



## 2012 Education Calendar

Updated  
5/9/12

Dates	Class	Location	Instructor	Length of Course	Book (optional)	Cost
April 30	<p style="text-align: center;"><u><a href="#">IAAO Forum 917</a></u>            How to Critique An Appraisal            7.5 credit hours            *7 hours approved by the NRAB CE</p>	Grand Island	Garth Thimgan	1 day	NA	\$140
May 7-8	<p style="text-align: center;"><u><a href="#">PAD - Residential Data Collection</a></u>            15 credit hours            *Approved by the NRAB CE</p>	Norfolk	Rick Stuart	2 days	NA	\$155
May 9-10	<p style="text-align: center;"><u><a href="#">PAD 2- Residential Data Collection</a></u>            15 credit hours            *Approved by the NRAB CE</p>	Ogallala	Rick Stuart	2 days	NA	\$155
<p style="color: red; font-weight: bold;">CANCELED</p> May 24-25 NEW DATES	<p style="text-align: center;"><u><a href="#">IAAO Workshop 158</a></u>            Highest &amp; Best Use            15 credit hours            *Approved by the NRAB CE</p>	Kearney	Scott Winter	2 days	NA	\$330

September 12-13	<b><u>Evaluating Commercial Construction</u></b> 15 credit hours *Approved by the NRAB CE	Kearney	James Canestaro	2 days *exam required	NA	\$190
September 14	<b><u>Evaluating Residential Construction</u></b> 7 credit hours *Approved by the NRAB CE	Kearney	James Canestaro	1 day	NA	\$130
Sept. 24-28	<b><u>IAAO Course 101</u></b> Fundamentals of Real Property 30 credit hours *Approved by the NRAB CE	North Platte	Garth Thimgan	5 days *exam required	PAV \$55	\$490
Oct. 1-5	<b><u>IAAO Course 400</u></b> Assessment Administration 30 credit hours	Lincoln	Kevin Burggraaf	5 days *exam required	Assessment Administration \$50 USPAP \$75	\$515
Oct. 23-25	<b><u>National USPAP *R.F. Morrissey &amp; Associates will be conducting this class on the Department's behalf</u></b> 15 credit hours *Approved by the NRAB QE	Ogallala	Roger Morrissey	3 days, *1 hour exam only on Thursday	Included with registration	\$265
November 5-6	<b><u>IAAO Workshop 162</u></b> Marshall & Swift Cost Approach (Residential) 15 credit hours *Approved by the NRAB CE	North Platte	Barry Couch	2 days	NA	\$135

November 15	<u>IAAO Forum 932</u> Restructuring Income/Expense Statements 7.5 credit hours *7 hours Approved by the NRAB CE	Columbus	Marion Johnson	One day	NA	\$160
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All of the above courses/seminars have been approved for continuing education hours for holders of an Assessor Certificate.

\*Courses that have been approved by the Nebraska Real Property Appraiser Board for appraisal license continuing education. The Department will consider other courses throughout the year as the need arises. Additionally, the Department will host education courses provided by Department staff. Those courses are outlined online on the division's [website](#).

## 2012 COURSE DESCRIPTION

### IAAO FORUM 917 — HOW TO CRITIQUE AN APPRAISAL

**Date: April 30, 2012 (Monday)**

**Location: Grand Island - Commerce Building, 2121 N Webb Road, Lower Level, Grand Island, NE 68803**

**Credit Hours: 7.5 (7 hours approved by the NRAB for CE)**

**Fee: \$140**

Mr. Garth Thimgan will be the instructor for this forum, which is an opportunity to discover a methodical approach to the review and critique of appraisals submitted in support of assessment reduction. Participants will distinguish if an appraiser acts as an advocate for the client, or truly approaches the assignment as a disinterested and unbiased third party. All aspects of an appraisal will be inspected to ascertain the credibility and reliability of the work submitted

Participants are responsible for making their own hotel room reservations. A block of rooms are being reserved under “Nebraska Department of Revenue” at:

Comfort Inn  
3535 W State St.  
Grand Island, NE 68803  
308-381-7788  
Governmental room rate: \$70.16 for a single  
Cutoff date for rooms: April 1, 2012

Lunch is not included in the registration fee, and will not be provided.

