



Iowa Administrative Code 7.4.

8. Respondent agrees the State's counsel may present this Order to the Board and may have ex parte communications with the Board while presenting it.

9. This Order shall be part of the permanent record of Respondent and shall be considered by the Board in determining the nature and severity of any future disciplinary action to be imposed in the event of any future violations.

10. This Combined Statement of Charges and Consent Order is a public record available for inspection and copying in accordance with the requirements of Iowa Code chapter 22 (2005).

11. Failure to comply with the provisions of this Order shall be grounds for further disciplinary action pursuant to Iowa Code section 272C.3(2)(a) (2005). However, no action may be taken against Respondent for violations of these provisions without a hearing, or waiver of hearing.

12. This Order is subject to approval of the Board:

(a) If the Board fails to approve this Order, it shall be of no force or effect on either party, and it shall not be admissible for any purpose in further proceedings in this matter.

(b) If the Board approves this Order, it shall fully dispose of all issues in this case.

**IT IS THEREFORE ORDERED:**

**A. Reprimand.** Respondent is reprimanded for not verifying factual information and gross errors in reporting factual information in appraisal assignments.

**B. Civil Penalty.** Respondent shall pay a civil penalty of five hundred dollars (\$500.00) to the Board office no later than thirty (30) calendar days following the full execution of this Consent Order.

**C. Education.** Respondent shall complete the following educational courses by December 31, 2006 and shall forward certificates of completion to the Board within 10 calendar days of completion of the courses:

- (1) a 15-hour tested USPAP course; and,
- (2) a 30-hour pre-approved classroom course on the three approaches to value; and
- (3) a 15-hour tested report writing course.

## B. Probation and Desk Review

- (1) Respondent's certificate is placed on probationary status until the terms of this Consent Order have been fully complied with, and Respondent has been released from probation by Board order.
- (2) On or before December 15, 2006, Respondent shall enter into a desk review consultation agreement with a desk review appraiser pre-approved by the Board.
- (3) Respondent shall submit a copy of the consultation agreement to the Board no later than December 30, 2006. The agreement may be in letter-form, but shall attach a copy of the Consent Order to assure the desk reviewer is familiar with the terms of this Order.
- (4) By February 15, 2007, Respondent shall submit a total of six appraisal reports to his pre-approved desk reviewer. Respondent may select which appraisal reports he will subject to desk review. The Board suggests that Respondent submit two reports shortly following the completion of education and four additional reports after making any adjustments suggested by the desk reviewer.
- (5) By March 1, 2007, Respondent shall submit to the Board, a copy of the appraisal reports as he submitted them to desk review, a copy of the desk reviewer's review reports, work files on all submitted appraisals, and a copy of any reissued appraisal report.
- (6) For as long as Respondent is on probationary status, he shall submit a monthly log of all appraisals he has completed, providing a written log by the 10<sup>th</sup> of each month for the preceding month.
- (7) The reviewing appraiser shall perform a Standard Three desk review of each appraisal report submitted by Respondent. The review shall be for facial compliance with USPAP. The reviewer will not perform inspections or warrant the accuracy of Respondent's work product, but will review work papers, calculations and any other documents reasonably needed. Along with appraisal reports and work files, Respondent shall provide the reviewing appraiser copies of all documents verifying the accuracy of factual representations in each draft appraisal.
- (8) The reviewer shall prepare written comments on each appraisal's compliance with USPAP, and shall provide copies of the written comments both to the Board and to Respondent. If the desk reviewer's comments reveal significant USPAP violations that render misleading the previously issued appraisal report, Respondent shall correct and reissue the appraisal report to the client. In the event a report is reissued, Respondent shall disclose the professional assistance of the desk reviewer in the reissued report.

- (9) If the desk review comments and appraisals do not reveal significant USPAP violations and Respondent has complied with all terms of this Consent Order, the Board shall release Respondent from probation. The Board intends the reviews to be educational and shall accordingly give most weight to the latter reviews.
- (10) If the desk review comments and/or appraisals do reveal significant USPAP violations, the Board shall continue Respondent's probation on such terms as will address the issues revealed in desk review. The Board may accordingly order additional education or desk reviews, or other rehabilitative measures. No such order will be issued without affording Respondent reasonable notice and an opportunity to request hearing on such additional probationary terms.
- (11) Respondent may not change desk reviewers without prior written approval by the Board.
- (12) This settlement shall not preclude the Board from filing additional changes if one or more of the appraisals submitted for desk review demonstrate probable cause to take such an action on an appraisal that was issued to the public. Respondent agrees Board review of desk review reports or appraisals subject to desk review shall not constitute "personal investigation" or otherwise disqualify a Board member from acting as a presiding officer in any subsequent contested case.
- (13) Until released from the desk review process, Respondent agrees he shall not act as a review appraiser and shall not co-sign appraisals with any other associate or certified appraiser. Respondent shall not supervise the work product of an associate appraiser or unlicensed appraiser until released from desk review.
- (14) The dates set forth above provide the deadlines within which education and desk review must be completed. Respondent is free to escalate the time frames by completing the education and desk review earlier than the deadlines. However, at least four of the desk reviews must be completed after Respondent completes all required education.

