IRWA BLUEGRASS CHAPTER 25

MAY, 2013 NEWSLETTER

A PRESIDENT'S PERSPECTIVE

BRETT T. THIESS, SR/WA

Greetings Bluegrass Chapter Members and Friends!

Happy Spring, Chapter Members and Friends!

The air is warming up. The flowers are blooming. March Madness is over (Go Cards!). It's time for Spring Fever to set in. Get outside and enjoy the sunshine before the summer heat becomes unbearable.

Many thanks to our March General Membership Meeting speaker, John Dwyer, for his words of wisdom and for sharing his knowledge and stories with us. He shared tips to help make our condemnations as bullet-proof as possible. He also had quite a few horror stories to share, as well. In all, I think we each took something away that we could use on our projects.

Congratulations to our new International Director, William Busch, SR/WA, who has replaced Bix Cox, SR/WA for the remainder of 2013. Due to a conflicting workload during the spring forum and international conference dates, Bix was not able to attend either. Bill was willing to grab the reins and fill the position. Bill joined our Chapter last year from Region 1, and has jumped in with both feet to help us. Bill is also one of this year's finalists for the Frank C. Balfour International Professional of the Year Award (see more inside this newsletter).

Our next General Membership Meeting will be held in May. Please see the attached registration form for more information. We are going to try a new format where we will listen to the presenter while we eat lunch. By doing so, the meeting will take up less time out of our day, and we will not have to wait on the food servers to begin. Also, the speaker will be able to make the presentation before we get the after-lunch sleepies! (Bonus!) We will also continue to plan meetings that are informational and current, so that everyone will leave the meeting having learned something they can use in their everyday work.

Don't forget that this year's International Conference is almost in our backyard, in Charleston, West Virginia. ***(continued)***

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President's Message (continued)

It is a great opportunity to meet members from around the world, attend great educational sessions you won't get anywhere else, and receive 24 hours of continuing education credits towards recertification. For more information, visit http://www.irwacharleston2013.org/ and good luck to our Chapter 21 colleagues!

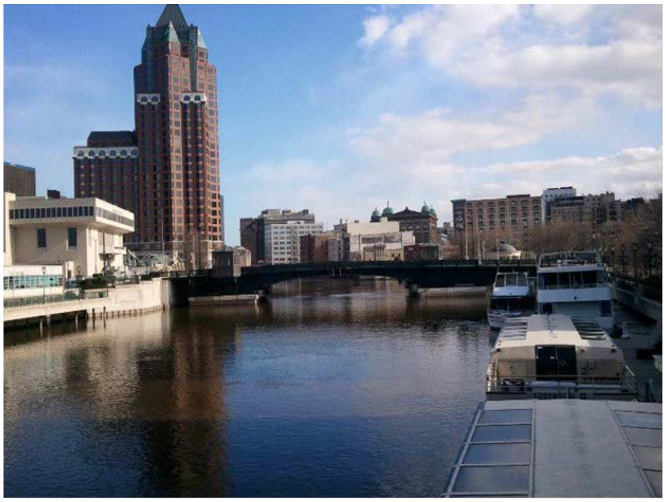
And finally, we have started our opt-out list for anyone who is perfectly happy with printing their own copy of the newsletter, downloading it to their tablet or phone, or reading it on the web site. Please contact me at bthiess@hmbpe.com to be included on that list. This will save the Chapter the cost of printing and postage, and will get it to you more quickly and without the chance that the USPS will thrash it before delivering it to you. Wayne Kimbel is our newsletter editor, and has lots of good ideas for the newsletter. If you would like to share any ideas or have an article you would like to see published, please contact Wayne at wkimbel@lwcky.com.

Thanks!

BRETT THIESS, SR/WA
Chapter 25 President
bthiess@hmbpe.com

DON'T FORGET TO REGISTER FOR THE MAY GENERAL MEMBERSHIP MEETING AS EARLY AS POSSIBLE. HAVING A SOLID HEAD COUNT IN ADVANCE GREATLY HELPS IN PLANNING. THE REGISTRATION FORM IS ATTACHED OR VISIT THE CHAPTER 25 WEBSITE…WWW.IRWA25.ORG

THANKS



View of downtown Milwaukee outside of forum hotel

REGION 5 SPRING FORUM REPORT

The 2013 Region Spring Forum was held in Milwaukee, WI, on April 20th. I had the opportunity to attend with both of our Directors at the Aloft hotel downtown. It was well attended by all of the chapters, with about 50 people in attendance. Milwaukee was cold, but sunny, that is, once the snow that fell the night before the forum melted away.

