



## COLORADO ASSOCIATION OF TAX APPRAISERS

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FROM: CATA PRESIDENT  
RE: 2007 CONFERENCE AND REGISTRATION  
DATE: 6-1-07

What a joy it has been to preside over an organization that is led by such committed and dedicated professionals and leaders. Planning CATA on re-appraisal years always adds a bit of challenge to get everything done. The current board has worked extremely well together, and all members have followed through with their assignments to pull together what is shaping up to be among the best conferences ever for our organization.

There are a couple of things that we need to make you aware of regarding registration. RECEIVING CREDIT FOR TAX EXEMPTION FOR ROOM CHARGES almost always becomes an issue for some counties. These are the steps to follow to give you the best chance for smooth success regarding this issue: When making the room reservation for your county make it clear to the reservation attendant the charges for your rooms will be tax exempt. Ask for a fax #, and fax a copy of the sales tax exemption certificate to the reservation attendant immediately following making your reservations. Please keep in mind the room charges must be paid directly from county funds with either a credit card with the county's name on it, or a county check for the charges to be exempt. The State of Colorado will not honor tax exemption from the resort if the funds are not drawn directly from the entity on the exemption certificate and, therefore, the resort is unable to pass that benefit on to us.

Secondly, we would also like you to be aware of our NEW CLASS CANCELLATION POLICY. One of the most daunting tasks the CATA board is responsible for is processing the class registrations, and we recognize there are good reasons for changes. Nevertheless, we have instituted a new cancellation policy in the hope of reducing last-minute changes. Sometimes if people are just informed about the best way to do things, they will try to comply. If you want to be the most help to the treasurer, I would make these suggestions: As promptly as possible, have one person gather all of the registrations for your county, and fax them in together to the treasurer, Heidi Pleban, Douglas County. Provide with the fax, the total dollar amount needed to be requisitioned, an approximate date you expect the check to be processed, and an e-mail or phone contact. Shortly after receipt of the registration Heidi will check the calculations, and notify the contact person if there is an error so the county can submit one correct requisition. Please wait a couple of days before processing the requisition, as this will save both CATA and you time and energy if the correct amount is requisitioned and submitted. If class changes are made that cause a change in the amount due, we invite you to wait until about 30 days before the conference to submit a final requisition. (Class changes should be submitted to Heidi as soon as you are aware of them.) This should ensure CATA will receive the funds prior to the conference, and hopefully after all changes have been made. No refunds will be made for cancellations after Sept. 14<sup>th</sup>. County refunds from CATA will be made as soon after the conference as is practical for the treasurer.

We can't thank Garth Thimgan and Thimgan and Associates enough for their great support of CATA. James Thimgan is returning to instruct the 3-day introductory SPSS class. Please remember this is an introductory class for first-time SPSS users, and the class is limited to 30 participants.

Over the past few years we have worked hard to meet the needs of those professionals within the County Assessors' offices that desire to expand beyond just mass appraisal practices. The CAA has also worked to meet this need by providing CATA with a grant. This grant allows us to offer other classes at reduced rates. The more these classes are taken advantage of, the more we are able to provide.

**President – Loren Morrow**

**1st Vice President – Raelene Churyk**

**Secretary – Mike Peterson**

**Board Member – Kathy Aumand**

**Board Member – Chris Bellegante**

**2nd Vice President – Debbie Fangmeier**

**Treasurer – Heidi Pleban**

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We hope to keep many of the things going we have been able to get started in prior years. The pizza party on Monday evening was sponsored by Dave Hawker (Tylerworks) last year, and we are anticipating that he/they will sponsor it again this year. The dance is expected to be on Tuesday evening hosted by Sunshine County and our theme is "HAWAIIAN". We are once again planning a dinner meeting on Wednesday evening. We hope to continue to improve this activity to make it better suit the needs of the membership. We are anticipating there will be a hospitality suite provided by the tax agents, but this has not been fully confirmed yet.

I would encourage you to check out the CATA web-site ([www.cata-log.org](http://www.cata-log.org)) from time to time to keep up with any new information. We, as a voluntary board, continue to work toward keeping you as informed as possible. We always welcome your encouragement and concerns.

Looking forward to another successful year,

Loren Morrow – CATA President

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