

PLB NEWS

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Welcome to PLB News, the quarterly newsletter of the Iowa Professional Licensing Bureau.

To keep licensees and stakeholders informed, we are pleased to provide you with information about each of the Bureau's seven professional licensing boards. Click on the name of the board in the list to the left, and you will jump to that section of the newsletter.

We welcome your feedback. Feel free to call the office or e-mail your profession's board. Contact information can be found on the last page of the newsletter.

PLB

Staff Changes

The Professional Licensing Bureau sent a fond farewell to longtime staff member Dana Wilkerson in January. Wilkerson was the office manager and licensing specialist for the Iowa Real Estate Commission, and more recently, the Iowa Accountancy Board. We wish her the best in her future endeavors.

PLB will be hiring a licensing specialist this spring.

Accountancy Board

Iowa Taxpayers Increase Donations to Wildlife for Third Year Running

Last year, more than 8,000 Iowa taxpayers helped boost wildlife conservation with donations to the Fish and Wildlife Fund on their tax form. It is the third year in a row donations to the fund have increased, a trend that Stephanie Shepherd, DNR Diversity Wildlife Coordinator, hopes to continue in 2014.

"The amount of money being donated to the fund is growing after a 10-year downward trend," said Shepherd. "Those donations go directly to research and habitat development for some of Iowa's most vulnerable animal species, so the funds are very important for natural resources."



According to Shepherd, 8,000 Iowans donated almost \$133,000 last spring when completing their 2012

tax forms.

The Fish and Wildlife Fund, known popularly as the “Chickadee Check-off,” is a mechanism the Iowa Legislature created in the 1980s for Iowa citizens to donate to wildlife conservation on the Iowa state tax form. At its height, Iowans donated more than \$200,000 annually to the fund. According to Shepherd, the decline is due to a number of factors but Tax Preparers can make a big difference to the fund.

“It is easy to pass over or forget, so tax preparers should make a special point to ask whether a client wants to donate to any of the check-offs,” said Shepherd. This simple act of remembering to ask will make a significant difference to all the worthy causes on the check-off line (Line 55 on the 1040 long form).

“Currently only about half a percent of Iowans donate,” said Shepherd. “Our goal in 2014 is for more people to find the check off on their electronic tax form, and to increase donations by 10 percent.”

All proceeds from the check-off support the Department of Natural Resources’ Wildlife Diversity program, responsible for protecting more than 1,000 fish and wildlife species in the state. Money from the Check-off helps improve wildlife habitat, fund research studies, support the reintroduction of threatened or endangered species, and much more.

DNR CONTACT: Stephanie Shepherd at 515-432-2823 ext. 102 or stephanie.shepherd@dnr.iowa.gov

Accountancy Board Discipline

All consent orders accepted by the Board may be found on the [disciplinary index](#) on the [accountancy homepage](#). This index is a work in progress and will have past consent orders added as time allows.

13-23 Robert P. Joy 005515

The Board charged the Respondent with practicing public accountancy on a lapsed certificate. In addition to being reprimanded, a \$1,000 civil penalty was imposed and the Respondent was required to complete at least 4 hours of continuing education on ethics no later than December 31, 2013.

Architectural Examining Board

NCARB Announces Blog

In February, the National Council of Architectural Registration Board (NCARB) unveiled its *NCARB Blog*. The blog is a social hub where emerging professionals, educators, and practitioners can come together to explore industry trends. Updated weekly, *NCARB Blog* has information on the latest news about licensure, innovations in education, cutting-edge technology.

In addition to updates about NCARB’s programs and initiatives, the blog will feature guest posts from industry experts and emerging professionals. Through the online community, readers will have access to exclusive videos, photo galleries, and interviews.

See more at: <http://blog.ncarb.org/2014/February/Welcome.aspx#sthash.DgTd2GiF.dpuf>

Engineering & Land Surveying Examining Board

Mark Your Calendars

Iowa Engineering and Land Surveying Examining Board 2014 Calendar

April 11/12, 2014	Exams – Ames
May 8, 2014	Board Meeting – Des Moines
July 11, 2014	Board Meeting – Des Moines
July 15, 2014	Postmark date for PE and PLS examination applications submitted to Board office.
September 11, 2104	Board Meeting – Des Moines
October 24/25, 2014	Exams – Ames
November 20, 2014	Board Meeting – Des Moines

Lapsed Licenses

Were you supposed to renew your professional engineering or land surveying license by December 31, 2013? If you missed the December 31 deadline you had an option to renew in January and pay a \$25 late fee. In addition to the November notification postcard, this year in January the Board sent a reminder email to all licensees scheduled to lapse. If you were scheduled to renew and didn't receive the November notification postcard or the reminder email in January, maybe we don't have your current contact information. A change of address form can be found on our Website: <http://www.state.ia.us/government/com/prof/engineer/home.html>

How do you find out when you are supposed to renew your license? The license card issued by the Professional Licensing and Regulation Bureau displays your expiration date. If you don't have your license card, go to the On-line License Verification on our web page at www.state.ia.us/engls.

Any license that expired December 31, 2013, and not renewed before January 31, 2014, has lapsed. Lapsed licenses can be reinstated in accordance with 193C IAC 3.5(542B). The list of lapsed licensees appears below.

P04461 ROBERT JOHN ABILD,	P11866 REX BROWN
P15045 MOTASEM A AL-TURK,	P05673 KENNETH D BUCKLIN,
P04358 WILLIAM W AMUNDSON	P01810 FRANK F BUDD
P02948 DONALD A ANDERSON	P02751 CLARENCE J BUELTEL
P06311 RICHARD ANGOVE	P02622 JAMES M BURNS
P01667 BOYD AUSTIN	P08964 WILLIAM R BUTLER, JR
P02752 BRANDON H BACKLUND	P02435 WILLIAM JOHN BYRNE
P08257 RONALD DEAN BARNES	P03635 DONALD B CAMPBELL, JR
P06511 LAWRENCE L BAUMANN,	P05931 DAVID H CARGILL
P06602 ARTHUR H BECKER	P05835 ADRIAN F CAROLAN
P01638 E F BEHRENS	P02520 NEIL A CARPENTER
P04298 FRANK J BELZER	P03760 EDDIE L CARR, JR
P02768 WILLIAM H BLACKMER	P02813 JAMES C CASHMAN
P03458 FRANK J BOHAC	P04222 KEITH P CASWELL, JR
P05343 WILLIAM C BOON, JR	P02423 TED L CHAMBERLAIN
P02872 GERALD LEE BOURNE	P03489 ARNOLD O CHANTLAND,
P03372 DONALD H BROCKETT	P07234 CARL A CHRISTENSEN
P02837 M DEAN BROWNING	P03362 WAYNE CLAASSEN

P04783 VAUGHN L CLARK,
P02835 ELMER G CLAYTON
P03692 FRANK J CMELIK
P06834 WILLIAM ROBERT COLE
P03017 ELDON MILO COLLINS
P02002 ALBERT A COLVIN
P03417 JOHN CONIS
P03821 GEORGE L CRAFT
P02652 DON G CULVER
P03407 WARREN G DAVISON
P02448 GERALD L DERR
P03772 JOHN D DICKSON
P02737 MERRILL M DOGGETT
P05595 STANLEY E DURBIN
P07983 JAMES L EGGER,
P05619 GEORGE E EHRHART
P03693 WILLIAM W ELLINGROD,
P03823 DON WALLACE ELLIOTT
P06115 ROBERT E EMMONS
P02886 LOWELL P ERDMAN
P02139 LEWIS K FERGUSON
P07193 GERALD F FLANNERY,
P06134 RICHARD FLEIG
P02973 LYLE R FLETCHALL
P04361 AMBROSE E FLYNN
P01751 WM S FOSTER
P07606 JOHN L FRANKLIN,
P12327 ROLAND AUGUST FREELS
P05785 JAMES W FRENCH,
P03173 JOHN B FREUND
P03773 JAMES P FULLER
P05563 DWAYNE C GARBER,
P05060 MARVIN L GARBER
P02018 ROBERT E GASTON
P02413 JAMES R GENTRY
P02887 JAMES W GERLICH,
P02190 ROBERT J GIBSON
P02722 RICHARD W GISH
P03793 E M GOLLEHON
P01789 RICHARD F GREFE
P01773 JAMES C GRIFFIN
P03075 ROBERT L GROGAN
P06117 GERALD L GRONVOLD
P02638 GEORGE WILLIAM GROSS
P03886 WM F GUILLAUME
P02770 VERNE H HAALAND,
P06218 PHILIP J HAEFNER,
P02957 CHARLES EUGENE HALES
P02355 RICHARD J HALPIN
P02261 CLIFFORD W HAMBLIN
P01671 DOYLE HAMMER
P05538 P.J HANDLEY
P04194 GEORGE E HANZLIK
P03374 GENE R HARDY,
P05876 ROLLAND L HARDY
P03989 DONALD P HATTERY
P06605 RONALD G HAUGLAND
P07597 THOMAS MICHAEL HAYDEN,
P05680 ROBERT L HAYLOCK,
P02819 ALVIN L HEEREN
P02027 LOREN R HEIPLE
P02723 RUSSELL E HELMS
P04210 ROBERT NATHAN HERMON
P05031 LAWRENCE T HIBBS
P03754 DAVID M HILLER,
P16698 MELISSA KAY WHITTINGTON HILL,
P01749 JACOB HOEKSEMA
P02763 C P HOLLAND
P02993 FRANCIS E HOLLAND
P02627 MERLIN J HOLLAND,
P03419 SPENCER L HOLLAND
P02655 CHARLES MELVYN HOLMES
P02996 ROBERT GEORGE HUBER,
P02358 LLOYD M JACKOSN
P03376 PAUL R JENSEN
P02639 J Z JIZBA
P04157 LELAND F JOHNSON
P03331 HAROLD LELAND KEELER
P06278 WILLIAM C KERNDT,
P02088 WILLIAM W KERR
P03890 RICHARD LEE KING,
P03861 RONALD F KIRCHNER
P02293 ROWLAND E KIRKHAM
P03652 W H KLINGNER,
P05705 DELMAR P KOEL
P04195 PAUL J KONRAD
P01775 MARVIN O KRUSE
P02427 MELVIN B LARSEN,
P04981 ELRY R LOEBIG,
P01730 A HAROLD LONG
P02515 LEO LOUIS, JR
P04328 FRANCIS W MANN
P02999 RALPH E MARTENS
P04290 LANE H MASHAW
P03645 REX D MATTHEWS
P04683 DUANE A MCCLELLAND
P03420 JON EARL MCCLURE
P02874 LESLIE N MCKAY
P16493 JAMES A MCMEEKIN,
P06264 DAVID E MEDEMA,
P03198 GEORGE C MERKEL
P03337 JACK LEROY MICKLE,
P01511 GLEN H MILLER
P03474 JAMES ROGER MILLER
P01685 VERNON MILLER
P02451 C E MISSMAN
P04126 WILLIAM A MOELLERING,
P06127 RICHARD E MONTAG
P04147 WILLIAM A MOTT
P08703 KENNETH WAYNE MOUW
P01832 LAURENCE W MURRAY
P04406 DAVID D MUSMAKER,