We had two representatives from the International Executive Committee in attendance, both serving from our very own Region 5. Pat Petitto, SR/WA, International President and Mary Anne Marr, SR/WA International Secretary were present to update us on progress of the organization from an international perspective. Pat shared stories and photos from her trip to visit the course that was put on in South Africa. She also shared information on the many groups that are joining the IRWA from foreign countries. So many, in fact, that one of the resolutions to be voted on at the board of directors meeting this summer is the ability to form new regions outside of the US and Canada.

Jeff Jones SR/WA, Region 5 Chair, conducted the meeting and reported on the region's state of affairs. We also discussed the Right of Way International Education Fund, and our Region's generous contributions every year to the Fund. Brad Krabel, SR/WA, asked the region to set a goal to donate at least $10,000 (as a region) in the fiscal year 2013-2014 to the Fund. For more information on the role of the RWIEF, please visit: http://www.irwaonline.org/eweb/startpage.aspx?site=rwief.

One of the challenges discussed by most of the chapters was that of getting the membership to volunteer to serve in a leadership role. So, if any of you would like to serve on a chapter committee or to serve on one of the chairs on the chapter board, please feel free to let me know.

There are three international by-law changes to be voted on this year at the international conference that we discussed at the Forum. For more information, please visit: http://irwaregion5/org/Forums.html and scroll to "Resolutions".

BRETT THIESS, SR/WA
Chapter 25 President
bthiess@hmbpe.com

NICE PHOTOS OF A TRANSFORMER MOUNTED ON A CONCRETE PAD. YOU SAY YOU CAN'T SEE IT? EXACTLY!! THAT'S WHY THEY TRIM!

PLANNING AND BUDGETING FOR PROPER RIGHT OF WAY MANAGEMENT/MAINTENANCE IS IMPORTANT.

ABOVE PHOTOS COURTESY OF ROBERT A WAGNER, JR, LEAD AGENT FOR LG&E/KU AND MEMBER IRWA CHAPTER 25.

CHAPTER PRIDE….WILLIAM L. BUSCH SR/WA….FRANK C. BALFOUR PROFESSIONAL OF THE YEAR NOMINEE.

William L. Busch SR/WA, a member of Chapter 25 and our new International director and member of the PDC committee, is a finalist for the 2012 Frank C. Balfour Professional of the Year Award. Bill has been a valued member of the International Right of Way Association for over 19 years. He spent most of his IRWA career with Chapter 11, Region 1, where he became president in 2005 and was named Chapter Professional of the Year. In 2012, Bill retired from the San Diego Water Authority and moved from Chapter 11 to Chapter 25, and was honored by Chapter 11 with their Lifetime Achievement Award. Bill has recently provided service on an international level by meeting with right of way professionals in Germany, which led to those professionals presenting sessions at the IRWA conferences and articles in the Right of Way journal. Bill is also an IRWA instructor and co-authored IRWA Course 303. He is an outstanding example of a leader and professional and a source of pride for Chapter 25 with his affiliation. We are happy for him and whether he receives the award or not, Bill is clearly one of the best.

THANKS FOR ALL YOU DO, BILL!

PROJECT MANAGEMENT 101: Better Project Knowledge, and Role Acceptance

By Mike Penick, SR/WA, Education Chair & Facilitator

(This is the first article in a series dedicated to Project Management topics)

I'm sure that many of you will agree that nothing is more annoying that being handed a set of plans (or files) and being directed to complete tasks for a project. Unfortunately in real estate, agents are rarely asked for their viewpoints and insight in the planning phase; rather, we (right-of-way personnel) are usually typecast into a specific role of demands: getting tasks finished in (usually) unreasonable amounts of time. If this is you (or someone you know), I have some project control tips to help improve your knowledge of assignments. Here are the steps to implement; use these whether you're an agent, trainee, or division director.

STEP ONE: THE INFORMATIONAL STAGE

When you are first assigned a venture, it is imperative that you gather as much information on the overall planning process as soon as possible.

