

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 welcomes new staff member Teresa Stull. Stull is the licensing specialist for the Accountancy Board and the Engineering/Land Surveying Board and is assisting with the Real Estate Appraiser Board. She joined PLB in September.

Tracy Lindgren was promoted to the Real Estate Background Coordinator.



Peer Reviewers

PLB is currently seeking qualified, licensed individuals to serve as peer reviewers for many of the boards within PLB. The Boards engage peer reviewers to review and investigate complaints. Peer reviewers are given a small stipend for their service and expenses. If you are interested in volunteering as a peer review for your licensing board, please contact the appropriate board administrator.

Board Members Needed

Boards and commissions are responsible for advising the Governor and Lt. Governor, the legislature and state agencies. The Governor and Lt. Governor are looking for qualified applicants who are strong believers in becoming an active voice in state government.

The Governor and Lt. Governor appoint members to more than 160 boards and commissions as openings become available. PLB currently has vacancies on the Accountancy Board, for a CPA; Architecture Board, for an architect; Interior Design, for a registered interior designer; Landscape Architecture, public member; Real Estate Appraiser, public member; and Real Estate Commission,

public member. If you are interested, please look at what boards and commissions the Governor will make appointments to in March 2017, or view the complete List of Boards and Commissions.

If you find a position you are interested in, sign up and fill out an online application for consideration by the Governor and Lt. Governor.

Accountancy Board

Lapsed Licenses

Accountancy lapsed licenses as of July 31, 2016:

Full or Firm Name	License Number		
ABBUHL ACCOUNTING INC.	2015-167	BURKHOLDER, LARRY G.	1596
ALAN E. STOUT, PC	2015-282	BUSHORE, ANNE MARIE	7288
ALDY, LUKE M.	2316	BUSS, DANIEL E.	1682
ALPER, SANFORD B.	3877	CALDWELL-PIERCE, MICHELLE JANETTE	5144
ANDERSON, GREG SCOTT	4023	CARTER, JONATHAN PAUL	12537
ANDERSON, JOSHUA RAY	12718	CAVANAUGH, TRAVIS M.	5643
ANDERSON, LYNN CHARLES	5320	CHRISTIAN, JOHN	5709
ANDERSON, ROBERT R.	3178	CLARK, DINA	5511
ARTHUR WHITE & ASSOCIATES LLC	2015-534	COATES, SCOTT	4621
ARY, SHAE MICHAEL	12616	COCHRAN, DON PAUL	5335
BAGGETT, DAVID BRANNON	4471	COLEMAN, GARY BERT	3615
BAKER, MICHAEL RAY	3254	COLLIGAN, BRADLEY JOHN	11178
BALK, SANDRA K	5615	COLLINS, MICHELLE RENEE	5481
BALMER, ALAN JOSEPH	4615	CONDON, R. MICHAEL	3357
BALMER NELSON VAN MERSBERGEN	2015-324	CONTRAMAESTRE, MANUEL ENRIQUE	5598
BATY, JOHN	5687	CORBETT, PATRICIA M. HENNESSEY	7133
BECK, HEATH ERIC	5498	CORRIGAN, TIMOTHY G	4450
BECK, JODY LYNN	8792	CUMMINGS ACCOUNTING & TAX SERVICES, LLC	2015-441
BEER, JEFFERY JOSEPH	5903	CUTLER, STEPHANIE M	13040
BEHRENS, SUSAN M.	11010	DALE MCCLURE, CPA, PC	2015-436
BELCASTRO, JOAN MARGARET	7159	DAUGHERTY, TRACY L.	12154
BENEDICT, CATHY R.	3023	DAVID, SHANNA LEE	13461
BENSON, B. NANETTE	8188	DAVIS, ERIN D.	13333
BERG, EDWARD T.	1455	DAVIS, GEORGE ALAN	3925
BERGAN, PAULSEN & COMPANY, PC	2015-224	DAY, KYLE ROBERT	5478
BERGERUD, STEVEN D.	1075	DEFREITAS, EMANUEL J.	5667
BOCKHOP, KALEY	13602	DEKAM, DARYL DEAN	5113
BOLLAERT, DIANA L.	5680	DEMAYO, CHRISTOPHER M.	5621
BOOTSMA, MICHAEL JOHN	11468	DEMIJAN, BRIAN	13328
BOROWICK, JERRY	5420	DEN HERDER, STEVEN L.	8848
BOWER, DENNIS	2190	DEVRIESE, LYNN M	5703
BOWMAN, JAMES ROBERT	4186	DIEHL, GARY W.	2712
BRADLEY, JOSHUA D	10882	DIETSCHWEILER, WALTER L.	5539
BROOKE, DIANA LYNN	10868	DOHLMAN, TIMOTHY E.	3962
BROOKER, LEO RAYMOND	4970	DOLAN, REBECCA	2786
BUDELIER, ARTHUR L.	1230	DONOHUE, RICHARD R.	1313
BURCLAW, KRISTOPHER JOHN	12204	DOWNING, MICHAEL	12787
		DOYLE & KEENAN PC	2015-410

