

**NOTICE OF PUBLIC MEETING**  
**Thursday, May 17, 2012 9:00 a.m.**  
**Conference Room "F", Lower Level, Nebraska State Office Building**  
**301 Centennial Mall South, Lincoln, Nebraska**

\*\*\*\*\*

**AGENDA**

- A. Opening 9:00 a.m.**
- B. Notice of Meeting (Adopt Agenda)**
- C. April 19, 2012 Board Meeting Minutes** ..... 1-8
- D. Chair's Report**
- E. Director's Report**
  - 1. Appraiser Count Report- May 17, 2012 ..... 1-3
  - 2. Historic Appraiser Count Report ..... 4-6
  - 3. Temporary Permit Report – May 17, 2012 ..... 7
  - 4. AMC Count Report- May 17, 2012 ..... 8
- F. Financial Report - April 2012**
  - 1. Appraiser Fund Budget Status Report ..... 1-3
  - 2. Appraiser Fund MTD General Ledger Detail ..... 4-7
  - 3. AMC Fund Trial Balance Report ..... 8-9
  - 4. AMC Fund MTD General Ledger Detail ..... 10
  - 5. Financial Charts ..... 11-12
  - 6. Breakdown of Recent Expenses ..... >>>>>>> 13
- G. General Public Comments**
- The Nebraska Real Property Appraiser Board will meet in executive session for approval of applicants and enforcement matters.*
- H. Consideration of Applicants**
  - 1. Credentialing as Nebraska Real Property Appraiser ..... 1-151
  - 2. Registration as AMC ..... 152
- I. Consideration of Disciplinary Actions/ Enforcement Matters** ..... 1-399
- J. Consideration of Other Executive Session Items** ..... 1-145

## **K. Education**

### 1. AQB/CAP Core Curriculum Requests

*None*

### 2. Continuing Education Requests ..... 1-2

#### **A. McKissock, LP, Warren, PA:**

1. "Deriving and Supporting Adjustments"/ 3 hours / C21224-I
2. "Introduction to Complex Appraisal Assignments"/ 5 hours / C21225-I

#### **B. Appraisal Institute, Chicago, IL:**

1. "Practical Regression Using Microsoft Excel"/ 14 hours / C21226
2. "Case Studies in Appraisal for Green Commercial Buildings"/ 15 hours / C21227

#### **C. The Moore Group, Lincoln, NE:**

1. "Valuation by Comparison: Residential Analysis & Logic"/ 7 hours / C2741 (*Renewal – Originally approved 8/23/2007*)

#### **D. American Society of Farm Managers and Rural Appraisers, Denver, CO:**

1. "Cost Approach for General Appraisers"/ 30 hour / CG008A-I

### 3. Instructor Requests ..... 3-4

#### **A. McKissock, LP, Warren, PA:**

1. Chuck Huntoon - Deriving and Supporting Adjustments (C21224-I), and Introduction to Complex Appraisal Assignments (C21225-I)
2. Dan Bradley - Deriving and Supporting Adjustments (C21224-I), and Introduction to Complex Appraisal Assignments (C21225-I)
3. Tracy Martin - Deriving and Supporting Adjustments (C21224-I), and Introduction to Complex Appraisal Assignments (C21225-I)

#### **B. Appraisal Institute, Chicago, IL:**

1. John Urubek - Practical Regression Using Microsoft Excel (C21226)
2. Theddi Chappell - Case Studies in Appraisal for Green Commercial Buildings (C21227)

#### **C. The Moore Group, Lincoln, NE:**

1. Diane Moore - Valuation by Comparison: Residential Analysis & Logic (C2741)
2. Bradford Moore - Valuation by Comparison: Residential Analysis & Logic (C2741)

**D. American Society of Farm Managers and Rural Appraisers, Denver, CO:**  
1. Howard Audsley – Cost Approach for General Appraisers (CG008A-I)

**L. Board Policies and Procedures**

1. Board Policies	
a. New Board Policies 06-03,12-04 .....	1
b. Current Board Policies .....	2-9
2. AMC Registration Procedures and Processes	
a. AMC Registration Procedure .....	10-13
b. AMC Application Checklist .....	14
c. AMC Information Change Form .....	15-19
3. Application Updates	
a. Application for Continuing Education .....	20-21
b. Application for Instructor Approval .....	22-25
c. Application for Education Renewal .....	26-27
d. Application for Nebraska Real Property Appraiser (Reciprocal) .....	28-32
4. Reporting of Investigative Information to Professional Organizations .....	33

**M. Unfinished Business**

1. 2012 Audit Update	
2. AMC Update Memo .....	1-6
3. State Agency Responses to Multiple Instructor Applications .....	7-9
4. New Credential Update – Tom Kubert .....	10

**N. New Business**

1. Alabama Letter to Appraisers Concerning AMC .....	1
2. AMC Testing Service Contract .....	2-9
3. County Appraiser Contracts .....	10-13
4. CREW Midwest Letter .....	14-15
5. Online Verification of Continuing Education .....	16-18
6. AARO Reciprocity Survey .....	19-20

**O. Next Meeting Date – June 7, 2012, Lower Level “A” NSOB**

**P. Adjourn**