1. Review the project plans, files, contracts and documents first; read through everything one time on your own, even if you do not understand them. Make notes on things you find which you do not comprehend, or need clarification on.
2. Create a list of questions to be presented to the project manager or people for who you will be working for (design engineers, appraiser, agent, etc.). REMEMBER: you have the right to ask questions on projects in which you will be signing your name on.
3. NEVER MAKE ASSUMPTIONS. You need to be 100% certain whatever you are reading or trying to interpret makes sense. Don't understand something? Write it down and seek an answer.
4. Set up a meeting to ask your questions to the project manager, engineers, planners, or anyone who may have the answers you are looking for. There is no such thing as a dumb question when it comes to working on projects.
5. CONFIRM and WRITE DOWN the answer you are given. Make sure you understand what was explained to you, and that you listened correctly. Do not leave the meeting until you have sufficient understanding of the responses to your inquiries.

STEP TWO: THE PREPARATION STAGE

Once you have gathered all the information on the project, it's time to begin work. You should always make sure you are prepared before you contact someone about a project. Owners, clients, and other agents can tell when you are well equipped, or when you are "winging it". By no means fake it or rush through; just do your homework before you start.

1. GO SEE FOR YOURSELF! Take your plans and files with you, and go "put your eyes" on the projects. If you're project manager is available, see if they can go with you; if not, GO LOOK ANYWAY. You should NEVER begin any projects without first doing your own investigations. *(Do not be quick to rely on what someone else says; use the "Ronald Regan" method of "trust, but verify.")*
2. TAKE PICTURES OF THE PROJECT. These days, we all have a cell phone with a camera. Take pictures of what you are looking at on the plans/files. It helps if you can

3. label the pictures, but if you cannot, just log on a piece of paper each time you take a picture for reference purposes.
4. DOCUMENT WHAT YOU SEE. There may be a mistake on the plans…did someone miss “that” tree? See a barn or a shed? What about septic lines; are they shown? Is the fencing wood or wire?
5. DO NOT TRESPASS ON PRIVATE PROPERTY WITHOUT PERMISSION. Your safety and well-being should always come first. If you cannot gain access to a parcel to review, just do your best observation from the existing right-of-way. Use a zoom-in camera if possible.
6. Try to avoid first contact with potential parcel owners or other persons. People may be wondering what you are doing. Be cordial and answer questions if broached, but try to limit the details as much as possible. This will limit misinformation and keep you focused.
7. Review and prepare the data you collected. Return to your work station as soon as possible while points are still fresh in your mind. This helps with organization, and you won’t have to remember anything.

STEP THREE: THE RESEARCH STAGE

You can never gather too much information in preparing to work on a project. Even the smallest element could solve a mystery or prevent a problem. Taking additional steps for preparedness just means you care about your work.

1. Review old maps, plan sheets, and old project files. Find out if work has been done in this area before; perhaps a utility company came in with a major project years ago, or maybe the highway department has been through previously. Look at prior street or rural maps, building blueprints, Sanborn maps, and PVA/county clerk records.

2.

2 Use Google, Bing, or online searches for old information on projects; you may be surprised on what material comes up. (Many county clerks have online databases now; use them!) [for KYTC archive plans: http://maps.kytc.ky.gov/ProjectArchives/]

3. Compare and contrast the old information with the new information you have gathered.

4. Check college websites, such as the Universities of Kentucky, Louisville, and Western Kentucky for geodetic and geographic information. Using a reputable website ensures that the information you are gathering is accurate. Are we improving in an area known for sinkholes? What about minerals and natural gas impacts?
5. Read the EIS (Environmental Impact Statement), EA (Environmental Assessment), or FONSI (Finding of No Significant Impact) of a project. Knowing if there are environmental issues upfront will help with finding solutions sooner rather than later.
6. Review the timelines established for starting and completing projects. Take into consideration any relocations, underground storage tanks, and demolitions. Identify difficult acquisitions, potential condemnations, and multi-owner parcels. If the timeline laid out for project completion is not feasible, discuss it with the project managers and engineers upfront to begin alternative solutions, such as possible plan modifications, or project extensions.
7. Prepare a log entry of all your communications. Make a notation of your concerns, and keep a record for your files. Be sure to put down the dates, times, and names of all persons involved on the project that you have spoken with and their responses, including any property owners.

