

CICCH – EDUCATION
 3300 W. Sahara Ave.
 Las Vegas, NV 89102
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TO: Common-Interest Community and Condominium Hotels Commission
FROM: Ayana Band – Education and Information Officer
SUBJECT: Education Summary – Approvals for **July 2024**

NEWLY APPROVED COMMUNITY MANAGER CONTINUING EDUCATION COURSES (2)

1.

<p>Sponsor: The Clarkson Group P.C. Course Title: Reputable and properly Licensed - Putting Association Vendors to work the right way Request: 3 hours Law Classroom/Internet Objective: To understand component costs and useful lives, funding calculations and the importance of a customized reserve study. Standards: Complies with the following provisions of NAC 116A.232: 1(a)Contains current information on the management of a common-interest community or an association of a condominium hotel that will improve the professional knowledge of a community manager and enable a community manager to give better service to his or her clients; 2(b) Contains information that relates to pertinent Nevada laws and regulations, and 2(c) The administration of laws and regulations concerning community managers and the management of a common-interest community or the association of a condominium hotel, including, without limitation, licensing and enforcement, (d) Reserve studies, (e) Insurance and risk management in common-interest communities and condominium hotels, (g) Accounting, including, without limitation, the preparation and monitoring of budgets, the monitoring of expenditures and reserves and the use of financial statements, (j) Health and safety issues in common-interest communities and condominium hotels, (k) Issues pertaining to declarants and developers of common-interest communities and condominium hotels, (o) Interpersonal communications, (p) Contracts, including, without limitation, the preparation of requests for proposals and the obtaining of bids, (q) The enforcement of financial obligations, including, without limitation, liens and collections procedures Instructors: Adam Clarkson, Paul Kelleher, Brad Baldwin, Patrick Watson, Rob Forney, Mark Little, John Leach, Chuck Balacy, Gregory Kerr, Roger Grant, John Strander, Brittany Montoya Determination: Approved – 3 Hours – Law – Classroom/Internet</p>		
Content Overview:	Minutes:	
1 Introduction	15	
2 Licensed Contractors	15	
3 License Requirements for Landscaping Contractors	15	
4 SNWA/Turf Conversion (to be omitted in Northern Nevada)	10	
5 Reserve Studies	15	
6 Accounting	15	
7 Collections	15	
8 Banking	10	
9 Contractor Disputes	10	
10 Construction Defects and Reconstruction	10	
11 Insurance	10	
12 Questions	10	
TOTAL	150	

2.

<p>Sponsor: Level Community Management Course Title: Moving on: Transition Checklist and Best Practices Request: 1 hour Law Classroom/Internet Objective: Be familiar with the most common issues with the transition between management companies. 2. Provide "best practices" checklist for discussion with your management firm and association related to the transition of all books, records and other papers of the client to the succeeding community manager. Standards: Complies with the following provisions of NAC 116A.232: 1(a) Contains current information on the management of a common-interest community or an association of a condominium hotel that will improve the professional knowledge of a community manager and enable a community manager to give better service to his or her clients; 1(b) Contains information that relates to pertinent Nevada laws and regulations; 2(a) The ethics of managing a common-interest community or the association of a condominium hotel; (b) Legislative issues concerning community managers and the management of a common-interest community or the association of a condominium hotel, including, without limitation, pending and recent legislation; (c) The administration of laws and regulations concerning community managers and the management of a common-interest community or the association of a condominium hotel, including, without limitation, licensing and enforcement; (d) Reserve studies; e) Insurance and risk management in common-interest communities and condominium hotels; f) Administering the office of a community manager, including, without limitation, personnel management and recordkeeping; g) Accounting, including, without limitation, the preparation and monitoring of budgets, the monitoring of expenditures and reserves and the use of financial statements; h) Inspecting a common-interest community or condominium hotel for the purposes of maintenance, planning or enforcing the governing documents; (i) Federal laws pertinent to the management of a common-interest community or the association of a condominium hotel, including, without limitation, the Fair Housing Act, 42 U.S.C. §§ 3601 et seq., and the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq; (l) Planning and zoning for land use and other local laws and regulations pertinent to common-interest communities and condominium hotels Instructors: Anne Calarco, Jan Porter Determination: Approved – 1 Hour – Law – Classroom/Internet</p>	
Content Overview:	Minutes:
1 Introduction & Disclaimer	2
2 Define the Problem	5
3 Best Practices Onboarding Checklist	33
4 Recap and Questions	5
TOTAL	45