

Andy Beshear
Governor

Jacqueline Coleman
Lieutenant Governor



DJ Wasson
Secretary

PUBLIC PROTECTION CABINET
Kentucky Real Estate Authority
Kentucky Real Estate Commission
500 Mero Street, 2NE09
Frankfort, KY 40601
Phone: (502) 564-7760

**KENTUCKY REAL ESTATE COMMISSION
MAIN MEETING**

MEETING MINUTES

March 19, 2026

**9:00 a.m. ET/ 8:00 a.m. CT
Mayo-Underwood Building
500 Mero Street
Frankfort, Kentucky 40601
Hearing Room 229NE**

This meeting occurred via Microsoft Teams Meeting video teleconference, pursuant to KRS 61.826

A meeting of the Kentucky Real Estate Commission (“KREC” or “Commission”) was held on March 19, 2026, at the Mayo-Underwood Building, Frankfort, KY 40601, Conference Room 229NE, and by videoconference via MS Teams.

Commissioners Present

Commissioner Kenneth Sagan

Commissioner Jennifer Brown-Day

Commissioner Larry Disney

Commissioner Anthony Sickles

Commissioner Raquel Carter

Commissioner Anne West Butler

KREA Staff

Tracy Carroll, Executive Director

Gerald Florence, Deputy Executive Director

Patrick Riley, General Counsel

Libby Johnson, Board Coordinator

Danielle Haddad, Staff Attorney III

Randy Kloss, Investigator

Tim Nehring, Investigator

Seth Branson, Procedural Development

Specialist II

Rachel Couch, Paralegal



Call to Order and Guest Welcome

The Kentucky Real Estate Commission meeting was called to order by Commissioner Disney at 9:00 a.m. ET/8:00 a.m. CT on March 19, 2026. Roll call was taken, and a quorum was present. Guests were welcomed and an introduction to Commissioners was made.

Approval of Meeting Minutes

Commissioner Carter made a motion to approve the February 19, 2026, meeting minutes as presented. Commissioner Butler seconded the motion. With all in favor, the motion carried unanimously.

KREA Update

Executive Director Tracy Carroll shared that work is ongoing with PSI on the latest version of approximately 75 exam questions, with completion anticipated by April. Ms. Carroll also announced that KREA has received approval to develop a professional licensing career presentation for classroom settings, such as career days, with plans to roll this out in the fall and begin coordinating with school districts. She noted that board training is scheduled for May, with invitations expected to be sent about a month in advance. Ms. Carroll also recognized staff for their efforts during the recent renewal season.

Ms. Carroll and Deputy Executive Director Gerald Florence stated that they are in the process of finalizing interviews for a temporary position that will assist with license processing and education efforts across all four boards. Additionally, Ms. Carroll asked commissioners about the possibility of having a representative from PPC Finance attend a future meeting to provide clarification on budget details and usage.

Deputy Executive Director Gerald Florence reported that staff have been reviewing the increasing use of AI in advertising and continuing to learn more about MLS boards. He also shared that IT has implemented improvements allowing licensees to reactivate their licenses online, reducing the workload on staff and eliminating the need for individuals to submit multiple documents manually.

Staff Attorney Danielle shared highlights from attending the recent ARELLO Legal Exchange, noting that it provided valuable insight into scams and fraud trends occurring across the country. She explained that the information was eye-opening and may be relevant to future complaints reviewed by the commission.

Mr. Florence reviewed the current budget with the Commissioners and those in attendance. He presented the following:



