



# City of Chandler 2016 Fall HOA Academy



## APPLICATION

### CLASSES BEGIN

Sept. 1 - 22, 2016

Classes meet every Thursday for four weeks

### CLASS TIMES

Noon - 1:30 p.m.

### CLASS LOCATION

Environmental Education Center (EEC)  
4050 E. Chandler Heights Road

APPLICATION DEADLINE IS FRIDAY, AUG. 26, 2016

Full Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Name of HOA \_\_\_\_\_

**Note: If classes reach capacity, enrollment priority will be given to Chandler residents living in Registered Neighborhoods.**

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**In order to provide instruction that will be beneficial to all participants, please provide us with answers to the following questions:**

1. Is your HOA registered in the Neighborhood Registration Program? Yes  No

If "No", please visit [chandleraz.gov/neighborhoods](http://chandleraz.gov/neighborhoods) to download the Neighborhood Registration application and register your neighborhood or call 480-782-4354 to request an application.

2. Do you currently serve on an HOA Board? Yes  No

If "Yes," what position do you serve? \_\_\_\_\_

How long have you served in this position? \_\_\_\_\_

3. Is this your first time participating in the HOA Academy? Yes  No

**City Records - All City records are subject to the State of Arizona public records law. Please note that any correspondence, such as application forms, emails or letters, sent to City officials or staff becomes public record and is available for public/media review.**



Please fax the two-page application by Friday, Aug. 26, 2016  
Neighborhood Programs, Attention: Cristabel Dykstra, Fax 480-782-4350  
If you have questions, contact Neighborhood Programs at 480-782-4354

# Application Continued

APPLICATION DEADLINE IS FRIDAY, AUG. 26, 2016

City of Chandler residents who attend all four classes will receive an HOA Academy Certificate of Completion.

***Note:** If classes reach capacity, enrollment priority will be given to Chandler residents living in Registered Neighborhoods.*

## 2016 Class Description and Selections

Please place a checkmark next to the class or classes you will be attending.

**Class I - Introduction to HOAs - The Basics**

(Instruction provided by Mulcahy Law Firm, P.C.)

**Thursday, Sept. 1**

**Noon – 1:30 p.m.**

This class will define HOAs, the governing documents, organizational structure and rights and responsibilities of the board of directors and homeowners. Topics that will be covered include characteristics and types of HOAs, organizational structure and board structure, hierarchy and purpose of governing documents, statutes and regulations and fiduciary duty and responsibility. An update also will be provided on the community association bills passed in the most recent legislative session.

**Class II - Federal Laws Pertaining to Community Associations**

(Instruction provided by Mulcahy Law Firm, P.C.)

**Thursday, Sept. 8**

**Noon – 1:30 p.m.**

Do you understand the terms reasonable modification and reasonable accommodation? The board of directors should! This class will provide a clear understanding of the association's requirements with regard to the Federal Fair Housing Act and other federal laws. Additionally, this class will cover the importance of reviewing governing documents for possible amendments needed to insure that the association is in compliance with state and federal laws.

**Class III - HOA 202 - Advanced HOA Legal Issues**

(Instruction provided by Mulcahy Law Firm, P.C.)

**Thursday, Sept. 15**

**Noon – 1:30 p.m.**

Have you seen a rise in the number of drones in community associations? This class will address the issue of drones before they become a problem. This class also will discuss how to handle violations, levying special assessments and implementing strategic initiatives on your board.

**Class IV - Understanding the Key Players in HOAs**

(Instruction provided by Shaw & Lines, LLC)

**Thursday, Sept. 22**

**Noon – 1:30 p.m.**

This class will discuss the rights, responsibilities, roles and rules governing HOA community members, the Board of Directors and the HOA nonprofit corporation. Participants will learn who the "three" key players are in the HOA "game."

Signature \_\_\_\_\_

Date \_\_\_\_\_

Please fax the completed two-page application to Neighborhood Programs  
Attention: Cristabel Dykstra  
Fax: 480-782-4350 \* Email: [cristabel.dykstra@chandleraz.gov](mailto:cristabel.dykstra@chandleraz.gov)  
If you have any questions, contact Neighborhood Programs at 480-782-4354  
You will receive a confirmation notice in the mail

Mayor Jay Tibshraeny and the Chandler City Council