



# THE NEBRASKA APPRAISER

News from the Nebraska Real Property Appraiser Board

Summer 2017

## 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.*

## Now the Fun Begins

Vacations are over, the pools are closing, and soon you will not be able to walk by a television without a football game on. This is also that time of year when all those relaxing evenings become filled with various activities. The Board does a lot of “behind the scenes” work during this time of year, and has been productive preparing for the upcoming renewal period, getting legislation ready for introduction, drafting changes to the rules, and evaluating the effectiveness of its programs. As we transition to fall, the public plays an increasingly important role in the Board’s productivity. The NRPAB Feature in this edition of The Nebraska Appraiser covers the credential renewal procedures for the 2018-19 renewal period. If your credential is set to expire on December 31, 2017, please remember to have your application for renewal, along with the certificates evidencing completion of the continuing education requirements, to the Board’s office by November 30, 2017 to avoid being assessed a late processing fee. Remember, we are here for you, so please call the Board’s office with any questions. I hope that you enjoy this edition of The Nebraska Appraiser.

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## Upcoming NRPAB Meetings:

- ◆ September 21, 2017 @ NRPAB Office (Conference Room)
- ◆ October 19, 2017 @ NRPAB Office (Conference Room)
- ◆ November 16, 2017 @ NRPAB Office (Conference Room)

\* The start time for each meeting can be found on the agenda posted to the Board's website at least 48 hours prior to the start of the meeting.

# 2018-19 Credential Renewal Processes and Procedures

By Tyler N. Kohtz, Director

Real property appraiser credential renewal deadlines are approaching. Nebraska credential holders should review the following information regarding the 2018-19 renewal process.

- The following must be mailed to the Board's office postmarked by November 30, 2017: completed renewal application form, all fees, all required continuing education documentation (**NEW – USPAP and/or Report Writing documentation is now required with a renewal application in the year taken, not just at the end of a CE period**), and fingerprint cards or date of electronic fingerprint submission (if notified of random selection by registered mail). All incomplete applications will be returned. Applications missing any required accompanying documentation are considered incomplete. The entire two-year continuing education period must be satisfactorily completed prior to applying for a two-year renewal.

- If all required information is not received at the Board's office postmarked by November 30, 2017, a credential holder will have until July 1, 2018 to meet the requirements. A late processing fee of \$25.00 will be assessed for each month or portion of a month the credential is not renewed beginning on December 1, 2017. (The late processing fee does not apply until January 1, 2018 for new or upgraded credentials issued on or after November 1, 2017.)

- All applications received after November 30, 2017 will go before the Board for review, except applications to renew new or upgraded credentials issued after November 30, 2017 and before January 1, 2018. If a late application is incomplete or missing required continuing education documentation, fingerprint submission, or late fees, the application will be returned to the credential holder.

- In September, notification postcards will be mailed to appraisers whose credentials expire December 31, 2017. The postcards will include directions for downloading the application and renewing the credential. The 2018-19 renewal application form will not be mailed to credential holders.
- When an application received at the Board's office has been processed by board staff, a postcard will be mailed to the credential holder stating that the requirements for renewal of the real property appraiser credential have been met. This postcard will include directions for printing a copy of the credentialing card through the Appraiser Login on the Board website (see picture below).



- If the requirements for renewal of a credential have not been met, the application will be returned to the credential holder, with a letter from the Board outlining any deficiencies and explaining the next step. If the Board has not received required criminal history record check results from the State Patrol prior to December 31, 2017 the Board may renew a credential subject to receipt of the CHRC results. All other requirements for renewal must have been met prior to the November 30th deadline for this contingent approval.

## 2018-19 Credential Renewal Processes and Procedures (Continued)

- A credential holder may elect an inactive status. This status allows an appraiser the ability to maintain his or her credential if he or she is unable to practice for a short amount of time. The inactive status application can be found on the Board's website at: [http://www.appraiser.ne.gov/Appraiser\\_Credentialing/](http://www.appraiser.ne.gov/Appraiser_Credentialing/).
- The Board may adopt a program of continuing education for an individual credential holder as long as the program is compliant with the Appraiser Qualifications Board's criteria specific to continuing education. To make a request for an individualized program of continuing education, a credential holder shall submit a letter to the Board explaining the circumstances which are the basis for the request and the reason(s) why the existing continuing education requirements are a hardship on the credential holder.
- Each credential holder that successfully renews his or her credential after the second year of a two-year credential period will receive one free download of the PDF version of the 2018-19 Edition of USPAP through Appraiser Login (see picture below). The PDF may be printed for your personal use once download is complete. Hard copies are also available for purchase through The Appraisal Foundation at: <https://www.appraisalfoundation.org/imis/TAF/Store/TAF/Products.aspx?>

- Finally, information regarding the CE requirements can be found in Appraiser Login (see below). When logged into Appraiser Login, select the hyperlink for the document titled "2018-19 Nebraska Real Property Appraiser Continuing Education Requirements." Reciprocal credential holders are also strongly encouraged to review the September 24, 2013 Memo From the Board titled "Changes to CE Requirements for Nebraska Reciprocal Real Property Appraisers" located at: <http://www.appraiser.ne.gov/newsletters%20and%20memos/index.html>.

