



THE NEBRASKA APPRAISER

News from the Nebraska Real Property Appraiser Board

Summer 2020

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.

Onward...

Although things have been far from normal, the Board has pressed ahead into the future while acknowledging the past. The Nebraska State Auditor of Public Accounts conducted an audit of the Board's finances in March and April, and reported no material findings in its April 15, 2020 Attestation Report. Thank you to all the past and present board members, Allison, and Katja for your hard work! The Board has also finalized its 2020-2021 fiscal year budget, and is finishing preparation of its 2021-2023 Biennial Budget Request. In addition, the Board is fully prepared to process your real property appraiser credential renewal applications. More information on the 2021-2022 renewal procedures can be found in the featured article. Finally, the Nebraska State Legislature reconvened in July, so LB808 has crossed the finish line; preliminary work has also begun on legislation for the 2021 session. Please remember, we are here for you, so please call the Board's office with any questions. Most importantly, I hope that you and your loved ones are safe and healthy.

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Upcoming NRPAB Meetings:

- ◆ Oct 15, 2020 @ NRPAB Office (Conference Room)
- ◆ Nov 19, 2020 @ NRPAB Office (Conference Room)
- ◆ Dec 17, 2020 @ NRPAB Office (Conference Room)

* These meeting dates are all tentative. Please check the Board's Facebook page for information as these dates approach. 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.

2021-22 Credential Renewal Processes and Procedures

By Tyler N. Kohtz, Director

Real property appraiser credential renewal applications are due November 30, 2020. If your Nebraska credential expires December 31, 2020, please review the following information regarding the 2021-22 renewal process.

Yellow postcards will be mailed in late August or early September to all appraisers whose credentials expire December 31, 2020, with directions for downloading the application and renewal procedure. The Board will not mail 2021-2022 renewal application forms to credential holders.

All required documents must be mailed to the Board's office, postmarked by November 30, 2020. These include:

- completed renewal application form,
- explanations and copies of documents for all "YES" answers to disciplinary questions,
- all fees,
- all required continuing education completion certificates and supporting documentation (if not already submitted to and approved by the NRPAB through the Education Submission Portal found in Appraiser Login or by email), and
- (for those notified of random selection by certified mail) the signed and dated Authorization to Use Fingerprints for Criminal History Record Check Through the Nebraska State Patrol and the Federal Bureau of Investigation form and fingerprint cards or date of electronic fingerprint submission.

(Note: You must include all required documentation and explanations of "YES" answers to disciplinary questions with each renewal application, even if that information was previously sent to the Board.)

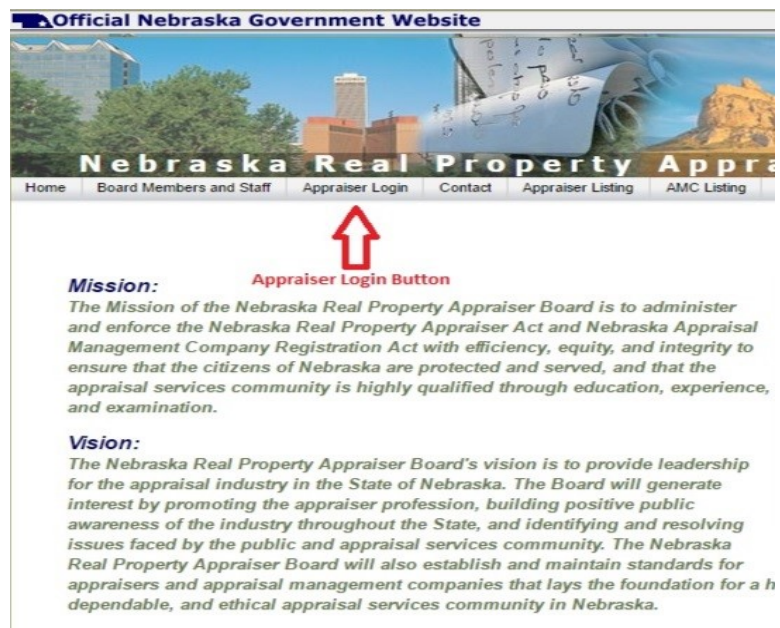
Incomplete or incorrect applications will be returned with a letter describing the issues and explaining the next step. Applications missing any required accompanying documentation are considered incomplete.

When a complete application has been received and processed by board staff, a blue postcard will be mailed to the credential holder stating that the credential has been renewed and providing directions for printing the credentialing card through Appraiser Login on the Board website (see picture, below).

If all required information is not received at the Board's office postmarked by November 30, 2020, a credential holder will have until July 1, 2021 to meet the requirements for renewal. 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, 2020. (The late processing fee does not apply until January 1, 2021 for new or upgraded credentials issued on or after November 1, 2020.)

