

**LANDSCAPE CONTRACTORS BOARD  
STATE OF OREGON  
AGENDA & NOTICE OF PUBLIC MEETING**

**November 20, 2015, at 8:30 a.m.  
Keizer Community Center  
930 NE Chemawa Road  
Keizer, Oregon**

*Times are Staff Estimates Only – Actual Agenda Item Times are Subject to Change by Chair. The minutes from this meeting will not be posted on the website until they are approved at the following Board meeting.*

8:00 a.m.

**Reading Time** (time to read any new agenda items distributed by staff)

8:30 a.m.

**1. PROCEDURAL**

- A. Call to Order
- B. Approval of Agenda and Order of Business
- C. Approval of Minutes:
  - i. September 18, 2015
  - ii. October 15, 2015

*pgs. 2-22  
pgs. 23-25*

8:45 a.m.

**2. ADMINISTRATOR'S REPORT**

- A. Office Update
- B. 2015-17 Financial Report/Approval/requires a motion

*pgs. 26-30  
pgs. 31-56*

9:00 a.m.

**3. EXAMINATION/LICENSE/EDUCATION**

*pgs. 57-69*

9:15: a.m.

**4. ENFORCEMENT**

**A. Consent Agenda**

- 1. Immediate Action
- 2. Site Checks; No Violation
- 3. Investigated; No Violation
- 4. Administrative Action

*pg. 78  
pgs. 79-82  
pgs. 83-88  
pgs. 89-170*

**B. Enforcement Cases for Discussion**

**1. Advertising without a License**

- a. All Backyard Construction
- b. Mountain Tree Card

*pgs. 171-172  
pgs. 173-179*

**2. Operating without a License**

- a. Christy Ditlefsen & David Crews
- b. Mark Jenkins, Hardway Construction LLC
- c. Myers Construction Company

*pgs. 180-188  
pgs. 189-193  
pg. 194*

**3. Other/Misc.**

- a. Multiple - failure to include license number in advertisement *pgs. 195-209*
- b. A1 General Clean-Up and Landscape Company *pgs. 210-218*
- c. FLI Landscape LLC *pg. 219*
- d. John R Gimby, dba: Omega Landscape Maintenance & Design *pgs. 220-223*

10:00 a.m.

**5. CLAIMS (Dispute Resolution)**

**A. Consent Agenda**

None

**B. Board Review of Claim Cases**

- 1. 8980-103, Gary D. Brown vs. *pgs. 226-269*  
Westside Landscape Maint/Div LLC
- 2. 8266-101, Bruce & Sandra Haskins vs. *pgs. 270-379*  
Paul W. Winterbottom, dba: Premier Irrigation & Landscape

11:00 a.m.

**6. OLD BUSINESS**

- A. Jurisdiction of Water Features/Defer to future meeting
- B. Pratical Skills Implementation Committee Update *pgs. 381-386*
- C. Review of OAR 808-002-0620/Landscape Maintenance  
Fertilizer/Dunston & Hollenbeck  
Start up and Winterization of Irrigation System/Hoekman & Radford *pg. 387*

**12:00 noon LUNCH**

1:00 p.m.

**7. PUBLIC COMMENT**

This time is set aside for persons wishing to address the Board on any matter of interest. Speakers will be limited to five minutes, unless extended by the Board chair. The Board chair reserves the right to further limit or exclude repetitious or irrelevant presentations. **If written material is included, 10 three-hole punched copies of all information to be distributed to Board members should be given to the Recorder prior to the meeting.** Action will not be taken at this meeting on citizen comments. The Board, however, after hearing from interested citizens, may place items under new business on a future agenda so proper notice may be given to all interested parties. If no one wishes to comment, the next scheduled agenda item will be considered.

1:30 p.m.

**8. NEW BUSINESS**

- A. Discussion Re: RSMMeans Site Work & Landscape Cost *pgs. 389-400*  
Data Publication
- B. Discussion Re: Prioritization for Enforcement Cases *pgs. 401-403*
- C. January 2016 Board Meeting/Work Session Schedule *pg. 404*
- D. Executive Session, ORS 192.660(2)(f), to review written advice from legal  
counsel re: Marijuana and FTC Guidance

2:00 p.m.

**9. ADJOURNMENT AND NEXT MEETING SCHEDULE**

The following meeting is scheduled for December 17, 2015 by conference call. The following meeting is scheduled for January 14 & 15, 2016 in Keizer, Oregon.

*The Board may meet in executive session under authority of ORS 192.660 from time to time. The specific statutory basis for the executive session will be announced on the record prior to the commencement of the executive session. Executive sessions are closed to the public.*

*The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Kim Gladwill-Rowley at (503) 967-6291 ext. 223.*