



Services & Products for Appraisers and Assessors in Government & Industry

TTEAM Consulting, LLC offers expertise in property assessment and valuation to business and government clients in support of assessing officers and jurisdictions. Our internationally recognized assessment and appraisal experts are “problem solvers” who seek cost-effective, innovative solutions to any assessment-related problem. From discovery and identification through valuation and administration to appeals and policy, our TEAM professionals are prepared to help you achieve your goals.

We have extensive experience in:

- Assessment administration
- Appraisal education
- Reappraisals, mass appraisals
- Market modeling
- Real & personal property valuation
- Cadastral mapping & GIS
- Public information programs
- Ratio studies
- Quality control
- Tax policy
- CAMA
- —and much more

Let us know how **TEAM** can assist your organization.

Contact:

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TEAM's Workshops

TEAM is committed to supporting and promoting first-tier professionalism in the mass appraisal and assessing industry worldwide. In pursuit of that goal, our experts in property assessment, valuation and mapping have developed a wide range of 1- and 2-day professional-level workshops for property assessors, appraisers and staff. Most workshops can be taught either by a TEAM instructor or in-house by a local member of your organization. You may also choose to study the materials on your own (“self-study”). Some workshops are only taught by TEAM instructors (see page 3).

Workshops for In-House Instructor or Self-Study

Valuation of Self-Storage Properties (1 day)

By Marion Johnson, CAE & Rick Stuart, CAE

Most assessment jurisdictions have some type of self-storage property. Month-to-month leasing, the impact of new supply, reliance on external demand generators, and management intensity make analysis and valuation of these properties difficult. This workshop addresses the valuation process of self-storage properties, the different classifications, and how all three approaches to value can be used. Several EXCEL spreadsheets and templates to help in analysis and valuation are included. Included is a look at what lies ahead for the industry.

Valuation of Historic Properties (1 day)

By Marion Johnson, CAE & Rick Stuart, CAE

This workshop discusses the process of data collection and analysis of historic properties. Information from various sources and areas of the U.S. is used to help establish some processes and procedures to determine if the market reacts differently to historic versus non-historic properties. Topics discussed are: USPAP, background information on National Register of Historic Places, definitions and designation as an historic place, web-

sites and data sources, highest and best use analysis, review of economic principles and the three approaches to value.

Valuation of Lodging Properties (1 day)

By Marion Johnson, CAE & Rick Stuart, CAE

This workshop looks at the different classifications of hotel/motel properties, lodging terminology and how all three approaches to value can be applied to these types of properties. Also included are websites to find additional information on the hotel/motel industry and a look at what lies ahead for the industry

Preparation & Presenting a Valuation Appeal (1 day)

By Marion Johnson, CAE & Rick Stuart, CAE

This workshop addresses the preparation and presentation of a valuation appeal from an assessor/appraiser perspective. All levels of appeals are examined: informal level; secondary level (also referred to as formal level appeals, e.g., boards of equalization and state tax courts); and judicial appeals (district courts and court of appeals). Information from actual residential and commercial appeal documentation is used to help illustrate some processes and procedures. Topics include: USPAP review, general

information, and the appeal process, appeal preparation, presentation of appeals, residential valuation report, sample template and commercial valuation report.

Valuation of Big Box Workshop (1 day)

By Marion Johnson, CAE

This workshop focuses on the valuation process of big box properties. Information from actual appraisals of big box properties are used to illustrate some processes and procedures. Topics discussed include: USPAP review, general information, market value versus value in use, highest and best use analysis, land valuation, the cost approach, the sales comparison approach and the income approach.

Valuation of Fast Food Restaurants (1 day)

By Marion Johnson, CAE

This workshop focuses on the valuation process of fast food restaurant properties, using information from actual appraisals of fast food properties to illustrate the processes and procedures. Topics include: USPAP review, market value vs. value in use, highest and best use analysis, land valuation, the cost approach, the sales comparison approach and the income approach.

Valuation of High-End & Difficult Homes (1 day)

By Marion Johnson, CAE & Rick Stuart, CAE

This workshop examines the process of data collection and analysis of high-end and difficult residential properties. Information from various areas of the U.S. is used to help establish some processes and procedures. Images and property characteristics of sales and listed properties will be used. Topics include: USPAP review, general information, cost approach, sales comparison approach, income approach, non-value analysis and articles of interest.