All applications received after November 30, 2020 may go before the Board for review, except applications to renew new or upgraded credentials issued after November 30, 2020 and before January 1, 2020.

If a late application is incomplete or missing required documentation or late fees, the application will be returned to the credential holder.



The screenshot shows the top portion of the Nebraska Real Property Appraiser Board website. At the top, it says "Official Nebraska Government Website". Below that is a banner image with the text "Nebraska Real Property Appraiser Board". A navigation menu includes "Home", "Board Members and Staff", "Appraiser Login", "Contact", "Appraiser Listing", and "AMC Listing". A red arrow points to the "Appraiser Login" link, which is labeled "Appraiser Login Button". Below the navigation is the "Mission" statement: "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." Below that is the "Vision" statement: "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 dependable, and ethical appraisal services community in Nebraska."

2021-22 Credential Renewal Processes and Procedures (Continued)

If an appraiser who is required to submit fingerprints with this year's renewal application sends everything on time (on or before November 30, 2020), but the Board has not received the criminal history record check ("CHRC") results from the State Patrol by December 31, 2020, the Board may renew a credential subject to receipt of the CHRC results. All other requirements for renewal must be met prior to the November 30 deadline for this contingent approval.

A credential holder may elect inactive status to maintain his or her credential if he or she is unable to practice for a period of less than two years. The inactive status application is located on the Board's website at: https://appraiser.ne.gov/Appraiser_Credentialing/.

Information regarding the CE requirements is available in Appraiser Login. Log into Appraiser Login and select the "Nebraska Real Property Appraiser Continuing Education Requirements" link (see picture, right).

The Board may adopt a program of continuing education for an individual credential holder as long as the program complies with the Appraiser Qualifications Board's continuing education criteria. To request an individualized program of continuing education, submit a letter to the Board explaining the circumstances that are the basis for the request and the reason(s) why the existing continuing education requirements are a hardship.

At its regular meeting on August 15, 2019, the Board approved Guidance Document 19-03, which clarifies acceptance of an online or correspondence education activity completed in another jurisdiction that is not already approved by the Board as a continuing education activity. The Board will accept an online or correspondence education activity completed in another jurisdiction if (1) the activity was approved as continuing education by the jurisdiction in which the credential holder is a legal resident at the time the activity was completed and (2) the continuing education activity meets or exceeds the requirements for approval as a continuing education activity outlined in Chapter 6 of Title 298.

Appraiser Details

Appraiser

Name: [Redacted]
Email: [Redacted]

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

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 Land	Yes

Each credential holder who successfully renews his or her credential after the second year of a two-year credential period receives one free download of the PDF version of the 2020-21 Edition of USPAP through Appraiser Login (see picture, below). The PDF version may only be used in accordance with the License Agreement for TAF Digital Content once the download is complete. You can purchase a hard copy from [The Appraisal Foundation](#).

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://nefforum.avectra.com/eWebDynamicPage.aspx?Site=TAF>.

Credential

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

NRPAB Quick Hits:

- ◆ The Board has a folder on its website for COVID-19-related documents relevant to the appraiser community, and notice of these documents, along with other important information, is posted to the Board’s Facebook page.

The Board has implemented an essential staffing operating procedure. During this time, staffing levels will be maintained in the NRPAB office as needed to carry out essential business only. Staff will primarily be working remotely, and the Board anticipates no disruptions in agency services during this time. If you contact the NRPAB office by phone, please be patient while awaiting a return phone call as the staff member best suited to address the subject of the phone call may not be in the office. There will be no delay in response for emails sent to the Board’s general email accounts found by selecting the “Contact” button at the top of the Board’s website at <https://appraiser.ne.gov/contact/index.php>.

At the present time, the Board intends to hold meetings on an as-needed basis to conduct its business that cannot be carried out through the executive authority granted to waive rules pertaining to examinations and applications as a result of Governor Ricketts's 2020 State of Emergency Proclamation made on March 13, 2020.

The Appraisal Subcommittee granted a temporary waiver for the allowance for continuing education offerings that were originally designed to be presented in a traditional classroom setting to be offered remotely via distance education, without the delivery mechanism approval. The Board reviewed this matter at its June meeting, and moved to allow Supervisory Appraiser and Trainee Courses approved as in-class activities to be presented remotely via distance education under the March 31, 2020 Appraisal Subcommittee temporary waiver.

NRPAB Staff

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[Visit NRPAB on Facebook](#)

Have questions? We have answers!