Real Estate Commission
58-677-677A-677E-JEE0-13N8

		FY24 Actual	FY25 Actual	FY26 Operating Budget 7/2025	FY26 YTD 3/2/26
	Source of Funds				
	Restricted Funds				
	Balance Forward	1,565,978.08	2,822,101.48	1,855,100.00	1,855,067.72
R382	License Examination Fee	60.00	341,600.00	345,000.00	218,700.00
R383	Initial License Fee	91,370.00	76,780.00	85,000.00	49,050.00
R384	Renewal License Fee	1,199,170.00	19,800.00	1,200,000.00	449,370.00
R385	Reinstatement License Fee	16,960.00	10,681.00	20,000.00	2,580.00
R386	Other Fees Related To Licenses	64,019.00	52,618.60	60,000.00	31,411.00
R404	General Fees From Public	174,095.00	41,990.00	120,000.00	74,220.00
R701	Fines	355,000.00	144,150.00	200,000.00	35,730.00
R839	Other Deposits	51.68			
	Total Revenue	1,900,725.68	687,619.60	2,030,000.00	861,061.00
	<i>Cash to Real Estate Authority</i>	<i>(817,000.00)</i>	<i>(1,415,000.00)</i>	<i>(1,415,000.00)</i>	<i>(707,400.00)</i>
	Total Balance Forward + Revenue - Cash	2,649,703.76	2,094,721.08	2,470,100.00	2,008,728.72
	Expenses				
E114	Per Diem (Boards & Comm)	29,100.00	28,800.00	34,200.00	20,400.00
E121	Employers FICA	2,226.15	2,203.20	2,600.00	1,583.55
	Total Per Diem and Fringe Benefits	31,326.15	31,003.20	36,800.00	21,983.55
	Other Personnel Costs	(204,204.50)	208,045.50	260,800.00	132,400.50
	Total Personnel Costs	(172,878.35)	239,048.70	297,600.00	154,384.05
	Total Operating Costs	480.57	604.66	26,000.00	3,685.10
	Total Expenditures	(172,397.78)	239,653.36	323,600.00	158,069.15
	Total Revenue + Balance Forward minus Total Expenditures	2,822,101.54	1,855,067.72	2,146,500.00	1,850,659.57
Notes:					
<i>** Total allotment (spending authority) for FY26 is \$323,600.</i>					
<i>** Approximate salary and fringe of employees assigned to KREC - \$266,809.08</i>					
<i>** Approximate salary and fringe of administrative employees assigned to Real Estate Authority - \$1,252,493.98.</i>					
<i>** Operating Costs include travel.</i>					



Real Estate Commission Educ Res & Recovery

58-677-677A-677E-JEF0-13N5

		FY 24 Actual	FY25 Actual	FY26 Operating Budget 7/2025	FY26 YTD 3/2/26
	Source of Funds				
	Restricted Funds				
	Balance Forward	4,518,154.61	5,962,175.05	6,259,800.00	6,259,839.61
R382	License Examination Fee		120.00		
R383	Initial License Fee	84,970.00	71,720.00	80,000.00	47,790.00
R384	Renewal License Fee	1,204,080.00	20,580.00	1,200,000.00	450,240.00
R385	Reinstatement License Fee	(40.00)			
R386	Other Fees Related To Licenses	(455.00)			
R404	General Fees from Public	(40.00)			
R701	Fines	(3,000.00)			
R771	Interest Income	246,132.19	307,607.72	260,000.00	156,537.54
	Total Revenue	1,531,647.19	400,027.72	1,540,000.00	654,567.54
	<i>Cash to Real Estate Authority</i>	-	-	-	-
	Total Balance Forward + Revenue - Cas	6,049,801.80	6,362,202.77	7,799,800.00	6,914,407.15
	Expenses				
E114	Per Diem (Boards & Comm)	-	-	-	-
E121	Employers FICA	-	-	-	-
	Total Per Diem and Fringe Benefits	-	-	-	-
	Other Personnel Costs			10,000.00	
	Total Personnel Costs	-	-	10,000.00	-
	Total Operating Costs	87,626.75	102,363.16	90,000.00	565.02
	Total Expenditures	87,626.75	102,363.16	100,000.00	565.02
	Total Revenue + Balance Forward minus Total Expenditures	5,962,175.05	6,259,839.61	7,699,800.00	6,913,842.13
Notes:					
** Total allotment (spending authority) for FY26 is \$100,000.					



Education and Licensing Report

Procedural Development Specialist II Seth Branson reported the following educational and instructor applications.