DRAPER, SNODGRASS, MIKKELSEN CO., PC	2015-376	HENN, LYNNE E	10421
DREW, CASEY JAMES	7778	HENSEL, FREDRICK J.	1633
EILERS, MERRILL T	5389	HENSS, JOHN L.	499
ELLIOTT, DANA J	12820	HERRING, ROSE MARIE	3844
ERICKSON, KENNETH JOHN	4876	HETH, CHRISTINE H.	3845
ERICKSON, STEVEN PAUL	11613	HILL, BLAINE LESLIE	8071
ESKEW, MEGAN	13325	HOBKIRK, HEIDI SUE	10837
FARA, COURTNEY MARIE	12674	HOEKSTRA, CHAD	9711
FARRELL, E. MICHAEL	2200	HOFF, MONICA JEAN	11997
FEE, BRUCE LEWIS	4984	HOLLAND, MICHELLE DOROTHY	8300
FELD, STEVEN GLEN	4790	HOLMES, CHRISTINE MUELLER	5519
FELL, TYLER CHRISTIAN	10300	IANNETTONI, SHANNON LYNN	5573
FERDIG, MARK E	2299	INGHRAM, FRANK B.	692
FISHER, GARY E.	293	JACOBS, PETER LOUIS	3780
FITZSIMMONS, LINDY THERESA	5524	JENSEN, DOUGLAS R.	2335
FLANDERS, KAYLA MICHELE	10532	JOHN D. LINDAHL, CPA	2015-432
FLEEGE, ERIN ALISON	12372	JOHNSON, KURT EDWARD	2909
FOSTER, DIANNA MARIE	9876	JOHNSON, LLOYD D.	3183
FOWLER, SHARI LYNN	13493	JOHNSON, SHAUN TODD	12947
FRANKEL, BARON JAY	5634	JOHNSTON, MARK STEVEN	7431
FROST, RUTTENBERG & ROTHBLATT, PC	2015-401	JORSTAD, BRETT WILLIAM	5497
GAGE, JAMES VIRGIL	7183	JULIEN, MEGAN ELIZABETH	5436
GALLAGHER, JANET HINNERS	2535	JUST, DAVID G.	1200
GANNON, BRIAN JOSEPH	5495	KEIFER, ALAN J.	2540
GARY B. COLEMAN, CPA	2015-474	KENEDY, WILLIAM WILSON	4480
GARY E. FISHER CO., PC	2015-350	KIMAK, MARK A.	13050
GEHLING, JAMES F.	904	KIMMERLE, BRUCE	948
GERMANN, KEITH C.	3006	KIRCHNER, KEVIN LEE	4822
GODDARD, ERIC FRANCIS	5527	KNEIP, SHERRY DING	13052
GRAF, GLENN L.	1630	KNOWLTON, STACI RENE	13730
GREMS, FREDRIC JON	7395	KOLLER AND COMPANY LLP	2015-045
GRIMM, MOLLIE MARIE	5269	KUBITZ, LINDSEY MARIE	13185
GRITTON ASSOCIATES	2015-485	LAMMER, LUKE JOHN	12013
GROSS AND COMPANY	2015-347	LANDON, SARA KAY	12778
HAINES, GEORGE L.	1539	LANE, RICHARD WARREN	5468
HALEY, SUSAN E.	3767	LARSON, THOMAS E.	2875
HALL, JEANNETTE LYNNE	4928	LAYER, JENNIFER H	13710
HANCOCK, JOSEPH A.	5626	LEE, JAMES B.	5632
HANON, LARRY P.	1284	LEGLAR, WILLIAM H.	817
HANSEN, JANELL JO	5599	LILLIBRIDGE, DOUGLAS CRAIG	13795
HAPPEL, DAVID L.	2039	LINDAHL, JOHN DOUGLAS	3836
HARMON, JESSICA JEAN FROYD	12625	LOCKARD, LAURA LEIGH	212
HARTMAN, DEBORAH LYNN	2523	LUDWIG, DARREN J	11230
HARTSOCK, GARY MARK	11949	MAGNALL, PAUL A.	4204
HARTSOCK, LARRY D.	3627	MAHER, THOMAS L.	565
HARTSOCK, LORI G.	4377	MAKINDE, ELIZABETH YEJIDE	12668
HAZELTON, CYNTHIA JEAN	4915	MAREK, JAMES MATTHEW	8969
HEADY, ROBB DOLIN	3248	MARLOW, SANDRA JEAN	10176
HEGARTY, KAY L.	3707	MARSH & COMPANY, PA	2015-161
HELLWEGE, SAM KLEIN	13508	MARY E. BENSON, CPA	2015-387

MAUREEN PRUISNER CPA, PLC	2015-492	RICHTER, SARA MICHELLE	12082
MC CLANNAHAN, LORI JAN	4445	RICK BRADSHAW CPA PC	2015-517
MC COY, BRETT LEE	8314	RICK DE HAMER COMPANY P.C.	2015-222
MC CRARY, ROBERT W.	1355	ROBERTS, GOLDIE ELIZABETH	5490
MC GUIRE, TIMOTHY T	3868	ROBEY, MELINDA SUE	10485
MC QUILLEN, ROBERT REYNOLD	2349	ROYAL & ASSOCIATES PC	2015-049
MCCABE, WILLIAM S.	7708	SALMON SIMS THOMAS PLLC	2015-564
MCCLAIREN, LUBERTHA	11966	SATTERLUND, AMY W.	5032
MCCLURE, DALE F	1489	SAUTTER, TIMOTHY MICHAEL	4107
MCCRIGHT, IAN P	13785	SCHMIG, DARWIN D	2905
MCELROY, CHARLES J.	4145	SCHOENHARD, SCOTT ANTHONY	11427
MCGRATH, MYRNA JEAN	5494	SCHOLL, PATRICK JOSEPH	5255
MEGINNIS II, PAUL J.	1237	SCHROEDER, JOEL LYNN	9607
MERGES, JR., JOHN P.	2230	SCHROEDER, KAY LYNN	12540
METZGER, DONNA MAE	4814	SCHULTE, DAVID JOHN	4681
MIKKELSON, LOCKIE & ASSOCIATES, INC	2015-388	SCHUPBACH, BROOKE LOGANN	13511
MILLER, GREG R.	2137	SCHWAB, CARL T.	1365
MILLER, HERBERT LEE	5996	SENGUPTA, ABHIJIT	10292
MILLIMAN, RACHAEL ANN	5417	SETCHELL, MICHAEL ERIC	5035
MITCHELL, ALOYA M.	3877	SEVERSON, TIMOTHY BRUCE	7231
MITTAL, ARUNA	12803	SHEARER, KIRK ALLEN	2574
MOEN, ANDREW PAUL	13023	SHEEHAN, KEVIN HOWARD	9096
MORIARTY, JAMES PATRICK	13478	SHEEHAN, MATTHEW THOMAS	13287
MORRIS, DOREEN KAY	12092	SHERMAN, JAMES PAUL	4685
MOZEKO, ANNE MARIE	6497	SHI, XIAOYI	11977
MULHOLLAND, NEIL ROBERT	12644	SHULL CO, PC	2015-418
MULLINS, THEODORE JAMES	7328	SIEGEL, MARK ALVIN	5003
MURPHY, MARCIA ANN	314	SMAIL, RYAN S.	5659
MURPHY, SUZANNE EVA	9214	SMITH, KIM L.	4114
NELSON, JAMES REID	5611	SNYDER, STEVEN E	3336
NEPPER, JUSTIN DONALD	9021	SPAIN, BEVERLY I.	3337
NEUMANN, MYRNA M	4664	ST. JOHN, DUANE P.	1531
NOWAK, JAMES A.	2028	STALOCH, CLIFFORD A	1216
O'CONNOR, DIANE FOX	2360	STEENHOEK, DAWN ELIZABETH	11932
ORTHAUS, JOHN E.	4092	STEERE, KEVIN E.	1049
OSETH, AUTUMN JOY	12463	STEIL, THOMAS R	1595
OTTING, SAMUEL L	996	STEPHENS, JOHN M	5646
PAGE, MARK DAVID	6225	STEVENS, MICHELE MARIE	4931
PAPE, DEBORAH L.	5943	STOA, ABBY MARGUERITE	12662
PATEL, AALOK JAYENDRA	12351	STOLTE, LARRY G	1226
PERONE, JAMES J.	3324	STOUT, ALAN E.	1660
PETERSON, SCOTT RICHARD	4028	STRUM, KATHLEEN MARIE	4542
PIERCE, STEVEN E	4182	SULLIVAN-ROY, JOAN IRENE	6784
POOLEY, BARBARA PARKS	4213	SWANSON, DENNIS LEE	6964
POSTER, DANIEL JOHN	10243	SWENKA, RONALD A	2100
PRONK, MATTHEW JOHN	12444	TAFT, RYAN M.	12791
PUDENZ, CHRIS MICHAEL	7005	TEKIPPE, KENNETH J.	1661
QIN, LIANGWEI	13648	THE KAPLAN PARTNERS LLP	2015-089
RAKHIMOVA, SAIDA	13718	THOMAS, RICHARD STEPHEN	5108
REHFUSS, JERRY P	2083	THOMPSON, BRENDA JEAN	5143

