91
25310	079	000	53105018.524900.		22891049	02/08/24	JE	G	NRPAB RENT FEB 2023	7391178		122.12-
Total for Object			524900 RENT EXP-DEPR SURCHARGE									104.67
25310	079	000	53105018.539500.		21427384	02/07/24	J9	G	PURCHASE CARD TRANSACTION	7169594		196.00
Total for Object			539500 PURCHASING CARD SUSPENSE									196.00
25310	079	000	53105018.542100.		54098879	02/20/24	PV	V	AS - PERSONNEL DIVISION	7400859		553.93
Total for Object			542100 SOS TEMP SERV - PERSONNEL									553.93
25310	079	000	53105018.554900.		53908871	02/05/24	PV	V	OFFICE INNOVATIONS LLC - PURCH	7385674		781.25
25310	079	000	53105018.554900.		53909210	02/05/24	PV	V	BREDEMEYER, JOHN	7386314		875.00
25310	079	000	53105018.554900.		53989471	02/08/24	PV	V	NEBRASKA STATE PATROL	7391142		135.75
25310	079	000	53105018.554900.		54015735	02/13/24	PV	V	BAUERMEISTER APPRAISAL SERVICE	7394943		250.00
25310	079	000	53105018.554900.		2081089	02/21/24	OV	O	LUHRS REAL ESTATE & APPRAISALS	7401827		875.00
25310	079	000	53105018.554900.		54121285	02/21/24	PV	V	INGALLS APPRAISALS LLC	7401979		875.00
25310	079	000	53105018.554900.		54121836	02/21/24	PV	V	SECRETARY OF STATE	7402380		1.67
25310	079	000	53105018.554900.		54121948	02/21/24	PV	V	C MUSTOE APPRAISALS LLC	7402460		750.00
Total for Object			554900 OTHER CONTRACTUAL SERVICES									4,543.67
25310	079	000	53105018.571100.		21427384	02/07/24	J9	G	PURCHASE CARD TRANSACTION	7169594		127.40-
25310	079	000	53105018.571100.		53834913	02/01/24	PV	V	DOWNING, BONNIE M	7378214		60.14
25310	079	000	53105018.571100.		53858828	02/01/24	PV	V	MARCUS LINCOLN HOTEL LLC	7381207		139.10
Total for Object			571100 LODGING									71.84
25310	079	000	53105018.571800.		53834913	02/01/24	PV	V	DOWNING, BONNIE M	7378214		67.12
25310	079	000	53105018.571800.		53858792	02/01/24	PV	V	JOHNSON, RODNEY D	7381190		40.27
Total for Object			571800 MEALS - TRAVEL STATUS									107.39
25310	079	000	53105018.574500.		53834913	02/01/24	PV	V	DOWNING, BONNIE M	7378214		204.69
25310	079	000	53105018.574500.		53858792	02/01/24	PV	V	JOHNSON, RODNEY D	7381190		100.17
25310	079	000	53105018.574500.		53896098	02/02/24	PV	V	WALKENHORST, WADE	7383898		6.97
Total for Object			574500 PERSONAL VEHICLE MILEAGE									311.83

Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date
25310	079	000	53105018.575100.		53834913	02/01/24	PV	V	DOWNING, BONNIE M	7378214		7.31
25310	079	000	53105018.575100.		53858828	02/01/24	PV	V	MARCUS LINCOLN HOTEL LLC	7381207		7.31
25310	079	000	53105018.575100.		53896098	02/02/24	PV	V	WALKENHORST, WADE	7383898		2.44
Total for Object			575100 MISC TRAVEL EXPENSE									17.06
Total for Business Unit			53105018 NE REAL PROPERTY APPRAISER									16,183.58
25320	079	000	53105200.475165.		545526	02/08/24	RC	RB	NRPAB AMC REN EFW DEP 240208	7390220		1,500.00-
25320	079	000	53105200.475165.		548237	02/28/24	RC	RB	NRPAB AMC DEPOSIT 240228	7407282		1,500.00-
Total for Object			475165 AMC REGISTERED RENEWAL									3,000.00-
25320	079	000	53105200.481100.		22944734	02/15/24	JE	G	OIP Jan 24 3.03521%	7397599		905.47-
Total for Object			481100 INVESTMENT INCOME									905.47-
25320	079	000	53105200.484500.		22855863	02/05/24	JE	G	NRPAB PURCH CARD REBATE	7386812		2.14-
Total for Object			484500 REIMB NON-GOVT SOURCES									2.14-
25320	079	000	53105200.511100.		3179178	02/07/24	T2	7	PAYROLL LABOR DISTRIBUTION	7380193		2,631.34
25320	079	000	53105200.511100.		3179310	02/21/24	T2	7	PAYROLL LABOR DISTRIBUTION	7394305		2,938.83
Total for Object			511100 PERMANENT SALARIES-WAGES									5,570.17
25320	079	000	53105200.511600.		3179178	02/07/24	T2	7	PAYROLL LABOR DISTRIBUTION	7380193		350.00
Total for Object			511600 PER DIEM PAYMENTS									350.00
25320	079	000	53105200.512100.		3179178	02/07/24	T2	7	PAYROLL LABOR DISTRIBUTION	7380193		13.60
Total for Object			512100 VACATION LEAVE EXPENSE									13.60
25320	079	000	53105200.512300.		3179178	02/07/24	T2	7	PAYROLL LABOR DISTRIBUTION	7380193		293.88
Total for Object			512300 HOLIDAY LEAVE EXPENSE									293.88
25320	079	000	53105200.515100.		3179179	02/07/24	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	7380193		220.05
25320	079	000	53105200.515100.		3179311	02/21/24	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	7394305		220.07
Total for Object			515100 RETIREMENT PLANS EXPENSE									440.12
25320	079	000	53105200.515200.		3179179	02/07/24	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	7380193		226.69
25320	079	000	53105200.515200.		3179311	02/21/24	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	7394305		199.87
Total for Object			515200 FICA EXPENSE									426.56
25320	079	000	53105200.515500.		3179179	02/07/24	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	7380193		

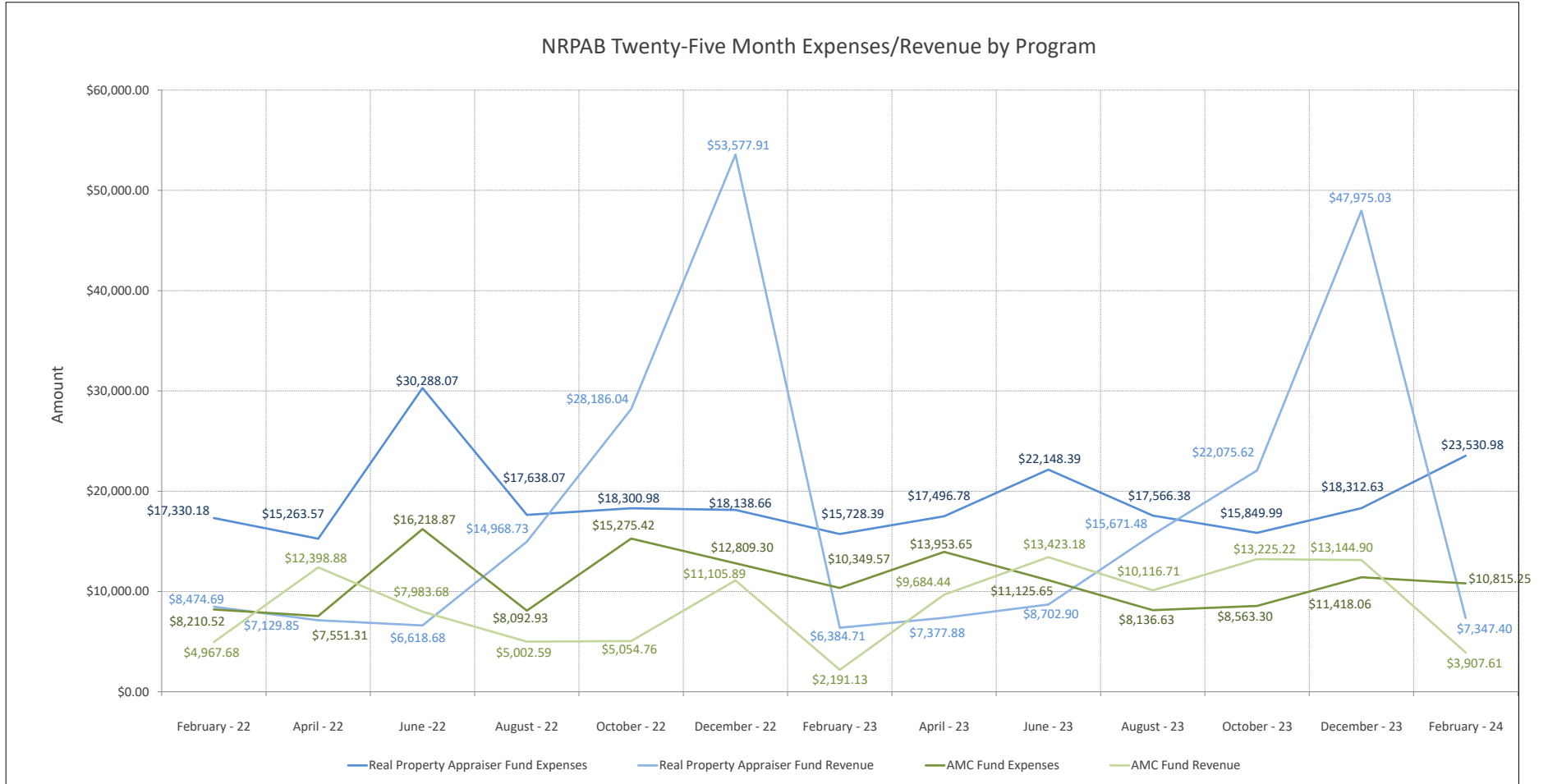
Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date
25320	079	000	53105200.515500.		3179311	02/21/24	T3	7	ACTUAL BURDEN JOURNAL ENTRIES	7394305		837.56
Total for Object			515500 HEALTH INSURANCE EXPENSE									1,675.11
25320	079	000	53105200.521100.		22802537	02/01/24	JE	G	NRPAB POSTAGE DECEMBER 2023	7378060		67.52
Total for Object			521100 POSTAGE EXPENSE									67.52
25320	079	000	53105200.521400.		53834910	02/01/24	PV	V	AS - OCIO - COMMUNICATIONS	7378210		77.62
25320	079	000	53105200.521400.		54011104	02/12/24	PV	V	AS - OCIO - IMSERVICES	7393670		257.04
Total for Object			521400 CIO CHARGES									334.66
25320	079	000	53105200.521500.		22932906	02/13/24	JE	G	NRPAB COPY SERV OCT-DEC 2023	7395140		81.73
25320	079	000	53105200.521500.		22933021	02/14/24	JE	G	NRPAB CSI 3 NAMEPLATES	7396407		9.71
Total for Object			521500 PUBLICATION & PRINT EXP									91.44
25320	079	000	53105200.524600.		22809404	02/01/24	JE	G	NRPAB RENT JANUARY 2024	7378205		362.01
25320	079	000	53105200.524600.		22891049	02/08/24	JE	G	NRPAB RENT FEB 2023	7391178		362.01
25320	079	000	53105200.524600.		54121836	02/21/24	PV	V	SECRETARY OF STATE	7402380		11.16
Total for Object			524600 RENT EXPENSE-BUILDINGS									735.18
25320	079	000	53105200.524900.		22809404	02/01/24	JE	G	NRPAB RENT JANUARY 2024	7378205		122.12
25320	079	000	53105200.524900.		22891049	02/08/24	JE	G	NRPAB RENT FEB 2023	7391178		122.12
Total for Object			524900 RENT EXP-DEPR SURCHARGE									244.24
25320	079	000	53105200.542100.		54098879	02/20/24	PV	V	AS - PERSONNEL DIVISION	7400859		298.27
Total for Object			542100 SOS TEMP SERV - PERSONNEL									298.27
25320	079	000	53105200.554900.		54121836	02/21/24	PV	V	SECRETARY OF STATE	7402380		.90
Total for Object			554900 OTHER CONTRACTUAL SERVICES									.90
25320	079	000	53105200.571100.		21427384	02/07/24	J9	G	PURCHASE CARD TRANSACTION	7169594		68.60
25320	079	000	53105200.571100.		53834913	02/01/24	PV	V	DOWNING, BONNIE M	7378214		32.39
25320	079	000	53105200.571100.		53858828	02/01/24	PV	V	MARCUS LINCOLN HOTEL LLC	7381207		74.90
Total for Object			571100 LODGING									38.69
25320	079	000	53105200.571800.		53834913	02/01/24	PV	V	DOWNING, BONNIE M	7378214		36.14
25320	079	000	53105200.571800.		53858792	02/01/24	PV	V	JOHNSON, RODNEY D	7381190		21.69
Total for Object			571800 MEALS - TRAVEL STATUS									57.83
25320	079	000	53105200.574500.		53834913	02/01/24	PV	V	DOWNING, BONNIE M	7378214		1.91

Fund	Program	Sub-Program	Account Number	Sub-ledger	Doc Number	Tran Date	Tran Type	Batch Type	Payee/Explanation	Batch Number	Posted Code	Month to Date	
25320	079	000	53105200.574500.		53858792	02/01/24	PV	V	JOHNSON, RODNEY D	7381190		53.93	
25320	079	000	53105200.574500.		53896098	02/02/24	PV	V	WALKENHORST, WADE	7383898		3.75	
Total for Object											574500	PERSONAL VEHICLE MILEAGE	167.89
25320	079	000	53105200.575100.		53834913	02/01/24	PV	V	DOWNING, BONNIE M	7378214		3.94	
25320	079	000	53105200.575100.		53858828	02/01/24	PV	V	MARCUS LINCOLN HOTEL LLC	7381207		3.94	
25320	079	000	53105200.575100.		53896098	02/02/24	PV	V	WALKENHORST, WADE	7383898		1.31	
Total for Object											575100	MISC TRAVEL EXPENSE	9.19
Total for Business Unit											53105200	AMC LICENSING	6,907.64
Total for Division											000		23,091.22
Total for Agency											053	REAL PROPERTY APPRAISER BD	23,091.22

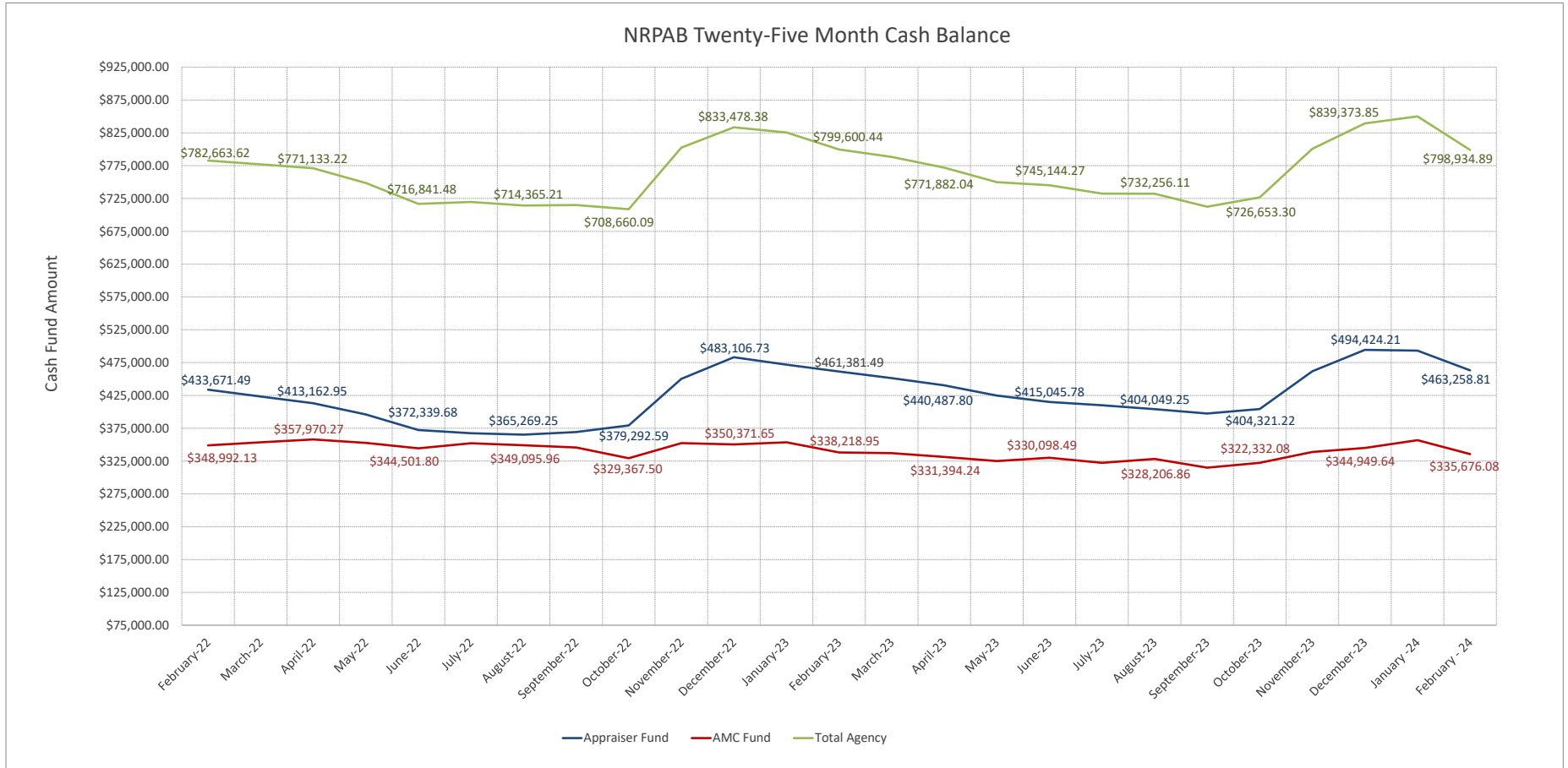
Financial Report and Considerations - Financial Charts



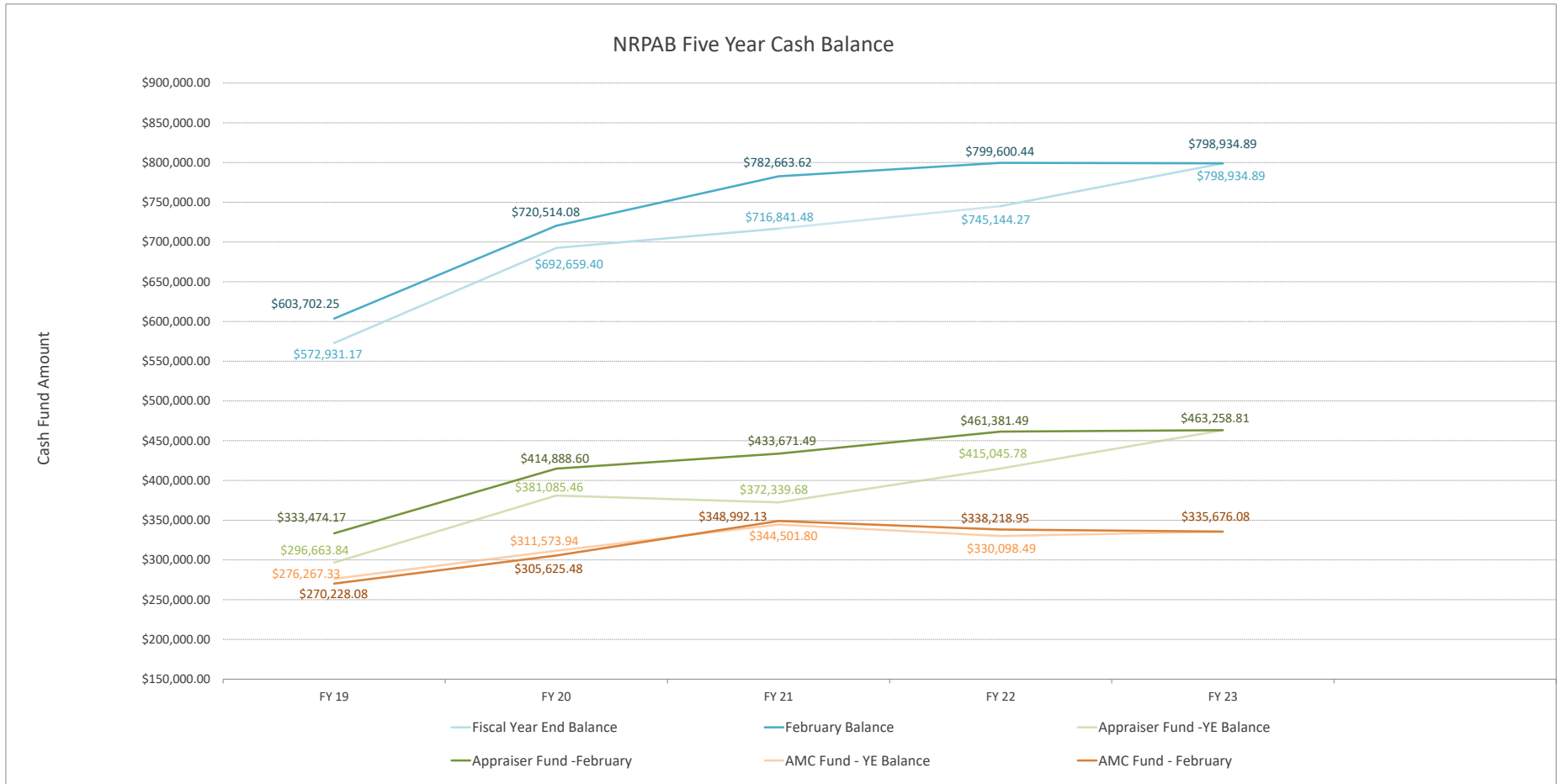
Financial Report and Considerations - Financial Charts



