

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

**May 16, 2025, at 8:30 a.m.  
Best Western Plus Mill Creek Inn  
3125 Ryan Drive SE, Salem, OR 97301  
Virtual: [Join the meeting now](#)  
Meeting ID: 247 833 481 677 4Passcode: 2MV2UB28**

*The minutes from this meeting will not be posted on the website until they are approved  
at the following Board meeting.*

**1. PROCEDURAL**

- A. Call to Order
- B. Approval of Agenda and Order of Business
- C. Approval of March 21, 2025, Minutes pgs. 2-18
- D. Approval of January 28, 2025, Exam Committee Minutes pgs. 19-20

**2. ADMINISTRATOR'S REPORT**

- A. Agency Update pgs. 22-25
- B. Financials for FY 2023-25/approval of unreconciled/motion pgs. 26-39
- C. Board Email Policy pg. 40

**3. \*\*\*EXECUTIVE SESSION\*\*\*** pursuant to ORS 192.660(2)(f),  
ORS 192.355(9), ORS 40.225, OAR 199-040-0015 to 0060 and OAR 199-050-0005 to 0085  
Discuss written advice from legal counsel regarding:

- A. Appeal of Final Order, Enforcement Case #17-10-384 Separate Packet
- B. ADA Accommodations for CEH Separate Packet
- C. Disciplinary action of licensee with a criminal conviction pg. 41
- D. Change in Ownership pgs. 42-43

**4. CLAIMS**

- A. 100425-102, James Langston vs. Wintergreen Landscape & Maintenance Company LLC pgs. 45-113
- B. 100456-101, Leanne Amos vs. Seattle Drain Pros Inc pgs. 114-191

## **5. ENFORCEMENT**

### **A. Consent Agenda**

- 1. Immediate Actions pg.193
- 2. Administrative Actions pgs.194-248

### **B. Enforcement Items for Discussion**

- 1. Oregon Tree Professionals LLC pgs.249-264
- 2. Zavala Landscape Maintenance LLC pgs.265-267
- 3. Review of Payment Plan Policy pg. 268-269

## **6. EXAM & LICENSING**

- A. Statistics pgs. 271-280
- B. Exam Discussion pg. 281

## **7. MISCELLANEOUS**

- A. Adoption of an Immigration Policy pgs.283-287
- B. Proposed Administrative Rule Amendment for Adoption  
2023-25 Budget Modified and 2025-27 Budget and Fee Increase pgs. 288-302
- C. Review Draft Proposed Rule Amendment  
Continuing Education Requirement for Reinstatement pg. 303
- D. Review & Approval of Moss Adams Contract  
for 2023-2025 Financial Review pgs. 304-331
- E. James Bennett Response pgs. 332-334

## **8. PUBLIC COMMENT**

This time is set aside for people wishing to address the Board on any matter of interest. Speakers will be limited to five minutes, unless extended by the Board chair. Action will not be taken at this meeting on public comments. The Board, however, may place items 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.

## **9. ADJOURNMENT AND NEXT MEETING SCHEDULE**

The following meeting is scheduled for June 12, 2025, and July 25, 2025

*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.*