

REAL ESTATE BOARD  
MINUTES OF MEETING

March 22, 2018

The Real Estate Board met at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia. The following Board members were present:

Sandee Ferebee, Vice-Chair  
Lynn G. Grimsley  
Lee Odems  
Sharon Johnson  
Steve Hoover  
Ibrahim Moiz  
Libby Gatewood

Board members absent from the meeting: Joseph Funkhouser, II, Chair  
Margaret Davis

DPOR staff present for all or part of the meeting included:

Jay DeBoer, Director  
Christine Martine, Executive Director  
Liz Hayes, Fair Housing Administrator  
Deanda Shelton, Assistant Fair Housing Administrator  
Jeffrey Williams, Board Administrator  
Jim Chapman, Board Administrator  
Emily Trent, Administrative Assistant  
Trudy Miller, Fair Housing Investigator  
Angela Keefe-Thomas, Fair Housing Investigator  
Karen Taylor, Fair Housing Investigator  
Loraine Schroeder, Fair Housing Investigator

Elizabeth Peay, Tom Payne and Mona Siddique from the Office of the Attorney General were present.

Ms. Ferebee called the meeting to Order at 10:32 A.M.

**Call to Order**

A motion was made by Ms. Johnson and seconded by Ms. Gatewood to approve the agenda. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood,

**Agenda**

Grimsley, Hoover, Johnson, Moiz and Odems.

A motion was made by Mr. Hoover and seconded by Ms. Gatewood to adopt the following minutes: January 31, 2018, Real Estate Advisory Council Meeting and February 1, 2018, Real Estate Board Meeting. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

There was no public comment.

Liz Hayes, Fair Housing Administrator, updated the Board on the current Fair Housing case load.

In the matter of **Omar Mendez v. David P. Msyak, Lauren De Lima, Patriot Properties, Inc., Lisa Gee and William Gee, III, File Number 2017-02958**, the Board reviewed the record which consisted of the Final Investigative Report and Case Analysis. Andrew Golkow, attorney for the respondents, was present and addressed the Board. A motion was made by Ms. Grimsley and seconded by Ms. Johnson to find no reasonable cause the respondents discriminated against the complainant by refusing to rent or otherwise make housing unavailable based on national origin. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

In the matter of **Jose Cruz and Nancis Arguetta v. Nena Harrell, Uptown Village, LLC, and United Land Corporation of America, File Number 2016-02602**, the Board reviewed the record which consisted of the Final Investigative Report and Case Analysis and Official Consultation Memorandum from the Office of the Attorney General. Nena Harrell, respondent, was present and addressed the Board. A motion was made by Ms. Grimsley and seconded by Mr. Hoover to find no reasonable cause the respondents discriminated against the complainants by refusing to rent or making the dwelling unavailable based upon familial status or national origin. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems. A motion was made by Ms. Grimsley and seconded by Mr. Hoover to find no reasonable cause the respondents imposed discriminatory terms or conditions based upon familial status or national origin. The

## Minutes

## Public Comment

## Fair Housing Administrator's Report

Omar Mendez v.  
David P. Msyak,  
Lauren De Lima,  
Patriot Properties,  
Inc., Lisa Gee and  
William Gee, III, File  
Number 2017-02958

Jose Cruz and  
Nancis Arguetta v.  
Nena Harrell,  
Uptown Village,  
LLC, and United  
Land Corporation of  
America, File  
Number 2016-02602

motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems. A motion was made by Ms. Grimsley and seconded by Mr. Hoover to find no reasonable cause the respondent's policy of imposing additional rental fees has a disparate impact on families. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

In the matter of **Reneea Dunkley v. Town Center Apartments, LP, Kettler Management Company and Whitney Merchant, File Number 2016-02960**, the case was deferred to the next Board meeting.