STEP FOUR: "KNOW YOUR ROLE, BUT DON'T SHUT UP"

Are you the property agent on the project, or are you going to run the title? Perhaps there is an assumption with the engineers that you will be doing it all. However, you should be cognizant of the fact that if you do too much work on a project, it could create a conflict of interest.

What does conflict of interest actually mean? According to the Legal Dictionary © of FreeDictionary.com, <**conflict of interest** n. a situation in which a person has a duty to more than one person or organization, but cannot do justice to the actual or potentially adverse interests of both parties. This includes when an individual's personal interests or concerns are inconsistent with the best for a customer, or when a public official's personal interests are contrary to his/her loyalty to public business. >

Therefore, knowing if you need to hire an appraiser on a project upfront is important. Also knowing the project processes for each approval measurement is key to keeping a project running not only smoothly, but honestly. This means making sure you discuss administrative settlements with project managers and supervisors, ensuring each transaction is at arm's length (independent and equal grounds), and fully disclosing all information when asked to. Make sure that you are in an open communication with all supervisors, managers, engineers, etc. to ensure project awareness. One of the major reasons why projects fail is because people are selective in what they wish to communicate.

If you need help, don't wait until the project is well underway to ask for it. Ask upfront! Let your colleagues know that you require assistance. Who cares what "The ROCK" says…SPEAK UP AND BE HEARD!

Finally, recognize your importance. Whether you realize it or not, you are a valuable member to the team. Your skills are necessary in order to make a project come to life. Recognize this, and use this to your advantage. Do good work because you know it's within you, and take pride in that fact. In our industry, we often are never told when we do a good job, but when the project is completed, you know it could not have been done WITHOUT YOU.

The next issue will focus on Work Ethic and Quality Assurance. Until next time!

This photo is from the inside of an old cast iron water main that was replaced in 2011 which had been in service since 1931. Looks like the inside of a cave! The Louisville Water Company used the pipe bursting method which is trenchless and can utilize the existing easements/right of way. Don't worry. Your water mains are most likely of the newer variety. Photo from Wayne Kimbel

Education: Are you "Teachable"?

Mike Penick, SR/WA, 2013 Education Chair

Have you ever gotten home at the end of your day at the office, dropped everything you are carrying, and plopped down in a chair or on your couch? Maybe you had a day where nothing you did seemed to be good enough for the people you work for. Perhaps you had those property owners who gave you an earful about things you just cannot control. It could also have been a day where everything started off slow, then got steady, and by the end of the day you ended up with ten times as many things on your desk before your day even began! Unfortunately, you can't scream for "Calgon to take you away", because I've tried that and it never works. Also, I don't care what the State Farm jingle says; if they were such good neighbors, why didn't they "pop up" for me when I called them?

Here is the bottom line: YOU (and YOU ALONE) have to find the reward of whatever it is that you are doing! It is nice when we hear our employers thank us for the good work we have done, but most of the time we just have to high-five ourselves for the things that we do. In our line of work, doing the right thing is its own reward. Find the satisfaction within your own good work, and use it to your advantage.

It's so easy to become negative, because it is embedded in our nature. A lot of energy is required to be positive about the things that you do; the main reason for that is due to the amount of negativity that surrounds us all day. Don't believe me? Take the "Negativity" check test challenge. The next time you are with a group (regardless of friends or family), or when you are in the office, grab a pen and paper and make two columns. Draw a POSITIVE column, and a NEGATIVE column. In each column, as you identify other persons, write down their initials according to your experience and/or interactions with them in the respective columns. For example, if you are walking and try to avoid certain individuals, or get a sense of dread as you approach them, list them in the NEGATIVE column. For those you do not avoid, and actually approach them with gladness and/or get good vibes, put them in the POSITIVE column. Take a look at your list at the end of your day, and compare/contrast the results. You might be surprised at how much energy you are being sapped of just to maintain a positive attitude. Make sure you eat breakfast each morning to receive the energy needed to face each day; coffee is not enough!

Your attitude reflects your willingness to learn. Most people who have negative attitudes are usually the ones who are "unteachable". They're resistant to change, cause conflict, are uncooperative and are satisfied by remaining "where they are"; no growth initiatives! But those of you with a positive attitude are more open to change, try to resolve conflicts, and are not satisfied where you are in your careers; you want growth!

