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MAGAZINE OF THE INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS



Following the Trail: A Guide to *USPAP* for Assessors

William H. Riley, DPA, CAE, and Kenneth Joyner, RES, AAS



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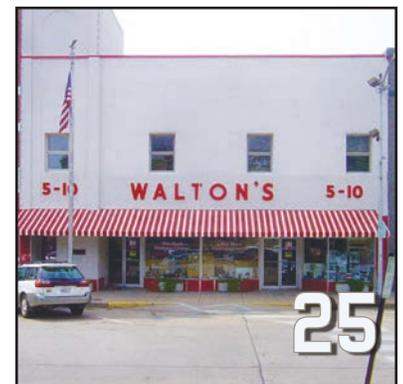
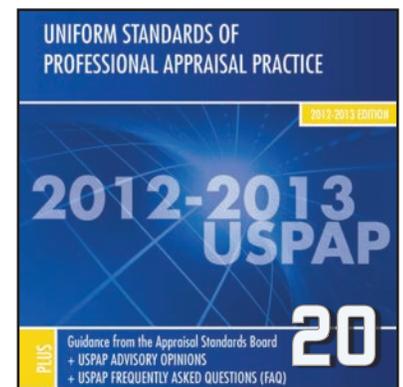
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Cover photo—Chris Bennett



From the President

Debra Asbury

Dear IAAO Members,

Leadership Days Spring committee meetings were held February 24–25, 2012 in Kansas City. I attended the meetings with President-Elect Rob Turner, Vice-President Kim Lauffer, and Past President Bruce Woodzell. This is the first in-person meeting for a number of IAAO volunteer committees. I appreciate all the time and commitment from everyone participating in Leadership Days.

For those of you not familiar with Leadership Days, this twice-yearly meeting begins with a general orientation session that provides committee members with information about how committees conduct business and sets expectations of what is to be accomplished. In this opening session, Planning and Rules Committee Chair Robert Boley, AAS, reviews the *Committee Member Orientation Handbook*, which is updated regularly. It contains useful information about IAAO history; current staff and administrative departments; IAAO organizational documents; committee members, purpose, and structure of committees; information about developing project plans, and other important details.

At the meeting, attendees had an opportunity to introduce themselves and identify the committees they serve on. For newly appointed committee members, the orientation is a valuable introduction to the inner workings of IAAO. For experienced committee members, it reinforces IAAO policies and procedures and provides updates on changes since the previous meeting. The orientation ensures that committee activities remain consistent from year to year and that participants continue to focus on the goals and mission of IAAO.

IAAO officers spent time with each of the committees to be aware of what they are doing and to coordinate activities with those of the Executive Board. It is tremendously valuable to have and share a big-picture view of the many ongoing committee projects and board initiatives. It avoids duplication of effort and allows the officers and board to better evaluate overall progress toward meeting the goals and mission of IAAO. Based on perspectives gained at Leadership Days, association officers can better conduct discussions with board members during their meetings.

Committees chairs typically report on their activities in the next available issue of *Fair & Equitable*, so members are aware of all the work that is being accomplished by these volunteers. Because the April issue is full, committee reports will appear in the May issue.

I also attended the GIS/CAMA Technologies Conference, March 12–15, 2012, in San Antonio, Texas. This event was well attended and provided a valuable networking experience for everyone. This meeting has a very strong vendor presence, with a heavy focus on technology, system integration, and practical solutions to everyday issues encountered in assessment offices. Attendees typically bring home enough valuable information to make the trip worthwhile. Many of the presenters at this event end up sharing their knowledge in IAAO periodicals, Webinars, and informally through AssessorNET.

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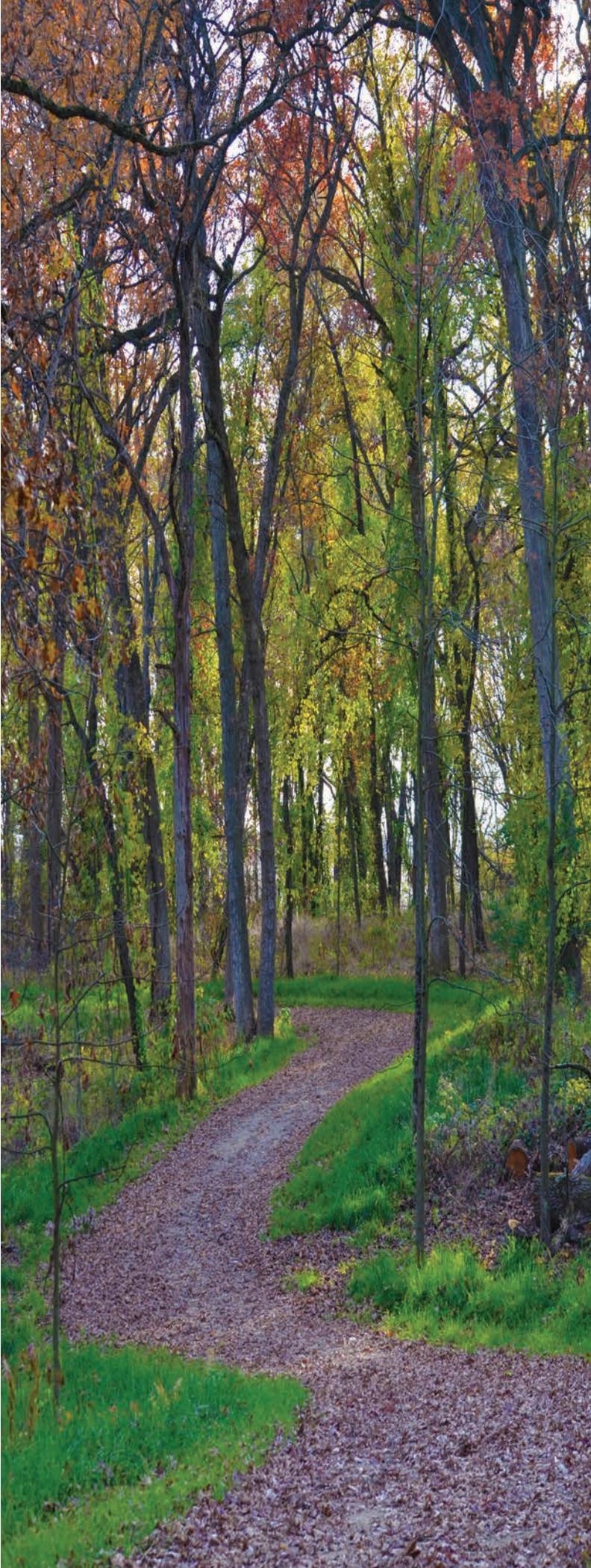
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Following the Trail: A Guide to *USPAP* for Assessors

**William H. Riley, DPA, CAE, and
Kenneth Joyner, RES, AAS**

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Editor's Note: *Throughout the following article, direct quotations from USPAP are in italic text and the authors' elaborations or examples are in roman text.*

This article focuses on the *Uniform Standards of Professional Appraisal Practice* ((USPAP; TAF 2012a) and ad valorem appraisal. Its aim is to promote an understanding of *USPAP* and its application to assessors' appraisal practice. The article reviews changes in the 2012–2013 edition of *USPAP*, key definitions, compliance in ad valorem practice, development and reporting of ad valorem appraisals, and other key communications from the Appraisal Standards Board (ASB) of The Appraisal Foundation (TAF).

A sidebar on page 20 describes the history of *USPAP* and TAF and summarizes the structure of *USPAP*.

2012–2013 *USPAP* Changes

The 2012–2013 edition of *USPAP* marks 25 years since Uniform Standards were first published in 1987. Over the years, *USPAP* has evolved in response to changes in appraisal practice. The Foreword of each edition explains the changes made since the publication of the previous edition. In the 2012–2013 edition, six changes were made and incorporated, as follows:

1. *Revisions to Definitions of “Client,” “Extraordinary Assumption,” and “Hypothetical Condition,” as well as moving the definition of “Exposure Time” from Statement on Appraisal Standards No. 6 (SMT-6) to the Definitions section.*

The definition of client was revised to further clarify the proper application of the term client and to facilitate in the proper identification of the Client in assignments. Adding the concept of effective date of the assignment results to the definitions of Extraordinary Assumption and Hypothetical Condition will reduce misunderstanding and misapplication of both terms. The definition of Exposure Time has been moved from SMT-6 to the Definitions section which will enhance the usability of USPAP.

2. **Creation of a new Record Keeping Rule and Related Edits to the Conduct Section of the Ethics Rule.**

The Board heard concerns about the location of record keeping requirements within the Ethics Rule. After exposing the concept of moving record keeping into a separate Rule, it was determined that record keeping should be a separate Rule. However, a provision was added to the Ethics Rule so that anyone who willfully or knowingly violates the Record Keeping Rule is also in violation of the Ethics Rule.

3. **Revisions Relating to Development and Disclosure of Exposure Time Opinion.**

In order to assure that intended users understand the context in which the opinion of value is developed, the Board has adopted revisions to make it a clear requirement that reasonable exposure time must be reported in all assignments in which an opinion of reasonable exposure time must be developed. As clarified in the 2012–2013 edition of USPAP, exposure time must be developed when exposure time is a component of the definition for the value opinion being developed.

4. **Revisions to Standards Rules 2-3, 3-6, 5-3, 6-9, 8-3, and 10-3 (signed certification statement).**

The 2010–2011 edition of USPAP initiated the requirement to disclose any services regarding the subject property performed by the appraiser within the prior three years in the report certification. Another requirement of USPAP is the appraiser must disclose in the certification either the presence or absence of any current or prospective interest regarding the subject or the parties involved. To improve consistency, for the 2012–2013 edition of USPAP the Board is requiring that prior service(s) regarding the subject property be treated similarly in the certification as current/prospective interests are treated.

5. **Revisions to Standards 7 and 8: Personal Property Appraisal, Development and Reporting.**

The changes to Standards 7 and 8 were, in large part, the result of the work of an appointed task force made up of personal property appraisers. It had been several years since a comprehensive review had been made of Standards 7 and 8, and after a thorough review, the task force made numerous recommendations to the Board, most of which were adopted by the Board.

6. **Revisions to Advisory Opinion 21, USPAP Compliance.**

The revisions to Advisory Opinion 21 were made in response to questions and concerns from appraisers, appraisal clients and state appraisal regulatory officials.

Advisory Opinion 21 (AO-21) contains a series of questions with responses along with illustrative examples. The illustrations in AO-21 were reviewed and updated or replaced as necessary to provide relevant guidance regarding when USPAP applies. (TAF 2012a, U-vi)

Definitions

Key USPAP definitions are as follows:

Appraisal: (noun) the act or process of developing an opinion of value; an opinion of value. (adjective) of or pertaining to appraising and related functions such as appraisal practice or appraisal services.

Appraisal Practice: valuation services performed by an individual acting as an appraiser, including but not limited to appraisal, appraisal review, or appraisal consulting.

Appraiser: one who is expected to perform valuation services competently and in a manner that is independent, impartial, and objective.

Mass Appraisal: the process of valuing a universe of properties as of a given date using standard methodology, employing common data, and allowing for statistical testing.

Mass Appraisal Model: a mathematical expression of how supply and demand factors interact in a market.

Report: any communication, written or oral, of an appraisal, appraisal review, or appraisal consulting service that is transmitted to the client upon completion of an assignment.

Scope of Work: the type and extent of research and analyses in an assignment.

Workfile: documentation necessary to support an appraiser's analyses, opinions, and conclusions. (TAF 2012a, U-1 to U-5)

Standard 6: Mass Appraisal, Development and Reporting

Standard 6 deals with the development and reporting requirements of a mass appraisal. *Development* is all the work that is done to complete a credible appraisal, while *reporting* is the communication of the appraisal. The first Comment in the Standard provides perspective on mass appraisal:

Comment: Standard 6 applies to all mass appraisals of real or personal property regardless of the purpose or use of such appraisals. Standard 6 is directed toward the substantive aspects of developing and communicating credible analyses, opinions, and conclusions in the mass

appraisal of properties. Mass appraisals can be prepared with or without computer assistance. The reporting and jurisdictional exceptions applicable to public mass appraisals prepared for ad valorem taxation do not apply to mass appraisals prepared for other purposes.

A mass appraisal includes:

- (1) identifying properties to be appraised;
- (2) defining market area of consistent behavior that applies to properties;
- (3) identifying characteristics (supply and demand) that affect the creation of value in that market area;
- (4) developing a model structure that reflects the relationship among the characteristics affecting value in the market area;
- (5) calibrating the model structure to determine the contribution of the individual characteristics affecting value;
- (6) applying the conclusions reflected in the model to the characteristics of the property(ies) being appraised; and
- (7) reviewing the mass appraisal results. (TAF 2012a, U-46)

Assessor's Office

An assessor's work is often misunderstood by the public, appraisers, and users of appraisal services. While assessors use the recognized methods and techniques of both single-property appraisal and mass appraisal, the uniqueness and timing of the assessor's work can cause misunderstanding of how *USPAP* applies to ad valorem practice.

The person responsible for all appraisals and the work in the assessor's office is the assessor (also called Supervisor of Assessments, Chief Assessor, Property Appraiser, and so forth). The assessor performs the work of the office through a staff that includes both clerical and appraisal personnel.

In general, the definition of value is given in statute or case law. The effective date of the appraisal and the requirements for valuation (often periodic) are specified in law or regulation. There is usually a certification of assessments for all property, a due process notice, and an appeal procedure for property owners. Often there are requirements to make copies of property record cards, sales listings, sales analyses, and other meaningful information accessible to property owners.

In appraisals for ad valorem purposes, many aspects of the appraisals are similar to single property

appraisals. The key difference in mass appraisal is the size and scope of the assessor's assignment, which may require *production line* methods and techniques.

Appraisal Development

An assessor should plan for a mass appraisal for ad valorem purposes. In general, the assessor is performing a mass appraisal of a universe of properties. The assessor typically values the universe of properties using Standard 6.

The assessor may develop one or several mass appraisal models. However, the assessor may decide to appraise certain properties using single-property appraisal methods under Standard 1 and Standard 2, which may be part of the revaluation, and appraise others using mass appraisal methods under Standard 6. It is up to the appraiser or assessor to decide which of the Uniform Standards to use, based on the scope of work. For most ad valorem mass appraisals, Standard 6 is used.

Essentially, an appraisal under Standard 1: Real Property Appraisal, Development is made by using a mathematical model (although it is not referred to as such in that Standard). Individual property may be valued by using one or more of the three traditional approaches to value. Examples of these models are as follows:

For the cost approach,

$$V = RCNLD + LV$$

where

V = value

$RCNLD$ = replacement cost new less depreciation

LV = land value.

For the sales comparison approach,

$$V = SP \pm ADJ$$

where

SP = sale price

ADJ = adjustment to sale price.

For the income approach,

$$V = I \div R$$

where

I = sale price

R = capitalization rate.

If Standard 1 is used to value a property, the appraiser conducts the appraisal process by applying the

steps in developing the appraisal under Standard 1. If Standard 6 is used to value property, the appraiser conducts the appraisal process by applying the steps in developing the appraisal under Standard 6. A single property or a universe of properties can be appraised by using Standard 6. The appraiser must decide which Standard will be used. Development of the appraisal is all the work necessary to produce credible assignment results.

The Appraisal Process

The appraisal process is the method by which appraisers solve appraisal problems. There are six key steps for the development and reporting of appraisals under Standards 1 and 2 or Standard 6. Although many of the Standards Rules are the same between Standards 1 and 2 and Standard 6, there are some differences. The appraiser must decide which Standard to use for the assignment and then follow the applicable Standards Rules.

The following are the six steps in the appraisal process:

1. Definition of the problem
2. Scope of work

3. Data collection and analysis
4. Application of the approaches to value
5. Reconciliation of value indicators and final value opinions
6. Report of the defined value opinion (TAF 2012b, 1-20).

Table 1, prepared by The Appraisal Foundation (TAF 2012b, 1-21), illustrates the steps in the appraisal process. We have expanded it to also reflect the Standards or Rules applicable to each step.

Because the emphasis in this article is on the practical applications of *USPAP* to the assessor, the following discussion focuses on the development of a mass appraisal under Standard 6.

Standards Rules 6-1 to 6-7 cover the requirements for development of a mass appraisal. These Standards Rules follow the first five steps of the appraisal process.

The general obligations of Standard 6 are found in Standards Rule 6-1, which requires that

In developing a mass appraisal, an appraiser must:
 (a) *be aware of, understand, and correctly employ those recognized methods and techniques necessary to produce a credible mass appraisal; ...*

Table 1. Six steps in the appraisal process under Standards 1, 2, and 6

Step 1. Definition of the Problem						Standard Rule 1-2 Standard Rule 6-1
Identify client and other intended use	Identify the intended use	Identify effective value date	Identify the type and definition of value	Identify relevant characteristics of the property	Assignment conditions*	
					Extraordinary assumptions	Hypothetical conditions
Step 2. Scope of Work						Competency Rule Scope of Work Rule
Step 3. Data Collection and Analysis						Standard Rule 1-3 Standard Rule 6-3
Market Analysis Demand studies Supply studies Marketability studies			Highest and Best Use Analysis Site as though vacant Ideal improvement Property as improved			
Step 4. Application of the Approaches to Value						Standard Rule 1-4 Standard Rules 6-4, 6-5, and 6-6
Cost		Sales Comparison		Income Capitalization		
Step 5. Reconciliation of Value Indicators and Final Value Opinion						Standard Rule 1-6 Standard Rule 6-7
Step 6. Report of Defined Value Opinions						Standard 2 Standard Rules 6-8 and 6-9

* Assignment conditions also include jurisdictional exceptions, assumptions, and limiting conditions

- (b) *not commit a substantial error of omission or commission that significantly affects a mass appraisal; and*
...
- (c) *not render a mass appraisal in a careless or negligent manner.* (TAF 2012a, U-46)

Step 1. Definition of the Problem

The first step in the appraisal process is problem identification, the requirements for which are found in Standards Rule 6-2. The appraiser must identify the following:

- Client and intended users
- Intended use
- Type and definition of value
- Effective date of value
- Relevant property characteristics
- Assignment conditions, including
 - Extraordinary assumptions
 - Hypothetical conditions.

The appraiser is required to consider these key points in the development of an appraisal or mass appraisal. The appraiser must have competency (proper judgment, knowledge, and experience) to identify the appraisal problem and to be able to develop an appropriate scope of work.

When considering an assignment, an appraiser proceeds through the nine steps of problem identification by following Standards Rules 6-2 (a) through 6-2 (i). After analyzing and completing these nine steps, the appraiser determines the scope of work to produce credible results according to the Scope of Work Rule.

Key to an acceptable scope of work is *credible* assignment results. To determine an acceptable scope of work, an assessment office must evaluate the needs of the assignment when beginning or starting the appraisal. An honest self-evaluation of the quality and quantity of data and information currently possessed or easily accessed is needed, as well as the systems that can produce credible assignment results (Joyner 2010).

Identify the Client and Intended Users

An appraisal or mass appraisal completed by the assessor typically does not follow the same work process as an appraisal for lending purposes. The assessor does not necessarily receive an order for the mass appraisal from the client.

The USPAP definitions of client and intended user are as follows:

Client: the party or parties who engage, by employment or contract, an appraiser in a specific assignment;

Intended User: the client and any other party as identified, by name or type, as users of the appraisal, appraisal review, or appraisal consulting report by the appraiser on the basis of communication with the client at the time of the assignment. (TAF 2012a, U-2 to U-3)

Additional guidance on the applicability of the Standards is given in Advisory Opinion 32 (AO-32), Ad Valorem Appraisal Assignments and Mass Appraisal, which states,

In ad valorem taxation assignments, the client is typically the government or taxing authority that engages the appraiser. As defined in USPAP, the intended users include the client. Through communication with the client, the appraiser may identify other intended users. A party receiving a copy of a report in order to satisfy disclosure requirements does not become an intended user of the appraisal or mass appraisal unless the appraiser identifies such party as an intended user as part of the assignment. (TAF 2012a, A-108)

Assessors are typically employed by the client—the local government. Sometimes a local government may contract with a private appraisal firm to complete the valuation. For each appraisal or mass appraisal, it is the responsibility of the appraiser or assessor to identify the client and intended users of the appraisal.

Statement 9, Identification of Intended Use and Intended Users, elaborates on the USPAP requirements placed on the appraiser or assessor for identification of the intended use and of intended users of an appraisal or mass appraisal. The Statement clarifies that the appraiser must have communication with the client and determine the intended use and intended users prior to acceptance of the assignment. This communication is important in order to develop credible assignment results and to provide an appraisal that is meaningful and not misleading.

The assessor should be aware of the requirements of Statement 9, as well as any statutory, regulatory, or administrative requirements regarding clients, intended users, or intended uses of the assignment.

The guidance on the applicability of the Uniform Standards in AO-32 states,

A party receiving a copy of a report in order to satisfy disclosure requirements does not become an intended user of the appraisal or mass appraisal unless the appraiser

identifies such party as an intended user as part of the assignment. (TAF 2012a, A-110)

Therefore, a property owner receiving an assessment notice, property record card, appraisal report, or sales analysis is not an intended user of the appraisal or mass appraisal unless the property owner is identified as an intended user by the appraiser at the time of acceptance of the assignment.

This is similar to an appraisal made for lending purposes. In these assignments the client is the lender; the party applying for the loan is not normally an intended user. Yet the party applying for the loan may obtain information about the appraisal.

Identify the Intended Use

The *USPAP* definition of intended use is as follows:

Intended Use: the use or uses of an appraiser's reported appraisal, appraisal review, or appraisal consulting assignment opinions and conclusions, as identified by the appraiser based on communication with the client at the time of the assignment. (TAF 2012a, U-3)

Mass appraisals are generally used for ad valorem property tax purposes but may be used for other purposes. The phrasing of the intended use for an ad valorem appraisal might be, "Use of this appraisal and its conclusions is limited to the assessment of property for the administration of property taxes according to the governing laws of (name of jurisdiction)." (IAAO 2011)

Whether or not assignment results are credible is measured in the context of the intended use of the opinions or conclusions. Statement 9 should be read in detail for further clarification of intended use.

