

C.A.T.A. Conference 2010 Class Registration (Associate Members)

Monday - August 23rd, 2010

DPT Classes

Property Measurement (1/2 day) **1pm Start**	\$20.00	<input type="checkbox"/>
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Outside Providers

Kaplan College – Appraising Green Properties (1/2 Day) **1pm Start**	\$40.00	<input type="checkbox"/>
APEX – Mobile Technology for the Real Estate Professional (1/2 Day) **1pm Start**	FREE	<input type="checkbox"/>
Harry Fuller - USPAP (7 hour update class) Includes Manual **9:00am Start**	\$100.00	<input type="checkbox"/>

Tuesday - August 24th, 2010

DPT Classes

Personal Property (2 Day) 1 st Day (NO CEH)	\$40.00	<input type="checkbox"/>	Rural Structure Valuation (1 Day)	\$20.00	<input type="checkbox"/>
Statistics (2 Day) 1 st Day (Size limited to 18)	\$40.00	<input type="checkbox"/>	Environmental Properties (1 Day)	\$20.00	<input type="checkbox"/>

Outside Providers

Kaplan College – Site Valuation & Cost Approach (2 Day) 1st Day **Tested**	\$180.00	<input type="checkbox"/>
Dick Gilmore (ASFMRA) – Appraising Ag Land in Transition (1 Day)	\$85.00	<input type="checkbox"/>
M. Steven Kane – Appraisal Valuation Modeling	\$85.00	<input type="checkbox"/>
Harry Fuller - USPAP (7 hour update class) Includes Manual	\$100.00	<input type="checkbox"/>
James Canestaro – Evaluating Commercial Construction (2 Day) 1 st Day **Test Optional For QE**	\$180.00	<input type="checkbox"/>

Wednesday - August 25th, 2010

DPT Classes

Personal Property (2-Day) (NO CEH)	2 nd Day	<input type="checkbox"/>	Basic Title Conveyance (1 Day)	\$20.00	<input type="checkbox"/>
Statistics (2-Day) (Size limited to 18)	2 nd Day	<input type="checkbox"/>	Oil and Gas Equipment (1 Day)	\$20.00	<input type="checkbox"/>
Hotel / Motel Valuation (1 Day)	\$20.00	<input type="checkbox"/>	Sales Confirmation (1 Day)	\$20.00	<input type="checkbox"/>

Outside Providers

Kaplan College – Site Valuation & Cost Approach (2 Day)	2 nd Day	<input type="checkbox"/>
Deane Wilson (ASA) – Adjustments – The Good, The Bad, and The Ugly (1 Day)	\$85.00	<input type="checkbox"/>
Dick Gilmore (ASFMRA) – Income Approach Applications (1 Day)	\$85.00	<input type="checkbox"/>
Garth Thimgan (IAAO) – Depreciation Analysis (2 Day) 1 st Day **Tested**	\$185.00	<input type="checkbox"/>
James G. Felt – Water Law I - Water Rights and Their Valuation (1 Day)	\$85.00	<input type="checkbox"/>
James Canestaro – Evaluating Commercial Construction (2 Day) **Test Optional For QE**	2 nd Day	<input type="checkbox"/>

Thursday - August 26th, 2010

DPT Classes

Vacant Land Valuation (1-Day)	\$20.00	<input type="checkbox"/>	Abatements (1/2 Day)	\$20.00	<input type="checkbox"/>
Time Trending (1 Day) (Size limited to 18)	\$20.00	<input type="checkbox"/>	Bed & Breakfast (1/2 Day)	\$20.00	<input type="checkbox"/>

Outside Providers

Deane Wilson (ASA) – Going Concern Valuation(1 Day)	\$85.00	<input type="checkbox"/>
IAAO – Depreciation Analysis (2 Day) **Tested**	2 nd Day	<input type="checkbox"/>
Kaplan College – Data Analysis in a Declining Market (1 Day)	\$85.00	<input type="checkbox"/>
James G. Felt – Water Law II - Water Rights and Their Valuation (1 Day)	\$85.00	<input type="checkbox"/>
James Canestaro – Evaluating Residential Construction (1 Day)	\$85.00	<input type="checkbox"/>

Early Registration Deadline is June 30,2010

Name:

Daytime Phone:

E-Mail Address:

Total All Days \$

Conference Fee + \$60.00

Total Amount Due \$

Do you plan to attend the Wednesday evening dinner meeting? YES NO

Do you prefer a vegetarian meal? YES

License Level: Registered Licensed Certified Res Certified General N/A
 Field of Expertise: Residential, Commercial, Etc

Your executive board has worked very hard to provide an array of classes that will meet your needs. Our goal has been, and continues to be, to provide Colorado County appraisal staff with very affordable continuing education. The CATA conference has grown to over 350 attendees, and it has become an important networking forum for many of the Assessor's office staff members.