Appraiser Details

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Appraiser

Name:

Email:

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Credential

| Effective Date | Expiration Date | ID Number | Print       |
|----------------|-----------------|-----------|-------------|
| 01/01/2015     | 12/31/2015      | 4456-2015 | Pocket Card |
| 07/08/2014     | 12/31/2014      | 4455-2014 | Pocket Card |

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Education

**2015-16 Nebraska Real Property Appraiser Continuing Education Requirements**

CE Period: 2014-2015

7-Hour USPAP Update (Required every two years): 2014

7-Hour Report Writing and Case Studies Update (Required every four years): 2014

CE Hours Remaining: 28

| ID    | Year | Hours | Name                                  | Prerequisite? |
|-------|------|-------|---------------------------------------|---------------|
| A0052 | 1982 | 30    | Capitalization Theory and Techniques  | Yes           |
| A0002 | 1988 | 35    | Fundamentals of Real Estate Appraisal | Yes           |
| A0003 | 1988 | 30    | Appraisal of I and                    | Yes           |

- Effective January 1, 2015, all Trainee Real Property Appraisers are required to submit continuing education every two years instead of every four years. No adjustments will be made for those on a four year cycle ending on December 31, 2015 or December 31, 2016. However, if a Trainee Real Property Appraiser's four year cycle was to end on December 31, 2017 or December 31, 2018, his or her continuing education cycle has been changed to a cycle beginning January 1, 2015 and ending December 31, 2016.

Please contact the Board's office at 402-471-9015, or by email at: [nrpab.renewals@nebraska.gov](mailto:nrpab.renewals@nebraska.gov), for any questions concerning continuing education requirements or the renewal process.

Official Nebraska Government Website

Nebraska Real Property Appraiser Board

Home Board Members and Staff Appraiser Login Contact Appraiser Listing AMC Listing

The Nebraska Real Property Appraiser Board has made every effort to ensure the accuracy of the information provided in Appraiser Login. However, Appraiser Login is for information purposes only and is not an official transcript. The Board does not guarantee the accuracy of the information. As a Nebraska credentialed appraiser, it is your responsibility to ensure that all continuing education requirements are met, and all required information for renewal is submitted to the Board's office in a timely manner. If any errors, omissions, or discrepancies are found in Appraiser Login, please notify the Nebraska Real Property Appraiser Board immediately.

Appraiser Details

Appraiser

Name:

Email:

USPAP

You are eligible to download the 2014-15 Edition of USPAP: [Download USPAP 2014-15](#)

One free download is available to you. Please make sure you are on a computer where you are allowed to save and access this download. To open the file you must have a PDF reader. Once download is complete, you may print this PDF file.

Except for saving the PDF download, and printing the PDF for your own personal use, no parts of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopy, recording or otherwise, without the prior written consent of The Appraisal Foundation.

Hard copies, additional copies of the electronic version, and flip copies of the 2014-15 Edition of USPAP are available for purchase through The Appraisal Foundation at <https://www.appraisalfoundation.org/imis/TAF/Store/TAF/Products.aspx?>

Credential

## NRPAB Quick Hits:

- ◆ LB17 was introduced by Senator Craighead on January 5, 2017 to update the Nebraska Appraisal Management Company Registration Act (“Act”) for compliance with Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (“Title XI”), the AMC Final Rule, and the requirements of the Appraisal Subcommittee of the Federal Financial Institutions Examination Council. The hearing before the Banking, Commerce and Insurance Committee took place on January 24, 2017, and the bill was placed on General File with an 8-0 committee vote. LB17 is expected to be on the Legislature’s agenda on the second day of the 2018 session.
  
- ◆ LB867, operative on January 1, 2017, changed the Administrative Procedure Act to better define what is a rule or regulation. LB867 also defined and provided for implementation of guidance documents and internal procedural documents. For years the Board utilized board policies to provide clarity or interpretation regarding the application of a statute or rule. At its regular meeting on May 24, 2017, the Board retired all active board policies and the “Guidelines for 7-Hour Supervisory Appraiser and Trainee Course.”
  
- ◆ The Nebraska Real Property Appraiser Board adopted four new guidance documents between April and June. All Guidance Documents are available for viewing on the Board's website at: [http://appraiser.ne.gov/guidance\\_documents.html](http://appraiser.ne.gov/guidance_documents.html).
  - \* 17-01: Enforcement of Nebraska Law Review for Temporary Permit Applicants—  
Adopted April 20, 2017
  
  - \* 17-02: Software Specific Training – Adopted June 15, 2017
  
  - \* 17-03: Credentialing Applicant Advisory Meeting Information – Adopted June 15, 2017
  
  - \* 17-04: Public Records Policy – Adopted June 15, 2017

### ***Have questions? We have answers!***

Questions related to appraisal management company registration and renewal: [nrpab.amc@nebraska.gov](mailto:nrpab.amc@nebraska.gov)

Questions related to real property appraiser credentialing: [nrpab.credentialing@nebraska.gov](mailto:nrpab.credentialing@nebraska.gov)

Questions related to real property appraiser credential renewal: [nrpab.renewals@nebraska.gov](mailto:nrpab.renewals@nebraska.gov)

