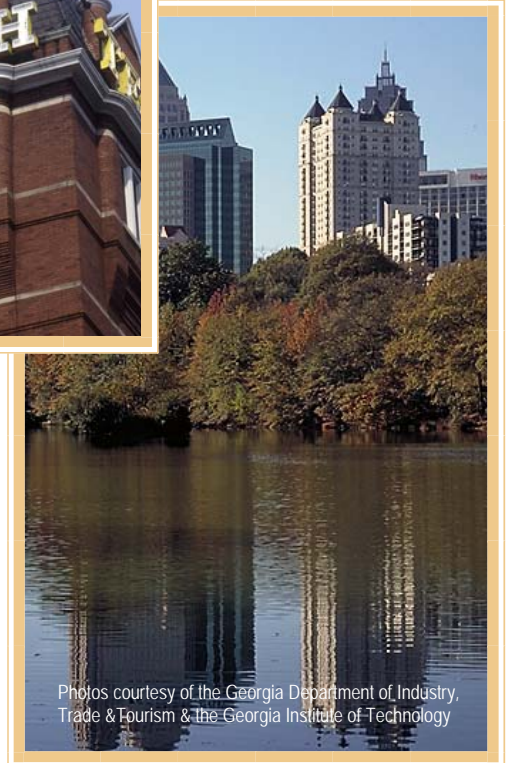
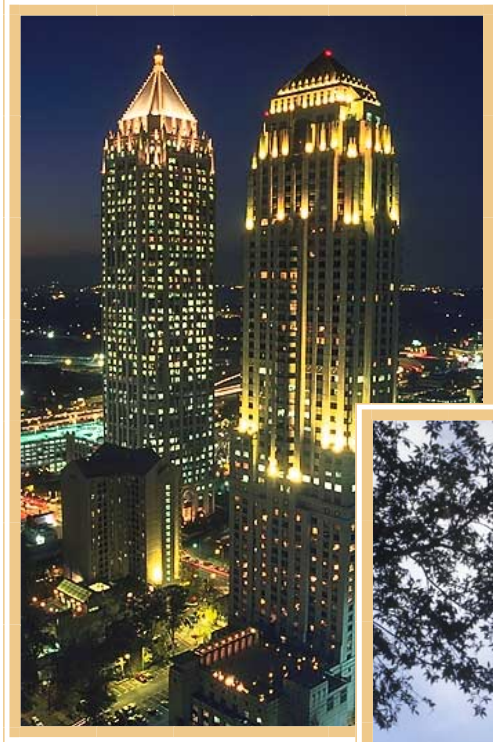


# PROPERTY TAX SCHOOL

Georgia Tech Hotel & Conference Center  
Atlanta, Georgia ~ August 12-16, 2007  
Preliminary Program



Photos courtesy of the Georgia Department of Industry, Trade & Tourism & the Georgia Institute of Technology

**2007 Property Tax School – Preliminary Program**  
**Georgia Tech Hotel & Conference Center, Atlanta, Georgia**  
**August 12 - 16, 2007**

**Sunday, August 12, 2007**

3:00-5:00pm Registration

5:00pm Orientation (Mandatory Attendance)

- Welcome
- Overview of School Purpose and Logistics

**Rick H. Izumi, CMI**  
 Chair, 2007 Property Tax School

IPT Welcome:  
**Rolston A. Dyer, CMI**  
 President-Elect  
 Institute for Professionals in Taxation

5:40-6:30pm Ethics in Property Tax  
**Fred E. Vance, CMI**  
 Principal  
 Fred Vance & Associates LLC  
 La Crescenta, CA

6:45-7:15pm Concurrent Breakout Sessions by Group

7:15-8:30pm Informal Dinner

**Monday, August 13, 2007**

8:00am Official Opening of School

8:30-12 Noon General Session:  
 Property Tax Administration, Management, and Practice

Instructors:

**Rick H. Izumi, CMI**  
 Principal  
 ITA, LLC  
 Chatsworth, CA

**Mark R. Young, CMI**  
 Manager Property Tax,  
 Western Region  
 BP America  
 La Palma, CA

12:00 Noon Luncheon

1:00-2:30pm General Session (continued):  
 Property Tax Administration, Management, and Practice

2:45-5:00pm Concurrent Workshop on Property Tax Administration, Management, and Practice

Study rooms available in the evening

**Tuesday, August 14, 2007**

8:00am Quiz and Review

8:40-10:55am General Session:  
 Valuation Theory, Principles, Methods, and Techniques - Sales Comparison Approach