Low-End & Difficult Residential Properties (1 day)

By Marion Johnson, CAE & Rick Stuart, CAE

This workshop focuses on the valuation of low-end and difficult residential properties that often create valuation issues. It is not unusual that these types of properties when sold have a sales ratio considerably higher than 1.00 and a very regressive PRD (Price-Related Differential). Discussion and data will center on lower-valued residential properties and income and value associated with rental properties. The workshop concludes with definitions and value issues on manufactured homes, modu-

lar homes and odd and unusual homes.

Valuation of Residential Land (1 day)

By Marion Johnson, CAE & Rick Stuart, CAE

This workshop addresses the process of valuing vacant residential land. Information from various areas of the U.S. is used to help establish some processes and determination of various influence factors. EXCEL spreadsheets are used to help build a database of sales and use in calculating influence factors. Topics covered: USPAP review, general land information, site analysis, land valuation methods, land influence factors, calculating adjustments, modified cost of development method, supporting documentation and recent land value article.

Valuation of Manufactured Homes (1 day)

By Marion Johnson, CAE & Rick Stuart, CAE

This workshop provides historical and current data to assist in the evaluation of manufactured homes. Topics include: history; trends; how to distinguish between manufactured homes, modular homes, panelized homes and pre-cut or kit homes; financing; and Internet sources for research and information. All three approaches to value are discussed with examples. Considerable time is spent on developing replacement cost new from the marketplace, comparing to cost manuals and calculating indexes. Depreciation and gross rent multipliers will be extracted from actual market data. Actual sales are used to compare to cost manual value estimates, and the workshop concludes with two sections on questions and answers from assessors/appraisers and potential owners of manufactured homes.

Reconstructing Income & Expense Statements (1 or 2 day)

By Rick Stuart, CAE

This workshop looks at developing an effective income and expense form, reviewing the income approach, establishing operating expense ratios as part of the review process, and analyzing income and expense statements for allowable and non-allowable expenses. Topics include: USPAP review, income approach definition and formulas, forms and methods for data gathering and additional sources,

templates for storing and using data, review of reconstructing income and expense statements, and data analysis and interpretation.

Valuation of Mobile Home Parks (1 day)

By Rick Stuart, CAE

This workshop provides historical and current data to assist in the evaluation of manufactured home parks. It addresses the process of data analysis and valuation of manufactured home parks or communities. Information from various sources and areas of the U.S. is used to help establish processes and procedures. All three approaches to value will be discussed and examples given.

Unique Appraisal Problems (1 day)

By Marion Johnson, CAE & Rick Stuart, CAE

This workshop deals with unique appraisal problems and steps participants through the appraisal process of measuring value and/or value loss using case studies with actual market data. Topics include contamination, mold, mercury, meth labs, snakes, out-of-town buyers, metal-sided dwellings, valuation using limited sales and Chinese drywall.

Valuation of Green Buildings (1 day)

By Marion Johnson, CAE & Rick Stuart, CAE

This workshop focuses on the process of analysis and valuation of green buildings. Information from various areas of the U.S. as well as images and property characteristics of sold properties are used to help establish some processes and procedures. Topics include: USPAP review, general information, appraisal concepts, three approaches to value and articles of interest.

How to Be a Better Manager (1 or 2 day)

By Marion Johnson, CAE & Rick Stuart, CAE

This workshop is designed to help participants become better managers. Topics include planning and organizing, budgeting, personal and communication issues, dealing with difficult people, dealing with legislators, consensus building and stress management. This is an interactive workshop that encourages discussion of actual situations from the instructor and the student. Various forms and examples are provided to help participants develop a procedure manual for the assessment office.



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Workshops Taught Exclusively By TEAM's Instructors

Residential Quality, Condition & Effective Age (1 or 2 day)

By Rick Stuart, CAE

This workshop examines the characteristics that determine construction quality for residential properties using the Marshall & Swift Valuation Service. House images are included in the presentation and will lead to extensive classroom participation. Actual construction costs will also be considered as a guide to determining quality. Images will also assist in the discussion on rating homes for condition in relationship to the definition and description for each condition rating. The determination of condition will lead directly into calculations for effective age. Effective age will be defined and demonstrated on how to extract it from the market. Several data sets will be provided to calculate effective age and how to use for the development of a depreciation or percent good table. Topics include: USPAP review, cost approach, quality, condition, physical deterioration using effective age, functional obsolescence, external obsolescence and depreciation and effective age extraction.