Identify the Type and Definition of Value

The appraiser or assessor must identify the type and definition of value as part of the problem identification process. For ad valorem mass appraisal assignments, the definition of value is often defined and found in statute or case law. In reporting the appraisal or mass appraisal, the appraiser must state the type and definition of value and must give the citation of the source.

Identify the Effective Date of Value

The appraiser or assessor must identify the effective date of value as part of the problem identification process. In *USPAP*, there are two dates: the effective date of the appraisal and the date of the report. The effective date of the appraisal establishes the context for the value opinion. The date of the report indicates

the perspective of the appraiser on the market and property as of the effective date of appraisal. That is, if the effective date is after the report date, the appraiser perspective is prospective; if the effective date and the report date are contemporaneous, the perspective is current; if the effective date is prior to the report date, the perspective is retrospective.

Statement 3, Retrospective Value Opinions, should be consulted concerning this issue, because ad valorem mass appraisals are generally retrospective value opinions.

Identify the Relevant Property Characteristics

Standards Rules 6-2 (e) to 6-2 (i) address the identification of relevant property characteristics. Appraisers should review these Standards Rules in detail. Some of the key points are as follows:

- *Identify the characteristics of the properties that are relevant to the type and definition of value and intended use, ...*

The *USPAP* Comment for these states,

The properties must be identified in general terms, and each individual property in the universe must be identified, with the information on its identity stored or referenced in its property record.

- *Identify the characteristics of the market that are relevant to the purpose and intended use of the mass appraisal ...*
- *Analyze the relevant economic conditions at the time of the valuation, including market acceptability of the property and supply, demand, scarcity, or rarity;* (TAF 2012a, A-77)

Identify the Extraordinary Assumptions and Hypothetical Conditions

USPAP defines extraordinary assumptions and hypothetical conditions as follows:

Extraordinary Assumption: an assumption, directly related to a specific assignment, as of the effective date of the assignment results, which, if found to be false, could alter the appraiser's opinions or conclusions.

Comment: Extraordinary assumptions presume as fact otherwise uncertain information about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis.

and

Hypothetical Condition: a condition, directly related to a specific assignment, which is contrary to what is known

by the appraiser to exist on the effective date of the assignment results, but is used for the purpose of analysis.

Comment: Hypothetical conditions are contrary to known facts about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis. (TAF 2012a, U-3)

Two examples of extraordinary assumptions in mass appraisal are as follows:

1. Property characteristics are correct
2. A property does not have environmental or mold contamination.

In the first example, the appraiser is assuming that the property characteristics are correct, but if they are found to be in error they may “alter the appraisers opinion.” In the second example, if an appraiser is appraising in an area where homes have been reported to have environmental contamination or mold contamination but does not know for certain if a property has contamination, the appraiser may use an extraordinary assumption that the property is free from contamination. If the property was found to have contamination, that may alter the appraiser’s opinion.

Examples of hypothetical conditions in mass appraisal could be a condition in which:

1. A vacant parcel is appraised with an improvement on the parcel.
2. A property with mold, pollution, fire damage, or the like is appraised as if the repairs or remediation has been done.
3. A large parcel of land is appraised as if it is subdivided for lots with improvement to the land completed (streets, utilities, curbs and gutters, street lights, and so on).

In the first example, the appraiser knows that the parcel is vacant but is using a hypothetical condition and appraising it as if it had an improvement. This is often done in collateral loan appraisal, and it would probably be rare for an assessor to do this since the assessor would be appraising the improvement when it is first completed.

In the second example, the assessor knows that the property has roof damage or minimal fire damage but knows that it is being repaired quickly. By using the hypothetical condition that the property was not damaged, the assessor could appraise it for the next tax year as if the condition did not exist.

In the third example, the assessor knows that the property is vacant but knows that it has been subdivided for building lots. The assessor can see that the subdivision improvements to the land are being completed (streets, utilities, curbs and gutters, street lights) but are not complete upon inspection. By using a hypothetical condition that the subdivision improvements are complete, the assessor could appraise the property as improved building lots for the next tax year.

Hypothetical conditions can be confusing as they relate to an assessor’s work. As stated, a hypothetical condition is something that is contrary to fact.

In ad valorem appraisal, many states have laws that prohibit placing property on the tax roll until it is complete. In other states, however, it may be placed on the roll for a portion of the year regardless of whether it is complete. This can be true for an entire structure, a room addition, or a remodeling.

For states in which the property is not placed on the tax roll until it is complete even though it exists, a hypothetical condition is imposed by law. If a portion of the property exists but is not complete, the property is either appraised as if unimproved (vacant) or as if the new improvements do not exist (lacking the room addition or not yet remodeled).

In contrast to other appraisal uses in which the hypothetical condition is determined between the appraiser and the client, in ad valorem appraisal the hypothetical condition most often is established by law.

Other examples of hypothetical conditions in assessment work might include improvements to encourage an action through a public policy (law) that would not subject certain improvements to taxation. A law might state that smoke detectors, fire standpipes, or fire sprinkler systems are not assessed or taxed. In other states a law might state hurricane straps and anchors, window shutters, or storm-proof glass are not to be assessed. If an assessor is appraising a property that has improvements that are not to be assessed, a hypothetical condition exists. The property has the improvement, but the assessor is not appraising it.

Another example is an enterprise zone or redevelopment district, which prohibits by law the assessment of new improvements to property within the zone for a period of years even though they exist. This would be an example in which the assessor would use a hypothetical condition.

Step 2. Scope of Work

As defined in *USPAP*, scope of work is “the type and extent of research and analyses in an assignment.”

Problem identification is a process of gathering and analyzing information for the purpose of making a scope of work decision. Thus, the assessor must first complete Step 1 (Definition of the Problem) before the scope of work can be established.

The assessor’s objective is to produce a credible mass appraisal. Therefore, the assessor is required to have the knowledge and experience to complete the mass appraisal assignment competently, which requires both proper judgment and performance. (TAF 2006, 76).

The minimum requirements for a scope of work are found in Standards Rule 6-2 and in the Scope of Work Rule. The three key provisions of the Scope of Work Rule are as follows:

1. Identify the problem to be solved.
2. Determine and perform the scope of work necessary to develop credible assignment results.
3. Disclose the scope of work in the report.

Appraisers have broad flexibility and significant responsibility in determining the appropriate scope of work for an appraisal. Credible assignment results require support by relevant evidence and logic. Credibility of assignment results is always measured in the context of intended use. The scope of work must include the appropriate research and analyses necessary for credible results. (TAF 2012a, U-13).

Although the Scope of Work Rule and most of the associated advice reflect a single-property appraisal perspective, the basic requirements pertain to mass appraisal as well. Therefore, “the assessor must determine annually the work to be accomplished, including valuation strategies, data to be collected, and any refinements to existing procedures” (Gloude-mans and Almy 2011, 9).

The assessor is responsible for the discovery, listing, and valuation of all property within a jurisdiction. These are important steps in assessment. Although these steps may appear simple, they are complex.

“Except for unusual properties that might require the use of single-property appraisal techniques, ad valorem appraisals are based on initial value estimates from a mass appraisal system” (Gloude-mans and Almy 2011, 20). This requires a much more com-

plex scope of work than one for the appraisal of one single-property.

As part of a scope of work for a mass appraisal assignment, the assessor must consider and evaluate the quantity and quality of the existing resources to produce a credible mass appraisal and what might be needed. These considerations include financial, staffing, and systems resources; valuation systems and support; computer-assisted mass appraisal (CAMA); geographic information; imagery; and property sales and data resources. The assessor must consider whether appropriate recognized methods and techniques are being employed or need to be implemented to produce a credible mass appraisal (Joyner 2010).

Because of financial commitments needed to develop and maintain a mass appraisal system, the assessor must have a multiyear strategic plan, as well as an annual tactical plan, as part of the scope of work for a mass appraisal.

In the end, the assessor must go through the steps in the appraisal process to produce a credible mass appraisal. *USPAP* Standard 6 is a minimum set of requirements to accomplish this (TAF 2012a, U-13).

Step 3. Data Collection and Analysis

This step in the appraisal process covers market analysis and highest and best use analysis. In market analysis, the appraiser conducts demand, supply, and marketability studies. In highest and best use analysis, the appraiser considers the value of the site as if vacant, the value of ideal improvements, and the value of the site as if improved. Included in this step are gathering and analyzing all pertinent information needed to value the property.

The requirements for data collection and analysis are found in Standards Rules 6-3, 6-4, and 6-5.

Standards Rule 6-3 (a) lists the factors that affect use and value. When necessary for credible assignment results in the appraisal of real property, the appraiser must

...identify and analyze the effect on use and value of the following factors: existing land use regulations, reasonably probable modifications of such regulations, economic supply and demand, the physical adaptability of the real estate, neighborhood trends, and highest and best use of the real estate; and...

Standards Rule 6-4 (a) requires the appraiser to *identify the appropriate procedures and market information required to perform the appraisal, including all*

physical, functional, and external market factors as they may affect the appraisal;

This step includes verification of property characteristics that affect value, data collection forms, procedures, and training materials for appraisal staff.

Standards Rule 4 (b) deals with the valuation model specification. The appraiser is required to employ recognized techniques for model specification, which is the formal development of a model in a statement or equation. The appraiser conducts data analysis of supply and demand factors as represented by quantitative and qualitative property characteristics. Models may be specified by using the cost, sales comparison, or income approach to value. Essentially, the appraiser is identifying the property factors that affect value. Specification may be tabular, mathematical, linear, nonlinear, or any other suitable method.

Standards Rule 6-4 (c) requires the appraiser “to employ recognized techniques for calibrating mass appraisal models.” Calibration refers to the process of analyzing sets of property and market data to determine the specific parameters (value or rates used) of a model.

Standards Rule 6-5 generally requires that when necessary for credible assignment results, the appraiser must collect, verify, and analyze such data as necessary to develop a cost approach, a sales comparison approach, or income approach.

The Comment to Standards Rule 6-5, in part, requires *appraisers engaged in mass appraisal to take reasonable steps to ensure the quantity and quality of factual data that are collected are sufficient to produce credible appraisals.*

Standards Rule 6-5 also requires

reasonable estimates of information used in the income approach, to analyze terms and conditions of leases, and to identify the need for and extent of any physical inspection of properties.

Step 4. Application of the Approaches to Value

When necessary for credible results, Standards Rule 6-6 requires the appraiser to do certain things in applying a calibrated mass appraisal model. Key requirements include valuing properties by recognized methods or techniques that may include the cost approach, the sales comparison approach, or the income approach. Similarly, the rule requires sites (land) to be valued by recognized methods and techniques and requires the appraiser to analyze the effect on value

of assemblage of various parcels, divided interest, or components.

Step 5. Reconciliation of Value Indicators and Final Value Opinion

The requirements for the reconciliation of value indicators and final value opinions are in Standards Rule 6-7. In the reconciliation of the value indicators and the final value opinion, the appraiser “must consider the quantity and quality of data in each of the approaches to value.”

The reconciliation should clearly summarize the quantity and quality of data, the applicability and relevance of the approaches considered, and the methods and techniques employed to ensure accuracy (including recognized testing procedures).

The IAAO Mass Appraisal Revaluation Template (IAAO 2011, <http://www.iaao.org/sitePages.cfm?Page=454>) suggests the following language for reporting:

Considering the quantity and quality of data and the reliability of the various models as shown in the performance tests above, we have concluded that the _____ approach is the best estimate of market value.

Step 6. Report of Defined Value Opinion

The final step in the appraisal process is reporting the value opinion. Mass appraisal reporting requirements are covered in Standards Rules 6-8 and 6-9. The appraiser is required to communicate to the client and intended users credible assignment results in a “manner that is meaningful and not misleading.” When the assessor reports a mass appraisal, he or she is documenting the valuation.

In the communication of a mass appraisal, it is important to understand that *USPAP* does not dictate the form, style, or format of appraisal reports.

The content and level of information required to communicate the results of a real property mass appraisal report are functions of the needs of the intended users and the appraiser. The substantive content of a report determines its compliance. Care should be exercised in the selection of the form, format, and style of the mass appraisal report and type of medium (electronic or paper) of the report and records to ensure that they are retrievable by the assessor.

A report of an ad valorem mass appraisal could be a report of the complete annual mass appraisal, or there could be several reports, one for each mass appraisal model. Most often there is one report for the complete valuation.

In all the Reporting Standards of *USPAP*, three terms are important: *state*, *summarize*, and *describe*. *State* is used to connote the minimal presentation of information. *Summarize* is used to connote a concise presentation of information. *Describe* is used to connote a comprehensive level of detail in the presentation of information. The assessor should be cognizant of the requirement to state, summarize, or describe information in the mass appraisal report.

The IAAO Mass Appraisal Revaluation Template (IAAO 2011) offers guidance in the preparation of a mass appraisal report for ad valorem purposes. This article incorporates the suggestions from the template.

Reporting Steps

There are 17 mass appraisal reporting requirements in Standards Rules 6-8, as follows:

1. Clearly and accurately set forth the appraisal in a manner that will not be misleading.
2. Provide sufficient information to enable the intended users of the appraisal to understand the report properly.
3. Clearly and accurately disclose all assumptions, extraordinary assumptions, hypothetical conditions, and limiting conditions used in the assignment.
4. State the identity of the client and any intended users, by name or type.
5. State the intended use of the appraisal.
6. Disclose any assumptions or limiting conditions that result in deviation from recognized methods and techniques or that affect analyses, opinions, and conclusions.
7. Set forth the effective date of the appraisal and the date of the report.
8. State the type and definition of value and cite the source of the definition.
9. Identify the properties appraised including the property rights.
10. Describe the scope of work used to develop the appraisal.
11. Describe and justify the model specification(s) considered, data requirements, and the model(s) chosen.
12. Describe the procedure for collecting, validating, and reporting data.
13. Describe calibration methods considered and chosen, including the mathematical form of the final model(s); describe how value conclusions were reviewed; and, if necessary, describe the availability of individual value conclusions.
14. When an opinion of highest and best use or the appropriate market or market level was developed, discuss how that opinion was determined.
15. Identify the appraisal performance tests used, and set forth the performance measures attained.
16. Describe the reconciliation performed, in accordance with Standards Rule 6-7.
17. Include a signed certification in accordance with Standards Rule 6-9.

Standards Rule 6-8 states

A written report of a mass appraisal must clearly communicate the elements, results, opinions, and value conclusions of the appraisal.

Requirement 1

Standards Rule 6-8 (a) requires the report to

(a) clearly and accurately set forth the appraisal in a manner that will not be misleading;

Requirement 2

Standards Rule 6-8 (b) requires the report to

(b) contain sufficient information to enable the intended users of the appraisal to understand the report properly;
Comment: Documentation for a mass appraisal for ad valorem taxation may be in the form of (1) property records, (2) sales ratios and other statistical studies, (3) appraisal manuals and documentation, (4) market studies, (5) model building documentation, (6) regulations, (7) statutes, and (8) other acceptable forms.

Requirement 3

Standards Rule 6-8 (c) requires the report to

(c) clearly and accurately disclose all assumptions, extraordinary assumptions, hypothetical conditions, and limiting conditions used in the assignment;

Comment: The report must clearly and conspicuously:

- *state all extraordinary assumptions and hypothetical conditions; and*
- *state that their use might have affected the assignment results.*

Standards Rule 6-8 (c) requires disclosure of all assumptions, limiting conditions, and jurisdictional exceptions including any that result in deviation from recognized methods and techniques or that affect analyses, opinions, and conclusions.

The IAAO Revaluation Template gives examples of typical assumptions, limiting conditions, and assignment conditions that may be used for ad valorem appraisal purposes, as follows:

- The properties were assumed to be free of any and all liens and encumbrances. Each property has also been appraised as though under responsible ownership and competent management.
- Surveys of the assessed properties have not been provided. We have relied upon tax maps and other materials in the course of estimating physical dimensions and the acreage associated with assessed properties.
- We assume the utilization of the land and any improvements are located within the boundaries of the property described. It is assumed that there are no adverse easements or encroachments for any parcel that have not already been addressed in the mass appraisal.
- In the preparation of the mass appraisal, interior inspections have/have not been made of the parcels of property included in this report. All inspections are made from the exterior only. It is assumed that the condition of the interior of each property is similar to its exterior condition, unless the assessor has received additional information from qualified sources giving more specific detail about the interior condition.
- Property inspection dates will have ranged in time from both before and after the appraisal date. It is assumed that there has been no material change in condition from the latest property inspection, unless otherwise noted on individual property records retained in the assessor's office.
- We assume that there are no hidden or unapparent conditions associated with the properties, subsoil, or structures that would render the properties (land, improvements, or both) more or less valuable.
- It is assumed that the properties, the landowners, or both are in full compliance with all applicable federal, state, and local environmental regulations and laws.

- It is assumed that all applicable zoning and use regulations have been complied with.
- It is assumed that all required licenses, certificates of occupancy, consents, or other instruments of legislative or administrative authority from any private, local, state, or national government entity have been obtained for any use on which the value opinions contained within this report are based.
- We have not been provided a hazardous conditions report, nor are we qualified to detect hazardous materials. Therefore, evidence of hazardous materials, which may or may not be present on a property, was not observed. As a result, the final opinion of value is predicated upon the assumption that there is no such material on any of the properties that might result in a loss or change in value.
- Information, estimates, and opinions furnished to the appraisers and incorporated into the analysis and final report were obtained from sources assumed to be reliable, and a reasonable effort has been made to verify such information. However, no warranty is given for the reliability of this information.
- The Americans with Disabilities Act (ADA) became effective January 26, 1992. We have not made compliance surveys nor conducted a specific analysis of any property to determine if it conforms to the various detailed requirements identified in the ADA. It is possible that such a survey might identify nonconformity with one or more ADA requirements, which could lead to a negative impact on the value of the property(s). Because such a survey has not been requested and is beyond the scope of this appraisal assignment, we did not take into consideration adherence or non-adherence to ADA in the valuation of the properties addressed in this report.
- Possession of this report does not carry with it the right of reproduction, and disclosure of this report is governed by the rules and regulations of the _____, and is subject to jurisdictional exception and the laws of _____.

Requirement 4

Standards Rule 6-8 (d) requires the report to

state the identity of the client and any intended users, by name or type;



Requirement 5

Standards Rule 6-8 (e) requires the report to

state the intended use of the appraisal;

Requirement 6

Standards Rule 6-8 (f) requires the report to

disclose any assumptions or limiting conditions that result in deviation from recognized methods and techniques or that affect analyses, opinions, and conclusions;

In this section the appraiser should describe the appraisal assignment required by either statutes or local practice. The scope of work used to develop the appraisal and the exclusion of any of the traditional approaches to value must be explained.

Because an intended user's reliance on an appraisal may be affected by the scope of the work, the report must enable them to understand the appraisal and not be misled. Sufficient information includes disclosure of research and analyses performed and might include disclosure of research and analyses not performed.

When any portion of the work involves significant mass appraisal assistance, the appraiser must describe the extent of that assistance. The signing appraiser must also state the name(s) of those providing the significant mass appraisal assistance in the certification, in accordance with Standards Rule 6-9.

The scope of work can be contained throughout the document and, therefore, does not require its own section. Its specificity should meet peer and client expectations.

Advisory Opinions 28 and 29 provide further discussion and guidance for an acceptable scope of work. The disclosure requirements apply to the scope of work performed rather than the scope of work initially planned.

Requirement 7

Standards Rule 6-8 (g) requires the report to

set forth the effective date of the appraisal and the date of the report;

Comment: In ad valorem taxation the effective date of the appraisal may be prescribed by law. If no effective date is prescribed by law, the effective date of the appraisal, if not stated, is presumed to be contemporaneous with the data and appraisal conclusions.

The effective date of the appraisal establishes the context for the value opinion, while the date of the report indicates whether the perspective of the appraiser on the

market and property as of the effective date of the appraisal was prospective, current, or retrospective.

Requirement 8

Standards Rule 6-8 (h) requires the report to

state the type and definition of value and cite the source of the definition;

Comment: Stating the type and definition of value also requires any comments needed to clearly indicate to intended users how the definition is being applied. When reporting an opinion of market value, state whether the opinion of value is:

- *In terms of cash or of financing terms equivalent to cash; or*
- *Based on non-market financing with unusual conditions or incentives.*

When an opinion of market value is not in terms of cash or based on financing terms equivalent to cash, summarize the terms of such financing and explain their contributions to or negative influence on value.

Requirement 9

Standards Rule 6-8 (i) requires the report to

identify the properties appraised including the property rights;

Comment: The report documents the sources for locating, describing and listing the property. When applicable, include references to legal descriptions, addresses, parcel identifiers, photos, and building sketches. In mass appraisal this information is often included in property records. When the property rights to be appraised are specified in a statute or court ruling, the law must be referenced.

Given the uniformity of assessment requirements, most jurisdictions utilize fee simple ownership; however, there is a need to check legal obligations through statutes, rules, and regulations. For example, valuation of a possessory interest may be the leased fee interest.

This identification may include political boundaries, topography, classification, and number and type of properties. Often lists of neighborhoods (groups of similar properties) and maps are used to delineate market areas. Typically, a record card for each property contains property description, value characteristics, appraised value, and ownership information. While these records are not needed in a mass appraisal report, these records (including the sales analysis report) are considered part of the workfile and are important in due process and appeal actions.

Requirement 10

Standards Rule 6-8 (j) requires the report to

describe the scope of work used to develop the appraisal; the exclusion of the sales comparison approach, cost approach, or income approach must be explained;

Comment: Because intended users' reliance on an appraisal may be affected by the scope of work, the report must enable them to be properly informed and not misled. Sufficient information includes disclosure of research and analyses performed and might also include disclosure of research and analyses not performed.