1) Instructors

- i) Stephen J B Davis**
- ii) Chris Drane**
- iii) Ryan Means**

2) Courses

a. The Heart of KY Association of Realtors

i) Mortgage Pitfalls

Instructor(s): Jefferey Ratanapool
CE Law: 3
PLE Hours: 3 Finance

ii) Fair Housing Made Simple

Instructor(s): Regina Parker
CE Law: 3
PLE Hours: 3 Fair Housing

iii) RPR Basics

Instructor(s): Steve Bagby
CE Hours: 3
PLE Hours: 3 Technology & Data Security

iv) RPR Next Level-Farming, Market Trends, and Reports

Instructor(s): Vickie Grimes
CE Hours: 3
PLE Hours: 3 Technology & Data Security

v) Duty to Serve: The VA Home Loan

Instructor(s): Chris Drane
CE Law: 3
PLE Hours: 3 Fair Housing

b. McKissock

i) Real Estate Market Cycles & Trends

Instructor(s): Robert Fleck
CE Hours: 3



c. Kentucky Academy of Real Estate

i) Recent KREC Cases

Instructor(s): Dennis Stilger

CE Law: 3

PLE Hours: 1 Electives, 2 Risk Management

d. Bluegrass Realtors

i) The Birds and the Bees OF LAND

Instructor(s): Stephen JB Davis

CE Law: 3

PLE Hours: 3 Electives

e. Realtor Association of Southern Kentucky

i) Fair Housing-A Guide for Kentucky Agents

Instructor(s): Mike Kemp

CE Law: 3

PLE Hours: 3 Fair Housing

f. The CE Shop

i) AI in Real Estate: Usage, Oversight, and Scam Awareness

Instructor(s): Amy Adams, Jill Malloy

CE Hours: 3

g. 2 My Classes LLC

Instructor(s): Steve Bagby, Ryan Means

IDW Hours: 3

Commissioner Butler made a motion to approve the education applications as presented by Mr. Branson. Commissioner Day seconded the motion. Commissioner Disney abstained from the discussion and the vote. Remaining all in favor, motion carried.

KREA Legal Update

General Counsel Patrick Riley presented the KREA Legal Update. He shared that Staff Attorney III Danielle Haddad and Deputy Executive Director Gerald Florence recently attended the ARELLO Legal Exchange. Mr. Riley noted that they had a great experience and gained valuable insights from the conference.



Committee Reports

1. Applicant Review Committee Report

Commissioner Sagan presented the following recommendations of the ARC meeting:

1. In Re: Application of **A.A.** – Recommend approval with an initial two-month probationary period.
2. In Re: Application of **M.M.** – Recommend further investigation.
3. In Re: Agreed Order of **E.H.J.** – Recommend further investigation.
4. In Re: Status Update of **K.K.** – Recommend deferring to the June 2026 ARC meeting.

2. Complaint Screening Committee Report

General Counsel Patrick Riley administratively added 24-C-043.

Commissioner Carter presented the following recommendations of the CSC meeting:

1. **24-C-043** – Recommend to the Commission for dismissal.
2. **24-C-017** – Recommend to the Commission for dismissal.
3. **25-C-028** – Recommend to the Commission for dismissal.
4. **25-C-036** – Recommend to the Commission for further investigation.
5. **25-C-043** – Recommend to the Commission for dismissal.
6. **25-C-044** – Recommend to the Commission for dismissal.
7. **25-C-046** – Recommend to the Commission for dismissal.
8. **25-C-047** – Addressed at the February 2026 KREC Meeting.
9. **25-C-048** – Recommend to the Commission for dismissal.
10. **25-C-050** – Recommend to the Commission for further investigation.
11. **26-C-002** – Recommend to the Commission for dismissal.
12. **26-C-005** – Recommend to the Commission for dismissal.
13. **26-C-007** – Recommend to the Commission for dismissal.

Closed Session

Commissioner Sagan made a motion to enter closed session pursuant to KRS 61.815 and KRS 61.810(1)(c) and (j), with board staff and counsel, to discuss proposed or pending litigation and deliberate on individual adjudications at 9:30 a.m. ET/8:30 a.m. CT as listed in the agenda and these minutes above. The motion was seconded by Commissioner Day. Having all in favor, the motion carried.