THOMS COMPANY	2015-193	WEBB, BRUCE P.	1220
THUESEN, RICK A.	1484	WEISS, BRADLEY ALLEN	13537
THUMMA, GEOFFREY L	3342	WENDELL, LYNELL MARIE	8278
TIANO, MEGAN RAE	12228	WHIPP, DENNIS G	1302
TIEFENTHALER, TIM JOHN	6589	WHITE, ARTHUR D.	3472
TOOMSEN, ELLEN E STRAATE	7986	WHITE, DEBORAH M KENNEDY	9650
TREVIRANUS, BRANDON TYLER	13578	WHITESSELL, SONJA R	3521
TWEETEN & YOUNG CPAS, PC	2015-074	WICKERSHAM, ALAN JAMES	13313
VAN ZEE, DUSTIN ADAM	13180	WILLIAMS AND ASSOCIATES P.L.C.	2015-068
VANDER WAAL, BRENT WAYNE	8939	WILLIAMSON, PATRICIA ANN	8734
VANHORN, JOSEPH JAMES	11295	WILSON, STACIE ANN	5126
VERHEY, MARTHA ANN	10694	WILTSE, MARK LYNN	6907
VICH, JOSEF MILO	4868	WITT, GARY K.	3223
VILHAUER RAML & SNYDER, PC	2015-568	WOOD, ANGELA SUE SCHOON	8783
VINE, RONALD CLIFFORD	6904	YOUNG, RICHARD J.	1383
VOIGT, JAMES R.	2110	ZEHR, KATHLEEN J.	3719
WALTER, JAMES J	3225		

Architectural Examining Board

New Rules Adopted by the Architecture Board

The Iowa Architectural Examining Board updated its Iowa Administrative Rules 193B - Chapters 1 and 2. The rules in Chapter 1 describe the organization of the Architectural Examining Board. The amendments to the chapter remove references to business entities since the reference to business entities was removed from the Iowa Code; more fully explain the role of board administrator; and allow for flexibility on meeting dates. The rules in Chapter 2 describe the process for registration and renewal of certificates of registration for registrants to be authorized to practice architecture in Iowa. The amendments to the chapter update the names of programs and documents of the National Council of Architectural Registration Boards needed for Iowa registration, allow students to take the architect registration examination, better explain the reinstatement process, and adjust the fees.

Lapsed Licenses

Following are the Architect lapsed registrations as of July 31, 2016. For a complete list of all architects in lapsed status, go to <https://plb.iowa.gov/documents/architects-lapsed-status-2016>.

Name	Registration	NORMAN BARRIENTOS	6198	DAVID BRAUCHT	2650
ANTHONY ALBANO	6334	DANIEL BARTLETT	6737	GARY BREWER	6985
JOHN ALBERTI	5046	GARY BECHTEL	2386	GARY BRINK	3316
WILLIAM ALBINSON	3175	MARK BERG	6539	DAVID BROST	1102
GREG ALLWINE	5492	JULIAN BICKELL	6756	JAMES BROWNING	6439
JOHN ANDERSON	3431	DAVID BOCK	3209	JAMES BRYGGER, JR.	1574
LOREN ANDERSON	5134	JEREMY BORK	6835	DONALD BUENGER	3788
BRUCE ANGELI	2535	DALE BOWDER	5267	GREGORY BURROWS	6473
RONALD ARMSTRONG	5662	SIDNEY BOWEN III	6233	CRAIG CAHEN	5945
LYNN ARRINGTON III	6325	DONALD BOZICH	2597	KEITH CARLSON	5496
ANDRE BALLARD	6884	GARTH BRANDAW	5884	LYLE CARMICHAEL	6085

ROBIN CASTO	6707	KEVIN FLECKY	4999	DOUGLAS HOLZRICHTER	6627
TERRENCE CHARLES	6865	EUGENE FORTINBERRY	7150	JESSE HOPKINS	6500
TIMOTHY CHEEVER	6929	BILLY FOWLER	6773	MARK HOWARD	6955
ANTHONY CHINN	6843	KENNETH FREDERICK	5102	ROBERT HOWELL	6775
LARRY CRANE	5854	STEVEN FRESON	4005	JONATHAN HUDDY	6480
JAMES CURRAN	6540	STEPHEN FREYALDENHOVEN	6753	ROBERT HUMPHREYS	5959
CLIFFORD CURRY	2549	MATHEW FRISBIE	6813	GLEN HUNTINGTON	1385
SY CYMERMAN	6508	THEODORE GALANTE	6952	THOMAS JANOWIECKI	3551
MICHAEL DAMORE	5751	EDUARDO GALINDO	5482	JAMES JAROS	5299
WILLIAM DANN	6981	DAVID GEBHARDT	6053	STEVEN JASTRAM	3574
NEWELL DERRYBERRY	6987	BERNARD GEHRKI	6257	BRUCE JOHNSON	3507
ROBERT DIAMOND	5405	RYAN GEISER	6936	PAUL JOHNSON	5304
LARRY DIEHL	6290	MILLARD GENSLER, JR.	2034	ROBERT JOHNSON	2326
ESMAIL DILMAGHANI	6526	JOHN GERE	1526	TERRY JOHNSON	5790
JOSEPH DROZE	6495	THAD GLEASON	6021	THOMAS JOLLY	7131
TAYLOR DUEKER	5238	H. CARLETON GODSEY JR.	1960	CAROLYN JONES	6592
MARK DUITSMAN	3685	LAWRENCE GOOSS	6586	TIMOTHY JONES	2273
KENNETH DUNKER	1617	CHARLES GREEN	6096	JAMES KEMPER	2469
JEFFERY ECKERT	5998	ROSS GRIMES	6491	JACK KIENAST	5006
JAMES EDWARDS	3139	ROBERT GUMMER	5163	DENSEL KIMBROUGH	6447
DANIEL ELIAS	6699	BRUCE HARDING	2829	JACK KING	6594
DOUGLAS ELTING	3348	TIMOTHY HAWK	7009	PAUL KLEIN	1827
MARK ENGELBRECHT	1308	JEFFERY HAZARD	3650	WILLIAM KRABACHER	6619
DAVID ERICKSON	3454	GEORGE HEINLEIN	5839	MICHAEL KRESS	6885
JOHN FARNEY	5490	WESLEY HEITZMAN	2178	CHARLES KRZYSIAK	6440
RICHARD FAWELL	5877	KURTIS HELIN	2669	CHRISTIAN KUHN, III	5142
JEFFREY FENIMORE	3747	JAMES HELLER	3711	THOMAS WILSON	3005
MARK FINNEMANN	3398	BRITTON HERRING	7139		
BRADFORD FISKE	5950	SAMUEL HOLDER III	4029		

Engineering & Land Surveying Examining Board

Engineering/Surveying License Renewal is Approaching

Approximately half of Iowa's engineering/surveying licensees renew each year. Certificates that were initially issued in even-numbered years expire in odd-numbered years and certificates that were initially issued in odd-numbered years expire in even-numbered years.