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

Questions related to investigations, or how to file a grievance: [nrpab.compliance@nebraska.gov](mailto:nrpab.compliance@nebraska.gov)

General Questions: [nrpab.questions@nebraska.gov](mailto:nrpab.questions@nebraska.gov)



## NRPAB Quick Hits:

- ◆ Pursuant to Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (Title XI), the Appraisal Subcommittee (ASC) of the Federal Financial Institutions Examination Council monitors each State's appraiser licensing and certification regulatory program to ensure the State:
  - (1) Recognizes and enforces the standards, requirements and procedures pre-scribed by Title XI;
  - (2) Has adequate authority to permit it to carry out its Title XI-related functions; and
  - (3) Makes decisions concerning appraisal standards, appraiser qualifications and supervision of appraiser practices consistent with Title XI.

The ASC performed an on-site Compliance Review of the State of Nebraska Appraiser Regulatory Program in early March of 2017, and the State's program has received an ASC Finding of Good. The 2017 ASC Compliance Review Report can be found on the Board's website at: [http://www.appraiser.ne.gov/Appraisal %20Subcommittee %20Reports/index.html](http://www.appraiser.ne.gov/Appraisal%20Subcommittee%20Reports/index.html).

- ◆ Congratulations to Grant Krieger, who has been with the Board for two years on August 17th, and to Allison Nespore, who has been with the Board for one year on July 18th.
- ◆ The Board has added new décor to the office. A plaque recognizing all former members of the Nebraska Real Property Appraiser Board has been installed in the waiting area. Stop in to say hello and take a look.



## NRPAB Staff

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[Visit NRPAB on Facebook](#)

# 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 April and June of 2017.

## *Trainee Real Property Appraisers*

Ruth Brooks, Omaha NE – T2017004  
Cheryl Theimer, Louisville NE – T2017005  
Jameson McShane, Lincoln, NE – T2017006  
Kara Behrens, Broken Bow NE – T2017007  
Ethan Sorensen, Lincoln NE – T2017008  
Nicholas Dorr, Bellevue NE – T2017009  
Amy Halverson, Chadron NE – T2017010

## *Certified Residential Real Property Appraisers*

James Nelsen, Bloomington MN – CR2017009R

## *Certified General Real Property Appraisers*

Giselle Nguyen, Los Angeles CA – CG2017017R,  
John Doyle, Philadelphia PA – CG2017018R  
Johathan Haack, Grand Island NE – CG2017019  
Kelly Young, Dallas TX – CG2017020R  
Brent Maier, Chicago IL – CG2017021R  
Brad Hayes, Clive IA – CG2017022R  
Benjamin Barber, Walthill NE – CG20170023

## *Appraisal Management Companies*

Appraisal and Valuation Services, LLC –  
NE2017004  
Computershare Valuation Services LLC –  
NE2017005

The Nebraska Real Property Appraiser Board regrets the passing of the following Real Property Appraisers as reported to the Board:

George Bighia, Omaha, NE  
Robert Arnold, Kearney NE

## Free Voluntary Guidance for Appraisers

Looking for guidance on recognized valuation methods and techniques? The Appraisal Foundation's Appraisal Practices Board (APB) has issued *Valuation Advisories*, which are available for free on the Foundation's web site. The following *Valuation Advisories* are currently available:

APB VFR Valuation Advisory #1:  
[Identification of Contributory Assets and Calculation of Economic Rents](#)

APB VFR Valuation Advisory #1 (Toolkit):  
[Identification of Contributory Assets and Calculation of Economic Rents](#)

APB VFR Valuation Advisory #2:  
[The Valuation of Customer-Related Assets](#)

APB Valuation Advisory #2:  
[Adjusting Comparable Sales for Seller Concessions](#)

APB Valuation Advisory #3:  
[Residential Appraising in a Declining Market](#)

APB Valuation Advisory #4:  
[Identifying Comparable Properties – Revised](#)

APB Valuation Advisory #5:  
[Identifying Comparable Properties in Automated Valuation Models for Mass Appraisal](#)

APB Valuation Advisory #6:  
[Valuation of Green and High Performance Property: Background and Core Competency](#)

APB Valuation Advisory #7:  
[Valuation of Green and High Performance Property: One- to Four-Unit Residential](#)