**Reneea Dunkley v.  
Town Center  
Apartments, LP,  
Kettler Management  
Company and  
Whitney Merchant,  
File Number 2016-  
02960**

In the matter of **FHB File Number 2018-01234, Charlene Latham v. Harbor Group Management Co., LLC, The Lafayette Apartments, LLC and Ashley Christi**, a motion was made by Ms. Grimsley and seconded by Mr. Odems to approve the terms of the conciliation agreement as agreed to by the parties. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

**FHB File Number  
2018-01234,  
Charlene Latham v.  
Harbor Group  
Management Co.,  
LLC, The Lafayette  
Apartments, LLC  
and Ashley Christi**

In the matter of **File Number 2018-01257, Jong Nam Park-Yune**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. A motion was made by Ms. Grimsley and seconded by Ms. Gatewood to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Ms. Park-Yune's application for a real estate salesperson's license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

**File Number 2018-  
01257, Jong Nam  
Park-Yune**

In the matter of **File Number 2018-01473, Tara Williams**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal

**File Number 2018-  
01473, Tara Williams**

Fact-Finding Conference of the presiding officer. A motion was made by Ms. Johnson and seconded by Ms. Gatewood to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) to deny Ms. Williams' application for a salesperson's license based upon the record. After review of the facts, the information obtained at the Informal Fact-Finding Conference, and in consideration of the criteria contained in §54.1-204.B of the *Code of Virginia*, the Board determined it could not protect the health, safety and welfare of the public due to the relationship of the crimes to the purpose for requiring a license to engage in the occupation, and the limited evidence of rehabilitation or rehabilitative effort and voted to deny the license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

In the matter of **File Number 2018-01614, Joseph Wayne Deeds**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. A motion was made by Ms. Grimsley and seconded by Ms. Gatewood to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and approve Mr. Deeds' application for a real estate broker's license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

**File Number 2018-01614, Joseph Wayne Deeds**

In the matter of **File Number 2018-01615, Donald Darmsteadt**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Donald Darmsteadt, applicant, was present and addressed the Board. A motion was made by Mr. Moiz and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) to deny Mr. Darmsteadt's application for a salesperson's license based upon the record. After review of the facts, the information obtained at the Informal Fact-Finding Conference, and in consideration of the criteria contained in §54.1-204.B of the *Code of Virginia*, the Board determined it could not protect the health, safety and welfare of the public due to the nature and seriousness of the crime, the relationship of the crime to the purpose for requiring a license to engage in the occupation,

**File Number 2018-01615, Donald Darmsteadt**

the relationship of the crime to the ability, capacity, or fitness required to perform the duties and discharge the responsibilities of the occupation or profession, and the limited evidence of rehabilitation or rehabilitative effort and voted to deny the license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

In the matter of **File Number 2018-01629, Reshawna Leaven**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Reshawna Leaven, applicant, was present and addressed the Board. A motion was made by Ms. Grimsley and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to deny Ms. Leaven's application for a real estate broker's license after consideration of Ms. Leaven's previous disciplinary action, the Board agreed Ms. Leaven could benefit from further work as a salesperson under the supervision of a broker and voted to deny the license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

**File Number 2018-01629, Reshawna Leaven**

In the matter of **File Number 2018-01635, Cain I. Cuninghame**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Cain I. Cuninghame, applicant, was present and addressed the Board. A motion was made by Mr. Hoover and seconded by Ms. Gatewood to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Mr. Cuninghame's application for a real estate salesperson's license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

**File Number 2018-01635, Cain I. Cuninghame**

In the matter of **File Number 2018-01643, Danae E. Dobler**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Danae E.

**File Number 2018-01643, Danae E. Dobler**

Dobler, applicant, was present and addressed the Board. A motion was made by Ms. Johnson and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Ms. Dobler's application for a real estate salesperson's license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

In the matter of **File Number 2018-01636, Anna Marie Green**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. A motion was made by Ms. Johnson and seconded by Mr. Moiz to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Ms. Green's application for a real estate salesperson's license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

**File Number 2018-01636, Anna Marie Green**

In the matter of **File Number 2018-01644, Jeanne Marie Rizk**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Johnson and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to deny Ms. Rizk's application for a real estate broker's license as she did not provide sufficient evidence that she has equivalent experience to that which is required therefore she not been actively engaged as a real estate salesperson and/or broker for 36 of the 48 months preceding her application. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson and Moiz.

**File Number 2018-01644, Jeanne Marie Rizk**

As the presiding Board member, Mr. Odems did not vote or participate in the discussion in this matter.

In the matter of **File Number 2017-02697, Rena Cecile Smith-Rogers, t/a C. Rena Smith**, the Board reviewed the

**File Number 2017-02697, Rena Cecile**

record which consisted of the investigative file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Grimsley and seconded by Mr. Hoover to find a violation of 18 VAC 135-20-260.5 (Count 1) of the Board's 2003 Regulations and a violation of 135-20-260.6 (Count 2) of the Board's 2003 Regulations. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Moiz and Odems.

