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Kentucky Real Estate Commission
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DEPUTY SECRETARY

Tracy Carroll
EXECUTIVE DIRECTOR

KENTUCKY REAL ESTATE COMMISSION MAIN MEETING

MEETING MINUTES

July 16, 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 July 16, 2026, at the Mayo-Underwood Building, Frankfort, KY 40601, Conference Room 229NE, and by videoconference via MS Teams.

Commissioners Present

Commissioner Anthony Sickles
Commissioner Anne West Butler

Commissioner Ken Sagan
Commissioner Matt Coomer

KREA Staff

Tracy Carroll, Executive Director
Gerald Florence, Deputy Executive Director
Libby Johnson, Board Coordinator
Danielle Haddad, Staff Attorney III
Lilly Coiner, General Counsel
Rachel Couch, Paralegal

Angie Reynolds, Administrative Specialist
Seth Branson, Procedures Development
Specialist II
Tim Nehring, Investigator
Randy Kloss, Investigator

Call to Order and Guest Welcome

The Kentucky Real Estate Commission meeting was called to order by Commissioner Sickles at 9:18 a.m. ET / 8:18 a.m. CT after a 15-minute delay was announced to Commissioners and Guests. Roll call was taken, and a quorum was present. Guests were welcomed and an introduction to Commissioners was made.

Oath of Office

Paralegal Rachel Couch swore in newly appointed Commissioner Matt Coomer to fill a three (3) year appointment to the Board.

Approval of Meeting Minutes

Commissioner Sagan made a motion to approve the June 18, 2026, Main Meeting Minutes as presented. Commissioner Butler seconded the motion. With all in favor, the motion carried unanimously.

KREA Update

Executive Director Tracy Carroll presented the KREA update. She appreciated everyone's flexibility following the new appointments to the Board yesterday evening. She thanked Commissioner Matt Coomer for his attendance, and noted that with his presence, the Commission was able to establish a quorum for the meeting. She also thanked the outgoing Commissioners who dedicated much of their time and knowledge to the Commission.

Tracy Carroll also reported that the Appraisers Board will be transitioning to operate independently and will no longer be under the Kentucky Real Estate Authority. She expressed her appreciation to the legal team for their work and support throughout the transition.

Deputy Executive Director Gerald Florence presented the budget update. He noted that a financial report was not available for this meeting due to the closing of the fiscal year.

Education and Licensing Report

Deputy Executive Director Gerald Florence presented to the Commission the following licensing and education statistics:

1. PSI Testing Statistics

KENTUCKY REAL ESTATE Pass/Attempt Rates by Portion Licensure

From: 6/1/2026 To: 7/1/2026

Test Title	Delivery Mode		Total Tested	PASS		FAIL	
			N	N	%	N	%
Exam Name: KY License Realproperty Broker	CBT	First Time	4	2	50.0%	2	50.0%
Portion: KY License Realproperty Broker - State		Repeat	4	2	50.0%	2	50.0%
		Total	8	4	50.0%	4	50.0%
Exam Name: KY License Realproperty Salesperson	CBT	First Time	12	7	58.3%	5	41.6%
Portion: KY License Realproperty Salesperson - State		Repeat	11	9	81.8%	2	18.1%
		Total	23	16	69.6%	7	30.4%
Exam Name: KY Broker	CBT	First Time	6	2	33.3%	4	66.6%
Portion: KY Real Estate Broker - National		Repeat	1	0	0.0%	1	100.0%
		Total	7	2	28.6%	5	71.4%
Exam Name: KY Broker	CBT	First Time	6	4	66.6%	2	33.3%
Portion: KY Real Estate Broker - State		Repeat	3	2	66.6%	1	33.3%
		Total	9	6	66.6%	3	33.3%
Exam Name: KY Sales Associate	CBT	First Time	108	72	66.6%	36	33.3%
Portion: KY Real Estate Sales Associate - National		Repeat	92	39	42.3%	53	57.6%
		Total	200	111	55.5%	89	44.5%
Exam Name: KY Sales Associate	CBT	First Time	108	53	49.0%	55	50.9%
Portion: KY Real Estate Sales Associate - State		Repeat	130	51	39.2%	79	60.7%
		Total	238	104	43.8%	134	56.2%
		Grand Total	486	243	50.1%	242	49.9%

Procedures Development Specialist II Seth Branson reported the following educational and instructor applications:

Instructors:

Alli Florence
John Case
Kelly Schmitt
Matthew Stevens
Maya Pierce Prentice
Laura Heiskell
Angie Pryor

Courses:

WebCE

Adhering to a Higher Standard: The Code of Ethics

Instructor(s): Ann Heinz

CE Hours: 3

Why Risk It? Risk Management Strategies

Instructor(s): Ann Heinz

CE Hours: 3

A Real Estate Agent's Guide to Property Management

Instructor(s): Ann Heinz

CE Hours: 3

KY CCIM

2026 Commercial Real Estate Tax Update

Instructor(s): Andrew Ackermann, Stephen Lukinovich

CE Law: 1

Ethically Leveraging Artificial Intelligence in Real Estate Transactions

Instructor(s): Alli Florence, Maya Pierce Prentice

CE Law: 1

Insuring the Sale of the Business-Rather than the Dirt: Non-Imputation, Mezzanine Financing and Tax Credit Underwriting

