**Department *of* Commerce**
Division *of* Real Estate

# REAL ESTATE COMMISSION
# DRAFT MEETING MINUTES

**October 9, 2026, 9:00 AM**

**Commissioners In Attendance:**
- Jim Bringhurst, Vice Chair
- Marie McClelland
- Andrea Wilson

**Commissioners Excused:**
- Rick Southwick, Chair
- Randy Smith

## MEETING MINUTES

**1. Call to Order**
- Vice Chair Bringhurst called the meeting to order.

**2. Rule Filings Review: Leigh Veillette, Division Director**
- Director Veillette presented two administrative rule items for review and concurrence:
    - **Proposed New Rule:** R162-2i, Residential Property Management Licensing and Practices Rule
        - Establishes specific rules regarding residential property management practice, regardless of the license held
    - **Proposed Amendments:** R162-2f, Real Estate Licensing and Practices Rules
        - Conforming amendments necessitated by the implementation of R162-2i
        - Includes general cleanup, such as replacing the obsolete term "RELMS" with generic terms for the Division's online system
- Director Veillette expressed gratitude to committee members Chloe Gehrke, Commissioner Wilson, Craig Hawker, Gary Bullock, Jared Booth, Justin Allen, Kreg Wagner, Paul Smith, and Chair Southwick. She also acknowledged Division staff members Bryn Kaelin, Laurel North, Tyler Huff, and Justin Barney, who served on the committee.
- Director Veillette updated the Commission on the status of fee disclosures. She met with Commerce Deputy Commissioner Mark Steinagel, who will be leading the rulemaking effort, and Division of Consumer Protection Interim Director Dan Larsen (noting former director Katie Hass moved to a new role in the Utah Attorney General's Office). Discussions have begun regarding scheduling meetings around fee disclosures

DRAFT

for practitioners. Expected participating organizations include the Utah Association of REALTORS and the Utah Rental Housing Association. Deputy Commissioner Steinagel anticipates scheduling an initial meeting in early November.

- Public comment instructions:
    - Instructions and links to the Office of Administrative Rules website are included in the agenda.
    - Members of the public are encouraged to submit comments during the official public comment period following publication in the State Bulletin.
- Mr. Barney noted the tight timeline to get rules in place prior to the new property manager license taking effect on January 1st.
- Authorization was requested to allow the Division to make technical/non-substantive changes if requested by the Office of Administrative Rules.

**3. Additional Questions**

- Craig Hawker inquired about the status of forms at the Attorney General's Office. Assistant Attorney General Elliott Clark, counsel for the Commission, confirmed they are currently being reviewed with a target date of November 1st.

**4. Action**

- Vice Chair Bringhurst moved to concur with the Division's proposed administrative rules, R162-2i (new) and R162-2f (amended), and allow leniency for technical changes if required. Commissioner Wilson seconded and expressed deep appreciation for Director Veillette's work finding consensus among conflicting committee member perspectives. The motion carried 3-0.

**5. Adjournment**

- Commissioner Wilson moved to adjourn the meeting. Commissioner McClelland seconded. The motion carried 3-0.

**Meeting adjourned.**

**NEXT MEETING**

October 21, 2026

**2026 MONTHLY MEETING SCHEDULE**

| | | | | | |
|---|---|---|---|---|---|
| ~~Jan 21~~ | ~~Feb 18~~ | ~~Mar 18~~ | ~~Apr 22~~ | ~~May 20~~ | ~~Jun 3 & Jun 10~~ |
| ~~Jul 15~~ | ~~Aug 19~~ | ~~Sept 23~~ | Oct 21 | Nov 17 | Dec 15 |

DRAFT