When any portion of the work involves significant mass appraisal assistance, the appraiser must describe the extent of that assistance. The signing appraiser must also state the name(s) of those providing the significant mass appraisal assistance in the certification, in accordance with Standards Rule 6-9.

A key step in scope of work for a mass appraisal is the preliminary performance test of existing value on the assessment roll compared to current market sales transactions. Procedural edits, ratio studies, and other descriptive statistics are used as performance measures; these should be used to support the mass appraisal decision. The assessor may include an assessment ratio chart that summarizes the preliminary ratio statistics for all revaluation neighborhoods by property type.

Requirement 11

Standards Rule 6-8 (k) requires the report to

describe and justify the model specification(s) considered, data requirements, and the model(s) chosen;

Comment: The appraiser must provide sufficient information to enable the client and intended users to have confidence that the process and procedures used conform to accepted methods and result in credible value conclusions. In the case of mass appraisal for ad valorem taxation, stability and accuracy are important to the credibility of value opinions. The report must include a discussion of the rationale for each model, the calibration techniques to be used, and the performance measures to be used.

This rule requires the appraiser to describe and justify the model specification, data requirements, and model(s) chosen. Typical models are the cost approach model, the sales comparison model, and the income approach model.

Model specification is the process of identifying the key property characteristics that affect value and the

formula for each model. A jurisdiction may use one or more models to value property. Therefore each model used must be specified.

Methods and techniques for model specification can be manual processes or computer applications, including spreadsheets, CAMA systems, multiple regression analysis, or adaptive estimation feedback methods.

Essentially, the appraiser identifies comparable properties that have sold in market areas and conducts a market analysis of the sold properties. The appraiser develops and analyzes descriptive statistics and preliminary ratio studies of current sales to prior assessed values. Key information developed in this process might be used to support model specification.

In testing the model specification, the appraiser may calibrate a sample model by using sales from market areas and property type, and then value the sample properties. In this process the appraiser conducts a preliminary ratio study (current sale to prior value) for the sample, then values the sample, and finally conducts a ratio study to test results (current sales to new value). In this manner, the model specification can be tested, and a preliminary model calibration can be developed by using the sample sales. In reporting the model specification, the appraiser uses summaries of the market analysis and model testing to describe and justify the model chosen.

The IAAO Revaluation Template references four typical model types: land, cost, sales comparison, and income. It is the appraiser's responsibility to choose the model or models for valuing properties. The appraiser then specifies the models used. The reporting of each model specification used should include the following:

- The data requirement
- The data collection procedure
- What was done
- The characteristics that can be relied upon
- The characteristics that may present data inaccuracy
- A review of model coefficients
- A review of model estimates
- Individual value estimates.

For any model used, additional information should include the following

- Land model—abstraction, sales comparison, allocation, capitalization of ground rent, or land residual
- Cost model—source for the cost new estimate
- Income model—direct capitalization, gross income multiplier (GIM), gross rent multiplier (GRM), or yield capitalization.

Requirement 12

Standards Rule 6-8 (l) requires the report to

describe the procedure for collecting, validating, and reporting data;

Comment: The report must describe the sources of data and the data collection and validation processes. Reference to detailed data collection manuals must be made, as appropriate, including where they may be found for inspection.

Requirement 13

Standards Rule 6-8 (m) requires the report to

describe calibration methods considered and chosen, including the mathematical form of the final model(s); describe how value conclusions were reviewed; and, if necessary, describe the availability of individual value conclusions;

The appraiser must describe the calibration methods considered and coefficients (values or rates) chosen and indicate the final mathematical form of the model. Typical models are the cost approach model, the sales comparison model, and the income approach model.

Model calibration is the process of identifying the coefficients (values or rates) used in the model formula to value a property. Individual property characteristics are used in the formula with the calibrated rates to produce a property value. For example, in the cost approach, the square footage of the subject improvement is the individual property square footage and the building replacement cost new per square foot is the calibrated coefficient.

A jurisdiction may use one or more models for valuing property. Therefore each model must be calibrated. For each model calibrated, the appraiser may report the following:

- Description of calibration methods considered and chosen, and the mathematical form of the final model for land value
- Ratio study to test the calibration
- Review of model coefficients
- Review of model estimates.

Similarly, the appraiser should describe the model validation for each model used. In doing this, the appraiser describes the appraisal performance tests used and the performance measures attained, such as ratio studies, measures of central tendency, appraisal level, and appraisal bias.

Requirement 14

Standards Rule 6-8 (n) requires that, in the report,

when an opinion of highest and best use, or the appropriate market or market level was developed, discuss how that opinion was determined;

Comment: The mass appraisal report must reference case law, statute, or public policy that describes highest and best use requirements. When actual use is the requirement, the report must discuss how use-value opinions were developed. The appraiser's reasoning in support of the highest and best use opinion must be provided in the depth and detail required by its significance to the appraisal.

The IAAO Revaluation Template suggests that if an opinion of highest and best use is developed, the four tests (physically possible, legally permissible, financially feasible, and maximally productive) should be applied for an appropriate analysis, which would usually be for atypical properties.

Requirement 15

Standards Rule 6-8 (o) requires the report to

identify the appraisal performance tests used and set forth the performance measures attained;

After the final application of the mass appraisal model and when the valuation is complete, the assessor conducts a performance test to measure the quality of the mass appraisal results. The performance test is a ratio study comparing the new valuation to current sale prices. A ratio study performance test measures the typical level of assessment compared to current market sales and measures the dispersion or spread of the level of assessment of other properties around the typical level (measure of central tendency). Similarly, other descriptive statistics can measure performance, as well as assessment bias.

Essentially, the assessor is testing the quality of the new assessments and then comparing them with the quality of the old assessments, which were tested in the preliminary performance review conducted in Standards Rule 6-7 (j) Scope of Work.

Requirement 16

Standards Rule 6-8 (p) requires the report to

describe the reconciliation performed, in accordance with Standards Rule 6-7;

The IAAO Revaluation Template guides the appraiser by stating,

The reconciliation should clearly summarize the quantity and quality of data, the applicability and relevance of the approaches considered, and the methods and techniques employed to ensure accuracy (including recognized testing procedures) and conclude with a statement similar to the following.

Considering the quantity and quality of data and the reliability of the various models as shown in the performance tests above, we have concluded that the _____ approach is the best estimate of market value.

Requirement 17

Standards Rule 6-9 (a) requires each written report to

include a signed certification in accordance with Standards Rule 6-9.

It is in the signed certification in accordance with Standards Rule 6-9 that the appraiser attests to his or her *USPAP* obligations—both ethical and performance obligations. The certifications should be similar to those in Standards Rule 6-9. Typical certifications for a mass appraisal are included in the IAAO Revaluation Template.

The Comment to this Standards Rule, in part, states

The above certification is not intended to disturb an elected or appointed assessor's work plans or oaths of office. A signed certification is an integral part of the appraisal report. An appraiser, who signs any part of the mass appraisal report, including a letter of transmittal, must also sign this certification. In an assignment that includes only assignment results developed by the real property appraiser(s), any appraiser(s) who signs a certification accepts full responsibility for all elements of the certification, for the assignment results, and for the contents of the appraisal report. In an assignment

that includes personal property assignment results not developed by the real property appraiser(s), any real property appraiser(s) who signs a certification accepts full responsibility for the real property elements of the certification, for the real property assignment results, and for the real property contents of the appraisal report.

Other Communications

The ASB often receives questions about the applicability of the Uniform Standards. The ASB uses Other Communications to issue guidance on these matters, as needed. This guidance comes in the form of Advisory Opinions, Questions and Answers, and Frequently Asked Questions. These Other Communications are issued to illustrate the applicability of appraisal standards in specific situations and are offered as advice from the ASB for the resolution of specific appraisal problems.

Advisory Opinion 32—Ad Valorem Appraisal

The ASB received correspondence and public testimony regarding ad valorem property tax appraisal and mass appraisal assignments that exposed misunderstandings about the application of *USPAP* to real and personal property appraisal for ad valorem purposes. The ASB therefore decided to publish an advisory opinion to illustrate the applicability of the Standards. Exposure drafts were issued, and public comments were received before the board adopted Advisory Opinion 32 (AO-32), Ad Valorem Property Tax Appraisal and Mass Appraisal Assignments.

AO-32 provides guidance on and illustrations of specific applications of *USPAP* to ad valorem assignments in the following areas:

- Distinguishing a mass appraisal
- Identifying intended users
- Scope of work decisions
- Reporting, workfile, and jurisdictional exception requirements
- Illustrations.

Distinguishing a Mass Appraisal

Standards 1 and 2, Standard 6, and Standards 7 and 8 may be applicable and it is the assessor's decision which standards are to be used in the assignment. AO-32 identifies distinguishing mass appraisal characteristics as follows:

- The subject of the appraisal is a "universe" of properties, that is, more than one property.

- The assignment involves standard methodology employing common data that allow for statistical testing.
- These models may be based on one of the approaches to value—the cost approach, the income approach, the sales comparison approach, or all three approaches to value.

Identifying Intended Users

The Advisory Opinion states that it is the assessor who determines the intended users of a mass appraisal and, specifically, that

A party receiving a copy of a report in order to satisfy disclosure requirements does not become an intended user of the appraisal or mass appraisal unless the appraiser identifies such party as an intended user as part of the assignment.

Scope of Work Decisions

The Advisory Opinion states that it is the appraiser or assessor who determines what is an appropriate scope of work. In addition to the key considerations of problem identification, AO-32 states,

In the interests of equity, the scope of work in mass appraisal assignments for ad valorem taxation can include consideration of appraisal level (the overall proximity between appraised values and actual prices) and the uniformity of property values (equity within groups of like properties).

Reporting, Workfile, and Jurisdictional Exception Requirements

There were misunderstandings about reporting requirements, what constituted a workfile, and when jurisdictional exceptions apply in ad valorem mass appraisal assignments. AO-32 states,

Notifications are commonly required within the jurisdiction to meet due process requirements. These property owner notifications are not “reports” as defined in USPAP. Further, a party receiving a notification in order to satisfy disclosure requirements does not become an intended user unless the appraiser identifies such party as an intended user as part of the assignment...

For a mass appraisal assignment, compliance with the Record Keeping Rule requires a workfile for the mass appraisal assignment, not a workfile for each property in the mass appraisal. The workfile for a mass appraisal contains the information to support the valuation of all properties in the mass appraisal. This supporting material may be documented in any form of media,

including electronic files, and includes such items as property records, market data, sales ratios and other statistical studies, appraisal manuals and documentation, market studies, model building documentation, regulations, statutes, property photos, sketches, aerial imagery, maps, automated mapping and geographic information systems, worksheets, spreadsheets, and analysis reports. USPAP does not dictate the form or format of workfile documentation. There is no requirement that the contents of the workfile be held in a single location.

Illustrations

There were also misunderstandings about which appraisal standards apply in ad valorem appraisals. Some were under the misconception that assessors could appraise property only by using Standard 6 and could not appraise properties using other standards. The Advisory Opinion clarifies that, as part of the scope of work decision, it is the appraiser’s or assessor’s decision which appraisal standards apply.

Frequently Asked Questions

In the 2012–2013 edition of *USPAP*, there are two frequently asked questions that provide further understanding of appraisal problems and mass appraisal: FAQ 184, Appraising Large Groups of Similar or Like Items, and FAQ 185, Blockage Discounts and Standard 6.

FAQ 184—Question: Is there any connection between the application of Standard 6 for mass appraisals and the application of a blockage discount?

Response: No. There is no connection between the applications of mass appraisal methods as addressed in Standard 6 and the application of a blockage discount. A blockage discount may be applicable when the appraisal problem being addressed indicates an assumption that a large number of similar assets would be offered for sale on the market at once. Under some circumstances, this would create an oversupply, which would depress the value of the assets.

Whether the application of a blockage discount is appropriate depends on many factors, including the intended use of the appraisal, the type and definition of value, the conditions of the assignment, and the relevant characteristics of the assets. Relevant characteristics include the nature of the assets, their market and other factors.

FAQ 185—Question: When an appraiser is asked to value a significantly large group of similar or like items, does USPAP require that the appraiser follow Standard 6 for mass appraisals?

Response: No. USPAP does not require that Standard 6 be followed in such cases. Mass appraisal, for which performance standards are addressed in Standard 6, is an appraisal method. USPAP does not dictate the use of any particular method or technique in any particular assignment or under any particular set of circumstances. While mass appraisal methods may be helpful in the appraisal of large numbers of similar assets, whether its use is appropriate in a particular assignment would depend on such things as assignment conditions, the intended use of the appraisal results, and, at times, agreement with the client.

Conclusion

This article discusses the changes in the 2012–2013 edition of *USPAP*. A detailed description of the appraisal process includes requirements for development and reporting of a mass appraisal. The key points of ASB’s Other Communications about mass appraisal are also discussed. This has been done to give appraisers who are assessors a more detailed review of *USPAP* as it applies to their appraisal practice.

Assessors should be thoroughly familiar with the applicability of the Uniform Standards.

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How USPAP Got Its Start

William H. Riley, DPA, CAE, and Kenneth Joyner, RES, AAS

The statements made or opinions expressed by authors in Fair & Equitable do not necessarily represent a policy position of the International Association of Assessing Officers.

The appraisal/assessment profession has evolved since the 1930s when many professional appraisal organizations were formed; they were the first to enhance appraiser education and professional ethics. These advances continued for 50 years. Then, in the early 1980s, the crisis in the savings & loan industry highlighted the need to improve appraisal practices throughout the United States. During this period, there were instances of people performing appraisals who were not members of the professional appraisal organizations, who were not bound by professional standards, and who did not have appropriate appraisal education or experience. In 1986 nine U.S. and Canadian professional appraisal organizations, including IAAO, formed an Ad Hoc Committee to develop a minimum set of Uniform Appraisal Standards for all appraisal disciplines.

In 1989, The Appraisal Foundation was created to maintain and promote the Uniform Standards and to develop and maintain appraiser education and experience criteria. The United States Congress authorized The Appraisal Foundation as the source of appraisal standards, appraiser education, and experience requirements, pursuant to the 1989 Financial Institutions Reform and Recovery and Enforcement Act (FIRREA). The act also required states to adopt legislation that would create state appraisal boards to oversee licensing and enforcement of appraisal laws, regulations, and standards. A federal government agency, the Appraisal Subcommittee of the Federal Financial Institution Examination Council, was given oversight responsibility of the state appraiser boards.

What Is USPAP?

The *Uniform Standards of Professional Appraisal Practice* is a minimum set of ethical and performance obligations for all appraisers. The Uniform Standards apply to the appraisal of all asset types—real property, personal property, and business and intangible property. Additionally, they cover appraisal review and real property appraisal consulting.

The Appraisal Foundation’s Independent Boards

The Appraisal Foundation currently has four independent boards, as follows:

- The Board of Trustees provides oversight to The Appraisal Foundation and conducts interviews and makes appointments to the foundation’s various Boards.
- The Appraisal Practices Board (APB) was officially formed by the Board of Trustees on July 1, 2010. APB is charged with the responsibility of identifying and issuing opinions on Recognized Valuation Methods and Techniques, which may apply to all disciplines within the appraisal profession.
- The Appraisal Standards Board (ASB) develops, interprets, and amends *USPAP*.
- The Appraiser Qualifications Board (AQB) establishes the minimum education, experience, and examination requirements for real property appraisers to obtain state certification. In addition, AQB performs a number of ancillary duties related to real property and personal property appraiser qualifications.

USPAP Compliance

The Appraisal Subcommittee (ASC, also founded in 1989 pursuant to FIRREA) maintains a national registry of licensed or certified appraisers; this registry numbers approximately 100,000 people in the United States (see table). Licensed and certified appraisers are required to comply with *USPAP*. Similarly, appraisers who are members of founding professional appraisal organizations of The Appraisal Foundation are required to comply with *USPAP*. If there is a requirement to comply, the appraiser must comply with *USPAP*. If there is no requirement to comply, appraisers should comply with *USPAP*.

Table. Active U.S. appraiser licenses in 2012

Licensed	13,209
Certified Residential	53,858
Certified General	37,931
Transitional	13
Total	105,011*

Source: Appraisal Subcommittee. 2012. *Active Appraiser Credentials Summary Report*. <https://www.asc.gov/National-Registry/ActiveAppraisers.aspx> (accessed March 8, 2012).

Assessors who are licensed or certified appraisers, who are members of a founding professional appraisal organization of The Appraisal Foundations, or who are otherwise required by law or regulation to comply with *USPAP* must comply. Assessors who are not required to comply with *USPAP* should comply by choice. Anyone who is performing as an appraiser or assessor should comply with *USPAP*.

The purpose of *USPAP* is to promote and maintain a high level of public trust in appraisal practice by establishing requirements for appraisers. Although *USPAP* establishes a minimum set of ethical and performance obligations for appraisers or assessors, there may be additional obligations required by law, regulation, or other assignment conditions.

The Preamble of *USPAP* states,

It is essential that appraisers develop and communicate their analyses, opinions, and conclusions to intended users of their services in a manner that is meaningful and not misleading...

Compliance with *USPAP* is required when either the service or the appraiser is obligated to comply by law or regulation, or by agreement with the client or intended users...

That when not obligated, individuals may still choose to comply with USPAP.

The Ethics Rule of *USPAP* states,

that an individual should comply any time that individual represents that he or she is the service as an appraiser

USPAP Education

Licensed or certified appraisers or designated members of IAAO are to have completed

- One 15-Hour National *USPAP* Course, and
- One 7-Hour National *USPAP* Update Course every two years (all IAAO designated members, except CMS, at least twice every five years).

These courses are provided by The Appraisal Foundation and updated with each new version of *USPAP*. The 15-hour course serves as an introduction to *USPAP* and focuses on the key concepts. The 7-hour course focuses on key concepts, changes to the Standards, and practical applications of the standards in everyday appraisal practice.

USPAP education with a focus on practical applications for assessors is limited. Therefore, assessors may wish to undertake a program of personal study to truly become familiar with *USPAP* requirements.

Assessment Prior to USPAP

The assessing profession is the single largest provider of appraisal services in the United States. In 1934, assessing professionals formed what is now IAAO to provide education, training, professional designations (demonstrations of professionalism) in real property appraisal and personal property appraisal, research, and standards of practice for assessors. Assessing officials have applied the appraisal process and employed recognized methods and techniques to produce credible assessments for 78 years.

IAAO is a nonprofit, educational and research organization of government assessment officials and others interested in the administration of the property tax. Its membership totals more than 7,300 assessment professionals worldwide from governmental, business, and academic communities.

Today, IAAO is the internationally recognized leader and preeminent source for innovation, education, and research in property appraisal, assessment administration, and property tax policy. Along with other professional appraisal organizations, IAAO emphasized and trained assessing officials in ethical professional appraisal practice long before the formation of The Appraisal Foundation and the first edition of the Uniform Standards of Professional Appraisal Practice.

IAAO was one of the eight U.S.-based professional appraisal organizations that participated in the ad hoc work group that developed the Uniform Standards in 1987. It was a founding member of The Appraisal Foundation in 1989. Since then, IAAO members have been bound by the IAAO Code of Conduct and Professional Standards, as well as *USPAP*.

Structure of USPAP

USPAP addresses the ethical and performance obligations of appraisers in five sections: Definitions, Preamble, Rules, Standards, and Standards Rules, and Statements on Appraisal Standards.

The ten Standards cover each asset type (real property, personal property, business, and intangible property). For each asset type, the Standards typically consist of one for development of the appraisal and one for communication (reporting) of the appraisal. Two standards (Standard 3, Review Appraisal, and Standard 6, Mass Appraisal) cover development and communication in one Standard.

The Preamble, an introduction to *USPAP*, describes the purpose, structure, and who promulgates the Standards.

Definitions establish the meaning of certain terms in *USPAP*; all other words used in *USPAP* that are not in Definitions use their common English definition.

Rules govern appraisers in appraisal practice or under any of the Standards:

- The Ethics Rule establishes the requirements for an appraiser's integrity, impartiality, objectivity, independent judgment, and ethical conduct.
- The Record Keeping Rule establishes workfile requirements.
- The Competency Rule establishes appraisers' pre-assignment and assignment conditions for knowledge and experience.
- The Scope of Work Rule presents appraisers' obligations in problem identification, research, and analyses.
- The Jurisdictional Exception Rule preserves the balance when a portion of *USPAP* is contrary to law or public policy in a jurisdiction.

Standards are the minimum standards for the development and communication of appraisals:

- Standards 1 & 2—requirements for development and communication of real property appraisal
- Standard 3—requirements for development and communication of an appraisal review
- Standards 4 & 5—requirements for development and communication of real property consulting assignment
- Standard 6—requirements for development and communication of a mass appraisal
- Standards 7 & 8—requirements for development and communication of personal property appraisal
- Standards 9 & 10—requirements for development and communication of a business or intangible asset appraisal.

Statements on Appraisal Standards further clarify, interpret, explain, or elaborate on a Rule or Standards Rules.

Comments are an integral part of *USPAP* and have the same weight as the component they address. These are extensions of Definitions, Rules, and Standard Rules and provide interpretation and establish the context and conditions for application.

For convenience, *USPAP* is published with a foreword, a table of contents, the advisory opinions and frequently asked questions (FAQs). These materials are Other Communications provided by the ASB for guidance only.

Twenty Years Later

In 2007 (20 years after the first *USPAP*), The Appraisal Foundation conducted a joint ASB/AQB survey that asked appraisers, users of appraisal services, regulators, educators, and others how well *USPAP* was serving their needs. The survey was accomplished with a series of public documents and public meetings. Written comments from almost 2,000 individuals, as well as oral comments offered at public meetings, were received. In addition, comments were received from professional appraisal organizations representing thousands of appraisers.

