

REAL ESTATE AGENCY
BEFORE THE REAL ESTATE COMMISSIONER

In the Matter of the Real Estate License of
AMY SUE BRIELS

STIPULATED FINAL ORDER

The Oregon Real Estate Agency (Agency) and Amy Briels (Briels) do hereby agree and stipulate to the following:

FINDINGS OF FACT
AND
CONCLUSIONS OF LAW

1.

1.1 At all times mentioned herein, Briels was licensed as a principal broker with Compass Real Estate, Inc (CRE).

1.2 On April 14, 2026, CRE was notified by the Agency that their clients' trust account ending in 7713 (CTA 7713) which holds owner funds had been selected for a reconciliation review. February 2026 records were requested.

1.3 A review of the reconciliation records showed the three parts of the reconciliation did not equal and reconciled with each other. Per the reconciliation form submitted by Briels there were \$750 in total outstanding deposits, and the reconciled balance was \$5,697.90. The Part II balance was \$9,958.75 and the Part III balance was \$2,100. The Part IV noted a difference of \$4,260.85; Breils described the reason for the discrepancy, "Working with accountant to locate discrepancy."

(1) Conclusion of Law: By failing to ensure that each part of the reconciliation was equal to and reconciled with each other, Briels violated ORS 696.301(3) and its implementing rule OAR 863-025-0028(2)(b) 1/1/2026 Edition.

1 **(2) Conclusion of Law:** By failing to take corrective action to resolve all adjustments in a
2 reconciliation prior to the next reconciliation, Briels violated ORS 696.301(3) and its
3 implementing rule OAR 863-025-0028(4) 1/1/2026 Edition.

4 1.4 Per the supporting records provided by Briels, from Rentec the accounting
5 software Briels uses, the actual amount of unreconciled deposits totaled \$20,773.85 and
6 consisted of 34 deposits dating from February 1, 2024, through February 27, 2026.

7 **(3) Conclusion of Law:** By failing to deposit funds within five banking days following the
8 receipt of funds, Briels violated ORS 696.301(3) and its implementing rule OAR 863-025-
9 0065(4) 1/1/2026 Edition.

10 1.5 There were two unreconciled disbursements totaling \$1,325 that Briels did not
11 include in Part I of the reconciliation.

12 **(4) Conclusion of Law:** By failing to adjust the bank statement balance for outstanding
13 checks and other reconciling items on the reconciliation form, Briels violated ORS 696.301(3)
14 and its implementing rule OAR 863-025-0028(2)(A)(a) 1/1/2026 Edition.

15 1.6 When the bank statement ending balance is adjusted for the unreconciled
16 deposits and disbursements, per the Rentec report, the Part I reconciled balance is
17 \$24,396.75.

18 1.7 The owner ledger balances, supporting Part III, show that Briels was holding
19 \$2,100 in owner funds as of February 28, 2026. This is a discrepancy of \$22,296.75.

20 1.8 When asked about the discrepancy Briels provided a revised three-way
21 reconciliation listing \$14,086.70 in outstanding deposits and a reconciled balance of
22 \$19,034.60 and Part III balance of \$1,878.51. The Part IV difference was \$17,156.09 and the
23 explanation provided by Briels was that property management fees & repair reimbursements
24 had not yet been paid.

25 1.9 Briels provided a list of management fees from January 1, 2025, through May 1,
26 2026, totaling \$12,704 and a list of repair reimbursements from January 1, 2025, through
27 March 25, 2026, totaling \$6,099.04. Briels provided confirmation from the bank that the funds
28 were disbursed on June 16, 2026.

29 **(5) Conclusion of Law:** By failing to disburse earned property management fees owed to
30 Briels from the clients' trust account and commingling funds, Briels violated ORS 696.301(3)

as it incorporates ORS 696.241(5) 2026 Edition. In addition, Briels violated ORS 696.301(3) and its implementing rule OAR 863-025-0065(6) and OAR 863-025-0027(6) 1/1/2026 Edition.

1.10 Property management fees were not recorded on the record of receipts and disbursements.

(6) Conclusion of Law: By failing to record earned property management fees on the record of receipts and disbursements, Briels violated ORS 696.301(3) and its implementing rule OAR 863-025-0040(1) 1/1/2026 Edition.