We continue to contract with alternate providers to expand our educational offerings. These classes taken outside of the CATA forum would cost 3 to 4 times what we can offer them for. **Aside from negotiating a more affordable fee, we have been fortunate enough to receive a generous grant from the Colorado Assessors Association that has allowed us to offset our prices.** Unfortunately, due to the supplement provided to us by the CAA, we are unable to give associate members and non-members the credit that results from this contribution. Please complete the appropriate registration form depending on your status with CATA. Associate Member and Non-Member registrations are available on the CATA website at www.cata-log.org. Individuals who paid membership dues by the April 15th deadline, (County employees excluded,) are Associate members. If you did not pay dues, you are a Non-Member.

Please note the cancellation policy at the bottom of this page.

- 1. Please submit one registration form per member. One check may be submitted per County to cover all of those registering. Please make checks payable to: **Colorado Association of Tax Appraisers**. We prefer all forms be **faxed** (followed with payment by mail) to **THE CATA TREASURER** at:

Mail To: Summit County Assessor Attn: Mike Peterson - CATA Treasurer PO Box 276 Breckenridge, CO 80424	Fax To: Mike Peterson - CATA Treasurer Fax Number: 970-453-3481
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- 2. Some class sizes will be limited this year and will be available until full. An e-mail will go out to everyone with an e-mail address registered at www.cata-log.org when a class is full. Please register.
- 3. The classes offered by contracted providers do not necessarily pertain to Colorado Law or DPT guidelines and mandates. They will however, offer a different perspective (fee or otherwise) and broaden your knowledge as an appraiser. Although we have received high recommendations for each of the providers and their classes, you take them at your own risk. All classes are approved for continuing education by the Board of Real Estate Appraisers, unless otherwise noted.
- 4. **The number of hours is designated with the class description by "CEH" for Continuing Education Hours or "QEH" for Qualifying Education Hours. Failure to attend 100% of the scheduled class time will result in denial of any CEH for the class. The instructor will make the final determination on attendance.**
- 5. The deadline for registering is Friday, July 23rd, 2010. Attempting to register after the deadline may limit your class options substantially. General questions can be directed to any of the board members. Contact information can be found at www.cata-log.org under "Conferences."
- 6. Inadequate interest in any class may result in the cancellation of that class. If this should happen, you may be contacted to select another class offering.

****ATTENTION ****
CANCELLATION POLICY

Cancellations of any classes from 30-10 days prior to the conference are subject to a 50% cancellation fee. Cancellations from 10 days prior to the conference date are subject to no refund.

DPT 1-Day Appraisal Courses

Rural Structure Valuation (7 CEH)

- Rural Structures Policies, Procedures, and Definitions
- Slide Show
- Classifications and Valuation of Rural Structures
- Work Problems

Oil & Gas Equipment Valuation (No CEH)

- Analysis and Use of BEL's
- Valuation Steps
- Valuation of Installed Equipment
- Valuation Grids
- Valuation of Stored Equipment

Time Trending (7 CEH) **Calculator Required**

****Class size is limited to 18****

- Introduction to Statistics
- Basic Time Trending Analysis
- SBOE Statistical Requirements
- Performance Evaluation Analysis
- Time Trending Techniques
- Case Study

Hotel/Motel Valuation (7 CEH)

- Cost Approach
- Return on and of Personal Property
- Market Approach
- Development of Capitalization Rates
- Income Approach
- Classification of Extended-Stay Hotels
- Business Value In A Hotel

Environmental Properties (7 CEH)

- Public & Market Reaction
- Environmental Site Assessments
- Acts, Agencies, Regulations, Courts and Organizations
- Appraisal Procedures
- Geologic Hazards and Environmental Risk
- Terminology
- Stigma
- Emphasis on Methamphetamine Labs
- Property Inspection

Sales Confirmation (7 CEH)