A motion was made by Ms. Grimsley and seconded by Mr. Odems to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose a monetary penalty of \$850.00 for the violation contained in Count 2, for a total of \$850.00. In addition, for the violation of Count 1, the Board imposes license revocation. For violation of Count 2, Smith-Rogers is placed on probation and required to complete two (2) classroom hours of Board-approved continuing education pertaining to Ethics and Standards of Conduct and two (2) classroom hours of Board-approved continuing education pertaining to Legal Updates. Such course(s) shall be completed in a classroom. Further, Smith-Rogers shall provide evidence acceptable to the Board that Smith-Rogers has successfully completed the course(s) within six months of the effective date of the Order. The above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal, reinstatement, or activation of a license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Moiz and Odems.

As the Board member who reviewed the file, Ms. Johnson did not vote or participate in the discussion in this matter.

Ms. Ferebee turned the position of Chair over to Mr. Hoover and recused herself from the meeting.

In the matter of **File Number 2017-02052, Robert D. Schroeder**, the Board reviewed the Consent Order as seen and agreed to by Mr. Schroeder. A motion was made by Ms. Grimsley and seconded by Mr. Odems to accept the proposed Consent Order offer wherein Mr. Schroeder admits to a violation of 18 VAC 135-20-260.11.f (Count 1) of the Board's 2015 Regulations, and a violation of 18 VAC 135-20-185.B

**Smith-Rogers, t/a C.  
Rena Smith**

**Transfer of Chair**

**File Number 2017-  
02052, Robert D.  
Schroeder**

(Count 2) of the Board's 2015 Regulations and agrees to a monetary penalty of \$750.00 for the violation of Count 1, \$500.00 for the violation of Count 2, as well as \$150.00 in Board costs, for a total of \$1,400.00. In addition, for violation of Counts 1 and 2, Schroeder agrees to provide the Board with the firm's policy manual and sample of accounting procedures, in a form acceptable to the Board, within six (6) months of the effective date of the Order. Failure to comply with these conditions will result in the automatic suspension of Schroeder's license until such time as compliance is obtained. Further, for violation of Counts 1 and 2, Schroeder agrees to complete at least two (2) classroom hours of Board-approved continuing education pertaining to Property Management and for violation of Count 2, Schroeder agrees to complete at least two (2) classroom hours of Board-approved continuing education pertaining to Broker Management and Supervision and provide proof of attendance and successful completion within nine (9) months of the effective date of the order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license. The motion passed unanimously. Members voting "Yes" were Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

As the presiding Board who reviewed the file, Ms. Ferebee did not vote or participate in the discussion in this matter.

In the matter of **File Number 2017-02264, Robert D. Schroeder**, the Board reviewed the Consent Order as seen and agreed to by Mr. Schroeder. A motion was made by Ms. Grimsley and seconded by Ms. Gatewood to accept the proposed Consent Order offer wherein Mr. Schroeder admits to a violation of 18 VAC 135-20-260.11.f (Count 1) of the Board's 2015 Regulations, and a violation of 18 VAC 135-20-185.B (Count 2) of the Board's 2015 Regulations and agrees to a monetary penalty of \$750.00 for the violation of Count 1, \$500.00 for the violation of Count 2, as well as \$150.00 in Board costs, for a total of \$1,400.00. In addition, for violation of Counts 1 and 2, Schroeder agrees to provide the Board with the firm's policy manual and sample of accounting procedures, in a form acceptable to the Board, within six (6) months of the effective date of the Order. Failure to comply with these conditions will result in the automatic suspension of

**File Number 2017-02264, Robert D. Schroeder**



Schroeder's license until such time as compliance is obtained. Further, for violation of Counts 1 and 2, Schroeder agrees to complete at least two (2) classroom hours of Board-approved continuing education pertaining to Property Management and for violation of Count 2, Schroeder agrees to complete at least two (2) classroom hours of Board-approved continuing education pertaining to Broker Management and Supervision and provide proof of attendance and successful completion within nine (9) months of the effective date of the order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license. The motion passed unanimously. Members voting "Yes" were Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

As the Board who reviewed the file, Ms. Ferebee did not vote or participate in the discussion in this matter.

Ms. Ferebee returned and assumed the position of Chair.