Instructors:

**Robert J. Sperling, CMI**  
 Senior Manager  
 Deloitte Tax LLP  
 Costa Mesa, CA

11:10-12:15pm Concurrent Workshop on Sales Comparison Approach

12:15pm Luncheon

1:15-3:15pm General Session (continued):  
 Valuation Theory, Principles, Methods, and Techniques - Cost Approach

Instructor:

**William J. Dearien, CMI**  
 Senior Consultant  
 Property Tax Counselors  
 McKinney, TX

3:30-5:15pm Concurrent Workshop on Cost Approach

Study rooms available in the evening

**2007 Property Tax School — Preliminary Program, continued  
Georgia Tech Hotel & Conference Center, Atlanta, Georgia  
August 12 - 16, 2007**

**Wednesday, August 15, 2007**

8:00am Quiz and Review

8:40-10:30am General Session (continued):  
Valuation Theory, Principles, Methods,  
and Techniques - Income Approach

Instructor:

**Glen M. Fandi, CMI, ASA**  
Principal  
Grant McCarthy Group, LLC  
White Plains, NY

10:45-12 Noon Concurrent Workshop on  
Income Approach

12:00 Noon Luncheon

1:00-1:30pm General Session:  
Summary of Three Approaches, Recon-  
ciliation of Value Conclusions

Instructor:

**Fred E. Vance, CMI**  
Principal  
Fred Vance & Associates LLC  
La Crescenta, CA

1:30-3:45pm General Session:  
Personal Property Tax

Instructors:

**Debora S. Wortman-Myers, CMI**  
Manager  
Level 3 Communications  
Broomfield, CO

**Mark R. Young, CMI**  
Manager Property Tax, Western Region  
BP America  
La Palma, CA

4:00-5:15pm Concurrent Workshop on  
Personal Property Tax

Study rooms available in the evening

**Thursday, August 16, 2007**

8:00-9:00am General Session:  
Tax Research and Course Wrap-up

Instructor:

**Fred E. Vance, CMI**  
Principal  
Fred Vance & Associates LLC  
La Crescenta, CA

9:15am General Session:  
Course Review and  
Property Tax Challenge

Instructor:

**Thomas D. Blair, CMI**  
Director Property Taxes  
PricewaterhouseCoopers LLP  
Dallas, Texas

11:00am Final Quiz

11:30am Conclusion of School

## Faculty:

James A. Baker, CMI  
Manager Sales Use and Property Tax  
Electronic Data Systems Corp.  
Plano, Texas

Thomas D. Blair, CMI  
Director Property Taxes  
PricewaterhouseCoopers LLP  
Dallas, Texas

William J. Dearien, CMI  
Senior Consultant  
Property Tax Counselors  
McKinney, Texas

Glen M. Fandl, CMI, ASA  
Principal  
Grant McCarthy Group, LLC  
White Plains, New York

Charles E. Gilliland, Ph.D.  
Research Economist  
Texas A&M University  
Real Estate Center  
College Station, Texas

Rick H. Izumi, CMI  
Principal  
ITA, LLC  
Chatsworth, California

Thomas J. Kuder, CMI  
Director  
Industrial Valuation Services  
Austin, Texas

Mindy McLees, CMI  
Property Tax Director  
AccuVal Associates, Inc.  
Pasadena, California

Jason V. Raab, CMI  
Director of Property Tax  
Global Tower Partners  
Boca Raton, Florida

Robert J. Sperling, CMI  
Senior Manager  
Deloitte Tax LLP  
Costa Mesa, California

Fred E. Vance, CMI  
Principal  
Fred Vance & Associates LLC  
La Crescenta, California

Liza Schaefer Vance, CMI  
Senior Manager, State and Local Tax  
The Walt Disney Company  
Burbank, California

Debora S. Wortman-Myers, CMI  
Manager  
Level 3 Communications  
Broomfield, Colorado

Mark R. Young, CMI  
Manager Property Tax, Western Region  
BP America  
La Palma, California

## Purpose of the Property Tax School:

The purpose of the Property Tax School is to provide a basic but comprehensive foundation in the theory and practice of property tax management for businesses, including demonstration of valuation techniques used by property tax professionals.

The school is recommended for individuals with less than five years of experience in the field and little or no exposure to appraisal training.

The course will be conducted by a faculty team of experienced tax professionals who will facilitate an informative, cooperative and effective educational environment consistent with the highest standards of adult continuing education and the Institute.

