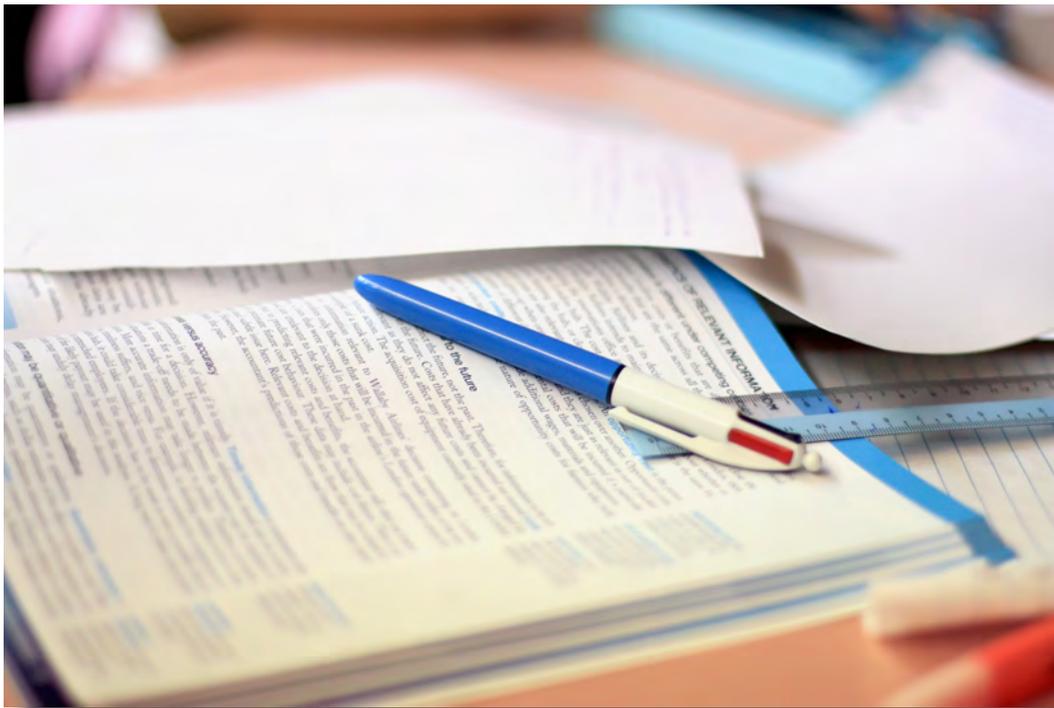


Summer Appraisal School July 25 - July 29, 2016



Includes class descriptions, class times, registration information, where to park, where to book lodging in Boise, and other helpful information.

Questions?

Contact Property Tax Education at (208) 334-7733
or email jan.barnard@tax.idaho.gov

You're invited to the 51st Annual Summer Appraisal School. This catalog contains a list of all the courses offered this session. You can attend either a week-long session or any combination of other shorter classes. You can also come for one or two classes if you only need a few hours of credit. All texts for classes will be available each morning at the registration table located in the Conference Center lobby of the Wyndham Garden Inn Boise Airport. ***Be sure to bring a calculator, notebook, and pen/pencil to school.***

Continuing Certification: To maintain your certification, you must have obtained 32 hours of continuing education credit within the past two calendar years.

Education Committee Chair: Valdi Pace, Blaine County Assessor
Property Tax Division Education Director: Jan Barnard

Registration

Please register early – many classrooms have limited seating.
Register online at tax.idaho.gov.

Class Times

- **Monday classes start at 8:30 a.m.**
- **Tuesday through Friday classes start at 8 a.m.**
- Monday through Thursday classes will end by 5 p.m.
- Friday classes will end by noon.

Class Locations

Classes will be held at two Boise locations ([see map](#)):

Wyndham Garden Boise Airport
(formerly the Boise Hotel & Conference Center)
3300 Vista Ave.

Idaho State Tax Commission (ISTC)
Washington Group Complex
800 Park Blvd.

Parking

The Wyndham Garden Inn Boise Airport offers free parking for students and hotel guests. The Wyndham Garden Inn will provide a shuttle to and from the hotel to all classrooms in alternate locations, and a shuttle to and from the downtown area each evening, free of charge. Please give the Wyndham Garden Inn enough notice to reserve the shuttle for your classes. The evening shuttle service hours will be posted at the registration table.