Renewal reminder postcards will be mailed mid-November to all licensees with December 31, 2016 expiration dates. If your address has changed since your last renewal, go to our Website at www.plb.iowa.gov, print a change of contact form, fill it out and send or fax it (515-725-9032) to Professional Licensing Bureau - Iowa Engineering and Land Surveying Examining Board, 200 E. Grand Ave., Suite 350, Des Moines, IA 50309.

The Bureau is more than happy to send the reminder postcards as a courtesy. Sometimes postcards are lost in the mail or contact information may not be current. Please remember that failure to receive a reminder postcard does not impact your responsibility to renew your license.

Interior Design Examining Board

Lapsed Registrations

Registered Interior Designers in lapsed status:

Name	Registration	Marilyn Hansen	30	Marcia Melone	61
Miriam Augustin	70	Felicia Helms	44	Christin Meyer	43
Joan Birk	35	Stephanie Hosier	39	Sara Mills-Ryan	60
Lee Cagley	54	Sarah House	46	KIMBERLY NELSON	13
MARY CARTER	16	Kara Huntsberger	34	Marcia Nyberg	40
Kindra Christensen	84	REBECCA JACKSON	15	Heather Olson	62
Jami Christophersen	77	Penny Johnston	55	MARILYN OVERBAUGH	11
Douglas Conroy	33	PATRECIA KEITH	20	JENNIFER PETERSON	12
Leslie Dahl	56	Michelle Kerkhoff	25	Julie Quebe	59
Judy Dugan	26	CINDY KING	14	Bobbi Salsbury	45
Amy Elbert	57	Ella Koch	50	MEGAN SMITH	76
MARY ANN FERGUSON	18	Sheryl Konen	28	Leah Stalcup	6
Nicole Goodenow	42	Rebecca Lahart	36	Julie Vecchio	65
KAMI GRAFF	75	Katie Leyendecker	49	Caitlin Ward	64
Karen Greiner	32	Frederic Malven	22		

Landscape Architectural Examining Board

New Rule For Licensure

The Landscape Architecture Board has adopted a new rule in Iowa Administrative Code 193D: **193D—2.6(544B,17A) Exemption from written examination.** The board may exempt from written examination an applicant who meets one of the following criteria:

2.6(1) The applicant holds a current CLARB certificate;

2.6(2) The applicant holds a license to practice landscape architecture issued upon written examination by another jurisdiction, and has submitted a certificate from the jurisdiction of original licensure verifying that the applicant passed the examination in that jurisdiction.

2.6(3) The applicant:

a. Holds an active license to practice landscape architecture issued by another jurisdiction whose current licensure requirements, including the examination requirements, are substantially equivalent to or exceed those required for licensure as a landscape architect in Iowa, and during the time period in which the applicant was issued an initial license in the other jurisdiction, that jurisdiction did not require a written examination for initial applicants, but did require board review and approval of education and experience designed to demonstrate competence to practice;

b. Was grandparented in under the laws of the other jurisdiction, before written examinations for initial licensure were mandated by the other jurisdiction; and

c. Submits a certificate from the jurisdiction of original licensure verifying that the applicant was licensed during the period in which there was no written examination and submits proof of license in good standing.

Lapsed Licenses

Landscape Architect lapsed licenses as of July 31, 2016:

Name	License	HAMMERS , GARY	00210	PARKER , DENNIS	00645
BROWER , STEVEN	00146	HODGES , PATRICK	00646	PETERSON , ANNE	00408
BURKE , RANDY	00226	KRAMER , DAVID	00130	RODEWALD , ABBY	00673
CAHALAN , CHRISTOPHER	00507	KWIATKOWSKI , MATTHEW	0624	RUBBA , DENNIS	00654
CHEVALIER , ANTHONY	00606	MEYER , DENNIS	00543		
FERNANDEZ , JESSICA	00586	NIKOLAI , PAUL	00573		

Real Estate Appraiser Examining Board

Appraiser Board is on the Move

Amendments to rules have been noticed ([ARC 2710C](#)) to move the Real Estate Appraiser Examining Board (REAP) from the Professional Licensing Bureau to the Finance Bureau of the Division of Banking. This move will allow all aspects of appraising, the new AMC legislation that passed (House File 2436) and the REAP Board to be housed together as an effort to streamline government oversight. For more information, refer for the Conceptual Outline of Rules Implementing the Superintendent's Supervision of the Iowa REAP.



Speaking of public notices, the Appraisal Management Company (AMC) rules will be noticed soon. The rules, which coincide with the House File 2436, will be placed in the Iowa Administrative Code 187 under a new Chapter, Chapter 25. The public is welcome to make comments. We anticipate accepting AMC applications by December 1, 2016.

In the last issue, PLB advised of the need for peer reviewers on many Boards. The Appraiser Board is in need of a residential and general peer reviewer. Peer reviewers primarily perform Standard 3 reviews for complaints and disciplinary matters to ensure appraisal reports comply with the standards of practice; however, they can consult and screen complaints, perform investigations, and prepare for hearings. If interested, please contact Brandy March, executive officer, at Realestateappraiserboard@iowa.gov.

Lapsed Licenses

Real Estate Appraiser lapsed credentials as of July 31, 2016:

Name	Credential	BRETTE DEATON	AR03378
MATTHEW V. FRANKLIN	AG02903	STACI L. ALLEN	AR03386
KARL DOLTER	AG03196	JUSTIN DAVID BURDS	AR03420
ERICA ALCORDO	AG03315	SANDRA JENNIGES	AR03450
VAUGHN BAGSTAD	AR02881	DAVID GAULT	AR03464
JEFF ADAMS	AR02908	GARY G HOWELL	CG01042
JASON DIERS	AR03122	ALAN GRIMM	CG01072
BRUCE W. KEENAN	AR03178	KAY M GRIMM	CG01094
TONYA LEE	AR03253	PHILIP D GENT	CG01104
SPENCER WADE GORT	AR03267	ROBERT M HAYES	CG01143
BRIAN FLEENER	AR03290	GLEN W HANKEMEIER	CG01149
RONALD DWANE BROWN	AR03331	BRUCE C HOVDEN	CG01163