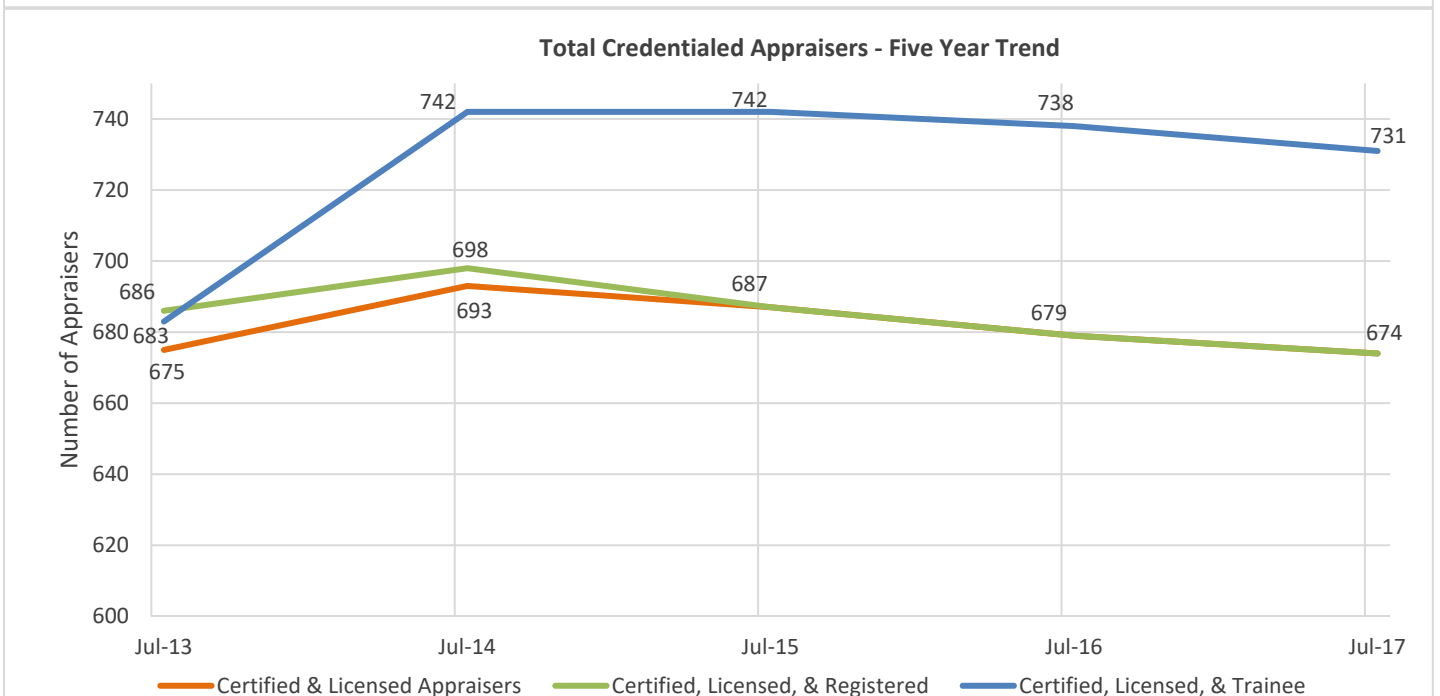
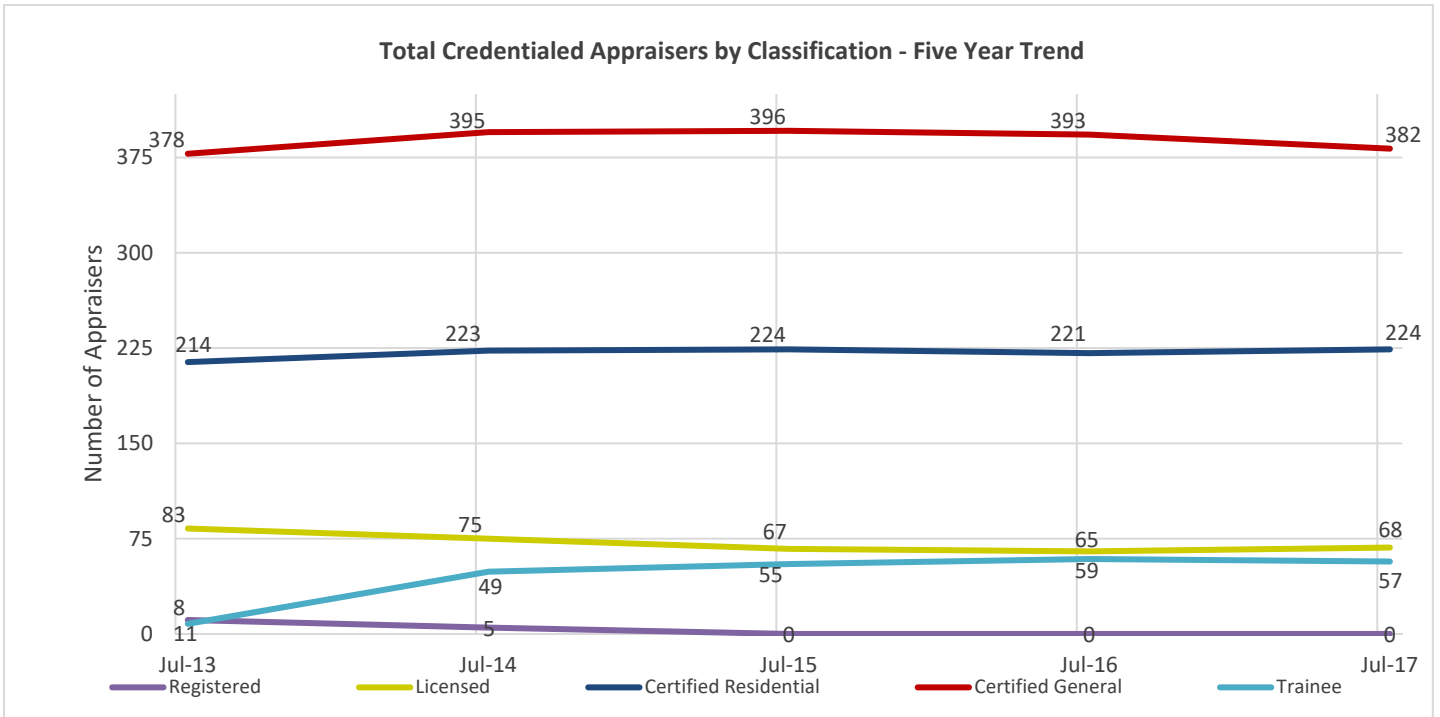
APB Valuation Advisory #8:  
[Collection and Verification of Residential Data in the Sales Comparison Approach](#)