## Objectives of the Property Tax School:

- Develop an understanding of ad valorem property taxation within the business environment.
- Develop a working knowledge of the business property tax profession, beginning with property tax administration, management and practice, and including real and personal property issues, valuation, taxation, compliance, audits, and tax-saving opportunities.
- Develop an applied understanding of property valuation and appraisal principles.
- Develop a clear understanding and appreciation of proper ethical conduct in the business property tax profession.
- Facilitate the development of a network of professional colleagues to assist each other in solving property tax administration problems.





Registrations must be submitted in advance through the IPT office and are accepted on a first received basis. There will be a limited number of registrants accepted per company. Enrollment is limited to IPT members or employees of companies who have members in IPT. **PLEASE NOTE:** If a faxed application received by IPT is accepted (acceptance letters will be sent by July 13, 2007), and the person declines the acceptance, there will be a \$100 cancellation penalty imposed. There will also be a substitution fee if someone other than the original applicant attends.

**In order to encourage early registration, a discount of \$25.00 is available to those who register on or before July 13, 2007. The fees (U.S. funds) are:**

**Payments received on or before July 13, 2007\*:**

- \$775 (Individual personally holding membership in IPT)
- \$975 (Individual does not hold membership, but company/firm has members in IPT)

**Payments received after July 13, 2007\*:**

- \$800 (Individual personally holding membership in IPT)
- \$1,000 (Individual does not hold membership, but company/firm has members in IPT)

\*For any payment received after July 13, 2007, the \$25.00 discount does not apply. This includes faxed registration forms received without payment prior to this date.

As indicated above, there is an additional \$200 charge for individuals whose company has members in IPT, but the individual attending the school does not hold a membership in IPT. In this case, the total school fee would be \$975. If the registrant so elects, he/she may join as an Associate Member (company already has members) for annual dues payment of \$225 (nonrefundable), and will be eligible for the reduced school fee of \$775. Please see registration form.

There is also a \$375 supplemental registration fee for registrants not staying at the Georgia Tech Hotel and Conference Center under IPT's group package. (See hotel reservation form.)

All registrations must be paid in full within three weeks of acceptance and prior to the school. A \$50 surcharge applies if payment is outstanding as of August 16, 2007. All fees must be in U.S. funds. The following credit cards can be used: American Express, VISA and Master Card. In order for credit card to be processed, it is important that the information requested on the registration form be filled out completely. If the address on your registration form differs from the billing address for your credit card, you must provide IPT with the credit card billing address. Make check payable to: Institute for Professionals in Taxation and remit to: 1200 Abernathy Road, N.E., Building 600, Suite L-2, Atlanta, GA 30328.

**Cancellation/Substitution Policy**

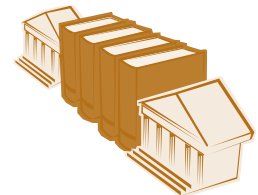
Refunds, subject to a cancellation charge of \$100, will be made upon written notification of cancellations received by August 3, 2007. There is also a substitution charge of \$40 before July 13, 2007, \$50 after that date (plus cost of delivery of materials, etc., and any fee increase due to membership differential). For more information regarding administrative policies such as complaint and refund, please contact our office at 404.240.2300.

**Accommodations**

There are separate costs for the hotel package. Please refer to the hotel reservation form. The Georgia Tech Hotel and Conference Center is located at 800 Spring Street, Atlanta, GA, 30308. The rate is \$824.07 (includes applicable tax) for the four-night stay Sunday through Wednesday, (checkout Thursday morning) and the hotel accepts all major credit cards. For those arriving before Sunday or staying Thursday, the room rate for those nights is \$119 plus all applicable taxes. This rate is based upon availability and is subject to change.

For a single occupant, the room package rate of \$824.07 provides for four full breakfasts, three lunches, four dinners, refreshment breaks and the daily participant fee. The package rate is on a per-person basis. **The double occupancy rate of \$672.76 is per person and not per room.** The cost of parking is not included.

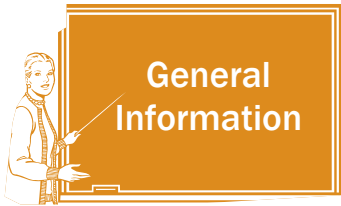
**The Georgia Institute of Technology**



Georgia Tech is one of the nation's top research universities, distinguished by its commitment to improving the human condition through advanced science and technology. Georgia Tech's campus occupies 330 acres in the heart of the vibrant, progressive city of Atlanta.