- Statutory Requirements – Sales Confirmation
- Sales Confirmation Data-Management
- Court Case Discussion
- Preliminary Sales Ratio Analysis
- Title Conveyance
- Final Data Analysis
- Sales Confirmation Data – Implementation
- Special Issues

Vacant Land Valuation (7 CEH)

- Land Valuation & The Appraisal Process
- Adjustment For Time
- Highest & Best Use
- Adjustment For Differing Property Characteristics
- Approaches To Value
- Reconciliation

DPT 2-Day Appraisal Courses

Personal Property (NO CEH)

- Constitutional Provisions and Statutory References
- Depreciation Tables and Factors
- Assessment Calendar
- Valuation Procedures
- Court Decisions
- Taxpayer Remedies and BIAs
- Discovery and Listing
- Special Issues
- Administrative Issues: Confidentiality and Penalties
- Performance Analysis
- Classification
- Case Study

Statistics (15 CEH) **Calculator Required**

****Class size is limited to 18****

STATISTICS-

- Purpose of Statistics
- Basic Assessment Statistics
- Auditor/SBOE Statistical Requirements
- Manual Statistical Calc. & Problems

COMPUTER LAB

- **Basic Statistics Using SPSS 11.0**
- **General Data Manipulation**

TIME TRENDING

- Importance of Time Trending
- Required Data
- Required Format
- Data Tricks and Traps
- Basic Time Trending Analysis
- Computer Hands-on Case Study

PERFORMANCE ANALYSIS

- Spotting Outliers
- Useful Statistics
- Required Data
- Required Format
- Auditor/SBOE Statistical Requirements
- Data Tricks and Traps
- Utilizing SPSS 11.0 for Performance Analysis
- Computer Hands-on Case Study

DPT 1/2 -Day Appraisal Courses

Bed & Breakfast Valuation (4 CEH)

- History and Definitions
- Statutory References
- Classification
- Three Approaches to Value
- Allocation of Actual Land Value
- Allocation of Actual Improvements Value
- Reconciliation and Assessed Value
- Personal Property Issues

Property Measurement (4 CEH)

- Area measurement for single family residential, multi-family residential and commercial properties
- Gross Living Area and Room Count for residential properties
- ANSI Standard for residential properties
- BOMA Standard for commercial properties

DPT 1-Day Administrative Courses

Basic Title Conveyance (7 CEH)

- Basic Title Transfer Issues
- Elements of a Deed
- The Bundle of Rights
- Types of Ownership
- Types of Conveyance Documents
- Decedents' Deeds
- Assessor's Role in Keeping Ownership Records
- Assessor's Transfer Process

DPT 1/2 Day Administrative Courses

Abatements (NO CEH)

- Due Process
- Purpose of Abatements
- Clerical Errors, Erroneous Assessments, Overvaluation issues
- Abatement Situations
- Abatement Hearings
- Review by property Tax Administrator
- Abatement Statutes
- Case Law

Outside Provider Courses

Deane Wilson - American Society of Appraisers (ASA)

Adjustments- The Good, The Bad, and The Ugly (7.5 CEH)

Adjustments are the least discussed element of appraising in educational offerings. Yet, adjustments are typically the most discussed by readers of your report. Most appraisal courses do not teach the level of detail needed to understand and correctly apply adjustments. This seminar is solely devoted to the adjustment process

This seminar is designed for the beginning appraiser as well as more experienced appraisers. Adjustments are looked at from all aspects including why, how, when, and when not to adjust. All of the adjustment techniques are discussed and applied through class exercises. Case studies include residential and commercial properties. This course covers the logic and critical thinking skills needed to convey sound conclusion and write more convincing reports. A brief look at English as a second language and deeper insight into: problem solving: decision theory: argument analysis: deductive reasoning: inductive reasoning: rhetoric versus reasoning: and much more! This is a seminar that teaches not just improved writing skills, but improved thinking. By learning the skill of appropriate precision and the art of making sense, appraisers can better defend their conclusions, their readers will have fewer questions, and their conclusions will have fewer challenges.