To learn more about the APB's *Valuation Advisories* and what advisories are under development, click [here](#).

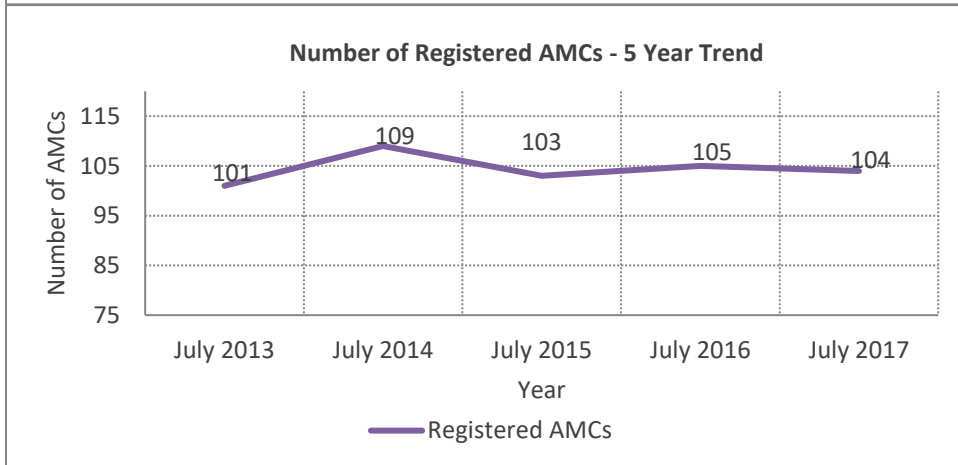
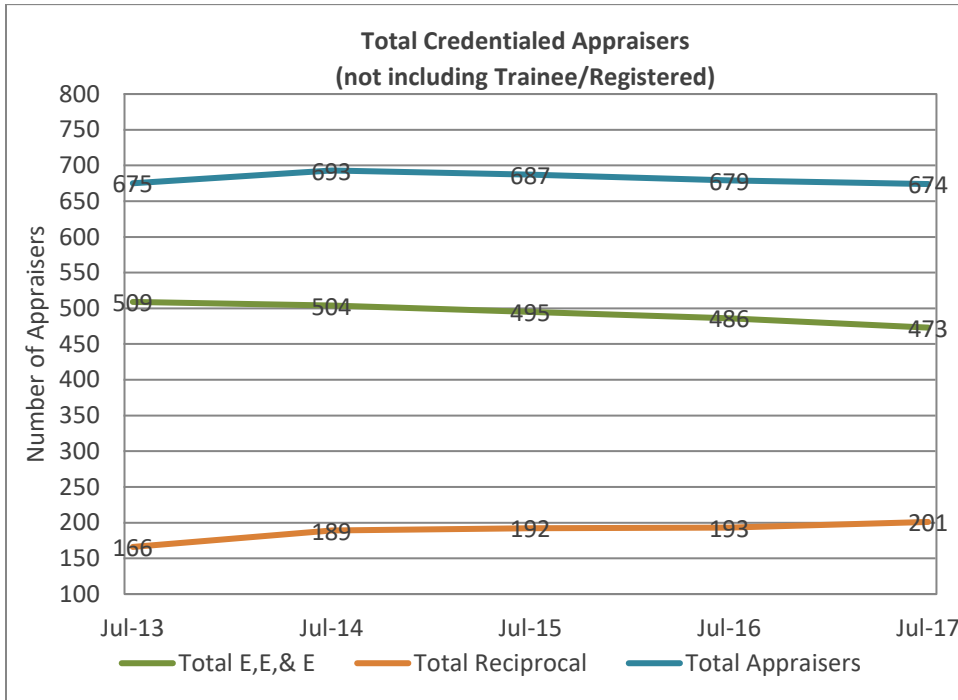
The APB utilizes teams of Subject Matter Experts (SMEs) to help develop this guidance. To learn more about becoming an SME to help develop this guidance, click [here](#).

# Real Property Appraiser and AMC Numbers and Trends as of July 1, 2017

The charts below outline the five year trend for the number of Nebraska credentialed real property appraisers and Nebraska registered appraisal management companies up to July 1, 2017. There are currently 674 licensed residential, certified residential, and certified general real property appraisers in Nebraska, and 57 credentialed trainee real property appraisers. In addition, there are currently 104 appraisal management companies registered in Nebraska.