The survey revealed differences in how appraisers and users of appraisal services understand *USPAP*. It showed the need for further elaboration and clarification of various sections of *USPAP*. As a result, changes were made to both the 2010–2011 and the 2012–2013 editions of *USPAP*, principally to improve clarity, understanding, and enforcement of *USPAP*. Most of the changes did not alter the intent or general requirements of the Uniform Standards.

Similarly, ASB issues guidance in the form of Advisory Opinions, FAQs, and periodic questions and responses. These communications do not establish new Standards or interpret existing Standards and are not part of *USPAP*. They illustrate the applicability of Standards in specific situations and offer advice from the ASB for the resolution of specific appraisal issues and problems.

ASB and AQB altered both national courses to include practice applications and In the Real World Problems to focus appraisers on the actual use of the standards.

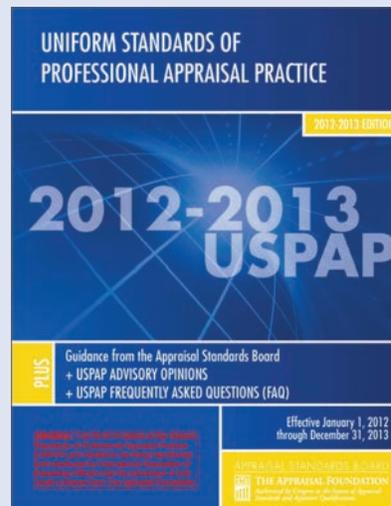
Assessors' work is typically different from that of appraisers who appraise property for lending purposes. While there are many similarities between ad valorem tax appraisal and single-property appraisal, there are differences depending upon asset type, appropriate standards, date of value, and the methods and techniques used to complete a credible appraisal.

USPAP 2012–2013 Available for Download

The 2012–2013 edition of *Uniform Standards of Professional Appraisal Practice* is currently available to IAAO members as a free download on the IAAO Web site. The download is being distributed by IAAO with the permission of, and under license from, The Appraisal Foundation.

When downloading *USPAP*, follow the instructions provided. Access to the edition is through an E-reader program that allows users to flip through pages electronically similar to a printed book. Users must have Java installed in order to use the product.

Full instructions can be accessed through The Appraisal Foundation Resource Page at <http://www.iaao.org/sitePages.cfm?Page=454>. Additional resources are also available, including a free video outlining changes in the new edition.



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- Tax Policy

IAAO provides technical assistance services only at the request of the head of the agency involved. For further information on the scope and cost of services, please contact IAAO Headquarters. All inquiries are confidential and without obligation.

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- Tyler Technologies, Inc.
- Vision Government Solutions, Inc.



Senior, veterans exemptions and same-sex couples

The Alaska statute that conferred a property tax exemption to seniors and disabled veterans has been declared unconstitutional. The Anchorage superior court ruled that the statute, which provides married homeowners with a higher level of benefits than other co-owners, discriminated against same-sex couples because of their sexual orientation. The statute violated the state constitution's equal protection clause, the court said, because it allowed disparate treatment of similarly situated taxpayers. The court further ruled that the state constitution's marriage amendment, which defines marriage as a union between one man and one woman, controls who can legally marry. It does not permit the government to treat same-sex couples differently in other ways.

The contested Alaska statute allowed married seniors and disabled veterans to exempt up to \$150,000 of their home's value. The law considered that a husband or wife each owned 100 percent of the property no matter which names were on the property title. Surviving spouses could retain an exemption under certain circumstances even if they themselves could not qualify. Unmarried co-owners, on the other hand, were considered to own a percentage of the property based on the number of co-owners or co-occupiers. If only one owner qualified for the exemption, then the exemption amount was based on the qualifying person's percentage of ownership. For unmarried co-owners, the exemption ended with the eligible co-owner's death.

The three same-sex couples who brought the litigation had one member who qualified for an exemption and one who did not. Two couples were limited to a percentage of the \$150,000 maximum, while the third couple received no exemption because the property was owned by the member who was younger than 65.

The state argued that married couples and same-sex couples were not simi-

larly situated because their ownership interests were different. Under Alaska law, married couples are assumed to own property as tenants in the entirety. Same-sex couples who jointly own a residence do so as tenants in common. Therefore, the state contended, same-sex couples were similarly situated to other unmarried individuals who co-own or co-occupy a home.

The court disagreed. Married couples and same-sex domestic partners make "comparable commitments" to each other including the commitment to co-own or co-occupy a house, the court said. The law is a restriction on those who would otherwise be eligible for the exemption except that they are not legally able to marry.

(*Schmidt v. State of Alaska*, Superior Court of Alaska, Third Judicial District, No. 3AN-10-9519 CI, September 16, 2011)

Fee or Tax?

A fee charged property occupants for the operation and maintenance of a city's stormwater system was actually a tax in disguise, the Idaho supreme court has ruled. The charge was therefore unconstitutional, the court said, because municipalities must receive authorization from the legislature to levy a tax. Idaho municipalities can enact a fee without prior approval under their police powers.

The city formed a separate stormwater utility for the stated purpose of "reducing property damage, preventing the flow of pollutants, and preserving the integrity of streets." The utility was responsible for the city's stormwater pipes, curbs, gutters, drainage ditches, retention ponds, and stormwater treatment facilities. The actual work of maintaining the system, however, was performed by the city's Street Maintenance Department with the cost billed back to the utility.

The fee for stormwater services was assessed to residential and commercial property alike based on the size of the improvements. The city's logic was that the bigger the impermeable

area covering a property, the more runoff would be created to fill the storm drainage system.

Testimony indicated, however, that approximately 30 percent of those charged the stormwater fee did not receive any direct benefit from the utility either because they operated their own stormwater system or they were located in an area that was not connected to the city's system. It was further estimated that 20 percent of the nonresidential property charged belonged to either public institutions or tax-exempt entities.

"A fee is a charge for a direct public service rendered to a particular consumer, while a tax is a forced contribution by the public at large to meet public needs," the court explained. "A fee's purpose is regulation, while taxes are primarily revenue-raising measures." Unlike charges for municipally supplied water or garbage pick-up, which are based on an individual user's consumption, the court continued, the stormwater charge provides the general public benefit of having "a pollutant-free stormwater system and clean streets." The court pointed out that some of those paying the fee received no direct benefit from the city's stormwater system. The court further rejected the city's fee formula based on a property's impermeable surface area. This metric bears no relation to how much each fee payer uses the system, the court said, because the city has no hand in how much water flows over each property.

For these reasons, the court concluded that the stormwater utility fee had "no rational relationship" to a regulatory purpose and thus constituted a tax.

(*Lewiston Independent School District #1 v. City of Lewiston*, Supreme Court of Idaho, 2001 Opinion no. 113, November 7, 2011)

From the President

(President, continued from page 2)

I would like to remind everyone of the Hardship Scholarship funds available to members. Please contact Angela Blazevic, AAS, Director of Administration, Blazevic@iaao.org, 816/701-8123 or go to www.iaao.org for more information. Also, as mentioned in March F&E, the Member Recognition Committee is accepting nominations for the IAAO Awards Program and will soon be meeting to review them. Please consider nominating members who volunteer and demonstrate their leadership within the organization. Nominations are due by May 1, 2012.

Please contact me or any board member about concerns, comments, and suggestions you may have about the future of IAAO.

Sincerely,

Debra Asbury

Facts from Arkansas

This month's quote comes from one of Arkansas's most famous individuals; though he wasn't born in Arkansas he's considered one of our own. Sam Walton founded Walton's Five and Dime in Bentonville, Arkansas, which grew into one of the world's largest companies, Wal-Mart. Sam could always be seen around town in his old pick-up truck, his favorite

cap, and overalls. Sam's life should be an inspiration to all of us: Do what you believe in; dedication and hard work always pay off; and never change who you are for anyone.

Famous quote from Arkansas

We're all working together; that's the secret.

Sam Walton



Photo by Bobak Ha'Eri

Walton's 5-10, which today is the Wal-Mart Visitor's Center

IAAO Conferences, Seminars, and Meetings

Event	Location	Dates
Executive Board Meeting	Hot Springs, Arkansas	April 20–21, 2012
Preparation & Trial Seminar	Milwaukee, Wisconsin	April 26–27, 2012
Executive Board Meeting	Bellevue, Washington	July 20–21, 2012
IAAO 78th Annual International Conference on Assessment Administration	Kansas City, Missouri	September 9–12, 2012
Leadership Days Meeting	Kansas City, Missouri	October 19–20, 2012
Executive Board Meeting	Tampa, Florida	November 9–10, 2012
33rd Annual Legal Seminar	Chicago, Illinois	December 13-14, 2012
17th Annual GIS/CAMA Technologies Conference	Albuquerque, New Mexico	March 4–7, 2013
IAAO 79th Annual International Conference on Assessment Administration	Grand Rapids, Michigan	August 25–28, 2013
IAAO 80th Annual International Conference on Assessment Administration	Sacramento, California	August 24–27, 2014
IAAO 81st Annual International Conference on Assessment Administration	Indianapolis, Indiana	September 13–16, 2015

Members who would like assistance with accessing these materials can contact Mary Odom, the Director of Library Services, at 816/701-8117, or e-mail her at library@iaao.org.

New Journal Articles—Members may request these articles from the Director of Library Services.			
Article Title	Journal Title/ Date	Author	Description
The effect of distance to cell phone towers on house prices in Florida	<i>The Appraisal Journal</i> 75 (4) 2007	Sandy Bond	This article outlines the results of a 2004 study carried out in Florida regarding the effect that cell phone tower proximity has on residential property prices. The study involved an analysis of residential property sales transaction data. Both GIS and multiple regression analysis in a hedonic framework were used to determine the effect of linear distance of homes to towers on residential property prices.
The effects of subdivision design on housing values: the case of alleyways	<i>Journal of Real Estate Research</i> 23 (3) 2002	Randall S. Guttery	This study examines the sale prices of houses located in subdivisions utilizing rear-entry alleyways in the Greater Dallas-Fort Worth-Denton metroplex. Regression analysis on a sample of 1,672 home sales, some of which are located on alleyways, reveals statistically significant impacts.
Ground leases: Rent reset valuation issues	<i>The Appraisal Journal</i> 79 (4) 2011	Tony Sevelka	The varied and unique challenges presented in the valuation of long-term ground leases with rent reset or rent review clauses have not been extensively addressed in appraisal literature. Most of the guiding principles underlying rent reset valuation, however, stem from case law in common law jurisdictions such as the United States, Canada, and Britain. This article discusses ground lease rent reset issues and related court cases.
Hedonic valuation of farmland using sale prices versus appraised values.	<i>Land Economics</i> 88 (1) 2012	Shan Man & Scott M. Swinton	To better understand how appraised value and sale price capture the determinants of farmland value in a region facing exurbanization, this study applies the hedonic method to land transaction data in southwestern Michigan during 2003–2007.
The impact of age on the value of historic homes in a nationally recognized historic district	<i>The Appraisal Journal</i> 79 (4) 2011	Kimberly Winson-Geideman, Dawn Jourdan, & Shan Gao	This article uses hedonic modeling to test the effects of age, both actual and effective, on the value of historic properties within a nationally recognized historic district. Effective age is used to develop a variant of Tobin's Q, which provides evidence that inter-district price differentials often attributed to historic designation are at least partially a function of investment differentials between districts.
The impact of environmental issues on industrial property valuation	<i>Valuation Strategies</i> 15 (2) 2011	Gregory W. Kort	This article provides a general overview of current and future mandatory environmental, health, and safety regulations imposed on industrial facilities, and examines the effect these regulations have on valuations of such property.
Inception and evolution of unit rule appraisal of complex properties in ad valorem taxation	<i>IPT Tax Report</i> , August 2010	Charles E. Gilliland	This article explores the application of the unit rule from its inception through current applications in general terms. The narrative then focuses on the legal developments that have legitimized the unit rule.
Interjurisdictional determinants of property assessment regressivity.	<i>Land Economics</i> 88 (1) 2012	Justin M. Ross	The previous literature on vertical equity in property assessment has focused on parcel-level data within a single area and has produced mixed conclusions on whether the process is progressive or regressive. Using data from Virginia cities and counties between 2001 and 2007, this paper advances the discussion to identifying what differences between jurisdictions might account for the mix of findings.
Land for sale	<i>Finance and Development</i> 48 (4) 2011	Raghuram Rajan & Rodney Rancharan	The authors address the possible connection between credit availability and asset price booms and their similarly sharp aftermaths. They examine how policy makers can address the issue by looking back at the nationwide land boom in the United States in the early part of the previous century to create a context for examining the most recent nationwide boom and bust in housing prices.
Power lines and property values revisited	<i>The Appraisal Journal</i> 75 (4) 2007	Jennifer M. Pitts & Thomas O. Jackson	The article provides a summary of research findings from past studies as well as some recent research, consisting of market interviews focused on residential developments in the central California area that discuss what effect the perceptions of health issues associated with power lines have on property values.
Power lines, visual encumbrance and house values: A microspatial approach to impact measurement.	<i>Journal of Real Estate Research</i> 23 (3) 2002	Francois Des Rosiers	This research looks at the impact of high-voltage transmission lines (HVTL) on surrounding property values, using a microspatial approach. It is based on a sample of 507 single-family houses sold over the 1991-96 period in the City of Brossard, Canada.
Project delay economics	<i>The Appraisal Journal</i> 9 (4) 2011	Randall Bell	While many real estate transactions and projects go forward as scheduled, from time to time there are instances of project delay that can result in economic losses. Because time is money, these delays may impact value. Ultimately, it is the employment of valuation methodologies that are based in conventional approaches to value that will yield an analysis of the financial impacts.
Property tax initiatives in the United States	<i>Journal of Housing Research</i> 21 (1) 2012	G. Stacy Sirmans and C. Stace Sirmans	This study reviews the history of property tax initiatives in the United States. Major initiatives include California's Proposition 13, Florida's "Save Our Homes" amendment, and Massachusetts' Proposition 2½. Studies show that tax limitation initiatives have a negative effect on education through lower teacher salaries and lower student test scores. Studies also show that other public service areas such as fire protection are also negatively affected.

New Journal Articles (continued)			
Spatial fragmentation and the value of residential housing	<i>Land Economics</i> 88 (1) 2012	Todd H. Kueth	This study examines the impacts of spatial fragmentation and land use diversity on single-family residential real estate values. Through hedonic price analysis, they estimate the implicit price effects of spatial fragmentation and neighborhood land use diversity in the city of Milwaukee, Wisconsin.
State and local revenue yield and stability in a great recession: The virtues of cyclical versus secular adequacy and the necessity of policy responses	<i>Proceedings of the National Tax Association</i> , 2009	John L. Mikesell and Daniel R. Mullins	The patterns shown in this article make the subnational tax impact of the Great Recession painfully apparent. Total state tax collections were more adversely impacted by the recession than were total local tax collections. Most of the lost revenue was from individual income and general sales taxes. Property tax revenue has actually increased, thus constituting the basis for the stability of local tax collections.
Tax increment financing in California: The end of an era?	<i>Real Estate Review</i> 40 (4) 2011	Sue Ehrlich	This article provides a brief overview of California redevelopment agencies, followed by an in depth examination of the issues that currently have this historically successful mechanism for urban renewal and community development under heavy fire from state legislators and officials.
Teardowns: costs, benefits, and public policy	<i>Land Lines</i> 18 (3) 2006	Daniel P. McMillen	The practice of demolishing and replacing houses, especially in high priced areas, generates passionate controversy. The trick for local governments is to keep the costs of teardown activity from overwhelming the less obvious benefits.
University real estate programs: Maintaining momentum.	<i>Urban Land</i> 70 (11/12) 2011	Douglas R. Porter	This article discusses the results from a survey conducted of 21 university real estate programs to identify overall strengths and weaknesses to their approaches.
Who really bears the burden of a state-level tax increase?	<i>Proceedings of the National Tax Association</i> , 2009	Robert Cline, Andrew Phillips, Tom Neubig, and Joo Mi Kim.	The results of this study indicate that taxes imposed initially on business are primarily borne by residents in higher prices or reduced wages and jobs, with only a modest share exported to taxpayers in other states (other than in extractive states) or shifted to capital owners. This result reflects the growing reality of increased business tax competitiveness and capital mobility both nationally and internationally.

New Books—Members may borrow books for 3 weeks. Reference books may not be checked out.			
Title	Author(s)	Publisher/Date	Description
<i>2011 Income/Expense Analysis: Federally Assisted Apartments</i>	Edited by Matthew O'Hara	Institute of Real Estate Management/ 2011	A statistical analysis of the operating experience of apartment buildings receiving subsidies under federal programs. Sections include: Trend Reports, Metropolitan Area Reports, Regional Reports, National Reports, Group Reports, Turnover Reports, Rural Development Reports, and Green Survey.
<i>2011 County and City Extra: Annual Metro, City, and County Data Book</i>	Edited by Deirdre A. Gaquin & Mary Meghan Ryan	Bernan/ 2011	Provides statistical information for every state, county, metropolitan area, and congressional district, as well as cities in the U.S. with a 2000 census population of 25,000 or more.
<i>2012 Self-Storage Almanac</i>	Edited by Poppy Behrens	MiniCo Insurance Agency/ 2011	Statistical data and analysis on the self-storage facility industry retrieved from an annual industry survey and other statistical services. Includes U.S. and Canada.
<i>China's Local Public Finance in Transition</i>	Edited by Joyce Yanyun Man & Yu-Hung Hong	Lincoln Institute of Land Policy/ 2011	A collection of essays from experts from China, the U.S., and Canada reviewing the history of China's fiscal reforms and their impact on China's economy and society. Topics include expenditure and revenue assignments, vertical fiscal balance and intergovernmental transfers, property taxes and fees, local fiscal policies for economic growth and income redistribution, and political accountability for public services.
<i>The Community Land Trust Reader</i>	Edited by John Emmeus Davis	Lincoln Institute of Land Policy/ 2010	The Community Land Trust (CLT) Reader brings together for the first time the seminal texts that inspired and defined the CLT. Many of its 46 essays and excerpts examine contemporary applications of the CLT in promoting homeownership, spurring community development, protecting public investment, and capturing land gains for the common good.
<i>Statistical Abstract of the United States: 2012</i>	U.S. Census Bureau	Bernan/ 2012	A comprehensive collection of statistics on the social, political, and economic organization of the United States.
<i>A Tale of Two Taxes: Property Tax Reform in Ontario</i>	Richard M. Bird, Enid Slack, and Almos Tassonyi	Lincoln Institute of Land Policy/2012	The authors use an assessment of property tax reform in Ontario as an opportunity to glean key lessons that apply both to the property tax and to any government reform. The full market valuation of taxable property opened the door to a range of additional reforms largely designed to minimize the distributional effects of fair assessment.

New Electronic Resources—Access the full text in LibraryLink.			
Title	Source/Date	Author(s)	Description
Bibliography on potential impacts of transmission lines on property values	Boardman to Hemingway Transmission Line Project/ August 6, 2009	Boardman to Hemingway Transmission Line Project	This is a list of references of published studies and research reports that have been conducted that address the potential impact of transmission lines on property values.
The effect of high voltage transmission lines on real estate values: a review of the appraisal literature	Northern Pass Project Journal/ May 2011	Russell Thibeault	The purpose of this literature search is to provide a synopsis of the appraisal literature addressing the issue of the impact of High Voltage Transmission Lines (HVTLs) on real estate values. The primary focus is on research appearing in professional appraisal journals since the year 2000, including the <i>Appraisal Journal</i> , <i>Right-of-Way</i> , <i>The Journal of Real Estate Research and Assessment Journal</i> .
Estimated effective property tax rates 2000-2009: Selected municipalities in northeastern Illinois	The Civic Federation/ Sept. 19, 2011	The Civic Federation	This report, produced annually by the Civic Federation, estimates the tax year 2009 (taxes payable in 2010) effective rates for Chicago and 31 other municipalities in northeastern Illinois.
Predicting hotel tax assessments in Cook County	HVS/ Sept. 3, 2010	Hans Detlefsen & Caitlin Styrsky	This study examines the relationship between hotel room revenue and the assessment values of hotel properties located in Cook County, IL.
Teardowns and hedonic land value function estimation using non-sample information	Lincoln Institute of Land Policy Working Paper/ March 2008	Daniel P. McMillen	Teardowns provide direct information on land values in fully developed urban areas because such properties are valued only for their land and location rather than for the characteristics of the structure. Using data from Chicago for 1995-2003, this study shows how Stein-like rules based on both standard OLS regressions and two-stage selection models can be used to improve land value estimation.
Teardowns and land values in New York City	Lincoln Institute of Land Policy Working Paper/ September 2009	Vicki Been, Ingrid Ellen Gould, and Michael Gedal	This report examines teardown sales in New York City occurring between 1994 and 2006, and the analysis proceeds in two steps. First, they describe teardown activity, answering such questions as: To what extent has teardown activity increased in recent years? In which neighborhoods has teardown activity been concentrated? What types of lots are selected for teardown? Second, we use information from teardown sales to estimate land values in different neighborhoods.



Case Overview

The seminar presents a case study based on an actual trial that has either been appealed or is under appeal. The mock trial focuses on a proceeding before the Review Board of the State of Utopia. The subject is a well-known building in the City of Eden—an approximately 10-year-old, mixed-use commercial property. The subject includes hotel, office, and retail space. The property is located in one of the most successful retail districts in the City of Eden, and perhaps in the entire country.



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General List—Identifying Comparable Properties

Q. Michael W. Ireland, CAE, Bloomington, Illinois

I am interested in any court cases or case law regarding how comparables are identified or selected. I would also be interested in statutory requirements or guidelines that may exist for your jurisdiction that cover identifying comparables, what is considered comparable, or what might disqualify a property from being considered comparable to the subject. If you can post a link to the case law, statute, or guideline, that would be great, and PDF files will also work.