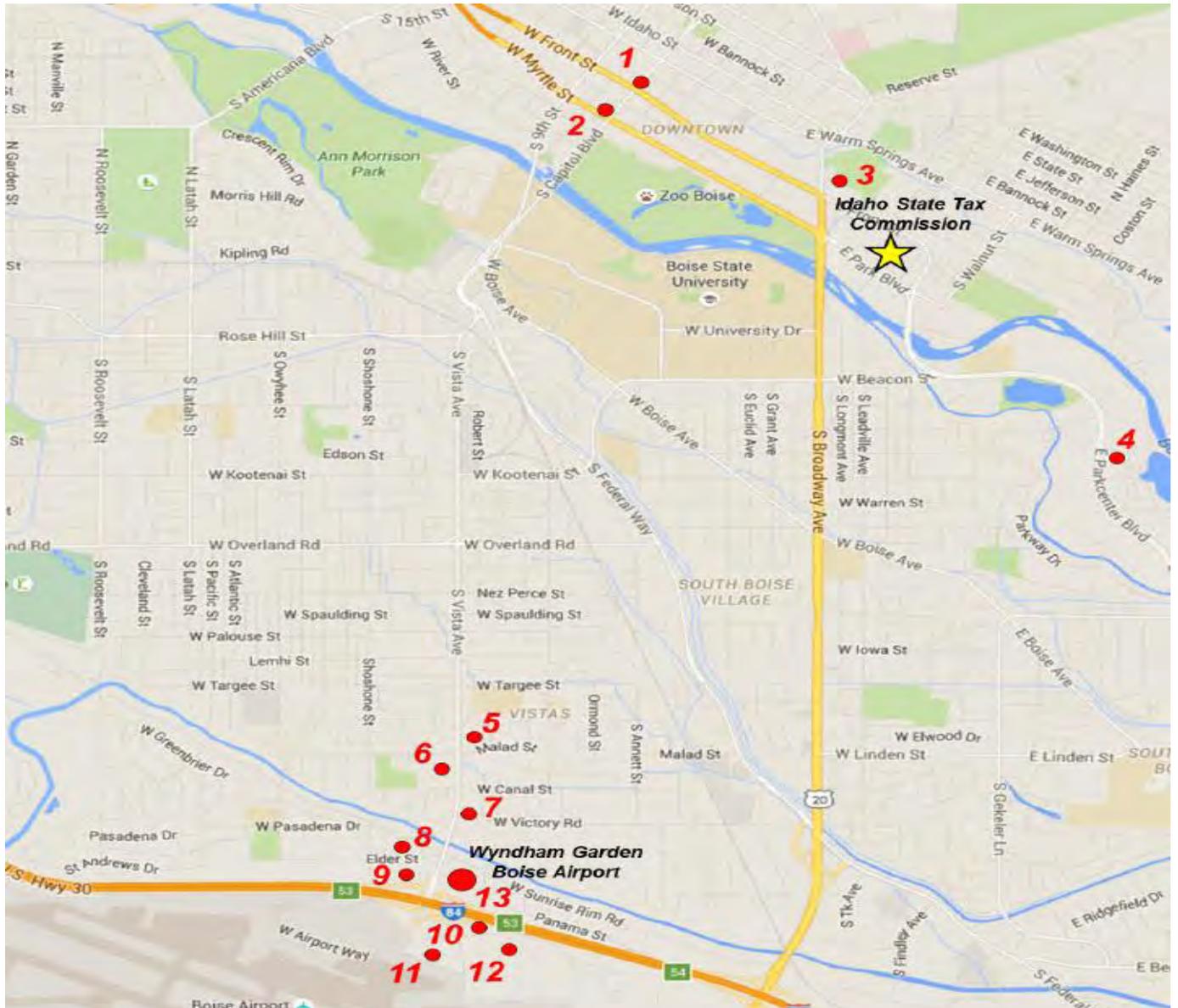
The Tax Commission also provides free parking. You'll need to register as a visitor with the security stations at the respective plazas.

Questions

If you have any questions about Summer Appraisal School, contact: Jan Barnard at (208) 334-7733 or jan.barnard@tax.idaho.gov

Motels and Hotels near the Tax Commission and the Conference Center

1- The Grove Hotel	245 S. Capitol Blvd.	(208) 333-8000
2- Hampton Inn & Suites	495 S. Capitol Blvd.	(208) 331-1900
3- Courtyard - Marriott Downtown	222 S. Broadway Ave.	(208) 331-2700
4- Springhill Suites Boise Parkcenter	424 E. Parkcenter Blvd.	(208) 342-1044
5- Extended Stay America	2500 S.Vista Ave.	(208) 363-9040
6- La Quinta Inn	2613S. Vista Ave.	(208) 388-0800
7- Comfort Suites Airport	2906 S. Vista Ave.	(208) 472-1222
8- Holiday Inn Boise Airport	2970 W. Elder St.	(208) 344-7444
9- Hampton Inn Boise Airport	3270S. Shoshone St.	(208) 331-5600
10- Comfort Inn Airport	2526 Airport Way	(208) 336-0077
11- Best Western Vista Inn	2645 Airport Way	(208) 336-8100
12- Motel 6	2323 Airport Way	(208) 344-3506
13- Wyndham Garden Boise Airport	3300 Vista Ave.	(208) 343-4900



IAAO Course 101: Fundamentals of Real Property Appraisal – AQB Certified

Course 101 is designed to provide the students with an understanding and working knowledge of the procedures and techniques required to estimate the market value of vacant and improved properties. It concentrates on the skills necessary for estimating the market value of properties using two approaches to value: the cost approach and the sales comparison approach.

Successful completion of this course meets one of Idaho's three requirements for becoming a "Certified Property Tax Appraiser."

Text: *Property Assessment Valuation 3rd edition* (green book) - \$50
AQB Approved: 33.50 CE with exam / 30 CE no exam

Instructor: Kathlynn Ireland, Tax Commission
Dates: Monday, July 25 – Friday, July 29 (a.m.)
Location: Ponderosa conference room – Wyndham Garden Boise Airport
Hours: 32
Note: Bring a calculator and #2 pencil.

IAAO Course 102: Income Approach to Valuation – AQB Certified

Income Approach to Valuation is designed to provide students with an understanding and working knowledge of the procedures and techniques required to estimate the market value of vacant or improved properties by the income approach. Topics include:

- Selection of capitalization rates
- Analysis of income and expenses to estimate operating income
- Capitalization methods and techniques
- Application of the approach
- Real estate finance and investment

Successful completion of this course meets one of Idaho's three requirements for becoming a "Certified Property Tax Appraiser."

