

FILED

JAN 29 2026

DEPT. OF REAL ESTATE

By. 

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9 BEFORE THE DEPARTMENT OF REAL ESTATE

10 STATE OF CALIFORNIA

11 * * *

12 In the Matter of the Accusation against) No. H-12803 SF
13 MARQUARDT PROPERTY)
14 MANAGEMENT; and NICOLE) ACCUSATION
15 LEANNA NORRIS, individually and)
16 as designated officer for Marquardt)
17 Property Management,)
18 Respondents.)

19 The Complainant, Stephanie Yee, a Supervising Special Investigator for the
20 Department of Real Estate ("Department" or "DRE") of the State of California, for cause of
21 Accusation against MARQUARDT PROPERTY MANAGEMENT and NICOLE LEANNA
22 NORRIS, individually and as a designated officer for Marquardt Property Management
(collectively "Respondents") alleges as follows:

23 I.

24 The Complainant, Stephanie Yee, a Supervising Special Investigator of the State
25 of California, makes this Accusation in her official capacity.

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2.

All references to the "Code" are to the California Business and Professions Code, all references to the "Real Estate Law" are to Part 1 of Division 4 of the Code, and all references to "Regulations" are to the Regulations of the Real Estate Commissioner, Title 10, Chapter 6, California Code of Regulations.

3.

Respondents are presently licensed and/or have license rights under the Real Estate Law (Part 1 of Division 4 of the Code). Respondents have renewal rights pursuant to Code section 10201. The Department retains jurisdiction pursuant to Code section 10103.

LICENSE HISTORY

4.

a. On January 7, 2021, the Department issued a real estate corporation broker license (DRE license ID no. 02103144) to Respondent MARQUARDT PROPERTY MANAGEMENT ("MPM"), which is set to expire on January 6, 2029, unless renewed.

b. According to current Department records, MPM has one (1) broker associate and employs five (5) salespersons.

5.

a. On January 21, 2010, the Department issued a real estate broker license (DRE license ID no. 01519096) to Respondent NICOLE LEANNA NORRIS ("NORRIS") which is set to expire on January 20, 2030, unless renewed.

b. According to current Department records, NORRIS is the designated officer ("D.O.") for MPM, pursuant to Code section 10211. As MPM's D.O., NORRIS was, at all times mentioned herein, responsible for the supervision of the activities of the officers, agents, real estate licensees, and employees of MPM for which a license is required, pursuant to Code section 10159.2.

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1 BROKER ACTIVITIES

2 6.

3 At all times relevant herein, Respondent MPM engaged in the business of,
4 acted in the capacity of, advertised or assumed to act as a real estate broker, within the
5 meaning of section 10131(b) of the Code. Respondent MPM's activities included collecting
6 rents from tenants, soliciting tenants, advertising rental properties, making payments for
7 property tax, insurance, repairs and maintenance, on behalf of others for compensation or in
8 expectation of compensation.

9 CAUSE FOR ACCUSATION

10 (AUDIT OK-23-0033)

11 7.

12 On or about January 31, 2024, the Department prepared an audit report for an
13 audit examination of the books and records of MPM's property management activities, which
14 require a real estate license pursuant to Code section 10131(b). The audit examination
15 covered the period of time from October 1, 2021 to November 30, 2023. The primary purpose
16 of the examination was to determine whether MPM conducted its real estate activities in
17 accordance with the Real Estate Law and the Commissioner's Regulations. The audit
18 examination revealed numerous violations of the Code and the Regulations as set forth in the
19 following paragraphs, and more fully discussed in Audit Report No. OK-23-0023 and the
20 exhibits and work papers attached to said audit report.

21 8.

22 Based on the examination of records provided for the audit examination and
23 discussions with NORRIS, MPM maintained the following one (1) bank account at Bank of
24 America for multiple beneficiaries, which was used for the handling of trust fund receipts and
25 disbursements for MPM's property management activity during the audit period:

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1 Bank Account ("BA 1")

2 Account Name: Marquard Property Management

3 Account Number: xxxxxxxx5920

4 Signatory: Judi B.

5 Description: During the audit period, BA 1 was used for the handling of trust funds
6 for deposits and disbursements for multiple beneficiaries in connection
7 with MPM's property management activities.

8 Violations of the Real Estate Law

9 9.

10 The audit examination revealed violations of the Code and the Regulations, as
11 set forth in the following paragraphs, and more fully discussed in Audit Report No. OK-23-
12 0033 and the exhibits and work papers attached to the audit report.