Instructor(s): Jennifer Gaytan

CE Law: 1

Panel Discussion: Commercial Leasing 2026

Instructors(s): Anthony Schnell, Tandy Patrick, Doug Owen, H. Clay Hunt

CE Law: 1

Turning Brownfields into Deals: Funding and Liability Tools for Kentucky Commercial Real Estate

Instructor(s): Kelly Schmitt, John Case

CE Law: 1

Using Intellisite to Drive Revenue: Use Cases

Instructor(s): Bo Barron

CE Hours: 1

Kaplan

Essentials of Technology and Data Security

Instructor(s): Ted Highland

CE Hours: 3

PLE Hours: 3 Technology & Data Security

Real Estate Contracts: Essentials and Beyond V1.0

Instructor(s): Ted Highland

CE Hours: 6

PLE Hours: 6 Contracts

Realtor Association of Southern Kentucky

Mastering 203(k) Renovation Loans & Fannie Mae Homestyle Loans for Real Estate Professionals

Instructor(s): Matthew Stevens

PLE Hours: 3 Finance

VA Myth Busting VA Loans Mastering VA Loans for Veteran Buyers for Real Estate Professionals

Instructor(s): Matthew Stevens

PLE Hours: 3 Finance

Southern Indiana Realtors Association

Alexa: Am I Breaking the Law? Legal Boundaries for AI in Real Estate

Instructor(s): Trista Curzydlo

CE Hours: 3

2 My Classes LLC

Kentucky Advertising Laws

Instructor(s): Joyce Bea Sterling

CE Law: 3

PLE Hours: 3 Advertising

Kentucky Agency Laws

Instructor(s): Joyce Bea Sterling

CE Law: 3

PLE Hours: 3 Agency

Ethics

Instructor(s): Joyce Bea Sterling

CE Hours: 3

Kentucky Fair Housing Laws

Instructor(s): Joyce Bea Sterling

CE Law: 3

PLE Hours: 3 Fair Housing

Realtor Association of Southern Kentucky

VA Myth Busting Mastering VA Loans for Veteran Buyers for Real Estate Professionals

Instructor(s): Matthew Stevens

PLE Hours: 3 Finance

Commissioner Butler made a motion to approve the education applications as presented by Mr. Branson. Commissioner Sagan seconded the motion. Having all others in favor, motion carried.

KREA Legal Update

General Counsel Lilly Coiner welcomed Commissioner Matt Coomer to the Commission and thanked him for his willingness to serve.

Staff Attorney III Danielle Haddad stated that the Illinois Memorandum of Understanding (MOU) had been signed by Illinois and was now finalized and added to the KREC website. She noted that the office has had a busy month and thanked the staff and commissioners for their flexibility during the transition. Ms. Haddad also asked commissioners to notify Board Coordinator, Libby Johnson of their availability to serve on the upcoming Complaint Screening Committee (CSC) meetings, as Commissioners Day and Carter had previously served as the primary CSC members.

Complaint Screening Report

All Complaint Screening Committee items will be deferred to the August 2026 CSC Meeting.

Closed Session

At 9:36 a.m. ET / 8:36 a.m. CT, 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 as listed in the agenda. The motion was seconded by Commissioner Butler. Having all in favor, the motion carried.

Reconvene in Open Session

Commissioner Butler made a motion to come back to open session at 9:52 a.m. ET/8:52 a.m. CT. The motion was seconded by Commissioner Sagan. Having all in favor, the motion carried.

Motions, if any, Regarding Items From Closed Session

1. Applicant Review Report

Commissioner Sagan made the following motion:

- a) In Re: Application Report of **K.P.** – Approval.
- b) In Re: Application Update of **D.A.** – Defer to August 2026 Meeting.
- c) In Re: Investigative Review of **J.L.** – Approval.
- d) In Re: Agreed Order of compliance of **M.M.** – Status update only.
- e) In Re: Reinstatement Request of **A.V.** – Approval.

Commissioner Butler seconded the motion. Having all in favor, motion carried.

New Business

Commissioner Sagan made a motion to approve the Muray State Grant Applications as presented. Commissioner Butler seconded the motion. Having all in favor, the motion carried.

Action Items

1. University of Louisville Grant Award Letter - Deferred to the August 2026 Main Meeting.
2. Coldwell Banker Realty E&O - Commissioner Sagan made a motion to allow the processing of new applicants. Commissioner Butler seconded the motion. Having all in favor, the motion carried.
3. Executive Director Tracy Carroll asked if the current commissioners would like to order plaques commemorating the service of the previous board members. Commissioner Sickles moved to do so, and Commissioner Butler seconded the motion. Commissioner Sagan moved to amend to include a resolution recognizing their outstanding dedication and thanking them for their service.

Public Comments

No public comments.

Approval Per Diem

Commissioner Butler made a motion to approve the per diem and travel expenses for the July 14, 2026, ARC Meeting. Commissioner Sagan seconded the motion. Having all in favor, the motion carried.

Commissioner Sagan made a motion to approve the per diem and travel expenses for the July 14, 2026, CSC Meeting. Commissioner Butler seconded the motion. Having all in favor, the motion carried.

Commissioner Sagan made a motion to approve the per diem and travel expenses for the July 16, 2026, Main Meeting. Commissioner Butler seconded the motion. Having all in favor, the motion carried.

Meeting Adjournment

Commissioner Sagan moved to adjourn the meeting at 10:02 a.m. ET / 9:02 a.m. CT. Commissioner Butler seconded the motion. Having all in favor, the meeting adjourned.