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

General Questions: nrpab.questions@nebraska.gov

NRPAB Quick Hits:

- ◆ Over a period of three weeks, the Nebraska State Auditor of Public Accounts conducted an audit of the Board's financial schedule, internal controls, and compliance with certain provisions of laws, regulations, and contracts for the period July 1, 2018, through December 31, 2019. The APA's Exit Conference with the Board took place on April 15, 2020, and was attended by Director Kohtz, BLS Nesor, and Chairperson Hynek. The APA found no reportable items during their audit of the Board, and released its Attestation Report on April 15, 2020. This report may be viewed on the APA's website at <https://www.nebraska.gov/auditor/FileSearch/years.cgi>.
- ◆ LB775 was introduced by Senator Williams on January 8, 2020 to update the Nebraska Real Property Appraiser Act for compliance with Title XI of FIRREA, USPAP, and the Policy Statements of the Appraisal Subcommittee of the Federal Financial Institutions Examination Council. LB775 also includes minor changes to address administration of the Act. This bill was amended into LB808 through Banking, Commerce and Insurance AM2559. LB808 passed final reading August 11, 2020 and changes will go into effect shortly after Governor Ricketts signs the bill.
- ◆ Congratulations to Allison Nesor, who has been with the Board for four years on July 18th.
- ◆ The Nebraska Real Property Appraiser Board retired no guidance documents, and adopted no guidance documents between April and June. 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 April and June, there were no grievances filed against appraisers, and the Board took no disciplinary actions against any appraisers.
 - * Between the months of April and June, the Board filed no grievances against appraisal management companies. During this time, the Board entered into a consent agreement with one appraisal management company for alleged violations of the Appraisal Management Company Registration Act.



NRPAB Nebraska Real Property Appraiser Board *Board Members*

Chairperson of the Board
Benjamin J. Hynek, Lincoln
Certified Residential Appraiser
1st District Representative
Term Expires: January 1, 2021

Vice Chairperson of the Board
Christopher M.A. Mustoe, Omaha
Certified General Appraiser
2nd District Representative
Term Expires: January 1, 2022

Board Member
Thomas M. Luhrs, Imperial
Certified General Appraiser
Licensed Real Estate Broker Rep
Term Expires: January 1, 2023

Board Member
Wade Walkenhorst, Lincoln
Financial Institutions Rep
Term Expires: January 1, 2024

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

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 2020.

Trainee Real Property Appraisers

Sean Haar, Lincoln NE – T2020003
Anita Brinkman, Pleasant Dale NE – T2020004
Nichole Matthews, Torrington WY – T2020005
Lori Rodgers, Kearney NE – T2020006
Brenda Hamre, Kennard NE – T2020007
Chantel Burt, Lincoln NE – T2020008
Katie McGarvie, Lincoln NE – T2020009
John Bruna, Fairbury NE – T2020010
Timothy Jensen, Omaha NE – T2020011
Jennifer Lennemann, Kearney NE – T2020012
Michael Derick, Palmer NE – T2020013
Jeremy Sedlacek, Kearney NE – T2020014
Michael Jenkins, Omaha NE – T2020015
Ryan Beebe, Milford NE – T2020016
Amy Ferebee, Kearney NE – T2020017
Dennis Rosno, Hastings NE – T2020018
Brian Grubert, Papillion NE – T2020019

Licensed Residential Real Property Appraisers

Chad Zink, Tekamah NE – L2020001

Certified Residential Real Property Appraisers

M. Gettel, Council Bluffs IA – CR2020006R

Certified General Real Property Appraisers

Megan Czechowski, Chicago IL – CG2020012R
A. Jennifer Hatch, Kenosha WI – CG2020013R
Brock Rule, Overland Park KS – CG2020014R
Patrick Wyatt, Hot Springs SD – CG2020015R
Kurt Kielisch, Neenah WI – CG2020016R
James Graber, Dallas TX – CG2020017R
Joel Ambrose, Panora IA – CG2020018R
Stephanie Velde, Chicago IL – CG2020019R
Cavin Joesting, Rock Port MO – CG2020020R
William Graw, Denver CO – CG2020021R

Appraisal Management Companies

Clear Falls Valuations, LLC – NE2020001
Vetterra, LLC – NE2020004

Free Voluntary Guidance for Appraisers

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

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](#)