Going Concern Valuation (7.5 CEH)

Going Concern Valuation is for real estate appraisers, lenders, assessors, and eminent domain professionals. It is a hands-on seminar that synthesizes the latest thinking and methodologies for valuing properties that are integrated with a Going Concern. The course presents the topic from its historical perspective through the current situation. The notion of Going Concern value is offered from several viewpoints including the appraisers' considerations, the lenders concerns, assessors' perception, and it addresses the issue from the eminent domain professionals' interest in the light of Kelo v. New London. The course shows how the various elements of a going concern affect each of these professions and assists the professional in comprehending this intricate idea.

Author and Developer: L. Deane Wilson, ASA is the instructor and developer of this course as well as the other courses. Mr. Wilson has taught every level of appraisal course both nationally and internationally. He has authored and developed many appraisal courses and seminars, spoken at major appraisal conferences, as well written numerous articles on appraisal issues. He is the founder of the Blackwell Institute for the Study of Land Use Ethics, and a Partner and Chief Appraiser of The Blackwell Group. He graduated from BIOLA University with a Bachelor of Science degree in Organizational Leadership, and has a Special Major Masters Degree from California State University, Sacramento, in Land Use Ethics.

James Felt

Colorado Water Law - James G. Felt

- The Riparian Doctrine
- The Hydrologic Cycle
- The Appropriation Doctrine
- Perfecting a Colorado Water Right
- Characteristics of the Appropriation Doctrine
- Duty of Water
- “Zoning” of a water right
- Waste
- Change of Water Right
- Water Augmentation Plan
- Water Right Administration
- Wells
- River Compacts
- Reserved Water Rights
- Denver Basin Rules
- Ditches and Ditch Rights
- Springs
- Reservoirs
- Colorado Water Conservation Board (CWCB)
- Conveyance of Water Rights
- Buying and Selling of Water Rights
- Contract Considerations
- Water Rights Appraisals
- Geothermal Resources
- Colorado Ground Water Commission

Colorado Water Law I (7.5 CEH)

The above listed content is designed as a two-day course but according to the instructor can be condensed into a one-day class that omits much detail and gives a general exposure to the subject matter.

Colorado Water Law II (7.5 CEH)

The above listed content is designed to be presented as a two-day course with in depth information on appraising water rights and considerations to be addressed and considered in water law.

James C. Canestaro

Evaluating Commercial Construction (2 Day) (15 CEH)

Evaluating Commercial construction presents how light industrial, office and retail buildings are assembled and then may deteriorate over time. More than 1,250 construction slides and a 150-page Reference Manual illustrate site improvements, structure, envelope, interior, and environmental system components of a commercial building and how these elements can affect value.

These seminars offer you critical skills necessary to better describe, analyze, and value commercial property. Once you have taken this program, you will better identify building characteristics, conditions, and deficiencies; succinctly describe what you see in a property assessment report; and then factor your insights into the replacement cost, income capitalization, and market comparable calculations. Participants have highly praised the seminar for its useful content and relevance to commercial real estate assessment.

The educational objectives of this unique two-day program are to:

- Present prevailing commercial construction techniques with associated terminology;
- Display the typical combinations or commercial construction assemblies and systems;
- Illustrate where to look for potential physical deficiencies that may be hidden from view; and
- Enhance the seminar participants’ confidence to ask articulate construction related questions as part of future due diligence inquiries.

These are all critical concerns to assessors, who deal with the valuation of commercial or high-rise multifamily residential properties. If you want to improve your observation, description, and valuation skills, then this course is for you.

Test Optional for 15.5 CEH

Evaluating Residential Construction (1 Day) (7.5 CEH)

Evaluating Residential Construction shows how single-family houses are constructed from the ground up. More than 950 construction slides and a 120-page Reference Manual illustrate site conditions, structure, envelope, interior, and environmental system components for houses ranging from custom to affordable and even double-wides.

This seminar will improve your confidence to describe, analyze and value new or existing residential property. You will better identify and characterize the quality and condition of a house that affect its market appeal and probable value. Participants have given this seminar high marks for its practicality and benefit to real estate assessors.

The educational objectives of this information-packed one-day program are to:

- Present prevailing residential construction techniques with associated terminology;
- Identify diverse levels of single family housing construction quality; and
- Illustrate where to look for potential physical deficiencies in a house.

Don’t miss this seminar, if you desire to be more adept at observing the condition, identifying the quality, and determining the value of single-family residential units.