## PAD –RESIDENTIAL DATA COLLECTION

**Dates:** May 7 – 8, 2012 (Monday & Tuesday)

**Location:** Norfolk, *Holiday Inn Express, 920 S 20<sup>th</sup> St., Norfolk, NE 68701*

**Credit Hours:** 14

**Fee:** \$155

Mr. Rick Stuart will be the instructor for this workshop, which was written specifically for the Department by Mr. Stuart. Residential data collection specifications will be reviewed with an emphasis on objective data fields. Topics will include sketching, data collection of mixed use properties, and new construction. Field exercises will be conducted (weather permitting). This course is intended for all levels of personnel who gather residential data for use in valuing residential property. Developing consistency in recognizing property characteristics and how those characteristics should be recorded and dealing with the public are two of the key elements in this workshop.

*Participants should wear casual clothing suitable for field exercises. Additionally, please bring to class a 100 ft. measuring tape, scale, clipboard, noiseless non-electric calculator, and a straight edge ruler.*

Participants are responsible for making their own hotel room reservations. A block of rooms are being reserved under “Nebraska Department of Revenue” at:

Holiday Day Inn Express

920 S. 20<sup>th</sup> St.

Norfolk, NE 68701

402-379-1524

Governmental room rate: \$77 for a single.

Cutoff date for rooms: April 16, 2012

Lunch is not included in the registration fee, and will not be provided.

## PAD 2 –RESIDENTIAL DATA COLLECTION

**Dates: May 9 – 10, 2012 (Wednesday - Thursday)**

**Location: Ogallala, *Quality Inn, 201 Chuckwagon Road, Ogallala, NE 69153***

**Credit Hours: 14**

**Fee: \$155**

Mr. Rick Stuart will be the instructor for this workshop, which was written specifically for the Department by Mr. Stuart. Residential data collection specifications will be reviewed with an emphasis on objective data fields. Topics will include sketching, data collection of mixed use properties, and new construction. Field exercises will be conducted (weather permitting). This course is intended for all levels of personnel who gather residential data for use in valuing residential property. Developing consistency in recognizing property characteristics and how those characteristics should be recorded and dealing with the public are two of the key elements in this workshop.

*Participants should wear casual clothing suitable for field exercises. Additionally, please bring to class a 100 ft. measuring tape, scale, clipboard, noiseless non-electric calculator, and a straight edge ruler.*

Participants are responsible for making their own hotel room reservations. A block of rooms are being reserved under “Nebraska Department of Revenue” at:

Quality Inn

201 Chuckwagon Road

Ogallala, NE 69153

308-284-3623

Governmental room rate: \$72

Cutoff dates for blocked rooms – May 5, 2012

Lunch is not included in the registration fee, and will not be provided.

**IAAO WORKSHOP 158 – HIGHEST AND BEST USE CANCELED**

**Dates:** May 24-25, 2012 (Thursday – Friday)

**Location:** Kearney, *Country Inn & Suites, 105 Talmadge St., Kearney, NE 68847*

**Credit Hours:** 15

**Fee:** \$330

Mr. Scott Winter will be the instructor for this workshop. “Highest and best use” is a concept in real estate appraisal in which market value is achieved by the most reasonable and probable legal land use that results in the highest value. Highest and best use is an essential step in the mass appraisal process and is necessary before market value estimates can be made. Local law may mandate preferential assessments according to specific land uses (such as agricultural or historic) rather than the highest and best use. This workshop is designed to provide participants with a more in-depth study and understanding of the role and purpose of “highest and best use” in the appraisal process. Finally, there will be discussion of the unique situations that sometimes arise in a “highest and best use” analysis.

Participants are responsible for making their own hotel room reservations. A block of rooms are being reserved under “Nebraska Department of Revenue” at:

Country Inn & Suites  
105 Talmadge St.  
Kearney, NE 68847  
308-236-7500 or 800-830-5222  
Governmental room rate: \$77 for a single.  
Cutoff dates for blocked rooms – May 2, 2012

Lunch is not included in the registration fee, and will not be provided.

## EVALUATING COMMERCIAL CONSTRUCTION

**Dates:** September 12-13, 2012 (Wednesday & Thursday)

**Location:** Kearney, *Country Inn & Suites, 105 Talmadge St., Kearney, NE 68847*

**Credit Hours:** 15

**Fee:** \$190

Mr. James Canestaro will be the instructor for this seminar, which offers participants critical skills necessary to better describe, analyze, and value commercial property improvements. When this seminar is completed, participants will be able to better identify building characteristics, conditions, and deficiencies; succinctly describe what is observed during a site visit; and then factor these insights into replacement cost and income capitalization calculations.