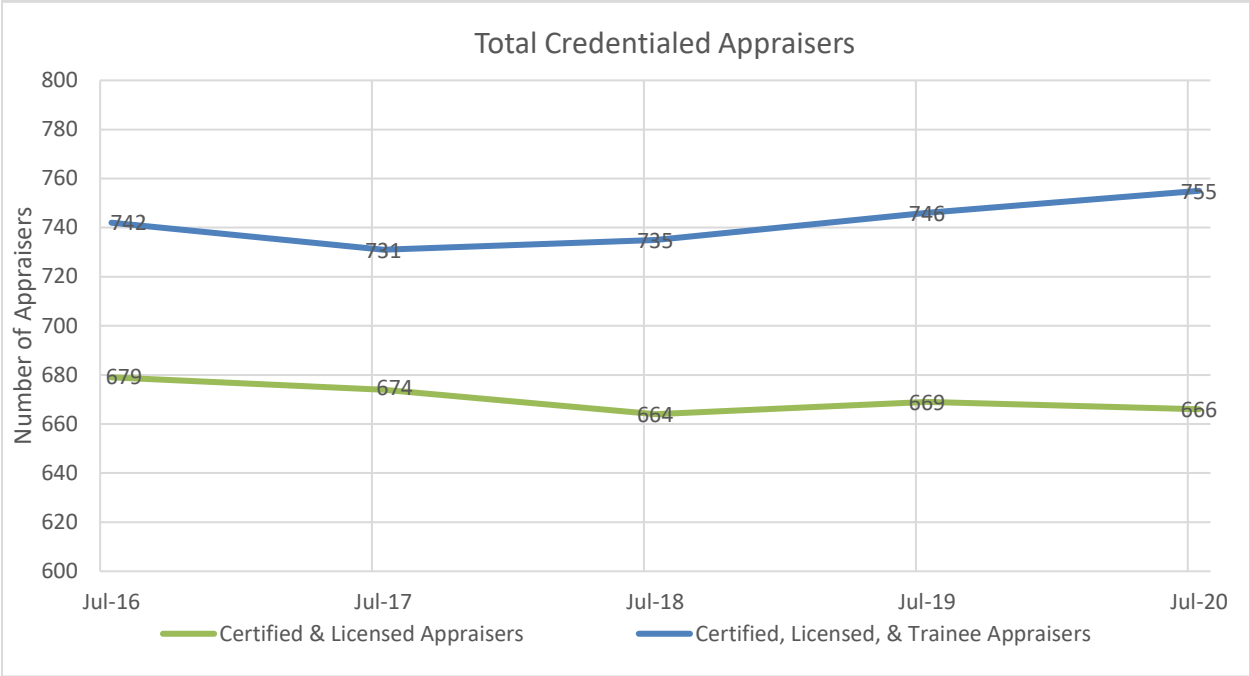
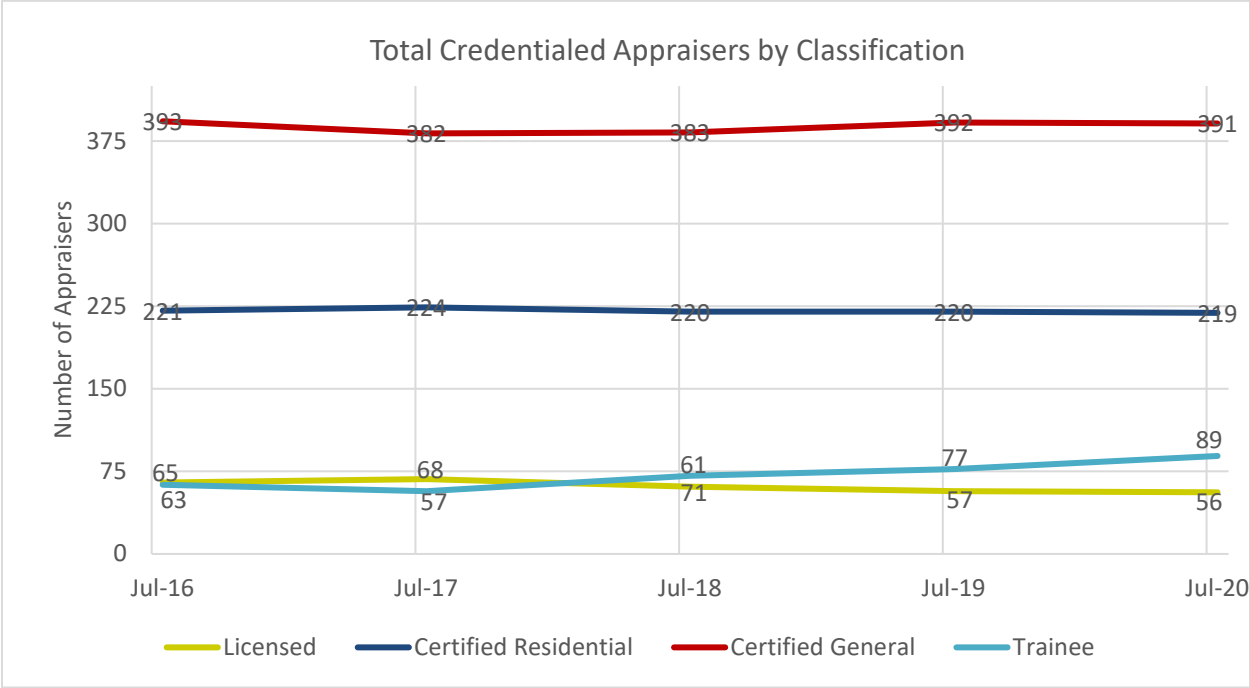
APB Valuation Advisory #9:

[Valuation of Green and High-Performance Property: Commercial, Multi-family, and Institutional Properties](#)

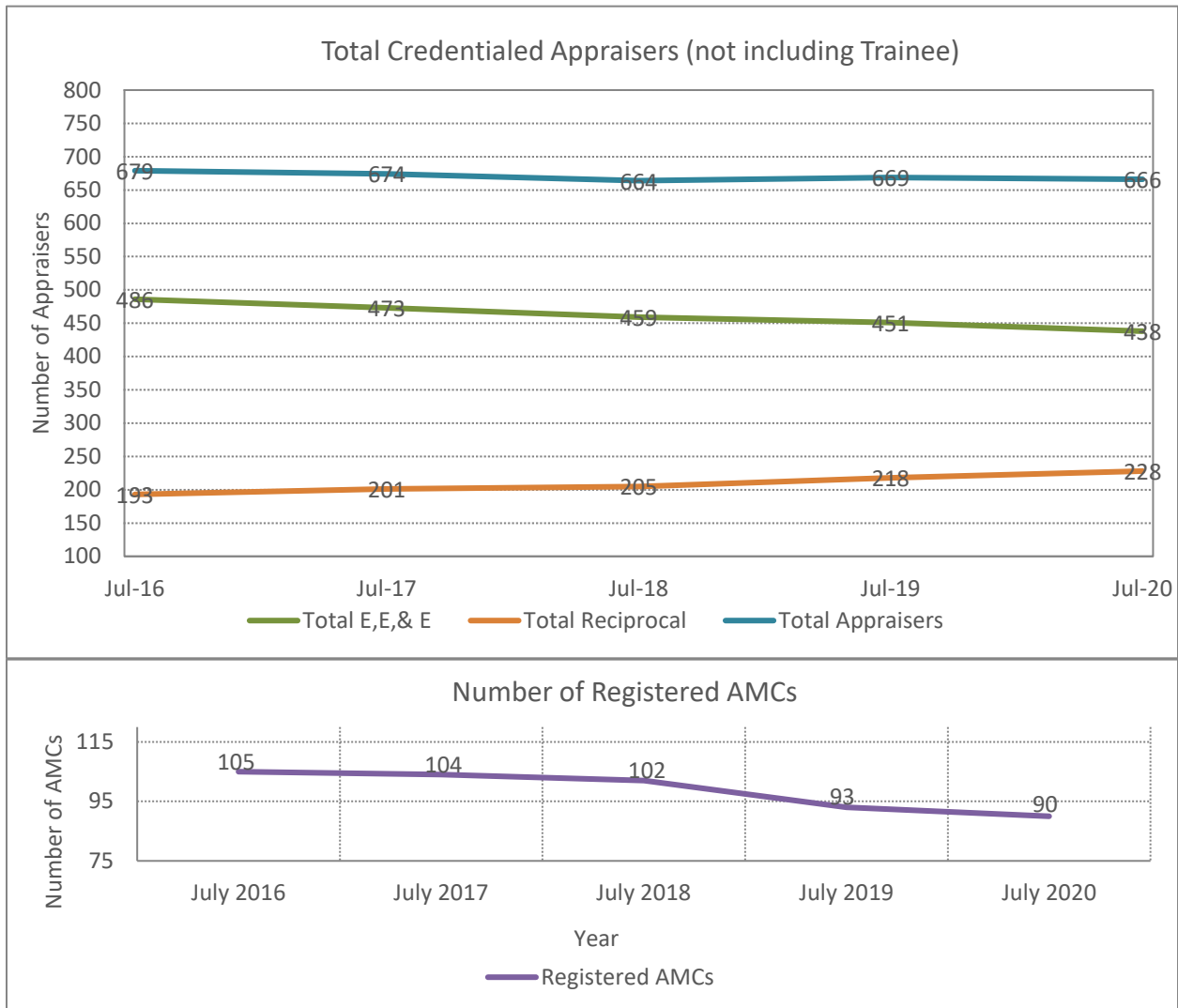
To learn more about the APB's *Valuation Advisories* and what advisories are under development, click [here](#).

Real Property Appraiser and AMC Numbers and Trends as of July 1, 2020

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, 2020. There are currently 666 licensed residential, certified residential, and certified general real property appraisers in Nebraska, and 89 credentialed trainee real property appraisers. In addition, there are currently 90 appraisal management companies registered in Nebraska.



