

Handout

Agenda Item 8

Date June 16, 2020



BOARD MEMBER  
MEETING ATTENDANCE REQUEST

1-16-2020

Date: ~~16-16-20~~ Name: MEGAN CLARK

I would like to attend the \_\_\_\_\_ Meeting

of \_\_\_\_\_

To be held on the 15<sup>th</sup> day of MARCH from 8:00 (a.m.) p.m. and

returning on 17<sup>th</sup> day of MARCH from 8:00 (a.m.) p.m.

Actual meeting date(s): MARCH 15, 16, 17 2020

Purpose of Meeting: Education + networking  
WATERWISE

Frequency of Meeting: ONCE

Estimated Costs of Travel (if applicable): \$70 -

Please submit to the District Administrative Assistant, no later than 2:00 p.m. on the Friday prior to the Board Meeting.

For Office Use Only

Request was  Approved  Not Approved at the Board Meeting held on \_\_\_\_\_.



BOARD MEMBER  
MEETING ATTENDANCE REQUEST

Date: 1/13/20 Name: Rabi Elias

I would like to attend the CWEA Annual Conference Meeting  
of in DENVER, Colorado

To be held on the 31 day of March from \_\_\_\_\_ a.m. / p.m. and  
returning on 3 day of April from \_\_\_\_\_ a.m. / p.m.

Actual meeting date(s): April 1, 2, 3

Purpose of Meeting: ~~FAIR~~

Frequency of Meeting: \_\_\_\_\_

Estimated Costs of Travel (if applicable): \_\_\_\_\_

air fair and Conf. cost and lodging

Please submit to the District Administrative Assistant, no later than 2:00 p.m. on the Friday prior to the Board Meeting.

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For Office Use Only

Request was  Approved  Not Approved at the Board Meeting held on \_\_\_\_\_.



# BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: 1/13/20 Name: Rabi Elias

I would like to attend the CWEA Annual Conference Meeting  
of DENVER in Boulder, Colorado

To be held on the 31 day of March from \_\_\_\_\_ a.m. / p.m. and  
returning on 3 day of April from \_\_\_\_\_ a.m. / p.m.

Actual meeting date(s): April 1, 2, 3

Purpose of Meeting: ~~FOR~~

Frequency of Meeting: \_\_\_\_\_

Estimated Costs of Travel (if applicable): \_\_\_\_\_

air fair and Conf. cost and lodging

Please submit to the District Administrative Assistant, no later than 2:00 p.m. on the Friday prior to the Board Meeting.

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For Office Use Only

Request was  Approved  Not Approved at the Board Meeting held on \_\_\_\_\_.



BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: 1/16/20 Name: CRAIG K. MURRAY, SR./WA

I would like to attend the PRINCIPLES OF REAL ESTATE NEGOTIATION Meeting of THE INTERNATIONAL RIGHT OF WAY ASSOCIATION (IRWA)

To be held on the 30th day of JAN 2020 from 800 a.m. / p.m. and returning on 31st day of JAN. 2020 from 500 a.m. / p.m.

Actual meeting date(s): JAN. 30, 31, 2022

Purpose of Meeting: R/W NEGOTIATION PROCESS, NECESSARY SKILLS. COMMON ISSUES, TACTICS + PITFALLS IN NEGOTIATIONS PREPARING FOR ADMINISTRATIVE SETTLEMENTS, LEGAL SETTLEMENTS + CONDEMNATION.

Frequency of Meeting: 1X

Estimated Costs of Travel (if applicable): a \$600.

Please submit to the District Administrative Assistant, no later than 2:00 p.m. on the Friday prior to the Board Meeting.

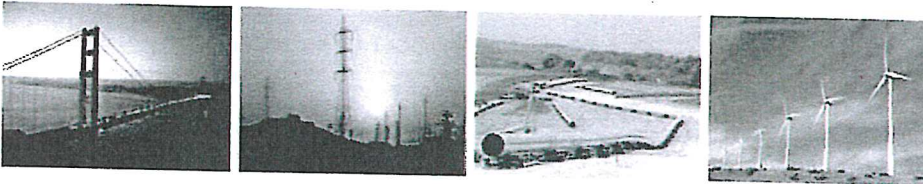
For Office Use Only

Request was [ ] Approved [ ] Not Approved at the Board Meeting held on \_\_\_\_\_.



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

## Course 200: Principles of Real Estate Negotiation January 30-31, 2020 Shell Beach, CA



## Course 200: Principles of Real Estate Negotiation

### Course Description:

This two-day course focuses on a unique blend of the communication skills associated with successful, real-world right of way negotiations. With an emphasis on the practical as opposed to the theoretical, participants will explore their own negotiation skills, habits and styles with the goal of improving settlement rates of right of way acquisitions.