TERRELL A HONNOLD	CG01208	JEFFREY S. BRADLEY	CG03403
WILLIAM A KAYSER	CG01210	WILLIAM DUNLAP	CG03422
TERRY A ARGOTSINGER	CG01237	RONALD HARRIS	CG03434
PAUL A DOWNING	CG01449	JAMES E JUSTICE	CG03454
CHARLES G ARGIANAS	CG01460	PATRICIA A BELLACK	CG03474
DAVID S GRONIK JR.	CG01496	JOHN HILLMAN	CG03478
RICHARD E ANDERSON	CG01498	ROBERT W KNOX	CR01024
WILLIAM T GREAZEL	CG01508	JOHN D HELVIG	CR01092
DALE R BLAKESTAD	CG01684	MICHAEL T KELLY	CR01118
KEITH M KRAMER	CG01712	FRANK A DE BARTOLO	CR01267
JOHN P FORSYTHE	CG01903	JOHN C KERNDT	CR01444
WAYNE W KUBERT	CG01913	MICHAEL B CONNOR	CR01542
TERRIL DE HAAN	CG02148	JASON L HEINZ	CR01546
BRYAN L GODDARD	CG02197	CLIFTON L HODGES	CR01612
ROGER D JOHNSON	CG02262	ROBERT E BRISSEY	CR01747
ALFRED H CARR	CG02357	JAMES R GEROT	CR01818
MARLA L BRITTON	CG02371	BRADLEY R BRISSEY	CR01925
CLAUDE DANIEL GURLEY	CG02859	JOAN L KRUSE	CR01990
ROBERT L. BRUNS	CG02989	MARSTON S FLANDERS	CR02011
JOHN E. DOYLE	CG03007	TERRY R COLLINS	CR02081
CATHERINE A. AGNEW	CG03047	LARRY L BENNETT	CR02276
KENNETH N. ALFORD	CG03056	KATHI B BEVERLIN	CR02312
HANS DETLEFSEN	CG03100	RUTHANN DREESEN	CR02362
JOSH ALLISON	CG03153	JOY L DAVIS	CR02386
GREGORY BRENT KELLEY	CG03165	EDWARD C CASEY	CR02439
DANIEL COSTELLO	CG03182	ROBERT J JOHNSON	CR02514
ELLEN B. HERMAN	CG03270	PATTI BABER	CR02584
BRETT HALL	CG03286	MICHAEL L. FOGELSON	CR02742
STEVEN J. KELLEY	CG03322	ERIC PAUL KRUGER	CR03162
TERRY HAINJE	CG03327	JEFFREY HILBORN	CR03208
JAMES E. KOZAK JR.	CG03336	TRACY A. BALBORT	CR03301
TIMOTHY J. KELLER	CG03342	KURT CARLSON	CR03359
BRANDON D HOLMES	CG03367	NIKOLE L CRAWLEY	CR03463
DAVID HANDLEY	CG03394		

Real Estate Appraiser Examining Board Discipline

The cases listed below have been summarized. You may read the entire order on the board's website at www.plb.iowa.gov/real-estate-appraisers/disciplinary-index.

Consent Order

16-03 and 16-11, Carrie Williams (CR02812) Altoona, IA

The Board charged Williams, a certified residential appraiser, with failure to adhere to USPAP, failure to exercise reasonable diligence in the development and communication of multiple appraisals, and demonstrating negligence or incompetence in the development, preparation and communication of multiple appraisals in violation of Iowa Code § 543D.17(1)(d), (e) and (f) and 543D.18(1) and 193F IAC 7.2, 7.3(2), 7.3(6) and (6)(a). The Board and Williams agreed to fully resolve the complaint with a signed consent order. Williams is required to take a 15 hour report writing course, a 30-hour advanced report writing course, submit monthly logs, have two additional reports reviewed by the Board and submit \$500 payment to cover the costs of the peer review, and shall not supervisor any associates or co-sign another appraiser's work as a supervisor until released from these terms.

Real Estate Commission

Commission Update

Licensing Totals – 11,198 Individuals Licensed

	<u>Brokers</u>			<u>Salespeople</u>	
	<u>Firms</u>	<u>Active</u>	<u>Inactive</u>	<u>Active</u>	<u>Inactive</u>
As of August 31, 2016	1,270	3,431	420	6,076	1,271

Future Commission Meeting Dates (*Tentatively*):

- October 6
- November 3
- December 1
- February 2
- March 2

Legislative Tracking

From time to time, the Commission will update the administrative rules. While it is the Commission's goal to keep you updated via the newsletter, you are responsible to know the rules. If you'd like to track Iowa Real Estate Commission administrative rules in process, you may use the link at <https://www.legis.iowa.gov/law/administrativeRules/tracker>.

Important Renewal Information for 2016

Electronic renewals for those licensees whose licenses expire on December 31, 2016 will be available the middle of November. Expect a renewal reminder postcard in the mail at that time with the website address of the on-line renewal. Please be on the lookout for this and do not disregard it as junk mail. Remember, even if you don't receive a renewal postcard, you are still responsible for renewing your license. You are responsible for notifying the Commission in writing of any change of address. If you have moved and not notified the Commission in writing you must do so immediately by e-mailing realestatecommission@iowa.gov or by FAX (515-725-9032) to help insure you receive the renewal postcard.

To prepare for your on-line renewal, have the following information available:

- License number
- For salesperson or broker license: last 4 digits of social security number
- If reporting continuing education, have your continuing education certificates.
Licensees will need to know how many hours of Law Update, how many hours of Ethics and how many hours of electives were successfully completed. The breakdown of these hours between classroom and correspondence (online, home study, etc.) will also need to be reported.
- If reporting an exam in lieu of continuing education, have the pass notice received from PSI.
- Credit/Debit card information (Visa, MasterCard or Discover)

Trade-name, branch and additional broker officer licenses all have the same expiration date as the main license. Make sure all licenses are renewed, if applicable.

Inactive licenses need to be renewed or they will expire. To renew inactive there are no requirements for continuing education or errors and omissions insurance. However, if continuing education is completed the inactive licensee should report that on his/her renewal. If you currently are an active licensee and intend to renew to inactive status, notify your employing broker in writing.

Renewal fees are as follows:

- Salespersons (active or inactive) \$125.00
- Brokers (active or inactive) \$170.00
- Firms (can only be active) \$170.00
- Trade-names (can only be active) \$50.00
- Branch (can only be active) \$50.00
- Additional broker officer (can only be active) \$50.00

Education Requirements for December 31, 2016 Renewal

A minimum of 36 hours of qualifying continuing education **MUST** be completed between January 1, 2014 and December 31, 2016 and prior to the completion of your renewal. Licensees **DO NOT** have a 30-day grace period to complete education. If you do not have your continuing education completed by December 31, 2016, you must renew to inactive status.

The education requirements are:

- 8 hours Law Update (mandatory)
- 4 hours Ethics (mandatory)
- 24 hours electives

A maximum of 24 hours may be taken by correspondence/home study during each three year renewal period. During each three year renewal period a course may be taken for credit only once. A course may be repeated for credit **ONLY** if the course numbers and instructors are different.

Licensees residing and licensed in the following states will sign an affidavit to verify continuing education requirements: Alabama, Arkansas, Colorado, Georgia, Louisiana, Minnesota, Mississippi, Nebraska, North Dakota, Oklahoma, South Dakota, and Tennessee.