Real Property Appraiser and AMC Numbers and Trends as of July 1, 2020 (Continued)



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?

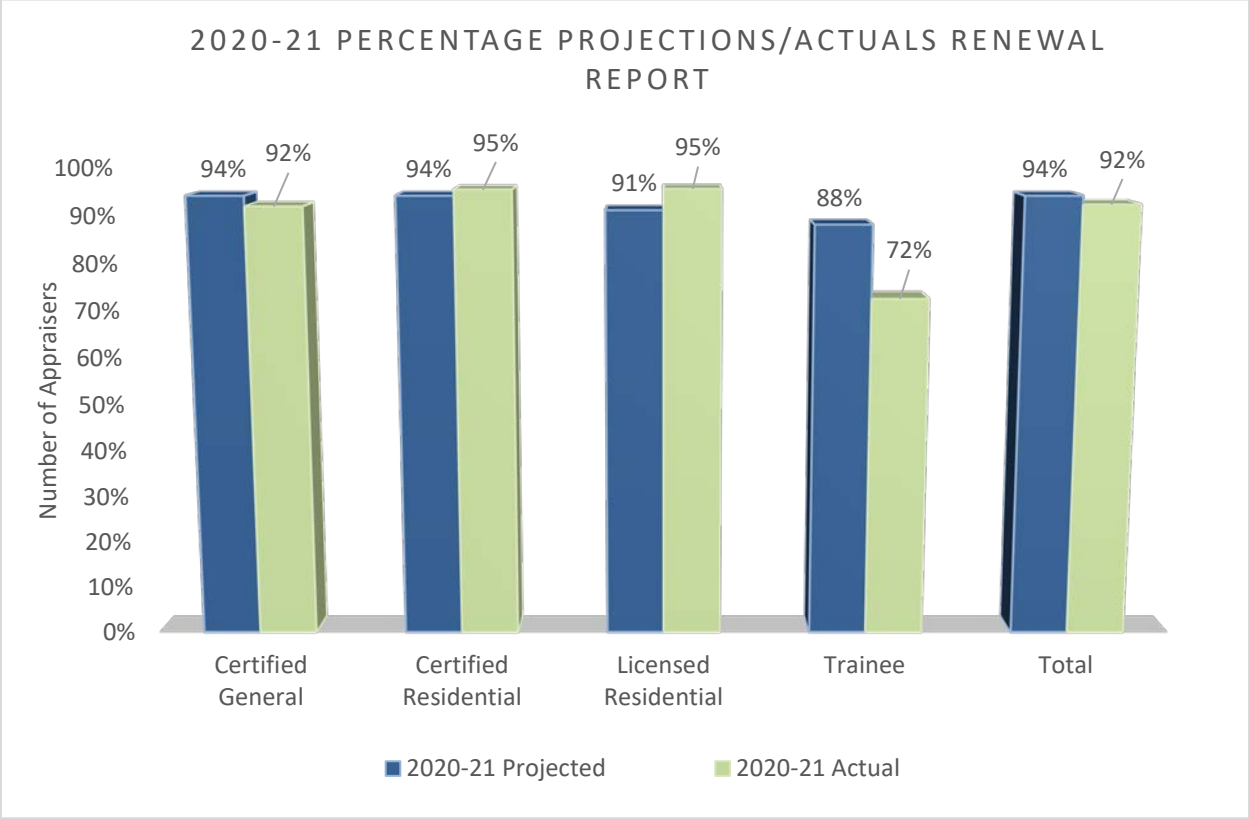
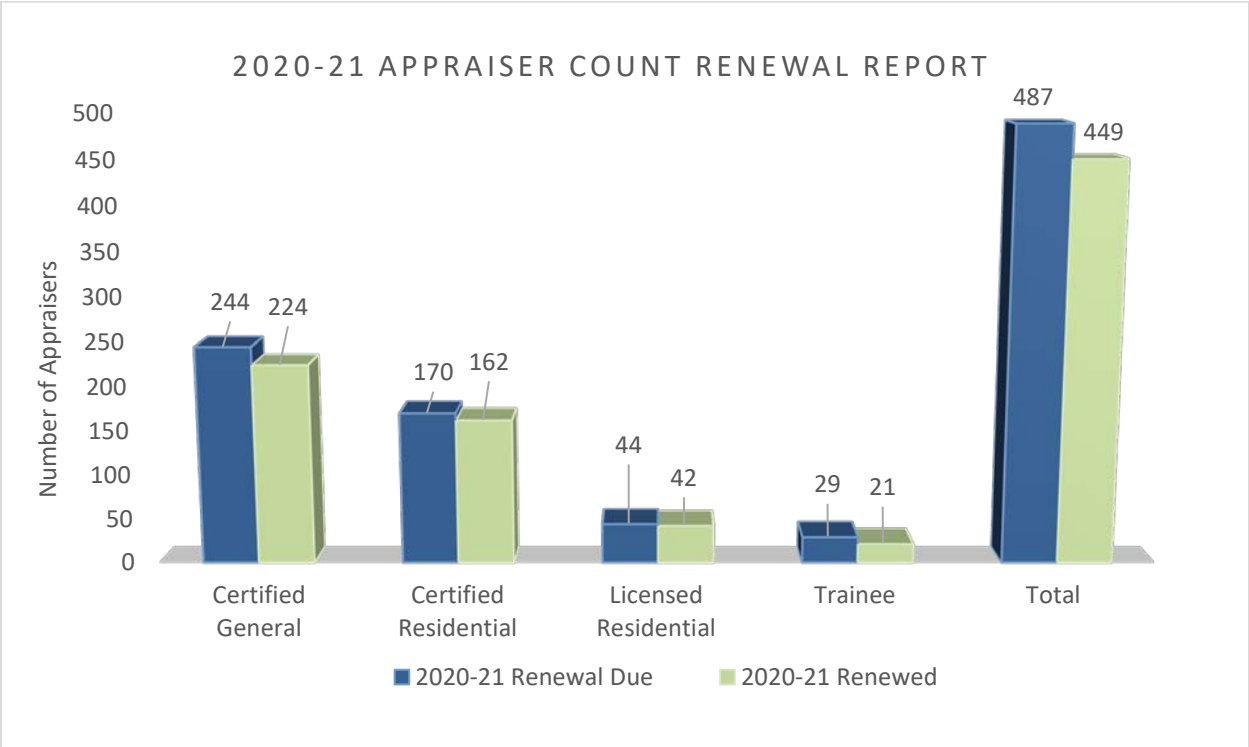
The Appraisal Foundation is pleased to announce a new Q&A Forum that is now available. You can post your questions on appraisal standards or appraiser qualifications and receive a timely answer from Foundation staff.