## Real Property Appraiser and AMC Numbers and Trends as of July 1, 2017 (Continued)



### Nebraska Real Property Appraiser Board Members

*Chairperson of the Board*  
**Christopher R. Langemeier**, Schuyler  
 Certified General Appraiser  
 Licensed Real Estate Broker Rep  
 Term Expires: January 1, 2018

*Vice-Chairperson of the Board*  
**Benjamin J. Hynek**, Lincoln  
 Certified Residential Appraiser  
 1<sup>st</sup> District Representative  
 Term Expires: January 1, 2021

*Board Member*  
**David P. Bloxham**, Nebraska City  
 Certified Residential Appraiser  
 Financial Institutions Rep  
 Term Expires: January 1, 2019

*Board Member*  
**Gary L. McCormick**, North Platte  
 Certified General Appraiser  
 3<sup>rd</sup> District Representative  
 Term Expires: January 1, 2020

*Board Member*  
**Christopher M.A. Mustoe**, Omaha  
 Certified General Appraiser  
 2<sup>nd</sup> District Representative  
 Term Expires: January 1, 2022



**THE APPRAISAL FOUNDATION**  
*Authorized by Congress as the Source of Appraisal Standards and Appraiser Qualifications*

**New!**  
**The Appraisal Foundation  
 Q&A Forum**

Do you have a question for the Appraiser Qualifications Board or Appraisal Standards Board that is not addressed in the existing Q&As?

The Appraisal Foundation is pleased to announce a new Q&A Forum that is now available. You can post your questions on appraisal standards or appraiser qualifications and receive a timely answer from Foundation staff.

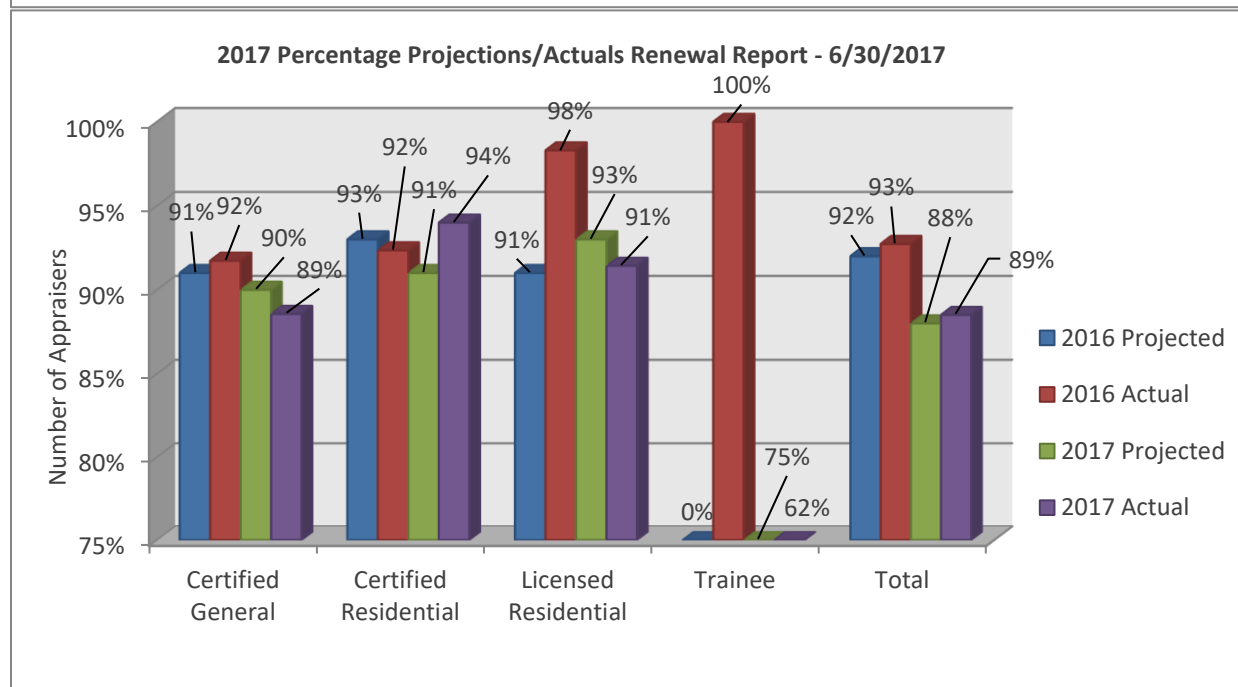
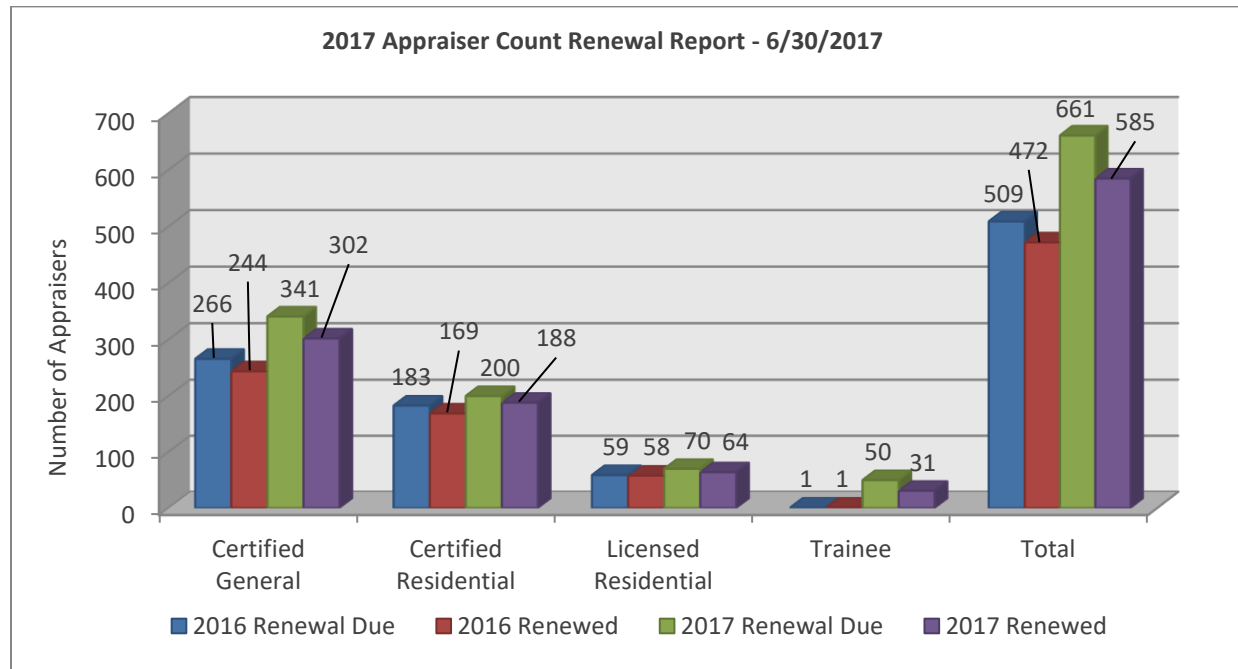
For more information on the Forum and how to register, please visit our Q&A webpage located at [https://www.appraisalfoundation.org/imis/TAF/Standards/Q\\_As/TAF/QAs.aspx](https://www.appraisalfoundation.org/imis/TAF/Standards/Q_As/TAF/QAs.aspx).

