

RE 57: Property Management in California

Instructor: Keith T Becker

Wednesday evenings, 6:00-9:00pm; Maggini Hall rm 2703

Course Outline

Student Learning Outcomes:

Upon completion of the course, students will be able to:

1. Explain leasehold estates.
2. Develop and effect a property management analysis.
3. Illustrate and explain landlord and tenant laws.
4. Satisfy the California Department of Real Estate elective education requirement for salespersons.
5. Satisfy the California Department of Real Estate elective education requirement for brokers.

Topics and Scope

- I. Property Management as a Profession
- II. Leases
 - A. Leasehold estates requirements
 - B. Commercial/residential lease clauses
- III. Performance Objectives
 - A. Reporting to the owner
 - B. Marketing survey/analysis
- IV. Management Plan
 - A. Regional, neighborhood property analysis
 - B. Financial analysis
- V. Types of Property
 - A. Residential, commercial, shopping center, industrial, office building and condominium
 - B. Maintenance
 - C. Plumbing, heating, electrical, carpeting
 - D. Security and safety
 - E. Energy management
 - F. Income and expense
- VI. California Landlord/Tenant Law
 - A. Commercial versus residential
 - B. Landlord/tenant rights and responsibilities
 - C. Tenant protections
 - D. California court system

Assignments:

1. Weekly reading of 20-40 pages
2. two quizzes and exams
3. class preparation, attendance and participation

6. Midterm and final exam

Methods of Evaluation/Basis of Grade.

Quizzes – 20%

Mid-Term – 25%

Final Exam – 35%

Class Attendance and Participation – 20%

Representative Textbooks and Materials:

Property Management. 7th ed. Huber, Walt and Lyons, Arlette. Educational Textbook Company. 2018