APEX

Mobile Technology for the Real Estate Professional (1/2 Day) (NO CEH)

WHAT’S AVAILABLE

- Mobile Computing Hardware Solutions
- Mobile Sketching Software vs. Manual Solutions
- Measuring Hardware Solutions

WHAT’S HOT & WHAT’S NOT

- Mobile Computing Solutions
- Measuring Solutions

HOW TO

- Measure in the Field
- Sketch in the Field
- Tips for finding the right hardware to suit your needs

Kaplan Professional Schools

Site Valuation & the Cost Approach (2-Day) (15 QEH)

This class is one of the courses needed to meet the 75 hour licensed appraiser upgrade education requirement under the new 2008 AQB licensing guidelines. Each of the required courses may be taken in any order. This course starts the discussion about land, geographic characteristics, and neighborhoods. After the terminology is introduced, the valuation techniques are taught, including: sales comparison method; allocation method; extraction or abstraction method; subdivision method; ground rent capitalization method; land residual method, and the cost approach. The course will use case studies to help explain which method might work best in each situation. Included in the textbook is an appendix reviewing appraisal math, calculating area correctly, statistics, and financial math.

Tested Course – Calculator Required

Data Analysis in a Declining Market (8 CEH)

Being able to defend your market analysis and appraisal values has never been more important or challenging. Today's real estate market headlines shout the news of declining real estate values, record foreclosures, and increased scrutiny of the quality of real property appraisals. It has never been more important for appraisers to support and defend each market analysis and appraisal value. You'll learn the new analysis reporting requirements for declining markets recently instituted by Fannie Mae and Freddie Mac. You'll learn how to collect and assemble the right data and apply it to spreadsheets. And, through examples and exercises, you'll cover step by step the procedures for reporting supportable data analysis for your appraisal assignments.

Appraising Green Properties (1/2 day) (4 CEH)

Understand how the emerging market trend toward sustainability impacts residential real estate appraisals. An appraisers' ability to provide accurate appraisals is increasingly dependent on how well they can identify green elements and incorporate them into appraisal reports. Discover why the inclusion of sustainable elements is no longer the exception in residential building, and learn how to identify and quantify these elements in your appraisals. In this course, you'll see why there's more to green than meets the eye. From a primer on energy-efficient and energy-improvement mortgages, to a cost analysis of green versus traditional building and everything in between newer and veteran appraisers alike will find this course vital to their business. Sustainability is the future of residential construction, so you don't want to miss this class!

International Association of Assessing Officers (IAAO)

Depreciation Analysis (2-day) (15 CEH)

Depreciation Analysis provides a comprehensive, advanced treatment of the techniques of estimating depreciation of residential property. Through a series of market oriented case studies and demonstration problems, types of depreciation and generally recognized methods for measuring depreciation are covered, with emphasis on the observed condition method. Depreciation measurements are applied to a single subject property, providing experience in analyzing the advantages and limitations of each method.

Tested Course – Calculator Required **Credit hours will go toward IAAO designation**

American Society of Farm Manager & Rural Appraiser (ASFMRA)

Income Approach Applications (7 CEH)

This 1-day seminar presents advanced techniques and Discounted Cash Flow (DCF) analysis, including the discussion of Net Present Value and Internal Rate of Return. Most of the seminar will be devoted to discussing the rationale behind the various valuation methods and procedures. Students will review basic definitions, analyze a lease document to determine which rights have been leased and study the various lease types. Terms of the lease will be discussed, as will the distinctions in evaluating the leased fee interests and the leasehold estate interests.

Appraising Agricultural Land in Transition (7 CEH)

This 1-day seminar explores new uses of the land including wildlife and waterfowl production areas, wildlife and waterfowl habitat areas, public and private hunting preserves, fish production areas and recreational use for hunting, fishing and trophy ranches. The student will explore national trends and work with case studies that assist appraisers, review appraisers and managers in dealing with valuation issues pertaining to land in transition.

M. Steven Kane

Appraisal Valuation Modeling (AVM) (7 CEH)

Examples of Modeling/Statistics Used Now

- Appraisal As A Valuation Model
- Examples - Residential, Commercial, Agricultural

Differences Between Assessment and "AVM" Modeling

Quick History of AVMs

- Mass vs. Single Property Appraisal
- Birth of AVMs
- Why Appraisal Valuation Modeling

Analyzing Your Data - Quantity

Data Analysis Tools

Applications Set I

- Time Trending

Applications Set II

- Modeling Basics

Regression Analysis

Review