To access the Forum directly, visit <http://www.appraisal.answerbase.com/>.



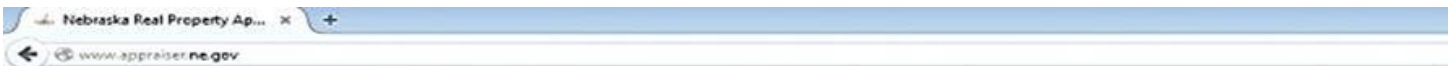
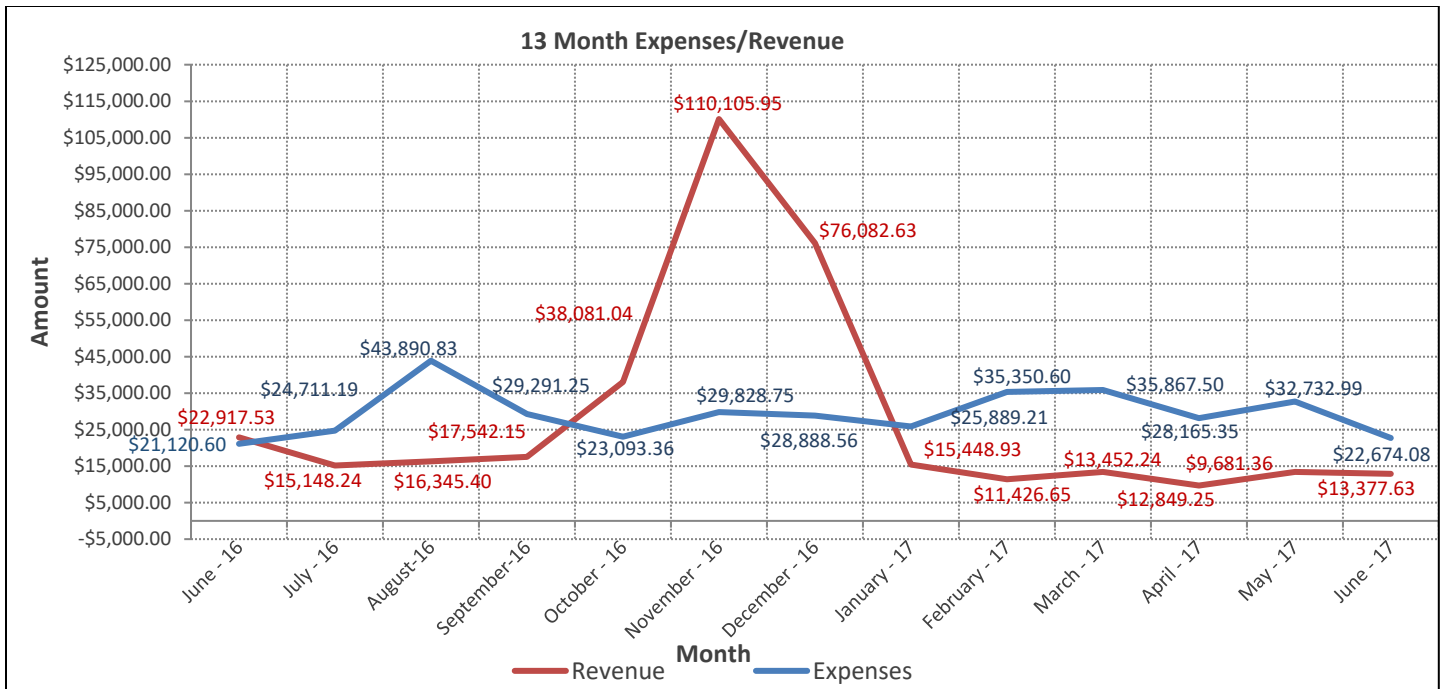
# Real Property Appraiser Renewal Report as of June 30, 2017