Data on this topic are being collected to provide voluntary guidance for the entire appraisal industry. The Appraisal Practice Board (APB) is one of three boards disseminating information on appraisal topics through The Appraisal Foundation. Thanks for your help!

A. Allan Booth, Newport, Rhode Island

I have never been involved in a case in which the court ruled on the requirements for a comparable. Many discussions have been held about why one was picked over another, but I've never had a judge say what comparables must be.

Personally, I think that if your subject is one of three different models in a 5,000-unit subdivision (with sufficient sales), you could require the comps to be the same model, square footage, baths, bedrooms, and fireplaces. If your subject is a house built in 1890 in a small New England town, you might be lucky to find sufficient "similar" sales to draw a good conclusion.

Once you publish a rule, it's difficult to argue when you break it. If, for example, the rules were written to state that the comps can't be more than five years older or newer, that square footage can't be more than 200 sq. ft. greater or less, or that non-waterfront can't be used for waterfront, then in many cases there would be no comps. So, if you've got a 15,000-sq.-ft. building on five acres of land and nothing identical has sold in the last three months, does it have no value?

A. Judith A. Trail, Jefferson City, Missouri

I agree with Allen. I can't remember ever being asked by the courts or others about how comparables were identified or selected. As an appraiser, you must find the best comparables available and make the adjustments; the degree of adjustments is usually accepted as how comparable they were. I have often had to defend or answer as to whether a comparable is or should be considered as a valid sale to be used in the sales approach. That is different matter altogether.

A. Daniel Furdek, Milwaukee, Wisconsin

Oddly enough, the whole idea of comparables is coming up quite a bit in our recent court cases. We want to compare Walgreens to other drugstores, especially other Walgreens, and the taxpayer wants to compare them to general retail, tattoo parlors, dollar stores, and so on. It's the same with stand-alone department stores. We use other stand-alone department stores, and the taxpayer uses former, vacant, stand-alone department stores or other general retail. Basically, our manual says to compare similar properties, and the more similar they are, then the less adjustment you have to make. Ideally, if they're identical, you don't need any adjustments. Refer to *The Appraisal of Real Estate*, 13th edition, for what makes a good comparable. Obviously, the more similar and preferably identical things are, the better. Even I can figure that out.

Also, concentrate on highest and best use. That concept actually directs you to what comparables to choose. If the highest and best use is for a drug store, you don't compare it with a tattoo parlor. That actually violates highest and best use, and if you get that wrong, everything else in the report is wrong. That's what we point out and try to get across. We emphasize the common sense approach and ask, "Does this tattoo parlor look like a drug store?" A vacant building tells you that the highest and best use has changed, that's why it's vacant! Here again, not brain surgery, but hopefully effective. We're involved in a couple of cases now in which the use of proper comparables is the issue, and we hope to be able to report successful results shortly.

A. Tim Wilmath, Tampa, Florida

Dan is right on the money. Selecting the correct comparables requires identifying the appropriate highest and best use. The highest and best use dictates which comps to pick. Drugstore tax reps often argue the highest and best use is something other than a drugstore, so they pick auto parts stores, furniture stores, and so on as comps. They point to the sales and leases of second-generation drugstores to support their conclusions. They fail to consider the restrictions that drugstores insert in deeds and leases preventing closed stores from being purchased or leased by competing drugstores or even drugstore-related businesses. We think that logic is misplaced and the correct comparables for operating drugstores are sales and leases of operating drugstores (with adjustments for property rights).

You probably won't find many cases related to selecting the correct comparables, but if you shift your focus to highest and best use, you might find what you are looking for.

A. Daniel Furdek, Milwaukee, Wisconsin

I should have emphasized more that highest and best use is where to start. The attached case is right on point [see original post on AssessorNET for attachment]. It was about a unique property—a baby formula processing plant—and even though there were no comps because it is the only such plant in the country, the court found the highest and best use was still a baby formula processing plant, not some secondary use. That case is huge for highest and best use, and I should have mentioned it before. From that case you can piggyback to the proper choice of comparables.

A. Judith A. Trail, Jefferson City, Missouri

I want to agree with Tim and Dan regarding highest and best use in selecting comparables. My previous reply regarding not being asked how I identify or select comps is correct, but I agree with Dan that when you shift the focus to highest and best use, that is something that does come up often. It is common now for tax reps of drugstores, built-to-suit, etc., to focus only on second-generation properties and use comparables that do not fit the highest and best use of the subject. They disregard the highest and best use and contend that this creates a “value in use” rather than a “market value” of the property. Therefore, to avoid value in use, we are expected to use “the lowest worst use concept.” I agree that the highest and best use does dictate which comps to pick.

A. Allan Booth, Newport, Rhode Island

I think we all agree on the general process, and we have all encountered reports that we have disagreed with because of the comparables or the adjustments. For example, an appraiser ignored the sale of a house across the street from the subject and used a sale in another town, because he said the “condition” of the closer sale was superior. We also all agree that you first determine highest and best use and understand the assignment.

My concern about adopting national rules for comparable sales is the potential to take away individual judgment. If new rules say a comp can't be more than three months old, you may not have any comps at all. Arguing over what is and isn't comparable is part of the job. If a federal group decides that you can only use comps that meet their restricted criteria, score one for the bad guys.

A. Julian L. H. Stokes, Sr., Naples, Florida

In reference to the initial request on court cases or case law regarding how comparables are identified or selected, I would suggest you go to Google> More> Scholar> and select legal opinions and journals; then type in any refer-

ence to selection of comparable sales, comparable sales, comparable sales approach, and so on; and click Search. You'll get more references than you likely want to research.

Regarding highest and best use and establishing the appropriate comparable sales, I am in agreement. However, most often we are satisfied with analyzing only the legally permissible and the physically possible uses. There is little if any consideration for the financially feasible uses. The first two tests are sufficient to give a good idea of the general use or type of use for vacant parcels. However, given current market conditions for improved commercial properties, we might want to go a little further. I think we're all experiencing the existence of temporary economic obsolescence for income-producing real estate. Without some type of supply/demand and subject capture analysis, it is impossible to determine the loss in value associated with the rent up period to stabilized operating levels.

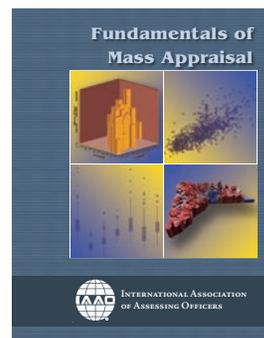
That said, I am in agreement with Tim. CVS (Baa2/BBB+) and Walgreens (A2/A) are net lease properties and there is an active market; thus sufficient comparable sales and income data are available to determine market value. I have yet to see a tax rep prevail based on the presentation of a use value.

Was your question answered using AssessorNET?

Let us know and we will share the answer with IAAO members in *Fair & Equitable*. Send your question and the answers that helped you, to Kate Smith, at smith@iaao.org. Be sure to tell us how you used the information. All questions and answers are reprinted with the permission of the participants.

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For more information contact Angela Blazevic, AAS, Director of Administration, Blazevic@iaao.org, 816/701-8123 or go to www.iaao.org for information about specific funds. IAAO is a nonprofit 501(c)(3) educational association. Contributions are generally tax deductible. Check with your tax advisor.

CALENDAR OF EVENTS LOCAL • REGIONAL • INTERNATIONAL

Northeastern Regional Association of Assessing Officers (NRAAO)

2012 Spring Conference

April 28–May 3, 2012

Yarmouth, Massachusetts

<http://www.nraao.org/>

The Appraisal Foundation Board of Trustees, Sponsoring Organizations, and North American Conference of Appraisal Organizations (NACAO) Spring Meeting

2012 Spring Conference

May 17–19, 2012

San Antonio, Texas

<http://www.appraisalfoundation.org>

North Central Regional Association of Assessing Officers (NCRAAO)

Annual Conference

June 11–14, 2012

Kansas City, Missouri

<http://www.ncraao.org/2012ConfLocation.htm>

Institute of Municipal Assessors

2012 Annual Conference

June 24–26, 2012

Ottawa, Ontario, Canada

www.assessorsinstitute.ca

International Property Tax Institute (IPTI)

Annual Conference

August 22–23, 2012

Sao Paulo, Brazil

<http://www.ipti.org>

Submit local event information with event name, date, place, and contact information to bennett@iaao.org.

New Hardship Grants Available

New funding assistance is available for members to renew their annual IAAO Membership. IAAO members who demonstrate financial need and meet application criteria can apply to the Hardship Grant Committee for assistance. This fund covers a need not met by other assistance programs.

The Hardship Grant Committee evaluates applications in a confidential blind process and inform recipients of its decision in a timely manner. Application are being accepted now. Grant award amounts are as follows:

- IAAO Regular member \$100 (member pays remaining \$75)
- IAAO Associate member \$100 (member pays remaining \$80)

Limited funds are available. Apply today at www.iaao.org under the Scholarships menu.

Let IAAO Recognize Your Professional Achievements

Nominations are being accepted now for the 2012 Awards Program

Help IAAO shine a spotlight on its members.

The Member Recognition Committee is seeking nominations for the Annual Awards Program. These awards showcase the accomplishments of IAAO members who maintain the highest standards of professionalism and quality.

Do you know of someone who deserves notice for his/her professional achievements? Has your county office implemented a new appeals process worthy of praise? Does your IAAO chapter or affiliate keep you informed on local issues with an award-worthy newsletter? Did an IAAO instructor make a difference in your career? If you answered yes to any of these questions, then submit a nomination!

Submitting a nomination is easy. A single-page summary details how the nomination fits the specific award criteria. Just provide the basic who, what, when, where, and why.

If you or someone you know deserves recognition this year, send the nomination form, along with supporting documents, to IAAO headquarters. You can also e-mail it to Kate Smith, IAAO Membership and Publications Marketing Coordinator, at smith@iaao.org and save postage.

For more information on the award categories, and to download the nomination form, visit www.iaao.org. All nominations are due by May 1, 2012.

DEADLINE

All nominations must be received at IAAO headquarters by May 1, 2012. No exceptions will be made for submissions received after this date. Mail nomination forms and supporting documents to:

Membership Dept/Awards Program
IAAO
314 W. 10th St.
Kansas City, Missouri 64105-1616

or submit all nomination forms and documentation via e-mail to Kate Smith, smith@iaao.org.



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Congratulations New Designees

Rita Llado, AAS, received the Assessment Administration Specialist designation in January 2012. Llado serves as a Real Estate Evaluator II for the Office of the Property Appraiser in Miami Dade County, Florida. She has held that position for two years. Llado previously served as a Real Estate Coordinator II for the Miami Dade County Public Schools. She attended Florida International University and earned a master's degree in business administration. She also attended the University of Miami and earned a bachelor's degree in business administration majoring in finance. Llado has worked in the real estate field for 20 years and joined IAAO in 2010.



Diana L. Cantrell, RES, received the Residential Evaluation Specialist designation in January 2012. Cantrell serves as a Residential Real Property Appraiser for the Durham County Tax Administration in Durham, North Carolina. She has held that position for nearly six years. Cantrell has been in the appraising/real estate field for over 20 years. She currently holds a North Carolina state certified appraiser's license and a North Carolina real estate broker's license. Cantrell attended Durham Technical Community College and earned an associate's degree. She also attended East Carolina University. Cantrell is a member of the NC Appraisal Board, the National Registry for State Certified Appraisers, and the North Carolina Real Estate Commission. One of her most memorable moments was when she got to meet Patrick Dempsey (Dr. McDreamy from "Grey's Anatomy") and watch him race his car at the Virginia International Raceway. Cantrell joined IAAO in 2010.



John Ulibarri, AAS, RES, received the Assessment Administration Specialist and Residential Evaluation Specialist designations in January 2012. Ulibarri serves as the Assessor for Weber County in Ogden, Utah. He has held that position for one year and previously served as an ad valorem residential appraiser, commercial appraiser, data analyst, real property supervisor, and chief deputy assessor. He has also worked as a residential fee appraiser. Ulibarri attended Weber State College and earned an associate's degree. He is an IAAO National Instructor and has taught IAAO Course 102 in Utah and Idaho. Ulibarri served as the president elect, president, and executive director of the Utah Chapter of IAAO in 2008, 2009, and 2010. He is a member of the Ogden Breakfast Exchange Club, the Children's Justice Center, and the Utah Assessor's Association—serving as 2nd vice president in 2011 and first vice president in 2012. Ulibarri was awarded the Utah Chapter of IAAO Assessor of the Year award in 2011. He joined IAAO in 2004.



James Todd Mooney, CMS, received the Cadastral Mapping Specialist designation in December 2011. Mooney serves as the Copiah County Tax Assessor in Hazlehurst, Mississippi. He has held that position for eight years and previously served as Chief Appraiser, Project Director, Assistant Project Director, Crew Chief Classifier, Crew Chief, and Field Appraiser. Mooney joined IAAO in 2009.



Recertification Credit Notice

The IAAO Professional Development Department processes requests for recertification credit during January and February of each year according to IAAO Procedural Rule 10.3.6.

10.3.6 Gaining Credit

Requests for recertification credit will be processed during January and February of each year. Requests received after March 1 in any given year will be processed the following January, except during an extension period. Requests for recertification credit during an extension period will be processed immediately upon receipt, and the Professional Development Subcommittee will render a decision within thirty (30) days thereof.

Once the request for recertification credit has been processed, designees will receive one updated recertification credit summary per year.

The CAE Designation Program—Then and Now

by Larry Clark, CAE



The purpose of the CAE designation is to recognize professionalism and competency in a wide range of matters covering property valuation for tax purposes, property tax administration, and property tax policy.

This statement encapsulates the professional designation program at IAAO. From its inception in 1953, the program has been dedicated to recognizing the best in the fields of mass appraisal, property tax administration, property tax policy, and, recently, personal property appraisal and cadastral mapping.

From the beginning the CAE (Certified Assessment Evaluator) designation focused on setting a group of assessors apart from their peers as professionals who have gone above and beyond the normal scope of their jobs. That is, after all, the purpose of any certification, license, or designation. Meeting minutes of various boards and committees of IAAO up to and including the Executive Board contain ongoing arguments concerning the value of a professional designation in relation to factors such as experience, education, and training. These arguments miss the point. A professional designation, like a license or certificate, proves that the recipient has taken the extra steps needed to attain it. While others claim they have the knowledge and skills necessary to be a professional appraiser, designees subject their knowledge and skills to objective testing. A designation alone does not prove one individual is a better appraiser than another, but it does remove doubt concerning certain objective measures.

Those measures have changed over time. Some have even been removed altogether. For example, at the initiation of the CAE designation, candidates had to be at least 30 years of age and have 5 years of experience in assessment work. The age requirement was reduced to 25 years in 1967 and was removed entirely in 1975. The experience requirement has not changed from five years, though the description has focused on property appraisal or assessment administration.

In the beginning and for several years, success depended on achieving a certain number of points. Candidates had to acquire 100 points or credits from a combination of the activities as shown in table 1.

Table 1. Original 1953 CAE designation requirements

		Credits
1.	Be 30 years of age	0
2.	Have National Association of Assessing Officers (NAAO) affiliation of at least 5 years	10
3.	Have at least 5 years' experience (experience must be in actual field work or supervision of field work, or direct administration of assessment work)	15
4.	Submit to the Admissions Committee two assessment appraisals on acceptable property (in accordance with state or local law of the jurisdiction where located)	20
5.	Pass two written and/or oral examinations of a general nature. Place and form of examinations to be determined and announced annually by the committee	20
6.	College degree credits awarded by the Admissions Committee dependent on type of degree and its application to assessment work, not to exceed 10 credits	10
7.	Assessment schools (credits awarded for certificates of completion from assessment schools sponsored or approved by NAAO) 5 credits for each certificate, not to exceed 15 credits	15
8.	For lecturing or teaching at NAAO-approved schools and/or authoring of articles on assessment practice and procedure, not to exceed 20 credits	20
9.	Additional assessment appraisal reports in accordance with standards established by the Admissions Committee (5 credits for each assessment appraisal report acceptable to the committee after those under requirement 4), not to exceed 15 credits	15
10.	Experience (3 credits for each year above those specified in requirement 3), not to exceed 30 credits	30

Requirements 1 through 5 were mandatory and candidates were allowed to submit their material to support a designation application only once each year. They had two years from that application date to successfully pass the examinations, which could be written or oral.

As shown in table 2, the program requirements have changed in several areas over time. Most notable have been the changes in professional education. At the very beginning of the designation, IAAO (NAAO then) was not offering the number or diversity of courses that are offered now. As time went on, the number of courses required increased from just a few at the beginning to the current six. As the number grew, so did the specificity. Specific courses are required for each of the designations and a concerted effort has been made to keep those courses up-to-date.



Table 2. Comparison of CAE designation requirements, then and now.

1953	2012
Be 30 years of age	—
NAAO affiliation of at least five (5) years	Current member of IAAO
Five years' experience in actual field work or supervision of field work, or direct administration of assessment work	Five years experience in property appraisal or assessment administration
Submit to the Admissions Committee two assessment appraisals on acceptable property (in accordance with state or local law of the jurisdiction where located)	Two projects, one on residential real property and one on commercial real property provided that one (1) project is a single property demonstration narrative appraisal report.
Pass two written and/or oral examinations of a general nature. Place and form of examinations to be determined and announced annually by the committee	An eight-hour comprehensive examination
College degree credits awarded by the Admissions Committee dependent on type of degree and its application to assessment work, not to exceed 10 credits	The candidate must be a high school graduate or the equivalent – soon to move to college graduate
Assessment schools (credits awarded for certificates of completion from assessment schools sponsored or approved by NAAO) 5 credits for each certificate, not to exceed 15 credits	IAAO Course 101: Fundamentals of Real Property Appraisal IAAO Course 102: Income Approach to Valuation IAAO Course 400: Assessment Administration IAAO Course 112: Income Approach to Valuation II IAAO Course 311: Residential Modeling Concepts or IAAO Course 312: Commercial/Industrial Modeling Concepts National USPAP Course
For lecturing or teaching at NAAO approved schools and/or authoring of articles on assessment practice and procedure, not to exceed 20 credits	—
Additional assessment appraisal reports in accordance with standards established by the Admissions Committee (5 credits for each assessment appraisal report acceptable to the committee after those under requirement 4), not to exceed 15 credits	—
Experience (3 credits for each year above those specified in requirement 3), not to exceed 30 credits	—

Another change regarding course work has been the emphasis on timing. The initial program called for credits to have been earned through schools sponsored or approved by NAAO with no apparent time limit except the fact that NAAO was relatively new on the scene. Then in the mid-1960s, the requirement changed to limit the time for taking courses to five years prior to candidacy. That was increased to ten years in the early 1970s and finally removed altogether in 1998. As a result, the organization went full circle

Also along the lines of education, there was a movement in the organization toward separate tracks to attain the CAE. There was a recognition that

some members specialized in different property types and different methodologies of mass appraisal. In the 1970s, candidates could specify either a real property or a personal property track to the CAE and the education and reporting requirements followed the track. This was expanded to include a mass appraisal track in the 1980s. That came to an end, however, in 1992 with the advent of separate designation tracks for personal property (PPS—Personal Property Specialist), assessment administration (AAS—Assessment Administration Specialist), and cadastral mapping (CMS—Cadastral Mapping Specialist). There is still some overlap in the areas of education and experience such that a person who

is currently carrying one of these other designations is not required to start from zero to obtain the CAE.

Another area in which the requirements have come full circle is academic education. When the CAE was started, the requirements listed only a college degree. The admissions committee would award credits in an amount commensurate with that degree's relevance to assessment and appraisal work. As time went on, that requirement was reduced to accepting college hours in the mid-1960s and by the 1990s the only academic requirement was a high school diploma. Then The Appraisal Foundation changed the Real Property Appraiser Qualification Criteria to require a four-year degree or equivalent and IAAO decided to follow suit with its premier real property designation.

One of the lessons IAAO learned with its education requirements is that it is nearly impossible to objectively establish equivalency in every case and even harder to maintain an accurate list of equivalent courses. This organization resolved that issue for professional coursework by abandoning equivalency and reducing the cost to candidates of challenging the examinations for required courses. After several years of effort, The Appraisal Foundation is learning the same lesson with college coursework equivalencies and is moving to require a four-year degree, something IAAO will confront in the near future as a foundation sponsor.

Experience is an area that has changed little since the inception of the CAE program. Initial requirements called for five years experience in field work, supervision of fieldwork, or administration of assessment work. Later it was modified to require five years of appraisal experience, two of which had to be in assessment. During the years when the organization was experimenting with different tracks, the experience requirements became specific to

the track. Currently the requirement is five years of experience in property appraisal or assessment administration.

One of the most significant areas of change involves the practical application of the candidate's education and training. Initially, candidates were required to submit assessment reports. Later that was changed to single-property demonstration appraisal reports. With the advent of tracks, these requirements were further refined to suit the track and moved back to real property reports when the tracks were abandoned.

The single most dramatic change in this requirement was the use of case studies as a substitute for one of the two required projects. Case studies

were introduced as part of the mass appraisal track in the 1980s, but their use as a substitute for the demonstration appraisal report was strongly resisted. In 1992, when the tracks were eliminated, candidates were allowed to substitute an eight-hour case study examination for the demonstration appraisal report on income-producing property. Candidates in today's program have to complete one single-property, demonstration appraisal report. That may be combined with a case study examination to fulfill the demonstration requirements.

Like every other program of IAAO, the professional designation program has experienced highs and lows. The last two years have witnessed a surge in

candidacy applications. Table 3 shows, by designation, the starting date and the number of certified designations through December 31, 2011.

Table 3. Designations through 2011

Designation	Start Date	Highest Certification Number
CAE	1953	1,144
RES	1978	512
CMS	1990	110
PPS	1991	27
AAS	1995	166

As a CAE designee, I urge every IAAO member to take the steps necessary to become a designee. Set yourself apart as a competent professional.