1.11 Briels provided bank documentation confirming the outstanding deposits were deposited into CTA 7713 in June 2026. The deposits were made from Briels' business operating account ending in 2819 (BO 2819).

1.12 Briels was asked to provide an explanation why the outstanding deposits were paid from BO 2819.

1.13 Briels explained that "Online payments were incorrectly being transferred from Rentec's online payment platform (Forte) to Compass' business operating account. This error has been corrected – all online payments are now being deposited directly to the client trust account, x7713 (verification from Forte that this change has been made has been uploaded)."

(7) Conclusion of Law: By depositing rent payments into Briels' business operating account, Briels violated ORS 696.301(3) as it incorporates ORS 696.241(5) 2026 Edition. In addition, Briels violated ORS 696.301(3) and its implementing rule OAR 863-025-0065(6) 1/1/2026 Edition.

1.14 All of the above demonstrates a failure to uphold affirmative duties to exercise reasonable care and diligence, account in a timely manner for all funds received from or on behalf of the owner, and to act in a fiduciary manner in all matters related to trust funds.

(8) Conclusion of Law: Based on the foregoing, Briels violated ORS 696.301(3) as it incorporates ORS 890(4)(c), (d) and (e) 2026 Edition.

1.15 All of the above demonstrate incompetence or untrustworthiness in performing acts for which the real estate licensee is required to hold a license and conduct that is below the standard of care for the practice of professional real estate activity in Oregon.

(9) Conclusion of Law: Based on the foregoing, Briels is subject to discipline under ORS 696.301(12) and (15) 2026 Edition.

1.16 On July 27, 2026, Briels notified the Agency that she was transitioning out of property management services, with the intent to disburse owner funds and closing her clients' trust accounts by October 1, 2026.

2.

2.1 The foregoing violations are grounds for discipline pursuant to ORS 696.301.

2.2 The Agency reserves the right to investigate and pursue additional complaints that may be received in the future regarding this licensee.

2.3 In establishing the violations alleged above, the Agency may rely on one or more of the definitions contained in ORS 696.010.

3.

STIPULATION AND WAIVER

I, Amy Briels, have read and reviewed this Stipulated Final Order and its Findings of Fact, Statements of Law and Conclusions of Law. I understand that the Findings of Fact, Conclusions of Law and this Stipulation and Waiver of Hearing rights embody the full and complete agreement and stipulation between the Agency and me. I further understand that if I do not agree with this stipulation, I have the right to request a Hearing on this matter and to be represented by legal counsel at such a Hearing. I also understand that any Hearing would be conducted in accordance with the procedures set forth in ORS Chapter 183 and in accordance with the Rules of Practice and Procedure adopted by the Attorney General of the State of Oregon. By signing this Stipulated Final Order, I freely and voluntarily waive my rights to a Hearing, to representation by legal counsel at such a Hearing, and to judicial review of this matter.

I hereby agree and stipulate to the above Findings of Fact and Conclusions of Law and understand that the Order which follows hereafter, which I have also read and understand, may be completed and signed by the Real Estate Commissioner or may be rejected by the Real Estate Commissioner. I further understand that, in accordance with the provisions of ORS 696.445(3), notice of this Order shall be published in the Oregon Real Estate News Journal.

In addition to all of the above, I agree that once the Commissioner executes this

1 Stipulated Final Order, I will accept service of the Stipulated Final Order by email and hereby
2 waive the right to challenge the validity of service.

3 ORDER

4 IT IS HEREBY ORDERED that Briels' principal broker license be reprimanded.

5 IT IS FURTHER ORDERED that Briels complete the Agency-hosted Property
6 Management and Reconciliation Requirements course within 6 months of the issuance of this
7 order.

8 IT IS FURTHER ORDERED that due to the violations addressed above, Briels will be
9 subject to a future client's trust account review within 6 months of the issuance of this order.

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13 IT IS SO STIPULATED:

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15  1VRY5QJP-15KZL7XK
16

17 AMY BRIELS

18
19 Date Sep 6, 2026

IT IS SO ORDERED:

20 
21  193X36Y6-4WX7Q57J
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23 STEVEN STRODE

24 Real Estate Commissioner

25 Date Sep 9, 2026

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27 Date of Service: Sep 9, 2026
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