Financial Report and Considerations - Financial Charts



Financial Report and Considerations - Financial Charts



Account	Object Code	Budgeted Fund Types	Budgeted Amount	Budgeted Amount	Budgeted Amount	FY 23 Change	
Personal Service Expenditures			Current	W/ Encumbrances	Proposed	3/21/2024	
25310	511100	Permanent Salaries - Wages	\$186,486.00		\$176,680.00	-\$9,806.00	48.929 x 2080 hours = 101,772.32 (7%) + LPM - 20.371 x 2080 hours = 42,371.68 (A01014 - 5% + 2 steps) + EPM - 18.442 x 2080 = 38,359.36 (A01014 - 5% - No step increase due to probation period) + BPM - 17.216 x 1040 = 17,904.64 + 64 December hours - 1,101.81 = 19,006.45 == \$201,509.81 - vaction, sick, and holiday leave. Budget adjusted to meet expenditures. Per Diem Payments for 8 meetings = 4,000.00 -- Other use per diems 6 advisory meetings/public meetings x 100 = 600.00 = 4,600.00 + 2,500.00
25310	511200	Temporary Salaries - Wages	\$0.00		\$0.00		
25310	511300	Overtime Payments	\$500.00		\$3,525.00	\$3,025.00	
25310	511600	Per Diem Payments	\$7,600.00		\$7,100.00	-\$500.00	
25310	511700	Employee Bonuses	\$0.00		\$0.00		
25310	511800	Comp Time Payments	\$0.00		\$0.00		
25310	512100	Vacation Leave Expenses	\$16,241.00		\$10,575.00	-\$5,666.00	
25310	512200	Sick Leave Expenses	\$2,189.00		\$985.00	-\$1,204.00	
25310	512300	Holiday Leave Expenses	\$10,046.00		\$9,745.00	-\$301.00	
25310	512500	Funeral Leave Expenses	\$0.00		\$0.00		
Personal Service Subtotals			\$223,062.00		\$208,610.00	-\$14,452.00	
Employee Benefit Expenditures			Budgeted Amount	Budgeted Amount	Budgeted Amount	Budgeted Amount	
25310	515100	Retirement Plan Expenses	\$16,160.00		\$15,113.00	-\$1,047.00	State projected rate (7.5%) PSL total - Temporary Salaries - Per Diem Payments = 15,113.23 State projected rate (7.65%) for salaries under \$142,200 PSL total - Temporary Salaries = 15,958.65 TK - 1,934.44 x 12 = 23,213.28 + LPM - 544.92 x 12 = 6,539.04 + EPM - 372.22 x 12 = 4,466.64 + BPM - 1,934.44 x 5 = 9,672.20 == 43,891.16
25310	515200	FICA Expenses	\$17,064.00		\$15,959.00	-\$1,105.00	
25310	515400	Life & Accident Ins Expenses	\$0.00		\$0.00		
25310	515500	Health Insurance Expenses	\$39,668.00		\$43,891.00	\$4,223.00	
25310	516300	Employee Assistance Pro	\$0.00		\$0.00		
25310	516400	Unemployment Comp Ins Exp	\$0.00		\$0.00		
25310	516500	Workers Comp Premiums	\$1,546.00		\$1,546.00		
Employee Benefit Subtotals			\$74,438.00		\$76,509.00	\$2,071.00	
Operating Expenses			Budgeted Amount	Budgeted Amount	Budgeted Amount	Budgeted Amount	
25310	521100	Postage Expenses	\$2,500.00		\$2,500.00		10.00 transferred from 559100 for cleaning supplies.
25310	521200	Comm Exp-Voice/Data	\$0.00		\$0.00		
25310	521300	Freight	\$0.00		\$0.00		
25320	521400	CIO Charges	\$31,870.00		\$31,870.00		
25310	521500	Publication & Print Expense	\$3,000.00		\$3,000.00		
25310	521900	Awards Expense	\$50.00		\$50.00		
25310	522100	Dues & Subscription Expense	\$600.00		\$600.00		
25310	522200	Conference Registration	\$1,100.00		\$1,100.00		
25310	539500	Purchasing Card Suspense	\$0.00		\$0.00		
25320	524600	Rent Expense - Buildings	\$12,832.00		\$12,832.00		
25310	532200	Personal Computing Equip	\$0.00		\$0.00		
25320	524900	Rent Exp - Dupr Surcharge	\$4,187.00		\$4,187.00		
25310	527900	Personal Comput Equip R & M	\$0.00		\$0.00		
25320	527100	Rep & Maint - Office Equip	\$0.00		\$0.00		
25310	532260	Voice Equip	\$232.00		\$232.00		
25310	532280	Video Equip	\$0.00		\$0.00		
25310	531100	Office Supplies Expense	\$2,000.00		\$2,000.00		
25310	532100	Non-Capitalized Equip PU	\$2,484.00		\$2,484.00		
25310	533100	Household & Instit Expense	\$0.00		\$10.00		
25310	534900	Misc Supplies Expense	\$0.00		\$0.00		
25310	527960	Voice Equip Repair & Maint	\$0.00		\$0.00		
25310	541100	Acctg & Auditing Services	\$1,128.00		\$1,128.00		
25310	541200	Purchasing Assessment	\$39.00		\$39.00		
25310	541400	HRMS Assessment	\$0.00		\$0.00		
25310	541500	Legal Services Expense	\$20,000.00		\$20,000.00		

25310	541700	Legal Related Expense	\$3,000.00		\$3,000.00		
25310	541900	Settlements	\$0.00		\$0.00		
25310	542100	SOS Temp Serv - Personnel	\$0.00		\$4,668.00	\$4,668.00	Elsayed and Loll SOS Temporary Employment in October through December.
25310	547100	Educational Services	\$0.00		\$0.00		
25310	554900	Other Contractual Service	\$30,900.00		\$30,900.00		
25310	555200	Non-Capitalized Software	\$0.00		\$0.00		
25310	556100	Insurance Expense	\$49.00		\$49.00		
25310	556300	Surety & Notary Bonds	\$0.00		\$0.00		
25310	559100	Other Operating Expenses	\$5,765.00		\$13,468.00	\$7,703.00	Remainder applied to Other Operating Expenses.
Operating Expenses Subtotals			\$121,736.00	\$0.00	\$134,117.00	\$12,381.00	
Travel Expenses			Budgeted Amount	Budgeted Amount	Budgeted Amount	Budgeted Amount	
25310	571100	Lodging	\$4,000.00		\$4,000.00		
25310	571600	Meals - Not Travel Status	\$0.00		\$0.00		
25310	571800	Meals - Travel Status	\$1,600.00		\$1,600.00		
25310	572100	Commercial Transportation	\$1,700.00		\$1,700.00		
25310	573100	State-Owned Transportation	\$200.00		\$200.00		
25310	574500	Personal Vehicle Mileage	\$6,145.00		\$6,145.00		
25310	574600	Contractual Serv - Travel Exp	\$0.00		\$0.00		
25310	575100	Misc Travel Expenses	\$550.00		\$550.00		
Travel Expenses Subtotals			\$14,195.00		\$14,195.00	\$0.00	
Capital Outlay			Budgeted Amount	Budgeted Amount	Budgeted Amount	Budgeted Amount	
25310	583000	Furniture & Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	
25310	583300	Computer Equip & Software	\$0.00	\$0.00	\$0.00	\$0.00	
Capital Outlay Subtotals			\$0.00	\$0.00	\$0.00	\$0.00	
Operating Expenditures Subtotals			\$210,369.00		\$224,821.00	\$14,452.00	
Expenditures Subtotals			\$433,431.00		\$433,431.00	\$0.00	

NEBRASKA REAL PROPERTY APPRAISER BOARD

EDUCATION

TABLE OF CONTENTS

March 21, 2024

NEW CONTINUING EDUCATION ACTIVITIES

- 1- Appraisal Institute
 - a. Historic Preservation (Façade) Easements: Appraisal Techniques and Valuation Issues
223340D.02
Kenneth Lusht
 - b. The Discounted Cash Flow Model: Concepts, Issues, and Applications
223241R.02
Kenneth Lusht



Agenda Item Summary

Prepared By: Kashinda Sims

Title: Education Program Manager

Date: 03/21/2024

Agenda Section: L. Consideration of Education/Instructor Requests

Agenda Item Identification Number: 223340D.02

Subject: Appraisal Institute "Historic Preservation (Façade) Easements: Appraisal Techniques and Valuation Issues

Description: Application for Approval as a Continuing Education Activity in Nebraska for the activity, "Historic Preservation (Façade) Easements: Appraisal Techniques and Valuation Issues" does not meet the requirements under NAC Chapter 6, §003.02B.1.

SUMMARY

An Application for Approval as a Continuing Education Activity in Nebraska ("Application") was received for the activity, "Historic Preservation (Façade) Easements: Appraisal Techniques and Valuation Issues" on August 21, 2023. [Exhibit 1] The Application identified the education activity as AQB/CAP approved with an asynchronous activity setting. was identified as AQB/CAP approved. Upon review, it was discovered that the AQB/CAP document received with the Application did not match the activity setting in accordance with Title 298 NAC Chapter 6 §003.02B.1. The AQB/CAP document received reported a classroom activity setting. [Exhibit 2] EPM Sims requested an updated Application and AQB/CAP document from the provider. On February 7, 2024, EPM Sims notified the provider of the Application's deficiencies, and requested an updated Application with a deadline of March 1, 2024. If updated materials are not received, the Application will go before the Board at its next meeting on March 21, 2024. [Exhibit 3] On February 12, 2024, EPM Sims and Alisha Chalk of the Appraisal Institute discussed the activity setting as listed on the Application. Chalk explained that the activity was intended to be for the synchronous activity setting instead of the asynchronous activity setting. EPM Sims requested an updated application be emailed. [Exhibit 4] There was no further response. Staff recommends the denial of this Application.

RELEVANT LAWS/RULES/GUIDANCE DOCUMENTS/INTERNAL PROCEDURES

Title 298 NAC Chapter 6 §003.02B.1 - An activity identified by the education provider as approved by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program for

continuing education will be verified as such through The Appraisal Foundation's AQB Approved Courses list found on its website.

Title 298 NAC Chapter 6 §003.02D - The application may be denied by the Board at any time during the process if the education provider, submitted activity, or instructor(s) for the activity fail to meet the requirements in the Act and this Title.

DISCIPLINARY/WRITTEN ADVISORY HISTORY

There are no known previous disciplinary actions taken by the Board or written advisories issued by the Board.

EXHIBITS

Exhibit 1 "Appraisal Institute (Hist Pres Esemnts-Appr Tech and Val) Initial App_Aug 21, 2023" located in the Education Interface in NRPAB Database (Education Interface Dropdown/ Select 'Search Education'/ Select 'Activity' in 'Searchy By' dropdown/ Enter '223340D' for Activity Number)

Exhibit 2 "Appraisal Institute (Hist Pres Esemnts-Appr Tech and Val) Initial App_Aug 21, 2023" located in the Education Interface in NRPAB Database (Education Interface Dropdown/ Select 'Search Education'/ Select 'Activity' in 'Search By' dropdown/ Enter '223340D' for Activity Number)

Exhibit 3 "Appraisal Institute (Hist Preserv Easmnts async) Application Deficient_February 7, 2024" located in the Education Interface in NRPAB Database (Education Interface Dropdown/ Select 'Search Education'/ Select 'Activity' in 'Searchy By' dropdown/ Enter '223340D' for Activity Number)

Exhibit 4 "Chalk-Sims Email Chain (Hist Preserv Esmnts)_February 12-13, 2024" located in the Education Interface in NRPAB Database (Education Interface Dropdown/ Select 'Search Education'/ Select 'Activity' in 'Searchy By' dropdown/ Enter '223340D' for Activity Number)



301 Centennial Mall South, First Floor
 PO Box 94963
 Lincoln, NE 68509-4963
<https://appraiser.ne.gov/>
 402-471-9015

Board Number: 223240D.02
 Date Received:
RECEIVED
 AUG 21 2023
 BY: [Signature]
 For Board Use Only

APPLICATION FOR APPROVAL AS A CONTINUING EDUCATION ✓ ACTIVITY IN NEBRASKA

This application must be used by an education provider applying for approval of a continuing education activity or resubmission of an approved continuing education activity. A separate application form must be filed for each continuing education activity submitted for approval. Applicants should read carefully Chapter 6 of Title 298 of the Nebraska Administrative Code before completing the information below. Any application deemed to be incomplete may be returned.

EDUCATION PROVIDER INFORMATION

Education Provider Name: Appraisal Institute

Contact Person Name: Houston Alisha

Last

First

Middle

Address: 200 W Madison Suite 1500 Chicago IL 60606

PO Box or Street Number

City

State

Zip Code + 4

statecert@appraisalinstitute.org 312 335 4100

Email Address

Area Code + Phone Number

CONTINUING EDUCATION ACTIVITY INFORMATION

Per the Real Property Appraiser Qualifications Criteria effective on January 1, 2022, synchronous educational offering means, the instructor and students interact simultaneously online, similar to a phone call, video chat or live webinar, or web-based meeting; asynchronous educational offering means the instructor and students' interaction is non-simultaneous, and the students progress at their own pace and follow a structured course content and quiz/exam schedule.

Activity Title: Historic Preservation (Façade) Easements: Appraisal Techniques and Valuation Issues

Activity Length (Hours): *Exam hours not required nor counted* 7

The activity is conducted: In-class By Correspondence (Synchronous) Online (Asynchronous) ✓

The activity is being submitted for approval as: Seven-hour National USPAP Update Course Other

This submission is a: New Continuing Education Activity Resubmission of an Approved Continuing Education Activity

Continuing Education Activity Secondary Provider: Yes No

RESUBMISSION INFORMATION

If *New Continuing Education Activity* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, proceed to APPLICATION CHECKLIST.

If *Resubmission of an Approved Continuing Education Activity* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, the reason for resubmission is:

- There is a change in the status of approval by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program.
- There is a change in the status of the qualification for online or correspondence delivery specified in 298 NAC, Chapter 6, § 001.07A.
- There is a substantial change to the materials, presentation, or policies.
- There is a change in the qualifications as specified in 298 NAC, Chapter 6, § 005.01 under which an instructor was approved.
- One or more instructors are added or removed by the education provider.
- The materials, theories, and/or methodologies are no longer current.
- The activity content and/or policies are no longer communicated to the credential holder(s) as approved.
- There is a change to a secondary provider's rights to the activity.

APPLICATION CHECKLIST

All materials submitted to the Board related to an Application for Approval as a Continuing Education Activity are for Board use only and shall be retained by the Board. Except for the Completed application, Non-refundable \$25.00 application fee, and A written explanation of the reason for resubmission, if *Resubmission of an Approved Continuing Education Activity* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, only the items that have changed since the last submission need to be included.

General

Required for all continuing education activities.

- ✓ Completed application.
- ✓ Non-refundable \$25.00 application fee.
- ✓ A document certifying completion issued to each attendee upon completion of any continuing education activity. The document includes the name of education provider, signature of education provider and/or instructor, name of activity as approved, location at which activity was conducted or presentation method, date(s) activity was conducted, number of hours, pass or fail statement, and name of credential holder, or be an official transcript from a university or college that includes the name of activity as approved, the number of credit hours awarded, and the name of the attendee.

AND if *Yes* is selected for Continuing Education Activity Secondary Provider under CONTINUING EDUCATION ACTIVITY INFORMATION:

Evidence that the rights to the continuing education activity have been purchased or lawfully acquired from the education provider that owns the rights to the activity materials.

AND if *Resubmission of an Approved Continuing Education Activity* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION:

A written explanation of the reason for resubmission.

AQB Approved Continuing Education Activities

Required for activities approved by the AQB of The Appraisal Foundation through its Course Approval Program.

- ✓ ■ Evidence that the continuing education activity is approved by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program for continuing education.

If *Online (Asynchronous)* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION:

- Evidence that the online activity is certified by the International Distance Education Certification Center (Secondary providers must have IDECC approval under own name).

OR

Evidence that the online activity is conducted by an accredited college, community college, or university that offers distance education programs and is approved or accredited by the Commission on Colleges, a regional or national accreditation association, or by an accrediting agency that is recognized by the U.S. Secretary of Education, that awards academic credit for the distance education courses, **AND**

Evidence that the activity provides interaction in a reciprocal environment where the student has verbal or written communication with the instructor, **AND**

Description of the mechanism(s) used to demonstrate the student's knowledge of the subject matter, and why the mechanism(s) are effective.

If *By Correspondence (Synchronous)* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, and activity is conducted by an accredited college, community college, or university:

Evidence that the activity provides interaction in a reciprocal environment where the student has verbal or written communication with the instructor.

N/A
effective
8/29/23

Non-AQB Approved Continuing Education Activities

Required for activities not approved by the AQB.

An activity description that clearly describes the content.

All student and instructor materials.

All learning objectives.

A record retention policy.

An instructor policy that requires the use of instructors who meet the requirements of the Nebraska Real Property Appraiser Act and Title 298.

An attendance policy that requires attendance to be verified in accordance with the Nebraska Real Property Appraiser Act and Title 298.

A timed outline that accounts for the general flow and recommended time spent on topics contained within the activity and reflects hours of credit per topic.

If *Seven-hour National USPAP Update Course* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION:

A completed "7-Hour USPAP Course Checklist for AQB Equivalency Approval" as developed and published by The Appraisal Foundation for Seven-hour National USPAP Update Course.

If *Online (Asynchronous)* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION:

Description of the mechanism(s) used to demonstrate the student's knowledge of the subject matter, and why the mechanism(s) are effective.

Evidence that the online activity is certified by the International Distance Education Certification Center (Secondary providers must have IDECC approval under own name).

OR

Evidence that the online activity is conducted by an accredited college, community college, or university that offers distance education programs and is approved or accredited by the Commission on Colleges, a regional or national accreditation association, or by an accrediting agency that is recognized by the U.S. Secretary of Education, that awards academic credit for the distance education courses, **AND**

Evidence that online education activity provides interaction in a reciprocal environment where the student has verbal or written communication with the instructor.

If *By Correspondence (Synchronous)* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, and the activity is conducted by accredited college, community college, or university:

Evidence that the activity provides interaction in a reciprocal environment where the student has verbal or written communication with the instructor.

INSTRUCTOR INFORMATION

An instructor is an individual who is responsible for ensuring that the activity content is communicated to the activity's audience as presented to the Board for approval, and that the activity contributes to the quality of valuation services provided to the public. An individual who communicates assigned materials or a portion of activity content under the authorization of the education provider, but is not responsible for the activity content, is not an instructor.

If reporting more than two instructors for the activity, submit the form titled, "Supplemental Instructor Information for Education Activity Application" at <https://appraiser.ne.gov/Education/>

Instructor Name: <u>Flynn</u> <u>Brian</u> <u>J</u>		
Last	First	Middle
<u>bjfappraiser@gmail.com</u>		<u>(954)991-4148</u>
Email Address		Area Code + Phone Number
Is the instructor a state-certified appraiser in Nebraska or any other jurisdiction? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Is the instructor an AQB Certified USPAP Instructor by the Appraiser Qualifications Board of The Appraisal Foundation? <i>Required if the activity is a seven-hour National USPAP Update Course</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
An instructor for any continuing education activity must satisfy at least one of the following qualifications: <i>Select one option only</i>		
<input type="checkbox"/> Hold a bachelor's degree in any field and have at least three years of experience directly related to the subject matter to be taught;		
<input type="checkbox"/> Hold a master's degree or higher in any field and have at least one year of experience directly related to the subject matter to be taught;		
<input type="checkbox"/> Hold a master's degree or higher in a field that is directly related to the subject matter to be taught;		
<input checked="" type="checkbox"/> Have five years of real property appraisal practice teaching experience directly related to the subject matter to be taught; or		
<input type="checkbox"/> Have seven years of real property appraisal practice experience directly related to the subject matter to be taught.		

Instructor Name: _____		
Last	First	Middle
_____		_____
Email Address		Area Code + Phone Number
Is the instructor a state-certified appraiser in Nebraska or any other jurisdiction? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Is the instructor an AQB Certified USPAP Instructor by the Appraiser Qualifications Board of The Appraisal Foundation? <i>Required if the activity is a seven-hour National USPAP Update Course</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
An instructor for any continuing education activity must satisfy at least one of the following qualifications: <i>Select one option only</i>		
<input type="checkbox"/> Hold a bachelor's degree in any field and have at least three years of experience directly related to the subject matter to be taught;		
<input type="checkbox"/> Hold a master's degree or higher in any field and have at least one year of experience directly related to the subject matter to be taught;		
<input type="checkbox"/> Hold a master's degree or higher in a field that is directly related to the subject matter to be taught;		
<input type="checkbox"/> Have five years of real property appraisal practice teaching experience directly related to the subject matter to be taught; or		
<input type="checkbox"/> Have seven years of real property appraisal practice experience directly related to the subject matter to be taught.		