So, now that we all agree that we are going to strive for a positive attitude, let's take a look at education. Let us commit to learning as much as we can; WE WILL STRIVE TO BE TEACHABLE! Be willing to learn something new or different, and add that to your resume'. If the opportunity becomes available to you, TAKE IT AND LEARN ALL THAT YOU CAN! DO NOT REST on your laurels! BE WILLING TO LISTEN!

As always, the Education Committee is here to sit down and talk to you individually about whatever courses you want (or need) in order to get you to your next level.

Attached are registration forms for IRWA Courses 502 and 506. These will be held locally (Louisville) in early June, 2013.

THE REVIEWER'S CORNER

ISSUES AND ANSWERS

This is the second article in a regular series to be included in our Chapter 25 newsletter dealing with appraisal and appraisal reviewer issues. It is our hope that the issues and answers presented will invoke your written response, to be published in future issues. The topic for this discussion of an issue will be:

Larger Parcels

Appraisers and surveyors have different requirements for defining the Larger Parcel. That is why highway project plans often identify adjoining tracts under the same ownership as separate parcels. For surveyors, a parcel is identified by separate deeds or plats. For appraisers, under the *Uniform Appraisal Standards for Federal Land Acquisitions*, the larger parcel is defined as "that tract, or those tracts, of land which possess a unity of ownership and have the same, or an integrated, highest and best use. Elements of consideration by the appraiser in making a determination in this regard are contiguity, or proximity, as it bears on the highest and best use of the property, unity of ownership, and unity of highest and best use." In short, unity of ownership, location, and use.

Continuing to quote from the UASFLA, “Appraisers must bear in mind that the determination of the larger parcel is required in every appraisal assignment; irrespective of whether the agency has designated an acquisition a total acquisition or a partial acquisition. This is so because, from a practical stand- point, whether an acquisition is a total or partial acquisition cannot be determined until such time as the appraiser has made a determination of the highest and best use, and the larger parcel. By applying the rules for larger parcel determination…it is possible that two physically separate tracts may constitute a single larger parcel, or conversely, a single physical tract may constitute multiple larger parcels. This can be important not only in consideration of damages and special benefits, but also in the appraiser’s selection and comparative analysis of comparable sales.”

Continuing, “Essential in the appraiser’s conclusion of highest and best use is the determination of the larger parcel. The appraiser must make a larger parcel determination in every appraisal conducted under these Standards, even in the case of a minor partial acquisition where the client agency has determined a complete before and after appraisal is not necessary. The appraiser’s analysis that led to the larger parcel determination and the determination itself must both be reported. Because the ultimate determination of highest and best use is the appraiser’s to make, and that determination cannot be made until after considerable investigation and analysis has been completed, the appraiser’s conclusion as to the larger parcel is sometimes different from the specific parcel he or she was requested to appraise by the agency. In such an instance, the appraiser shall inform the agency of his or her determination of the larger parcel and the agency shall amend the appraisal assignment accordingly.”

So how do appraisers reconcile separate parcels on project plans with the concept of Larger Parcel?

I recently had a couple of parcels on a project that included a high school complex with a football/track stadium, soccer fields, baseball and softball fields, tennis courts, a county bus garage with a communications tower, an historic one room school house, and the county Board of Education offices. The acquisitions were along both the east and west boundaries. For the first parcel, I included all of the land and buildings and site improvements for the entire complex in the Before appraisal (being the combined two parcels) and deducted only the acquisition specified by the first parcel in the After appraisal. Then, I repeated the process by including everything in the Before appraisal (again including both parcels) and deducting only the amounts specified to be acquired by the second parcel in the After appraisal. By doing so, I appraised the larger parcel for each project parcel and complied with the acquisition areas on the project plans for each specified parcel.

For my next project, I encountered three parcels with minor strip acquisitions along the road frontage that appeared to be owned by the Commonwealth of Kentucky. I soon discovered that they were all part of a larger University campus with 55 buildings covering 260 acres…the Larger Parcel!! The three appraisals were performed as described above.

These are examples of the much larger ‘Larger Parcel’, but many appraisers head in the other direction when dealing with larger tracts. One common method for valuing farms is to carve out a home site and assign one value per acre, define another area as cropland or pasture at another value per acre, and assign yet another value per acre for woodlands, or waste land. Does this technique violate the Standards requirement? That depends on how the appraiser determined each unit value. If the values were based on the stated acreage of each defined area, a Standards violation has occurred because the appraiser is valuing different tracts of different sizes and adding them together. On the other hand, if each unit value was based on the total acreage, as if the property were entirely cropland, etc. but applied to the defined acreage, then the Larger Parcel has been recognized and each unit value is a contributing value to the greater whole.