Georgia Tech offers many nationally recognized, top-ranked programs. In a world that increasingly turns to technology for solutions, Georgia Tech is using innovative teaching and advanced research to define the technological university of the 21st century.





The IPT registration desk will be open from 3:00 - 5:00 p.m. on Sunday, August 12, 2007. Registrants should pick up their materials at that time.

**Orientation, scheduled for 5:00 p.m. on Sunday, August 12, 2007, is required for all students**

**Students need to bring a battery-operated calculator**, scratch pads, pencils, pens, etc. A notebook containing all of the school reference materials will be provided. Attendance will be recorded for CPE purposes.

Quizzes will be given during the week, with a final quiz on Thursday. A cumulative passing score must be realized on the quizzes for successful completion of the school. The final quiz must be taken Thursday at the scheduled time, so travel arrangements should be made accordingly. **No exceptions can be made to taking the quiz at the stated time on Thursday.**

Students are encouraged to use the IPT textbook, *Property Taxation*, 3<sup>rd</sup> Edition, as a reference resource and a supplement to classroom lecture. Supplemental reading assignments may be given; however, the book will not be used in the classroom. Purchase of the textbook is available through the IPT office. A faxable order form can be downloaded from IPT's website at <http://ipt.org/TaxResources/PublicationsOrderForm.pdf>. Members can purchase the book online at IPT's website by logging on to the members only section.

Fluency in English is required for successful completion of this course. Foreign language dictionaries may not be used during examinations.

Attire during the day is business casual. While the entire hotel and meeting complex is enclosed, clothing appropriate for the season should be brought for any outdoor activities.

Photos will be taken at this event to use in publications, on the IPT website, and in organizational and individual photo albums.

### **Continuing Education Credit**

Approximately thirty-one (31) continuing education credits including 1 IPT ethics credit hour and 12 appraisal hours are available for full attendance. In accordance with the standards of the National Registry of CPE Sponsors, CPE credits have been granted based on a 50-minute hour. CMIs will obtain credit on an hour to hour basis for attendance up to a maximum of 30 credit hours.

Registrants who wish to obtain credit from other organizations for the school must submit their own forms to the IPT office or utilize the standardized form provided by the Institute.

IPT is on file as an approved provider with the Texas Department of Licensing and Regulation.

**As required by regulatory agencies, IPT must verify individual attendance at sessions in order to grant Continuing Education Credits.** Each attendee's name badge has a unique barcode that identifies that individual. In order to obtain CE credit, the individual must have his or her bar-coded badge scanned during the first 15 minutes of each session. No credit for the session will be given to un-scanned attendees. Lost name badges should be reported immediately to an IPT staff member for a replacement. All attendees will receive a Certificate of Attendance with a record of their scanned attendance. *During this initial implementation period, Certificates of Attendance will also be distributed and must be completed and submitted to IPT.*

The Institute for Professionals in Taxation is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State Boards of Accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Suite 700, Nashville, TN, 37219-2417. Web site [www.nasba.org](http://www.nasba.org).

### **CMI Designation—Property Tax**

The Institute for Professionals in Taxation's designation, Certified Member of the Institute (CMI), is available to anyone who meets specific educational requirements, has five years of property tax experience, and has been a property tax member of the Institute in good standing for at least one year. The educational requirements to achieve the CMI Property Tax professional designation include successful completion of any two of the following IPT property tax schools: 1) Property Tax School (basic), 2) Intermediate Personal Property Tax School, or 3) Intermediate Real Property Tax School. Successful completion of both the written and oral CMI examinations is required. The CMI requirements and the CMI Candidacy Application can be downloaded from the IPT website at: [www.ipt.org](http://www.ipt.org), or you may contact the IPT office at 404.240.2300.

**Prerequisites:** None

**Field of Study:** Taxation (Property Tax) & Regulatory Ethics

**Program Level:** Basic

**Instructional Method:** Group Live

**Advance Preparation Required:** None

### **School Committee**

*Chair:*

**Rick H. Izumi, CMI**

*Vice-Chair:*

**Thomas D. Blair, CMI**

*Overall Chair,*

**Property Tax Education:**  
**Anthony R. Thompson, CMI**

*Special Advisor to Committee:*

**Charles E. Gilliland, Ph.D.**

**Research Economist**

**Texas A&M University**

**Real Estate Center, College Station, TX**