### Topics

- Overview of types of negotiations
- Pre-negotiation "must do's"
- Creating your own individual negotiation style
- Three types of negotiations
- Communicating effectively throughout the negotiation process
- Negotiating with attorneys and other "powerful" owners
- Common issues, tactics, and pitfalls in negotiations
- Preparing for administrative settlements, legal settlements and condemnation

### Course Level:

Core

### Course Tuition Includes:

Participant Manual

### Recommended Materials:

*Successful Communication and Negotiation* (Textbook)  
Available for purchase from IRWA.

### Who should take this course:

This course is designed for all right of way practitioners and negotiators who would like to explore their negotiation skills, habits and styles to improve settlement rates of right of way acquisition.



200 Principles of Real Estate Negotiation January 30-31, 2020 Shell Beach, CA  
 Register online at www.irwaonline.org / Fax this entire page to IRWA HQ: (310) 538-1471

MURRAY \_\_\_\_\_ CRAIG \_\_\_\_\_  
 Last Name First Name

DIRECTOR \_\_\_\_\_  
 Title

LAS GALLINAS VALLEY SANITARY DISTRICT  
 Company Name

101 LUCAS VALLEY ROAD SUITE 300  
 Address

SAN RAFAEL CA 94903  
 City, State, Zip/Postal Code

(415) 472-1734 \_\_\_\_\_  
 Phone Member Member ID Number

CRAIG.MURRAY@CLSD.RICHMOND.CA.US  
 Email Address

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

UNDERSCORE LINE

Registration Deadlines	Member Tuition	Non-Member Tuition	Total Tuition Amount
On and Before: Jan. 21, 2020	\$475.00	\$580.00	_____
On and After: Jan. 22, 2020	\$500.00	\$605.00	_____

Total Member Registrants: \_\_\_\_\_  
 Total Non-Member Registrants: \_\_\_\_\_

PRINT NAME AS IT APPEARS ON CARD: \_\_\_\_\_ 3-DIGIT CVV: \_\_\_\_\_

AMEX  MC  VISA  Card #: \_\_\_\_\_ EXP: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_ Amount to be Charged: \_\_\_\_\_

**Course 200: Principles of Real Estate Negotiation January 30-31, 2020 Shell Beach, CA**

Sponsor: IRWA Chapter 47  
 Date: January 30-31, 2020  
 Time: 2 days – 8 AM to 5 PM Daily  
 City: Shell Beach, CA

**Class Location:**  
 Spyglass Restaurant  
 2703 Spyglass Dr.  
 Shell Beach, CA 93449  
 Phone: (805) 773-1222  
 Participant Capacity: 60

**Four Ways to Register:**  
 Online: www.irwaonline.org  
 Fax: (310) 538-1471  
 Phone: (310) 538-0233, x138  
 Contact Course Coordinator

**Accommodations:**  
 Cottage Inn by the Sea  
 2351 Price Street  
 Pismo Beach, CA 93449  
 Phone: (805) 773-4617  
 Rate: Single - \$127.50 per night (rate only good until 12/29/19)  
 Please contact the hotel directly and ask for the IRWA room block rate.  
 Limited rooms available.

**Course Coordinators:**  
 Jennifer Mizrahi  
 530 Paulding Circle, Suite A  
 Arroyo Grande, CA 93444  
 Phone: (805) 773-1459  
 Fax: (805) 773-2418  
 Email: escrow.coordinator@hamner-jewell.com

**Course Instructor:**

Georgia S. Snodgrass, SRWA, R/W-NAC, R/W-AMC, Georgia S. Snodgrass, SRWA, R/W-NAC, R/W-AMC, is a popular Instructor for the CLS-Professional Development Institute (Contract Land Staff) as well as for the IRWA. She obtained her Bachelor of Science Degree in Business Education from Eastern Kentucky University, Richmond, Kentucky and obtained her Master of Science Degree in School Business Administration from Pepperdine University, Malibu, CA. Prior to joining Contract Land Staff, she was a Real Estate Representative III for the San Antonio River Authority with responsibility for acquisition and project management oversight on behalf of the River Authority, plus additional oversight responsibilities for the asset management program. Prior to the River Authority, Ms. Snodgrass was the chief negotiator for the San Diego Unified School District and was responsible for their asset management program for 32 years. She is past Chair of both Regions 1 and 2 and Past Chair of the International Membership Committee. She has been approved since 2007 to teach the 700 Series of IRWA Asset Management Courses as well as IRWA Communications Courses 205 and 213. In addition, she is a Certified Course Coordinator for her chapter.

**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 the 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.