Another technique often used for valuation of larger vacant tracts is to view the acreage “as a developer” and create a fictional subdivision of the property, then value the smaller tracts. The problem with this technique is that the appraiser is changing the use of the existing property from raw land to a hypothetically developed site. Although a subdivision may be the highest and best use, the developer still must acquire the raw land, and the price paid to the seller will not include any other development costs.

A newly recorded subdivision plat will require the recognition of the larger subdivision parcel and a discounted cash flow style analysis and absorption study, but will result in a raw land value plus survey and recording costs.

If I poked any hornet’s nests, please write your own comments or criticisms and send them to Wayne Kimbel at wkimbel@lwcky.com for publication in the next newsletter. Next time: Highest & Best Use.

-**William R. Cox, SR/WA**

Upcoming General Membership Meeting Details

Date: May 24th, 2013

Guest Speaker: Thomas H. Springer, AICP, CEP

Bio: Mr. Springer's work at Qk4 has been primarily in transportation planning and environmental documentation. Tasks for transportation project have included project management, alternatives studies, corridor studies, feasibility studies, Interchange Justification Studies, socioeconomic analyses, community impact assessments, public involvement, technical report writing, CEs, EA/FONSIs, and EISs, Section 4(f), Section 106, and other tasks as needed. Mr. Springer recently completed a week-long NEPA certification training class at Duke University that is the only such class lead and sponsored by CEQ.

Topic: Mr. Springer will be talking about the commitments made during the Environmental process for highway projects and how these commitments affect/impact the right of way acquisition process. A key issue during this discussion will be about Environmental Justice and his presentation will be filled with real examples from KYTC highway projects.

Location: Mark's Feed Store, 1514 Bardstown Road, Louisville, Kentucky 40205

Cost: $20/person at the door.

* Please RSVP by Wednesday, May 22nd, 2013 so that we can have an accurate head count.

Make check/money order payable to: IRWA Kentucky Chapter 25

Mail to: Qk4, ATTN: Chad Cutsinger, 1046 East Chestnut Street, Louisville, KY 40204

Or you can go to http://www.irwa25.org and click on the PAYPAL button.

IRWA Learn. Lead. Advance.

Int'l Right of Way Assoc, Chapter 25

General Membership Meeting: A Discussion on Condemnation

Speaker: Thomas H. Springer, AICP, CEP

Location: Mark's Feed Store Bar-B-Q
1514 Bardstown Road, Louisville, KY 40205
May 24th, 2013: lunch at 12:00p.m.

***Use one form if more than one attends from same company please.**

1) Name______________________________ Title_____________________

2) Name______________________________ Title_____________________

3) Name______________________________ Title_____________________

4) Name______________________________ Title_____________________

Company____________________________ Address____

City_________________________________ State_______________ Zip Code____________________

Phone ___________________ Fax ____________________ E-mail ______________________________

Registration Fee Cost: $20.00 per person

Fill in

Total Enclosed $________

Registration Deadline:

None

make check/money order payable to:

IRWA Kentucky Chapter 25

And mail to:

Chad J. Cutsinger
R/W Acquisition Services
Qk4
1046 East Chestnut Street
Louisville, KY 40204

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Coming Soon!

Course 502: Business Relocation

Course 502: Business Relocation

Course Description:

This two-day course presents the processes necessary to relocate a business, from the initial interview stage to final claim work. Participants will learn how to apply provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, in conjunction with the Surface Transportation and Relocation Assistance Act of 1987, and subsequent revisions, to the relocation of non-residential entities.

Please Note: Participants must read 49 CFR Part 24 prior to attending this class.

Credentialing:

— **Generalist:** An **intermediate** course that can be applied towards the ARWP, RWP or SR/WA program.

— **Specialist:** Required course for the R/W-AC, R/W-RAC and R/W-URAC programs.

Topics:

- General eligibility requirements
- Relocation planning
- Identification of personal property
- Advisory assistance
- Payments for property not moved
- Re-establishment vs. move
- Fixed payments for businesses, nonprofit organizations and farms
- Appeals process

Course Tuition Includes:

— Participant Manual
— Federal Register

Required Materials:

— Financial Calculator

Who Should Take This Course:

— This course is designed to provide the fundamentals of non-residential relocation to right of way professionals involved in the relocation of commercial and business properties.