Licensees residing in all other states must comply with Iowa's 36 hour continuing education requirement.

In addition to courses approved directly by the Commission and the IREC Education Director, the Commission accepts the following courses to meet the 24 hour elective requirement:

- Credits earned in a state which has a continuing education requirement for renewal of a license if the course is approved by the real estate licensing board of that state for credit for renewal. However, state-specific courses are not acceptable.
- Courses sponsored by the National Association of Realtors (NAR) or its affiliates.

All brokers and salespersons can, at any time between July 1, 2016 and December 31, 2016, take and pass the appropriate licensing exam in lieu of completing the required continuing education for December 31, 2016 license renewal. Contact the Commission to obtain an authorization letter for admittance to take the exam. Please send your written request to take the exam in lieu of continuing education to realestatecommisison@iowa.gov. When you pass the test you will automatically be given

an application – do NOT use this to renew!

It is the responsibility of licensees to maintain records that support the continuing education claimed to renew and the validity of the credits. Documentation must be retained by licensees for a period of three years after the effective date of the license renewal. The Iowa Real Estate Commission does not maintain licensee's continuing education certificates.

Errors & Omissions Insurance Requirements

You must have current E & O insurance to renew to active status (salespersons, brokers, and firms) and attest that you will maintain uninterrupted coverage as long as your license is on active status as reflected on the Commission licensing database.

If you intend to maintain an active real estate license (salesperson, broker, firm) in the state of Iowa in 2017, you are required to have uninterrupted errors and omissions insurance coverage.

For those E & O insurance policies that expire at year end, errors and omissions insurance must be procured BEFORE January 1, 2017.

If you are a designated broker, please verify that all of your licensees assigned to you have E & O insurance for 2017. For those licensees that are not going to have their real estate license active as of January 1, 2017, please follow the instructions on the IREC "Change of Status from Active to Inactive" form (<https://plb.iowa.gov/board/real-estate-sales-brokers>), fill it out, and also include the license to be mailed into the Commission. This documentation will have to be received by the offices of the Commission BEFORE December 31, 2016. To ensure that the Commission's office has received and processed the change of status request, please verify the licensee's status by checking licensediniowa.gov or by contacting Commission staff at realestatecommission@iowa.gov.

Please contact realestatecommission@iowa.gov or (515) 725-9027 with any questions.

From the Trust Account Auditor

The trust account auditor is coming to your area to conduct an audit on your trust account. Are you prepared?

Per rule 193E—13.5(543B) File record keeping. Every broker shall retain for a period of at least five years true copies of all business books; accounts, including voided checks; records; contracts; closing statements; disclosures; signed documents; the listing; any offers to purchase; and all correspondence relating to each real estate transaction that the broker has handled and each property managed. The records shall be made available for reproduction and inspection by the commission, staff, and commission-authorized representatives at all times during usual business hours at the broker's regular place of business. If the brokerage closes, the records shall be made available for reproduction and inspection by the commission, staff, and commission-authorized representatives upon request.

The trust account auditor has the task of traveling all 99 counties throughout the state to verify, through examination, that all brokers are complying with all trust account requirements. Please be as accommodating as possible to the auditor's schedule and the same courtesy will be reciprocated.

Here is a brief list of documents needed for the real estate trust account examination:

Documents Needed for Examining the Trust Account

- The last reconciliation(s) completed (three-way tie documentation).
- The bank statement(s) that was used to reconcile.
- All “new” activity since the last reconciliation was completed – the updated general ledger showing all checks (in order) and deposits (in date order).
- All “open” individual ledgers (all earnest money deposits, broker’s equity, and interest).
- Proof of interest being remitted to the State of Iowa on a monthly or quarterly basis.
- Any other pertinent records related to the broker’s real estate trust account.

Documents from Open/Closed Files (5-10 files)

- HUD/Closing Disclosure and all pertinent closing documents.
- Seller Property Condition Disclosure form.
- Lead Paint Disclosure form, if applicable.
- Listing Agreement and/or all agency agreements.
- Purchase Agreement.
- Proof of earnest money being deposited in trust account within 5 banking days (deposit slip or bank statement).
- Any other pertinent documents to the transaction.

Finally, if there is ever a problem in your trust account (shortage of funds, unidentified funds, not being able to obtain the three-way tie, etc.) please contact the trust account auditor immediately at Colleen.A.Goddard@iowa.gov.

Real Estate Commission Discipline

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

Formal Charges

15-262 Edith L. Hines (B17739000), Des Moines, IA – Formal Hearing

On December 17, 2015 the Iowa Real Estate Commission filed a Notice of Hearing and Statement of Charges against Hines, charging her with engaging in practices harmful or detrimental to the public, in violation of Iowa Code sections 543B.29(1)(d), 543B.29(1)(k), 543B.34(1), and 543B.46 (2015) by: failing to maintain at all times a record of the Respondent’s trust account and improper trust account procedures, failing to accurately maintain a general ledger to record in chronological order all receipts and disbursements for Respondent’s trust account, failing to accurately maintain an individual ledger for Broker’s Equity for Respondent’s trust account, failing to accurately maintain an Individual Ledger for Interest for Respondent’s trust account, and failing to provide a means for a monthly reconciliation of Respondent’s trust account to ensure agreement of the general ledger balance, reconciled bank balance and individual ledger accounts. A hearing was held before the Commission on May 4, 2016 at the offices of the Iowa Real Estate Commission in Des Moines, Iowa.

After hearing the testimony and examining the exhibits, the Commission convened in closed executive session, pursuant to Iowa Code section 21.5(1)(f), to deliberate its decision. The Commission instructed the administrative law judge to draft Findings of Fact, Conclusions of Law, Decision and Order, in conformance with their deliberations.

The preponderance of the evidence established that at the time of the audit, Hines was in violation of Iowa Code sections 543B.29(1)(d), 543B.29(1)(k), 543B.46, and 193E IAC 13.1(6)(a) and 18.14(5)(e)(1) because she was not maintaining a general ledger to record, in chronological order, all receipts and disbursements from

her trust account. In addition, she failed to properly maintain individual ledgers for interest and for broker's equity, in violation of Iowa Code sections 543B.29(1)(d), 543B.29(1)(k), 543B.46, and 193E IAC 13.1(1)(c), 13.1(6) and 18.14(5)(e)(2). Finally, Hines was unable to show, on a written worksheet, the three-way tie between the general ledger, reconciled bank balance, and sum of the individual ledgers, in violation of Iowa Code sections 543B.29(1)(d), 543B.29(1)(k), 543B.46, and 193E IAC 13.1(6)(a)(3), 18.14(5)(e) and 18.15(5)(f).