In the matter of **File Number 2018-00639, Ronald W. Boone**, the Board reviewed the Consent Order as seen and agreed to by Mr. Boone. A motion was made by Ms. Johnson and seconded by Mr. Odems to accept the proposed Consent Order offer wherein Mr. Boone admits to a violation of 18 VAC 135-20-260.6 (Count 1) of the Board's 2015 Regulations, and a violation of 18 VAC 135-20-260.7 (Count 2) of the Board's 2015 Regulations, and agrees to \$150.00 in Board costs, for a total of \$150.00. In addition, for violation of Counts 1 and 2, Boone agrees to revocation of his license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Hoover, Johnson, Moiz and Odems.

As the Board who reviewed the file, Ms. Grimsley did not vote or participate in the discussion in this matter.

In the matter of **File Number 2018-00159, David Lee Metzger, Sr., t/a Dave Metzger**, the Board reviewed the Consent Order as seen and agreed to by Mr. Metzger. A motion was made by Mr. Hoover and seconded by Ms. Gatewood to accept the proposed Consent Order offer wherein Mr. Metzger admits to a violation of 18 VAC 135-20-260.11.j (Count 1) of the Board's 2015 Regulations, a violation of 18

**Transfer of Chair**

**File Number 2018-00639, Ronald W. Boone**

**File Number 2018-00159, David Lee Metzger, Sr., t/a Dave Metzger**

VAC 135-20-260.12.g (Count 2) of the Board's 2015 Regulations, and a violation of 18 VAC 135-20-260.12 (Count 3) of the Board's 2015 Regulations, and agrees to a monetary penalty of \$1,500.00 for the violation of Count 1, \$1,500.00 for the violation of Count 2, \$1,500.00 for the violation of Count 3, as well as \$150.00 in Board costs, for a total of \$4,650.00. For violation of Counts 1, 2, and 3, Metzger agrees to revocation of his broker's license, with the simultaneous issuance of a salesperson's license, effective on the date of execution of the Order. In addition, for violation of Counts 1, 2, and 3, Metzger agrees to complete at least three (3) classroom hours of Board-approved continuing education pertaining to Property Management and provide proof of attendance and successful completion within nine (9) months of the effective date of the Order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Hoover, Johnson, Moiz and Odems.

As the Board who reviewed the file, Ms. Grimsley did not vote or participate in the discussion in this matter.

In the matter of **File Number 2018-00352, Sahng Gun Shim, t/a Silas Shim**, the Board reviewed the Consent Order as seen and agreed to by Mr. Shim. Sahng Gun Shim, respondent, and Brian Young, attorney for the respondent, were present and addressed the Board. A motion was made by Mr. Hoover and seconded by Ms. Gatewood to accept the proposed Consent Order offer wherein Mr. Shim admits to a violation of 18 VAC 135-20-260.1 (Count 1) of the Board's 2003 Regulations, and agrees to \$150.00 in Board costs, for a total of \$150.00. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Hoover, Johnson, Moiz and Odems.

**File Number 2018-00352, Sahng Gun Shim, t/a Silas Shim**

As the Board member who reviewed the file, Ms. Grimsley did not vote or participate in the discussion in this matter.

In the matter of **File Number 2017-02095, Scott Christopher Shawkey, t/a Scott Shawkey**, the Board reviewed the Consent Order as seen and agreed to by Mr. Shawkey. A motion was made by Ms. Johnson and seconded by Ms. Gatewood to

**File Number 2017-02095, Scott Christopher Shawkey, t/a Scott**

accept the proposed Consent Order offer wherein Mr. Shawkey admits to a violation of 18 VAC 135-20-210 (Count 1) of the Board's 2008 Regulations, and a violation of 18 VAC 135-20-155 (Count 2) of the Board's 2003 Regulations, and agrees to a monetary penalty of \$1,500.00 for the violation of Count 1, \$2,500.00 for the violation of Count 2, as well as \$150.00 in Board costs, for a total of \$4,150.00. Further, for violation of Count 1, Shawkey agrees to a two (2) year probation of his license as of the effective date of the Order. During the two (2) year probation, Shawkey agrees to comply with the regulations of the Real Estate Board; and to provide to the Board, a written statement from Shawkey and his principal broker that Shawkey is in compliance with the regulations of the Real Estate Board. If Shawkey violates any terms of the probation, his license may be revoked, pending review by the Board. In addition, for violation of Count 1, Shawkey agrees to complete at least three (3) classroom hours of Board-approved continuing education pertaining to Ethics and Standards of Conduct and at least three (3) classroom hours of Board-approved continuing education pertaining to Real Estate Agency and provide proof of attendance and successful completion within six (6) months of effective date of the Order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Hoover, Johnson, Moiz and Odems.