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

- Display the typical combinations of commercial construction assemblies and systems described in cost manuals;
- Present the range of quality for materials and quality of work in commercial construction;
- Illustrate where to look for potential physical deficiencies that will affect value; and
- Provide the appropriate terminology to describe observed conditions and ask relevant construction-related questions.

These are critical concerns to assessors and appraisers, who deal with the valuation of hotel, light industrial, retail, and office buildings. This seminar features thousands of digital construction images and a 150-page reference manual.

Participants are responsible for making their own hotel room reservations. A block of rooms are being reserved under “Nebraska Department of Revenue” at:

Country Inn & Suites

105 Talmadge St.

Kearney, NE 68847

308-236-7500 or 800-830-5222

Governmental room rate not available due to Husker Harvest Days. \$140 for a single.

Cutoff dates for blocked rooms – August 22, 2012

**(Note: this is the same time as Husker Harvest Days in Grand Island, so room reservations may be difficult to book)**

Lunch is not included in the registration fee, and will not be provided.

## EVALUATING RESIDENTIAL CONSTRUCTION

**Date: September 14, 2012 (Friday)**

**Location: Kearney, *Country Inn & Suites, 105 Talmadge St., Kearney, NE 68847***

**Credit Hours: 7**

**Fee: \$130**

Mr. James Canestaro will be the instructor for this seminar, which will improve participants' ability to describe, analyze, and value new or existing residential property. Once this seminar is completed, participants will be able to better identify and characterize quality and condition of a single-family house that affect its market value.

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

- Present the range of quality for materials and workmanship in single-family housing;
- Illustrate where to look for potential physical deficiencies that affect value; and
- Provide the appropriate construction terminology to describe observed conditions.

This seminar shows how single-family houses are constructed from the ground up. The seminar features thousands of digital construction images and a 120-page reference manual. The sequence of images, accompanied by the instruction, illustrate how the structure, envelope, interior, and environmental system components influence value for houses ranging from custom to affordable, and even double-wides.

Participants are responsible for making their own hotel room reservations. A block of rooms are being reserved under “Nebraska Department of Revenue” at:

Country Inn & Suites

105 Talmadge St.

Kearney, NE 68847

308-236-7500 or 800-830-5222

Governmental room rate not available due to Husker Harvest Days. \$140 for a single.

Cutoff dates for blocked rooms – August 22, 2012

**(Note: this is the same time as Husker Harvest Days in Grand Island, so room reservations may be difficult to book)**

Lunch is not included in the registration fee, and will not be provided.

## IAAO 101 – FUNDAMENTALS OF REAL PROPERTY APPRAISAL

**Dates:** September 24-28, 2012 (Monday – Friday)

**Location:** North Platte, *Craft State Office Building, 200 South Silber Ave., (lower level), North Platte, NE 69101*

**Credit Hours:** 30

**Fees:** \$490

**Textbook:** Property Assessment Valuation (PAV) (green), \$40

Mr. Garth Thimgan will be the instructor for this course, which is designed to provide participants with an understanding and working knowledge of the procedures and techniques required to estimate the market value of vacant and improved properties. This course 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. Mr. Thimgan uses lectures, classroom discussion, and homework problems to emphasize the main concepts and procedures taught in the course.

Participants are responsible for making their own hotel room reservations. A block of rooms are being reserved under “Nebraska Department of Revenue” at:

Holiday Inn Express  
300 Holiday Frontage Road  
North Platte, NE 69101  
308-532-9500  
Governmental room rate: \$77 for a single or \$82 for a double  
Cutoff dates for blocked rooms – September 9, 2012

Lunch is not included in the registration fee, and will not be provided.

