

2019 Right of Way Professional’s Workshop

October 2-4, 2019

Breezy Point Conference Center

From the Committee

On behalf of MnDOT’s Office of Land Management, we invite you to attend the Right of Way Professional’s Workshop, to be held October 2 – 4, 2019, at Breezy Point Conference Center in Breezy Point, Minnesota. This year marks the Department’s 27th year of sponsoring this event. What began as an information sharing event in 1993 for MnDOT employees has grown into an event that has proven to be of value to both public and private sector right of way professionals throughout the State of Minnesota.

Workshop sessions are arranged in both plenary and concurrent formats and will include topics of interest to practitioners engaged in the acquisition of right of way for transportation improvement projects. This year, most of the sessions will be repeated during the workshop. The core subjects to be covered at the event include appraisal, purchasing, relocation assistance and legal considerations involving right of way activities. Related topics will include environmental topics, negotiating real estate rights, condemnation, case law and legislative updates and other topics of interest to our city and county partners as well as the private sector.

We have developed sessions, which are tailored for appraisers, relocation advisors, purchasing agents and other professionals as well as real estate generalists working for counties and cities. Our primary goal is to meet the ever changing needs and concerns of workshop participants. We value their opinions and suggestions, which make each succeeding year’s event more valuable to those in attendance. We encourage the sharing of information with colleagues who could benefit from attending this forum.

Audience

- Appraisers
- Real Estate Professionals
- Engineers
- Attorneys
- Students and education professionals

Date, Time and Location

Date, time, location	Registration information
October 2-4, 2019 Breezy Point Conf. Center 9252 Breezy Point Drive Breezy Point, MN 56472 Phone: (800) 432-3777 Fax: (218) 562-4510	Registration begins at 9:00 a.m. on Wednesday, Oct. 2, 2019. The workshop program then commences at 10:15 a.m. The next 2½ days will include educational sessions and exhibits. The workshop concludes on Friday, Oct. 4, at approximately 12:45 p.m. Please visit the Breezy Point Resort website at https://breezypointresort.com/ for more information about the venue. Please contact Cheryl Hunstock (651-366-3452) to request an ASL interpreter or if you have other special attendance considerations.

Continuing Education

Applications will be submitted to the Minnesota Department of Commerce for approval of 14 Appraiser and 14 Real Estate Continuing Education Credits but at this time credit approval has not been granted. In addition, applications will be submitted to the Minnesota Board of Continuing Legal Education for 13 continuing legal education credits and 1 Ethics credit. While it is our goal to secure these credit approvals for attendee's respective license requirements, please understand that we cannot guarantee that 14 credits will be approved at this time. This website will be updated when credits are approved but that will not be until August at the earliest.

Please Note: In order to earn real estate and appraiser credits, **full attendance at the workshop is required.** You are required to attend a different session during each hour of the workshop. Attendees will not be able to qualify for a portion of the credits offered. **Real estate and appraiser credits will be earned on an "all or nothing" basis.**

Each attendee will be asked to have their name tag barcodes scanned upon entering each session. This is necessary in order for the Minnesota Department of Transportation to be in compliance with the Minnesota Department of Commerce rules and guidelines in qualifying for continuing education credits for this event. For real estate and appraiser continuing education purposes, failure to have the barcode scanned will result in a forfeiture of all continuing education credits for this event! Please remember, MnDOT is merely offering you an opportunity to earn continuing education credits but *it is ultimately your responsibility to be in compliance with your respective license requirements.* MnDOT will assume no responsibility in you earning your continuing education credits.

Participants licensed through the Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geosciences and Interior Design should review the program to determine suitability of select sessions for meeting board defined professional development standards. It is the responsibility of the attendee to select training sessions that will meet personal training needs and satisfy defined licensing standards requirements. Training signature sheets will remain on file, should they be required for verification purposes. Workshop participants are responsible, however, for submitting for Professional Development Hours with AELSLAGID.

Certificates:

To receive a certificate of attendance from the Minnesota Department of Transportation, workshop participants are required to have attended the full 2 ½ days of sessions. A certificate of attendance will be distributed after the workshop to retain for your records. 10 days after the workshop however, after reviewing the barcode scans, Cheryl Hunstock will send appraisers and real estate licensed attendees an "official" continuing education certificate to retain for your records.