P03863 WILLIAM RAYMOND NELLE
P02013 GEORGE NELSON
P09439 KEITH ROBERT NELSON
P03470 ROBERT DWIGHT NELSON
P03043 THOMAS EDGAR NELSON
P04511 WARREN J NELSON
P01760 E J NEMMERS
P05285 RICHARD W NESS
P04891 THOMAS E NILLES
P07393 DAVID F NOLTE
P03341 MARTIN H NOONAN
P04434 THOMAS H NORRIS
P02583 RICHARD C NURRE
P03602 CARL J NUSSRALLAH
P02526 GEORGE M ORBIN
P07288 JAMES HARDY PARKER
P03777 WAYNE H PARRICK
P02822 CHARLES KENNETH PAULSON
P03152 NEAL F PAYDEN
P11584 JEFFREY E PEACOCK,
P14855 TAO PENG,
P05086 LEWIS GENE PETERSMA
P02527 GEORGE A PLATZ, JR
P05706 CHARLES E POLAND,
P02056 HARRY E PORTER
P02477 ARTHUR E POSTEL
P03707 JAMES W POWERS
P03778 DOW EARL PROUTY
P02129 ALFRED E RASMUSSEN
P02831 DONALD ARTHUR RATEKIN
P01852 WOEBER J REESE
P02454 CLYDE W REID
P05084 ROBERT D REINHART
P01836 PAUL H RICE
P01706 CURTIS E RICHEY
P05168 DELBERT E RIEKE
P02697 WILLIAM H ROBINSON
P02359 JOHN THEODORE ROBISON
P02802 ROBERT W ROSENE
P02811 HOLLIS EDMUND RYKEN
P03123 FREDERICK C SAEMISCH,
P03917 DENNIS M SAEUGLING
P16494 KENNETH CARL SAINDON,
P02853 IRVING L SAMUELSON
P03241 JOE H SCHEEL
P03641 ROBERT E SCHENK,
P08977 ARTHUR ROBERT SCHMIDT
P04256 ROBERT M SCHMITZ
P02592 C F SCHNOOR
P04062 PAUL H SCHWARTING
P07712 PAUL JAMES SCHWEICKERT
P02374 WALDO L SCOTT
P04063 RALPH FRED SEARS
P05396 FRANCIS E SEXTON
P05599 GORDON D SHAFER
P02585 FLOYD F SHEETS
P17318 BENJAMIN G SHERMAN,
P03415 FRED M SHORT
P03595 DORSEY C SHULTICE
P03181 SHERMAN A SMITH
P01976 WENDELL M SMITH
P07625 DENNIS LEE SNYDER
P04131 DEAN EDWARD SOGARD
P08996 JOHN RAYMOND SOMMERS,
P06025 BLINN E SOURWINE
P04613 DILMAN P STACHOUR
P01623 ARTHUR E STANLEY
P04258 JOHN W. N STEDDOM
P01875 RAYMOND L STEVENSON
P05358 WILLIAM H STOEWER,
P04844 LAVERN H SWORDS
P02558 KENNETH J THARP
P01755 GEROLD F TIGGES
P02869 WILLIAM DAVID UPMEYER
P02733 PAUL VAN ROEKEL
P04892 JOHN M VANDE STEEG
P05517 JAMES W VANDER WOUDE,
P04024 RICHARD EUGENE VANGUNDY
P02034 HAROLD R VOGEL
P05205 WILLIAM C VORSETH
P08302 HAROLD M WAGNER
P03133 CHARLES P WALDRON
P04989 FRED W WALKER
P02127 KENNETH M WALLACE
P03339 DONALD J WARDEN
P02296 THOMAS H WEEKS
P04114 EARL H WELSHONS
P08133 JAMES A WEST
P03228 ROBERT J WHEELER
P01799 BENJAMIN A WHISLER
P05798 H DALE WIGHT,
P03045 QUENTIN J WILDMAN
P02532 MENO L WILHELMS
P05401 GEORGE R WILLIAMSON
P02971 ALLAN V WIND
P03980 RICHARD L WING
P04590 RICHARD P WITHENBURY
P03944 RICHARD G WITT
P04725 WILLIAM GENE WOOLEY
P13793 M V. PAUL WORLAND, JR
P02895 PAUL A ZIMMERMAN

Engineering and Land Surveying Examining Board Discipline

13-11 Jeffrey M. Williams, PE 10526, Rock Rapids, IA

The Board charged the Respondent with unethical conduct and a practice harmful and detrimental to the public. In addition to having his license suspended for 30 days, the Respondent shall enroll in and by July 1, 2014 successfully complete 90 professional development hours in ethics. After the suspension concludes, the Respondent's license is on probation until all terms of the Consent Order are satisfied.

Interior Design Board

Fees Are Changing

The Board voted at its January 6, 2014, meeting to reduce the renewal and initial registration fees. This will apply to 2014 renewals. A Notice of Intended Action was filed to amend chapter 2 as follows:

2.1(4) Applications. Persons applying for initial or renewal registration shall submit an application on a form provided by the board and shall pay a registration fee of \$275. Certificates issued to registrants with last names beginning with A through K shall expire on June 30 of even-numbered years, and certificates issued to registrants with last names beginning with L through Z shall expire on June 30 of odd-numbered years. Registration fees and continuing education requirements shall be applied prorata to those registrants whose certificates expire in less than two years.

Type of fee Amount

Initial registration fee \$275

Renewal \$275

Late renewal fee \$25

Reinstatement of lapsed registration \$100

Real Estate Appraiser Examining Board

Appraisal Subcommittee Compliance Review

The Appraisal Subcommittee (ASC) monitors each State's appraiser certification and regulatory programs to ensure that the state 1) recognizes and enforces the standards, requirements and procedures prescribed by Title XI of FIRREA, 2) has adequate authority to carry out its Title XI functions, and 3) makes all decisions for appraisal standards, qualifications and supervision of these activities in a consistent fashion with Title XI.

To assure these tasks are performed correctly, the ASC performs compliance reviews on site. These compliance reviews are very thorough. These reviews are conducted over approximately a three day period, with the policy managers also attending a board meeting. Depending on a state's success in this review determines the length of time between compliance reviews. The longest time frame for a state is 2 years.

Iowa had our review in July 2013. The ASC findings were finalized in December. You may review the final report [here](#). Our Board members, peer reviewers, and our Assistant Attorney General do a superb job to assist the State of Iowa in maintaining such high marks.

Attention Associate Appraisers: Dates to Note

We have been reminding you since early 2012 that there will be new federal requirements effective January 1, 2015, to be a certified appraiser. The detailed changes may be found on the website: www.state.ia.us/iapp. One of the major changes requires all associate (also known as trainee) appraisers to have a minimum of a bachelor's degree. The Iowa Real Estate Appraiser Examining Board cannot issue any waivers or make any exceptions for these requirements.

The Board is in the process of promulgating rules on this topic. October 1, 2014, is the cutoff for anyone that is applying under the current criteria. This means that all appraisals, work files, and other necessary information to complete the work product review process MUST be into the board office for work product review no later than this date.

To allow for timing to upgrade, you should have the work product review form and the work product log sent into our office prior to September 1, 2014, for residential appraisers and August 1, 2014, for general appraisers. This is a lengthy process that necessitates a minimum of 60-90 days. Once the Board approves work product you are still required to have all application paperwork to our office prior to January 1, 2015.

To qualify for work product review you must have the minimum number of hours and the minimum amount of time as an associate completed. We would strongly suggest passing your exam also before applying. Your exam score is valid for 24 months; work product review is valid for 60 days from date of approval. IF your work product is not found to be acceptable, you will be required to meet the 2015 criteria.

If you are unsure of the quality of your reports, the Board rules do allow an associate to voluntarily submit work product to the Board to be reviewed by a peer reviewer for educational purposes only. The associate must have a minimum of 500 hours of appraisal experience and no more than three reports may be submitted for voluntary review during the experience portion of the certification process. This does not negate the required end of experience work product review. It may allow an associate to find any problem areas before the deadline.

The Board urges all qualified associates to apply for work product review as early as possible to avoid any last minute setbacks.

Appraiser Survey

The Appraiser Qualifications Board (AQB) is requesting that all associate (trainees) and certified appraisers take part in an online survey as part of a practice analysis. The deadline to complete the survey is March 26, 2014.

The purpose of the practice analysis is to identify tasks and competencies reflective of the real estate appraiser job role in order to update the examination content outlines for the AQB National Uniform Licensure and Certification examinations.

This is the link to the survey: <https://www.surveymonkey.com/s/AQBSURVEY>

Participation is essential to the success of the practice analysis. This is a fantastic way for appraisers to give back to the profession and make sure their perspective is counted in the development of a comprehensive and representative reflection of the job role.

In appreciation of participants' contribution, the AQB will be raffling off \$50 gift cards to ten randomly-selected respondents who complete the survey.

Please direct all inquiries about this survey to aqbsurvey@appraisalfoundation.org.

ASB Q&A

The Appraisal Standards Board (ASB) has issued January Q&As on the following topics:

- "Verifying" Completion of an Appraisal
- Assignment Results
- Fannie Mae Form 1004
- Use of Certification with Form 1004D/442 (2 questions)
- Applicable Edition of USPAP

You may review them [here](#).

USPAP

Believe it or not, the Appraisal Standards Board has already been at work on the 2016-2017 edition of the *Uniform Standards of Professional Appraisal Practice*. They recently noticed their first exposure draft of these proposed changes, which can be found [here](#). To provide any comments on a future draft, you may wish to keep an eye on this.