**AGREED AND ACCEPTED:**

**The Respondent**

[Redacted Signature]

Jerry L. Warren

07-15-06  
Date

**The Iowa Real Estate Appraiser  
Examining Board**

[Redacted Signature]

Chair/Iowa Appraiser Board

9/27/06  
Date

**BEFORE THE IOWA REAL ESTATE APPRAISER EXAMINING BOARD  
OF THE STATE OF IOWA**

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<b>IN THE MATTER OF:</b>	)	
	)	
<b>Jerry L. Warren</b>	)	<b>CASE NO. 05-61</b>
<b>CR02086</b>	)	
	)	<b>AGREED AMENDMENT TO CONSENT</b>
<b>RESPONDENT</b>	)	<b>ORDER PROVIDING FOR VOLUNTARY</b>
	)	<b>SURRENDER OF CERTIFICATE</b>

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Comes Now the Iowa Real Estate Appraiser Examining Board and Jerry L. Warren and hereby agree to amend the Consent Order dated the 15th day of July, 2006, as follows:

1. The Consent Order required Respondent to take a number of actions, including a \$500 civil penalty, appraisal education and desk review.
2. Respondent's failure to abide by the Consent Order provides probable cause to file new charges.
3. Rather than defend the Board's charges, Respondent wishes to voluntarily surrender his certificate as a residential real estate appraiser. In the event Respondent applies to reinstate his certificate, in addition to all other requirements of law, he must demonstrate to the Board's satisfaction that he is fully prepared to comply with the Board's Consent Order dated the 15th day of July, 2006. Such an application may be filed no sooner than one year from the date of this Amended Order.
4. Respondent has a right to a hearing on the new charges, but waives his right to hearing and all attendant rights, including the right to judicial review, by freely and voluntarily entering into this Order. This Amended Order is the final agency order in the contested case.
5. Respondent agrees the State's counsel may present this Order to the Board and may have ex parte communications with the Board while presenting it.
6. This Order shall be part of the permanent record of Respondent and shall be considered by the Board in determining the nature and severity of any disciplinary action to be imposed in the event of any future violations.
7. This Order is a public record available for inspection and copying in accordance with the requirements of Iowa Code chapter 22 (2005).
8. Failure to comply with the provisions of this Order shall be grounds for disciplinary action pursuant to Iowa Code section 272C.3(2)(a) (2005). However, no action may

be taken against Respondent for violations of these provisions without a hearing, or waiver of hearing.

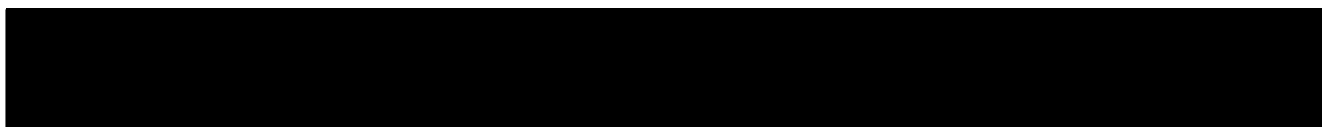
9. This Order is subject to approval of the Board: (a) If the Board fails to approve this Order, it shall be of no force or effect on either party, and it shall not be admissible for any purpose in further proceedings in this matter; and (b) If the Board approves this Order, it shall fully dispose of all issues in this case.

**IT IS THEREFORE ORDERED:** Respondent shall surrender his real estate appraiser certification number CR02086 and shall cease all activities as a certified real estate appraiser effective the day this Order is signed by all parties. Respondent shall return his certificate to the Board office within 10 days of the date this Order is signed by all parties. Any application to reinstate must comply with 193 Iowa Administrative Code sections 7.30(3) (notification of clients) and 7.38 (reinstatement).

**AGREED AND ACCEPTED:**

**The Respondent**

**The Iowa Real Estate Appraiser Examining Board**



Jerry L. Warren

Michael Lara, Chair

01-06-07

1.23.2007

Date

Date