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.

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

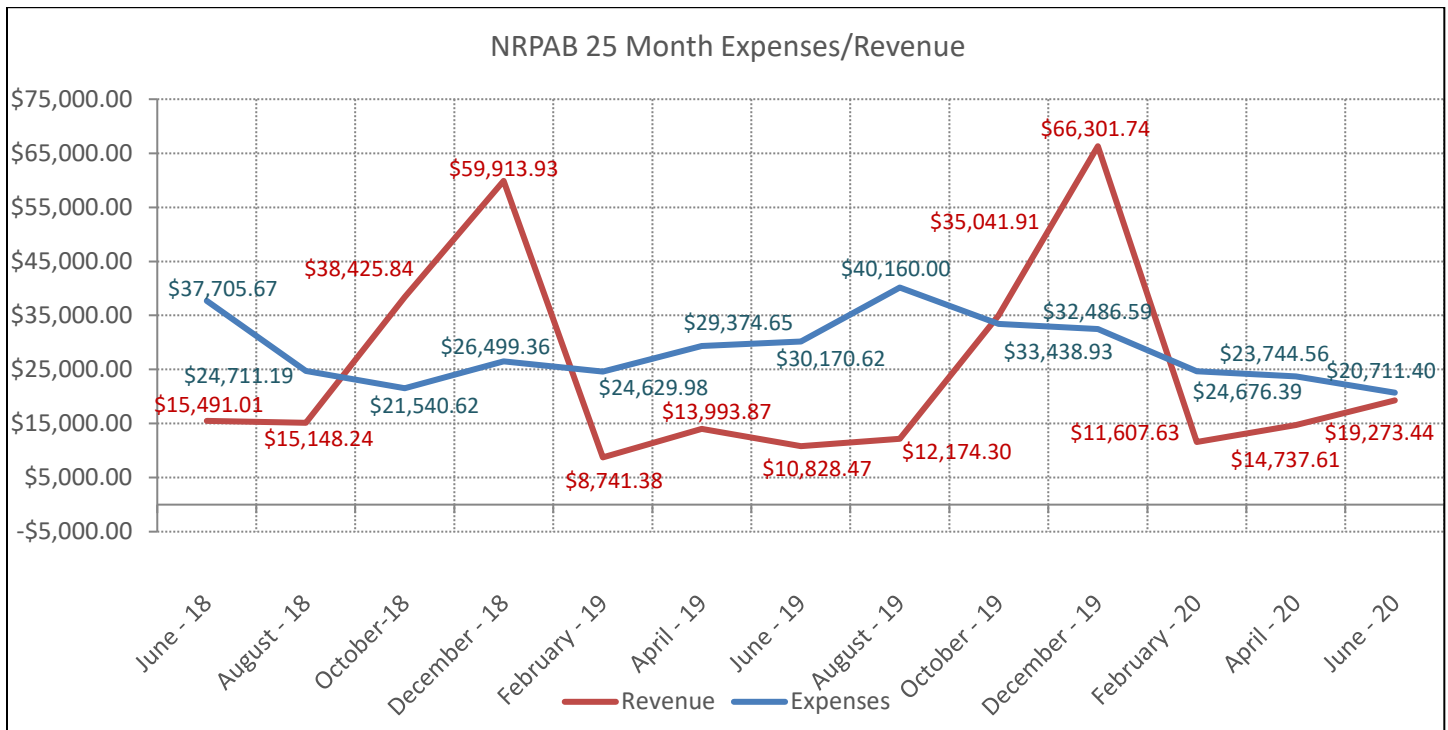
Real Property Appraiser Renewal Report as of July 1, 2020

