



## NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE QUARTERLY MEETING AGENDA

**DATE:** *June 20, 2025*

**TIME:** *1:00 PM*

**Governor**

**BOARD MEMBERS**

Melinda Gustin,  
President/Public Member

Laura Miller, Secretary

John L'Etoile, CLARB  
Representative

Marc Chapelle, Newsletter Editor

New Member, Outreach

**PLACE:** **Zoom Meeting**  
**<https://us02web.zoom.us/j/6555590472>**  
**Meeting ID: 655 559 0472**

**Phone Via Zoom at: 16699006833, or**  
**mobile at: 6555590472# US (San Jose)**  
**Meeting ID 655-559-0472**

**SENIOR DEPUTY  
ATTORNEY GENERAL**  
Henna Rasul

**EXECUTIVE DIRECTOR**  
Ellis Antuñez

**Please Note:** The Nevada State Board of Landscape Architecture may 1) take agenda items out of order; 2) combine two or more items for consideration; 3) remove an item from the agenda or delay discussion related to an item at any time. Reasonable efforts will be made to assist and accommodate individuals with disabilities who wish to attend the meeting. Please, contact Ellis Antuñez at (775) 971-4410 ([landscapeboard@nsbla.nv.gov](mailto:landscapeboard@nsbla.nv.gov)), in advance, so that arrangements can be made.

**1. CALL TO ORDER- Melida Gustin, President**

- A.** Roll Call of Board Members
- B.** Establish Quorum.

**2. PUBLIC COMMENT PERIOD** Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later date. The public will be limited to 3 Minutes. Comments by those in attendance at this meeting location or via video conference or telephone using the following meeting identification: For On-line connection use Zoom Meeting <https://us02web.zoom.us/j/6555590472> Meeting ID: 655 559 0472. For landline phone or mobile phone via Zoom meeting at: 16699006833, or mobile at: 6555590472# US (San Jose) use Meeting ID 655-559-0472. No Action will be taken under this agenda item. See NRS 241.



**3. DISCUSSION AND POSSIBLE ACTION ON**

**A. Approval of May 20, 2025, Budget Meeting Minutes. (For Possible Action)**

**4. LICENSEES AND APPLICANTS (For Possible Action on all items listed below)**

**A** Review, Discuss and Approve the following licenses and Applicants.

- |                             |                      |
|-----------------------------|----------------------|
| 1) Soo, Wai Kin             | Reciprocity          |
| 2) Perez Rodriguez, Andres, | Initial Registration |
| 3) Farb, Anna               | Initial Registration |

**5. NEW BUSINESS (For Possible Action on all items listed below)**

**A** Election of Officers

- 1) President
- 2) Secretary
- 3) CLARB Representative
- 4) Newsletter
- 5) Outreach

**6. EXECUTIVE DIRECTOR REPORT- Ellis Antuñez (For Possible Action on all items listed below)**

**A.** Discussion and possible action on Financial Operations Update

- 1) Review and Discuss End of Fiscal Year Reports.
  - a) Budget Overview
  - b) Year to Year Comparison for FY24 to FY25
  - c) Account balances
  - d) New Financial Institution Review, Discuss and possible approval
- 2) Review, Discuss, Review and Approve Budget for Fiscal Year 2026
  - a) Changes to Budget line item amounts
    - 1) CLARB Annual Meeting in Lexington KY
    - 2) Salary for Fiscal Year of Executive Director
    - 3) Employer Taxes
    - 4) Reviewing splitting out software costs
  - b) Addition of new account, Certificate of Deposit (CD)

**B.** Legislative Update on Bills that were being tracked.

- 1) AB264 Procedures by which an applicant for a professional or occupational license may obtain judicial review
- 2) SB78 Administration of Professional and Occupational Boards
- 3) SB425 Establish the Nevada Office of Shared Services
- 4) SB472 Board and Commission Vacancies
- 5) SB507 Funding Office of Nevada Boards, Commissions and Councils Standards of the Department of Business and Industry.