Reconvene in Open Session

Commissioner Sickles made a motion to come back to open session at 9:43 a.m. ET/8:43 a.m. CT. The motion was seconded by Commissioner Sagan. Having all in favor, the motion carried.



Applicant Review Committee Report—Motions

Commissioner Sagan moved to adopt the Applicant Review Committee’s full recommendations as presented to the Board and recited in the recommendations as listed above in these minutes. Commissioner Day seconded the motion. Having all in favor, motion carried.

Complaint Screening Committee Report—Motions

Commissioner Carter moved to adopt the Complaint Screening Committee’s full recommendations as presented to the Board and recited in the recommendations as listed above in these minutes. Commissioner Day seconded the motion. Having all in favor, motion carried.

New Business

Deputy Executive Director Gerald Florence noted that the grant related to the Research and Recovery Fund will be brought before the Commission once it has been approved by finance.

Mr. Florence addressed the Condominium Seller’s Certificate and stated it will be revisited at a later date when additional information is available during regulation review.

Mr. Florence also stated that a representative may provide further input on Agency Consent Agreements during public comment at a future meeting if they wish to do so.

Public Comments

No public comments.

Recess

Commissioner Carter made a motion to recess at 9:50 a.m. ET. Commissioner Sagan seconded the motion. Having all in favor, motion carried.

Commissioner Carter made a motion to reconvene from recess at 10:01 a.m. ET. Commissioner Sickles seconded the motion. Having all in favor, motion carried.

Regulatory Review

The Commission reviewed 201 KAR 11:121 – Standards of Professional Conduct. During the discussion, the Commission considered updates to the buyer form. Commissioner Sagan suggested revising the phrase “without delay” in Sections 2(1)(a) and 2(2)(a) to “without unreasonable delay.” Commissioner Sickles expressed concern about adding specific language due to potential circumstances such as natural disasters or emergencies, and Commissioner Carter agreed. Further, discussion was had about these terms being defined elsewhere in the regulations. The Commission determined the language would remain unchanged.

The Commission also discussed escalation clauses and agreed to leave the current language as is. While reviewing seller disclosure requirements, the Commission considered whether to include additional items such as fire alarms, solar battery structures, solar heat, and flood-related disclosures.



Commissioner Day requested further information regarding flood disclosures, including FEMA-related considerations.

The Commission then began a section-by-section review of 201 KAR 11:121. During the review of Section 3(2)(i), Executive Director Carroll inquired about the phrase “proposed payment terms.” It was noted that some out-of-state contracts require verification of funds prior to closing. Commissioner Carter expressed a preference to keep the language unchanged, noting that such matters are typically addressed earlier in the transaction process.

Approval Per Diem

1. Commissioner Carter made a motion to approve the per diem and travel expenses for the March 17, 2026, ARC Meeting. Commissioner Butler seconded the motion. Having all in favor, the motion carried.
2. Commissioner Sickles made a motion to approve the per diem and travel expenses for the March 17, 2026, CSC Meeting. Commissioner Butler seconded the motion. Having all in favor, the motion carried.
3. Commissioner Sickles made a motion to approve the per diem and travel expenses for the March 19, 2026, KREC Main Meeting. Commissioner Butler seconded the motion. Having all in favor, the motion carried.

Meeting Adjournment

Commissioner Sickles moved to adjourn the meeting at 11:00 a.m. ET/10:00 a.m. CT. Commissioner Sagan seconded the motion. Having all in favor, the meeting adjourned.

Next KREC meeting will be held April 30, 2026.



Pursuant to KRS 324B.060, I, Tracy Carroll, Executive Director for the Kentucky Real Estate Authority (KREA) have reviewed and Approved the expenditures for the meeting of the Kentucky Real Estate Commission (“KREC” or “The Commission”) held on March 19, 2026. This Approval is based upon my review of the expenditures as described in the minutes and in greater detail as on file with the KREA. I did not review, nor did I participate in discussions, deliberations, or decisions regarding the actions taken by the Commission at this meeting related to individual disciplinary matters, investigations, or applicant reviews.

The Commission approved the minutes of its meeting at its meeting held on April 30, 2026

Tracy Carroll

Date: 5/1/2026