Supervisory Appraiser Requirements Effective 1-1-15

Effective January 1, 2015, supervisory appraisers and new registered appraiser assistants must complete a course related to the responsibilities & requirements of supervisory appraisers and associate (trainee) appraisers. This course must be completed prior to the associate appraiser obtaining a credential. This course does not count toward the associate's necessary seventy-five hours of qualifying education required for registration with the Board. The supervisory appraiser is to complete this course prior to supervising any new associates. Current associates and supervisors are not required to take the course. This course is required for any new supervisory certified appraiser and associate relationship that begins on or after January 1, 2015.

Supervisory certified appraisers must be in good standing at all times during the supervisory period and not subject to any disciplinary action within the last three years that affects the supervisory appraiser's legal ability to engage in appraisal practice. Supervisory appraisers must be state-certified for a minimum of three years prior to being eligible to become a supervisory appraiser.

Tidbits You May Have Missed

- In 2013 we had 24 associates apply for work product review to upgrade to certified status. That is the most associates applying since 2007, on the eve of the 2008 criteria implementation.
- There are nearly 1200 active associate or certified appraisers in Iowa
Associate Appraisers: 142
Certified Appraisers: 1053

- Our office recently moved. We are now located at 200 E. Grand, Suite 350, Des Moines, Iowa 50309.
- 2014-2015 USPAP is now in effect.
- You no longer must take a 7 hour report writing course for your renewal
- There is no longer a maximum number of distance education hours for renewals. All 28 hours may now be online.
- The Board has statutory authority to conduct background checks. This will allow the Board to maintain compliance with the upcoming AQB criteria changes. The Board has not promulgated rules on this yet.
- If you've moved, you need to make the board aware of this change. Complete the form found at http://www.state.ia.us/government/com/prof/pro_licens/PDFs/change-address.pdf. Submit it to the office as indicated on the form.

Real Estate Appraiser Examining Board Discipline

To view all of the Board's previous disciplinary matters, or an entire consent order, please see the board's [disciplinary index](#).

12-42 Christopher Hauser CR (Des Moines, IA)

The Board placed Respondent on suspension in May 2013 for failure to fully cooperate with a disciplinary investigation. He has complied and has been reinstated. The Board received a complaint raising questions about his compliance with USPAP in the development of an appraisal assignment completed while an associate. The appraisal review revealed multiple issues with methodology and adherence to USPAP standards of practice. The Board selected additional appraisals which also reviewed concerns about his compliance with USPAP standards. The Board charged Respondent with (a) failure to adhere to appraisal standards in the development and communication of appraisals; (b) failure to exercise reasonable diligence in the development, preparation & communication of appraisals; and (c) demonstrating negligence or incompetence in the development, preparation, and communication of appraisals, in violation of Iowa Code sections 543D.17(1)(d)(e), and (f) and 543D.18(1) and 193F-7.2, 7.3(2)(c), (d), 7.3(7)(a). The Respondent was ordered to successfully complete by May 1, 2014, the following courses, which shall be AQB approved qualifying courses, which Respondent may take online or in person and may apply to his continuing education requirement renewal: A tested 15 hour USPAP course; A tested 30 hour Residential Sales Comparison & Income Approach course; A tested 15 hour Residential Appraiser Site Valuation & Cost Approach; Within 10 calendar days of completion, Respondent shall forward the course completion certificates. Within 90 days of completing all education, Respondent shall submit a log of all appraisals completed after the education. The Board will select two appraisals for review. The Respondent will submit five copies of each appraisal & associated work file and the sum of \$300 per appraisal to be paid to the Board for the retained appraiser reviewer. The reviewing appraiser will complete a comprehensive Standard Three review for each appraisal. The Respondent shall not supervise an associate appraiser or otherwise co-sign another appraiser's work as a supervisor until he has complied with all terms of the Order.

Real Estate Commission

From Chair Susan Sanders

On your mark, get set.....WHOA!

Before we launch into the crazy spring market, I would encourage you to take a few minutes to refresh your understanding of the laws and ethics of our industry.

A licensee's fiduciary duty includes the duty to provide brokerage services to all parties in the transaction honestly and in good faith. Also detailed in the law is requirement for accounting for funds, certain disclosures of material facts, and disclosure of financial interest in the transaction.

To view Iowa Law and Administrative Rules, [CLICK HERE](#)

In a nutshell, we have an obligation of honesty to all parties and to loyalty to our clients, as well as certain responsibilities to other licensees.

In practice: Ask yourself a few questions:

- "Am I serving all parties honestly and in good faith?"
- "Am I putting my client's interest ahead of others?"
- "Have I instructed my client about proper disclosure?"
- "Are my records accurate and adequate should an issue arise?"
- "Have I disclosed personal interests, and material adverse facts as required by law?"

What is a material adverse fact? Under Iowa Code § 543B.5(15), a material adverse fact means an adverse fact that a party indicates is of such significance, or that is generally recognized by a competent licensee as being of such significance to a reasonable party, that it affects or would affect the party's decision to enter into a contract or agreement concerning a transaction, or affects or would affect the party's decision about the terms of the contract or agreement.

Generally, a material adverse fact is a condition that would:

- Significantly and adversely affect the value of the property;
- Significantly reduce the structural integrity of the property; or
- Present a significant health risk to occupants of the property

Now....On your mark, get set...GO!

IREC Peer Reviewer Needed

The Iowa Real Estate Commission is currently looking for another peer reviewer. The Commission may refer to a peer review committee "for investigation, review, and report to the board, any complaint or other evidence of an act or omission which the board reasonably believes to constitute cause for licensee discipline." See Iowa Code § 272C.3(1)(I). Peer reviewers, however, are not conferred any decision-making authority.

If you are interested in being considered as a peer reviewer for the Iowa Real Estate Commission, please submit the following information:

- Resume
- Work Experience
- Education

- References
- A statement explaining why you believe you would be a good peer reviewer.
- A statement explaining why you want to be a peer reviewer for the Commission.

All submissions can be mailed to the Commission offices:

Iowa Real Estate Commission

Attn: Jeffrey M. Evans

200 East Grand, Suite 350

Des Moines, IA 50309

Licensing Forms Available

We have many licensing forms available on our website under the link “Forms Index.”

Some of those forms are:

- Applications for firms, salesperson, broker, tradename, branch
- Change of name/address
- Change of status from inactive to active
- Change of status from active to inactive
- Request for a license history (certification of licensure)
- Transfer form

Please make sure to use these forms, to always use the latest version of these forms, and to follow any directions on the forms.

Trust Accounts

It should be understood that the primary purpose of examining trust accounts is to protect the public interest and educate real estate brokers concerning their obligations in handling trust funds and how to properly account for them.

The trust account for each broker may be audited on an irregular basis and may be unannounced. The trust account examination process generally takes only a few hours. During this period, the trust account auditor will verify that the financial institution statements have been reconciled and will perform a random inspection of the closed transaction files. The trust account auditor will review entries to the bookkeeping system and the supporting documentation to ensure full compliance with the Iowa Real Estate Rules and Regulations. The trust account auditor will reconcile the trust account the day of the exam.

More than one person (besides the broker) should have access to the trust account records.

The authority and responsibility for the proper handling of the real estate trust accounts rests entirely with the broker. It should be noted that the broker may delegate to anyone of their choosing the authority to handle trust funds, maintain the trust records, and even sign checks on the trust account. The broker is ultimately responsible for whatever may happen regarding the handling of the trust funds, the trust account, and the attendant records. Therefore, the broker must take an active role in supervising the acts of all persons who handle trust funds and trust account records.

Brokers and their associates should be reminded that violations pertaining to the improper handling of trust funds could result in discipline such as fines, education, suspension, and/or revocation of a broker's real estate license by the Iowa Real Estate Commission.

Lapsed Licenses

The following real estate licenses are lapsed. These entities & individuals may not engage in the practice of real estate until reactivated.

Firms:

ACC MANAGEMENT GROUP, INC	F05476000	KIMBALL REALTY LTD	F05473000
ACQUISITION SOLUTIONS GROUP	F05312000	KSJS REAL ESTATE LLC	F05511000
ADVANTAGE REALTY	F03525000	LARAMAR SPECIALTY SERVICES LLC	F05485000
AGRILAND MIDWEST, INC.	F05035000	MARCUS & MILLICHAP R. E. INVEST. SERVICES OF CHICAGO, INC	F04995000
AMERICAN BAPTIST HOMES OF THE MIDWEST	F03803000	MARION COUNTY REALTY, INC.	F04986000
ANCHOR REALTY INC	F00062000	MAX BIZ REALTY, LLC	F05257000
AREA REALTY CENTER L.C./IOWA REALTY	F04102000	METRO REALTY ADVISORS LLC	F05308000
ARKAE MANAGEMENT INC	F01628000	MHR REAL ESTATE INVESTMENTS, LLC	F05496000
B.W. ARMM, INC	F05472000	MIDSTATES DEVELOPMENT, INC.	F03214000
BF ENTERPRISES, INC.	F04990000	MJS REALTY, INC	F05486000
BLACK & ASSOCIATES LLC	F05275000	NAPER HOME REALTY, INC.	F05514000
BOESEN CORPORATION	F05307000	NP DODGE II, LLC	F05013000
BURNETT REALTY LLC	F04147000	NP DODGE III, LLC	F05154000
BURNETT REFERRALS	F04642000	NP DODGE IV, LLC	F05012000
CENTURY 21 HANSEN REALTY	F04111000	NP DODGE V, LLC	F05011000
CENTURY 21 O'BYRNE REALTY INC	F00222000	NP DODGE VI, LLC	F05010000
CHEROKEE STATE BANK	F03781000	OPTIMUM COMMERCIAL REAL ESTATE	F05495000
CLETUS J HUGHES REALTY COMPANY	F00665000	R B COLLMANN AGENCY, INC.	F00262000
D.F. SEABA, INC.	F02721000	RE/MAX ASSOCIATES	F04981000
DAVE KELLY & CO., INC.	F03772000	REAL ESTATE RETRIEVERS	F04931000
DAVENPORT ASSOCIATES, INC.	F03165000	REAL ESTATE SERVICES	F05303000
DAVIDSON & ASSOCIATES, INC.	F04541000	REO, LLC	F05026000
DEVELOPMENT SOLUTIONS, LC	F04924000	RJS FINANCIAL INC.	F05510000
ELEVATE PROPERTY MANAGEMENT, LLC	F05497000	RURAL PROPERTIES OF IOWA, LLC	F05260000
EXECUTIVE PROPERTY MANAGEMENT, LLC	F04959000	SECURITY STATE BANK	F01238000
FASTSTART REAL ESTATE SERVICES, LLC	F04989000	SIGNATURE REAL ESTATE, INC.	F05322000
FIRST STATE BANK	F03217000	STAUSS REALTY, LLC	F05314000
GAS, INC.	F05500000	STONEWOOD PROPERTIES INC.	F03808000
GKR & ASSOCIATES, INC.	F03103000	THE HAMMON COMPANY, INC.	F04925000
GOOD DAY REALTY, INC.	F02788000	THE LAWTON COMPANY INCORPORATED	F02610000
GRACIOUS LIVING INC.	F05478000	THE REALTY HOUSE, INC.	F04951000
HARNEY REALTY COMPANY, LLC	F04930000	TWENTY/20 REAL ESTATE	F05502000
HEARTLAND INSURANCE AND REALTY, INC.	F04560000	UNION STATE BANK	F04152000
HOMESENSE MORTGAGE CORP.	F05315000	VACATION RESORTS INTERNATIONAL	F05494000
HOWELL INSURANCE & HOWELL REALTY, INC.	F02709000	VONMATT PARTNERS REFERRAL INC.	F05293000
IOWA FIELD & FOREST, LLC	F05282000	WILLER PROPERTIES INC	F05491000
IOWA LAND CORPORATION	F00702000	WINNINGER REALTY	F02787000
KIMBALL REALTY L.C.	F05284000		