Course 502: June 4-5, 2013 Jeffersontown, KY Register online at www.irwaonline.org, or Fax this entire page to IRWA HQ: (866) 388-7419

If payment includes the fees for registrants other than yourself, check here: ☐
(Please submit names of other registrants on a separate paper along with this form)
Will you also be attending? ☐Yes ☐No

Last Name First Name

Title

Company Name

Address

City, State, Zip

( ) - ☐ Yes ☐ No
Phone Member Member ID Number

Email Address

Member Tuition	Non-Member Tuition	Total Tuition Amount Due
$575.00	$675.00	$_______

Total Member Registrants: ___
Total Non-Member Registrants: ___

PRINT NAME AS IT APPEARS ON CARD: ____________________

Amex ☐ MC ☐ Visa ☐ Card #:____________________ Exp:________ 3-Digit CVV:______

Signature:____________________ Amount to be Charged:____________________

Course 502: Business Relocation

Sponsored By: IRWA Chapter 25
Dates: June 4-5, 2013
Time: 8:00 AM—5:00 PM Daily

Class Facility Location:
Ramada Plaza
9700 Bluegrass Parkway
Jeffersontown, KY 40299
Phone: (502) 491-4830

Four Ways to Register:
— **Online:** www.irwaonline.org
— **Fax:** (866) 388-7419
— **Email:** education@irwaonline.org
— **Contact Course Coordinator**

Cancellation Policy:* *All classes scheduled by IRWA are subject to cancellation. *All class registrants must contact the Course Coordinator prior to making travel arrangements, keeping in mind that the class may be cancelled at any time (for reasons including, but not limited to, insufficient registration, Instructor emergencies or other issues beyond the control of the chapter and/or IRWA). Fully liquidated damages for any losses incurred by a class registrant are limited solely to a refund of the registrant's prepaid class tuition. IRWA and its chapters assume no other registrant liability resulting from class cancellation.*

Tuition Refund Policy: *Written notification of intent to cancel registration must be received via email by both the Course Coordinator and IRWA Headquarters Education Staff (education@irwaonline.org) prior to the class start date in order to be eligible for a tuition refund. A full tuition refund will be issued if notice is received 15 days or more prior to class start date; a 75% refund will be issued if notice is received less than 15 days prior to the class start date, and no refund will be issued for notice received on or after the class start date.*

Suggested Accommodations:
Ramada Plaza
9700 Bluegrass Parkway
Jeffersontown, KY 40299
Phone: (502) 491-4830

Rates: *(starting at)*
Single: $79.00 + 13% Tax
Double: $79.00 + 13% Tax

Please contact the hotel directly. Ask for the **"IRWA – KYTC" Rate** when making reservations.

Course Coordinator:
Mike Penick, SR/WA
Louisville Metro Government
444 S. Fifth Street, Suite 100
Louisville, KY 40202
Phone: (502) 574-5338 / Fax: (502) 574-5924
Email: mpenick@louisvilleky.gov

About the Instructor:
LEE HAMRE: Ms. Hamre, SR/WA, R/W-RAC, R/W-URAC, is President of H. C. Peck & Associates, Inc. She has worked in the right-of-way acquisition and relocation field since 1992. As a dedicated IRWA member, she currently serves as IRWA International Vice President and is a certified IRWA Instructor for all relocation courses. Throughout her career, she has provided management, research, federal oversight, acquisition and comprehensive relocation assistance services in compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 for highway, transit, public housing and urban renewal projects nationwide. Ms. Hamre was the recipient of IRWA's Region 9 Professional of the Year Award in 2005, IRWA Chapter 6's Professional of the Year Award in 2008, and has served as one of four judges for FHWA's Bi-Annual National Excellence in Right of Ways Awards in both 2003 and 2005. In June of 2007, she was selected as the 2006 recipient of the Frank C. Balfour Professional of the Year Award at IRWA's 53rd Annual International Education Conference held in Sacramento, CA. This prestigious award is the Association's highest honor bestowed upon an IRWA member.

19210 S. Vermont Avenue, Building A, Suite 100
Gardena, CA 90248
Phone: (310) 538-0233
www.irwaonline.org

Coming Soon!