GENERAL REQUIREMENTS

1. The Board may at any time conduct an audit of any approved education activity to verify that the activity is being conducted in accordance with the Real Property Appraiser Act and Title 298 as approved. If requested, electronic access will be provided to the Board for any approved online education activity.
2. The Board may at any time review activity and instructor materials approved by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program to verify that the activity and/or instructor(s) meets the requirements of the Real Property Appraiser Act and Title 298 as approved.
3. Approval of activities does not transfer from one education provider to another, unless one education provider obtains the legal rights to all activities of another education provider.
4. Education providers and instructors will comply with the Nebraska Private Postsecondary Career Schools Act, NEB. REV. STAT. § 85-1601, et seq. as applicable.
5. Knowingly offering or attempting to offer a qualifying or continuing education activity as being approved to a real property appraiser or an applicant, without first obtaining approval of the activity, except for activities required by an accredited degree-awarding college or university for completion of a degree in real estate, if the college or university had its curriculum approved by the Appraiser Qualifications Board as qualifying education is a violation of Neb. Rev. Stat. § 76-2238(21).
6. Any continuing education activity must contribute to a credential holder's development of real property appraiser related skill, knowledge, and competency in any one or more of the following subjects:
 - (1) Real property appraisal practice,
 - (2) Valuation methodology and/or techniques,
 - (3) Market fundamentals, characteristics, conditions and analysis,
 - (4) Real property concepts, characteristics and analysis,
 - (5) Communication,
 - (6) Computation, and/or
 - (7) Legal considerations.
7. An activity in which the primary purpose is training in the use of a specific software, and not utilization of a software to improve competency in appraisal practice; valuation methodology and/or techniques; market fundamentals, characteristics, conditions and analysis; real property concepts, characteristics and analysis; communication; computation; and/or legal considerations, does not meet the requirements for approval as a continuing education activity.
8. An instructor for any qualifying education activity, continuing education activity, or supervisory real property appraiser and trainee course, must meet qualifications established pursuant to any other applicable law.
9. An instructor for any qualifying education activity, continuing education activity, or supervisory real property appraiser and trainee course, may not have a conviction, including a conviction based upon a plea of guilty or nolo contendere, of any felony unless his or her civil rights have been restored.
10. An instructor for any qualifying education activity, continuing education activity, or supervisory real property appraiser and trainee course, who holds a credential as a real property appraiser in Nebraska or any other jurisdiction shall maintain each credential in good standing in accordance with the laws of the jurisdiction in which each credential is held, not have had a credential revoked, suspended, or have surrendered a credential in lieu of disciplinary action within three years; and not have had disciplinary action taken against his or her credential that may constitute a violation of NEB. REV. STAT. § 76-2238 within three years.
11. Any instructor of the qualifying education fifteen-hour National Uniform Standards of Professional Appraisal Practice Course, the continuing education seven-hour National Uniform Standards of Professional Appraisal Practice Update Course, and/or the supervisory real property appraiser and trainee course, must be an AQB Certified USPAP Instructor by the Appraiser Qualifications Board of The Appraisal Foundation, be a state-certified real property appraiser in good standing, have an instructional background in real property appraisal practice education; and have a minimum of five years of real property appraisal practice experience.
12. An instructor for any qualifying education activity, continuing education activity, or supervisory real property appraiser and trainee course must satisfy the education provider's instructor policy that requires the use of instructors who meet the requirements of the Nebraska Real Property Appraiser Act and Title 298.

I hereby attest that I have included all required materials, complied with all the listed requirements, completed the submitted application in its entirety, and that all statements and materials are true and correct to the best of my knowledge and belief. I understand that, should this application be found to be incomplete, that it may be considered invalid and be returned. Furthermore, I understand that if the Board finds that one or more statements made in this application, or materials submitted with this application, are not true and correct, the Board may deny the application.

Print Name: Houston Alisha _____
Last First Middle
Alisha Houston ✓
Signature Date
7/27/2023

EXPIRATION AND RESCINDING APPROVAL

1. Except for the seven-hour Uniform Standards of Professional Practice Update course, which expires on the date on which the approval by the Appraiser Qualifications Board expires, a continuing education activity shall expire on the date five years after the date of approval.
2. The Board may rescind approval of a continuing education activity if the Board finds:
 - 1) Falsification of information submitted for activity approval,
 - 2) A change in approval by Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program,
 - 3) A change in status of the qualification for online or correspondence delivery specified in 298 NAC, Chapter 6, § 001.07A,
 - 4) Substantial errors and/or deficiencies in the materials or presentation,
 - 5) The materials, theories, and/or methodologies are not current and/or practical,
 - 6) There is a change in the qualifications as specified in 298 NAC, Chapter 6, § 005.01 under which an instructor was approved,
 - 7) The instructor(s) responsible for the activity content and presentation are not approved,
 - 8) The activity content and/or policies are not communicated to the credential holder(s) as approved,
 - 9) A material violation of Real Property Appraiser Act or Title 298 by the education provider or instructor for the activity, or
 - 10) There is a change to a secondary provider's rights to the activity.
3. If the Board finds reason to rescind its approval of an activity, the Board will provide written notice to the education provider that includes a description of the reasons for rescinding approval found by the Board. The education provider has 60 days from the date of notice to provide a written response to the Board's notice. If the response is satisfactory to the Board, the Board will not rescind its approval. If the response is not satisfactory to the Board, the Board may rescind approval of the activity. If approval is rescinded, the education provider may file a new application for approval of the qualifying education activity, and if so, meet the requirements in place at the time a new application is submitted to the Board.

DIRECTIONS

1. Complete entire application. If required information is not provided, application will be considered incomplete and may be returned.
2. Along with the application, all information requested in the APPLICATION CHECKLIST section, as applicable, must be included.
3. Mail application, fee, and supporting documentation to:
NEBRASKA REAL PROPERTY APPRAISER BOARD
PO BOX 94963
LINCOLN NE 68509-4963
4. Questions or concerns may be directed to Board staff at 402-471-9015 or nrpab.education@nebraska.gov.

RECEIPT

NEBRASKA REAL PROPERTY APPRAISER BOARD

No.: 22616

Date: 08/21/2023

Received from: Appraisal Institute

For: CE New

Check # 194186

Application Fee \$ _____

AMC Registration Fee: ___ new ___ renewal _____

AMC ASC National Registry Fee: _____ appraisers @ \$25

Reporting Year ___/___/___ to ___/___/___

Review of Courses: ___ QE 1 CE ___ CE renewal 25.00

Penalty Fees/Fines _____

Fingerprint Processing _____

Late Processing: _____ months @ \$25 _____

Other: _____

TOTAL \$ 25.00

Received by: *[Signature]*



200 W. Madison St.
Suite 1500
Chicago, IL 60606
T 312-335-4100
F 312-335-4200
www.appraisalinstitute.org

JPMorgan Chase Bank, N.A.
www.Chase.com

VENDOR NO. 11200 CHECK DATE 07/06/23 CHECK NUMBER 194186 PAY EXACTLY

PAY EXACTLY TWENTY FIVE DOLLARS ONLY

\$ *****25.00

VOID AFTER 180 DAYS

PAY TO THE ORDER OF

Nebraska Real Estate Appraiser Board
301 Centennial Mall South
Lincoln NE 68508



[Signature] Dana Epache

AUTHORIZED SIGNATURE

Security features. Details on back.



Authorized by Congress as the Source of Appraisal Standards and Appraiser Qualifications

APPRAISER QUALIFICATIONS BOARD

AQB Course Approval Program Approved Course

Sent Via Email to: ajordan@appraisalinstitute.org

QE

CE/E

CE

February 25, 2021

Ms. Antoinette Jordan
Appraisal Institute
200 W. Madison St. Ste. 1500
Chicago, IL 60606

Dear Ms. Jordan:

We are pleased to inform you that your course has been approved under the Course Approval Program of the Appraiser Qualifications Board (AQB) of The Appraisal Foundation.

Course Provider:	Appraisal Institute
Course Title:	Historic Preservation (Façade) Easements: Appraisal Techniques & Valuation Issues
Instructional Hours:	7.00
Exam Hours: Total	0.00
Hours: Delivery	7.00
Method: Approval	Classroom
Period: iMIS	2/26/21 – 2/26/24
Course ID:	76823 ✓

The content of this course is in compliance with the *Real Property Appraiser Qualification Criteria* and Course Approval Program Policies and Procedures established by the AQB. Course approval does not mean that every statement or item in the course has been checked for accuracy. Opinions in the course material or by instructors do not necessarily reflect the viewpoint of the AQB or The Appraisal Foundation. Neither the AQB nor The Appraisal Foundation is not responsible for any errors, omissions, or misstatements in the course material or by instructors.

Prior to renewal of this course please review the AQB Course Approval Program Policies and Procedures Manual.

Please feel free to contact us if you have any questions or if we can be of further assistance.

Appraiser Qualifications Board



Jim Pillen, Governor
Tyler N. Kohtz, Director
Tyler.kohtz@nebraska.gov

Website: <https://appraiser.ne.gov/>
Facebook: www.facebook.com/nrpab
Phone: 402-471-9015
Fax: 402-471-9017

February 7, 2024

ALISHA CHALK
APPRAISAL INSTITUTE
200 W MADISON ST STE 2000
CHICAGO IL 60606-3515

RE: Continuing Education Activity Submission Deficiencies

Dear Alisha Chalk,

The Nebraska Real Property Appraiser Board ("Board") has received an Application for Approval of Continuing Education Activity in Nebraska from Appraisal Institute for the following education activity:

- Historic Preservation (Façade) Easements: Appraisal Techniques and Valuation Issues

In accordance with Title 298 NAC Chapter 6, § 003.02A.2, an education provider applying for approval of a continuing education activity must submit evidence that the activity is approved by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program for continuing education, or submit the following (in part):

- Approval through The Appraisal Qualifications Board as stated in the application. Or submit non-AQB approval requirements as listed.
- An updated application.

The continuing education activity submittals identified above are deficient the listed materials required in 298 NAC Chapter 6, § 003.02A.2. Please provide the deficient materials before the end of the day on March 1, 2024.

The materials may be sent via email to nrpab.education@nebraska.gov or by the address listed below.

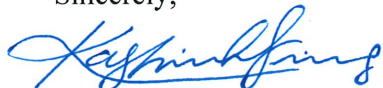
NEBRASKA REAL PROPERTY APPRAISER BOARD
301 CENTENNIAL MALL SOUTH
PO BOX 94963
LINCOLN NE 68509-4963

February 7, 2024
Page 2 of 2

If the requested materials are not received at the Board's office by the end of the day on March 1, 2024, the applications will go before the Board for consideration at its next scheduled meeting on March 21, 2024.

Please feel free to contact me with any questions or concerns by phone at 402-471-9015, or by email at kashinda.sims@nebraska.gov.

Sincerely,



Kashinda Sims
Education Program Manager

From: [Sims, Kashinda](#)
To: [Alisha Chalk](#)
Subject: RE: Appraisal Institute AQB & IDECC Letters
Date: Tuesday, February 13, 2024 2:52:00 PM
Attachments: [image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[image011.png](#)

This works for me, thank you!

Genuinely,
Kashinda Sims
Education Program Manager
Nebraska Real Property Appraiser Board



From: Alisha Chalk <achalk@appraisalinstitute.org>
Sent: Tuesday, February 13, 2024 2:51 PM
To: Sims, Kashinda <Kashinda.Sims@nebraska.gov>
Subject: RE: Appraisal Institute AQB & IDECC Letters

We can update the application and email you if that's okay since you have the fee.



Alisha Chalk
Compliance Manager, State Certification
312-335-4144
appraisalinstitute.org


Please note I recently got married and I've changed my last name from Houston to Chalk

From: Sims, Kashinda <Kashinda.Sims@nebraska.gov>
Sent: Tuesday, February 13, 2024 2:47 PM

To: Alisha Chalk <achalk@appraisalinstitute.org>
Cc: Cesario-Price, Kristine <kcesario-price@appraisalinstitute.org>
Subject: RE: Appraisal Institute AQB & IDECC Letters

Noted! I can keep the payment for this application, however, if the intent was to submit a synchronous application to the board office, then I would need an updated application for our records.

Please feel free to contact me if any clarification is needed. I will not be available this afternoon, or on Thursday. I can schedule time to give updates on any outstanding applications as needed.

Thank you for your patience with the board office!

Genuinely,
Kashinda Sims
Education Program Manager
Nebraska Real Property Appraiser Board



From: Alisha Chalk <achalk@appraisalinstitute.org>
Sent: Tuesday, February 13, 2024 2:18 PM
To: Sims, Kashinda <Kashinda.Sims@nebraska.gov>
Cc: Cesario-Price, Kristine <kcesario-price@appraisalinstitute.org>
Subject: RE: Appraisal Institute AQB & IDECC Letters

Good Afternoon,

I apologize for the confusion the course Historic Preservation (Façade) Easements: Appraisal Techniques and Valuation Issues is offered in Classroom and Synchronous format only. This course is not an asynchronous course. The course approval from AQB is attached for your reference.

Let me know if you have additional questions.



Alisha Chalk
Compliance Manager, State Certification
312-335-4144
appraisalinstitute.org


Please note I recently got married and I've changed my last name from Houston to Chalk

From: Sims, Kashinda <Kashinda.Sims@nebraska.gov>
Sent: Tuesday, February 13, 2024 2:14 PM
To: Alisha Chalk <achalk@appraisalinstitute.org>
Cc: Cesario-Price, Kristine <kcesario-price@appraisalinstitute.org>
Subject: RE: Appraisal Institute AQB & IDECC Letters

Good afternoon,

These have been received, thank you. The Board office will update AQB expirations where applicable and reach out to you if there are any other concerns.

There has been an application for approval for the activity, “Historic Preservation (Façade) Easements: Appraisal Techniques and Valuation Issues” which is currently processing for an asynchronous activity setting. Has there been any update on the AQB approval for this setting?

Thank you for your patience with the Board office.

Genuinely,
Kashinda Sims
Education Program Manager
Nebraska Real Property Appraiser Board



From: Alisha Chalk <achalk@appraisalinstitute.org>
Sent: Monday, February 12, 2024 12:56 PM
Cc: Cesario-Price, Kristine <kcesario-price@appraisalinstitute.org>
Subject: FW: Appraisal Institute AQB & IDECC Letters

Good Afternoon,

I hope this email finds you well. Please find the link to our [box.com](https://www.appraisalinstitute.org/box.com) which includes a copy of all the Appraisal Institutes AQB and IDECC approval letters to date. Please see the attached Approvals for Review Theory – General, Quantitative Analysis, Historic Preservation (Façade) Easements: Appraisal Techniques, Residential Report Writing and Case Studies.

Please let me know if you have any questions.

Best regards



Alisha Chalk
Compliance Manager, State Certification
312-335-4144
appraisalinstitute.org



Please note I recently got married and I've changed my last name from Houston to Chalk



Agenda Item Summary

Prepared By: Kashinda Sims

Title: Education Program Manager

Date: 03/21/2024

Agenda Section: L. Consideration of Education and Instructor Requests

Agenda Item Identification Number: 223241R.02

Subject: Appraisal Institute "The Discounted Cash Flow Model: Concepts, Issues, and Applications"

Description: Application for Approval as a Continuing Education Activity in Nebraska for the activity, "The Discounted Cash Flow Model: Concepts, Issues, and Applications" does not meet the requirements under NAC Chapter 6, §003.02B.1.

SUMMARY

An Application for Approval as a Continuing Education Activity in Nebraska ("Application") was received for the activity, "The Discounted Cash Flow Model: Concepts, Issues, and Applications" on October 3, 2023. [Exhibit 1] The Application identified the education activity as AQB/CAP approved. Upon review, it was discovered that the activity title as presented on the AQB/CAP document received did not match the activity title as requested on the Application in accordance with Title 298 NAC Chapter 6, §003.02B.1. [Exhibit 2] EPM Sims requested an updated Application from the provider that matches the AQB/CAP approval as received from the provider. On March 13, 2024, EPM Sims notified the provider of the Application's deficiencies, and requested an updated Application with a deadline of April 1, 2024. If the updated materials are not received, the Application will go before the Board at its next meeting on April 18, 2024. [Exhibit 3] On March 14, 2024, EPM Sims and Derricka Alexander of the Appraisal Institute discussed the rejection of the Application. EPM Sims thanked Alexander for the response and sent a letter notifying her of the Application to go before the Board at its regular meeting on March 21, 2024. [Exhibit 4] Staff recommends the denial of this Application.

RELEVANT LAWS/RULES/GUIDANCE DOCUMENTS/INTERNAL PROCEDURES

Title 298 NAC Chapter 6, §003.02.1 - An activity identified by the education provider as approved by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program for continuing education will be verified as such through The Appraisal Foundation's AQB Approved Courses list found on its website.

Title 298 NAC Chapter 6, §003.02D - The application may be denied by the Board at any time during the process if the education provider, submitted activity, or instructor(s) for the activity fail to meet the requirements in the Act and this Title.

DISCIPLINARY/WRITTEN ADVISORY HISTORY

There are no known previous disciplinary actions taken by the Board or written advisories issued by the Board.

EXHIBITS

Exhibit 1 "Appraisal Institute (Disc Csh Flw Mod-Con,Iss, and Apps) Initial App_October 2, 2023" located in the Education Interface in NRPAB Database (Education Interface Dropdown/ Select 'Search Education'/ Select 'Activity' in 'Search By' dropdown/ Enter '223241R' for Activity Number)

Exhibit 2 "Appraisal Institute (Disc Csh Flw Mod-Con,Iss, and Apps) Initial App_October 2, 2023" located in the Education Interface in NRPAB Database (Education Interface Dropdown/ Select 'Search Education'/ Select 'Activity' in 'Search By' dropdown/ Enter '223241R' for Activity Number)

Exhibit 3 "Appraisal Institute (Disc Cash Flow Model-Conc, Iss, and Apps) App Deficient_March 13, 2024" located in the Education Interface in NRPAB Database (Education Interface Dropdown/ Select 'Search Education'/ Select 'Activity' in 'Search By' dropdown/ Enter '223241R' for Activity Number)

Exhibit 4 "Sims-Alexander Email Chain (Disc Csh DlW Mod-Conc, Issues, and Apps)_March 13-14, 2024" located in the Education Interface in NRPAB Database (Education Interface Dropdown/ Select 'Search Education'/ Select 'Activity' in 'Search By' dropdown/ Enter '223241R' for Activity Number)



301 Centennial Mall South, First Floor
 PO Box 94963
 Lincoln, NE 68509-4963
<https://appraiser.ne.gov/>
 402-471-9015

Board Number: 223241R.02
 Date Received:

 For Board Use Only

APPLICATION FOR APPROVAL AS A CONTINUING EDUCATION ACTIVITY IN NEBRASKA

This application is to be used by an education provider applying for approval of a continuing education activity or resubmission of an approved continuing education activity. A separate application form must be filed for each continuing education activity submitted for approval. Applicants should carefully read Chapter 6 of Title 298 of the Nebraska Administrative Code before completing the information below. Any application deemed to be incomplete may be returned.

Education Provider Information

Education Provider Name: Appraisal Institute

Contact Person Name: Chalk Alisha
Last First Middle

Address: 200 W Madison Suite 1500 Chicago IL 60606
PO Box or Street Number City State Zip Code + 4

statecert@appraisalinstitute.org 312 335 4100
Email Address Area Code + Phone Number

Continuing Education Activity Information

Per the Real Property Appraiser Qualifications Criteria effective on January 1, 2022, synchronous educational offering means, the instructor and students interact simultaneously online, similar to a phone call, video chat or live webinar, or web-based meeting; asynchronous educational offering means the instructor and students' interaction is non-simultaneous, and the student progresses at their own pace and follows a structured course content and quiz/exam schedule.

Activity Title: The Discounted Cash Flow Model: Concepts, Issues, and Applications

Activity Length (Hours): 5

Except for semester hours received from an accredited college or university, fifty minutes engaged in instructions equals one hour for all activities. The prescribed number of activity hours includes time for examinations, if applicable. Each continuing education activity shall be at least two hours in length, not to exceed eight hours per day. At least a one-half hour break shall be given to credential holder(s) by no later than the end of four hours of class in any day.

Activity Setting: Classroom Synchronous Asynchronous Hybrid

The activity is being submitted for approval as: Seven-hour National USPAP Update Course Other

AQB CAP Approval: Yes No

This submission is a: New Continuing Education Activity Resubmission of an Approved Continuing Education Activity

Continuing Education Activity Secondary Provider: Yes No

Resubmission Information

If *New Continuing Education Activity* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, proceed to APPLICATION CHECKLIST.

If *Resubmission of an Approved Continuing Education Activity* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, the reason for resubmission is:

- There is a change in the status of approval by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program.
- There is a change in the status of the 298 NAC, Chapter 6 §001.15 qualifications under which a distance education activity was approved.
- There is a substantial change to the materials, presentation, or policies.
- There is a change in the qualifications as specified in 298 NAC, Chapter 6, § 005 for any instructor.
- One or more instructors are added or removed by the education provider.
- The materials, theories, and/or methodologies are no longer current.
- The activity content and/or policies are no longer communicated or administered as approved.
- There is a change to a secondary provider's rights to the activity.