**D.** Enforcement Update.

**E.** Newsletter for First Quarter of FY24

- 1) Highlighted person
- 2) Article Ideas

**F.** Professional and Occupational Licensing Boards Administrative Collaborative update.

- 1) Meeting Scheduled for June 23, 2025
- 2) Review Senate Bill 431: Places Boards & Commission under Business & Industry Division.
- 3) SB78 and Others



**7. Review and discussion of matters pertaining to the Council of Landscape Architecture Registration Board & American Society of Landscape Architects Report –John L'Etoile (For Possible Action of all items listed below)**

**A.** CLARB Annual Meeting in Lexington, KY September 17– 20, 2025  
1) By-Law Change

**B.** In-The-Know Webcasts

**C.** CLARB Annual Meeting Locations

- 1) **Lexington KY**
- 2) Region 3
- 3) Region 4
- 4) Region 5
- 5) Region 1

**D.** Nevada ASLA representative report.

- 1) State and Northern Section Report
- 2) Government Affairs and Licensure Committee Report

**8. DISCUSSION AND IDENTIFICATION OF TOPICS FOR FUTURE MEETINGS All Board Members (Discussion Only)**

**9. DISCUSSION OF MEETING DATES AND LOCATIONS FOR Fiscal Year 24 (For Possible Action on all items listed below)**

**A.** September 19, 2023, or ?

**10. PUBLIC COMMENT PERIOD** Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later date. The public will be limited to 3 Minutes. Comments by those in attendance at this meeting location or via video conference or telephone using the following meeting identification: For On-line connection use Zoom Meeting <https://us02web.zoom.us/j/6555590472> Meeting ID: 655 559 0472. For landline phone or mobile phone via Zoom meeting at: 16699006833, or mobile at: 6555590472# US (San Jose) use Meeting ID 655-559-0472. No Action will be taken under this agenda item. See NRS 241.

**11. ADJOURNMENT**

At the discretion of the Chair, public comment is welcomed by the Board, but will be limited to five minutes per person. A public comment time will be available at the beginning of the meeting and then once again prior to adjournment of the meeting. The Chair may allow additional time to be given to a speaker as time allows and at the Chair's discretion. Once all items on the agenda are completed the meeting will adjourn. Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126.

Anyone desiring agenda or supporting Materials regarding any board meeting is invited to call or email the Executive Director, Ellis Antuñez at (775) 971-4410 or by email at [landscapeboard@nsbla.nv.gov](mailto:landscapeboard@nsbla.nv.gov) and is available on the web site: <http://landscapeboard.nv.gov/Agendas.html> The agenda and supporting materials may also be picked up in person at 1755 E. Plumb Lane, Suite 107, Reno, Nevada 89502



---

In accordance with NRS 241.020, this public notice and agenda was posted on or before August 8, 2022 on the Nevada State Board of Landscape Architecture website, <http://nsbla.nv.gov>, the State of Nevada's Public Notice Website, <https://notice.nv.gov> for specific locations see the following:

- a. Nevada State Board of Landscape Architecture, 1755 E. Plumb Lane, Suite 107-C, Reno, NV 89502
  - b. Nevada State Board of Landscape Architecture Website:  
<https://www.nvbla.org/about/meetings/index.asp>
  - c. Nevada Meeting Notice Website:  
<https://NV.GOV>
- The Board reserves the right to change the order of items (other than those items posted with a specific date and time) on the agenda. Agenda items may be taken out of sequence to accommodate persons appearing before the Board and/or to aid in the effectiveness of the meeting.
- The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements are necessary, in this regard, please notify Ellis Antuñez at 1755 E. Plumb Lane, Suite 107-C, Reno, NV 89502 or by mail at 1755 E. Plumb Lane, Suite 107-C Reno, NV 89502, or at 775 971-4410 as soon as possible prior to the date of the meeting.
- This Agenda was sent to all requesters for notice in accordance with NRS241.0203B. Persons/facilities must submit a request in writing every six (6) months, NRS241.0204(c).
- With regard to any Board meeting, it is possible that an amended notice will be published adding new items to the original agenda. Amended notices will be posted in accordance with the Open Meeting Law.
- 

AFFIDAVIT OF POSTING  
June 16, 2025

The undersigned affirms that on or before 9:00 AM on June 16, 2025, he/she posted a copy of the Notice of Public Meeting and Agenda for the June 20, 2025, meeting of the Nevada State Board of Landscape Architecture in accordance with NRS 241.020: said agenda was posted at the following location:

---

Signature

Title

Date & Time of Posting