What's Your Number?

We want to take advantage of this anniversary year to make sure our designation records are accurate and complete.

If you currently hold an IAAO designation, please send:

- your name
- the date on your designation certificate, and
- the number of that certificate

to Larry Clark, CAE, Director of Professional Development. You can send the information by e-mail to clark@iaao.org or in a letter to:

Larry Clark
314 W 10th Street
Kansas City, Missouri 64105-1616

All persons who respond will have their name entered into a drawing for a *Fundamentals of Mass Appraisal* textbook.

In addition, we would be interested in hearing more about your reasons for seeking a designation. Send your story to IAAO, attention Larry Clark, CAE. Stories may be published in future issues of *Fair & Equitable*.

Who were the first designees?

CAE 1953

Aldro Jenks (Connecticut)

CMS 1990

George A. Donatello (Missouri)

PPS 1991

Willodene Allen (Florida)

AAS 1995

Robert M. Boley (Missouri)

RES 1978*

Guy Blankinship, Jr. (Mississippi)

Harold J. Brady (Massachusetts)

Charles G. Gronau (Illinois)

Cline S. Hall (Virginia)

James D. Hester (Virginia)

Mathias J. Nyvold (South Dakota)

Leslie N. Smith (South Carolina)

Rufus M. Smith (Louisiana)

* RES first recipients above all received the RES designation at the 1978 annual conference.



ASSESSMENT EXCELLENCE IN THE HEARTLAND
SEPTEMBER 9–12, 2012 • KANSAS CITY, MISSOURI
KANSAS CITY CONVENTION CENTER

TRACKS

Commercial: Real and Personal Property

The Commercial: Real and Personal Property track addresses recent trends in valuation of healthcare facilities, macro- and microanalytics, intangible property, communication sites, and methods to increase the tax base.

Residential Appraisal

The Residential Appraisal track addresses a variety of residential appraisal issues including land valuation, appraising in distressed markets, the cost approach and depreciation, and condominium assessments. Additional areas of focus include modeling, risk management, and residential appeals.

Tax Policy and Assessment Standards

Presentations in this track address tax policy issues that impact the assessment profession and property owners. Presentation topics include property tax incentives, payment in lieu of taxes, motor vehicle taxation, measures of vertical equity, personal property obsolescence, and the effects of tax policy on economic development.

Technology

This track focuses on the benefits and challenges of the latest technologies available to assessing offices, including innovations for improving field inspections, advances in mass appraisal, new developments in mapping, and general assessment administration topics.

Personal Development

Personal development presentations include communicating with the media and general public, developing education programs, preparing for trial, and time management solutions. There will also be an opportunity to explore the IAAO Professional Designation program.

Management

Management—It affects everything. This track will address the fast changing world of managing yourself, your employees, customers, and processes including implementing new tax software, sustained outreach programs, GIS for Managers, controlling your online presence, and agile management.

Special Topics

The Special Topics track focuses on a variety of issues of importance to the assessment professional. Presentations include international valuation, valuing unique properties, updates to IAAO technical standards, and AVM trends.

ABOUT THE CONFERENCE

Join us in downtown Kansas City! The annual conference provides educational sessions, networking, events, and exhibits that supply the tools you need to succeed.

OFFICIAL CONFERENCE HOTEL

Kansas City Downtown Marriott
200 West 12th Street
Kansas City, MO 64105

The conference room rate at the Marriott is \$159

Reservations can be made by calling 1-800-228-9290 or online on the IAAO annual conference page. Reference the International Association of Assessing Officers room block to get the discounted rate. Rates are based on availability so make your reservations early.

OVERFLOW HOTEL

Crowne Plaza Kansas City Downtown
1301 Wyandotte Street
Kansas City, MO 64105

The conference room rate at the Crowne Plaza is \$149

Phone reservations can be made by calling 1-800-2CROWNE (1-800-227-6963) or online on the IAAO annual conference page. Reference the International Association of Assessing Officers room block to get the discounted rate. Room rates are based on availability so make your reservations early.

CONVENTION CENTER

The Kansas City Convention Center is located in downtown Kansas City, Missouri, approximately 20 minutes from the Kansas City International Airport. Attendees will be just steps away from conference hotels, the Power and Light Entertainment District and the Sprint Center indoor event arena. The Convention Center is located at 300 W. 13th Street. The main entrance is one block south of the headquarter hotel, the Downtown Marriott, and one block west of the overflow hotel, the Downtown Crowne Plaza.

SESSIONS

Commercial: Real and Personal Property

Recent Developments in Legal and Administrative Challenges to Hospital Property Tax Exemptions

Thomas A. Jaconetty, Esq., Cook County, IL

Wayne A. Tenenbaum, Esq., Neill, Terrill & Embree, LC

Hospital Real Property Tax Assessment: Entrepreneurial Profit

Jack Randal Poteet, MAI, ASA, Hospital Appraisal Services, LLC

The Valuation of Senior Care Facilities

Tim Wilmath, MAI, Hillsborough County, FL

Long Run Multiplicative Modeling of Commercial Properties to Determine the Robust Hedonic Variables

Michael L. Brooks, MA, MBA, St. Louis County, MO

State of the U.S. Real Estate Market...Fall 2012

Peter F. Korpacz, MAI, CRE, FRICS, Korpacz Realty Advisors

Cell Tower And Carrier Equipment Valuations

Walt Woodard, Cell Tower Solutions

Randy Scott, Cell Tower Solutions

Intangibles in Commercial Properties: Are They the Real Thing?

Mark T. Kenney, MAI, SRPA, MRICS, MBA, American Valuation Group, Inc.

Assisting Resource Deployment for Residential Property Inventory

Improvement Using Artificial Neural Network-based Risk Profiles

Keith Potter, EdD, Dragonstrike Systems

Bill Levis, MA, University of British Columbia

The Top Ten Most Underreported Tangible Personal Property Items

Jim Turner, Jr., CPA, CVA, CMEA, Turner Business Appraisers

Valuation Strategies Using Customized Market Analytics

Jon M. Hitchcock, CCIM, CoStar Group

Antonia G. Viens, MAI, Johnson County, KS

Personal Development

Everything You Need To Start an Education Program

Mike Pratt, ASA, CFE, LCAM, IAAO Accredited Member, Palm Beach County, FL

Sound Bite 101—How to Become a Media Spin Doctor

Larry Stein, Oklahoma County, OK

The Appraiser as an Expert Witness

Steve Van Sant, State of Alaska

Greg Musil, Esq., Polsinelli Shughart

Brian Howes, Esq., Polsinelli Shughart

Brad Eldridge, MAI, Douglas County, KS

Learn Your Way: Behavioral & Communications Style

Allen Zingg, MA, Maricopa County, AZ

Working with the Media—Crafting a Positive Message for your Jurisdiction

IAAO Communications Committee

L. W. Patterson, Garfield County, OK

Rebecca Malmquist, CAE, Minnetonka, MN

Manuel Gallegos, Los Angeles County, CA

Tiffany Opheikens, Weber County, UT

Steve Van Sant, State of Alaska

JoAnn Pierson, Thomson Reuters

Chris Bennett, IAAO

IAAO Grader's Workshop—Part 1

Randy Ripperger, CAE, Polk County, IA

IAAO Grader's Workshop—Part 2

Randy Ripperger, CAE, Polk County, IA

The Art of Making a Powerful Presentation

George Donatello, CMS, TEAM Consulting

Management

Effective Agile Management in the Workplace

Patrick Berner, CCI

Lori Burge, CCI

Extreme Government Makeover

Ken Miller, Change and Innovation Agency

Factors Affecting the Property Tax: Guiding the Media to a Better Understanding of Property Tax Systems

Alan Dornfest, AAS, State of Idaho

Chris Bennett, IAAO

Creating Successful Partnerships in the Assessment Community

Alvin Lankford, RPA, Williamson Central Appraisal District, TX

Larry Gaddes, Williamson County, TX

Marya Crigler, Travis Central Appraisal District, TX

Tiffany Seward, Travis County, TX

What You Don't Know Can Hurt You: Taking Control of Your Online Brand

Tina Morton, RTA, CTA, CTP, Travis County, TX

Tiffany Seward, MA, RTA, CTA, Travis County, TX

Implementing New Tax Assessment Software—How To Build a Foundation for a Successful Project

Joe Brookhouse, PMP, Accent

How Sustained Outreach Can Improve Your Standing in the Community

Lloyd Hara, King County, WA

GIS for Managers

Brent Jones, Esri

How to Craft a Better RFP...the Secret Difference between Success and Starting Over

Ko Clifton, CCI

Residential Appraisal

The Fallacy of Land Valuation for Improved Properties

Greg Lafakis, Esq., CAE, Verros, Lafakis & Berkshire PC

Tracking Foreclosures and Foreclosure Related Sales and Analysis of Their Potential Impact on Market Values: Forsyth County, NC

Jason Clodfelter, CMS, GISP, Forsyth County, NC

John Burgiss, RES, Forsyth County, NC

John Potter, AAS, Forsyth County, NC

Residential Valuation in a Distressed Market—The Jackson County, Missouri, Experience

John F. Thompson, Jr., MS, Tyler Technologies, Inc.

A. Sackey Kweku, MA(Econ), Jackson County, MO

Improving the Cost Approach Value Estimate While Reducing the Budget

J. Wayne Moore, PhD, J. Wayne Moore, PhD, LLC

Depreciation: Raising Your Understanding of Losses in Value

Norrine Brydon, Marshall & Swift

Edward Martinez, IDECC, Marshall & Swift

Residential Market Value and Equity Appeal: Appraiser Presentation for a Residential Property Value Appeal

Shane Docherty, RPA, CTA, Dallas Central Appraisal District, TX

Rick Kuehler, Dallas Central Appraisal District, TX

Ken Nolan, RPA, RTA, CTA, Dallas Central Appraisal District, TX

Condominium Assessment

Scott G. Winter, RES, Milwaukee, WI

Residential Market Analysis with Statistical Model and GIS

Patrick O'Connor, ASA, O'Connor Consulting Inc.

Enhancing Appraisal Efficiencies through Technology

Lee Ann Kizzar, Arkansas CAMA Technology
Shanna Jenkins, Arkansas CAMA Technology

Risk Based Inventory Management

Bill MacGougan, AACI, MBA, BC Assessment
Graham Held, AACI, BC Assessment

Special Topics

Valuation of Bed and Breakfasts in Ontario

Jamie Stata, MPAC
Jason C. Moore, MBA, MPAC

Green Building in the Context of Valuation

Ross Litkenhous, MBA, LEED GA, SC&H Group, LLC
Galen Sencil, SC&H Group, LLC

Fifty Years of Walmart

Charles Terrell, CMI, Wal-Mart Stores, Inc.

Report of the Special International Committee

International Committee
Bill Carroll, Georgetown, TX

Obsolescence—When, Where & How

Steve Sutterfield, PPS, Total Assessment Solutions Corporation
Lisa A. Hobart, ASA, PPS, West Bloomfield Township, MI

Around the World in 90 Minutes

Richard Almy, Almy, Gloudemans, Jacobs & Denne
Mary Odum, MLS, IAAO

Property Taxation the Australian Way

Greg Stevens, FAPI, CPV, Melbourne, Australia

Emerging AVM Trends: IAAO's Role

IAAO Research Committee
Ronald Rakow, Boston, MA
August Dettbarn, RMA, Douglas County, KS
Patrick O'Connor, ASA, O'Connor Consulting

IAAO Technical Standards Updates

IAAO Technical Standards Committee
Alan S. Dornfest, AAS, State of Idaho
Robert J. Gloudemans, Almy, Gloudemans, Jacobs, & Denne
Mary Reavey, City of Milwaukee, WI
Dennis Deegear, Duff and Phelps, LLC
Douglas Warr, AAS, Oklahoma State University, OK
Michael Prestridge, Orange County, FL

Fair Property Tax Administration and Grading the States' Property Tax Practices

Fred Nicely, JD, MBA, Council On State Taxation
Doug Turner, General Electric

Tax Policy and Assessment Standards

Payment in Lieu of Taxes—The Boston Program and Experience

Ronald W. Rakow, 2012 Chair, IAAO Research Committee, Boston, MA

Lincoln Institute of Land Policy Rethinking Property Tax Incentives for Business—Part 1

Jane Malme, Esq., Lincoln Institute of Land Policy
Daphne Kenyon, PhD, Lincoln Institute of Land Policy
Adam Langley, MA, Lincoln Institute of Land Policy

Lincoln Institute of Land Policy Rethinking Property Tax Incentives for Business—Part 2

Jane Malme, Esq., Lincoln Institute of Land Policy
Daphne Kenyon, PhD, Lincoln Institute of Land Policy

Adam Langley, MA, Lincoln Institute of Land Policy

Technological Obsolescence of Personal Property in the Telecommunications Industry

Kellianne Nagy, CAE, Time Warner Cable

Recent Advances in Assessment Performance Measurement

Robert Denne, Almy, Gloudemans, Jacobs and Denne

Comparing Vertical Inequity Detection Methods Using Simulated Data

Josh Myers, Manatron

A New Approach to the Taxation of Motor Vehicles in North Carolina

W. A. (Pete) Rodda, CAE, RES, N.C. Department of Transportation Information Technology

A Perspective on How Current Taxation Encourages Sprawl

Joseph Minicozzi, AICP, MAUD, BArch, Urban3, LLC

Case Studies on Using Private and Public Partnerships to Audit Business Personal Property and Increase Both Equity and Tax Revenues

Tom Tucker, PPS, Tax Management Associates, Inc.
Kirk F. Boone, PPS, Tax Management Associates, Inc.

The Significance of the Cost Approach When Used For Energy/Fuels/Power Properties

Robert T. Lehn, PE, RPA, MChE, Pickett & Company, Inc.

Issues Related to the Property Taxation of Shale Gas and Facilities

Cal Kent, PhD, AAS, West Virginia Property Valuation Commission
Faith Dangerfield, State of West Virginia

Technology

Getting Ready for Parcel Editor

Timothy Boncoskey, Maricopa County, AZ

The Technology Fallacy of Buy vs. Build

Joe Wehrli, MS, Vision Government Solutions Inc.

3D Parcel Mapping in Alaska

Keith W Cunningham, PhD, University of Alaska, Fairbanks

How the iPad Can Help Your Office Improve Accuracy and Efficiency

John Wilson, King County, WA

Affordable Technology Utilized to Create Invaluable Tools

Jonathan Garner, Hampton, VA
Brian E. Gordineer, AAS, MBA, Hampton, VA

Advancements in Data Visualization and Analysis in the Mass Appraisal Process

Doug Bennett, Manatron, Inc.

Tax District Boundaries in Legislative Policy Impact Analysis

Ed Crane, Esri
Eilene Battles, Kansas Data Access and Support Center

Learn the Latest and Greatest Technologies in Print and Mail That Will Save You Time and Money!

Jim Cote, The Master's Touch, LLC

Using Public Records to Improve Operational Efficiencies and Effectiveness by Leveraging Data to Locate and Contact Delinquent Taxpayers and Reduce Costs Associated with Returned Mail

Scott M. Straub, MSF, LexisNexis

For more information go to WWW.IAAO.ORG

THREE WAYS TO REGISTER

Registration or Program Questions? Contact Lauren Harlan, E-mail harlan@iaao.org or call 816/701-8109.

1. FAX this completed registration form if you are paying with a credit card to 816/701-8149.
2. MAIL this completed registration form and payment to the IAAO Bank Lockbox at:
IAAO, P.O. Box 504183, St. Louis, MO 63150-4183.
3. Online at <http://www.iaao.org/events/AnnualConference.cfm>

(Please print legibly.) Is your contact information new or updated since July 2011? Yes No



KANSAS CITY
ASSESSMENT EXCELLENCE IN THE HEARTLAND

STEP ONE—REGISTRANT INFORMATION

IAAO Member Number: _____ Nonmember

First Name _____ MI _____ Last Name _____

Name for Badge _____

Employer _____ Title _____

Work or Home Address _____

City _____ State/Province _____ ZIP/Postal Code _____ Country _____

Phone _____ Fax _____ E-mail _____

Emergency Contact _____ Phone _____

First-time attendee Speaker Volunteer

If you have any special needs, we are here to accommodate you. Please indicate any dietary/physical needs.

Dietary: Diabetic Vegetarian Food Allergies _____

Physical: Please check here if you require special accommodations to participate. E-mail a description of your needs by August 16, 2012, to Lauren Harlan, harlan@iaao.org. After August 16, 2012, we cannot guarantee we can accommodate your request.

STEP TWO—REGISTRATION FEES

The member and nonmember registration fees for the IAAO Annual Conference include: education sessions, Sunday Welcome Reception, Monday Opening Ceremony, Monday Networking Luncheon, Tuesday Awards Breakfast, Tuesday Attendee Appreciation Lunch, Wednesday Plenary Session, Wednesday Closing Banquet, continental breakfasts, refreshment breaks, conference proceedings, and recertification and continuing education credits.

Guest registration includes a name badge, admission to Sunday Welcome Reception, Monday Opening Ceremony, Tuesday Awards Breakfast, Wednesday Closing Banquet, and continental breakfasts, but does not include a conference bag, education and plenary sessions, or the proceedings. Please include payment for your guest when you register. **Guest refers to a spouse, relative, or personal friend, NOT a business associate or staff colleague. Sessions will be monitored.**

Guest Name for Badge _____

STEP TWO—REGISTRATION FEES (CONTINUED)

	Discount fee by July 20	Received after July 20 and by August 16	On-site fees	Amount
Conference Registration—IAAO Member	\$500	\$600	\$700	
Conference Registration—IAAO Nonmember	\$650	\$750	\$850	
<input type="checkbox"/> NACAO participant (ASFMRA, IRWA, AI, ASA)* Include member ID no. _____	\$500	\$600	\$700	
One-day Registration—IAAO Member <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday (does not include Closing Banquet)	\$275	\$300	\$325	
One-day Registration—Nonmember <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday (does not include Closing Banquet)	\$300	\$325	\$350	
Guest (includes Closing Banquet)	\$200	\$200	\$200	
Additional Closing Banquet tickets (one ticket included with each full registration)	# of tickets _____ X	\$70		
IAAO Education Development Campaign—voluntary contribution				
GRAND TOTAL				

One-day registrations include all education sessions and events for the selected day except for the Wednesday Closing Banquet.

* North American Council of Appraisal Organizations (NACAO) Discount. Register at the IAAO member rate if you are an active member of one of the following appraisal groups that participate in NACAO: the American Society of Farm Managers and Rural Appraisers (ASFMRA), the International Right of Way Association (IRWA), The Appraisal Institute (AI), and the American Society of Appraisers (ASA).

STEP THREE—PAYMENT

Mail: Send completed registration form and check or money order to the IAAO Lockbox at: IAAO, PO Box 504183, St. Louis, MO 63150-4183.

There is a fee to process cancellations and refunds. See policy below. Your registration cannot be processed until full payment is received.

Make check payable to IAAO. Check or money order payments must be drawn in U.S. dollars. Check No. _____

If paying by credit card, **pay online** at www.iaao.org or **fax** the completed registration form to 816/701-8149.

VISA MasterCard AMEX

Card # _____ Expiration Date _____

Your signature below authorizes IAAO to charge your credit card the total payment and acknowledges that you have read and understand the cancellation and refund policy shown below.

Cardholder Name _____

Signature _____ Date _____

Cancellation & Refund Policy: Guarantees for food service, printing, and space rental cannot be changed by IAAO at the last moment. For this reason we must adhere to strict guidelines. Requests for refunds will be honored, less a \$50 processing fee, only if received in writing by August 16, 2012. No refunds will be made after August 16, 2012. No refunds are given for no-shows. Send your cancellation notice to Lauren Harlan, harlan@iaao.org or mail to IAAO, 314 W 10th Street, Kansas City, Missouri 64105 or fax to 816/701-8149.

Advance Registration Deadline: Registrations must be received at IAAO Headquarters by August 16, 2012 in order to be included in the attendee list and to guarantee availability of preprinted materials. Registrations received after August 16, 2012 will be processed on-site.

KCIAAO Golf Outing Event • Sunday, September 9, 2012

Oakwood Country Club will be home to the 2012 IAAO Golf Outing, hosted by the Kansas City Chapter of IAAO. Oakwood is one of, if not the oldest course west of the Mississippi. It was first opened in 1881 and offers a scenic round of golf with a fantastic view of the Kansas City skyline. The manicured greens feature bent grass with zoysia fairways and tees. It was last host to the Missouri match play championship in 2000 as well as a host of other events over the past 100 years. For more information go to www.oakwoodcountryclub.org.

Transportation departs from the Marriott Hotel at 6:30 a.m. and returns to the hotel by 2:30 p.m. Tee time is 8:00 a.m. Price includes transportation, green fees, carts, continental breakfast, range balls, and lunch. Golf club rental is an additional \$30 and must be reserved by **August 5, 2012**, no exceptions. All players must comply with the club's dress code which states: sleeved shirts in good condition and pants, slacks, shorts, or skirts (appropriate length) *No denim. Golf shoes or approved tennis shoes are required.*

Event Price	Before July 20	After July 20 (space permitting)
Cost per person	\$125	\$150

Registration Information

- Yes, I need transportation to the golf course No, I do not need transportation to the golf course
 Yes, rent right-handed clubs Yes, rent left-handed clubs

Club rentals must be requested by Monday, August 5, 2012. No exceptions.

Number of golfers _____ X \$125 or \$150 = _____ enclosed.
Make checks payable in U.S. funds to KCIAAO Local Host Committee.

First Name	Last Name	Handicap/Approx. Score
Address		
City	State/Province	ZIP/Postal Code
Contact Phone #	Hotel in Kansas City	
E-mail (required for sending confirmation and updates on event details)		

Payment (Credit card payments will not be accepted this year)

Total _____

Check (Make checks payable to **KCIAAO Local Host Committee** in U.S. funds)

List additional names to request a team _____

All payments must be received for processing. This means all team members if requesting a pairing with others.

