

BEFORE THE IOWA ARCHITECTURAL EXAMINING BOARD
OF THE STATE OF IOWA

IN THE MATTER OF)

CASE NO. 92-03)

ARTHUR L. KOFFRON,)
REGISTRATION NO. 1750,)

INFORMAL SETTLEMENT)

Respondent.)
)

Pursuant to Iowa Code § 17A.10 (1992), this Informal Settlement is entered into between Arthur L. Koffron ("Koffron") and the Iowa Architectural Examining Board ("Board"). The parties agree as follows:

1. The Board has jurisdiction over this matter pursuant to Iowa Code chapters 17A, 118, and 258A.
2. Koffron is a registered architect in the State of Iowa and issued Iowa Registration No. 1750.
3. On March 13, 1990, the Board filed Complaint No. 89-03 against Koffron.
4. The Board conducted a hearing on Complaint No. 89-03 on August 20, 1990.
5. On November 13, 1990, the Board entered its Findings of Fact, Conclusions of Law, and Decision and Order ("Decision and Order") in Case No. 89-03 placing Iowa Registration No. 1750 on probation for a period of one year from the date of the decision.
6. On December 27, 1990, the Board amended its Decision and Order in Case No. 89-03.

7. Koffron failed to comply with the terms of the probation set forth in the Decision and Order in the following particulars:

- a. Failing to submit a written policy statement concerning the proper use of Koffron's architectural seal and signature within thirty (30) days of the Decision and Order; and
- b. Failing to submit written quarterly reports to the Board listing all projects Koffron was working on by project, client name, and project location.

STIPULATED ORDER

It is, therefore, ordered, adjudged and decreed by the Iowa Architectural Examining Board as follows:

1. Koffron has a right to a hearing on this matter, but waives a right to a hearing by fairly entering into this Consent Agreement.

2. Iowa Registration No. 1750 is hereby placed on probation for two (2) years from the date this Informal Settlement is signed by all parties subject to the terms and conditions set forth below.

3. Within thirty (30) days after this Informal Settlement is signed by all parties, Koffron shall submit a written policy statement for his office regarding the proper use of his architectural seal and signature, and regarding safeguarding the seal to the Board for approval.

4. Koffron shall submit quarterly reports to the Board or its designee. Said reports shall be in writing and shall list all projects Koffron is working on by project, client name, and project location. All reports must be received by the Board no

later than the 10th day after the end of reporting period. The Board will not grant any extensions for submitting said reports. The first quarterly reporting period ends March 31, 1993.

5. Koffron shall also complete fifteen (15) hours of continuing education during the two (2) year probation period. Said hours shall be taken in the areas of the office management, professional responsibility, professional development, and the professional practice of architecture. The Board recommends that Koffron seek prior approval from the Board for any continuing education hours used to satisfy the requirements of this paragraph. Said hours shall be taken in addition to all other continuing education hours required by law or Board rule. Proof of compliance must be submitted to the Board prior to the completion of the probation period.

6. In addition, Koffron shall pay a \$500 civil penalty. Koffron can pay the civil penalty in two installments. The first installment payment shall be made within thirty (30) days after this Informal Settlement is signed by all parties and the final payment is due sixty (60) days after the date of the first installment payment. Said payments shall be in the form of a cashiers check or a certified check made payable to Professional Licensing Division.

7. Koffron acknowledges that he is solely responsible for complying with the terms of the probation and that the Board has

no responsibility to advise of him of his noncompliance with the terms and conditions of his probation.

8. Board members or the Board's designee may make visits to inspect Koffron's office records during the period of probation, and Koffron will cooperate with these inspections and will cause his staff to cooperate with any inspections.

9. For purposes of this Informal Settlement, Koffron shall submit all reports, notifications, and direct all inquiries concerning this Informal Settlement to the Executive Secretary, Iowa Architectural Examining Board, 1918 S.E. Hulsizer, Ankeny, Iowa 50021.

10. In the event Koffron violates any term of this Informal Settlement in any respect, the Board, after giving Koffron notice and opportunity to be heard, may based on the evidence presented revoke probation and impose appropriate discipline including suspension or revocation.

11. This Informal Settlement shall be made part of the permanent record of Koffron. This Informal Settlement may be considered by the Board in determining the nature and severity of any disciplinary action to be imposed for any future violations.

12. This Informal Settlement is a public record available for inspection and copying in accordance with the requirements of chapter 22 of the Iowa Code.

13. This Informal Settlement is subject to the approval of the Board. If the Board fails to approve this Informal Settlement, it shall be of no force or effect on either party,

and it shall not be admissible for any purpose in any further proceedings in this matter. If approved by the Board, this Informal Settlement shall be deemed an agreed upon disposition of a contested case proceeding and will dispose of all matters contained in Case No. 92-03. In addition, Koffron consents to counsel for the public interest presenting this Informal Settlement to the Board and counsel's making ex parte communications to the Board while presenting it.

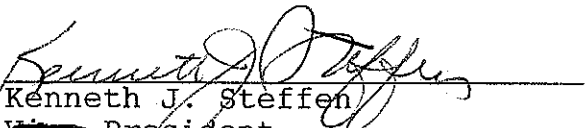

Arthur L. Koffron

Date: 2/5/93

Approved as to form:


Chris Schledrup

ATTORNEY FOR RESPONDENT


Kenneth J. Steffen
~~Vice~~ President
Iowa Architectural
Examining Board

Approved as to form:


Grant K. Dugdale
Assistant Attorney General

ATTORNEY FOR THE PUBLIC INTEREST