Text: *Property Assessment Valuation* (green book) - \$50
Recommended: STC Appraisal Course 1 or IAAO Course 101
AQB Approved: 33.50 QE, 33.50 CE with exam / 30 CE no exam

Instructor: Ron Gibbs, CAE
Dates: Monday, July 25 – Friday, July 29 (a.m.)
Location: Gmj qtp conference room – Wyndham Garden Boise Airport
Hours: 32
Note: Bring a calculator and #2 pencil.

IAAO Course 201: Appraisal of Land – AQB Certified

Course 201 covers the theory and techniques of appraising land. The five land appraisal methods (sales comparison, allocation, anticipated use, capitalization of ground rent, and land residual capitalization) are studied in depth. Topics include:

- Classifying land
- Estimating highest and best use
- Discovering significant trends and factors, and their effects on value
- Data collection
- Selection of correct physical units of land measurement for appraisal

Successful completion of this course meets one of Idaho’s three requirements for becoming a “Certified Property Tax Appraiser.”

Text: *Property Assessment Valuation* (green book) - \$50
Recommended: STC Appraisal Course 1, IAAO Course 101, or IAAO Course 102
AQB Approved: 33.50 CE with exam / 30 CE no exam

Instructor: John Ulibarri, RES, AAS
Dates: Monday, July 25 – Friday, July 29 (a.m.)
Location: Silverhorn conference room – Wyndham Garden Boise Airport
Hours: 32
Note: Bring a calculator and #2 pencil.

IAAO Course 402: Property Tax Policy

Course 402 offers students strategies for assisting in the effective formulation and implementation of tax policies and presents background enabling students to understand the context under which property tax policy is established. Students will be given analytical tools with which they can explain the effects of proposed property tax changes. They will be provided with a sound theoretical basis to guide decision-making and to assist in creating workable solutions for their jurisdictions. The course is designed for assessment administrators and students of taxation, as well as professional policy advisors who guide and make decisions in the area of tax policy on a regular basis.

Text: *Fundamentals of Tax Policy* - \$60 (needed for course curriculum)
Recommended: STC Course 1 or IAAO Course 101

Instructor: Alan Dornfest, AAS
Dates: Monday, July 25 – Friday, July 29 (a.m.)
Location: *****Dtwpf ci g"conference room – Wyndham Garden Boise Airport
Hours: 32

IAAO Course 601: Advanced Mapping Methods and Applications /'ECPEGNGF

IAAO Course 601 provides a comprehensive program of study, applying the knowledge and abilities taught in IAAO Course 600 on a more advanced level. This class uses a comprehensive set of case problems to enhance your learning experience and includes an introduction to computer mapping.

Successful completion of this course meets one of Idaho's three requirements for becoming a "Certified Cadastral Specialist."

Recommended: IAAO Course 600 or STC Basic Mapping

Instructor: Rick Norejko, CMS
Dates: Monday, July 25 – Friday, July 29 (a.m.)
Location: Teton conference room – Wyndham Garden Boise Airport
Hours: 32
Note: Bring a calculator and #2 pencil.

Agricultural Land Appraisal Seminar

The two-day Agricultural Land Appraisal Seminar will cover statutes and rules pertaining to agricultural appraisal. Topics include:

- Farming neighborhoods vs. soil type income and expense analysis
- Data needed, data sources, cash and crop share analysis
- Capitalization rate development, farm land adjustment process, and grazing land analysis
- Farm building valuation and speculative land value analysis

Instructors: Scott Erwin, RES
Dates: Monday, July 25 - Tuesday, July 26
Location: """"Encuatqgo 'E cvP qtj y guv'P c| ctgpg'Wpkxgtukv{ '*P P W+. 'kp' Egpvtcn'Plaza -
Y cuj kpi vqp'I tqw 'Ego r rgz
Hours: 14

Agricultural Land Template and Roundtable

This roundtable will discuss the Agricultural Land Template created and used by the Consulting Appraisers to help counties with calculating their AG land values as well as a Q&A session to address more specific questions.

Moderators: Tax Commission staff
Date: Friday, July 29 (a.m.)
Location: Conference room 1CR5 (first floor) in Plaza IV - Washington Group Complex
(Tax Commission office)
Hours: 4

Appraisal of Cell Towers & Cell Tower Sites

This one-day, hands-on seminar will include the identification and appraisal of cell towers and cell tower sites. The seminar will cover the use of the cost approach for valuation of cell towers and the discounted cash flow income approach for valuation of cell tower sites. The seminar will also have a section on tools available to the assessor for locating cell tower sites and minor analysis tools for cell locations. These tools are located on the Tax Commission GIS mapping website.

Instructors: Cliff McLean, McLean Appraisals and Kevin Jones, Tax Commission
Date: Wednesday, July 27
Location: Conference room 5CR3 (fifth floor) in Plaza IV - Washington Group Complex
(Tax Commission office)
Hours: 7
Note: This class is limited to 15 students.