Mail this completed registration form and check to **Attn: Barry Porter, Republic County Appraiser, 1815 M St, Belleville, KS 66935.**

Refunds will be honored, with a \$50 processing fee until **Monday, August 13, 2012**. Substitutions are allowed until August 13, 2012. The golf outing will occur rain or shine at discretion of course pro. Golf outing details are subject to change. Send requests or questions to rpappraiser@republiccounty.org or 785/527-7230.

Member Anniversaries • April

5 Years

Brent R. Adamson, Boise County, Idaho City, ID
Lee Barnett, Gregg Appraisal District, Longview, TX
Cathryn Bennett, Franklin County, Ozark, AR
David L. Best, Mercer County, Harrodsburg, KY
Carrie Bock, Charter Township of Vienna, Clio, MI
R. Bryan Boone, Lake County Property Appraiser's Office, Tavares, FL
Barbara Cheek, Lincoln Charter Township, Stevensville, MI
Cindy Closson, City of Niles, Niles, MI
Cynthia S. Cox Manikas, Palm Beach County Property Appraiser's Office, West Palm Beach, FL
Michele DaSilva, Town of Harwinton, Harwinton, CT
Laura M. Ecmovic, New Kent County, New Kent, VA
Ben K. Edmondson, Greene County, Springfield, MO
Doretta Elliott, Bamberg County, Bamberg, SC
Wendell Engelstad, Dodge County, Mantorville, MN
Erica Ewers, Double E Enterprises, LLC, Quincy, MI
James H. Greeley, Jr., State of Alaska, Dept. of Revenue, Tax Division, Anchorage, AK
John F. Hagen, Minnesota Department of Revenue, Saint Paul, MN
Aaron Joseph Hampton, RES, Palm Beach County Property Appraiser's Office, West Palm Beach, FL
Karla Harkness, South Dakota Dept. of Revenue, Sioux Falls, SD
Silas R. Hrobar, Lowndes County, Valdosta, GA
Cheryl L. Johnson, Northampton County Assessment Office, Easton, PA
Trina A. Jones, Van Buren County, Clinton, AR
Marina M. Kahn, Orleans Parish Assessor's Office 3rd MD, New Orleans, LA
Russell G. Key, Rutherford County Property Assessor's Office, Murfreesboro, TN
Scott D. Kunkleman, Palm Beach County Property Appraiser's Office, Jupiter, FL
Donald L. Lippert, Jr., Grant Thornton, LLP, Chicago, IL
Cheryl K. Long, Thomson Tax & Accounting, Houston, TX
Brian C. Macdonald, Town of Stoneham, Stoneham, MA
Scott P. Marsh, Municipal Resources, Inc., Salem, NH
Neoto H McCullough, Escambia County Property Appraiser's Office, Pensacola, FL
J. Dale McCurdy, Catoosa County Board of Assessors, Ringgold, GA
Betty J. Middleton, Muscogee County, Columbus, GA
Stephen Miller, Larimer County, Fort Collins, CO
Jack Newsome, Florence County, Florence, SC
Christopher J. Paquette, City of Leominster, Leominster, MA
Lori S. Perkins, Uinta County Assessor's Office, Evanston, WY
Russell Pittman, Coconino County, Flagstaff, AZ
T. Scott Porter, Johnson County Appraiser's Office, Olathe, KS
Melanie Roberts, Town of Old Saybrook, Old Saybrook, CT
Michelle C. Robinson, Box Butte County, Alliance, NE
James H Ruud, Douglas County, Waterville, WA
Dusty Schlecht, City of Minot, Minot, ND
David L. Shafar, Lake County Property Appraiser's Office, Tavares, FL
Shannon Sharp, Garland County, Hot Springs, AR
Kristen Sieloff, Charter Township of Independence, Independence Township, MI
Herman A Siewert, Montgomery County Board of Assessment Appeals, Norristown, PA
Francis A. Suire, II, Lafayette Parish, Lafayette, LA

Lloyd P. Tasch, City of White Plains, White Plains, NY
Randy Villa, Grant County Assessor's Office, Silver City, NM
T. Justin Walsh, Lake County Property Appraiser's Office, Tavares, FL
Chris West, Madison County Department of Revenue, Richmond, KY
Nicolas L. Wheeler, County of Hillsdale, Hillsdale, MI
Louise Wilson, Del Norte County, Crescent City, CA

10 Years

Brenda E. Ayers, Montgomery County Appraisal Department, Montgomery, AL
Jeni Berndt, Clay County Assessor's Office, Liberty, MO
Verle K. Blazek, City of Lethbridge, Assessment Department, Lethbridge, AB, Canada
Jean-Paul Bouchard, Town of South Kingstown, Wakefield, RI
Sarah Bradshaw, Arkansas Public Service Commission, Little Rock, AR
D Kevin Burggraaf, CAE, Boone County, Johnston, IA
Joseph Eckert, PhD, Tyler Technologies, Vienna, VA
Mitchell D. Ferry, Summit County Assessor's Office, Coalville, UT
Elizabeth N. Frizell, Douglas County, Castle Rock, CO
Jean-Paul Hebert, Service New Brunswick, Richibucto, NB, Canada
Todd W. Jaremco, RES, City of Edmonton, Edmonton, AB, Canada
Gregory P. Lynch, CAE, City of Ames, Ames, IA
Robert E Maloney, Palos Township, Palos Hills, IL
Chris R. Meekins, Municipality of Anchorage, Anchorage, AK
Nettie Midgett, Dare County Justice Center, Manteo, NC
Bessie Powers, Madison County, Bethalto, IL
Robert Reilly, Willamette Management Associates, Chicago, IL
Bryant Robbins, Municipality of Anchorage, Anchorage, AK
Darlene Siciliano, Macy's, Cincinnati, OH
Allen R. Taylor, Stevens County, Colville, WA
Bruce Turner, Heuristic Consulting, Courtenay, BC, Canada
P G Waxman, Ocean County Board of Taxation, Tom's River, NJ

15 Years

Christopher S Buckley, Buckley Appraisal Service, Inc, Niantic, CT
Jeffery J. Cutt, Miami-Dade County, Miami, FL
Robert Donnelly, City of Malden, Assessor's Office, Malden, MA
Craig V. Dovel, AAS, Dupage County, Wheaton, IL
Cameron J. Duncan, CAE, CD Consulting Services, Ltd, Battleford, SK, Canada
Carroll D Ellzey, Sabine Tax Assessor's Office, Many, LA
Sheila J Grosse, RES, Clark County Assessor's Office, Las Vegas, NV
Stephen R. Hughes, Hughes & Company, Inc, Leawood, KS
Charles H. Krebs, RES, Maricopa County Assessor's Office, Phoenix, AZ
Mariann Matz, Clark County Assessor's Office, Las Vegas, NV
Scott Mayausky, Stafford County, Stafford, VA
Duard Mosley, Du Page County, Wheaton, IL
Pamela V. Oxsher, Rutherford County Property Assessor's Office, Murfreesboro, TN
Carl Peterson, Du Page County, Wheaton, IL
JoAnn F. Pierson, Thomson Reuters, Scottsdale, AZ
Julie M. Schramm, Town of York Assessor's Office, York, ME
Susan Sheppard, Grant Township, Hoopston, IL
John Steven Trabold, Advanced Valuation Systems, Inc, Dallas, TX

20 Years

Dolores Bourda, St. Martin Parish, St. Martinville, LA
Otis L. Brown, Jefferson County Board of Equalization, Birmingham, AL
Pamela H. Carver, CMS, Henderson County Land Records, Hendersonville, NC
John J Chaponis, Town of Colchester, Colchester, CT
Russell L. Counts, St Lucie County, Fort Pierce, FL
Aaron J. Donaldson, Cumberland County Tax Administrator's Office, Fayetteville, NC
Joanne Graziano, AAS, Massachusetts Dept. of Revenue, Financial Services, Boston, MA
Jolene S Karlin, Rooks County, Stockton, KS
Patrick J Marshall, Jefferson County, Steubenville, OH
L. Wade Patterson, Garfield County Assessor's Office, Enid, OK
J.P. Rand, Paradigm Tax Group, Kansas City, MO
Daniel Raycroft, City of Newburyport, Newburyport, MA
Debra Ann Surratt, Goshen County, Torrington, WY
Kenneth J. Swain, Town of Charlestown, Charlestown, RI

25 Years

Doris B. Cheatham, Webster Parish, Minden, LA
Thomas P. Cheeseman, City of St Johns, Con Bay South, NL, Canada
Linda L. Cwiek, Town of North Kingstown, North Kingstown, RI
Charles F Driggers, Lake County Property Appraiser's Office, Tavares, FL
Darla J. Frank, CAE, Olathe, KS
Thomas J. Fuhrmann, Grant, Stanton, Steven, & Haskell Counties, Ulysses, KS
Thomas G. Glock, Borough of Gibbsboro, North Wildwood, NJ
Greg F. Johnson, Caddo Parish Assessor's Office, Shreveport, LA
Larry E McCormick, CAE, Midwest Appraisal Service, Findlay, OH
Stan E. Moulder, CAE, Johnson County Appraiser's Office, Olathe, KS
Edward K Pederson, Swift County, Benson, MN
Michael J. Remsha, American Appraisal Associates, Inc., Milwaukee, WI
Robert B. Thomas, Jr., Caddo Parish Assessor's Office, Shreveport, LA
Edward H Zupancic, Lake County Auditor's Office, Painesville, OH

30 Years

Ronald E. Bain, CAE, Albuquerque, NM
Rick Stuart, CAE, TEAM Consulting, Topeka, KS

35 Years

Jimmy Alvarez, Bradford County, Starke, FL
David L. Reid, Transylvania County, Brevard, NC
Leslie Norman Smith, CAE, Clarendon County Government, Manning, SC

40 Years

Leon A Klein, CAE, Nationwide Consulting Company, North Haledon, NJ

45 Years

Kenneth R. Byrd, CAE, Equi-Tax Ad Valorem Tax Service, Houston, TX

50 Years

Richard R. Almy, Almy, Gloudemans, Jacobs, & Denne, La Grange, IL

International

Moore in plea over land tax plans (published February 27, 2012)

by *The Press Association*

Scottish Secretary Michael Moore discusses preparations for the United Kingdom handing over responsibility for the land tax and revenue generating authority to the Scottish Government and speculation that the Scottish Government will consider alternatives to the existing Stamp Duty Land Tax.

For more information, go to:

<http://www.google.com/hostednews/ukpress/article/ALeqM5iehComaAVChENN5I448i5ARc30ZQ?docId=N0789621330358845704A>

High Court: Greek property tax constitutional (published March 2, 2012)

by *Demetris Nellas, Associated Press*

Article discusses a decision by the Greek high court that a property tax imposed in 2011 and collected through utility bills is constitutional, but cutting off power to customers for nonpayment is not constitutional.

For more information, go to:

http://articles.boston.com/2012-03-02/business/31117652_1_property-tax-ruling-high-court

China's new property tax: Toward a stable financial future for local government? (published March 2, 2012)

by *Eve Cary, The Jamestown Foundation, China Brief, 12 (5)*

Extensive article discusses property tax trials in the past year and indications that China will expand property tax trials in an effort to control property speculation and prices. The article points out a number of challenges to fully implementing a property tax system due to infrastructure challenges.

For more information, go to:

http://www.jamestown.org/single/?no_cache=1&tx_ttnews%5Btt_news%5D=39094&tx_ttnews%5BbackPid%5D=13&cHash=51e898e71db720c04a21c92829855184

Tax Rate Freeze

Kane panel opposes property tax rate freeze bill (published February 27, 2012)

by *Matt Brennan, in The Courier-News*

Article discusses a controversial Illinois bill, already passed the House, that would remove the right of local government bodies to raise property taxes when overall home values go down.

For more information, go to:

<http://couriernews.suntimes.com/news/10915041-418/kane-panel-opposes-property-tax-rate-freeze-bill.html>

Property owners again appeal assessments in record numbers

(published February 27, 2012)

by *Brett Rowland, in the Northwest Herald*

Article describes a dramatic increase in property tax appeals in McHenry County, Illinois. The resulting assessment adjustments redistribute the tax burden but taxes collected can still increase due to an increase in the tax rate that is allowed even when property values go down. The article discusses a bill seeking to prevent rate increases when property values are decreasing.

For more information, go to:

<http://www.nwherald.com/2012/02/23/property-owners-again-appeal-assessments-in-record-numbers/acx8ecb/?page=2>

Economic Incentives

Disparity could thwart GOP property tax plan: TIF district exemption means 2 in 5 businesses ineligible for tax break (published February 28, 2012)

by *Jason Ckayworth, Des Moines Register.com*

Article describes a proposed plan to phase in commercial property exemptions in Iowa over eight years. The difficulty is that businesses within TIF districts would not be eligible for the exemption.

For more information, go to:

<http://www.desmoinesregister.com/article/20120228/NEWS10/302280020/1024/GETPUBLISHEDURBANDALE/?odyssey=nav%7Chead>

Property Tax Caps

School districts brace for life under the property-tax cap (published March 2, 2012)

by *Aaron Scholder, Albany Bureau, stargazette.com*

Article discusses the complexities of a 2 percent per year tax cap in New York state. Discussion centers on exemptions to the cap that skew the limit and the sensitive nature of taking advantage of the exemptions.

For more information, go to:

<http://www.stargazette.com/article/20120302/NEWS10/203020332/School-districts-brace-life-under-property-tax-cap?odyssey=tab%7Ctopnews%7Ctext%7CFRONTPAGE>



2012

*The State of the U.S. Real Estate Market Update
Presented by Peter Korpacz*

1:00–3:00 pm CDT, May 16, 2012

It's been a slow process but the U.S. economy is experiencing a sustainable recovery, but headwinds are still threatening the hope for expansion. For the second quarter 2012 update on the State of the U.S. Real Estate Market, Mr. Korpacz will focus on the impact of the slowly improving economy on both real estate space and capital markets as well

From this Webinar you will learn:

- The likely direction of near-term economic growth in the U.S.
 - What does positive retail sales growth tell us?
 - And what do the high unexpected car sales suggest?
 - Of all the useful economic data, what gives us the best heads up on the direction of economic growth?
- The components of the U.S. unemployment rate
 - How do part time workers and those who have given up fit in the quoted numbers?
 - Is the drop in the rate for real?

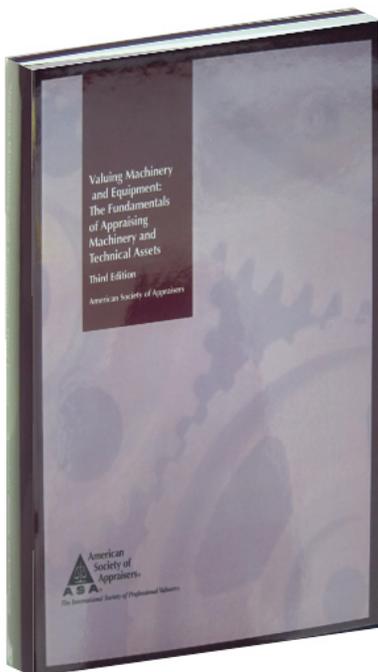


- The recent history and near term forecast of space market and transaction market trends
 - Is there enough improvement in rents and occupancy rates to sustain price increases?
 - How strong is the growth in transaction volume? Does it indicate a new wave of cap rate compression?
 - Are distressed commercial property sales coming to an end?

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10+ attendees	\$199	10+ attendees	\$289



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BY LOCATION

ALABAMA

551—Valuation of Machinery and Equipment

Montgomery, May 16–18, 2012

257—Fundamentals of Industrial Valuation

Montgomery, July 18–20, 2012

101—Fundamentals of Real Property Appraisal

Hoover, September 10–14, 2012

Center for Governmental Services sponsors the offerings listed above. For more details, contact Julia Heflin 334/844-4782.

ARIZONA

600—Principles & Techniques of Cadastral Mapping

Phoenix, April 30–May 4, 2012

151—National USPAP

Phoenix, August 7–9, 2012

553—Personal Property Auditing-Advanced

Phoenix, August 27–29, 2012

191—National USPAP 7-Hour Update

Phoenix, August 29, 2012

400—Assessment Administration

Phoenix, November 26–30, 2012

The Arizona Chapter of IAAO sponsors the offering listed above. For more details, contact Charles Krebs 602/506-5191.

ARKANSAS

201—Appraisal of Land

Little Rock, April 23–27, 2012

400—Assessment Administration

Little Rock, May 7–11, 2012

102—Income Approach to Valuation

Little Rock, August 27–31, 2012

300—Fundamentals of Mass Appraisal

Little Rock, December 3–7, 2012

The Assessment Coordinator Department sponsors the offering listed above. For more details, contact Clea McVay 501/324-9104.

601—Cadastral Mapping—Methods & Applications

Fayetteville, March 26–30, 2012.

The Arkansas Chapter of IAAO sponsors the offering listed above. For more details, contact Farrah Matthews 870/886-1135 or Melissa Crane 785/296-5465.

FLORIDA

400—Assessment

Maitland, April 30–May 4, 2012

The Property Tax Oversight sponsors the offering listed above.

For more details, contact Meghan Miller at 727/538-7312.

INDIANA

402—Tax Policy

Greensburg, May 21–25, 2012

151—National USPAP

Greensburg, June 5–7, 2012

102—Income Approach to Valuation

Huntington, July 16–20, 2012

400—Assessment Administration

Valparaiso, August 6–10, 2012

300—Fundamentals of Mass Appraisal

Greensburg, September 17–21, 2012

101—Fundamentals of Real Property Appraisal

Huntington, September 24–28, 2012

151—National USPAP

Valparaiso, October 9–11, 2012

400—Assessment Administration

Evansville, October 15–19, 2012

300—Fundamentals of Mass Appraisal

Bloomington, October 29–November 2, 2012

102—Income Approach to Valuation

Greensburg, December 10–14, 2012

Indiana Chapter of IAAO sponsors the offerings listed above.

For more details, contact Ginny Whipple 812/593-5308.

KANSAS

651—GIS for Assessors

Topeka, May 7–8, 2012

The Kansas Association of Mappers sponsors the offerings listed above. For more details, contact Melissa Crane 785/296-5465.

101—Fundamentals of Real Property Appraisal

Hutchinson, April 30–May 4, 2012

102—Income Approach to Valuation

Topeka, August 20–24, 2012

300—Fundamentals of Mass Appraisal

Topeka, September 24–28, 2012

151—National USPAP

Wichita, October 2–3, 2012

The Kansas Department of Revenue-Division of Property Valuation sponsors the offerings listed above. For more details, contact Marilyn Cathey 785/296-4218.

924—Valuation of a Manufactured Home Park

Wichita, June 18, 2012

851—RES Case Study Review

Wichita, June 19–21, 2012

500—Assessment of Personal Property

Wichita, July 30–August 3, 2012

The South Central Kansas Chapter of IAAO sponsors the offering listed above. For more details, contact Todd Reynolds 316/660-9277.

101—Fundamentals of Real Property Appraisal

Topeka, July 9–13, 2012

The Kansas County Appraisers Association sponsor the offerings listed above. For more details, contact Cindy Brenner 620/873-7449.

201—Appraisal of Land

Olathe, May 21–25, 2012

400—Assessment Administration

Olathe, June 4–8, 2012

112—Income Approach to Valuation II

Olathe, June 18–22, 2012

402—Tax Policy

Olathe, July 30–August 3, 2012

The Kansas City Chapter of IAAO sponsor the offerings listed above. For more details, contact Sackey Kweku 816/881-3307.

KENTUCKY

102—Income Approach to Valuation

Buckhorn, April 23–27, 2012

500—Assessment of Personal Property

Cadiz, July 9–13, 2012

101—Fundamentals of Real Property Appraisal

Carrollton, July 16–20, 2012

201—Appraisal of Land

Frankfort, August 13–17, 2012

102—Income Approach to Valuation

Frankfort, August 27–31, 2012

The Kentucky Chapter of IAAO sponsor the offerings listed above. For more details, contact Stacy Bush 502/564-5118.

LOUISIANA

102—Income Approach to Valuation

Baton Rouge, May 21–25, 2012

400—Assessment Administration

Baton Rouge, May 21–25, 2012

600—Principles & Techniques of Cadastral Mapping

Baton Rouge, May 21–25, 2012

151—National USPAP

Baton Rouge, June 25–27, 2012

151—National USPAP

Baton Rouge, June 27–29, 2012

The Louisiana Assessor's Association sponsor the offerings listed above. For more details, contact Rich Bailey 318/327-1300, Ext. 110.

MISSISSIPPI

112—Income Approach Valuation II

Starkville, May 7–11, 2012

The Center for Government Training and Technology sponsors the offerings listed above. For more details, contact Taylor Casey 662/325-3141.

MISSOURI

151—National USPAP

Blue Springs, April 18–19, 2012

102—Income Approach to Valuation

Blue Springs, April 23–27, 2012

101—Fundamentals of Real Property Appraisal

Blue Springs, August 6–10, 2012

300—Fundamentals of Mass Appraisal

Blue Springs, August 13–17, 2012

311—Residential Modeling Concepts

Blue Springs, October 15–19, 2012

The Kansas City Chapter of IAAO sponsor the offerings listed above. For more details, contact Sackey Kweku 816/881-3307.

NEW HAMPSHIRE

312—Commercial/Industrial Modeling Concepts

Concord, May 14–18, 2012

171—IAAO Standards of Professional Practice & Ethics

Concord, August 6, 2012

The New Hampshire Association of Assessing Officers sponsor the offerings listed above. For more details contact Todd Haywood 603/496-7293.