## IAAO 400 - ASSESSMENT ADMINISTRATION

**Dates:** October 1-5, 2012 (Monday - Friday)

**Location:** Lincoln, *State Office Building, 301 Centennial Mall South, Lower Level, Lincoln, NE 68509*

**Credit Hours:** 30

**Fee:** \$515

**Textbooks:** **Assessment Administration Textbook - \$40**

**2012-2013 Uniform Standards of Professional Appraisal Practice (USPAP) - \$75**

Mr. Kevin Burggraaf will be the instructor for this course, which is designed to provide participants with fundamental management concepts for management and supervisory personnel in a county assessor's office. The course begins by emphasizing the need for management, and the various roles placed on the county assessor and all supervisory personnel. The course then introduces the four major management functions (planning, organizing, directing, and controlling). Although the four functions are interrelated, a separate chapter is devoted to each one. This provides a greater understanding of the major functions.

Participants are responsible for making their own hotel room reservations. A block of rooms are being reserved under "Nebraska Department of Revenue" at:

The Cornhusker  
333 South 13<sup>th</sup> Street  
Lincoln, NE 68508  
402-474-7474

Governmental room rates: \$77 for single

Cutoff dates for blocked rooms – September 9, 2012.

Lunch is not included in the registration fee, and will not be provided.

**NATIONAL UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE (USPAP)**

**Dates: Oct. 23-25, 2012, (Tuesday through Thursday - 1 hour exam only on Thursday morning)**

**Location: Ogallala, *Super 8, 500 East A St. South, I-80 & Hwy 61 Exit 126, Ogallala, NE 69153-3111***

**Credit Hours: 15**

**Fee: \$265**

**Textbooks: 2012-2013 Uniform Standards of Professional Appraisal Practice (USPAP)  
15-Hour National USPAP Course Student Manual**

Mr. Roger Morrissey from R.F. Morrissey & Associates will be the instructor for this workshop. This workshop covers materials from The Appraisal Foundation, Uniform Standards of Professional Appraisal Practice, which includes: Definitions; Preamble; Ethics Rule; Competency Rule; Departure Rule; Jurisdictional Exception Rule; Supplemental Standards Rule; and Standards 1 through 10. This workshop includes an examination.

Participants are responsible for making their own hotel room reservations. A block of rooms are being reserved under "Nebraska Department of Revenue" at:

Super 8  
500 East A St. South  
I-80 & Hwy 61, Exit 126  
Ogallala, NE 69153-3111  
308-284-2076  
Governmental room rate: \$55 for a single  
Cutoff dates for blocked rooms – Oct. 2, 2012

Lunch is not included in the registration fee, and will not be provided.

**IAAO WORKSHOP 162 – MARSHALL & SWIFT COST APPROACH (RESIDENTIAL)**

**Dates: November 5-6, 2012 (Monday – Tuesday)**

**Location: North Platte, *Craft State Office Building, 200 South Silber Ave., (lower level  
North Platte, NE 69101***

**Credit Hours: 15**

**Fee: \$135**

Mr. Barry Couch will be the instructor for this workshop, which provides an understanding of how to use Marshall & Swift Residential Cost Manuals. Several case studies are used to enhance the ability to apply this information.

Participants are responsible for making their own hotel room reservations. A block of rooms are being reserved under “Nebraska Department of Revenue” at:

Holiday Inn Express  
300 Holiday Frontage Road  
North Platte, NE 69101  
308-532-9500

Governmental room rate: \$77 for a single or \$82 for a double  
Cutoff dates for blocked rooms – October 15, 2012

Lunch is not included in the registration fee, and will not be provided.

## IAAO FORUM 932 — RESTRUCTURING INCOME/EXPENSE STATEMENTS

**Date:** November 15, 2012 (Thursday)

**Location:** Columbus, *New World Inn & Conference Center, 265 33<sup>rd</sup> Avenue, Columbus, NE 68601-6403*

**Credit Hours:** 7.5 (7 hours approved by the NRAB for CE)

**Fee:** \$160

Mr. Marion Johnson will be the instructor for this forum, which will be an opportunity for participants to discover the importance of restructuring income and expense statements. Participants will learn how to restructure an owner's income statement in which income and expense items that are not permissible for valuation purposes and items that are allowable, but not reported by property owners, will be discussed and reviewed.

Participants are responsible for making their own hotel room reservations. A block of rooms are being reserved under "Nebraska Department of Revenue" at:

New World Inn & Conference Center  
265 33<sup>rd</sup> Avenue  
Columbus, NE 68601-6403  
402-564-1492  
Governmental room rate: \$54.99 for a single  
Cutoff dates for blocked rooms – October 15, 2012

Lunch is not included in the registration fee, and will not be provided.