**Shawkey**

As the Board who reviewed the file, Ms. Grimsley did not vote or participate in the discussion in this matter.

In the matter of **File Number 2017-02096, Carolina Solomon**, the Board reviewed the Consent Order as seen and agreed to by Ms. Solomon. A motion was made by Ms. Johnson and seconded by Mr. Odems to accept the proposed Consent Order offer wherein Ms. Solomon admits to a violation of 18 VAC 135-20-210 (Count 1) of the Board's 2008 Regulations, and a violation of 18 VAC 135-20-155 (Count 2) of the Board's 2003 Regulations, and agrees to a monetary penalty of \$1,000.00 for the violation of Count 1, \$1,000.00 for the violation of Count 2, as well as \$150.00 in Board costs, for a total of \$2,150.00. Further, for violation of Count 1, Solomon agrees to a two (2) year probation of her

**File Number 2017-02096, Carolina Solomon**

license as of the effective date of the Order. During the two (2) year probation, Solomon agrees to comply with the regulations of the Real Estate Board; and to provide to the Board, a written statement from Solomon and her principal broker that Solomon is in compliance with the regulations of the Real Estate Board. If Solomon violates any terms of the probation, her license may be revoked, pending review by the Board. In addition, for violation of Count 1, Solomon agrees to complete at least three (3) classroom hours of Board-approved continuing education pertaining to Ethics and Standards of Conduct and at least three (3) classroom hours of Board-approved continuing education pertaining to Real Estate Agency and provide proof of attendance and successful completion within six (6) months of effective date of the Order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Hoover, Johnson, Moiz and Odems.

As the Board who reviewed the file, Ms. Grimsley did not vote or participate in the discussion in this matter.

In the matter of **File Number 2017-02097, Mary Elizabeth Guernica**, the Board reviewed the Consent Order as seen and agreed to by Ms. Guernica. A motion was made by Ms. Johnson and seconded by Mr. Hoover to accept the proposed Consent Order offer wherein Ms. Guernica admits to a violation of 18 VAC 135-20-260.10 (Count 1) of the Board's 2003 Regulations, and agrees to a monetary penalty of \$1,000.00 for the violation of Count 1, as well as \$150.00 in Board costs, for a total of \$1,150.00. In addition, for violation of Count 1, Guernica agrees to complete at least three (3) classroom hours of Board-approved continuing education pertaining to Ethics and Standards of Conduct, and at least three (3) classroom hours of Board-approved continuing education pertaining to Real Estate Agency, and provide proof of attendance and successful completion within six (6) months of the effective date of the order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or

**File Number 2017-02097, Mary Elizabeth Guernica**

reinstatement of license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Hoover, Johnson, Moiz and Odems.

As the Board who reviewed the file, Ms. Grimsley did not vote or participate in the discussion in this matter.

In the matter of **File Number 2018-00100, Amy Suzanne Toth**, the Board reviewed the Consent Order as seen and agreed to by Ms. Toth. A motion was made by Mr. Odems and seconded by Mr. Hoover to accept the proposed Consent Order offer wherein Ms. Toth admits to a violation of 18 VAC 135-20-260.11.g (Count 1) of the Board's 2015 Regulations, and agrees to a monetary penalty of \$500.00 for the violation of Count 1, as well as \$150.00 in Board costs, for a total of \$650.00. In addition, for violation of Count 1, Toth agrees to complete at least three (3) classroom hours of Board-approved continuing education pertaining to Real Estate Contracts, and at least three (3) classroom hours of Board-approved continuing education pertaining to Legal Updates, and provide proof of attendance and successful completion within six (6) months of the effective date of the order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Moiz and Odems.

**File Number 2018-00100, Amy Suzanne Toth**

As the Board who reviewed the file, Ms. Johnson did not vote or participate in the discussion in this matter.