13 (a) **Trust Fund Handling / Trust Account Designations (Code section**
14 **10145(a) and Regulation 2832).** During the audit period, BA 1, which was used to hold trust
15 funds, was not designated as a trust account in the name of the broker or the broker's licensed
16 fictitious business name as trustee, in violation of Code section 10145 and Regulation 2832. It
17 was titled as "Marquardt Property Management."

18 (b) **Trust Account Withdrawals (Code section 10145 and Regulations**
19 **section 2834).** Based on the signature card for BA 1, Judi B., a licensed broker (License ID
20 xxxx2318), who is the mother of NORRIS, was an authorized signer for BA 1, but Judi B. was
21 not licensed under MPM during the audit period. Subsequent to the audit examination, Judi B.
22 became a registered associate broker under MPM.

23 (c) **Trust Fund Balances and Accountability (Code section 10145 and**
24 **Regulation 2832.1).** As of November 30, 2023, the adjusted bank balance of BA 1 in the
25 amount of \$1,288,038.13 was compared to the accountability in the amount of \$1,312,478.56,
26 which showed a shortage of (\$24,440.43) in BA 1. This shortage was due to negative balances
27 in sixteen (16) owners' property ledgers.

1 Respondents failed to provide any evidence that the owners of the trust funds
2 had given their written consent to allow for the reduction of the balance of the funds in BA 1 to
3 an amount less than their existing aggregate trust fund liabilities, in violation of Code section
4 10145 and Regulation 2832.1.

5 On January 26, 2024, which is subsequent to the audit period, MPM deposited
6 \$24,440.43 of its own funds to correct the shortage.

7 **(d) Responsibility of Corporate Officer in Charge / Broker Supervision**
8 **(Code sections 10159.2 and 10177(h) and Regulations section 2725).** Based on the
9 violations set forth in Paragraphs 9(a) through 9(c) above, NORRIS failed to exercise adequate
10 supervision and control over the activities of MPM's employees and licensees to ensure
11 compliance with the Real Estate Laws and Regulations, in violation of Code section 10159.2.
12 NORRIS failed to establish and/or implement policies, rules, procedures and system to review,
13 oversee, inspect and manage transactions requiring a real estate license and the handling of
14 trust funds, in violation of Regulations section 2725.

15 The conduct, acts, or omissions of NORRIS, as described in Paragraphs 9(a)
16 through 9(c) above, in failing to ensure compliance of the Real Estate Law by MPM, is in
17 violation of Code sections 10159.2 and 10177(h) and Regulations section 2725, and subjects all
18 the licenses, license endorsements, and/or license rights of NORRIS to suspension or
19 revocation pursuant to Code sections 10177(d), 10177(g), and/or 10177(h).

20 10.

21 The conduct of Respondents described in Paragraph 9 above, violated the Code
22 and Regulations as set forth below:

<u>Paragraph</u>	<u>PROVISIONS VIOLATED</u>
9(a)	Code sections 10145(a) and Regulation section 2832
9(b)	Code section 10145 and Regulations section 2834
9(c)	Code section 10145 and Regulations section 2832.1

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9(d) Code section 10159.2 and 10177(h) and Regulations
section 2725

Each of the foregoing violations constitute cause for the suspension or
revocation of the real estate license and/or license rights of Respondents under the provisions of
Code sections 10177(d), 10177(g), and/or 10177(h).

COSTS

(AUDIT COSTS)

11.

Code section 10148(b) provides, in pertinent part, that the Real Estate
Commissioner shall charge a real estate broker for the costs of any audit if the Commissioner
has found in a final decision, following a disciplinary hearing, that the broker has violated
Section 10145 of the Code or a regulation or rule of the Commissioner interpreting said Code
section.

(INVESTIGATION AND ENFORCEMENT COSTS)

12.

Section 10106 of the Code, provides, in pertinent part, that in any order issued in
resolution of a disciplinary proceeding before the Department, the Commissioner may request
the administrative law judge to direct a licensee found to have committed a violation of this
part to pay a sum not to exceed the reasonable costs of investigation and enforcement of the
case.

WHEREFORE, Complainant prays that a hearing be conducted on the
allegations of this Accusation and that upon proof thereof, a decision be rendered imposing
disciplinary action against all the licenses and/or license rights of Respondents under the Real
Estate Law, for the costs of investigation and enforcement as permitted by law, for the cost of
the audit, and for such other and further relief as may be proper under other applicable

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1 provisions of law.

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Dated at Oakland, California, on January 28, 2026.



Stephanie Yee
Supervising Special Investigator

cc: MARQUARDT PROPERTY MANAGEMENT
NICOLE LEANNA NORRIS
Stephanie Yee
Sacto.
Audits – Jayendra P. Barbhaiya