Firm Branch Offices:

CENTRAL STATES AGENCY, LLC	F04936002	FIRST REALTY LTD	F01527050
CENTRAL STATES AGENCY, LLC	F04936003	GREEN BELT REAL ESTATE SERVICES, INC.	F05319001
DENNY ELWELL COMPANY LC	F05246001	HEDGES ASSOCIATES INC	F00597001
FIRST REALTY LTD	F01527049	HEDGES ASSOCIATES INC	F00597003

HERTZ REAL ESTATE SERVICES, INC.	F02731004	RE/MAX OELWEIN REALTY, LLC	F04978003
HUNZIKER & ASSOCIATES, REALTORS	F00677004	REO, LLC	F05026001
HUNZIKER & ASSOCIATES, REALTORS	F00677007	REO, LLC	F05026003
HUNZIKER & ASSOCIATES, REALTORS	F00677009	REO, LLC	F05026004
LINCOLN SAVINGS BANK	F03222002	RURAL PROPERTIES OF IOWA, LLC	F05260001
NP DODGE II, LLC	F05013001	SCP, INC.	F03741001
NP DODGE II, LLC	F05013002	SIGNATURE RESOURCES, INC.	F05009003
NP DODGE MANAGEMENT COMPANY, INC.	F03740001	SIGNATURE RESOURCES, INC.	F05009006
PEOPLES COMPANY OF INDIANOLA	F01083003		

Brokers:

ALTMAIER, MICHAEL	B39379000	DUMLER, GARY	B00667000
ANDERSON, SUZANNE	B22298000	DUNCAN, RICHARD	B04104000
ANDERSON, SHERRIE	B30843000	DUNKIN, JACK	B25883000
ARNONE, PAMELA	B33774000	EBERLE, KEITH	B21044000
BAILIE, DAVID	B32711000	ELKIN, KAREN	B59655000
BARRY, ROGER	B38405000	ERICKSON, JOAN	B04170000
BASSMAN, STEVEN	B03441000	ESCUE, FRANK	B31853000
BEAR, TAMARA	B43646000	EVANSON, VICKI	B34479000
BEATTY, WILLIAM	B03458000	FELDMAN, KRISTA	B17778000
BERGESON, DENNIS	B18493000	FETT, SHARON	B33663000
BERKLAND, LYNDON	B08991000	FISH, SCOTT	B34707000
BILSTEN, MARK	B33903000	FLAHERTY, DARRELL	B04263000
BLACK, DALE	B59335000	FOSS, ROBERT	B09734000
BLAKE, MARLYS	B34431000	FOX, JOSEF	B41996000
BOBOWSKI, CHRIS	B61237000	FRANCOIS, THEODORE	B35489000
BONEFAS, DANIEL	B18380000	FRANK, KENNETH	B30490000
BORLAND, MARY	B03600000	FRITSCH, CHARLES	B42442000
BORSETH, MARK	B03480000	FROHWEIN, GEORGE	B35427000
BRANDT, JULIE	B60919000	GASS, DARRELL	B04344000
BRIGGS, RICHARD	B03518000	GIBBS, JOTHAM	B00894000
BRUMMER, MICHAEL	B61139000	GILLUM, LOREN	B56931000
BURMAN, DUANE	B59524000	GODWIN, LINDA	B22928000
CARPER NELSON, PATRICIA	B56893000	GOETSCH, JACQUELINE	B44459000
CARSON, JOANNA	B38863000	GOODHUE, DALE	B04411000
CHARLES, CORINE	B56933000	GOODWIN, COLLEEN	B43010000
CHURCH, LARRY	B03782000	GRANT, ROBERT	B00962000
CLARK, DAVID	B61246000	GRAY, KIMBERLY	B42660000
CLEVEN, ROGER	B03801000	GREENFIELD, DWAIN	B00972000
COLLMANN, BRUCE	B10518000	GROSENHEIDER, JOHN	B32922000
COOPER, DANIEL	B56814000	HABHAB, JR., ABBAS	B01002000
CORKERY, LYNETTE	B57299000	HANSON, RUTH	B10977000
CROOKS, PATRICIA	B56044000	HAPPE, DAVID	B33254000
CUMMINS, MADELINE	B03959000	HARMS, LEON	B19711000
CURRIE, JAMES	B00536000	HARRIS, ALLEN	B40230000
DAVIS, GEORGE	B03996000	HAWS, MIKE	B25409000
DE BUSE, LAWRENCE	B43597000	HEGG, PAUL	B35361000
DEBES, STANLEY	B30200000	HEJHAL, JOHN	B11152000
DEIMERLY-SNYDER, AIMEE	B59898000	HELMLINGER, CAROLYN	B39892000
DICKINSON, SARAH	B60970000	HELMLINGER, CONRAD	B40018000
DIETZENBACH, LEON	B22679000	HENDERSON, BRIAN	B56692000
DIXON, JEFFRY	B04035000	HENTZEL, RANDY L.	B39637000
DOVE, CONSTANCE	B43093000	HESSE, CATHERINE	B44765000
DOYLE, MARY	B04068000	HIEBER, CLIFFORD	B11243000
DOYLE, ROBERT	B56422000	HILGENBERG, JERRY	B04685000
DUFFY, TIMOTHY	B42552000	HOLTZ, ROGER	B01234000

HOLTZ, LAURETTA	B34051000	MORRIS, CYNTHIA	B05672000
HOOK, WAYNE	B19493000	MOSER, BERNITA	B14201000
HORRAS, DEAN	B20708000	MUELLER, TERRY	B61248000
HUFFMAN, GARTH	B04775000	MULDER, DUANE	B21250000
HUGHES, PEGGY	B57018000	MULDER, NORA	B40211000
HUGHES, JAMES	B57019000	MULLENIX, RICHARD	B05699000
JACOBS, JACLYNN	B59825000	NAGLE, JOHN	B59428000
JENSEN, DONALD	B11661000	NELSON, JOHN	B05734000
JENSEN, NICHOLAS	B56507000	NEZERKA, RONALD	B27071000
JOHNSON, CAROLYN	B56367000	NIELSEN, ANN	B34474000
JONES, JACQUELINE	B30891000	NORDSTROM, THOMAS	B05789000
JUDGE, THOMAS	B01407000	OBERG, MARK	B36889000
JUDKINS, JOSEPHINE	B11828000	PALMER, JOSEPH	B05867000
JUERGENS, DALE	B11829000	PATRICK, MICHAEL	B27324000
KEHOE, EUGENE	B19866000	PERKINS, GARY	B23897000
KLEJCH, DORIS	B20216000	PETERS, GLEN	B39214000
KOESTER JR, HENRY	B06399000	PHAM, HOANG	B55734000
KOKE, JOHN	B12096000	PLUEGER, MICHAEL	B19716000
KRANTZ, MARY	B37402000	PODHAIJSKY, LINDA	B42048000
KRUGER, WAYNE	B26008000	POHL, DEWAYNE	B60876000
KUDRNA, RICHARD	B05136000	PREUL, RYAN	B59341000
LAMPHIER, CAROLE	B23806000	PROHASKA, MARK	B37090000
LAURITSEN, PHYLLIS	B41972000	RADEMAKER, PEARL ANN	B36857000
LAWSON JR., JAMES	B39274000	RAMSEY, DICK	B08045000
LEECH, DONNA	B01606000	RANDALL, RONNIE	B02271000
LEFEVRE, DAWN	B43710000	RASMUSSEN, CHAD	B39382000
LEMBKE, MELODY	B59787000	RECTOR, ROGER	B23262000
LERDAL, SCOTT	B31860000	REICHLINGER, PERRY	B02305000
LINK, VIVIAN	B20440000	REILING, MARK	B34380000
LOFFREDO, THERESA	B12483000	RIEDEL, ROBERT	B08115000
LONG, ROGER	B05336000	ROBERTS, THOMAS	B34055000
LUKSETICH, THOMAS	B01690000	ROBY, ROOSEVELT	B02365000
LUND, JOHN	B05361000	ROHLF, CHARLES	B13423000
LUNDY, DAVID	B05367000	ROSENGREEN, RONALD	B26272000
LYON, THERESA	B57856000	ROSS, JERRY	B08178000
MACDONNELL, JAMES	B43062000	ROTH, JAMES	B08180000
MALONE, MICHAEL	B59552000	RULLESTAD, RICHARD	B02416000
MARSH, CRAIG	B12693000	RUSHER, DARRELL	B02423000
MARTIN, KENNETH	B19291000	SANDBERG, KEITH	B59383000
MARTINEZ, NANCY	B25197000	SCOTT, DICK	B15769000
MC CULLOUGH, RUSSEL	B38099000	SEBRING, LORI	B44873000
MC DONOUGH, BETH	B01807000	SHAFER, CHARLES	B18806000
MC DONOUGH, WILLIAM	B12864000	SHAHAN, CINDY	B43159000
MC ENROE, LOUIS	B12871000	SHARP, ROGER	B16893000
MC INTEER, TIMOTHY	B23868000	SHEPARD, DONALD	B02552000
MCCLELLAN, JESS	B59710000	SHOOK, SHARON	B16924000
MEADE, EUGENE	B05555000	SKARIN, WARREN	B02598000
MEADER, CHERYL	B42100000	SMALL, CAROLYN	B57241000
MECHEM, GEORGE	B05563000	STANEK, MARCELLA	B08009000
MEHRE III, HARRY	B59723000	STEPHENS, STEVE	B17071000
MEYERS, DELORES	B39205000	STULZ, KENNETH	B42330000
MICHAELS, ANN	B33640000	STURMS, DONALD	B16330000
MOENK, GARRET	B01923000	SULLIVAN, WILLIAM	B26353000
MOENS, THOMAS	B56796000	TAKACS, JOSEPH	B61096000
MOHR, THOMAS	B30643000	THIEL, JANE	B16377000
MOODY, DAVID	B42634000	THOMAS, DAVID	B28074000