In the matter of **File Number 2018-00372, Sami Abdul Azimi**, the Board reviewed the Consent Order as seen and agreed to by Mr. Azimi. A motion was made by Mr. Moiz and seconded by Ms. Grimsley to accept the proposed Consent Order offer wherein Mr. Azimi and admits to a violation of 18 VAC 135-20-260.11.1 (Count 1) of the Board's 2015 Regulations, and agrees to a monetary penalty of \$1,500.00 for the violation of Count 1, as well as \$150.00 in Board costs, for a total of \$1,650.00. In addition, for violation of Count 1, Azimi agrees to complete at least three (3) classroom hours of Board-approved continuing education pertaining to Ethics and Standards of Conduct and provide proof of attendance and

**File Number 2018-00372, Sami Abdul Azimi**

successful completion within six (6) months of the effective date of the order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

In the matter of **File Number 2018-00530, Linda Beth K. Robbins**, the Board reviewed the Consent Order as seen and agreed to by Ms. Robbins. Linda Beth K. Robbins, respondent, was present and addressed the Board. A motion was made by Mr. Hoover and seconded by Ms. Grimsley to accept the proposed Consent Order offer wherein Ms. Robbins admits to a violation of 18 VAC 135-20-260.11.g (Count 1) of the Board's 2015 Regulations, and a violation of 18 VAC 135-20-310.2 (Count 2) of the Board's 2015 Regulations, and agrees to a monetary penalty of \$500.00 for the violation of Count 1, \$700.00 for the violation of Count 2, as well as \$150.00 in Board costs, for a total of \$1,350.00. In addition, for violation of Count 1, Robbins agrees to complete at least three (3) classroom hours of Board-approved continuing education pertaining to Escrow Management and provide proof of attendance and successful completion within six (6) months of the effective date of the order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

**File Number 2018-00530, Linda Beth K. Robbins**

In the matter of **File Number 2018-00594, Marquita D. Lockett, dba Kit Lockett**, the Board reviewed the Consent Order as seen and agreed to by Ms. Lockett. A motion was made by Ms. Johnson and seconded by Ms. Grimsley to accept the proposed Consent Order offer wherein Ms. Lockett admits to a violation of 18 VAC 135-20-260.11.g (Count 1) of the Board's 2015 Regulations, and agrees to a monetary penalty of \$500.00 for the violation of Count 1, as well as \$150.00 in Board costs, for a total of \$650.00. In addition, for violation of Count 1, Lockett agrees to complete at least three (3) classroom hours of Board-approved continuing education

**File Number 2018-00594, Marquita D. Lockett, dba Kit Lockett**

pertaining to Escrow Management, and provide proof of attendance and successful completion within six (6) months of the effective date of the order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

In the matter of **File Number 2017-02664, William Jonathan Abbitt, Jr., t/a John Abbitt**, the Board reviewed the Consent Order as seen and agreed to by Mr. Abbitt. A motion was made by Ms. Grimsley and seconded by Ms. Gatewood to accept the proposed Consent Order offer wherein Mr. Abbitt admits to a violation of §54.1-2131.A.4 (Count 1) of the *Code of Virginia*, and a violation of §54.1-2137.B (Count 2) of the *Code of Virginia* agrees to a monetary penalty of \$500.00 for the violation of Count 1, \$200.00 for the violation of Count 2, as well as \$150.00 in Board costs, for a total of \$850.00. In addition, for violation of Counts 1 and 2, Abbitt agrees to complete at least three (3) classroom hours of Board-approved continuing education pertaining to Real Estate Contracts and provide proof of attendance and successful completion within six (6) months of the effective date of the order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

**File Number 2017-02664, William Jonathan Abbitt, Jr., t/a John Abbitt**

In the matter of **File Number 2017-03045, Daniel Howard Matter**, the Board reviewed the Consent Order as seen and agreed to by Mr. Matter. A motion was made by Ms. Johnson and seconded by Mr. Odems to accept the proposed Consent Order offer wherein Mr. Matter admits to a violation of 18 VAC 135-20-260.11 (Count 1) of the Board's 2015 Regulations, and agrees to a monetary penalty of \$1,000.00 for the violation of Count 1, as well as \$150.00 in Board costs, for a total of \$1,150.00. In addition, for violation of Count 1, Matter agrees to complete at least three (3) classroom hours of Board-approved continuing education pertaining to Escrow

**File Number 2017-03045, Daniel Howard Matter**

Management, and provide proof of attendance and successful completion within six (6) months of the effective date of the order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