Application Checklist

All materials submitted to the Board related to an Application for Approval as a Continuing Education Activity in Nebraska are for Board use only and shall be retained by the Board. Except for the completed application, the non-refundable \$25.00 application fee, and a written explanation of the reason for resubmission, if *Resubmission of an Approved Continuing Education Activity* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, only the items that have changed since the last submission need to be included.

General

Required for all continuing education activities.

- ✓ Completed application.
- ✓ Non-refundable \$25.00 application fee.
- ✓ A document certifying completion issued to each attendee upon completion of any continuing education activity. The document includes the name of education provider, signature of education provider and/or instructor, name of activity as approved, location at which activity was conducted or presentation method, date(s) activity was conducted, number of hours, pass or fail statement, and name of attendee, **or** be an official transcript from a university or college that includes the name of activity as approved, the number of credit hours awarded, and the name of the attendee.

AND if *Yes* is selected for Continuing Education Activity Secondary Provider under CONTINUING EDUCATION ACTIVITY INFORMATION:

- Evidence that the rights to the continuing education activity have been purchased or lawfully acquired from the education provider that owns the rights to the activity materials.

AND if *Resubmission of an Approved Continuing Education Activity* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION:

- A written explanation of the reason for resubmission.

Non-AQB Approved Continuing Education Activities

For an activity not approved by the Appraiser Qualifications Board of The Appraisal Institute through its Course Approval Program for continuing education, submit the following:

- An activity description that clearly describes the content.
- All student and instructor materials that meet the requirements of 298 NAC Chapter 6, §002.02A.2e.
- All learning objectives that meet the requirements of 298 NAC Chapter 6 § 002.02A.2d.
- A record retention policy that requires that a record of attendance for each activity is maintained for a period of at least five years.
- An instructor policy that requires the use of instructors who meet the requirements of NAC Chapter 6, § 005.
- An attendance policy that meets the requirements of 298 NAC Chapter 6, §002.02A.2h.
- A timed outline/activity matrix that accounts for the general flow and recommended time spent on topics contained within the activity and reflects hours of credit per topic.
- If applicable, an examination that meets the requirements of 298 NAC Chapter 6, § 003.02A.2f.

Distance Education Continuing Education Activities

If *Synchronous, Asynchronous, or Hybrid* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, submit:

- Evidence of a closed-book final examination, that is proctored in person or remotely proctored by an official approved by the education provider. Bio-metric proctoring is acceptable. The examination may be written on paper or administered electronically on a computer workstation or other device. Oral exams are not acceptable.

OR

- Successful completion of prescribed activity mechanisms required to demonstrate knowledge of the subject matter.

If *Asynchronous or Hybrid (in which the learning environment includes asynchronous interaction)* is selected under CONTINUING EDUCATION ACTIVITY INFORMATION, evidence of delivery mechanism approval from one of the following sources:

- The Appraiser Qualifications Board of The Appraisal Foundation.

OR

- An organization approved by the Appraiser Qualifications Board of The Appraisal Foundation that provides approval of activity design and delivery (Secondary providers must have approval under own name). IDECC/ARELLO are acceptable.

OR

- Is conducted by an accredited college, community college, or university that offers distance education programs and is approved or accredited by the Commission on Colleges, a regional or national accreditation association, or by an accrediting agency that is recognized by the U.S. Secretary of Education, that awards academic credit for the distance education courses or that maintains an education delivery program that approves activity design and delivery that incorporate interactivity, **AND**
- The activity provides interaction in a reciprocal environment where the student has verbal or written communication with the instructor.

Instructor Information

An instructor is an individual who is responsible for ensuring that the activity content is communicated to the activity's audience as presented to the Board for approval, and that the activity contributes to the quality of valuation services provided to the public. An individual who communicates assigned materials or a portion of activity content under the authorization of the education provider, but is not responsible for the activity content, is not an instructor.

If reporting more than two instructors for the activity, submit the form titled, "Supplemental Instructor Information for Education Activity Application" at <https://appraiser.ne.gov/Education/>

Instructor Name: <u>Lusht</u> <div style="text-align: center; font-size: small;">Last</div>	<u>Kenneth</u> <div style="text-align: center; font-size: small;">First</div>	<u>M</u> <div style="text-align: center; font-size: small;">Middle</div>
<u>kml@psu.edu</u> <div style="text-align: center; font-size: small;">Email Address</div>	<u>(814)865-1190</u> <div style="text-align: center; font-size: small;">Area Code + Phone Number</div>	
Is the instructor a Nebraska real property appraiser or hold an appraiser license, registration, or certification in any other jurisdiction? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 		
Is the instructor an AQB Certified USPAP Instructor by the Appraiser Qualifications Board of The Appraisal Foundation? <i>Required if the activity is a seven-hour National USPAP Update Course</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 		
An instructor for any continuing education activity must satisfy at least one of the following qualifications: <i>Select one option only</i>		
<input type="checkbox"/> Hold a bachelor's degree in any field and have at least three years of experience directly related to the subject matter to be taught;		
<input type="checkbox"/> Hold a master's degree or higher in any field and have at least one year of experience directly related to the subject matter to be taught;		
<input type="checkbox"/> Hold a master's degree or higher in a field that is directly related to the subject matter to be taught;		
<input checked="" type="checkbox"/> Have five years of real property appraisal practice teaching experience directly related to the subject matter to be taught; or		
<input type="checkbox"/> Have seven years of real property appraisal practice experience directly related to the subject matter to be taught.		

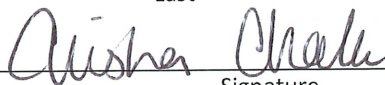
Instructor Name: _____ <div style="text-align: center; font-size: small;">Last</div>	_____ <div style="text-align: center; font-size: small;">First</div>	_____ <div style="text-align: center; font-size: small;">Middle</div>
_____ <div style="text-align: center; font-size: small;">Email Address</div>	_____ <div style="text-align: center; font-size: small;">Area Code + Phone Number</div>	
Is the instructor a Nebraska real property appraiser or hold an appraiser license, registration, or certification in any other jurisdiction? <input type="checkbox"/> Yes <input type="checkbox"/> No 		
Is the instructor an AQB Certified USPAP Instructor by the Appraiser Qualifications Board of The Appraisal Foundation? <i>Required if the activity is a seven-hour National USPAP Update Course</i> <input type="checkbox"/> Yes <input type="checkbox"/> No 		
An instructor for any continuing education activity must satisfy at least one of the following qualifications: <i>Select one option only</i>		
<input type="checkbox"/> Hold a bachelor's degree in any field and have at least three years of experience directly related to the subject matter to be taught;		
<input type="checkbox"/> Hold a master's degree or higher in any field and have at least one year of experience directly related to the subject matter to be taught;		
<input type="checkbox"/> Hold a master's degree or higher in a field that is directly related to the subject matter to be taught;		
<input type="checkbox"/> Have five years of real property appraisal practice teaching experience directly related to the subject matter to be taught; or		
<input type="checkbox"/> Have seven years of real property appraisal practice experience directly related to the subject matter to be taught.		

General Requirements

1. The Board may at any time conduct an audit of any approved education activity to verify that the activity is being conducted in accordance with the Real Property Appraiser Act and Title 298 as approved. If requested, electronic access will be provided to the Board for any approved online education activity. The electronic access must provide administrative rights that allow for access to the activity, quizzes, and examinations, without having to take the distance education activity in sequential order and without having to take quizzes to examinations to proceed with the activity.
2. The Board may at any time review activity and instructor materials approved by the Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program to verify that the activity and/or instructor(s) meets the requirements of the Real Property Appraiser Act and Title 298 as approved.
3. Approval of activities does not transfer from one education provider to another, unless one education provider obtains the legal rights to all activities of another education provider. The expiration date of any continuing education activity will remain the same as approved under the previous education provider.
4. Education providers and instructors will comply with the Nebraska Private Postsecondary Career Schools Act, NEB. REV. STAT § 85-1601, et seq. as applicable.
5. Knowingly offering or attempting to offer a qualifying or continuing education activity as being approved to a real property appraiser or an applicant, without first obtaining approval of the activity, except for activities required by an accredited degree-awarding college or university for completion of a degree in real estate, if the college or university had its curriculum approved by the Appraiser Qualifications Board as qualifying education is a violation of Neb. Rev. Stat. § 76-2238(21).
6. Any continuing education activity must contribute to a credential holder's development of real property appraiser related skill, knowledge, and competency in any one or more of the following subjects:
 - (1) Real property appraisal practice,
 - (2) Valuation methodology and/or techniques,
 - (3) Market fundamentals, characteristics, conditions, and analysis,
 - (4) Real property concepts, characteristics, and analysis,
 - (5) Communication,
 - (6) Arbitration, dispute resolution
 - (7) Ethics and standards of professional practice, USPAP
 - (8) Valuation Bias, fair housing, and/ or equal opportunity
 - (9) Land use, planning, zoning
 - (10) Management, leasing, timesharing,
 - (11) Property development, partial interests,
 - (12) Real Estate law, easements, and legal interests,
 - (13) Real estate litigation, damages, condemnation,
 - (14) Real estate financing and investment,
 - (15) Real property appraisal-related computer applications,
 - (16) Real estate securities and syndication,
 - (17) Seller concessions and impact on value, and/or
 - (18) Energy-efficient items and "green building" appraisals.
7. An activity in which the primary purpose is training in the use of a specific software, and not utilization of a software to improve competency in in any of the previously listed subjects does not meet the requirements for approval as a continuing education activity.
8. No activity may rely upon a textbook as the primary instructional material. Textbooks are permitted to be used as a background reference for an activity; however, textbooks will not be reviewed as the activity. All activities must contain sufficient stand-alone instructional material supporting the specific activity learning objectives.
9. An instructor for any qualifying education activity, continuing education activity, or supervisory real property appraiser and trainee course, must meet qualifications established pursuant to any other applicable law.
10. An instructor for any qualifying education activity, continuing education activity, or supervisory real property appraiser and trainee course, who holds a credential as a real property appraiser in Nebraska or any other jurisdiction shall maintain each credential in good standing in accordance with the laws of the jurisdiction in which each credential is held, not have had a credential revoked, suspended, or have surrendered a credential in lieu of disciplinary action within three years; and not have had disciplinary action taken against his or her credential that may constitute a violation of NEB. REV. STAT. § 76-2238 within three years.
11. The standing of an instructor identified on an education provider's application submitted for approval, who holds a credential as a real property appraiser in Nebraska or any other jurisdiction, may be verified through the Appraiser Registry of the Appraisal Subcommittee for the Federal Financial Institutions Examination Council.

- Any instructor of the qualifying education fifteen-hour National Uniform Standards of Professional Appraisal Practice Course, the continuing education seven-hour National Uniform Standards of Professional Appraisal Practice Update Course, and/or the supervisory real property appraiser and trainee course, must be an AQB Certified USPAP Instructor by the Appraiser Qualifications Board of The Appraisal Foundation, be a state-certified real property appraiser in good standing, have an instructional background in real property appraisal practice education; and have a minimum of five years of real property appraisal practice experience.
- An instructor for any qualifying education activity, continuing education activity, or supervisory real property appraiser and trainee course must satisfy the education provider's instructor policy that requires the use of instructors who meet the requirements of the Nebraska Real Property Appraiser Act and Title 298.

I hereby attest that I have included all required materials, complied with all the listed requirements, completed the submitted application in its entirety, and that all statements and materials are true and correct to the best of my knowledge and belief. I understand that, should this application be found to be incomplete, that it may be considered invalid and be returned. Furthermore, I understand that if the Board finds that one or more statements made in this application, or materials submitted with this application, are not true and correct, the Board may deny the application.

Print Name: Chalk Alisha
Last First Middle
 9/26/2023
Signature Date

Expiration Date and Rescinding Approval

- Except for the seven-hour Uniform Standards of Professional Practice Update course, which expires on the date on which the approval by the Appraiser Qualifications Board expires, a continuing education activity shall expire on the date five years after the date of approval.
- The Board may rescind approval of a continuing education activity if the Board finds:
 - Falsification of information submitted for activity approval,
 - A change in approval by Appraiser Qualifications Board of The Appraisal Foundation through its Course Approval Program,
 - A change in status of the qualifications specified in Section 001.15 of Chapter 6 under which a distance education activity was approved,
 - Substantial errors and/or deficiencies in the materials or presentation,
 - The materials, theories, and/or methodologies are not current and/or practical,
 - The instructor(s) responsible for the activity content and presentation do not meet the qualification specified in Section 005 of Chapter 6,
 - The activity content and/or policies are not communicated or administered to the credential holder(s) as approved,
 - A material violation of Real Property Appraiser Act or Title 298 by the education provider or instructor for the activity, or
 - There is a change to a secondary provider's rights to the activity.
- If the Board finds reason to rescind its approval of an activity, the Board will provide written notice to the education provider that includes a description of the reasons for rescinding approval found by the Board. The education provider has 60 days from the date of notice to provide a written response to the Board's notice. If the response is satisfactory to the Board, the Board will not rescind its approval. If the response is not satisfactory to the Board, the Board may rescind approval of the activity. If approval is rescinded, the education provider may file a new application for approval of the qualifying education activity, and if so, meet the requirements in place at the time a new application is submitted to the Board.

Directions

- Complete entire application. If required information is not provided, application will be considered incomplete and may be returned.
- Along with the application, all information requested in the APPLICATION CHECKLIST section, as applicable, must be included.
- Mail application, fee, and supporting documentation to: NEBRASKA
REAL PROPERTY APPRAISER BOARD
PO BOX 94963
LINCOLN NE 68509-4963
- Questions or concerns may be directed to Board staff at 402-471-9015 or nrpab.education@nebraska.gov.

RECEIPT

NEBRASKA REAL PROPERTY APPRAISER BOARD

No.: 22672

Date: 10/2/2023

Received from: Appraisal Institute

For: GE New App

Check # 195141

Application Fee \$

AMC Registration Fee: ___ new ___ renewal

AMC ASC National Registry Fee: ___ appraisers @ \$25

Reporting Year ___/___/___ to ___/___/___

Review of Courses: ___ QE ___ CE ___ CE renewal 25.00

Penalty Fees/Fines

Fingerprint Processing

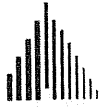
Late Processing: ___ months @ \$25

Other: _____

TOTAL \$ 25.00

Received by: *[Signature]*

JPMorgan Chase Bank, N.A. www.Chase.com



Appraisal Institute®

Professionals Providing Real Estate Solutions

200 W. Madison St. Suite 1500 Chicago, IL 60606 T 312-335-4100 F 312-335-4200 www.appraisalinstitute.org

VENDOR NO. 11200

CHECK DATE 09/28/23

CHECK NUMBER 195141

PAY EXACTLY

\$ *****25.00

VOID AFTER 180 DAYS

PAY EXACTLY TWENTY FIVE DOLLARS ONLY

PAY TO THE ORDER OF

Nebraska Real Estate Appraiser Board 301 Centennial Mall South Lincoln NE 68508



[Signature]
AUTHORIZED SIGNATURE

Security features. Details on back.



Authorized by Congress as the Source of Appraisal Standards and Appraiser Qualifications

AQB Course Approval Program Approved Course

APPRAISER QUALIFICATIONS BOARD

Sent Via Email to: ajordan@appraisalinstitute.org

QE	CE/E	CE
0.00	0.00	5.00

March 17, 2021

Ms. Antoinette Jordan
Appraisal Institute
200 W. Madison St. Ste. 1500
Chicago, IL 60606

Dear Ms. Jordan:

We are pleased to inform you that your course has been approved under the Course Approval Program of the Appraiser Qualifications Board (AQB) of The Appraisal Foundation.

Course Provider:	Appraisal Institute
Course Title:	✓ Online The Discounted Cash Flow Model- Concepts, Issues, & Applications
Instructional Hours:	5.00 ✓
Exam Hours: Total	0.00
Hours: Delivery	5.00
Method: Approval	Asynchronous ✓
Period: iMIS	5/15/21 – 5/14/24 ✓
Course ID:	77059

The content of this course is in compliance with the *Real Property Appraiser Qualification Criteria* and Course Approval Program Policies and Procedures established by the AQB. Course approval does not mean that every statement or item in the course has been checked for accuracy. Opinions in the course material or by instructors do not necessarily reflect the viewpoint of the AQB or The Appraisal Foundation. Neither the AQB nor The Appraisal Foundation is not responsible for any errors, omissions, or misstatements in the course material or by instructors.

Prior to renewal of this course please review the AQB Course Approval Program Policies and Procedures Manual.

Please feel free to contact us if you have any questions or if we can be of further assistance.

Appraiser Qualifications Board



Jim Pillen, Governor
Tyler N. Kohtz, Director
Tyler.kohtz@nebraska.gov

Website: <https://appraiser.ne.gov/>
Facebook: www.facebook.com/nrpab
Phone: 402-471-9015
Fax: 402-471-9017

March 13, 2024

ALISHA CHALK
APPRAISAL INSTITUTE
200 W MADISON ST STE 2000
CHICAGO IL 60606-3515

RE: Continuing Education Activity Submission Deficiencies

Dear Alisha Chalk,

The Nebraska Real Property Appraiser Board ("Board") has received an Application for Approval of Continuing Education Activity in Nebraska from Appraisal Institute for the following education activity:

- The Discounted Cash Flow Model: Concepts, Issues, and Applications

In accordance with Title 298 NAC Chapter 6, § 003.02A, an education provider applying for approval of a continuing education activity must submit an application for the activity on forms approved by the Board showing compliance by the education provider and the activity with all requirements established by the Nebraska Real Property Appraiser Act or by Title 298, Nebraska Administrative Code.

- The title of the Application on the AQB/CAP approval document does not match what is listed on the application.
- An Application for Approval as a Continuing Education Activity in Nebraska, effective October 26, 2023.

The continuing education activity submittals identified above are deficient the listed materials required in 298 NAC Chapter 6, § 003.02A.2. Please provide the deficient materials before the end of the day on April 1, 2024.

The materials may be sent via email to nrpab.education@nebraska.gov or by the address listed below.

NEBRASKA REAL PROPERTY APPRAISER BOARD
301 CENTENNIAL MALL SOUTH
PO BOX 94963
LINCOLN NE 68509-4963

March 13, 2024

Page 2 of 2

If the requested materials are not received at the Board's office by the end of the day on April 1, 2024, the applications will go before the Board for consideration at its next scheduled meeting on April 18, 2024.

Please feel free to contact me with any questions or concerns by phone at 402-471-9015, or by email at kashinda.sims@nebraska.gov.

Sincerely,



Kashinda Sims
Education Program Manager

From: [Sims, Kashinda](#)
To: [StateCert](#)
Subject: RE: Nebraska Application Deficiency
Date: Thursday, March 14, 2024 2:32:00 PM
Attachments: [image001.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image010.png](#)
[Appraisal Institute \(Disc Csh Flw Model-Conc, Issues, and Apps\) Board Agenda March 14, 2024.pdf](#)

Good afternoon, Dee,

Thank you for the response. Please see the updated attached letter. I'll let you know of the Board's decision. Hope you are having a great Thursday!

Thank you as always for your patience with the Board office.

Genuinely,
Kashinda Sims
Education Program Manager
Nebraska Real Property Appraiser Board



From: StateCert <statecert@appraisalinstitute.org>
Sent: Thursday, March 14, 2024 10:29 AM
To: Sims, Kashinda <Kashinda.Sims@nebraska.gov>
Subject: RE: Nebraska Application Deficiency

Good Morning, Kashinda

Happy Thursday, I hope all has been well!

Regarding the title discrepancy for the email below. My records indicate the application we submitted for this course was submitted in September 2023. Typically, NE processes applications within 30 days. So, I'm not sure what happened that caused this course to be delayed for processing, but the application will be resubmitted later since the AQB approval has not yet been renewed. Therefore, this application request should be rejected or dismissed.

We do apologize for the inconvenience with the title error, and we appreciate being informed of the discrepancy. If you require any additional information or assistance, please feel free to contact me.

Thank you,



Derricka(Dee) Alexander
State Certification Specialist

312-335-4218

statecert@appraisalinstitute.org

appraisalinstitute.org



From: Sims, Kashinda <Kashinda.Sims@nebraska.gov>

Sent: Wednesday, March 13, 2024 5:05 PM

To: StateCert <statecert@appraisalinstitute.org>

Subject: Nebraska Application Deficiency

Good evening,

Please see attached; Hard copy to follow via US Postal Service.

Feel free to contact me if there are any concerns.

Genuinely,

Kashinda Sims

Education Program Manager

Nebraska Real Property Appraiser Board

301 Centennial Mall South, First Floor

Lincoln, NE 68509-4963

Phone: (402) 471-9022

Email: kashinda.sims@nebraska.gov

Website: appraiser.ne.gov

 [Visit NRPAB on Facebook](#)



Agenda Item Summary

Prepared By: Allison Nespor

Title: Licensing Programs Manager

Date: 3/21/2024

Agenda Section: N. New Business

Agenda Item Identification Number: 1

Subject: Education Reminder Popup in Online Appraiser Renewal Application

Description: Have OCIO build a popup into the beginning of the online appraiser credential renewal application to remind appraisers to submit any required evidence of completion of CE before submitting the online renewal application.