Iowa Code section 543B.29(4) provides that a real estate broker's or real estate salesperson's license shall be revoked following three violations of Iowa Code section 543B.29 or section 543B.34 within a five-year period. Hines was previously disciplined by the Commission in case numbers A10-049 and 13-071. Case number A10-049 involved her violations of both Iowa Code chapters 543B.29 and 543B.34 at the time of her previous trust account audit on November 2, 2010. Case number 13-071 involved her violation of Iowa Code chapter 543B.29 when she failed to have mandatory errors and omissions insurance at the time of her random audit in March 2013. In the current case, Hines has been found in violation of Iowa Code chapter 543B.29 based on the September 22, 2015 trust account audit. The September 22, 2015 audit was less than five years after her first violations on November 2, 2010. The Commission is therefore required to impose the license revocation mandated by Iowa Code section 543B.29(4) for three violations of Iowa Code sections 543B.29 or 543B.34 within a five-year period.

The Commission ordered that Broker License B17739000, issued to Respondent Edith L. Hines, is hereby REVOKED, effectively immediately. It was further ordered, pursuant to Iowa Code section 272C.6 and 193 IAC 7.41, that Hines shall pay \$75.00 for fees associated with conducting the disciplinary hearing, within thirty (30) days of the Decision and Order.

Unlicensed Practice

See Iowa Code §§ 543B.1, 543B.7, 543B.34, 543B.34(3), 543B.44, 543B.49.

15-272 Steve Folkers (Unlicensed), Des Moines, IA – Cease and Desist Order by Consent Agreement

The Commission revealed that Steve Folkers, an unlicensed person, was actively engaged in performing real estate broker duties for a fee. Folkers agreed to cease and desist from any future violations of Iowa Code chapter 543B and to pay a civil penalty in the amount of one thousand dollars (\$1,000) within six (6) months of acceptance of the Cease and Desist 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 including, but not limited to Iowa Code § 543B.1.

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

See Iowa Code §§ 543B.29(1)(c), 543B.29(1)(d), 543B.34(1), 543B.56(1)(b)

16-030 Bruce R. Brock (B09280000), Le Mars, IA – Informal Settlement

Brock 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 after acceptance of the Agreement by the Commission. Brock was also reprimanded and agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

16-034 Stephen E. Welter (B59453000), Prairie du Chien, WI – Informal Settlement

Welter 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 after acceptance of the Agreement by the Commission. Welter was also reprimanded and agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

Conducting Real Estate Business Independently Outside of the Licensed Broker or Firm

See Iowa Code §§ 543B.29(1)(d), 543B.34(1), 543B.34(1)(f), 543B.62(3)(b) and 193E Iowa Administrative Code §§ 7.1(9), 7.11(1), 18.14(5)(n), 18.14(5)(s).

15-320 Christopher Fisher (\$63403000), Urbandale, IA – Informal Settlement

Fisher agreed to resolve the charge with a Settlement Agreement. He was ordered to pay a civil penalty in the amount of one thousand dollars (\$1,000) within six (6) months of acceptance of the Agreement by the Commission. He was reprimanded and also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

Failing to Obtain a License for a Corporation Before its Acting as a Real Estate Brokerage

See Iowa Code §§ 543B.1, 543B.2, 543B.5(6), 543B.29(1)(d), 543B.34(1), 543B.34(1)(f), 543B.62(3)(b) and 193E Iowa Administrative Code §§ 7.2(1), 18.14(5)(a).

15-320 Christopher Fisher (\$63403000), Urbandale, IA – Informal Settlement

Fisher agreed to resolve the charge with a Settlement Agreement. He was ordered to pay a civil penalty in the amount of one thousand dollars (\$1,000) within six (6) months of acceptance of the Agreement by the Commission. He was reprimanded and also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

Practicing Real Estate While Salesperson License is Lapsed, Inactive, or Expired

See Iowa Code §§ 543B.1, 543B.3, 543B.29(1)(d), 543B.34(1) and 193E Iowa Administrative Code §§ 4.5, 4.6, 18.2(5), 18.14(5)(a).

16-026 Jeffrey L. Mullen (\$60325000), West Des Moines, IA – Informal Settlement

Mullen 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. He was reprimanded and also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

Failing to Exercise Reasonable Skill and Care in Supervising a Licensee

See Iowa Code §§ 543B.1, 543B.29(1), 543B.62(3)(b) and 193E Iowa Administrative Code §§ 7.11, 18.2(6), 18.14(5)(m).

15-321 Robert T. Myers (B39972000), Urbandale, IA – Informal Settlement

Myers 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. He was reprimanded and also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

16-027 Kyra C. Bell (B61748000), Urbandale, IA – Informal Settlement

Bell 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. She was reprimanded and 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(1)(j), 18.14(5)(e).

15-332 Shawn D. Wagner (B45036000), Clive, IA – Informal Settlement

Wagner agreed to resolve the charge with a Settlement Agreement. He was ordered to pay a civil penalty in the amount of one thousand dollars (\$1,000) within twelve (12) months of acceptance of the Agreement by the Commission. He was also 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 was reprimanded and also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

15-343 Thomas G. Randall (B15341000), Ames, IA – Informal Settlement

Randall agreed to resolve the charge with a Settlement Agreement. He was ordered to pay a civil penalty in the amount of two thousand dollars (\$2,000) within six (6) months of acceptance of the Agreement by the Commission. He was also 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 was reprimanded and also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

16-007 Barbara I. Prochaska (B14038000), Cresco, IA – Informal Settlement

Prochaska agreed to resolve the charge with a Settlement Agreement. She was ordered to pay a civil penalty in the amount of one thousand, five hundred dollars (\$1,500) within six (6) months of acceptance of the Agreement by the Commission. She was also 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 was reprimanded and also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

16-016 Thomas Sitzmann (B30148000), Dubuque, IA – Informal Settlement

Sitzmann agreed to resolve the charge with a Settlement Agreement. He was ordered to pay a civil penalty in the amount of five thousand dollars (\$5,000) within twelve (12) months 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 was also ordered to hire an Iowa licensed Certified Public Accountant (CPA) at his expense to audit and to establish trust account records following Generally Accepted Accounting Principles. The CPA's audit report demonstrating Sitzmann's compliance with applicable standards, Iowa law, and Commission trust account rules must be submitted on or before July 29, 2016. He also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

16-032 Wade Barslou (B59971000), Blue Earth, MN – Informal Settlement

Barslou agreed to resolve the charge with a Settlement Agreement. He was ordered to pay a civil penalty in the amount of one thousand, five hundred dollars (\$1,500) within six (6) months of acceptance of the Agreement by the Commission. He was also 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 was reprimanded and also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

16-067 Anthony Ratchford (B61825000), Sioux Falls, SD – Informal Settlement

Ratchford 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. He was reprimanded and also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

16-105 William M. Hegg, Jr. (B04622000), Sioux Falls, SD – Informal Settlement

Hegg 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. He was reprimanded and also agreed to fully comply with all pertinent orders of the Commission and the statutes and rules regulating the practice of real estate.