In the matter of **File Number 2017-03109, Carl W. Master**, the Board reviewed the Consent Order as seen and agreed to by Mr. Master. A motion was made by Ms. Johnson and seconded by Mr. Hoover to accept the proposed Consent Order offer wherein Mr. Master admits to a violation of 18 VAC 135-20-260.11.g (Count 1) of the Board's 2015 Regulations, and a violation of 18 VAC 135-20-310.2 (Count 2) of the Board's 2015 Regulations, and agrees to a monetary penalty of \$500.00 for the violation of Count 1, \$400.00 for the violation of Count 2, as well as \$150.00 in Board costs, for a total of \$1,050.00. In addition, for violation of Count 1, Master agrees to complete at least three (3) classroom hours of Board-approved continuing education pertaining to Escrow Management and at least three (3) classroom hours of continuing education pertaining to Real Estate Contracts and provide proof of attendance and successful completion within six (6) months of the effective date of the order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

**File Number 2017-03109, Carl W. Master**

A motion was made by Ms. Grimsley and seconded by Mr. Odems to approve payment in the amount of \$2,358.20 to Kaufman & Canoles, attorneys at law, for legal services provided for receivership in VA Real Estate Board v. The Rental Group I, LLC t/a The Rental (CL 14000461-00). The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

**Administrative Issues**

Ms. Martine provided the Board with an update on the pending legislation from the 2018 General Assembly session.

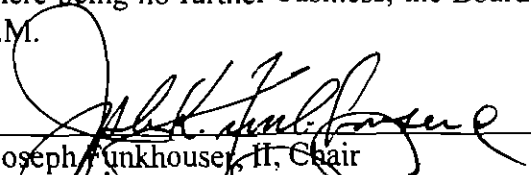


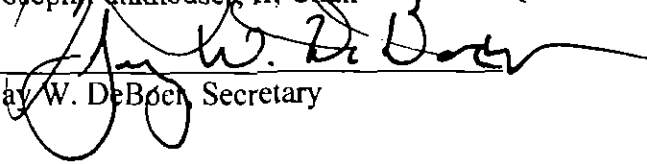
The Board reviewed the report from the March 21, 2018, Real Estate Board Education Committee meeting. A motion was made by Mr. Hoover and seconded by Ms. Grimsley to accept the Education Committee meeting report. The motion passed unanimously. Members voting "Yes" were Ferebee, Gatewood, Grimsley, Hoover, Johnson, Moiz and Odems.

**Education**

There being no further business, the Board adjourned at 11:27 A.M.

**Adjourn**

  
\_\_\_\_\_  
Joseph Funkhouser, II, Chair

  
\_\_\_\_\_  
Jay W. DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Libby Gatewood  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Board  
(Name of Board)
4. Meeting/IFF Date: March 22, 2018  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_

(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Libby Gatewood  
Signature

3/22/18  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Ibrahim A. Moiz  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Board  
(Name of Board)
4. Meeting/IFF Date: March 22, 2018  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
(Agenda Item)

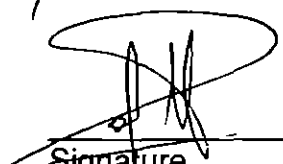
Nature of Personal Interest Affected by Transaction: \_\_\_\_\_  
\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.

6.  I **do not** have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

3/22/18  
\_\_\_\_\_  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Lee Odems  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Board  
(Name of Board)
4. Meeting/IFF Date: March 22, 2018  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_ (Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

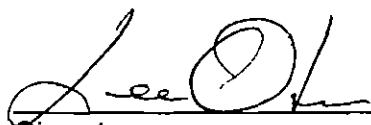
\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

3/22/18  
\_\_\_\_\_  
Date

STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Sandra Ferebee  
(Name of Board Member)

2. Title: Board Member

3. Agency: Real Estate Board  
(Name of Board)

4. Meeting/IFF Date: March 22, 2018  
(Date)

5. I have a personal interest in the following transaction:

None  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:


\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

3-22-18  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Sharon Johnson  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Board  
(Name of Board)
4. Meeting/IFF Date: March 22, 2018  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

\_\_\_\_\_  
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I **do not** have a personal interest in any transactions taken at this meeting.

Sharon Johnson  
Signature

3/22/18  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Steve Hoover  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Board  
(Name of Board)
4. Meeting/IFF Date: March 22, 2018  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_

(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

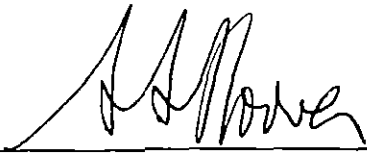
\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

3/22/2018  
Date

STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Lynn G. Grimsley  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Board  
(Name of Board)
4. Meeting/IFF Date: March 22, 2018  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Lynn Grimsley  
Signature

3/22/18  
Date