THOMAS, JAMES	B30770000	WANDLING, GENE	B19915000
TODD, LYLE	B16415000	WASSON, ELIZABETH	B20017000
TURNIPSEED, SANDRA	B61247000	WEBER, WAYNE	B02952000
UPAH, SHARON	B16464000	WEBSTER, THOMAS	B30477000
VACURA, JERALD	B37014000	WEINZETL, MICHELLE	B61259000
VALENTI, JOSEPH	B26570600	WENSEL, DONNA	B40468000
VAN GELDER, JOHN	B59185000	WILKINSON, RANDY	B23225000
VAN MAANEN, DUANE	B20556000	WILLER, MARY	B57416000
VERMEER, LEE	B43183000	WILLIAMS, RONALD	B60882000
VIERS, ERIC	B55568000	WOJEWODA, BOBBI JO	B35874000
VORM, STEVEN	B25687000	ZACHARY II, STEVEN	B61108000

Broker-branch or additional broker officers:

AMMONS, ALAN	B06042001	MARSHEK, JILL	B39374001
BEASON, CHARLES	B59242001	MASSMAN, BARBARA	B34233001
BENSON, CAROLE	B32901003	MC GRIFF, CARY	B41267001
BOOTH, STEPHEN	B26703001	MEHRE III, HARRY	B59723100
BURNETT, DOUG	B22365500	MILLER, CHARLES	B13060002
BURNETT, DOUG	B22365600	MILLER, VAN	B42721001
CALDWELL, ANGELA	B57386001	MOODY, DAVID	B42634002
CALDWELL, ANGELA	B57386002	MORROW, TERESA	B35393001
CALDWELL, ANGELA	B57386003	MYERS, ROBERT	B39972100
CLARKSON, RANDALL	B10475003	NEREM, NATHAN	B57254001
COMPTON, JAMES	B36672003	NISSLY, MICHAEL	B20364100
DASSO, FRED	B61154001	PIITTMANN, RANDY	B27926001
DAVENPORT, DAVID	B00558100	PROHASKA, MARK	B37090001
DAVIS, TRACI	B37542002	REMER, DANIEL	B44943001
DODGE III, NATHAN	B39964001	REMER, DANIEL	B44943002
EKIS, ANDRE	B57285100	RUPPRECHT, MARK	B27618500
EVANSON, VICKI	B34479002	RUPPRECHT, MARK	B27618600
FALK, DAVID	B34126001	SANDERSFELD, THOMAS	B08228001
FOUTCH, RODNEY	B39631001	SCHLOTTERBACK, JACK	B40487001
GARRETT, WILLIAM	B59517100	SCHMITT, KENNETH	B25836001
HASSEBROEK, STEVEN	B55663001	SMALLWOOD, JR., CHARLES	B30446001
HEFEL, JEFFREY	B56549001	SMALLWOOD, JR., CHARLES	B30446002
HEMLINGER, CAROLYN	B39892200	SMITH, MAC	B14875003
HINN, KATHLEEN	B04700001	TANSEY, JAMES	B44393001
HORTON, TERESA	B41734002	THOMPSON, MARY	B37138001
JENSEN, NICHOLAS	B56507001	VOGEL, JERRY	B56541001
JOHNSON, MATT	B37481100	WENDT II, MICHAEL	B59410001
KAEPPEL, JILL	B57469001	WESTERGAARD, NEAL	B41094002
KENNEDY, TERESA	B30291001	WILKINS, DODIE	B37010002
KENNEDY, TERESA	B30291002	WILKINS, DODIE	B37010003
KLINE, RICHARD	B05056001	WINKLEBLACK, CHARLES	B32796001
MARINOS, JAMES	B27127500		

Salespersons:

ABELL, RODNEY	S60889000	ANDERSON, STEPHEN	S34381000
ABELL, NANCY	S60932000	ANDERSON, PATTIE	S56158000
ABELL, ADAM	S61057000	ANDERSON, DOUGLAS	S59782000
ABUNDIS, MANUEL	S56347000	ANDERSON, CATHERINE	S61242000
ADAMS, JO	S36859000	ANDRIANO, KEVIN	S56138000
AINLEY, LARRY	S30848000	ANSON, JEFF	S59510000
ALDERMAN, RYAN	S61122000	ARCHER, SHELLY	S43108000
ALLEN, MELISSA	S40056000	ASHLEY, MARILYN	S56424000
ALLSUP, ZACHARY	S56906000	AUGUST, LAUREN	S56505000

BACHMAN, BARBARA	S34344000	BUTLER, DANIEL	S61034000
BAGATELAS, GEORGE	S22807000	CALDWELL, KYLE	S60828000
BAKER, NEIL	S59582000	CAMERON, CRYSTAL	S60861000
BANKS, MICHAEL	S43078000	CAMPIDILLI, WILLIAM	S10277000
BARTA, CHARLOTTE	S61020000	CANFIELD, LARRY	S42813000
BASCOM, ALICIA	S60952000	CAPLES, HELEN	S60820000
BEAN, BARB	S42233000	CARLSON, ADAM	S61204000
BEARD, GLORIA	S34172000	CARPENTER, TERRY	S42938000
BEEBEE, CONNIE	S42236000	CARTER, WILLIAM	S39625000
BEHRENS, CARMONA	S37051000	CARTER, ANNE	S55792000
BELL, SANDRA	S39663000	CASON, CINDY	S43077000
BELTRAN CABALLERO, SANDRA	S59756000	CASPER, WINNIE	S56529000
BENSKIN, ALEXANDER	S59126000	CAUDILL, JANET	S61063000
BENTON, MICHELLE	S55991000	CAVANAUGH, DANIEL	S61107000
BERENTSON, MARSHA	S43054000	CERETTI, ROBERT	S56979000
BERGER, MARVIN	S06083000	CHANDLER, LOIS	S56525000
BERGREN, JOHN	S61077000	CHEEK, CHERYL	S59227000
BERLIN, EDDIE	S58200000	CHEEK, BRANDON	S60837000
BERRY, PENNY	S59297000	CHRISTIANSON, ANGELA	S60795000
BERTSCH, GERALD	S59233000	CILEK, DANIEL	S33868000
BINGAMAN, PHILIP	S30821000	CLARK, BECKY	S59767000
BIRKEL, BRIAN	S56110000	CLINE, MARTIN	S31090000
BITTING, JASON	S42297000	CLINE, KATE	S61060000
BLAESS, KATIE	S56808000	COLE, JULIE	S59271000
BLAKE, MICHAEL	S39602000	COLEMAN, PATSY	S36715000
BLAKE, ADAM	S56767000	CONNELL, LYNDA	S42514000
BLANFORD, TODD	S40064000	CONSTABLE-PHIPPS, CASEY	S41830000
BLASER, DEBRA	S59728000	COOKE, ALEXIA	S59322000
BLESZ, DAVID	S23965000	CORDES, SUSAN	S60948000
BLEVINS, LINDA	S56052000	CORKERY, RICHARD	S59336000
BOLLUM, HENRY	S31234000	CORKERY JOHNSON, ANNA	S59591000
BOLTE, GREGORY	S60849000	CORTRIGHT, ALEXA	S59818000
BOOTH, MATTHEW	S33905000	COTTRELL, NANCY	S26371000
BRADLEY, RHONDA	S60875000	COUCH, MARY	S61093000
BRADY, TARA	S56034000	COURTNEY, STEPHEN	S42371000
BRANDT, STARLA	S42240000	COURTNEY, RHONDA	S59235000
BRATTHAUER, STEVEN	S56315000	COX, JUDITH	S27138000
BREITBACH, RUTH	S61234000	COX, SANDRA	S59310000
BRENIZER, ABIGAIL	S59753000	CRENSHAW, JONI	S59414000
BRICE, GAIL	S37404000	CROSKEY, HOLLY	S56919000
BRICK, MELINDA	S59590000	CUENO, LINDA	S42869000
BRIL-KIDDOO, HEATHER	S59312000	CURRAN, JAMES	S59119000
BRODERICK, EMILY	S59317000	CURRY, JILLIAN	S59386000
BROMBERG, JOSEPH	S39276000	CURTIS, BRETT	S59731000
BROQUIST, JANICE	S42146000	DAHLHAUSER, RUTH	S42258000
BROWN, JOY	S26915000	DANIELSEN, STEPHANIE	S61190000
BROWN, JOHN	S43169000	DAUB, SALLY	S59313000
BROWN, ROBERT	S58279000	DAVIDSON, CAROL	S59637000
BROWN, CRISTEN	S60925000	DAVIDSON, MISTY	S61153000
BRYNGELSON, MICHELLE	S59443000	DAVIS, BETTY	S55732000
BUELOW SR., THOMAS	S60934000	DAVIS, LANDON	S59678000
BUMP, LORRI	S59442000	DE COSTER, KRISTENA	S56345000
BURCH, KEVIN	S42846000	DENDINGER, LOWELL	S42412000
BURDICK, WILLIAM	S36599000	DEROCHER, CHERI	S56443000
BURKE, CHIANNE	S61219000	DERR, MARIANNE	S56246000
BUTLER, PAM	S55857000	DEVENS, PATRICIA	S43114000