SUMMARY

Frequently, appraisers submit online credential renewal applications without first submitting evidence of completion of required CE. Staff reviewing the application must contact the appraiser and determine if the appraiser has completed the CE activities and can provide evidence of completion before the application can be accepted. If the appraiser does not have the evidence of completion, or cannot provide it by upload, email or fax within 1 business day, the application must be rejected and a letter explaining the reason for the rejection composed and emailed and mailed in hard copy to the applicant. This adds to staff workload during the busiest part of renewal season.

The correct responses to the education questions depend on appraisers knowing their current CE period and USPAP due date. This can be confusing, particularly for appraisers who hold credentials in more than one jurisdiction with differing CE periods and USPAP due date policies. The responses include statements affirming that applicant has "submitted certificates of completion through Appraiser Login or by email to 'nrpab.education@nebraska.gov' before submitting this application." or, for USPAP "has submitted a certificate of completion through Appraiser Login or by email to 'nrpab.education@nebraska.gov' prior to the completion of this application (or a previous application for renewal of my credential if applicable)."

To help appraisers correctly respond to the education questions and to remind appraisers to submit evidence of completion before submitting the online application, staff proposes adding a window that will pop up when an appraiser clicks the link to the online renewal application. The window will provide a link to the education tab so applicants can find their CE period and USPAP due date and submit evidence of completion if they haven't already, and will require them to check a box beside a statement "I have verified

my current "CE Period" and the year that my "7-Hour USPAP Update" is due. I understand that if I have not met the submission requirements for continuing education and/or the seven-hour National Uniform Standards of Professional Appraisal Practice Update course, this application may be considered to be incomplete and will not be processed. I acknowledge that if my renewal application is determined to be incomplete it may be rejected and I would be required to submit a new renewal application upon meeting the submission requirements for continuing education and/or the seven-hour National Uniform Standards of Professional Appraisal Practice Update course." After the box is checked, the appraiser may continue to complete the online renewal application.

OCIO estimates 8 hours at a total cost of \$675.00 to complete this project.

RELEVANT LAWS/RULES/GUIDANCE DOCUMENTS/INTERNAL PROCEDURES

Neb. Rev. Stat. 76-2236. Continuing education; requirements.

(1) Every credential holder shall furnish evidence to the board that he or she has satisfactorily completed no fewer than twenty-eight hours of approved continuing education activities in each two-year continuing education period. Hours of satisfactorily completed approved continuing education activities cannot be carried over from one two-year continuing education period to another. Evidence of successful completion of such continuing education activities for the two-year continuing education period, including passing examination if applicable, shall be submitted to the board in the manner prescribed by the board. No continuing education activity shall be less than two hours in duration. A person who holds a temporary credential does not have to meet any continuing education requirements in the Real Property Appraiser Act.

(2) As prescribed by rules and regulations of the Real Property Appraiser Board and at least once every two years, the seven-hour National Uniform Standards of Professional Appraisal Practice Update Course as approved by the Appraiser Qualifications Board or the equivalent of the course as approved by the Real Property Appraiser Board, shall be included in the continuing education requirement of each credential holder. An instructor certified by the Appraiser Qualifications Board satisfies this requirement by successfully completing a seven-hour instructor recertification course and examination as approved by the Appraiser Qualifications Board.

TITLE 298 NAC, CHAPTER 4 - RENEWAL OF REAL PROPERTY APPRAISER CREDENTIAL 003 APPLICATION

A credential issued under the Real Property Appraiser Act other than a temporary credential remains in effect until December 31 of the designated year unless surrendered, revoked, suspended, or canceled prior to such date. A credential, other than a trainee real property appraiser credential, may be renewed for one or two years; the trainee real property appraiser credential remains in effect until December 31 of the second year of the two-year continuing education period. The entire two-year continuing education period must be satisfactorily completed prior to renewing a credential for a two-year period.

003.01 Any applicant for renewal of a trainee real property appraiser credential must:

003.01A Submit an application and required documentation on forms approved by the Board showing compliance by the applicant with all renewal and continuing education requirements established by the Act and by this Title

003.02 Except for the trainee real property appraiser credential and temporary credential, any applicant for renewal of a credential issued by the Board must:

003.02A Submit an application and required documentation for the appropriate classification on forms approved by the Board showing compliance by the applicant with all renewal and continuing education requirements established by the Act and by this Title

003.03 Any application received at the Board’s office considered to be incomplete will not be processed and may be returned to the applicant as incomplete. Any application not considered to be incomplete will be processed.

Real Property Appraiser Credential Renewal Application Procedures Effective June 22, 2023

3. All applications received, whether online or PDF, are reviewed for completeness. Applications that are incomplete due to unanswered questions; missing information, signatures, documentation, or fingerprints; incorrect payment; ineligibility for two-year renewal; fewer than 28 hours CE submitted at the end of the CE period; or no 7-Hour USPAP Update Course Update completion documentation submitted if required with the renewal, will be rejected. The real property appraiser’s 7-Hour USPAP Update Course due date will be verified. The real property appraiser’s CE period will be verified to determine whether 28 hours of CE are required with the application. For real property appraisers whose credentials were issued within the past 3 years, the date on which the credential was issued and whether the credential was approved through reciprocity will be verified to determine the beginning date of the two-year CE period in accordance with N.R.S. § 76-2218. Applicants whose applications are incomplete may be offered a specific deadline by which to complete the application, in which case processing can continue. If all elements of an application are present, the application is considered complete. Upon further review, complete applications may be found to have incorrect information, CE activities submitted may be found not to meet requirements, or the ASC Appraiser Registry or background results may reveal undisclosed disciplinary action or criminal history. Complete applications are eventually approved or denied by staff, the Director, or the Board, or are withdrawn by the real property appraiser.

DISCIPLINARY/WRITTEN ADVISORY HISTORY

N/A

EXHIBITS

Attached illustration and notes



Have you submitted documents certifying completion of required continuing education and the seven-hour National Uniform Standards of Professional Appraisal Practice Update course?

Go to the [Education](#) tab to verify your current “CE Period” and the year the “7-Hour USPAP Update” is due. The Education tab will also list your education submitted to the Board for the current CE Period.

If this is the second year of your two-year continuing education period, you must submit evidence of completion for no fewer than twenty-eight hours of approved continuing education activities **before** continuing with your online renewal application.

If this is the year that your seven-hour National Uniform Standards of Professional Appraisal Practice Update course is due, you must submit evidence of completion **before** continuing with your online renewal application.

Evidence of completion may be submitted by:

- Uploading Completed Activity Certificate for Approval on the education tab, or
- Emailing evidence of completion to nrpab.education@nebraska.gov, or
- Faxing evidence of completion to 402-471-9017.

- I have verified my current “CE Period” and the year that my “7-Hour USPAP Update” is due. I understand that if I have not met the submission requirements for continuing education and/or the seven-hour National Uniform Standards of Professional Appraisal Practice Update course, this application may be considered to be incomplete and will not be processed. I acknowledge that if my renewal application is determined to be incomplete it may be rejected and I would be required to submit a new renewal application upon meeting the submission requirements for continuing education and/or the seven-hour National Uniform Standards of Professional Appraisal Practice Update course.

Window pops up when “(2024-2025) Application for Renewal of Nebraska Real Property Appraiser Credential” link is clicked in Appraiser Login > Renew Credential.

Education links to

The screenshot shows the 'Appraiser - AL Nespor' page on the Nebraska Real Property Appraiser Board website. The page includes a navigation menu, a disclaimer, and a section for 'Appraiser Details'. Under 'Appraiser - AL Nespor', there is a 'Nebraska Real Property Appraiser Continuing Education Requirements' section with the following details:

- CE Period: 2022-2023
- 7-Hour USPAP Update (Required every two years): 2023
- CE Hours Remaining: 21

A large blue button with a plus icon and the text 'Upload Completed Activity Certificate for Approval' is centered on the page. Below this, there is a table titled 'Education for Current CE Period':

Name	Number	Hours	Provider Name	Activity Completed Date	CE Period	Approved Date	Status	Education Type
Activity 7	7171717	7	Another	01/04/2022	2022-2023	07/17/2023	Approved	Continuing Education

At the bottom of the page, there is a link for 'Education History' and a footer with navigation links: home, board members and staff, get acrobat reader, policies, contact.

nrpab.education@nebraska.gov generates an email to nrpab.education@nebraska.gov

Checkbox – application not available until checkbox is checked.



Bill Color Key	
■	NRPAB High Priority Bills
■	Nebraska State Government Bills
■	General Interest Bills

108th Legislature (2nd Regular Session) Report as of March 13, 2024	
Bill:	LB16
Title:	Require occupational boards to issue certain credentials based on credentials or work experience in another jurisdiction and make a determination regarding an applicant with a criminal conviction, provide for jurisprudential examinations and appeals from denial of a license, and change requirements for membership of the State Electrical Board
Status:	March 05, 2024 - Approved by Governor on March 5, 2024
Summary:	<p>LB16 allows for recognition in Nebraska for most types of occupational licenses issued in other states and change provisions relating to preliminary applications by individuals with a criminal conviction. Specifically, this bill requires that certain information is required to be reported by the applicant for mitigating factors, only allows for certain felony convictions to be disqualifying, requires issuance of a preliminary adverse determination by the director of the occupational board or the board’s designated employee, provides for an opportunity for an informal meeting to be held within sixty days of application, and provides for a waiver of fees based on the applicants income being more than 300% below the federal poverty level. To the extent that an occupational board or lawful occupation is also governed by federal law, federal law shall take precedence over the Occupational Board Reform Act. The act shall not be construed to preempt federal law governing lawful occupations in this state.</p> <p>AM748 to LB16, inserts “the Real Property Appraiser Board” after the second comma on page 8, line 1. This amendment exempts the Board from Subsections (8) and (9) of this bill and Neb. Rev. Stat. § 84-947 pertaining to preliminary background reviews for applicants of occupational licensing.</p> <p>FA58 and FA59 strikes Section 1.</p> <p>AM2012 strikes the original sections in AM748 and all amendments thereto and inserts the language from AM748 and LB16.</p> <p>AM2229 inserts the Interior Design Voluntary Registration Act.</p>
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=49705
Notes:	

Bill:	LB41
Title:	Prohibit state agencies from imposing annual filing and reporting requirements on charitable organizations
Status:	January 3, 2024 - Title printed. Carryover bill
Summary:	LB41 prohibits state agencies from imposing annual filing and reporting requirements on charitable organizations greater than those defined in state or federal law.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=49960
Notes:	No update since March 2023 meeting.
Bill:	LB43
Title:	Require hearing officers and judges to interpret statutes and regulations to limit agency power and maximize individual liberty
Status:	March 12, 2024 - Placed on Final Reading
Summary:	<p>LB43 requires that a hearing officer or judge hearing a contested case under the Administrative Procedure Act, interpreting a state statute or agency regulation, shall not defer to the state agency's interpretation of such statute or regulation and shall interpret the statute or regulation de novo on the record. In actions brought by or against state agencies, after applying all customary tools of interpretation of a statute or regulation, the court or hearing officer shall resolve any remaining doubt in favor of a reasonable interpretation which limits agency power and maximizes individual liberty.</p> <p>AM2076 strikes all original sections and creates the First Freedom Act prohibiting the substantial burden of a person's right to the exercise of religion unless it is demonstrated that applying the burden to that person's exercise of religion in this particular instance is essential to further a compelling governmental interest and is the least restrictive means of furthering that compelling governmental interest; and prohibits restricting a religious organization from operating and engaging in religious services during a state of emergency to a greater extent than the state restricts other organizations or businesses from operating during a state of emergency.</p> <p>AM2076 also amends the Nebraska Public Records Act to include the actual added cost used as the basis for the calculation of a fee for records a charge for the proportion of the existing salary or pay obligation to the public officers or employees, including a proportional charge for the services of an attorney to review the requested public records, for the time spent searching, identifying, physically redacting, copying, or reviewing such records, when request is made by a non-resident of Nebraska. The custodian may waive or reduce any fee if the waiver or reduction of the fee would be in the public interest.</p> <p>AM2076 adds records relating to the nature, location, or function of cybersecurity by the State of Nebraska or any of its political subdivisions, including, but not limited to, devices, programs, or systems designed to protect computer, information technology, or communications systems against terrorist or other attacks. The Nebraska Information Technology Commission shall adopt and promulgate rules and regulations to implement this subdivision.</p>

	<p>AM2076 requires that a hearing officer or judge hearing a contested case under the Administrative Procedure Act, interpreting a state statute or agency regulation, shall not defer to the state agency's interpretation of such statute or regulation and shall interpret the statute or regulation de novo on the record. In actions brought by or against state agencies, after applying all customary tools of interpretation of a statute or regulation, the court or hearing officer shall resolve any remaining doubt in favor of a reasonable interpretation which limits agency power and maximizes individual liberty.</p> <p>AM2076 introduces the Personal Protection Privacy Act, which notwithstanding any provision of law to the contrary, and except as otherwise provided in this section, each public agency is prohibited from: (a) Requiring any individual to provide personal information or otherwise compelling the release of personal information; (b) Requiring any nonprofit organization to provide such public agency with personal information or otherwise compelling the release of personal information; (c) Publicizing or otherwise publicly disclosing personal information in the possession of such public agency without the express permission of every individual who is identifiable from the potential release of such personal information, including individuals identifiable as members, supporters, or volunteers of, or donors to, a nonprofit organization; or (d) Requesting or requiring a current or prospective contractor or grantee to provide such public agency with a list of nonprofit organizations to which such contractor or grantee has provided financial or nonfinancial support. Personal information is exempt from disclosure under public records laws, including, but not limited to, sections 84-712 to 84-712.09 25 and 84-1413; other exemptions as defined in the Personal Protection Privacy Act apply as well.</p> <p>AM2812 requires that public bodies allow members of the public the opportunity to speak at each meeting. This amendment also makes changes to the State's public records laws.</p>
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=50402
Notes:	AM2812 adopted on March 4, 2024.
Bill:	LB104
Title:	Change provisions of the County Employees Retirement Act, the Judges Retirement Act, the School Employees Retirement Act, the Nebraska State Patrol Retirement Act, and the State Employees Retirement Act
Status:	January 3, 2024 - Title printed. Carryover
Summary:	<p>LB104 changes the requirements for distribution of funds and updates definitions.</p> <p>Provisions/portions of LB104 amended into LB103 by AM417 - Approved by Governor on May 1, 2023.</p>
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=50392
Notes:	

Bill:	LB164
Title:	Adopt updates to building and energy codes
Status:	January 17, 2024 - Placed on General File with AM2105
Summary:	<p>LB614 updates the state building and energy codes to include the 2021 edition of the International Building Code and to include the 2021 edition of the International Residential Code.</p> <p>AM2075 amends the Municipal Inland Port Authority Act to restrict an inland port authority to one per city of the metropolitan class and defines the structure and funding for such inland port authority.</p> <p>AM2015 replaces AM2075 with the same language.</p> <p>AM2175 filed to make technical changes.</p>
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=49745
Notes:	
Bill:	LB205
Title:	Adopt the Government Neutrality in Contracting Act
Status:	January 03, 2024 - Title printed. Carryover bill
Summary:	<p>The purposes of LB205 are to provide for the efficient procurement of goods and services by governmental units and to promote the economical, nondiscriminatory, and efficient administration and completion of construction projects funded, assisted, or awarded by a governmental unit. LB205 limits or prohibits certain language or provisions from state contracts.</p> <p>AM452, AM453, AM454, AM455, AM456, AM457, AM458, AM459, AM460, AM461, AM462, AM463, AM464, AM465 were filed to make various changes to LB205.</p>
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=50181
Notes:	No update since March 2023 meeting.

Bill:	LB293
Title:	Provide formal protest procedures for certain state contracts for services
Status:	January 3, 2024 - Title printed. Carryover bill
Summary:	The purpose of LB293 is to require that the Department of Administrative Services immediately adopt and promulgate rules and regulations establishing formal protest procedures, including procedures for a contested case hearing, for any state agency contract for services awarded in excess of ten million dollars. Any protest shall be filed with the department.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=49738
Notes:	No update since February 2023 meeting.
Bill:	LB302
Title:	Change provisions relating to conflicts of interest by certain officeholders and public employees
Status:	January 3, 2024 - Title printed. Carryover bill
Summary:	<p>LB302 replaces “city, village, or school district” with “political subdivision,” and require that any public employee except as otherwise governed under section 49-1499.02 who would be required to take any action or make any decision in the discharge of his or her official duties that may cause financial benefit or detriment to him or her, a member of his or her immediate family, or a business with which he or she is associated, which is distinguishable from the effects of such action on the public generally or a broad segment of the public, shall prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict and deliver it to the responsible public body, which shall enter it as a public record. The public employee must abstain from participating in the matter unless legally required to.</p> <p>AM503 filed strikes “person holding elective office” and inserts “public official” and adds language to require that the provisions of LB302 apply for one whose annual salary and benefits exceed one hinder fifty thousand dollars.</p> <p>On page 3 of LB302, AM603 filed strikes “person holding elective office” and inserts “public official,” strikes “city, village, or school district” and inserts “political subdivision,” and strikes “person holding elective” and inserts “public official holding.”</p> <p>On page 3 of LB302 (amendment to standing amendment AM603) AM1368 filed strikes “person holding elective office” and inserts “public official,” strikes “city, village, or school district” and inserts “political subdivision,” and strikes “person holding elective” and inserts “public official holding.”</p>
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=50291
Notes:	No update since May 2023 meeting.

Bill:	LB360
Title:	Adopt the Office of Inspector General of Nebraska Procurement Act
Status:	January 3, 2024 - Title printed. Carryover bill
Summary:	LB360 adopts the Office of Inspector General of Nebraska Procurement Act and establishes the purpose and duties of the Office of Inspector General of Nebraska Procurement.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=50518
Notes:	No change since February 2023 meeting.
Bill:	LB366
Title:	Change provisions relating to public records and include body-worn camera recordings in certain circumstances
Status:	January 3, 2024 - Title printed. Carryover bill
Summary:	LB366 defines recordings created by body-worn cameras which depict or record circumstances in which a person died while being apprehended by, or while in the custody of, a law enforcement officer or detention personnel, including duplicates of such recordings, are public records under Neb. Rev. Stat. § 84-712.01. In addition, the requirements for fees charged for providing copies of public records is also changed to require allow for eight hours of service (currently four) to Nebraska residents prior to charging, and the custodian of record may waive or reduce any fee for such service if the waiver or reduction of the fee would be in the publics best interest.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=50179
Notes:	No updated since the March 2023 meeting.
Bill:	LB408
Title:	Change provisions relating to conflicts of interest under the Nebraska Political Accountability and Disclosure Act
Status:	January 3, 2024 - Title printed. Carryover bill
Summary:	LB408 require that any member of a nonelective government body not designated in 49-1493 who would be required to take any action or make any decision in the discharge of his or her official duties that may cause financial benefit or detriment to him or her, a member of his or her immediate family, or a business with which he or she is associated, which is distinguishable from the effects of such action on the public generally or a broad segment of the public, shall prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict and deliver it to the responsible public body, which shall enter it as a public record. The public employee must abstain from participating in the matter unless legally required to.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=49781
Notes:	No change since February 2023 meeting.

Bill:	LB485
Title:	Provide for applicability of provisions regarding state contracts for services to certain state entities
Status:	January 3, 2024 - Title printed. Carryover bill
Summary:	<p>LB485 defines state agency director (a) for contracts entered into by a state agency other than an officer or agency established by the Constitution of Nebraska, the director or executive head of the agency, (b) for contracts entered into by a board, commission, or department established by the Constitution of Nebraska, the designee of the board, commission, or department, and (c) for contracts entered into by any other state constitutional officer, the state constitutional officer or the designee of the state constitutional officer.</p> <p>Under AM269, the provisions of sections Neb. Rev. Stat. §§ 73-501 to 73-510 shall not apply to contracts for services executed for the purpose of managing educational lands by the Board of Educational Lands and Funds, pursuant to N.R.S. §§ 72-201 to 72-251 and Article VII, section 6, of the Constitution of Nebraska. AM269 also defines state agency director (a) for contracts entered into by a state agency other than an officer or agency established by the Constitution of Nebraska, the director or executive head of the agency, (b) for contracts entered into by a board, commission, or department established by the Constitution of Nebraska, the designee of the board, commission, or department, and (c) for contracts entered into by any other state constitutional officer, the state constitutional officer or the designee of the state constitutional officer</p>
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=50440
Notes:	No change since March 2023 meeting.
Bill:	LB538
Title:	Change provisions relating to the board of directors of a bank
Status:	January 3, 2024 - Title printed. Carryover bill
Summary:	LB538 requires that the Department of Banking is notified of a vacancy on the board of directors of a bank.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=50778
Notes:	No change since March 2023 meeting.