Communication Skills

How you look. How you act. How you present yourself. That's how you connect with the people at work who count on you for guidance. The truth is: the art of building relationships and communicating effectively isn't usually taught in the classroom, but it is here. Learn how to use words, gestures, and even humor to communicate better as a leader. Topics include:

- Keys to Effective Interpersonal Communication
- Behavioral Skills
- Developing Connection
- Developing Energy
- Posture and Movement
- Language, Nonwords, and Pauses
- Developing Interaction
- Listener Involvement

Instructors: ExecuTrain
Date: Wednesday, July 27
Location: Executive Dining Room in Central Plaza – Washington Group Complex
Hours: 7

Dealing with Challenging Customer Interactions

Explore methods for dealing with common difficult customer interactions. Identify customer types, set customer expectations, and maintain a positive attitude when working with customers. Topics include:

- Customer Service Fundamentals
- Customer Service Skills
- Customer Management
- Customer Communication

Instructors: ExecuTrain
Date: Monday, July 25
Location: Executive Dining Room in Central Plaza – Washington Group Complex
Hours: 7

Deeds – Interpreting Legal Documents

This workshop is a two-day class that is ideal for assessment personnel, or any other government or private sector professional dealing with real property ownership. This class is presented as a combination of lecture, discussion, and hands-on activities. Topics include:

- Nature of Real Property
- Interests in Real Property
- Co-Ownership of Real Property
- Title of Real Property
- General Real Estate Financing (understanding recorded financial instruments that affect title to real property)

Note that these general topic headings cover a wide range of detailed sub-topics, including: easements, partial interests, death and estates, clouded title, deed types and effect, trusts, comprehensive legal descriptions including curves, etc.

Instructor: David Wallis, GISP, CMS
Dates: Tuesday, July 26 – Wednesday, July 27
Location: Classroom F at Northwest Nazarene University (NNU), in Central Plaza – Washington Group Complex
Hours: 15

Development of Capitalization Rates

When using the income approach to estimate the value of real estate, one of the components that needs to be determined by the assessor/appraiser is the capitalization rate. This workshop will explore the difference between capitalization rates used in direct capitalization and a yield rate used in yield capitalization. We'll discuss the difference between an overall capitalization rate, a land capitalization rate, and a building capitalization rate, along with some other common terms used in capitalization rates discussion, such as unloaded versus loaded capitalization rates, and terminal capitalization rates.

Instructor: Marion Johnson, CAE
Dates: Tuesday, July 26
Location: Alpine conference room – Wyndham Garden Boise Airport
Hours: 7

Develop Land Schedules, Generate LCMs, and Depreciation Schedules using Excel 2010

In this two-day, hands-on training session, the students will be shown practical applications of some of the concepts in IAAO's "Property Assessment Valuation" (the green book) – focusing on the land valuation, cost approach, and depreciation chapters. During this session students will learn to develop land value scales or schedules using direct sales comparison, abstraction, and allocation approaches. Attendees will be shown, and use, a few spreadsheets to generate LCMs and depreciation schedules.

Recommended: STC Appraisal Course 1 or IAAO Course 101
Experience using Excel spreadsheets - this is **not** a beginner class

Instructor: Alex Chizewsky, CAE and Robert Rios, Tax Commission
Dates: Monday, July 25 - Tuesday, July 26
Location: Conference room 5CR3 (fifth floor) in Plaza IV - Washington Group Complex (Tax Commission office)
Hours: 14
Note: Class is limited to 15 students.

DMV for Assessors

This course will include the following topics:

- Internal Control - Log-ons/passwords; refunds - allowable reasons (per vehicle type) and transaction types; what happens when a cancellation card is sent to ITD; monitoring deputy transactions/watching for fraud or problems; understanding Datapoint reconciliation reports; controlled document inventory control; submitting backup documents to DMV Internal Control
- Fiscal Responsibility - Cash till procedures; money transfers; money due dates; separation of duties - deposit/reconcile; online transaction reconciliation
- Title Transactions - The who's, what's, when's, and where's of titling; title process overview; title transaction basics
- Registrations - Overview of registration basics; license plate programs; Internet applications
- Sales/Use Tax - Overview of basic principles; expectations for county motor vehicle staff
- Customer Service - How this applies to motor vehicles

Instructor: Idaho Transportation Department (ITD) staff
Date: Tuesday, July 26
Location: Executive Dining Room in Central Plaza– Washington Group Complex
Hours: 7

Drone Technology

This class is designed for county assessors and their staff interested in geospatial technology. We cover the history of property mapping, how the science and technology has evolved, and also look to the immediate future of drones collecting three dimensional data for appraisal.

Instructor: Keith Cunningham, PHD
Dates: Monday, July 25
Location: Central Plaza Training Room – Washington Group Complex
Hours: 8

Drugs in our Community

This course outlines current drug trends in Idaho and their effects that impact our communities. We will identify the hazards of specific drugs, and strategies to recognize use and abuse. We will also discuss precautions and some safety tips for dealing with these situations. Actual photos and case studies will be discussed.

Instructor: Lt. John Ganske, Idaho State Police
Date: Thursday, July 28
Location: Central Plaza Training Room – Washington Group Complex
Hours: 7

Fundamentals of the Assessor's Office

This one-day workshop will focus on the basics of assessment administration. This workshop is intended for individuals who are new to the Assessor's Office, other county offices, or anyone wanting to understand the basics of Assessment Administration. Topics include, but are not limited to:

- Assessor's responsibilities
- Property Tax Calendar
- Education requirements for staff
- Appraisal Principles
- Revaluation
- Exemptions
- Ratio Studies
- Board of Equalization
- Public Utilities
- Property Tax Levies

Instructors: Steve Fiscus and Robert Rios, Tax Commission
Dates: Wednesday, July 27
Location: Conference room 1CR5 (first floor) in Plaza IV - Washington Group Complex (Tax Commission office)
Hours: 7

How to be a Better Manager

This workshop is designed to help participants become better managers or, if just starting in the manager position, it will provide guidelines and suggestions on how to be successful. Topics covered range from planning and organizing, budgeting, personal and communication issues, dealing with difficult people, dealing with legislators, consensus building and stress management. This is an interactive workshop that allows and encourages actual situations from the instructor and the student. Various forms and examples are provided to help the participant develop a procedure manual for the assessment office.