DEVENS, ROBERT	S43115000	GOODRICH, MONICA	S10699000
DEVINE, TONYA	S55749000	GOSNELL, JACQUELYN	S39971000
DEWEES, LAUREL	S56614000	GRAHAM, SUSAN	S61160000
DEWHURST, JOHN	S41570000	GRANT, GREGORY	S61186000
D'HOOGHE, KALEY	S60825000	GRAVES, DON	S10736000
DIETERICH, DIANE	S56437000	GREEN, TERRY	S42582000
DIKIS, CAROL	S59102000	GREEN, ASHLIE	S60937000
DIRKS, REBECA	S60867000	GREENE, THOMAS	S61257000
DODGE, RANAE	S60806000	GRIFFIS, LINDA	S39741000
DOERRFELD, ELIZABETH	S44320000	GRIMES, S. JON	S39901000
DONOVAN, CORNELIUS	S06204000	GRIMES, JOHN	S60846000
DREES, PATRICIA	S26980000	GUERRA-SAMAYOA, ANTOINETTE	S59353000
DRUMMOND, HAZEL	S31055000	GUSTAFSON, BRADLEY	S59671000
DUBIEL, MICHELLE	S59217000	GUTGSELL, JULIE	S61161000
DUNSBERGEN, VELDA	S59550000	HAGEDORN, CORNELIA	S61168000
EARNEST, VICKI	S36792000	HALL, MARGARET	S22114000
EDEL, KARA	S55731000	HALL, MARK	S59321000
EDGAR, THOMAS	S59359000	HANSEN, RICHARD	S30713000
EIKLENBORG, RODNEY	S59303000	HANSEN, DAVID	S59573000
ELAM, AMY	S56652000	HANSEN, MICHAEL	S60851000
ELLIOTT, MARY	S28412000	HANSEN, RUSTY	S61155000
EMERY, MARY	S56717000	HANSON, JOSHUA	S56107000
EMERY, JAMES	S61032000	HANSON, GARY	S59479000
ERNST, CLAUDIA	S26908000	HANSON III, STEPHEN	S59750000
EVANS, GLEN	S56440000	HAPPEL, BILL	S26951000
EVANS, STEVEN	S61230000	HARGIS, WILLIAM	S61215000
FAGEN, PAMELA	S56208000	HARKINS, KEN	S56029000
FETT, CURTIS	S34038000	HARRIS, GARY	S61041000
FIALA, SUSAN	S59438000	HART, KATHRYN	S39744000
FISH, JULIA	S56607000	HART, JOHN	S61117000
FISHER, LELAND	S31099000	HARTZLER, CHAD	S61226000
FLUEGGE, ROBERT	S59558000	HARVEY, MARY BETH	S42527000
FORAKER, MELANIE	S39349000	HATLER, TERRY	S59110000
FORAKER, JESSE	S43011000	HAUGEN, CARLETON	S30685000
FORBES, CHRISTINE	S59441000	HAUSCHILT, STEVEN	S39398000
FOSTER, DAWN	S59177000	HAVEL, LLOYD	S11078000
FOSTER, HELEN	S59248000	HAYDEN, WENDI	S39987000
FOX, STEPHANIE	S30750000	HAZELTON, MATTHEW	S59625000
FRANZEN, PEGGY	S61134000	HECKROTH, DONALD	S30818000
FREEMAN, DEVERE	S22220000	HEDGES, BRANDON	S59174000
FRIEDRICH, JR., ROBERT	S39290000	HEFFRON, GENNI	S59394000
FULLER, ANN	S09801000	HEITMAN, KIMBERLY	S56792000
FURROW, TONJA	S60839000	HEJHAL, JEFFREY	S27398000
GACKE, PAULETTE	S59500000	HEMPHILL, JILL	S42808000
GALLIGAN, CHRISTOPHER	S61072000	HENDERSON, DENNIS	S42173000
GANGESTAD, MATTHEW	S60973000	HENDERSON, DENNIS	S59230000
GANOE, ALISOUN	S59266000	HERRERA, HOUSTON	S61004000
GANTZHORN, DANIEL	S61019000	HILDING, RYAN	S61103000
GARRAS, JANE	S60947000	HINES, GLEN	S56463000
GEIPEL, DENNIS	S60842000	HINES, ROBIN	S59150000
GELTZ, CYNTHIA	S26968000	HINES, EDITH	S59615000
GILKERSON, FAITH	S34067000	HOEFLING, JUSTIN	S41841000
GODWIN, KATHARINE	S55908000	HOEXTER, JULIE	S61193000
GOFF, CHARLES	S61260000	HOLMES, MAX	S26698000
GOLDSTEIN, GARY	S34348000	HOLST, SHARON	S60866000
GONZALEZ-GAYTAN, LILLYAN	S56062000	HOLTORF, JACOB	S61253000

HOLZ, JENESSA	S59754000	LANGE, KLISA	S37540000
HOODJER, BRIAN	S59569000	LANSMAN, DEAN	S55921000
HOPKINS, JENA	S59589000	LATHAM, TERRY	S56414000
HORN, JAMES	S22415000	LAY, MARC	S60880000
HOUSE, RONDA	S56816000	LE CLERE-BALSTER, MICHELLE	S59128000
HRONEK, SUSAN	S42413000	LEAMING, JILL	S61085000
HUBBARD, BROOKE	S56156000	LEE, RONALD	S26688000
HUFFMAN, ELIZABETH	S56583000	LEIK, TONYA	S55993000
HUFFMAN, MARK	S59194000	LENZ, KATHY	S59250000
HUGHES, CHARLEEN	S59253000	LEO, MICHELLE	S59489000
HUSKANOVIC, VELIDA	S61101000	LEO, KATIE	S59672000
JACKSON, BRENDA	S43142000	LEPIC, POLLY	S59274000
JACKSON, TALIA	S61144000	LEWIS, DERECK	S59237000
JANISCH, ROBERT	S59485000	LI, ANDING	S56769000
JEFFRIES, GARY	S55726000	LIETZOW, ANDREW	S55840000
JENNINGS, JEFF	S42705000	LILIEDAHL, ROBERT	S42646000
JOHANSON, VALERIE	S56890000	LINDHOLM, MAGHEN	S60949000
JOHNS, ANNA	S61177000	LIVINGSTON, TOM	S12470000
JOHNSON, DAVID	S06361000	LLOYD, NORMA	S31248000
JOHNSON, RICHARD	S11749000	LOCKNER, TIM	S12474000
JOHNSON, BRUCE	S43045000	LONG, J. DAVID	S42487000
JOHNSON, DEMETRIUS	S59635000	LORENCE, TROY	S61224000
JOHNSON, RICHIE	S61212000	LUDEKING, ANDREW	S56328000
JOHNSON WILLS, SONJA	S60935000	LUKENS, MATHEW	S60791000
JONES, ANDREA	S60863000	LYON, JAMES	S59720000
JONES, STEVEN	S60926000	LYONS, JUDITH	S36677000
JONES, TIMOTHY	S61145000	MADDEN, MYRA	S26690000
JORDAN, MICHELLE	S59342000	MAGNUSSON, JERRY	S30934000
KAKERT, AMY	S42422000	MAHER, DONNA	S36655000
KAPLAN, JUDITH	S17628000	MALONE, JANET	S22517000
KARSJENS, CANDACE	S59183000	MALON, DEBORAH	S55750000
KASISCHKE, KRAIG	S59779000	MANGO, MICHAEL	S42184000
KELDERMAN, HERMAN	S22002000	MANN, ANGELA	S59721000
KENWORTHY, WILLIAM	S42547000	MARTIN, SHAWN	S56354000
KERN, DANIELLE	S59633000	MARTINEK, WYMAN	S60857000
KIES, ANN	S43018000	MARTINEZ, HEATHER	S59398000
KIES-MAIFIELD, SARAH	S43019000	MARTZ, DARRIN	S56976000
KING, VINCENT	S57266000	MASON, MICHAEL	S61010000
KINGERY, KATHRYN	S56323000	MAU, JANICE	S34413000
KIOUS, PENNY	S56599000	MAYNES, STEVEN	S42930000
KLEIN, JAMES	S37305000	MAYROSE, RUSSELL	S59773000
KLINE, JOHN	S22171000	MC CORKLE, JAMES	S55874000
KLINGLER, DONALD	S55724000	MC COY, MINDI	S56672000
KNOKE, NORMAN	S39265000	MC DERMOTT, MARK	S56184000
KOENIG, DAVID	S60921000	MC GEE, NONI	S35142000
KOKE, DAVID	S39778000	MC MORRIS, CARLINDA	S36906000
KROEGER, TERRY	S30492000	MCCONKEY, CHARLES	S59466000
KRUG, RICK	S56185000	MCDOWELL, AMBER	S59264000
KRUMMEL, DEANNA	S33988000	MCFARLAND, STEVEN	S61087000
KRUSE, JOE	S23336000	MCROBERTS, ALI	S59769000
KUBITZ, TRACY	S59191000	MEYER, BRENDA	S59155000
KULOW, NORMAN	S39832000	MICHEL, AMY	S60931000
KUMAR, AMITA	S43085000	MICKELSON, SUSANNE	S39307000
KURT, KRISTINE	S42997000	MILLER, RUTH	S55859000
LANDON, JOHN	S42659000	MILLER, NED	S59122000
LANGDON, TONY	S61241000	MILLER, DIANE	S59399000