Bill:	LB637
Title:	Require members of the public to be allowed to speak at each meeting subject to the Open Meetings Act
Status:	January 3, 2024 - Title printed. Carryover bill
Summary:	<p>LB637 requires that a public body shall allow members of the public an opportunity to speak at each meeting. Closed sessions are excluded.</p> <p>AM616 amends LB637 to not allow a public body to limit public participation in any meeting at which citizens are allowed to speak.</p> <p>AM617 amends LB637 to relieve a public body if a member or members are found or declared to be too tired to hear citizen testimony.</p>
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=50594
Notes:	No change since April 2023 meeting.
Bill:	LB669
Title:	Provide powers for the Director of Banking and Finance regarding conditions on financial institutions
Status:	January 3, 2024 - Title printed. Carryover bill
Summary:	<p>LB669 allows the Department of Banking and Financing to prescribe conditions on certain financial Institutions as a part of any order, decision, or determination required under the statutes governing those institutions.</p> <p>Provisions/portions of LB669 amended into LB92 by AM1364 - Approved by Governor on June 6, 2023</p>
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=49957
Notes:	

Bill:	LB820
Title:	Adopt the Agricultural Valuation Fairness Act
Status:	January 3, 2024 - Title printed. Carryover bill
Summary:	<p>LB820 enacts the Agricultural Valuation Fairness Act to provide for uniform assessment of agricultural and horticultural land in Nebraska. It declares that sales of agricultural and horticultural land are influenced by uses other than agricultural or horticultural purposes and cause the price paid for agricultural land and horticultural land to exceed the value such land has for agricultural or horticultural purposes. To achieve fairness, all agricultural and horticultural land will be assessed based on its capacity to produce income, called agricultural use value. Procedurally, LB820 establishes an Agricultural Land Valuation Committee to establish agricultural land values by Land Capability Groups (LCG) for agricultural land throughout the state. Land values are established utilizing a production approach to value. Gross income will be computed using an eight-year average yield data, with the highest and lowest values removed. Gross income is reduced to net income by utilizing expense ratios. The net income is then capitalized to determine assessed value. The capitalization rate is also determined by the committee and is calculated to arrive at valuations within 69-75% of market value ensuring assessed values are uniformly and proportionately assessed within the class of Agricultural Land. LB820 retains elements of local control by keeping the county assessor responsible for classifying land. County assessors currently inventory agricultural land on a productivity index making the implementation of this bill simple at the county level. County Assessors have representation on the Agricultural Land Valuation Committee created in this bill and have the option to petition the Tax Commissioner for alternative values they determine are not uniform and proportionate. LB820 also contains limitations to assure the resulting values for all agricultural and horticultural land statewide cannot be above the current market-based standard of 75% of value and cannot increase more than 3.5% over the prior year.</p> <p>MO23 filed to indefinitely postpone LB820. AM112 was filed to strike section 1 (the creation of the Agricultural Valuation Fairness Act). FA16 filed on the floor to strike section 1.</p>
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=50777
Notes:	No update since the February 2023 meeting.
Bill:	LB909
Title:	Change state agency notice requirements regarding occupational regulation
Status:	March 12, 2024 - Approved by Governor on March 11, 2024
Summary:	LB909 amends the Occupational Board Reform Act to require that each agency notify the Executive Board of the Legislative Council of the status of any rule or regulation pending before the agency that constitutes an occupational regulation as defined in section 84-940 and that has not been adopted and promulgated.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=54628
Notes:	

Bill:	LB914
Title:	Adopt the Uniform Unlawful Restrictions in Land Records Act
Status:	February 29, 2024 - Placed on General File
Summary:	LB914 enacts the Uniform Unlawful Restrictions in Land Records Act to provide for an owner of real property subject to an unlawful restriction the ability to submit to the recorder for recordation in the land records an amendment to remove the unlawful restriction, but only as to the owner's property. Notwithstanding any provision of the governing instrument or other law of this state, the governing body may execute an amendment under this section.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=54826
Notes:	
Bill:	LB947
Title:	Authorize virtual inspections for certain building permits and require certain inspection records be made available to the public under the Building Construction Act
Status:	February 13, 2024 – Hearing before the Urban Affairs Committee
Summary:	LB947 provides for any state agency, county, city, or village that requires an inspection as part of a building permit to allow for virtual inspection by an authorized inspector if the following conditions are met: (i) The inspection is of an area of a building that is less than three stories in height and under ten thousand square feet; (ii) The individual requesting or holding the building permit has provided a list of personnel who are completing the work onsite; and (iii) with certain exceptions, the virtual inspection is conducted live with both the individual requesting or holding the building permit and the authorized inspector. Inspections required for building permits of a nonstructural nature, as determined by the permitting entity, or any reinspection may be conducted using video or photo documentation. Any state agency, county, city, or village that requires an inspection by an authorized inspector as part of a building permit or structural scope of project shall make inspection records available to the public if the structure for which the permit was requested or issued is standing at the time of the request.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=55007
Notes:	

Bill:	LB989
Title:	Change and eliminate provisions of the Nebraska Appraisal Management Company Registration Act and the Real Property Appraiser Act
Status:	March 12, 2024 - Approved by Governor on March 11, 2024
Summary:	LB989, introduced at the request of the Nebraska Real Property Appraiser Board, is a cleanup bill to update the Nebraska Appraisal Management Company Registration Act for the purpose of implementing the recommendations of the Appraisal Subcommittee as identified during its 2022 State Off-site Assessment. These changes are required for the Board’s continued compliance with Title XI and Appraisal Subcommittee Policy Statements 1, 7-9, and 10-12. Along with changes pertaining to the Appraisal Subcommittee’s SOA recommendations, LB989 includes a small upward change to one fee limit, and minor changes to address the administration of the Act and reduce unnecessary barriers for owners of appraisal management companies.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=54684
Notes:	
Bill:	LB992
Title:	Change provisions of the Real Property Appraiser Act
Status:	March 12, 2024 - Approved by Governor on March 12, 2024
Summary:	LB992, introduced at the request of the Nebraska Real Property Appraiser Board, is a cleanup bill to update the Nebraska Real Property Appraiser Act for the purpose of implementing the Real Property Appraiser Qualifications Criteria (“2026 Criteria”) adopted by The Appraisal Foundation’s Appraiser Qualifications Board, effective on January 1, 2026; the Uniform Standards of Professional Appraisal Practice adopted by The Appraisal Foundation’s Appraisal Standards Board, effective on January 1, 2024; and the recommendations of the Appraisal Subcommittee as identified during its 2022 State Off-site Assessment. These changes are required for the Board’s continued compliance with Title XI and Appraisal Subcommittee Policy Statements 1-7 and 10-12. Along with changes pertaining to the 2026 Criteria, the 2024 USPAP, and the Appraisal Subcommittee’s SOA recommendations, LB992 includes a small upward change to four fee limits, and minor changes to address the administration of the Act and reduce unnecessary barriers for real property appraisers and applicants for credentialing.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=54685
Notes:	

Bill:	LB1075
Title:	Change provisions of the Delayed Deposit Services Licensing Act, the Nebraska Installment Loan Act, the Nebraska Installment Sales Act, the Nebraska Money Transmitters Act, and the Residential Mortgage Licensing Act
Status:	January 30, 2024 – Hearing before the Banking, Commerce and Insurance Committee
Summary:	LB1075 provides for background checks of certain applicants and licensees under the Delayed Deposit Services Licensing Act, the Nebraska Installment Loan Act, the Nebraska Installment Sales Act, the Nebraska Money Transmitters Act, and the Residential Mortgage Licensing Act. The director may use the Nationwide Mortgage Licensing System and Registry as a channeling agent for requesting information from and distributing information to the United States Department of Justice or any other governmental agency in order to reduce the points of contact which the Federal Bureau of Investigation may have to maintain. LB1075 also requires that a licensee notify the director in writing or through the Nationwide Mortgage Licensing System and Registry within three business days from the time that the licensee becomes aware of any breach of security of the system of computerized data owned or licensed by the licensee, which contains personal information about a Nebraska resident, or the unauthorized access to or use of such information about a Nebraska resident as a result of the breach. If a licensee would be required under Nebraska law to provide notification to a Nebraska resident regarding such incident, then the licensee shall provide a copy of such notification to the department prior to or simultaneously with the licensee's notification to the Nebraska resident. Notice required by this subsection may be delayed if a law enforcement agency determines that the notice will impede a criminal investigation. Notice shall be made in good faith, without unreasonable delay, and as soon as possible after the law enforcement agency determines that notification will no longer impede the investigation.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=55262
Notes:	
Bill:	LB1136
Title:	Change provisions of the Nebraska Real Estate License Act
Status:	February 12, 2024 – Hearing before the Banking, Commerce and Insurance Committee
Summary:	LB1136 updates the civil penalty for a finding of guilt in a complaint, and updates the requirements and terms and conditions for errors and omissions insurance.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=55069
Notes:	

Bill:	LB1190
Title:	Adopt the Professional Service Contract Reporting Act
Status:	March 5, 2024 - Placed on General File with AM2686
Summary:	<p>LB1190 provides for enhance transparency within city, county, and state governments concerning professional service contracts, particularly those awarded to individuals or entities situated within economic redevelopment areas or qualified census tracts.</p> <p>AM2686 strikes the original language in LB1190 and requires qualified cities, counties, and state agencies to submit a report to the Department of Administrative Services, detailing the entity involved in the professional service contract, the total dollar value of the contracts, and a description of any effort made by the entity to increase the number of contracts located within economic redevelopment areas and qualified census tracts.</p>
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=54687
Notes:	
Bill:	LB1219
Title:	Adopt updates to building and energy codes
Status:	February 13, 2024 – Hearing before the Urban Affairs Committee
Summary:	LB1136 updates the state building and energy codes to include the 2021 edition of the International Building Code and to include the 2021 edition of the International Residential Code.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=55585
Notes:	
Bill:	LB1240
Title:	Provide a requirement for state officials and state employees testifying before the Legislature
Status:	February 1, 2024 – Hearing before the Executive Board
Summary:	LB1240 mandates that state officials and employees, testifying on behalf of a state agency before a legislative committee, must testify in a neutral capacity. LB1240 will ensure that agency testimony before the legislature must pertain to the technical aspects and implementations of the bill, and neither for or against specific legislation.
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=55600
Notes:	

Bill:	LB1292
Title:	Change provisions relating to standing to file a petition for a declaratory judgment
Status:	February 2, 2024 – Hearing before the Judiciary Committee
Summary:	<p>LB1192 changes Section 84-911 of the Administrative Procedures Act (APA) and provides that a person who seeks to determine the validity of any rule or regulation may petition for a declaratory judgement in the district court of Lancaster County. In a declaratory judgement, the court may declare the rule or regulation invalid if the rule or regulation violates constitutional provisions, exceeds statutory authority of the agency, or was adopted without compliance with the APA. In order to bring a petition pursuant to section 84-911, a plaintiff must have standing, or the legal ability to bring a claim. Legislative Bill 1292 would provide statutory standing to the following individuals: (a) any Nebraska taxpayer and (b) any person whose legal rights or privileges are interfered with or threatened by a rule or regulation. In the case of Griffith v. Nebraska Dept. of Corr. Servs., 304 Neb. 287, 934 N.W.2d 169 (2019), the Nebraska Supreme Court interpreted section 84-911 to allow for standing only to individuals who can show an injury in fact, as a result of any challenged rule or regulation, and not necessarily for taxpayers who are funding an agency's unconstitutional or invalid regulatory acts. This bill is intended to broaden the category of persons who have standing to seek relief under section 84-911.</p>
Legislature Information and Status:	https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=55321
Notes:	
Bill:	LB1417
Title:	Create, eliminate, terminate, and provide, change, eliminate, and transfer powers, duties, and membership of boards, commissions, committees, councils, task forces, panels, authorities, and departments and change and eliminate funds
Status:	February 29, 2024 – Scheduled for Hearing before the Government, Military and Veterans Affairs Committee
Summary:	<p>LB1417 was introduced at the request of Governor Pillen on January 22, 2024. If passed, effective July 1, 2025, the Board of Abstractors and Appraisers is created, which would assume all of the duties of the Abstractors Board of Examiners; the Real Property Appraiser Board; and the board of appraisers in sections 72-224.03, 72-225, 72-240.14, and 72-240.19. On this same date, the Real Property Appraiser Board as it currently exists is terminated.</p> <p>The Board of Abstractors and Appraisers would consist of nine members. One member who is a certified real property appraiser would be selected from each of the three congressional districts, and six members would be selected at large. The six members selected at large would include three members who shall at all times be active registered abstractors who have engaged in the business of abstracting for at least five years, one member who shall be a lawyer experienced in the area of real estate law, one member who shall be a superintendent of a school district offering instruction in grades kindergarten through twelve, and one member who shall be a certified public accountant.</p>

The Board held a meeting on January 22, 2024 to discuss LB1417. At this meeting, Director Kohtz presented LB1417 to the Board for review and gave a brief summary of the contents and background research completed to date. After discussion of LB1417, the Board moved to authorize Director Kohtz to draft a letter to Senator Brewer and Governor Pillen requesting clarification of the intent of LB1417 and to bring attention to the potential impact of this bill; and to authorize Director Kohtz to draft a Memo From the Board to notify the appraiser community of the introduction of LB1417. The letters requested by the Board were sent to Governor Pillen and Senator Brewer on January 23, 2024. In these letters, the Board thank them for their efforts to make State government more efficient and effective and informed them that Board shares the same mission. The Board also brought attention to its purpose and accomplishments, what affect that such of a change may have on the State of Nebraska, and offered its assistance in pursuing a common goal.

After a few brief discussions with Senator Brewer’s office, Director Kohtz was informed by Senator Brewer on January 24, 2024 that all inquiries and comments regarding LB1417 were to be directed at the Governor’s Policy and Research Office.

Director Kohtz spoke with Governor Pillen’s Policy and Research Office (“GRPO”) on January 29, 2024. The Director reiterated that the Board shares the same goal to operate with efficiency and effectiveness in a way that best serves the citizens of Nebraska. During this conversation, the GRPO mentioned that one of the main intents of LB1417 is to reduce the number of appointments made by Governor Pillen. The Director expressed the Board’s preference to maintain its current independence as it exists, and the GRPO indicated the Governor is open an amendment. The following concepts and information were provided for the Governor’s consideration:

- The Board operates with a high level of efficiency and effectiveness, and understands the framework of a complex federal regulatory system. Terminating this Board would cause undue harm to the public as all the institutional knowledge would be lost and the State of Nebraska’s relationship with the financial and appraiser communities would also be damaged. It was requested that the Governor consider maintaining the current Real Property Appraiser Board, in its current makeup, as a foundation to build from if it is the Governor’s will to make such of a change. This concept is in the best interest of the State of Nebraska as the cohesiveness and knowledge is maintained, along with the banking and real estate communities’ representation in the appraiser profession.
- If it is the Governor’s will, the Board would be open to absorbing the Abstractors Board of Examiners with a proper representation ratio on the Board. Since there are 700 real property appraisers, and 75 appraisal management companies (Separate from a business that provides real property appraisal services), and only 200 registered abstractors, along with a smaller number of certificates of authority (required for any individual or business entity desiring to engage in the business of abstracting), it would be reasonable to add two abstractor members to the current Real Property Appraiser Board. Under this concept, there is no specific need to add a lawyer experienced in real estate law as the Board relies on the Attorney General’s Office and its Special Assistant Attorney General for legal advice. This ratio would ensure that the real property appraiser population, along with its peer professions, continue to be properly represented on the Board. This concept also eliminates three appointments for Governor Pillen.

- The Board of Appraisers under Neb. Rev. Stat. §§ 72-240.14 and 72-240.19 is appointed by the county judge or clerk magistrate to serve as appraisers. The county judge or clerk magistrate shall direct the sheriff to summon the appraisers so selected to convene in the office of the county judge at a time specified in the summons for the purpose of qualifying as appraisers and thereafter proceed to appraise the value of the permitted improvements to the land and growing crops owned by the lessee at the time of termination of the occupying tenant's lease. It is not clear how these duties would fit with an administrative licensing board. It was requested that the Governor consider removing these duties in an amendment.
- It is believed that the addition of the superintendent of a school district offering instruction in grades kindergarten through twelve, and the certified public accountant member placed on the new board in LB1417, was extracted from the terminated Board of Appraisers that exists for the purpose of making a finding as to the interest of the owner in a lease contract, if any, and assessing such value, when public bodies with authority to acquire educational lands for public use are required to condemn the interest of the state, as trustee for the public schools, in educational lands. Although the purpose of this Board of Appraisers is established under a specific act administered by the Nebraska Board of Educational Lands and Funds. If it is the Governor's intent to combine the duties of this board with the NRPAB, it was requested that the Governor consider incorporating it as a sub-Board. The superintendent and the certified public accountant member provide a critical role on the Board of Appraisers within the intent of that Act; however, the superintendent and the certified public accountant member would have little interest in the administration of appraiser licensing and regulation. It would be very difficult to convince individuals in these professions to provide the time and dedication needed to sit on a professional licensing board.
- As for the name of the Board, if it is the Governor's will that the Nebraska Abstractors Board of Examiners is absorbed by the Nebraska Real Property Appraiser Board, it would be important that "Real Property" be maintained in the name as this language relates to the statutory definitions of real property appraiser and real property appraisal practice. Appraisal is a generic term that could be used to describe those that do business appraisals, or that provide appraisals of jewelry, fine art, or antiques. The Nebraska Board of Real Property Appraisers and Registered Abstractors would ensure that the language relationship is maintained. If the Governor does not feel that it is in the best interest of the State to absorb the Nebraska Abstractors Board of Examiners into the Real Property Appraiser Board, it is requested that the current name remain in place for continuity and familiarity.

The hearing on LB1417 before the Government, Military, and Veteran's Affairs Committee took place on February 29, 2024. During the hearing, attention was brought to AM2739 drafted on behalf of the Governor's Policy and Research Office. In the amendment, as it pertains to the Board, the Nebraska Real Property Appraiser Board becomes the Nebraska Board of Real Property Appraisers and Registered Abstractors. The Board retains its current makeup with two registered abstractors added to the Board. The Board would then absorb the duties the Nebraska Abstractor Board of Examiners. In his opening statement, Senator Brewer acknowledged the complexity of LB1417 and indicated that this is likely the start of this process and not the end. However, during testimony, Governor Pillen's Chief of Staff Dave Lopez expressed his desire that LB1417 as amended be voted out of committee during this session.

	<p>Except for those representing the Governor, all others that testified opposed LB1417; there was some scattered support for AM2739. The Board's Director testified in a neutral capacity and expressed the Board's desire to remain independent, but also acknowledged the Governor's intent and recognized the Governor's Policy and Research Office for working with the Board to address its concerns found in LB1417. During Senator Brewer's closing, he brought attention to agencies that were removed from LB1417 through AM2739 and those that remain. The Senator indicated that the Committee would need to meet in executive session to discuss this bill and determine a path forward.</p>
Legislature Information and Status:	<p>https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=55542</p>
Notes:	



THE NEBRASKA APPRAISER

News from the Nebraska Real Property Appraiser Board

Winter 2024

Director's Comments



Director Tyler Kohtz

Tyler Kohtz has been the Director for the Nebraska Real Property Appraiser Board since March of 2012. He is responsible for the development, implementation, and management of all programs for the agency, including the administration and enforcement of the Real Property Appraiser Act and the Appraisal Management Company Registration Act.

Unpredictable

There is a saying in Nebraska, if you don't like the weather, wait five minutes. Who would have thought that spring would come at the end of January...after that January. Unpredictable seems to be a theme right now. The Board unexpectedly welcomed two new members in back to back months. Rodney Johnson and Derek Minshull have already integrated seamlessly onto the Board and their contributions have been invaluable. LB1417 was also introduced in the Nebraska Legislature, which ultimately terminates the Board. The Board does not expect this bill to move out of the committee at this time, but until "Sine Die," anything could happen. Thank you to all of you who have provided support in one way or another. I often close by saying that the Board is here for you. I would like to offer a slightly different perspective. As the appraisal business community in Nebraska, this is your Board, so feel free to call the Board's office with any questions, concerns, or comments that you may have. I hope that you enjoy this edition of The Nebraska Appraiser.

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- Election of 2024 NRPAB Officers
- 2024 NRPAB Real Property Appraiser Act Legislation (LB992)
- 2024 NRPAB Appraisal Management Company Registration Act Legislation (LB989)
- Legislation of NRPAB Interest
- Guidance Documents Adopted/Retired Between October and December of 2023
- Compliance Update (October - December 2023)

In the Spotlight:

- Loll Joins NRPAB Staff as new Business Programs Manager
- Derek Minshull Appointed to the Representative of Financial Institutions Position on the Board
- Rodney Johnson Appointed to the Licensed Real Estate Broker Position on the Board

Coming and Going:

- Who's New? (October - December 2023)
- Real Property Appraiser and AMC Numbers and Trends as of January 1, 2024
- Real Property Appraiser Credential Renewal Report as of January 2024

Financial Snapshot:

- December 31, 2023 Financial Report

Upcoming NRPAB Meetings:

- ◆ April 18, 2024 @ NRPAB Office (Conference Room)
- ◆ May 16, 2024 @ NRPAB Office (Conference Room)
- ◆ June 20, 2024 @ NRPAB Office (Conference Room)

These meeting dates are all tentative. Please check the Board's Facebook page or website for information as these dates approach. The start time for each meeting can be found in the public notice and on the agenda posted to the Board's website at least 48 hours prior to the start of the meeting. Any meeting also held by virtual conferencing will be stated as such in the public notice for that meeting.