The charts below outline the real property appraiser renewal counts and percentages as of June 30, 2017. There were 661 trainee, licensed residential, certified residential, and certified general real property appraiser renewals due, and 585 credentials have been renewed.



# NRPAB Financial Snapshot as of June 30, 2017

The 2016-17 Fiscal Year ended with \$360,383.67 in expenditures and \$349,541.47 in receivables. As of the end of June, actual expenses registered at 72.88 percent of the budgeted expenditures; revenues finished at 112.05 percent of the budgeted revenues for the fiscal year. The lower than expected expenditures is attributed to a lower utilization of funds for other contractual services due to a smaller than expected number of Standard 3 reviews for investigations and applicants, and data processing expenses were below budget due to little work being completed on the Board's database during the fiscal year; only 20.69 percent of this budgeted amount for the fiscal year was utilized. Revenues exceeded projections due to a higher number of appraisers electing to renew for two years in lieu of one, and the number of new applicants increased significantly during this fiscal year compared to the 2015-16 Fiscal Year. AMC revenues were also strong for this fiscal year as a greater number of AMCs renewed registrations compared to projections and the number of new applications considered by the Board also exceeded projections.



Your credentialing card, continuing education requirements, education history, and USPAP download are all found in the Appraiser Login on the Board's website.

**Official Nebraska Government Website**

**Nebraska Real Property Appraiser Board**

Home Board Members and Staff Appraiser Login Contact Appraiser Listing AMC Listing

↑ Appraiser login button

**Mission:**  
The Mission of the Nebraska Real Property Appraiser Board is to administer and enforce the Nebraska Real Property Appraiser Act and Nebraska Appraisal Management Company Registration Act with efficiency, equity, and integrity to ensure that the citizens of Nebraska are protected and served, and that the appraisal services community is highly qualified through education, experience, and examination.

**Vision:**  
The Nebraska Real Property Appraiser Board's vision is to provide leadership for the appraisal industry in the State of Nebraska. The Board will generate interest by promoting the appraiser profession, building positive public awareness of the industry throughout the State, and identifying and resolving issues faced by the public and appraisal services community. The Nebraska Real Property Appraiser Board will also establish and maintain standards for appraisers and appraisal management companies that lays the foundation for a highly qualified, motivated, dependable, and ethical appraisal services community in Nebraska.

- AMC Registration
- Appraiser Credentialing
- Board Meetings
- Education
- Enforcement
- Law and Regulations
- Public Information
- Request Forms
- Standard 3 Review Forms

# Compliance Corner:

The Compliance Corner is where the latest disciplinary actions taken by the Board will be found. Between the months of April and June, the Board took no disciplinary action against any appraiser or appraisal management company. There has been one grievance filed against appraisers and none against an Appraisal Management Company. The Board has dismissed five Grievances during this time period.



## Don't Wait, Find a Date

By CEO Krieger

Summer is coming to an end and school is about to start back up, but not just for the kids. With 2018-2019 credential renewals just around the corner, your continuing education cycle might be coming to an end and the seven-hour Uniform Standards of Professional Appraisal Practice ("USPAP") Update Course may be due. It is imperative that you complete this requirement at least once during the past two years for renewal of your credential.

According to Neb. Rev. Stat. § 76-2236(3) states, 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 as of January 1, 2016, 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. The seven-hour National Uniform Standards of Professional Appraisal Practice Update Course or an equivalent of the course as approved by the board shall:

- (a) Be taken in a classroom and not online or by correspondence;
- (b) Be approved by the board as a continuing education activity for the duration the course is approved by the Appraiser Qualifications Board as of January 1, 2016; and
- (c) Be taught by an instructor certified by the Appraiser Qualifications Board to teach the Uniform Standards of Professional Appraisal Practice and who is a state-certified appraiser in good standing.”

Therefore, if the last time you attended an USPAP Update Course was in 2015, find a date to take the course before the end of the year. Upcoming education activities as reported to the Board can be found on the Board's website at [http://appraiser.ne.gov/Education/170727\\_Education\\_Calendar.pdf](http://appraiser.ne.gov/Education/170727_Education_Calendar.pdf).

If you are unsure of when your USPAP Update Course is due, the year in which this course is next due can be found in Appraiser Login at <https://nrpab-appraiserce.ne.gov/appraiser/public/login.xhtml>, or you can also call the Board's office.