MOHNING, STEVEN	S56835000	RAMUNDT, LEON	S15336000
MOLSTEAD, RUTHIE JEAN	S26947000	RATH, CORY	S61082000
MOORE, CONNIE	S59182000	RAUSCH, ERICA	S42803000
MORELAND RIPPEY, MARI	S56197000	RAVE, THEODORE	S61210000
MULLIN, WILLIAM	S56053000	RECKER, KEVIN	S61163000
MUNCK, CURT	S39431000	REGAN, JAMES	S33801000
MUNDUS, LEE	S42918000	REGAN, CHRISTIAN	S61184000
MURPHY, PATRICK	S60669000	REILING, JENNIFER	S61079000
MUSSELMAN, APRIL	S59351000	REILING, JOSHUA	S61080000
MYERS, DIANE	S42558000	REILLY, JULIE	S59717000
MYERS, RICHARD	S43152000	REINERT, DWAYNE	S39771000
NANKE, JENNAFER	S60962000	RENKEN, MARCIA	S34164000
NEAL, BONNIE	S27161000	RESSLER STILLMAN, JULIE	S56882000
NEARY, MICHAELA	S36541000	RETALICK, DAWN	S40085000
NEILL, JENNIFER	S59400000	REVERS, BRIAN	S59411000
NELSON, SUZAN	S22906000	RHOADES, FRANK	S33428000
NELSON, BRENT	S39543000	RICHARDS, THOMAS	S59307000
NELSON, ELIZABETH	S41239000	RICHARDSON, KARYN	S56846000
NELSON, MELISSA	S59629000	RIDER, SUSAN	S59795000
NEVERMANN, BARBARA	S61065000	RIDGE, SHANNON	S60945000
NEWBERRY, PAMELA	S56193000	RIDOUT, MALINDA	S56181000
NICHOLS, MARCI	S56869000	RIESE, CRYSTAL	S61089000
NOLAN, FRANCIS	S27320000	RINDONE, GARY	S39474000
NWANKPA, FRANK	S57995000	RINE, CHAD	S61000000
ODLE, CONNI	S60824000	ROBBINS, BARBARA	S23198000
OGREN, DANIEL	S56573000	ROBERTS, DIXIE	S33461000
OLSON, JESSE	S61115000	ROBINSON, JOHN	S23157000
OLVER, BONNIE	S61162000	ROEDER, SUSAN	S37140000
O'NEILL, LYNDA	S39674000	ROMAN, DAVID	S55740000
OTTING, LISA	S43094000	ROONEY, MARGARET	S60823000
OWENS, ELISE	S60974000	ROTH, BEVERLY	S36983000
PADGETT, GLENN	S61031000	ROUSH, BRENDA	S42979000
PAGE, RICHARD	S42829000	RUDE, WILLIAM	S59514000
PALMA, MARILYN	S13724000	RUEHLOW, JADE	S60802000
PARSONS, NICOLE	S61179000	RUSTAD, JAYME	S55981000
PASH, DALE	S59377000	RUSTVOLD, THERESA	S59365000
PASHEEV, OLGA	S55951000	RUTTEN, SUZANNE	S59089000
PATTERSON, JAMES	S59677000	SANDERSON, VIKTOR	S61092000
PAWLOSKI, CHRISTOPHER	S39769000	SANKOT, JUDITH	S30504000
PEDERSEN, CAMIE	S56480000	SAPP, LORNA	S42945000
PERSONS, BARBARA	S55799000	SAPPER, ROGER	S59761000
PETERS, WILLIAM	S39711000	SAYRE, DIANE	S42342000
PETERSEN, RYAN	S56418000	SCHABEN, KEVIN	S44982000
PETERSEN, RONALD	S56961000	SCHERER, NICHOLAS	S59729000
PETERSON, CAROL	S39991000	SCHMINKE, BRIAN	S22429000
PFEIFFER, KEVIN	S56194000	SCHMINKE, DENISE	S22430000
PHELPS, PAMELA	S60807000	SCHOONOVER, JAMES	S30466000
PHIPPS, DANA	S60868000	SCHOONOVER, BOISE	S59376000
PICK, HALEY	S59348000	SCHROEDER, MARK	S59302000
PICKEL, BETTE	S34020000	SCHULL, MELISSA	S60986000
PINGEL, AMY	S56813000	SCHWEER, BRENT	S59686000
PLEIMA, JOSEPHINE	S31314000	SCIORROTTA, NICK	S42914000
PONTIUS, JAMES	S13975000	SCOTT, JOHN	S59498000
PRICE, JACK	S55913000	SCOTT, DALE	S59806000
PRUNTY, TIMOTHY	S59093000	SELK, TISH	S31277000
RADOCAJ, CINDY	S55970000	SHAEFFER, LUCILLE	S61133000

SHAW, OLIVIA	S59195000	SWINK, MISTI	S56393000
SHEELEY, JENNIFER	S59225000	SZYMCZYK, JOSEPH	S59476000
SHEPARD, BENJAMIN	S56436000	TAETS, JAMIE	S61256000
SHEPARD, LAURA	S61047000	TAZZIOLI, JAMES	S55864000
SHERMAN, SHARILYN	S39423000	TERPSTRA, KAREN	S59509000
SHIREMAN, ROBERT	S37021000	TETEN, WALLY	S59603000
SHORES, CARROLL	S61200000	THEMAS, ANTHONY	S57618000
SHOVER, LINDSAY	S61183000	THOMAS, PATRICIA	S13122000
SHRINER, STACEY JO	S31135000	THOMAS, RYLAND	S37413000
SIEREN, LISA	S56914000	THRASHER, LINDA	S56535000
SIGWARTH, LEON	S42739000	TIPTON, DEE	S61006000
SILLS, LINDA	S56451000	TOPF, OMER	S22754000
SKINNER, ERIC	S56945000	TORRES, CHRISTOPHER	S58687000
SKODA, JOHN	S59679000	TRACY, MICHAEL	S59168000
SKOGLUND, JESSICA	S59471000	TREASE, TODD	S59147000
SLOAN, JANE	S37361000	TREES, SUSAN	S41658000
SLOAN, LEE ANN	S56510000	VAN BAALE, DUANE	S21974000
SLOMINSKI, JOHN	S56727000	VAN BATAVIA, BERT	S40041000
SLYCORD, BRIAN	S43151000	VANAGS, VOLDEMARS	S43118000
SMITH, ANTOINETTE	S39758000	VARBLE, NICOLE	S61036000
SMITH, HEATHER	S42586000	VELLINGA, MIRIAM	S59156000
SMITH, KARREN	S56841000	VERRIPS, COLTON	S61046000
SMITH, IRENE	S61120000	VOGT, JOSEPH	S58696000
SMITH MAHER, NANCY	S59318000	VORE, JOSHUA	S61197000
SMYTH, DAVID	S56212000	WASHBURN, BENJAMIN	S59695000
SODERHOLM, KIMBERLY	S56616000	WATSON, EUGENE	S37485000
SPAIN, SHERYL	S36316000	WEBB, REBECCA	S61202000
SPICK, TIFFANY	S59580000	WEERS, STUART	S59138000
SPRENGER, ANGIE	S59099000	WELLS, HARVEY	S56491000
ST. CLAIR, DEBORAH	S56534000	WENDL, KELLY	S42345000
STALEY, ANGELINA	S59537000	WENDT, DAVID	S59829000
STANBARY, TERRENCE	S36796000	WIERSON, ALYSSA	S59380000
STEELE-THURSTON, NYKOLE	S59622000	WIESE, MATTHEW	S58115000
STEFFEN, JENNIFER	S56069000	WIKOFF, DARRYL	S59154000
STEINES, SUZANNE	S42600000	WILLEMSSEN, LAURA	S59379000
STEVENS, JOHN	S59758000	WILLIAMS, CHERI	S43086000
STITTSWORTH, JOHN	S37091000	WILLIS, JEREMY	S59636000
STOCK, MARY	S26918000	WILLMAN, BRITTANY	S61109000
STOLTENBERG, CAROLYN	S36647000	WILSON, TAMARA	S39256000
STOUFER, ANGELA	S55850000	WOLFORD, CRICKET	S59811000
STRANG, ANTHONY	S43217000	WOLRAB , SUSAN	S59746000
STRATTON, ANNE	S42128000	WONSMOS, BRUCE	S39354000
STRELOW, JERILYN	S42908000	YOUNG, DONALD	S42223000
STUBBLEFIELD, DEBRA	S45196000	YOUNGE, ROBERT	S33970000
SUNSTROM, MICHAEL	S30659000	ZANE, MEGAN	S61233000
SWENSON, MICHAEL	S33483000	ZAVALLA , SANDI MARIA	S39609000
SWIFT, LEAH	S60909000		

Real Estate Commission Discipline

Signed settlement agreements may be viewed on Commission's [website](#).

Formal Hearing

13-058 Jane Pagel (B41352), Denison, IA

The Commission charged Pagel, a broker, with professional incompetency and/or practices harmful or detrimental to the public, in violation of Iowa Code § 543B.29(1)(c)&(d), 543B.34(1)(h)&(k) and 193E Iowa Admin. Code § 18.2(1)&(8) and 18.14(5)(s).

A formal hearing was conducted by the Commission. The Commission ordered Pagel's broker license be suspended for a minimum period of six months. Prior to reinstating her license, she must provide written verification for her completion of the following continuing education: 12 hours of developing professionalism and 8 hours of federal and state laws affecting Iowa practice and pay a \$75 hearing fee.

13-059 Bonner K. Tuinstra (S59026000), West Des Moines, IA

The Commission denied Tuinstra, a salesperson seeking reinstatement, citing whether the convictions of offenses including or involving forgery, embezzlement, obtaining money under false pretenses, theft, arson, extortion, conspiracy to defraud, or other similar offense, any offense involving moral turpitude, or other offense involving criminal breach of fiduciary duty should disqualify the Respondent from obtaining a real estate salesperson license. See Iowa Code § 543B.15(3)(a) & 543B.15(6) and 193E Iowa Admin. Code § 4.1 (7).

A formal hearing was conducted by the Commission when the Respondent timely appealed the Commission's decision. The Commission found the Respondent's May 2011 conviction for assault causing bodily injury is a crime of moral turpitude because the conduct was contrary to good morals, in violation of Iowa Code § 543B.29(1)(f). As a result of the hearing, the Respondent's real estate salesperson license was reinstated, subject to a probationary period of three years and submission of an annual report by the Respondent's broker on an annual basis.

12-319 James E. Schueler (B31175000), Maquoketa, IA

The Commission charged Schueler, a broker, with failing to comply with the mandatory errors and omissions insurance requirement in violation of Iowa Code sections 543B.29(1)(c), 543B.47(1), 543B.47(6) (2011) and 193E Iowa Administrative Code sections 18.2(5), 18.14(5)(s), 19.6(5) & (6).

A formal hearing was conducted by the Commission. The Commission ordered, that for a second failure to maintain uninterrupted errors and omissions insurance, the Respondent shall pay a civil penalty in the amount of two thousand dollars (\$2,000) within six (6) months of the issuance of the Decision and Order and pay a \$75 hearing fee.

License Suspension

A09-022, 12-293, 13-191 Mari J. Davis (B39661000), Cedar Rapids, IA – Informal Settlement

The Commission charged Davis, a broker, with Count I: failing to comply with the terms of a settlement agreement and consent order in violation of Iowa Code sections 543B.29(1)(i), 543B.34(1)(h) & (j), and 272C.3(2)(a) (2013); and Iowa Administrative Code sections 18.2(1) & (3), and 18.14(5)(s).