NRPAB Quick Hits

- ◆ Congratulations to Bonnie Downing, who was elected as the Board's chairperson for 2024, and to Cody Gerdes, who was elected as the Board's vice chairperson for 2024. Downing has served on the Board since 2020, and was the vice chairperson in 2023. Gerdes has been a member on the Board since 2021. Both individuals have displayed the leadership qualities that will keep the Board's momentum into 2024 and beyond.
- ◆ LB992 was introduced by Senator Dungan at the request of the Nebraska Real Property Appraiser Board on January 5, 2024. LB992 updates the Nebraska Real Property Appraiser Act for the purpose of implementing the Real Property Appraiser Qualifications Criteria effective on January 1, 2026; the Uniform Standards of Professional Appraisal Practice effective on January 1, 2024; and the recommendations of the Appraisal Subcommittee as identified during its 2022 State Off-site Assessment. LB992 includes a small upward change to four fee limits, and minor changes to address the administration of the act and reduce unnecessary barriers for real property appraisers and applicants for credentialing. LB992 has passed on Final Reading and was signed by Speaker Arch on March 7, 2024. More information can be found on the Nebraska State Legislature's website at: https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=54685.
- ◆ LB989 was introduced by Senator Dungan at the request of the Nebraska Real Property Appraiser Board on January 5, 2024. LB989 updates the Nebraska Appraisal Management Company Registration Act for the purpose implementing the recommendations of the Appraisal Subcommittee as identified during its 2022 State Off-site Assessment. LB989 includes a small upward change to one fee limit, and minor changes to address the administration of the Act and reduce unnecessary barriers for owners of appraisal management companies. LB989 has passed on Final Reading and was signed by Speaker Arch on March 7, 2024. More information can be found on the Nebraska State Legislature's website at: https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=54684.



Board Members

Chairperson of the Board

Bonnie M. Downing, Dunning
Certified General Appraiser
3rd District Representative
Term Expires: January 1, 2025

Vice-Chairperson of the Board

Cody Gerdes, Lincoln
Certified General Appraiser
1st District Representative
Term Expires: January 1, 2026

Board Member

Kevin P. Hermsen, Gretna
Certified General Appraiser
2nd District Representative
Term Expires: January 1, 2027

Board Member

Rodney Johnson, Norfolk
Certified General Appraiser
Licensed Real Estate Broker Rep
Term Expires: January 1, 2028

Board Member

Derek Minshull, North Platte
Financial Institutions Rep
Term Expires: January 1, 2029

Have questions? We have answers!

Questions related to appraisal management company registration and renewal: nrpab.amc@nebraska.gov

Questions related to AMC Login: nrpab.amclogin@nebraska.gov

Questions related to real property appraiser credentialing: nrpab.credentialing@nebraska.gov

Questions related to real property appraiser credential renewal: nrpab.renewals@nebraska.gov

Questions related to real property appraiser education (QE & CE): nrpab.education@nebraska.gov

Questions related to investigations, or how to file a grievance: nrpab.compliance@nebraska.gov

Questions related to Appraiser Login: nrpab.AppraiserLogin@nebraska.gov

General Questions: nrpab.questions@nebraska.gov

NRPAB Quick Hits

- ◆ Each legislative session, the Board follows legislative bills introduced by the Nebraska State Legislature that may have an impact on the real property appraiser profession or agency operations. A summary of these bills, along with the link to the legislative information, can be found on the main page of the Board’s website at: appraiser.ne.gov. Select the hyperlink titled “2024 Nebraska Legislation of NRPAB Interest” in the blue box on the right-hand side of the page. If you have any comments regarding any of the bills listed in this document, please feel free to contact the Board’s office at 402-471-9015, or email Director Kohtz at tyler.kohtz@nebraska.gov.
- ◆ The Nebraska Real Property Appraiser Board retired no guidance documents, and adopted no new guidance documents, between October and December. All Guidance Documents are available for viewing on the Board's website at: https://appraiser.ne.gov/guidance_documents.html.
- ◆ Compliance Update
 - * Between the months of October and December, five grievances were filed against Nebraska credentialed real property appraisers. During this time, no disciplinary actions were taken by the Board against any appraisers, one grievance was dismissed with prejudice, and one grievance was dismissed without prejudice.
 - * Between the months of October and December no grievances were filed against any appraisal management companies. During this time, no disciplinary actions were taken by the Board against any appraisal management companies.



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[Visit NRPAB on Facebook](#)



What's new at
The Appraisal Foundation?
appraisalfoundation.org



What's new at the
Appraisal Subcommittee?
asc.gov



What's new at the AARO?
aaro.net

In the Spotlight: Loll Joins NRPAB Staff as new Business Programs Manager

Karen Loll has joined the Board as its new Business Programs Manager. This position manages the day-to-day accounting and office business; provides support for the Budget Program; and assists with the agency's public information activities, board meeting preparation, and executes various directives as assigned by the director.

Loll, who is married with three boys, grew up in central Nebraska and moved to Lincoln, Nebraska to attend school. Prior to joining the Board, Loll was a homeschool teacher for eighteen years. In December of 2023, Loll completed an associate degree at Southeast Community College. In her free time, Loll enjoys attending her son's gymnastic meets, watching old television shows, and Nascar races.



Karen Loll

In the Spotlight: Derek Minshull Appointed to the to the Representative of Financial Institutions Position on the Board

Governor Jim Pillen appointed Derek Minshull to the Nebraska Real Property Appraiser Board as the Representative of Financial Institutions on January 22, 2024. Newly appointed Board Member Minshull was sworn in by Chief Deputy Secretary of State Colleen Byelick on February 13, 2024.



Derek Minshull preparing to take the State of Nebraska Oath of Office.

Minshull is a Senior Vice President at NebraskaLand Bank. He has been in the banking industry for sixteen years and has expertise in both risk analysis and collateral evaluation. Prior to his employment with NebraskaLand Bank, Minshull was in hospitality, where he engaged in employee management, finance, and customer service.

Minshull earned an Associate of Science Degree from Mid-Plains Community College in North Platte, Nebraska; a Bachelor of Science in Business Administration and a Bachelor of Science in Physical Science from the University of Nebraska at Kearney; and attended the Graduate School of Banking Colorado.

In his free time, Minshull enjoys swimming, water sports, camping, and traveling.

Minshull's term on the Board will run through December 31, 2028. If you would like to offer your congratulations to Derek Minshull, please email Director Kohtz at tyler.kohtz@nebraska.gov with your comments.

"I am honored to be selected and appointed by Governor Pillen to serve on the Nebraska Real Property Appraisal Board as the Financial Services Representative. I look forward to serving the State of Nebraska and Appraisal Industry alongside my fellow board members as well as Mr. Kohtz and his team"

– Derek Minshull

In the Spotlight: Rodney Johnson Appointed to the to the Licensed Real Estate Broker Position on the Board

Governor Jim Pillen appointed Nebraska Certified General Real Property Appraiser Rodney Johnson to the Nebraska Real Property Appraiser Board as the Licensed Real Estate Broker Representative on December 13, 2023. Newly appointed Board Member Johnson was sworn in by Chief Deputy Secretary of State Colleen Byelick on January 18, 2024.



Rodney Johnson signing the State of Nebraska Oath of Office.

Johnson is employed at United Farm and Ranch Management. His expertise is in farm and ranch management, farmland marketing, and agricultural and ROW appraisals. Johnson is a past president of the Realtors Land Institute and is a current member of the American Society of Farm Managers and Rural Appraisers. Johnson credits Warren McClymont for his career path.

Johnson and his wife Janelle reside in Norfolk, Nebraska, where he is very active in the community. Johnson is the finance chair of his church, member of the Rotary club, and serves on the Norfolk Land Board.

"I look forward to working with my fellow Board members and Tyler in the common goal of enhancing our profession by ensuring trust and ethics to the people and organizations utilizing appraisal services."

– Rodney Johnson

Johnson's term on the Board will run through December 31, 2027. If you would like to offer your congratulations to Rodney Johnson, please email Director Kohtz at tyler.kohtz@nebraska.gov with your comments.

Who's New?

The Nebraska Real Property Appraiser Board congratulates the following individuals who received real property appraiser credentials, and the organizations newly registered as appraisal management companies, between October and December of 2023.

Trainee Real Property Appraisers

Austin Nelson, Omaha NE – T2023015
Daniel Kenealy, Omaha NE – T2023016
Katelyn Leibhart, Lincoln NE – T2023017
Jennifer Lennemann, Kearney NE – T2023018
Chelsea White, Ogallala NE – T2023019
Laura Wigen, Omaha NE – T2023020

Certified Residential Real Property Appraisers

Nicholas Nelsen, Blair NE – CR2023008
Cody Wellington, Council Bluffs IA – CR2023009R

Certified General Real Property Appraisers

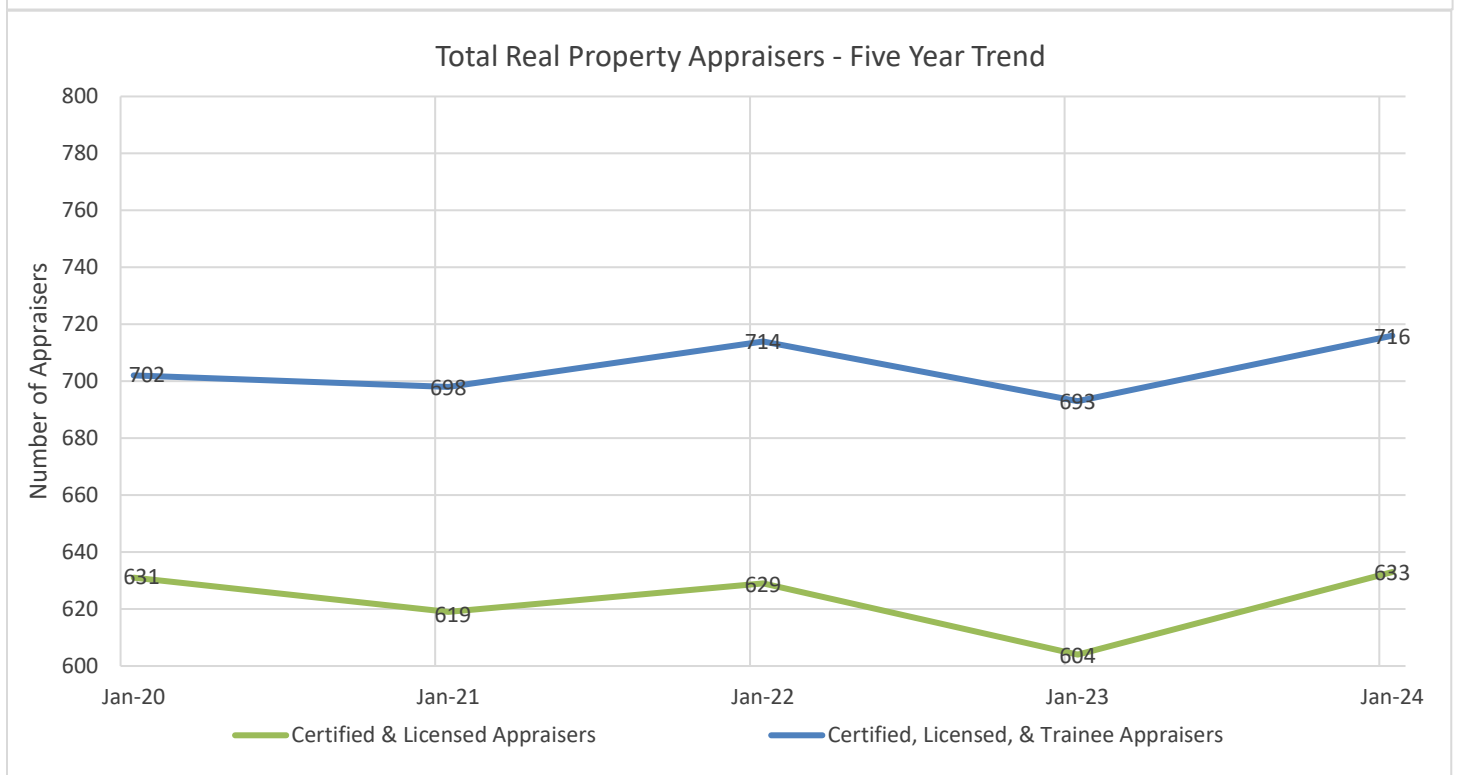
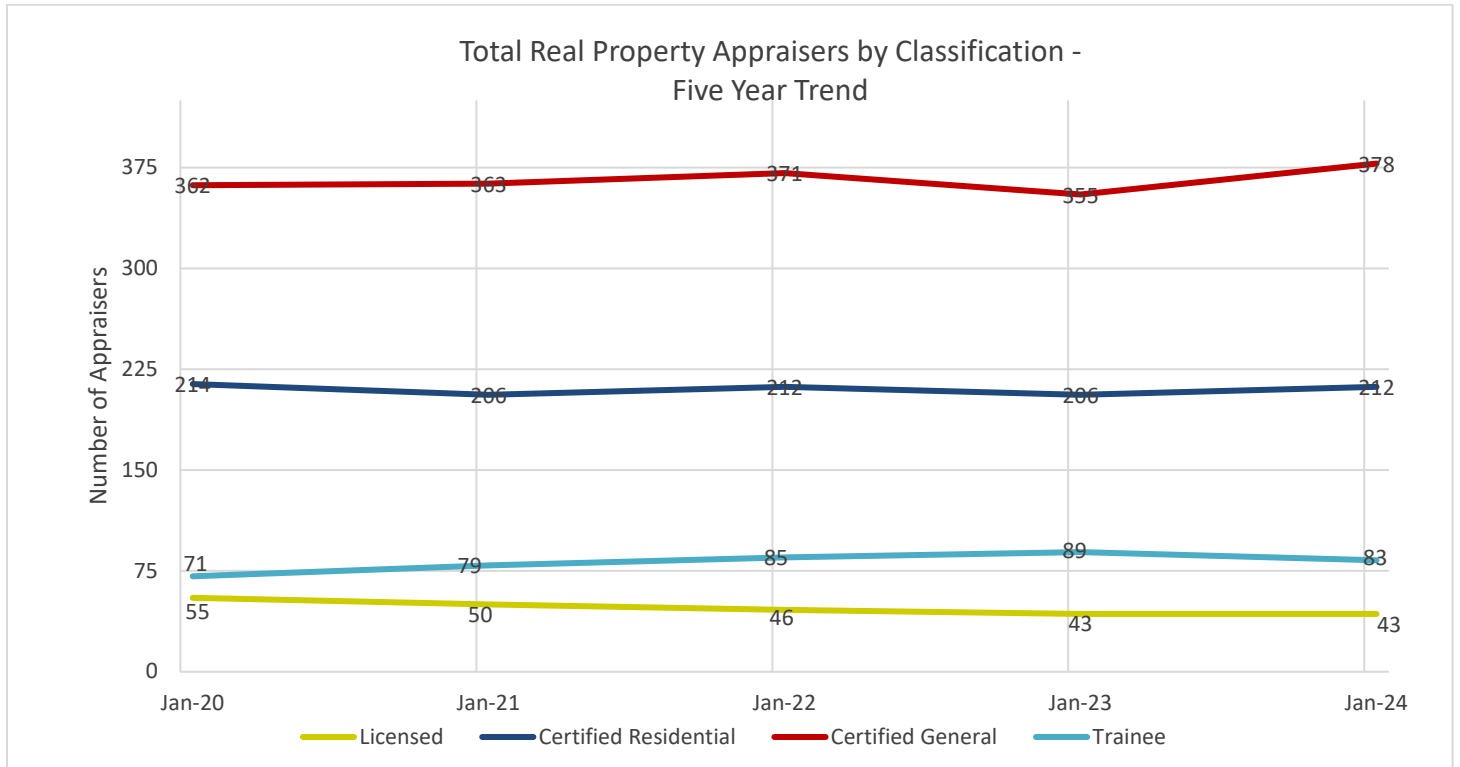
Douglas Hodge, Lapeer MI – CG2023036R
James O'Neil, Theodore AL – CG2023037R
Corey Sell, Milwaukee WI – CG2023038R
Tami Cook, Overland Park KS – CG2023039R
Sean Reilly, Houston TX – CG2023040R
Aubrey Williams, Austin TX – CG2023041R
Ralph DeBee III, Dallas TX – CG2023042R

Appraisal Management Companies

None

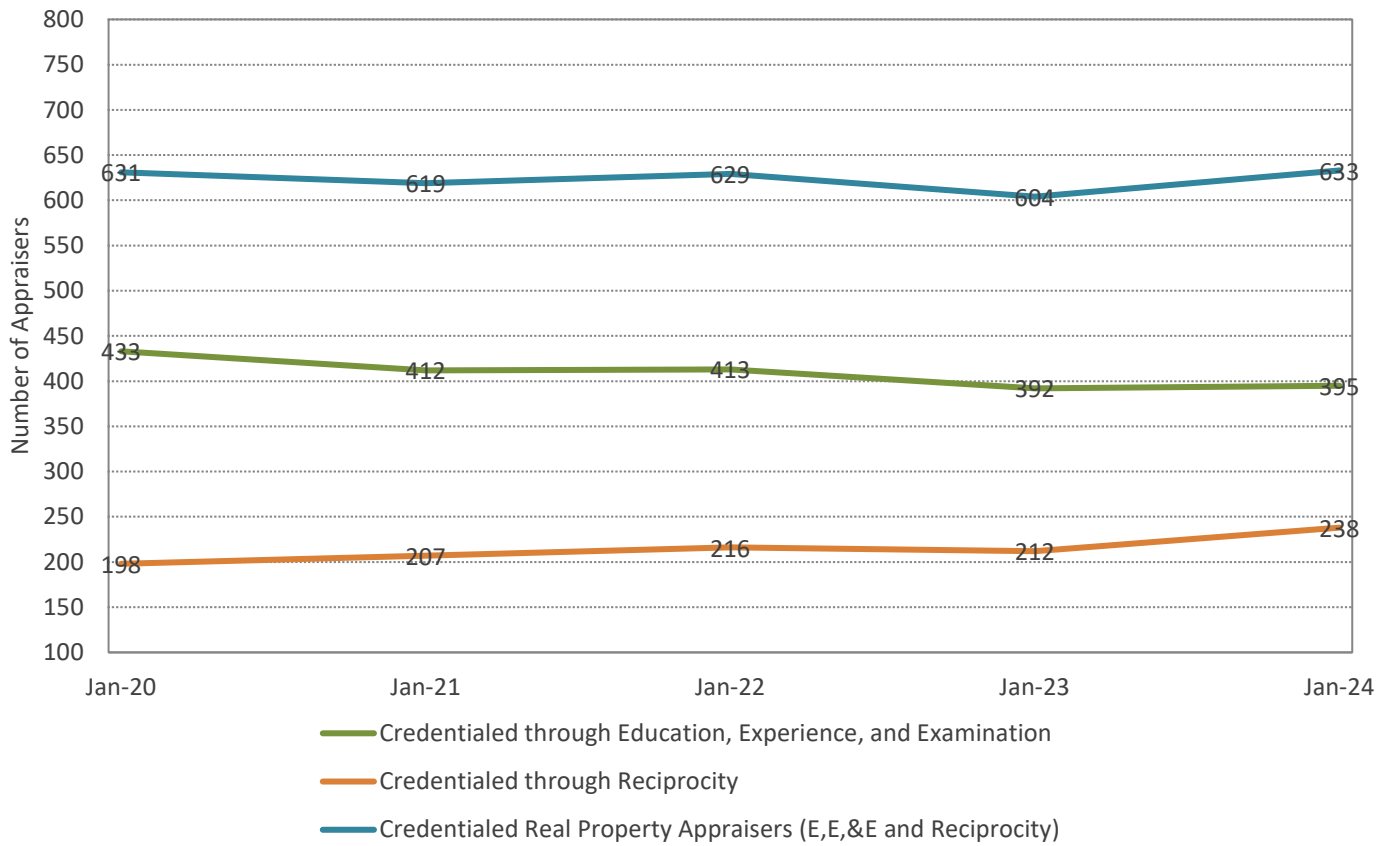
Real Property Appraiser and AMC Numbers and Trends as of January 1, 2024

The charts below outline the five-year trend for the number of Nebraska credentialed real property appraisers and Nebraska registered appraisal management companies as of January 1, 2024. There are currently 633 licensed residential, certified residential, and certified general real property appraisers in Nebraska, and 83 credentialed trainee real property appraisers. In addition, there are currently 75 appraisal management companies registered in Nebraska.