Course 506:
Advanced Business Relocation Assistance

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Advanced Business Relocation Assistance

Course Description:

This two-day course begins with a pre-assessment of the participants' knowledge, followed by case study analysis of complex business relocation issues which require a thorough understanding of the relocation process and the Uniform Act. A detailed analysis of each case study is provided so participants understand the lead agency's theory behind its interpretation of the situation. Facts are applied in order to simulate a relocation that is consistent with the intent of the Uniform Act.

Credentialing:

— **Generalist:** An **advanced** course that can be applied towards the RWP or SR/WA program.

— **Specialist:** Required course for the R/W-URAC program; an elective for the R/W-RAC program.

Topics:

- Loss of Tangible Personal Property
- Substitute Personal Property
- Re-Establishment Expenses
- Owner Related Expenses
- Advanced Business Relocation Theory
- Adapting Utilities to Machinery and Equipment
- Fixed Payments

Prerequisites:

— IRWA Course 502, "Business Relocation", and a minimum of two (2) years actual field experience performing relocation assistance

Course Tuition Includes:

— Participant Manual
— Federal Register

Required Materials:

— Financial Calculator

Who Should Take This Course:

— This course is designed for experienced right of way professionals who are in the field of relocation assistance.

Course 506: June 6-7, 2013 Jeffersontown, KY Register online at www.irwaonline.org, or Fax this entire page to IRWA HQ: (866) 388-7419

Last Name ____________________ First Name ____________________

Title ____________________

If payment includes the fees for registrants other than yourself, check here: ☐
(Please submit names of other registrants on a separate paper along with this form)
Will you also be attending? ☐Yes ☐No

Company Name ____________________

Address ____________________

City, State, Zip ____________________

Phone (______) ______-________ Member ☐ Yes ☐ No Member ID Number ____________________

Email Address ____________________

Member Tuition	**Non-Member Tuition**	**Total Tuition Amount Due**
$575.00	$675.00	$________

Total Member Registrants: ___
Total Non-Member Registrants: ___

PRINT NAME AS IT APPEARS ON CARD: ____________________

Amex ☐ MC ☐ Visa ☐ Card #:____________________ Exp:________ 3-Digit CVV:______

Signature:____________________ Amount to be Charged:____________________

Course 506: Advanced Business Relocation Assistance

Sponsored By: IRWA Chapter 25
Dates: June ~~XX~~, 2013 Dates are June 6-7, 2013
Time: 8:00 AM—5:00 PM Daily

Class Facility Location:
Ramada Plaza
9700 Bluegrass Parkway
Jeffersontown, KY 40299
Phone: (502) 491-4830

Four Ways to Register:
— **Online:** www.irwaonline.org
— **Fax:** (866) 388-7419
— **Email:** education@irwaonline.org
— **Contact Course Coordinator**

Cancellation Policy: All classes scheduled by IRWA are subject to cancellation. *All class registrants must contact the Course Coordinator prior to making travel arrangements, keeping in mind that the class may be cancelled at any time (for reasons including, but not limited to, insufficient registration, Instructor emergencies or other issues beyond the control of the chapter and/or IRWA). Fully liquidated damages for any losses incurred by a class registrant are limited solely to a refund of the registrant's prepaid class tuition. IRWA and its chapters assume no other registrant liability resulting from class cancellation.*

Tuition Refund Policy: *Written notification of intent to cancel registration must be received via email by both the Course Coordinator and IRWA Headquarters Education Staff (education@irwaonline.org) prior to the class start date in order to be eligible for a tuition refund. A full tuition refund will be issued if notice is received 15 days or more prior to class start date; a 75% refund will be issued if notice is received less than 15 days prior to the class start date, and no refund will be issued for notice received on or after the class start date.*

Suggested Accommodations:
Ramada Plaza
9700 Bluegrass Parkway
Jeffersontown, KY 40299
Phone: (502) 491-4830

Rates: *(starting at)*
Single: $79.00 + 13% Tax
Double: $79.00 + 13% Tax

Please contact the hotel directly. Ask for the **"IRWA – KYTC" Rate** when making reservations.

Course Coordinator:
Mike Penick, SR/WA
Louisville Metro Government
444 S. Fifth Street, Suite 100
Louisville, KY 40202
Phone: (502) 574-5338 / Fax: (502) 574-5924
Email: mpenick@louisvilleky.gov

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