The Art of Making a Powerful Presentation (1 day)

By George Donatello, CMS & Rick Stuart, CAE

Nothing is more powerful than face-to-face communication, particularly if the message is well researched and the delivery is good and completed with confidence. What a Greek leader, Pericles, said more than 2,500 years ago is still true today: "One who forms a judgment on any point but cannot explain it clearly might as well never have thought at all on the subject." Making presentations is an art, not a science. This workshop seeks to develop the skills and confidence you need to master the art of making a powerful presentation.

Collection, Interpretation & Model Building of Income and Expense Data (1 or 2 day)

Author: Rick Stuart, CAE

This workshop is designed to assist appraisers in the collection and interpretation of income and expense data for the construction of income models for establishing market value. This workshop concentrates on the following areas: Review of the income approach, forms and methods of data gathering and additional data sources, templates for storing and

use of data, review of reconstructing income and expense statements, data analysis, interpretation and model building, extraction and development of capitalization rates, testing the income models and data write-ups and documentation.

Public Relations & Customer Service (1.5 hours to all day)

By Rick Stuart, CAE

This workshop is designed to assist in the development, implementation and review of a public relations and customer service program. The workshop gives examples of how to be successful, what to avoid and how to be responsive to the customer. Using a mix of topics, tips and guidelines with a dose of humor and class participation, everyone will be reminded of the need for good public relations and customer service. Topics include: what is public relations and why it is necessary, public relations objective, constant public relations, developing a plan, targeting and reaching your audience, implementing the plan, newspapers, press releases, speaking engagements, public relations results, and customer service objectives.

Analysis of GPS & Photogrammetric Errors (1 day)

By Keith Cunningham, PhD

Planning and understanding a spatial error budget is critical for understanding errors in ortho-imagery, oblique imagery, and GPS positions. You have to understand the nature and types of errors when utilizing deliverables from staff and contractors. This course explains sources of error, error classification, and error measurement.

Intro to GPS (1 day)

Author: Keith Cunningham, PhD

GPS has become a common tool for a wide variety of users. This course addresses the background of the technology and appropriate implementation in GIS/Mapping projects. We also discuss GPS integration with GSI, and GPS error.

Each TEAM Consulting workshop has been developed to maximize learning and can be tailored to fit your organization's needs.

TEAM's Instructors

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Intro to GIS (1 day)

Author: Keith Cunningham, PhD

GIS allows the visualization, interpretation, and questioning of spatial data. This course provides an overview of the primary digital mapping concepts. This includes the basics of GIS data types, data capture, and storage. An introduction to spatial analysis and modeling is also provided.

GNSS (1 day)

Author: Keith Cunningham, PhD

The global positioning system has been with us for several decades. But we are at the dawn of a new generation of GPS, often referred to the Global Navigation Satellite System (GNSS). This includes, GPS III, the Russian GLONASS system, and the European Galileo system. We will cover the changing landscape of GNSS and Satellite Based Augmentation Systems (SBAS) in this course.

Grid vs. Ground in GIS and GPS (1 day)

Author: Keith Cunningham, PhD

GIS mapping is almost always done in a projected, grid coordinate system, not in the spherical coordinates of latitude and longitude. State plane coordinates are the most common official plane coordinate system used for GIS mapping. This course begins with a basic explanation of how map projections work, followed by an easy-to-understand primer on geodetic concepts.



Workshop Order Form

(for in-house instructors or self-study only)

Thank you for your interest in our workshops. The cost of each workshop is only \$50, which allows you to make *one copy only*. Additional copies are \$50 each. The workshop materials will be sent in PDF format by email to the email address you list below. Payment must be in the form of a check payable to TEAM Consulting, LLC. (This is the only payment form accepted.)

Workshop	Cost per copy	# of copies	Amount Due
High-end & Difficult Residential Properties	\$50		
Low-end & Difficult Residential Properties	\$50		
Preparation of a Valuation Appeal	\$50		
Reconstructing Income & Expense Statements	\$50		
Self Storage Properties Valuation	\$50		
Unique Properties Appraisal	\$50		
Valuation of Big Box Properties	\$50		
Valuation of Fast Food Properties	\$50		
Valuation of Green Buildings	\$50		
Valuation of Historic Properties	\$50		
Valuation of Lodging Properties	\$50		
Valuation of Manufactured Homes	\$50		
Valuation of Mobile Home Parks	\$50		
Valuation of Residential Land	\$50		
TOTAL AMOUNT DUE	\$		

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Learn more about TEAM's experts at <http://www.teamconsulting.cc/teamconsultants.html>



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