Instructor: Marion Johnson, CAE
Dates: Monday, July 25
Location: Alpine conference room – Wyndham Garden Boise Airport
Hours: 7

Intermediate QGIS /'ECPEGNGF

The Intermediate QGIS is a one-day hands-on course that will show you the power of open source GIS software. QGIS is a cross-platform **free** and **open-source** desktop geographic information systems (GIS) application that provides data viewing, editing, and analysis capabilities. This course will build on the basic principles of QGIS. A background in QGIS is preferred but not required.

Instructor: Kevin Jones, Tax Commission
Dates: Tuesday, July 26
Location: Central Plaza Training Room – Washington Group Complex
Hours: 7

Mass Appraisal Analysis & Benchmarks

This one-day workshop is designed to help refresh the mass appraisal techniques used in the valuation process and also to help establish some processes and procedures for unusual or more challenging events. Topics include:

- Scope of Work
- Mass Appraisal
- Market Value
- Highest and Best Use Analysis
- Neighborhood Analysis
- Benchmarks
- Sales Validation
- Sales Ratio Analysis
- Sales Chasing
- Trending

Instructor: Rick Stuart, CAE
Date: Monday, July 25
Location: Peregrine conference room – Wyndham Garden Boise Airport
Hours: 7
Note: Bring a calculator.

ECPEGNGF

National 15-Hour USPAP - Uniform Standards of Professional Appraisal Practice – AQB Certified

This 15-hour course of the Appraisal Foundation focuses on the requirements for ethical behavior and competent performance by appraisers who are set forth in the Uniform Standards of Professional Appraisal Practice (USPAP).

In addition to lectures, the course includes discussion examples that show how USPAP applies to situations that appraisers encounter in everyday practice. These examples address issues frequently experienced by appraisers as professionals in the appraisal of real property, personal property, and businesses or intangible assets; in appraisal review; and in real property appraisal consulting assignments.

Supplementary materials include “Uniform Standards of Professional Appraisal Practice” (USPAP). This workshop includes an exam.

Required Text: *2016-17 USPAP* - \$75

Instructor: Paul Lorenzen, MAI, CCIM, CPM, CSM

Dates: Monday, July 25 - Tuesday, July 26

Location: Conference room 1CR4 (first floor) in Plaza IV - Washington Group Complex
(Tax Commission office)

Hours: 15

Note: AQB Approved: 15.0 CE - bring a calculator

Negotiating

This course teaches students the basics of negotiations. Students will learn how to identify objectives and variables, establish negotiation requirements, research the other party, determine concessions, formulate a plan for agreement, and determine the logistics of a negotiation. Topics include:

- Establishing your terms of agreement
- Researching the other party
- Preparing for an agreement
- Conducting a negotiation
- Advanced negotiating tactics

Instructors: ExecuTrain

Date: Wednesday, July 27

Location: *****Gzgewkxg'F klpki Room'lp'Egptcn'Rrc| c"- Washington Group Complex

Hours: 7

Regression Model Building - It's Not Rocket Science

This Excel spreadsheet-based seminar addresses what you need to know about how and why regression modeling can work to help you develop better tables for your valuation models. It includes an explanation of what happens "behind the scenes" in nonlinear regression. Students will work with hands-on examples of straight line and nonlinear regression modeling.

The seminar will also include instruction on how to determine if your value models need to be recalibrated to reflect changing market trends. It will provide instruction on Excel tools to help determine what components of your value model should be given priority when tweaking a valuation model.

Instructors: Cliff McLean, McLean Appraisals
Date: Thursday, July 28
Location: Conference room 5CR3 (fifth floor) in Plaza IV - Washington Group Complex
(Tax Commission office)
Hours: 7
Note: This class is limited to 12 students.

Parcel Website Maintenance/Updating

This course is for students interested in creating and customizing a free interactive webmap using Google's cloud. This class uses Google's JavaScript API. We'll show you how to build a basic map in less than 10 minutes and will spend the rest of the class customizing and updating it. GIS data for this map does not have to be registered with a company.

Recommended: Skill level: beginner to intermediate
Instructor: Kevin Jones, Tax Commission
Date: Thursday, July 28
Location: Conference room 5CR4 (fifth floor) in Plaza IV - Washington Group Complex
(Tax Commission office)
Hours: 7
Note: This class is limited to 8 students

PLSS / GCDB / CADNSDI

This course will cover the Public Land Survey System (PLSS) — the backbone of land descriptions and mapping in the state of Idaho. We will start with a basic history of the PLSS, then work through the general scheme of the rectangular survey system, get into basic principles and mathematical rules, and touch upon special surveys within PLSS. This will be used to understand the Geographic Coordinate Data Base (GCDB) and how the Cadastral National Spatial Data Infrastructure (CADNSDI) relates to the GCDB. Finally, we will discuss how all of this information can be used in GIS mapping.