National USPAP Update Course

2018-2019 NATIONAL UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE (USPAP) UPDATE COURSE (7.0-CREDIT HOURS)

Those planning to attend the 2019 Right of Way Professional's Workshop are being afforded the unique opportunity to satisfy the National USPAP Update training requirement. **The 2018-2019 National Uniform Standards of Professional Appraisal Practice (USPAP) Update Course** is being offered by the North Star Chapter of the Appraisal Institute at the Breezy Point Conference Center immediately prior to the workshop. This is the National USPAP Update training course required of every real property appraiser during each license period.

To accommodate attendees of the Right of Way Professional's Workshop one-day course is being split and offered in two parts, starting with Part I on Tuesday, October 1, from 11:00 a.m. – 4 p.m. and finishing with Part II on Wednesday, Oct. 2 from 8:00 a.m. – 10:00 a.m.

Please note that enrollment is open to anyone, not only those planning to attend MnDOT's Right of Way Professional's Workshop, and is on a first come, first served basis. You are encouraged to enroll early.

The cost for the course is \$199.00. Each student will receive a USPAP student workbook and a copy of the 2018-2019 USPAP publication. **Tuition must be paid at the time of enrollment.**

To take advantage of this opportunity and enroll in this course, please click here:

http://www.myappraisal institute.org/education/more_info.aspx?id-4811

2018-2019 7-Hour National USPAP Update Course - Description: This one-day update course focuses on recent changes to USPAP requirements for ethical behavior and competent performance by appraisers. The course, which clarifies several commonly misunderstood aspects of USPAP, will aid participants in all areas of appraisal practice seeking updated competency in USPAP, including those subject to state licensing or certification and continuing education requirements imposed by professional organizations, client groups or employers.

Registration and Cost

Registration will close on September 18, 2019 or when the total number of registrants reaches 325. There will be early and late fees. The early registration fee is \$150 if the registration is postmarked on or before Sept. 9, 2019. The late registration fee is \$175 if postmarked after Sept. 9, 2019 and before Sept. 18, 2019. Cancellations must be received by Sept. 18, 2019 for a full workshop registration fee refund. Substitutions are permitted. Credit cards are not accepted.

To successfully register you must follow the instructions below:

- Step 1: Complete the [Workshop Registration Form](#) and send as specified on the form.
- Step 2: Complete the [Breezy Point Lodging Reservation Form](#) and either email or fax it as specified on the form. *Note: Skip this step if you do not need lodging or meals. If you are lodging somewhere else, you may still purchase the meal package. Follow instructions below.*

Workshop Registration Information

Step 1: Workshop Registration:

[Workshop Registration Form](#) – For non-MnDOT participants. Please print and fill out the workshop registration form and send it with your registration fee (payable to the Commissioner of Transportation) to:

Cheryl Hunstock

395 John Ireland Blvd., MS 630

St. Paul, MN 55155

Phone: 651-366-3452

Fax: 651-366-3450

cheryl.hunstock@state.mn.us

[MnDOT Employee Registration Form](#) – Please submit this form to your district Training Development Specialist and follow the instructions on the form.

The registration fee will cover workshop costs. It is non-negotiable, but is transferable. **Credit cards are not accepted.** *Note: the registration fee does not include the cost of meals and lodging at the workshop. Please fill out the Breezy Point Reservation Form (link below) to reserve meals and lodging.*

The registration form asks you to provide Not Public data about yourself. You are not legally required to provide any data, however without your data you cannot register for the conference. The data you provide is subject to the Minnesota Government Data Practices Act and in addition to the conference organizers may be accessible to anyone who requests the data.

Step 2: Breezy Point Reservations

Reservations for Accommodations at Breezy Point Resort: Please click onto the link below to access the lodging and meals reservation information. CAREFULLY REVIEW THE VARIOUS LODGING/MEAL PACKAGE OPTIONS and select accordingly! You can also select meal options for commuters. You can learn of the different lodging types at: <https://breezypointresort.com/mndot-right-of-way-professionals-workshop-october-2-4-2019/> but will have to fill out the registration form and send it to Breezy Point. Details are on the form. **To complete Breezy Point Reservation Form, please click onto this link:**

[Breezy Point Lodging Reservation Form:](#) Please read the various lodging packages below carefully and select the package desired.