The Commission charged Davis, a broker, with Count II: failing to comply with the mandatory errors and omissions insurance requirement for her Iowa real estate broker license in violation of Iowa Code sections 543B.29(1)(c), 543B.47(1), 543B.47(6) (2011) and 193E Iowa Administrative Code sections 18.2(5), 18.14(5)(s), 19.6(5) & (6).

Davis agreed to resolve the charges (Count I & II) with a Settlement Agreement. She was ordered that her real estate broker license shall be suspended indefinitely commencing January 1, 2014, pending submission of the CPA Audit report required by paragraph 17 of the informal settlement agreement entered between the Respondent and the Commission in Docket Number A09-022 (Count I). Upon submission of a compliant CPA audit report to the Commission, Respondent's real estate broker license shall be reinstated. She was ordered to pay a civil penalty in the amount of one thousand dollars (\$1,000) within ninety (90) days of acceptance of the

Agreement by the Commission (Count II). She also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

Engaging in Practices Harmful or Detrimental to the Public and Failing to Diligently Exercise Reasonable Skill and Care in Providing Brokerage Services

13-023 Dennis W. Kellenberg (B01431000), Greenfield, IA – Informal Settlement

The Commission charged Kellenberg, a Broker, with Count I: Failing to diligently exercise reasonable skill and care in providing brokerage services to all parties in violation of Iowa Code sections 543B.34 and 543B.56(1)(b) (2013), and 193E Iowa Administrative Code sections 11.1(6), 13.2(3), and 13.2(5) by failing to supervise a closing while acting as the listing broker.

Kellenberg agreed to resolve the charge with a Settlement Agreement. He was ordered to pay a civil penalty in the amount of five hundred dollars (\$500) within thirty (30) days of acceptance of the Agreement by the Commission and to attend the Commission approved eight (8) hour course “Trust Accounts” within twelve (12) months of acceptance of the Agreement by the Commission. He also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

13-126 Madelyn M. Riles (B22439000), Humboldt, IA - Informal Settlement

The Commission charged Riles, a broker, with Count I: Engaging in practices harmful or detrimental to the public, and failing to diligently exercise reasonable skill and care in providing brokerage services to all parties in violation of Iowa Code §§ 543B.29(1)(c), 543B.34, 543B.56(1)(a) & (b) (2013), and 193E Iowa Administrative Code §§ 7.15(5) and 18.14(5)(s) by: refusing to permit a customer’s agent or representative to be present at any step in a real estate transaction including, but not limited to, viewing a property, seeking information about a property, or negotiating directly or indirectly with an agent about a property listed by such agent.

Riles agreed to resolve the charge with a Settlement Agreement. She was ordered to pay a civil penalty in the amount of five hundred dollars (\$500) within thirty (30) days of acceptance of the Agreement by the Commission and to attend the Commission approved twelve (12) hour course “Listing Practices” within twelve (12) months of acceptance of the Agreement by the Commission. She also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

Engaging in Practices Harmful or Detrimental to the Public by Knowingly Aiding or Abetting the Unlicensed Practice of Real Estate

13-055 Linda A. Zeck (B31877000), Madison, WI – Informal Settlement

The Commission charged Zeck, a broker, with Count I: Engaging in a practice harmful or detrimental to the public by operating an unlicensed branch office in violation of Iowa Code §§ 543B.34(1) and 543B.31 (2013), and 193E Iowa Administrative Code §§ 2.1, 7.1(3), and 18.14(5)(s).

The Commission charged Zeck, a broker, with Count II: Engaging in a practice harmful or detrimental to the public by knowingly aiding or abetting the unlicensed practice of real estate in Iowa in violation of Iowa Code §§ 543B.29(1)(c) and 543B.34(1)(i)(1) (2013), and 193E Iowa Administrative Code §§ 18.2(6) and 18.14(5)(s).

Zeck agreed to resolve the charges (Count I & II) with a Settlement Agreement. She was ordered to pay a civil penalty in the amount of \$2,000 within one hundred and eighty (180) days of acceptance of the Agreement by the Commission. She also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

Trust Account Violations

See Iowa Code 543B.29(1)(k), 543B.34, 193E Iowa Administrative Code chapter 13, and 193E Iowa Administrative Code § 18.14(5)(e).

13-188 Connie Durr (B37504000), Montezuma, IA – Informal Settlement

Durr agreed to resolve the charge with a Settlement Agreement. She was ordered to pay a civil penalty

in the amount of \$500 within thirty (30) days of acceptance of the Agreement by the Commission and was ordered to attend the Commission approved eight (8) hour course "Trust Accounts" within twelve (12) months of acceptance of the Agreement by the Commission. She also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

13-201 Michael A. Nolan (B44930000), Dubuque, IA – Informal Settlement

Nolan agreed to resolve the charge with a Settlement Agreement. He was ordered to pay a civil penalty in the amount of \$1,500 within sixty (60) days of acceptance of the Agreement by the Commission and was ordered to attend the Commission approved eight (8) hour course "Trust Accounts" within six (6) months of acceptance of the Agreement by the Commission. The Respondent is also subject to an audit, conducted by the Commission auditor, within twelve (12) months after the acceptance of the Order by the Commission. He also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

13-211 Timothy D. Missal (B14096000), Forest City, IA - Informal Settlement

Missal agreed to resolve the charge with a Settlement Agreement. He was ordered to pay a civil penalty in the amount of \$1,500 within sixty (60) days of acceptance of the Agreement by the Commission and was ordered to attend the Commission approved eight (8) hour course "Trust Accounts" within six (6) months of acceptance of the Agreement by the Commission. The Respondent is also subject to an audit, conducted by the Commission auditor, within twelve (12) months after the acceptance of the Order by the Commission. He also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

13-242 Patricia S. Mason (B44014000), Boone, IA - Informal Settlement

Mason agreed to resolve the charge with a Settlement Agreement. She was ordered to pay a civil penalty in the amount of \$500 within thirty (30) days of acceptance of the Agreement by the Commission and was ordered to attend the Commission approved eight (8) hour course "Trust Accounts" within twelve (12) months of acceptance of the Agreement by the Commission. She also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

13-245 Scott A. Schlarbaum (B23854000), Vinton, IA - Informal Settlement

Schlarbaum agreed to resolve the charge with a Settlement Agreement. He was ordered to pay a civil penalty in the amount of \$500 within thirty (30) days of acceptance of the Agreement by the Commission and was ordered to attend the Commission approved eight (8) hour course "Trust Accounts" within twelve (12) months of acceptance of the Agreement by the Commission. He also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

13-246 Byron J. Witt (B26592000), Toledo, IA - Informal Settlement

Witt agreed to resolve the charge with a Settlement Agreement. He was ordered to pay a civil penalty in the amount of \$1,000 within one hundred and eighty (180) days of acceptance of the Agreement by the Commission and was ordered to attend the Commission approved eight (8) hour course "Trust Accounts" within six (6) months of acceptance of the Agreement by the Commission. The Respondent is also subject to an audit, conducted by the Commission auditor, within twelve (12) months after the acceptance of the Order by the Commission. He also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

Advertising Under an Unlicensed Tradename

See 193E Iowa Administrative Code 10.1, 10.1(3), and 18.14(5)(s).

12-358 Creative Consulting Real Estate, LLC (F05548000), Cedar Rapids, IA - \$500 Civil Penalty

13-212 Joseph J. Schramm (B19761000), Bettendorf, IA - \$500 Civil Penalty

Failing to Comply with the Mandatory Errors and Omissions Insurance Requirement

All licensees disciplined for E & O insurance violations were active at the time of the infraction. See Iowa Code 543B.29(1)(c), 543B.47(1), 543B.47(6) and 193E Iowa Administrative Code sections 18.2(5), 18.14(5)(s), 19.6(5), 19.6(6).

12-186 John R. Grosenheider (B32922000), Le Mars, IA - \$1,000 Civil Penalty to be paid prior to reactivation or reinstatement of license

12-422 Hugh E. O'Byrne (B05810000), Albert Lea, MN - \$1,000 Civil Penalty to be paid prior to reactivation or reinstatement of license

13-217 Randal A. Rodriguez (B33623000), Mason City, IA - \$1,000 Civil Penalty

13-185 Julie L. Reilly (S59717000), Ankeny, IA - \$1,000 Civil Penalty to be paid prior to reactivation or reinstatement of license

13-248 Robert H. Stewart (B24660000), West Des Moines, IA - \$1,000 Civil Penalty

13-252 Jeremie Swingle (S43662000), Clive, IA - \$1,000 Civil Penalty

13-254 Ranae M. Dodge (S60806000), Pleasant Hill, IA - \$1,000 Civil Penalty to be paid prior to reactivation or reinstatement of license

Failing to Comply with the Mandatory Errors and Omissions Insurance Requirement (2nd Offense)

See Iowa Code 543B.29(1)(c), 543B.47(1), 543B.47(6) and 193E Iowa Administrative Code sections 18.2(5), 18.14(5)(s), 19.6(5), 19.6(6).

13-161 John D. Girard (B58299000), Bettendorf, IA - \$2,000 Civil Penalty

13-187 Joshua J. Allen (S56188000), Ames, IA - \$2,000 Civil Penalty

Failing to Comply with Continuing Education Requirement and Causing to be Submitted, Whether Intentional or Otherwise, Incorrect Information on a Renewal Application

See Iowa Code 272C.10(1), 543B.15(5), 543B.29(1), 543B.34(1) and 193E Iowa Administrative Code chapter 16 and 193E Iowa Administrative Code § 18.14(5)(s).

13-230 Donald F. Bermel (B29063000), Keota, IA - \$500 Civil Penalty

13-233 Nathan D. Bock (S58402000), Ames, IA - \$500 Civil Penalty

Failing to Fully Disclose Criminal History on an Application

See Iowa Code 543B.15(5).

13-235 Tracy L. Petersen (S62482000), Davenport, IA - \$500 Civil Penalty

13-243 Charles S. Cipale (S58026000), Des Moines, IA - \$1,000 Civil Penalty

13-244 Rhonda J. Herr (B56936000), Sigourney, IA - \$500 Civil Penalty

13-250 Daniel A. Beider (B62459000), Glencoe, IL - \$500 Civil Penalty

13-266 Norma J. Davis (S62494000), Granger, IA - \$500 Civil Penalty

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