Instructor: Coy Chapman, PLS - Epoch Land Surveying
Date: Wednesday, July 27
Location: Conference room 1CR4 (first floor) in Plaza IV - Washington Group Complex
(Tax Commission office)
Hours: 7

Preparation and Presenting a Valuation Appeal

This workshop will look at all levels of appeals including informal level, secondary level – also referred to as formal level appeals (board of equalization and state tax courts), and judicial appeals (district courts and court of appeals). Information from actual residential and commercial appeal documentation will be used to help illustrate some processes and procedures. Topics include:

- General information and the appeal process
- Appeal preparation
- Presentation of appeals
- Residential valuation report
- Commercial valuation report

Instructor: Rick Stuart, CAE
Date: Tuesday, July 26
Location: Peregrine conference room – Wyndham Garden Boise Airport
Hours: 7

ProVal

Beginning

In this hands-on, one-day workshop, you'll apply ProVal software to value property. Topics include:

- Navigating ProVal
- Neighborhood and modeling concept
- Residential and Commercial Data Entry
- Administrative maintenance
- Sketching
- Valuation exercises

This workshop is a good starting point for new ProVal users or a good refresher for the experienced user.

Instructor: Tony Magnelli, Tax Commission
Date: Monday, July 25
Location: Conference room 5CR4 (5th floor) in Plaza IV – Washington Group Complex (Tax Commission office)
Hours: 7
Note: Class size is limited to 8 students.

ProVal - Intermediate

This hands-on workshop takes you to the next level in the use of ProVal software, focusing on pricing tables and navigating the ProValuation Engine. Topics include:

- Entering Local Cost Modifiers into the tables
- Using house type factor models
- Maintaining Sales Information
- Developing, entering, and using land tables
- Neighborhood development
- Using the market database to produce reports on comparables
- Maintaining quality assurance of appraisals

Recommended: Beginning ProVal or experience using ProVal

Instructor: Tony Magnelli, Tax Commission
Dates: Tuesday, July 26 – Wednesday, July 27
Location: Conference room 5CR4 (5th floor) in Plaza IV – Washington Group Complex (Tax Commission office)
Hours: 14
Note: Class size is limited to 8 students.

Recreational Properties Roundtable

This roundtable will discuss appraising a variety of recreational properties in the different counties, as well as a Q&A session to address more specific issues.

Moderators: Tax Commission staff
Date: Friday, July 29 (a.m.)
Location: Conference room 5CR4 (fifth floor) in Plaza IV - Washington Group Complex (Tax Commission office)
Hours: 4

Team Building

A group is just people working together. A team is pooling the unique skills and insights of every member to achieve common goals. That's why team building is one of the most essential ways to boost productivity. Learn how to build effective teams from the ground up and then manage everyone's efforts to maximize results. Topics include:

- Designing a successful blueprint for your team
- Building a strong foundation
- Constructing a solid framework
- Building bridges to better communication

Instructors: ExecuTrain
Date: Thursday, July 28
Location: Executive Dining Room in Central Plaza – Washington Group Complex
Hours: 7

Unique and Challenging Homes

This one-day workshop deals with unique and challenging home appraisal problems and by use of case studies and actual market data, steps the participants through the appraisal process of measuring value and/or value loss on such unique properties as tiny homes, container homes, straw bale homes and many more.

Instructor: Rick Stuart, CAE
Date: Thursday, July 28 – Friday, July 29 (a.m.)
Location: Peregrine conference room – Wyndham Garden Boise Airport
Hours: 11

Valuation of Barndominiums

This workshop will provide some guidance and suggestions on the process of analysis and valuation of metal buildings converted to living areas - what we call Barndominiums. These are structures that appear to be metal clad farm buildings, but part or all of the structure has been finished on the interior and used as living area. Some are used as temporary living areas while the owners construct a new stick-built home, while others are built as a permanent residence. The framing can be pole or steel.

Instructor: Rick Stuart, CAE
Date: Wednesday, July 27
Location: Peregrine conference room – Wyndham Garden Boise Airport
Hours: 7

Valuation of Lodging Properties and Vqwt

The purpose of this workshop is to provide guidance and suggestions on the valuation process of lodging properties including hotel/motel properties. The workshop will look at the different classifications of hotel/motel properties, lodging terminology and how all three approaches to value can be used to value these types of properties. The workshop will also provide some internet web sites where additional information on the hotel/motel industry can be discovered. Also, included is some information on what authorities in the field say lies ahead for the industry in the upcoming year or two.

Instructor: Marion Johnson, CAE
Date: Wednesday, July 27
Location: Alpine conference room – Wyndham Garden Boise Airport
Hours: 7

Valuation of Manufactured Homes Workshop and Tour

This one-day workshop is designed to provide historical and current data to assist in the evaluation of manufactured homes. All three approaches to value will be discussed and examples given. Considerable time will be spent on developing replacement cost new from the marketplace, comparing to cost manuals, and calculating indexes. Depreciation and gross rent multipliers will be extracted from actual market values. Actual sales will be used to compare to cost manual value estimates and the workshop will conclude with two sections on questions and answers for assessors/appraisers and potential owners of manufactured homes. Topics include:

- History
- Trends
- How to distinguish between manufactured homes, modular homes, panelized homes, and pre-cut or kit homes
- Financing
- Internet sources for research and information

Instructor: Marion Johnson, CAE

Dates: Thursday, July 28 – Friday, July 29 (a.m.)

Location: Alpine conference room – Wyndham Garden Boise Airport

Hours: 11

More Information:

- **Registration closes on July 11, at 5 p.m.**
- Register online at tax.idaho.gov
- Classes are filled on a first-come, first-served basis.
- A majority of seats are reserved for county and state employees.
- Idaho counties will be billed on completion of courses. For all others, please submit payment at time of registration.
- Make checks payable to “STC Education Training Fund.”

If you have a disability and require services or accommodations to attend or participate in any class, please contact Jan Barnard at (208) 334-7733 or jan.barnard@tax.idaho.gov.