16-135 Mark Charter (B56865000), Ankeny, IA – Informal Settlement

Charter agreed to resolve the charge with a Settlement Agreement. He 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 was reprimanded and 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 Trade name

See Iowa Code § 543B.34(1) and 193E Iowa Administrative Code §§ 10.1, 10.1(2), 10.1(3), 18.14(5)(s).

16-031 Randy M. Kozelka (B61209000), Prairie du Chien, WI - \$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).

15-360 Thomas Karras (B60395000), Santa Monica, CA - \$1,000 Civil Penalty

16-035 Lake Realty Inc (F00788000), Clear Lake, IA - \$1,000 Civil Penalty

16-036 Jensen Real Estate, LLC (F05697000), Arnolds Park, IA - \$1,000 Civil Penalty

16-037 Brad Johnson Investment, L.C. (F05624000), Urbandale, IA - \$1,000 Civil Penalty

16-038 Recland Realty, LLC (F05779000), Monroe, LA - \$1,000 Civil Penalty

16-054 Mayes Real Estate Inc. (F00897000), Lenox, IA - \$1,000 Civil Penalty

16-056 Ag Real Estate Services, LLC (F04968000), Harlan, IA - \$1,000 Civil Penalty

16-059 RE/MAX Professionals, Inc. (F04957000), Sioux Falls, SD - \$1,000 Civil Penalty

16-060 Westgor & Associates, Inc. (F01474000), Edina, MN - \$1,000 Civil Penalty to be paid prior to reactivation or reinstatement of broker license number B37809000

16-061 Professional Property Management, Inc. (F01117000), Ames, IA - \$1,000 Civil Penalty

16-064 Morse Retail Realty, Inc. (F04928000), Clive, IA - \$1,000 Civil Penalty

16-065 Shirley's Realty, LTD (F04517000), Maryville, MO - \$1,000 Civil Penalty

16-071 Inspired Realtors, Inc. (F04943000), Cedar Falls, IA - \$1,000 Civil Penalty

16-072 Marilyn J. Carter (S42595000), Chariton, IA - \$1,000 Civil Penalty

16-073 Marc Dilullo (S63914000), Chariton, IA - \$1,000 Civil Penalty

16-074 Janis S. Muller (S59936000), Atlantic, IA - \$1,000 Civil Penalty

16-075 Barry L. Stecker (S63992000), Mason City, IA - \$1,000 Civil Penalty

16-076 Andrew Erselius (B45265000), Montezuma, IA - \$1,000 Civil Penalty

16-077 John R. Leefers (S42037000), Cedar Rapids, IA - \$1,000 Civil Penalty

16-079 Bradley Zaun (S56937000), Urbandale, IA - \$1,000 Civil Penalty to be paid prior to reactivation or reinstatement of license

16-081 Bettendorf Co. of Des Moines, LC (F03977000), Des Moines, IA - \$1,000 Civil Penalty

16-086 Robert J. Caluzzi (B29213000), Waukee, IA - \$1,000 Civil Penalty

16-087 Kenneth R. Cutkomp (S63985000), West Des Moines, IA - \$1,000 Civil Penalty

16-089 Mary Todd (S35086000), Ankeny, IA - \$1,000 Civil Penalty

16-090 Johanna M. Hesseltine (S62989000), Des Moines, IA - \$1,000 Civil Penalty to be paid prior to reactivation or reinstatement of license

16-091 Lee Wykle (B43961000), Radcliffe, IA - \$1,000 Civil Penalty

16-098 Harshman Land Company (F03928000), Nebraska City, NE - \$1,000 Civil Penalty

16-124 Benjamin Kohles (S63430000), Ankeny, IA - \$1,000 Civil Penalty

16-140 David R. Thien (B39817000), Council Bluffs, IA - \$1,000 Civil Penalty

16-141 Bruce E. Fillman (B24443000), Pleasant Hill, IA - \$1,000 Civil Penalty

16-142 Jacob Knott (S60291000), Council Bluffs, IA - \$1,000 Civil Penalty

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

See Iowa Code sections 272C.10(1), 543B.15(5), 543B.29(1)(b), 543B.34(1)(k) and 193E Iowa Administrative Code chapter 16 and 193E Iowa Administrative Code §§ 18.2(5), 18.14(5)(s).

15-260 Thomas S. DeWaay (B41024000), West Des Moines, IA - \$500 Civil Penalty

15-358 Ray Wu (S61628000), West Des Moines, IA - \$500 Civil Penalty

16-015 Brad L. Pierson (S58415000), Spencer, IA - \$500 Civil Penalty

16-053 Sandra McCarty (S62259000), West Des Moines, IA - \$500 Civil Penalty

16-100 Krystal Payne (S61873000), West Des Moines, IA - \$500 Civil Penalty

16-104 Keith Wiggins (S62086000), West Des Moines, IA - \$500 Civil Penalty

16-133 Dean Miller (S58140000), Solon, IA - \$500 Civil Penalty

16-151 Nancy A. Lucas (S58156000), Urbandale, IA - \$500 Civil Penalty

Causing to be Submitted, whether Intentional or Otherwise, Incorrect Information on a Renewal Application

See Iowa Code §§ 272C.10(1), 543B.15(5), 53B.29(1), 543B.34(1), 543B.34(1)(k), 193E Iowa Administrative Code chapter 16 and 193E Iowa Administrative Code § 18.14(5)(s).

16-048 Geraldine A. Haffke (S61858000), Omaha, NE - \$250 Civil Penalty

Failing to Comply with all Procedures to Effectuate a Change of Employment

See Iowa Code § 543B.33, 193E Iowa Administrative Code chapter 6 and 193E Iowa Administrative Code § 18.14(5)(c)(2).

15-325 Travis J. Bushaw (B60201000), Oelwein, IA - \$250 Civil Penalty

Failing to Fully Disclose Criminal History on an Application

See Iowa Code §§ 17A.10, 272C.3(4), 543B.15(5), 543B.19.

16-057 Ryan Arguello (S64573000), Bondurant, IA - \$500 Civil Penalty

16-058 Magdalena Mendez (S64578000), Muscatine, IA - \$500 Civil Penalty

16-080 Duane Norton (S64572000), Collins, IA - \$500 Civil Penalty

16-083 Adam Bugbee (S64543000), Dawson, IA - \$500 Civil Penalty

16-084 Angela Bousquet (B58083000), Spirit Lake, IA - \$500 Civil Penalty

16-096 Jonathan J. Dowie (S64591000), Des Moines, IA - \$500 Civil Penalty

16-097 Sara Hudson (S64574000), Van Horne, IA - \$500 Civil Penalty

16-102 Crystal Schroder (S64580000), Atlantic, IA - \$500 Civil Penalty

16-108 Luther T. Holmes (S64598000), Waterloo, IA - \$500 Civil Penalty

16-123 Julio Calvo (S64729000), Pleasant Hill, IA - \$500 Civil Penalty

16-138 Mathew T. Connolly (B56244000), West Des Moines, IA - \$500 Civil Penalty

16-181 Gina Hope (S64801000), West Des Moines, IA - \$500 Civil Penalty

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