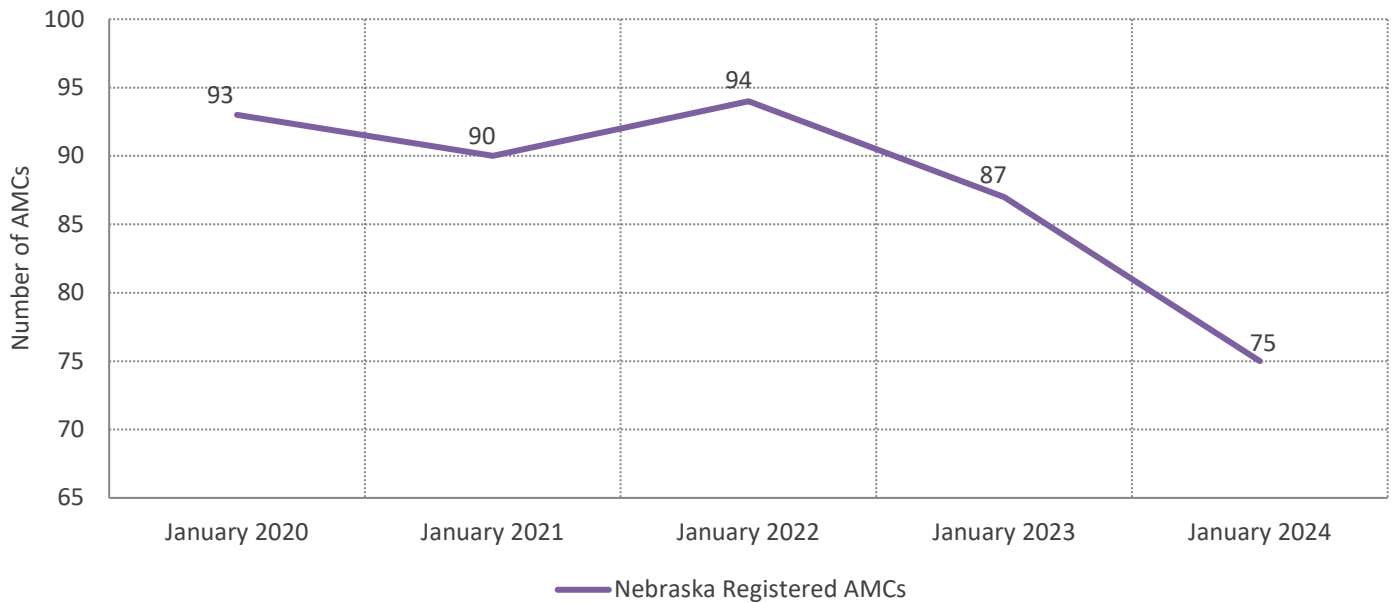


Real Property Appraiser and AMC Numbers and Trends as of January 1, 2024 (Continued)

Total Real Property Appraisers (not including Trainee)
- Five Year Trend



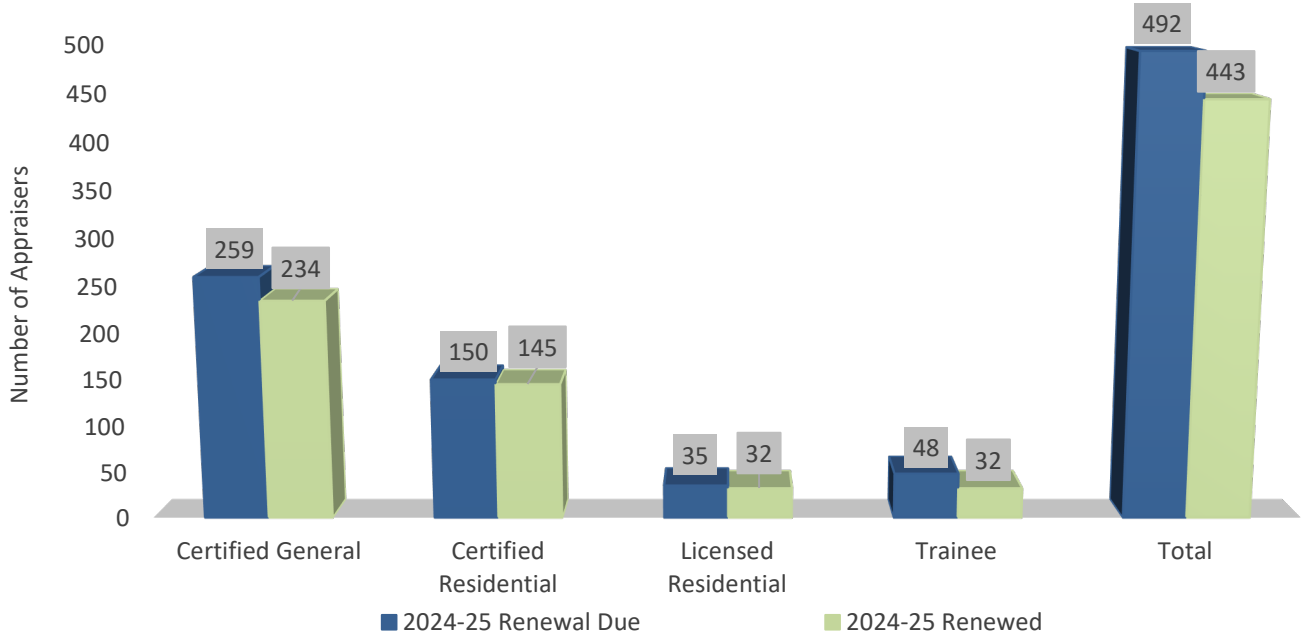
Appraisal Management Companies - Five Year Trend



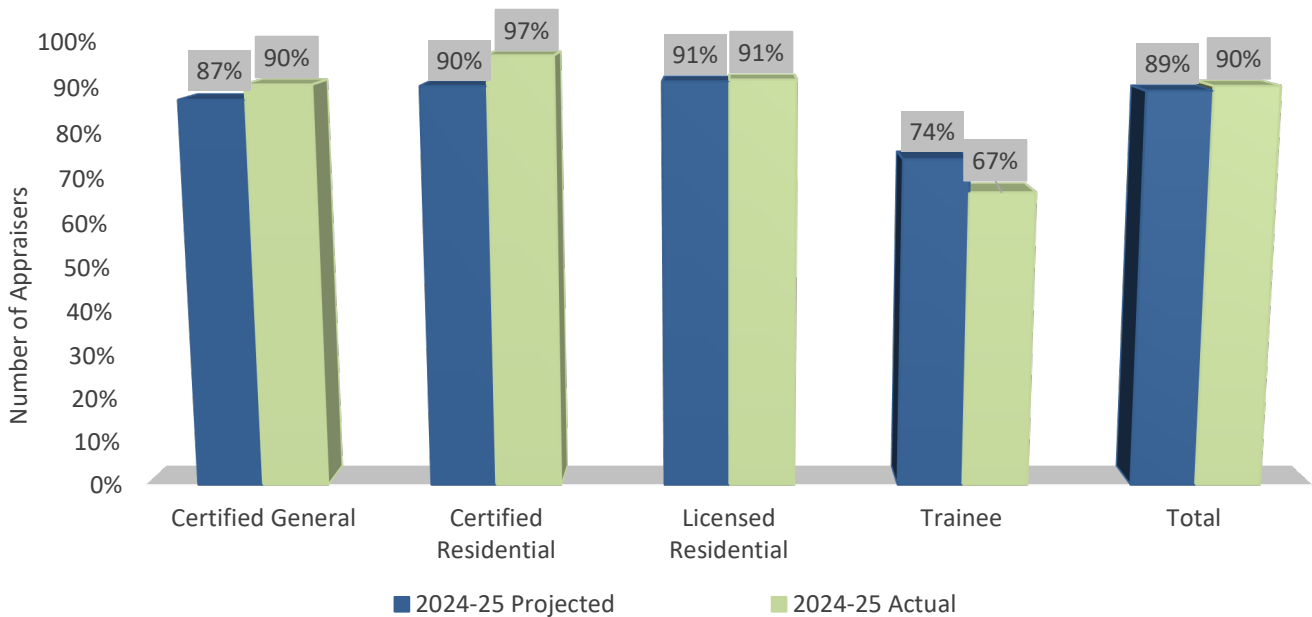
Real Property Appraiser Renewal Counts and Percentages as of January 2024

The charts below outline the real property appraiser renewal counts and percentages as of January 2024. There were 492 trainee, licensed residential, certified residential, and certified general real property appraiser renewals due, and 443 credentials were renewed.

2024-25 REAL PROPERTY APPRAISER RENEWAL PROGRESS REPORT - JANUARY 2024

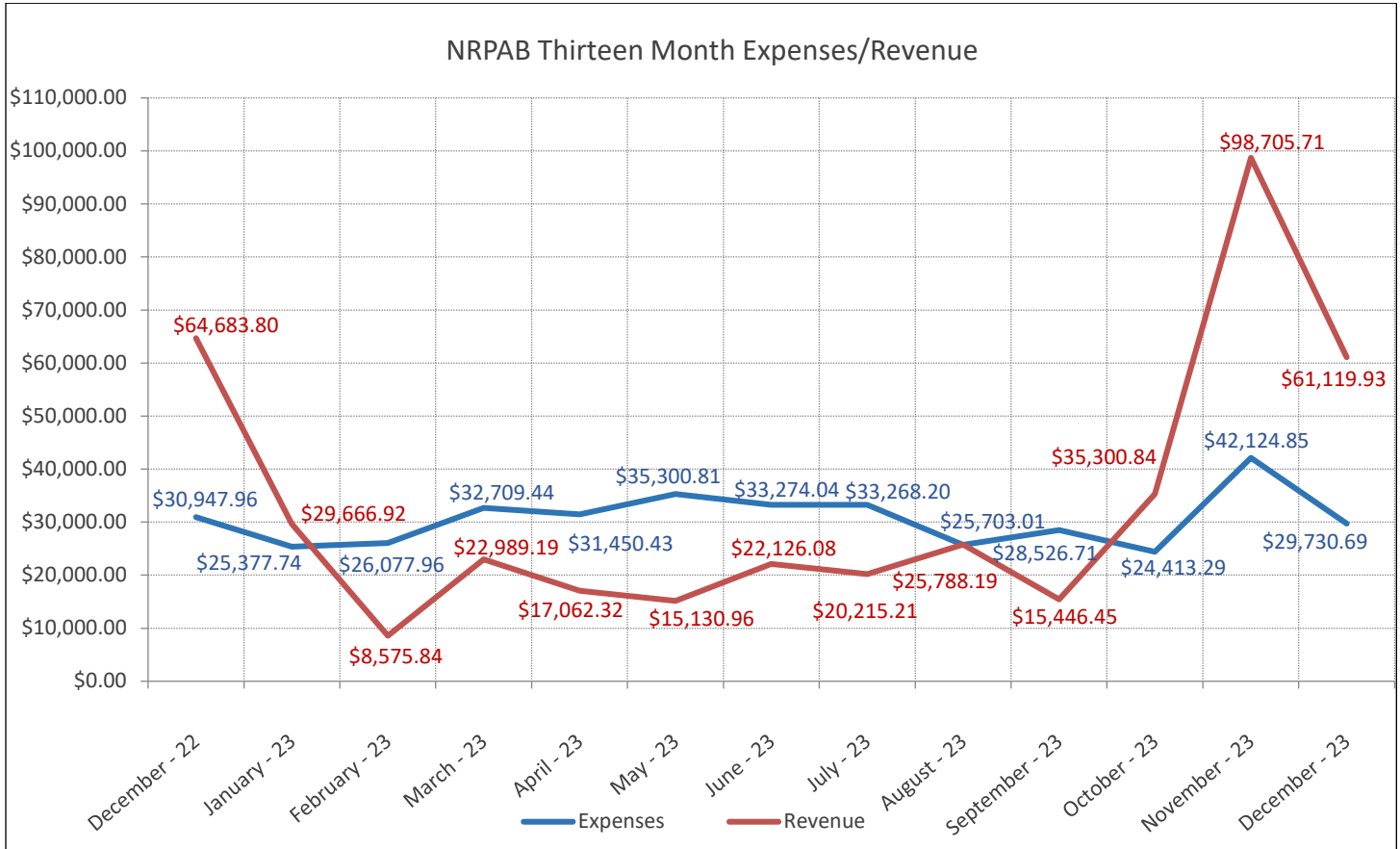


2024-25 PERCENTAGE PROJECTIONS/ACTUALS RENEWAL PROGRESS REPORT - JANUARY 2024



NRPAB Financial Snapshot as of December 31, 2023

For the Real Property Appraiser Program, which includes both the appraiser fund and the AMC fund, a total of \$183,766.75 in expenditures and \$256,576.33 in revenues were recorded as of December 31, 2023. Actual expenses registered at 42.40 percent of the budgeted expenditures for the fiscal year; 50.41 percent of the fiscal year has passed.



Your credentialing card, the Online Renewal Application with EFW Payment, the Education Submission Portal, continuing education requirements, education history, and USPAP download are all found in the Appraiser Login on the Board's website.

NEWSLETTER



Dear Subscriber,

As you know, promoting diversity in the appraisal profession has been a major focus of our organization over the past few years. Starting in 2020 with our symposium on appraisal bias, we have been leading the profession in efforts to root out discrimination and promote diversity to build public trust in appraisals and ensure the appraiser population reflects the communities they serve.

Some of our initiatives have included:

- Sponsoring the Appraiser Diversity Initiative to support new entrants with diverse backgrounds entering the profession,
- Enacting recommendations from a diversity, equity and inclusion consultant to ensure our board selection practices promoted a diverse board,
- Establishing the Practical Applications of Real Estate Appraisal (PAREA) as an alternative pathway for aspiring appraisers to fulfill their experience requirements,
- Requiring fair housing and valuation bias education for all appraisers throughout their careers,
- Overhauling the Ethics Rule to make it crystal clear that appraisers must follow all applicable fair housing laws, and
- Forming the Council to Advance Residential Equity, a group of fair housing, consumer, and civil rights advocates, to provide feedback to all of our boards.

We have done so much in just a few short years, but we also want to ensure we understand the progress we are making. One of the ways we are measuring the impact of these projects is through our demographic survey. The first survey was released in 2021 to establish baseline demographics for the appraisal profession. As we expected, the results of this first survey reflected what we have anecdotally known about the diversity of the profession.

The Appraisal Foundation released its second demographic survey of the appraisal profession late last month. This survey is a valuable tool in measuring the profession's growth and diversity through the years.

In This Newsletter

**From the President's Desk:
Measuring our Progress**

Updates from CARE

Updates from the BVRP

Appraiser Talk

Calendar

March 28: [AQB Public Meeting](#)

Contact Us

T 202-347-7722

info@appraisalfoundation.org

www.appraisalfoundation.org

Follow Us



We hope you will [participate in this five-minute survey](#) before the March 13th deadline. Your participation is vital to measuring our progress to build a profession that is more reflective of the United States we live in, and we hope you will continue to engage with our initiatives to promote diversity and eliminate discrimination in the appraisal profession.

Sincerely,
Dave Bunton
President

Updates from the Council to Advance Residential Equity

Applications are now open for fair housing, consumer and civil rights nonprofit organizations to join the Council to Advance Residential Equity. If your organization has an interest in the appraisal profession and is interested in applying to join this group, please click [here](#). You can also reach out to Jalin Debeuneure with any questions at jalin@appraisalfoundation.org.

Updates from the Business Valuation Resource Panel

[An exposure draft](#) of a Valuation Brief from the Business Valuation Resource Panel is now available for review and public comment.

The Business Valuation Resource Panel is now accepting all public comments until March 31st. To submit a comment, click [here](#), and the BVRP will review your feedback.

Appraiser Talk

Stay up to date on Appraiser Talk!

You can check out all episodes [here](#). Click [here](#) to sign up to receive a notification each time a new episode is published.

You can subscribe to Appraiser Talk on Spotify, Apple Podcasts or wherever you get your podcasts. If you have a question you'd like to hear answered on the show, email it to Amy Timmerman at amy@appraisalfoundation.org.

About The Appraisal Foundation

The Appraisal Foundation is the nation's foremost authority on the valuation profession. The organization sets the Congressionally authorized standards and qualifications for real estate appraisers, and provides voluntary guidance on recognized valuation methods and techniques for all valuation professionals. This work advances the profession by ensuring appraisals are independent, consistent, and objective. More information on The Appraisal Foundation is available at www.appraisalfoundation.org.

USPAP Q&As

2024 USPAP Q&A

Issue Date: March 6, 2024

The Appraisal Standards Board (ASB) of The Appraisal Foundation develops, interprets, and amends the Uniform Standards of Professional Appraisal Practice (USPAP) on behalf of appraisers and users of appraisal services. The USPAP Q&A is a form of guidance issued by the ASB to respond to questions raised by appraisers, enforcement officials, users of appraisal services and the public to illustrate the applicability of USPAP in specific situations and to offer advice from the ASB for the resolution of appraisal issues and problems. The USPAP Q&A may not represent the only possible solution to the issues discussed nor may the advice provided be applied equally to seemingly similar situations. USPAP Q&A does not establish new standards or interpret existing standards. USPAP Q&A is not part of USPAP and is approved by the ASB without public exposure and comment.

2024-04: Personal Inspection – Use of this term

Question: Am I required to use the term “personal inspection” in my appraisal report?

Answer: No. USPAP does not require use of the specific term “personal inspection”.

The term “personal inspection” is only used in USPAP in the certification requirements. For example, Standards Rule 2-3(a) states:

“I have/have not made a personal inspection of the property that is the subject of this report.”

The wording of a certification for each appraisal report does not have to match the exact wording of the applicable reporting standard (i.e., Standards Rules 2-3, 4-3, 6-3, 8-3 or 10-3) verbatim. The reporting standards only require that, at a minimum, each element addressed in the report’s signed certification must be the same elements noted in the applicable reporting standard (i.e., Standards Rule 2-4, 4-3, 6-3, 8-3 or 10-3).

Regarding a “personal inspection” (or the lack thereof), the appraiser can use different words to address this certification element; however, at a minimum, the USPAP meaning of the term “personal inspection” must be addressed.

For example, when addressing the “personal inspection” certification element in

Standards Rule 2-3(a), any of the statements below may be appropriate:

1. I have made a personal inspection of the property that is the subject of this report.
2. I inspected, on-site and as part of the scope of work performed for this assignment, the interior and exterior of the property that is the subject of this report.
3. I have, as part of the scope of work performed for this assignment, inspected in-person from the street, the exterior of the property that is the subject of this report.
4. I did not conduct a personal inspection of the subject property as part of the scope of work of this assignment. I have, however, previously inspected the interior and exterior for a prior appraisal assignment, of the subject property on (date).
5. I did not conduct a personal inspection of the subject property as part of the scope of work of this assignment. I have, however, previously inspected the interior and exterior of the subject property on (date).
6. The appraiser performed a complete visual inspection of the interior and exterior areas of the subject property. The appraiser's complete visual inspection was conducted onsite and in person as part of the scope of work of this assignment.
7. The appraiser has made a physical inspection of the property appraised and that the property owner, or [their] designated representative, was given the opportunity to accompany the appraiser on the property inspection.

2024-05 Personal Inspection – Inspection from a prior assignment

I recently completed an appraisal which included a personal inspection. Soon after I completed that assignment, I agreed to perform a new appraisal assignment on that same property, with the same effective date of value. My new client believes the inspection I did for the prior assignment provided sufficient information about the property to complete a new assignment. I agree that as part of the scope of work for my new assignment I do not need to perform a personal inspection to develop credible assignment results.

Question: For the new assignment, can I use the information I have already collected about the subject property?

Answer: As with any assignment, you might be able to use information and analyses developed for a previous assignment. Appraisers are often selected for subsequent assignments specifically because of experience and demonstrated competency in a prior assignment. However, one must be mindful of obligations relating to the use of confidential information.

Question: For the new assignment, can I certify I made a personal inspection?

Answer: No. If the appraiser has certified they made a personal inspection, under USPAP they are indicating they completed: “... *an in-person observation of the subject property as part of the scope of work for the assignment*”, which would not be true in this instance.

Question: My assignment from the new client requires my report to include a certification indicating I had “inspected the property as of the effective date of value”, and I am not allowed to modify or change the certification in any way. Since I did inspect the property as of the effective date of value, would this meet the requirement for addressing the USPAP certification element about “personal inspection”?

Answer: No. Given the assignment required the use of a certification that could not be altered, and the certification did not clearly and accurately address the USPAP certification elements about “personal inspection” it would be necessary to use a supplemental certification.

Standards Rule 2-3(d) states: *When an assignment requires the use of a certification that does not include all of the certification elements in this Standards Rule, the appraisal report must contain a supplemental certification, which includes the remaining required certification elements.*

2024-06: Personal Inspection – Need for additional disclosure

Question: The certification in my appraisal report satisfies the requirement to disclose if I have (or have not) made a personal inspection. Specifically, my certification states:

I inspected the interior and exterior of the subject property as part of the scope of work performed for this assignment.

Am I required to make an additional disclosure in my appraisal report related to my personal inspection?

Answer: There is no requirement for every appraisal report to include an additional disclosure; however, for some appraisal assignments, it may be necessary for you to include more details about your personal inspection in the report.

For example, the comment to Standards Rule 2-2(a)(viii) states:

Summarizing the scope of work includes disclosure of research and analyses performed and might also include disclosure of research and analyses not performed.

Therefore, when necessary, the appraisal report must include a more detailed disclosure about the personal inspection. This is to ensure that any intended user of the appraisal report is not misled about the scope of work performed (or not performed) as it relates to the inspection, and that the report complies with the applicable content requirements.

The more detailed disclosure can be in any part of the appraisal report, including in the certification.

USPAP Q&A

USPAP Q&As are posted on The Appraisal Foundation website (www.appraisalfoundation.org).

For further information regarding USPAP Q&A, please contact:

Lisa Desmarais, Vice President,
Appraisal Issues

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