Summer Appraisal School - Class Schedule

(July 25 - 29, 2016)

Morning classes begin at 8 a.m. except Monday, and afternoon classes begin at 1 p.m., unless otherwise noted.

Course	Room*	Fees	Mon 25 th	Tue 26 th	Wed 27 ^h	Thurs 28 th	Fri 29 th
IAAO Course 101	Ponderosa	\$432	X	X	X	X	a.m.
IAAO Course 102	Elkhorn	\$432	X	X	X	X	a.m.
IAAO Course 201	Silverhorn	\$432	X	X	X	X	a.m.
IAAO Course 402	Brundage	\$432	X	X	X	X	a.m.
Agricultural Land Appraisal Seminar	Classroom C	\$189	X	X			
Agricultural Land Template & Roundtable	1CR5	\$54					a.m.
Appraisal of Cell Towers & Cell Tower Sites	5CR3	\$95			X		
Dealing with Challenging Customer Interactions	Exec Dining Rm	\$95	X				
Deeds – Interpreting Legal Documents	Classroom D	\$203		X	X		
Development of Cap Rates	Alpine	\$95		X			
Develop Land Schedules, LCMs in Excel	5CR3	\$189	X	X			
DMV for Assessors	Exec Dining Rm	\$95		X			
Drone Technology	CPT	\$108	X				
Drugs in our Community	CPT	\$95				X	
Fundamentals of the Assessor’s Office	1CR5	\$95			X		
How to be a Better Manager	Alpine	\$95	X				
Mass Appraisal Analysis & Benchmarks	Peregrine	\$95	X				
Negotiating	Exec Dining Rm	\$95			X		
Preparation & Presenting a Valuation Appeal	Peregrine	\$95		X			
ProVal - Beginning	5CR4	\$95	X				
ProVal - Intermediate	5CR4	\$189		X	X		
Recreational Properties Roundtable	5CR4	\$54					a.m.
Regression Model Building	5CR3	\$95				X	
Team Building	Exec Dining Rm	\$95				X	.
Unique & Challenging Homes with Tour	Peregrine	\$149				X	a.m.
Valuation of Barndominiums	Peregrine	\$95			X		
Valuation of Lodging Properties	Alpine	\$95			X		
Valuation of Manufactured Homes and Tour	Alpine	\$149				X	a.m.
Parcel Website Maintenance/Updating	5CR4	\$95				X	.
PLSS / GCDB / CADNSDI	1CR4	\$95			X		.

**Classroom assignments are subject to change based on size of enrollment*

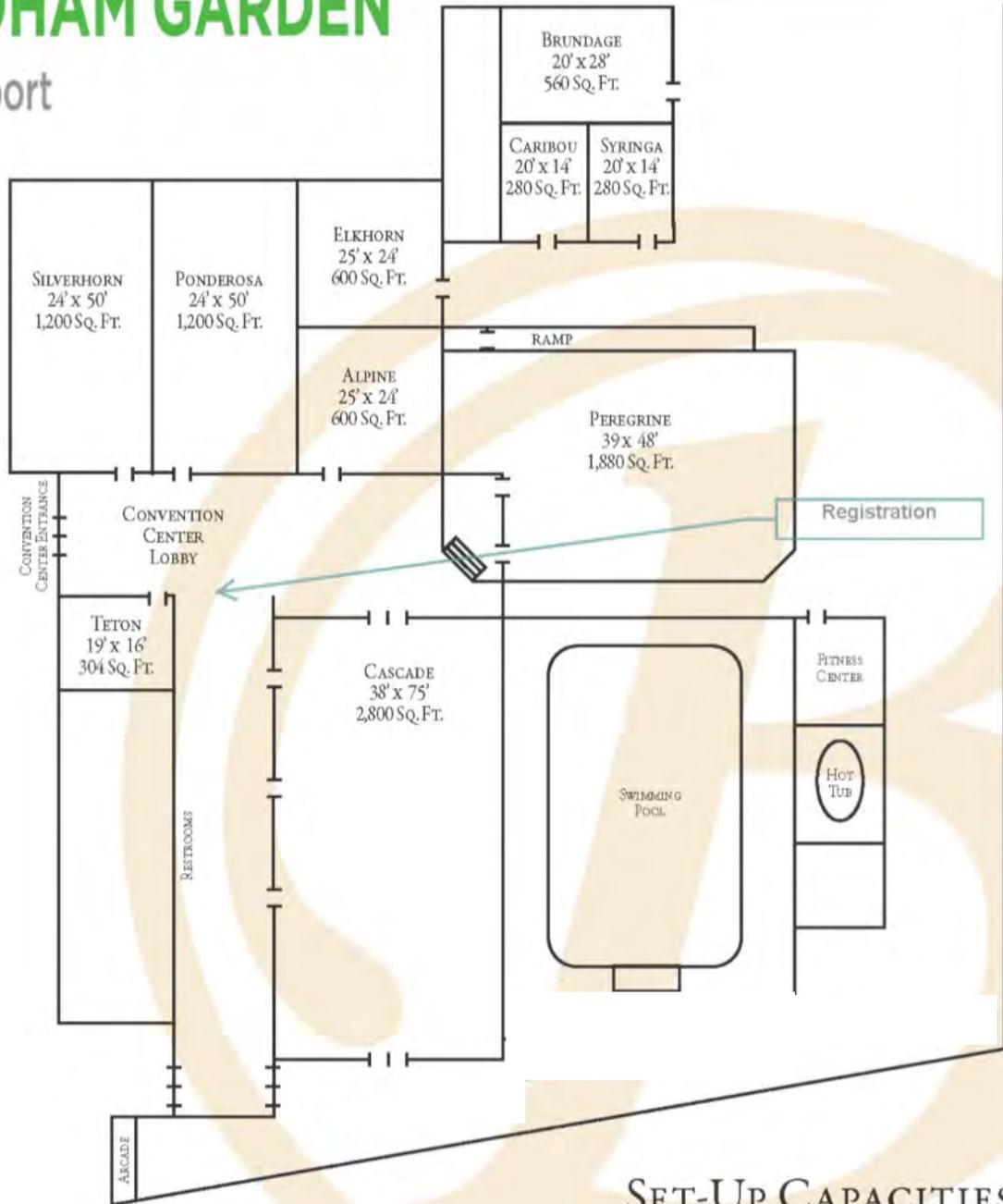
Wyndham Garden Boise Airport Classrooms (See the last page of this brochure for the layout of the hotel conference rooms.)	Alpine	First Floor Conference Room
	Elkhorn	First Floor Conference Room
	Ponderosa	First Floor Conference Room
	Silverhorn	First Floor Conference Room
	Brundage	First Floor Conference Room
	Peregrine	First Floor Conference Room
	Caribou	First Floor Conference Room
	Syringa	First Floor Conference Room
Teton	First Floor Conference Room	
State Tax Commission Classrooms	1CR4	1st Floor Conference Room, Plaza IV
	1CR5	1st Floor Conference Room, Plaza IV
	5CR3	5th Floor Conference Room, Plaza IV
	5CR4	5th Floor Conference Room, Plaza IV
Washington Group Complex Classrooms	CPT	Central Plaza Training Room
	Auditorium	Central Plaza Auditorium
	Executive Dining Room	Central Plaza Executive Dining Room
Northwest Nazarene University Classrooms	Classroom A	Central Plaza
	Classroom B	Central Plaza
	Classroom C	Central Plaza
	Classroom D	Central Plaza