THREE NIGHTS (For those people that desire to attend the USPAP class on October 1 or just early arrival) – Includes Tues, Wed., and Thurs. night Lodging, Wed. Breakfast, Lunch, Breaks and Dinner, Thurs., Breakfast, Lunch, Breaks and Fri., Breakfast and Breaks. *MN sales tax and service charge is included. Rate listed is per person. Attendees are “on their own” for Thurs. (10/3) dinner.*

- \$372.88 per adult SINGLE occupancy (1 adult per room)
- \$244.02 per adult DOUBLE occupancy (2 adults per room)

TWO-NIGHT PACKAGE – Includes Wed. & Thur. night Lodging, Wed. Lunch, Breaks, Dinner, Thur. Breakfast, Lunch, Breaks and Fri. Breakfast and Break. *MN sales tax and service charge is included. Rate listed is per person. Attendees are “on their own” for Thurs. (10/3) dinner.*

- \$273.45 Single Occupancy (1 adult per room)
- \$187.55 Double Occupancy (2 adults per room)

WEDNESDAY – NIGHT PACKAGE – Includes Wed. night Lodging, Wed. Lunch, Breaks, Dinner and Thur. Breakfast, Breaks and Lunch. *MN sales tax and service charge is included. Rate listed is per person. Attendees are “on their own” for Thurs. (10/3) dinner.*

- \$169.69 Single Occupancy (1 adult per room)
- \$126.74 Double Occupancy (2 adults per room)

THURSDAY – ONE-NIGHT PACKAGE – Includes Thur. night Lodging, Thur. Lunch, Breaks and Fri. Breakfast). *MN sales tax and service charge is included. Rate listed is per person. Attendees are “on their own” for Thurs. (10/3) dinner.*

- \$128.42 Single Occupancy (1 adult per room)
- \$ 85.47 Double Occupancy (2 adults per room)

Package Rates are per person and include everything as listed – including Meeting Space, Resort Service Charge & MN Sales Tax.

Please scan the Breezy Point Registration Form and email it to Mary Morris: mmoris@breezypointresort.com. OR mail the entire form to Breezy Point Resort, 9252 Breezy Point Drive, Breezy Point, MN 56472 OR fax to 218-562-4510. After your reservation has been processed, you will receive an email confirmation from Breezy Point.

Meals/breaks for workshop commuters

If you are not planning your lodging at Breezy Point, you may still purchase meals. Below is the breakdown of the meals. These meals/breaks are priced the same as if you were lodging at Breezy Point. Please remember, breaks are included in the meal packages as indicated in the chart below.

COMMUTER MEAL AND BREAK PRICES	
Meal	Price
Breakfast & Break	\$17.86
Lunch & Breaks	\$24.66
Dinner	\$20.94

Meeting package tickets must be picked up at the Breezy Point Front desk

*For special sleeping room accommodations and/or special dietary needs, please note them on the Breezy Point Reservation Form or contact Mary Morris at mmorris@breezypointresort.com

Proposed Workshop Topics

At this time, the completed schedule is still being determined, but the proposed topics are listed below. A complete schedule will be posted in July. We will also try to have more repeated sessions this year as a request by past workshop attendees. Topics being considered are:

- Case Law and Leg. Update
- Comm. Topic: Before & During Proj. Technology
- Construction Interference
- Cult. Resour. (Indian Burial Grounds)
- Dodging a Bullet: Bullet-Proofing Your Appraisal Work File
- DP & Condemnation on Cnty. Parcel: Beginning to end
- Environmental/Geohazard

- Ethics
- FHWA Topic
- Field Walk
- Negotiations
- Minimum Compensation Statute
- Railroad Topic
- R/W Beyond Actual Use: A Case Study
- Several Case Studies to be Named
- Trials & Tribulations of Condemnation Commissioners
- Tribal Topic
- Unique Appraisals
- Valuation of Big Box Retail
- Visualization Topic: Tie into valuation (Closer)
- What Do R/W Prof. Need to Know About Surveys

Vendors and Exhibits

Vendor displays and exhibits can be viewed in the Minnesota I & II Dining Room. Vendor displays can be viewed throughout the workshop, beginning the afternoon of October 2 through the PM break on October 3. Exhibitors will be happy to answer specific questions regarding their products and services. If you or your company would like to participate in the vendor display area at the 2019 Right of Way Professional's Workshop, please contact Cheryl Hunstock at 651-366-3452 or email at: cheryl.hunstock@state.mn.us. There is no cost to have a display but space is limited and will be filled on a first come, first serve basis.

Below is a list of the 2019 Vendors

Chadwick Appraisals
 Evergreen Land Services Co.
 HDR Engineering, Inc.
 Henning Professional Ser., Inc.
 International Right of Way Asso.
 KLJ

MnDOT's LIS & RW Mapping Unit & GIS Unit
 ProSource Technologies
 SRF Consulting Group, Inc.
 Ulteig Engineers, Inc.
 Wilson Development Ser., LLC
 WSB & Associates, Inc.

Contact Information

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