The charts below outline the real property appraiser renewal counts and percentages as of July 1, 2020. There were 487 trainee, licensed residential, certified residential and certified general real property appraiser renewals due, and 449 credentials were renewed.



NRPAB Financial Snapshot as of June 30, 2020

The 2019-20 Fiscal Year ended with \$358,737.05 in expenditures and \$351,677.74 in receivables. As of the end of June, actual expenses registered at 74.16 percent of the budgeted expenditures; revenues finished at 107.79 percent of projected revenues for the fiscal year. The lower than expected expenditures is attributed to fewer grievances requiring the use of subject matter experts and the Board's Special Assistant Attorney General, fewer real property appraiser applicants requiring the use of appraisal review services, and reduced travel expenditures due to the Covid-19 pandemic. Revenues exceeded projections, highlighted by strong appraisal management company and appraiser renewal revenues.



Your credentialing card, the Education Submission Portal, 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](#) |
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 [Contact](#) |
 [Appraiser Listing](#) |
 [AMC Listing](#)

Mission: Appraiser Login Button

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](#)
- [Laws, Regulations, and Guidance Documents](#)
- [Public Information](#)
- [Request Forms](#)
- [Standard 3 Review Forms](#)
- [2018-2019 Renewal Application](#)
- [2018 Proposed Legislation](#)

2021-2023 NRPAB Biennial Budget Request Highlights

Narrative Summary

The Nebraska Real Property Appraiser Board's funding request priorities address the Board's primary functions, which includes issuing and renewing appraiser credentials, developing and implementing standards for appraiser credentialing, registering and renewing registration for appraisal management companies, approving appraiser qualifying courses and appraiser continuing education activities, along with instructors for these activities, investigating and adjudicating grievances, developing laws and rules through relevant, efficient and effective legislation and rule making, and disseminating relevant information to general public, stakeholders, credentialed appraisers and appraisal management companies. In addition to the request for funding for the Board's primary functions, the Board is also requesting funding adjustments to address the following specific Budget Request Issues as listed below.

Base Appropriations

	FY2020-21
CASH FUND	\$402,427.00
SALARY LIMIT	\$172,647.00

Budget Request Issues (Requested budget change relevant to the Base Appropriations)

- *** 2021-2023 Teammate Salary Increase** - An estimation of the cost of employee salary increases equivalent to 2% each for FY22 and FY23 as specified by the Department of Administrative Services (FY22: \$3,676.00, FY23: \$7,425.00).
- *** 2021-2023 Teammate Health Insurance** - An estimate of the cost to the agency for employee health insurance with an increase equivalent to 4% for FY22 and FY23 as specified by the Department of Administrative Services (FY22: \$1,266.00, FY23: \$2,582.00).
- **Administrative Services Assessment Changes** - The Department of Administrative Services charges an assessment based on usage. The Board's request includes the necessary adjustments based on the changes to assessments for the 2021-23 biennial budget cycle (FY22: -\$2,282.00, FY23: -\$2,282.00).

Fiscal Summary

	FY22	FY23
Base:	\$402,427.00	\$402,427.00
Request:	\$405,086.00	\$410,151.00
Difference:	\$2,659.00	\$7,724.00
Projected Expenditures:	\$337,711.00	\$342,150.00
Projected Revenues:	\$349,661.00	\$394,156.00
Appraiser Fund Balance:	\$333,595.00	\$376,748.00
AMC Fund Balance:	\$291,756.00	\$300,832.00

- * Enterprise Issues are used to aggregate information and costs across all agencies of state government for a specific activity. Two Enterprise Issues have been established for the 2021-2023 biennial budget by the State Budget Division.