WYNDHAM GARDEN®

Boise Airport

MEETING ROOM DIAGRAM



SET-UP CAPACITIES

	CEILING	CLASSROOM	THEATER	BANQUET	ROUNDS	U-SHAPE	CONFERENCE
Convention Center	9'	210	450	330	250	n/a	n/a
Alpine	9'	32	50	40	30	20	22
Elkhorn	9'	32	40	40	30	20	22
Ponderosa	9'	70	120	90	70	35	40
Silverhorn	9'	70	120	90	70	35	40
Cascade	12'	140	300	210	150	40	45
Peregrine	11'	90	175	130	110	40	40
Brundage	8'	32	50	40	30	20	22
Caribou	8'	12	25	16	10	9	12
Syringa	8'	12	25	16	10	9	12
Teton	8'	20	20	24	20	12	16

Summer Appraisal School - Class Schedule

(July 25 - 29, 2016)

Morning classes begin at 8 a.m. except Monday, and afternoon classes begin at 1 p.m., unless otherwise noted.

Course	Room*	Fees	Mon 25 th	Tue 26 th	Wed 27 ^h	Thurs 28 th	Fri 29 th
IAAO Course 101	Ponderosa	\$432	X	X	X	X	a.m.
IAAO Course 102	Brundage	\$432	X	X	X	X	a.m.
IAAO Course 201	Silverhorn	\$432	X	X	X	X	a.m.
IAAO Course 402	Elkhorn	\$432	X	X	X	X	a.m.
Agricultural Land Appraisal Seminar	1CR5	\$189	X	X			
Agricultural Land Template & Roundtable	1CR5	\$54					a.m.
Appraisal of Cell Towers & Cell Tower Sites	5CR3	\$95			X		
Communication Skills	Exec Dining Rm	\$95			X		
Dealing with Challenging Customer Interactions	Exec Dining Rm	\$95	X				
Deeds – Interpreting Legal Documents	Classroom C	\$203		X	X		
Development of Cap Rates	Alpine	\$95		X			
Develop Land Schedules, LCMs in Excel	5CR3	\$189	X	X			
DMV for Assessors	Exec Dining Rm	\$95		X			
Drone Technology	CPT	\$108	X				
Drugs in our Community	CPT	\$95				X	
Fundamentals of the Assessor's Office	1CR5	\$95			X		
How to be a Better Manager	Alpine	\$95	X				
Mass Appraisal Analysis & Benchmarks	Peregrine	\$95	X				
National 15-Hour USPAP	1CR4	\$203	X	X			
Negotiating	CPT	\$95			X		
Preparation & Presenting a Valuation Appeal	Peregrine	\$95		X			
ProVal - Beginning	5CR4	\$95	X				
ProVal - Intermediate	5CR4	\$189		X	X		
Recreational Properties Roundtable	5CR4	\$54					a.m.
Regression Model Building	5CR3	\$95				X	
Team Building	Exec Dining Rm	\$95				X	
Unique & Challenging Homes with Tour	Peregrine	\$149				X	a.m.
Valuation of Barndominiums	Peregrine	\$95			X		
Valuation of Lodging Properties	Alpine	\$95			X		
Valuation of Manufactured Homes and Tour	Alpine	\$149				X	a.m.
Intermediate QGIS	CPT	\$95		X			
IAAO Course 601	Teton	\$432	X	X	X	X	a.m.
Parcel Website Maintenance/Updating	5CR4	\$95				X	
PLSS / GCDB / CADNSDI	1CR4	\$95			X		

**Classroom assignments are subject to change based on size of enrollment*