NEBRASKA

917—How to Critique an Appraisal

Grand Island, April 30, 2012

158—Highest and Best Use

Kearney, May 22–23, 2012

101—Fundamentals of Real Property Appraisal

North Platte, September 24–28, 2012

400—Assessment Administration

Lincoln, October 1–5, 2012

162—Marshall & Swift-Residential

North Platte, November 5–6, 2012

932—Restructuring Income and Expense Statements

Columbus, November 15, 2012

The Nebraska Department of Revenue, Property Assessment Division sponsor the offerings listed above. For more details contact Jody Warfield 402/471-5982.

NORTH CAROLINA

102—Income Approach to Valuation

Concord, May 14–18, 2012

311—Residential Modeling Concepts

Chapel Hill, June 4–8, 2012

300—Fundamentals of Mass Appraisal

Chapel Hill, July 9–13, 2012

400—Assessment Administration

Chapel Hill, August 13–17, 2012

The University of NC at Chapel Hill School of Government sponsor the offerings listed above. For more details contact Carolyn Boggs 919/966-4157.

OHIO**300—Fundamentals of Mass Appraisal**

Marysville, April 16–20, 2012

201—Appraisal of Land

Urbana, July 23–27, 2012

112—Income Approach to Valuation II

Coshocton, October 29–November 2, 2012

The Ohio Ad Valorem School sponsor the offering listed above. For more details, contact Robert Graham 330/935-2997, ohioadvalorem@neo.rr.com.

TENNESSEE**101—Fundamentals of Real Property Appraisal**

Brentwood, April 16–20, 2012

402—Tax Policy

Brentwood, June 18–22, 2012

Comptroller of the Treasury, Division of Property Assessments sponsor the offerings listed above. For more details, contact James Woodyard 615/401-7789.

TEXAS**500—Assessment of Personal Property**

Houston, September 17–21, 2012

452—Fundamentals of Assessment Ratio Studies

Round Rock, September 19–21, 2012

191—USPAP – 7 Hour Update

Houston, September 24, 2012

151—National USPAP

Houston, September 25–26, 2012

300—Fundamentals of Mass Appraisal

Houston, October 8–12, 2012

162—Marshall & Swift - Residential

Houston, December 10–11, 2012

163—Marshall & Swift - Commercial

Houston, December 12–13, 2012

The Texas Association of Appraisal Districts sponsor the offerings listed above. For more details, contact Doris Koch 512/467-0402.

UTAH**102—Income Approach to Valuation**

Salt Lake City, August 13–17, 2012

112—Income Approach to Valuation II

Salt Lake City, August 20–24, 2012

The Utah Chapter of IAAO sponsor the offering listed above. For more details, contact Tiffany Opheikens 801/399-8136.

VIRGINIA**101—Fundamentals of Real Property Appraisal**

Harrisonburg, June 11–15, 2012

102—Income Approach to Valuation

April 23–27, 2012, Kentucky (Buckhorn)

Harrisonburg, June 11–15, 2012

112—Income Approach to Valuation II

Harrisonburg, June 11–15, 2012

201—Appraisal of Land

Harrisonburg, June 11–15, 2012

300—Fundamentals of Mass Appraisal

Harrisonburg, June 11–15, 2012

311—Residential Modeling Concepts

Harrisonburg, June 11–15, 2012

400—Assessment Administration

Harrisonburg, June 11–15, 2012

402—Tax Policy

Harrisonburg, June 11–15, 2012

500—Assessment of Personal Property

Harrisonburg, June 11–15, 2012

The Department of Taxation sponsors the offerings listed above. For more details, contact Jason Hughes 804/371-0842 or <http://vaao.org/conference-seminar/events-registration/>.

WEST VIRGINIA**102—Income Approach to Valuation**

South Charleston, June 4–8, 2012

The Marshall University sponsors the offerings listed above. For more details, contact Karen Adkins 304/696-4814.

BY COURSE**Course 101—Fundamentals of Real Property Appraisal**

April 16–20, 2012, Tennessee (Brentwood)

April 30–May 4, 2012, Kansas (Hutchison)

June 11–15, 2012, Virginia (Harrisonburg)

July 9–13, 2012, Kansas (Topeka)

July 16–20, 2012, Kentucky (Carrollton)

August 6–10, 2012, Missouri (Blue Springs)

September 10–14, 2012, Alabama (Hoover)

September 24–28, 2012, Indiana (Huntington)

September 24–28, 2012, Nebraska (North Platt)

Course 102—Income Approach to Valuation

April 23–27, 2012, Missouri (Blue Springs)

April 23–27, 2012, Kentucky (Buckhorn)

May 14–18, 2012, North Carolina (Concord)

May 21–25, 2012, Louisiana (Baton Rouge)

June 4–8, 2012, West Virginia (South Charleston)

June 11–15, 2012, Virginia (Harrisonburg)

July 16–20, 2012, Indiana (Huntington)

August 13–17, 2012, Utah (Salt Lake City)

August 20–24, 2012, Kansas (Topeka)

August 27–31, 2012, Arkansas (Little Rock)

August 27–31, 2012, Kentucky (Frankfort)

December 10–14, 2012, Indiana (Greensburg)

Course 112—Income Approach to Valuation II

May 7–11, 2012, Mississippi (Starkville)

June 11–15, 2012, Virginia (Harrisonburg)

June 18–22, 2012, Kansas (Olathe)

August 20–24, 2012, Utah (Salt Lake City)

October 29–November 2, 2012, Ohio (Coshocton)

Workshop 151—National USPAP

April 18–19, 2012, Missouri (Blue Springs)

June 5–7, 2012, Indiana (Greensburg)

June 25–27, 2012, Louisiana (Baton Rouge)

June 27–29, 2012, Louisiana (Baton Rouge)

August 7–9, 2012, Arizona (Phoenix)

September 25–26, 2012, Texas (Houston)

October 2–3, 2012, Kansas (Wichita)

October 9–11, 2012, Indiana (Valparaiso)

Workshop 158—Highest and Best Use

May 22–23, 2012, Nebraska (Kearney)

Workshop 162—Marshall & Swift Residential

November 5–6, 2012, Nebraska (North Platte)

December 10–11, 2012, Texas (Houston)

Workshop 163—Marshall & Swift - Commercial

December 12–13, 2012, Texas (Houston)

Workshop 171—IAAO Standards of Professional Practice & Ethics

August 6, 2012, New Hampshire (Concord)

Workshop 191—USPAP – 7 Hour Update

August 29, 2012, Arizona (Phoenix)

September 24, 2012, Texas (Houston)

Course 201—Appraisal of Land

April 23–27, 2012, Arkansas (Little Rock)

May 21–25, 2012, Kansas (Olathe)

June 11–15, 2012, Virginia (Harrisonburg)

July 23–27, 2012, Ohio (Urbana)

August 13–17, 2012, Kentucky (Frankfort)

Workshop 257—Fundamentals of Industrial Valuation

July 18–20, 2012, Alabama (Montgomery)

Course 300—Fundamentals of Mass Appraisal

April 16–20, 2012, Ohio (Marysville)

June 11–15, 2012, Virginia (Harrisonburg)

July 9–13, 2012, North Carolina (Chapel Hill)

August 13–17, 2012, Missouri (Blue Springs)

September 17–21, 2012, Indiana (Greensburg)

September 24–28, 2012, Kansas (Topeka)

October 8–12, 2012, Texas (Houston)

October 29–November 2, 2012, Indiana (Bloomington)

December 3–7, 2012, Arkansas (Little Rock)

Course 311—Residential Modeling Concepts

June 4–8, 2012, North Carolina (Chapel Hill)

June 11–15, 2012, Virginia (Harrisonburg)

October 15–19, 2012, Missouri (Blue Springs)

Course 312—Commercial/Industrial Modeling Concepts

May 14–18, 2012, New Hampshire (Concord)

Course 400—Assessment Administration

April 30–May 4, 2012, Florida (Maitland)

May 7–11, 2012, Arkansas (Little Rock)

May 21–25, 2012, Louisiana (Baton Rouge)

June 4–8, 2012, Kansas (Olathe)

June 11–15, 2012, Virginia (Harrisonburg)

August 6–10, 2012, Indiana (Valparaiso)

August 13–17, 2012, North Carolina (Chapel Hill)

October 1–5, 2012, Nebraska (Lincoln)

October 15–19, 2012, Indiana (Evansville)

November 26–30, 2012, Arizona (Phoenix)

Course 402—Property Tax Policy

May 21–25, 2012, Indiana (Greensburg)

June 11–15, 2012, Virginia (Harrisonburg)

June 18–22, 2012, Tennessee (Brentwood)

July 30–August 3, 2012, Kansas (Olathe)

Workshop 452—Fundamentals of Assessment Ratio Studies

September 19–21, 2012, Texas (Round Rock)

Course 500—Assessment of Personal Property

June 11–15, 2012, Virginia (Harrisonburg)

July 9–13, 2012, Kentucky (Cadiz)

Course 500—Assessment of Personal Property (continued)

July 30–August 3, 2012, Kansas (Wichita)

September 17–21, 2012, Texas (Houston)

Workshop 551—Valuation of Machinery and Equipment

May 16–18, 2012, Alabama (Montgomery)

Workshop 553—Personal Property Auditing-Advanced

August 27–29, 2012, Arizona (Phoenix)

Courses 600—Principles & Techniques of Cadastral Mapping

April 30–May 4, 2012, Arizona (Phoenix)

May 21–25, 2012, Louisiana (Baton Rouge)

Course 651—GIS for Assessors

May 7–8, 2012, Kansas (Topeka)

Workshop 851—RES Case Study Review

June 19–21, 2012, Kansas (Wichita)

One-Day Forum 917—How to Critique an Appraisal

April 30, 2012, Nebraska (Grand Island)

One-Day Forum 924—Valuation of a Manufactured Home Park

June 18, 2012, Kansas (Wichita)

One-Day Forum 932—Restructuring Income and Expense Statements

Columbus, November 15, 2012

Classified Ads

APPRAISER III

Napa, CA

The Napa County Assessor's office has a position available for an Appraiser III position. The Appraiser III is the advanced journey level class in the Appraiser series. The Appraiser III is expected to handle real and commercial property appraisals that are more complex in content and data, train and review work of others in the absence of the Supervising Appraiser.

To view the complete job posting and apply for this position, visit the County of Napa Human Resources website at: www.NapaCountyCareers.com EOE

REAL ESTATE TAX ANALYST

Austin, TX

The Law Firm of Popp Gray & Hutcheson LLP in Austin, Texas devotes its practice to the representation of taxpayers in property tax matters and is seeking a motivated Real Estate Tax Analyst to join our team.

In this role you will be responsible for, but not limited to, the following:

- Assisting and applying your valuation knowledge in the preparation of property tax analysis for appeals as well as property tax research.
- Demonstrating a thorough understanding and working knowledge of the client's business, real estate valuation and property tax issues.
- Communicating clearly and concisely with clients and county appraisal district representatives.
- Participating in appeal hearings and/or client representation.

Qualifications: Masters/Bachelors Degree in Real Estate or equivalent preferred. Strong negotiation and interpersonal skills. Working knowledge of real estate valuation principles and methods. Strong proficiency in MS Office software, especially Excel. Potential for advancement.

Send resumes to: lisa.self@property-tax.com

VIRTUAL PART TIME OPPORTUNITIES

Cost Containment Advisors, No need to relocate

Our property tax practice continues to expand, and we are looking for retirees with experience in personal property, real property and unitary valuations to assist our clients on an "as needed" basis. If you are interested in additional income, exciting and varied virtual work, and flexible hours please contact kittyg@cost-containment-advisors.com via email and a recent bio. Please note - no need to relocate, and we are fully staffed with appraisal resources at this time

REQUEST FOR PROPOSAL

Moundsville, WV

The Marshall County Assessor's Office, located in Moundsville, West Virginia is requesting proposals for a land study analysis for the purpose of developing neighborhood land tables for the 2013 Tax Year. Marshall County is located in the Northern Panhandle of West Virginia bordering the Ohio River and contains 25,000 parcels of real estate. Land tables are needed to be updated for residential, commercial, and industrial parcels including front and square footage pricing, acreage pricing, and neighborhood delineation. The county utilizes CLT's IAS for assessment purposes.

Interested parties should submit a detailed proposal outlining company/key individual qualifications and experience performing such analysis, estimated costs and a projected time frame to complete the project, professional references, and previous work samples if similar to this request. Further inquiries regarding the project can be made to Christopher J. Kessler, Assessor Marshall County by calling 304-845-1490. Written proposals are to be submitted to the Marshall County Assessor's Office, P.O. Box 554, Moundsville, WV 26041 and must be postmarked no later than June 1, 2012. The Assessor reserves the right to reject any and all proposals.



DEPUTY ASSESSOR

Beaufort County Office of the Assessor, Beaufort, South Carolina

Salary Range: DOQ

Deputy Assessor opening for the Beaufort County Assessor's office located in beautiful Beaufort, South Carolina. We are a Sea Island coastal community which includes the famous Hilton Head resort area.

This position assists the County Assessor with overall department operations. Responsible for the coordination and supervision of activities involving valuation of real property, planning appraisal and reassessment activities, quality control over work product of residential and commercial appraisal staff to ensure compliance with standards governing mass appraisal. Position has overall responsibility for staff training and offering solutions to mass appraisal problems. Deputy Assessor performs the duties of the County Assessor in their absence. South Carolina Certified General or Certified General Mass certification or in a state allowing reciprocity in South Carolina is required. Applicant must possess a valid driver's license. Application is available at www.bcgov.net or contact Employee Services at 843-255-2990.

PROPERTY APPRAISAL CONSULTANT

(Railroad and Pipeline Section) Position No. N0179
Virginia Dept. of Taxation

The VA Dept. of Taxation's Railroad and Pipeline Assessment Unit seeks a detailed oriented individual to develop assessments for the rolling stock of railroad and freight car line companies and the real estate and personal property of railroads and interstate pipeline transmission companies.

The incumbent will independently assess real and personal property. Knowledge of mass appraisal practices related to valuation, classification and taxation of property is essential. A working knowledge of the operations of local government relative to property tax administration, property classification, deeds and other documents is desirable. The successful candidate must communicate effectively orally and in writing to discuss with others about valuation techniques, and maintain cordial relations in stressful situations.

A valid Virginia automobile operator's license and experience utilizing MS Word and Excel software is required. Graduation from college with a degree in business or real estate and prior real estate appraisal-assessment experience; or any equivalent combination of experience and training which provides the knowledge, skills and abilities is required. Some travel, occasionally overnight, within the state is required. Knowledge and experience utilizing Oracle Database, MS Access and PowerPoint software, and a professional appraisal designation or Virginia real estate appraisal license is desirable.

This position will remain open until it is filled. The hiring salary is commensurate with experience.

The selected candidate will be prohibited from performing tax or appraisal services for compensation during or outside business hours. A background investigation including criminal history, tax records and DMV check (if applicable) will be conducted.

All applications for employment must be submitted on-line through www.tax.virginia.gov by selecting the "Working With Us/Job Opportunities" tab.

AN EQUAL OPPORTUNITY EMPLOYER

TECHNICAL ASSISTANCE PROJECT COORDINATOR (PART-TIME)

Independent Consultant

Salary: \$25 per Hour

Closing Date: Open Until Filled

The International Association of Assessing Officers (IAAO) Technical Assistance Committee is looking for an Independent Consultant to assist on a part-time basis. The consultant will report to the IAAO Executive Director on an administrative basis and the Chair of the Technical Assistance Committee on a technical basis.

The Consultant will be responsible for business development in the technical assistance area involving researching and documenting potential technical assistance clients. Activities may include developing correspondence, responding to requests-for-proposal (RFP's), subsequent follow-up with prospects and clients and monitoring the progress of current projects. The Consultant will assist the Technical Assistance Committee in the evaluation of projects and determining their success both financially and from a service point of view.

The Consultant must have sufficient technical knowledge involving the overall assessment field so they may assist units of government in identifying the types of services needed as well as determining realistic time frames for delivery of promised deliverables to the client.

The Consultant would not be an employee of IAAO and therefore would not be eligible for any of the benefits associated with being an employee.

If interested, please submit resume and cover letter to:

International Association of Assessing Officers (IAAO)

Executive Director

314 West 10th Street

Kansas City, MO 64105

Or email

Lisa Daniels

Executive Director

daniels@iaao.org

Awards Program Provides Recognition Opportunities

Now is a good time for IAAO members to take a look at their accomplishments over the past year. If you are especially proud of something you did that contributed to advancement of the assessment profession, then consider submitting it to the IAAO Member Recognition Committee.

The IAAO Awards Program was a topic of discussion at the recent Spring Leadership Days meeting. It provides a way to showcase the accomplishments of IAAO members and others involved in assessment-related disciplines. You may have seen promotions for this recognition program in the February and March issues of *Fair & Equitable*.

This program is overseen by the Member Recognition Committee, which is responsible for managing the program, evaluating certain awards, and encouraging submissions. For other awards judging is performed by committees that have special expertise in the areas being recognized. A few awards are tabulated by staff based on objective criteria.

For communications and publications, there are a number of awards that members, and in some cases nonmembers, can be considered for. Excellent ways for members to receive recognition are the Bernard L. Barnard Award and the Donehoo Essay Award. Any article appearing in an IAAO publication is automatically considered for these awards.

The Public Information Program Award recognizes jurisdictions that effectively disseminate information about the assessment process to taxpayers. The Zangerle Award recognizes outstanding assessment newsletters and magazines, in either print or digital formats, that promote the goals and mission of IAAO. The Journalism Award recognizes media coverage of current issues affecting assessment.

The rapid proliferation of online media in recent years has provided a multitude of new opportunities for quickly and effectively disseminating information. Local jurisdictions now have more communication choices at their disposal than ever before. Established news providers continue to lead the way in the online arena, making news more accessible to a broader audience.

If you have a story idea, I encourage you to contact me and discuss the opportunities available to get published. Many past authors who have appeared in an IAAO publication had not initially thought about writing an article but they had worthwhile ideas. A little encouragement was all it took for them to take the leap and see their names in print. Some also went on to be recognized by an IAAO award.

If you have not been published previously, there are a number of choices available to get started. One of the simplest and best ways is to provide a spotlight report. These reports highlight an assessing jurisdiction, IAAO chapter or affiliate, or an individual involved with assessment. Spotlights can also highlight specific accomplishments, special programs, historical information, and local assessment-related events. Photos for these kinds of articles are always welcome.

If you have a more comprehensive idea, please send me an outline, and I will be happy to assist you. It can be difficult translating great ideas into the written word. Organizing your thoughts and considering things like focus, audience appeal, and prioritizing your ideas can be challenging. Sometimes, all it takes is a phone call and words of encouragement to turn your concept into a meaningful article.

Aspiring authors can contact me at bennett@iaao.org at any time.

Sincerely,

Chris Bennett

Director of Publications & Marketing



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- Public relations
- Valuation standards

For more information contact Chris Bennett, bennett@iaao.org

Goin' to Kansas City...

Take a plane, take a train, you don't need to explain, just get Goin' to Kansas City for the **78th Annual IAAO Conference**, September 9-12, 2012 at the **Kansas City Convention Center!**

Win FREE *airfare, hotel and conference registration to this jazzy city and home of your IAAO Headquarters. **Recruit a new member between April 1 and June 30, 2012 and be entered to win this fabulous trip**, so recruit more and **increase your odds of winning!** And, everyone who recruits a new member during this time also receives a \$15 coupon toward an IAAO educational product.

One new member recruited during this time also receives the same fabulous Goin' to Kansas City prize package!



*Airfare maximum business class rate of \$500 through Worldtek Travel; 4-night hotel stay at the Kansas City Downtown Marriott Hotel value not to exceed \$700; and IAAO Conference registration at \$500. Coupons will be available July 2012.



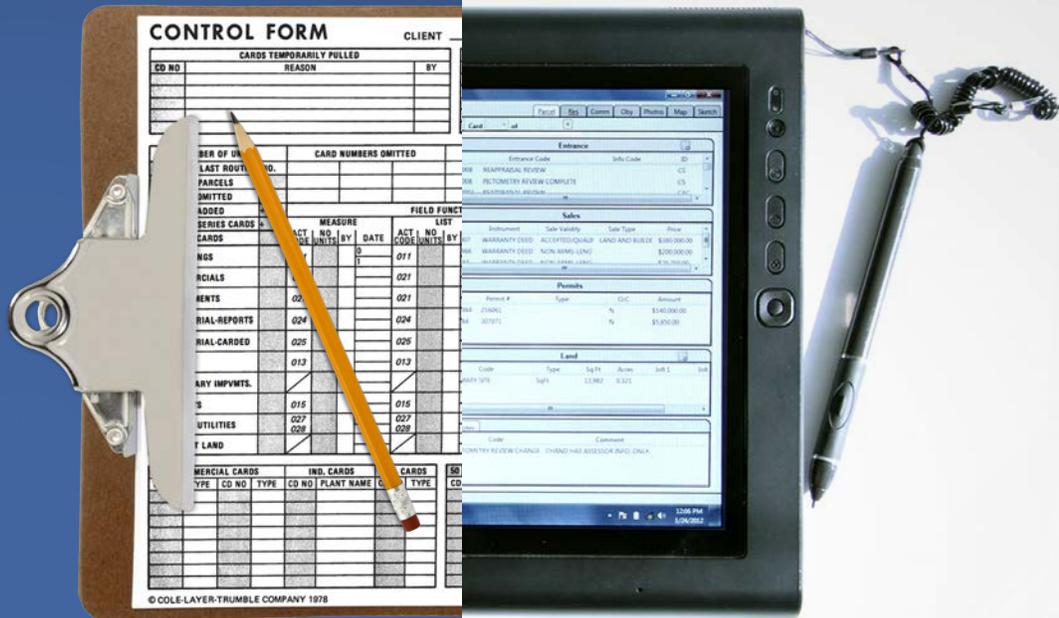
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