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Governor

STATE OF NEVADA

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PERRY FAIGIN
NIKKI HAAG
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Deputy Directors

MONICA HARRISON
Executive Director

DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS
NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN

MEMORANDUM

DATE: **January 14, 2026**

TO: **Board Members & Legal Counsel**

FROM: **Monica Harrison, Executive Director**

SUBJECT: **January 21, 2026, Meeting Material**

Hello everyone!

Your agenda materials are ready for your review. Please note that the meeting will begin at 8:30 a.m. on Wednesday, January 21, 2026, and will be held via Zoom.

The agenda includes only three firm applications for board review and approval, so the consent agenda should be brief and efficient. The swearing-in ceremony at 9:00 a.m. will warmly welcome three new architects and five registered interior design candidates as they take their oaths to become licensed professionals in Nevada.

Under item 4, you will find Ms. Florence Barber's request for approval to restore her registered interior design license. Ms. Barber allowed her license to lapse in 2020 and has not performed any work in Nevada since then.

Item 5 is a time-specific agenda item. A formal hearing concerning Michael Peterson has been scheduled for 11:00 a.m. The supporting documentation is included in your board books. Deputy Attorney Todd Weiss will attend the meeting to advise the board during the hearing. Please review the backup documentation prior to the meeting.

The Department of Risk Management has notified us that all workers' compensation policies for Boards & Commissions must be obtained through the State of Nevada's policy. As a result, we are instructed to cancel our current policy with ProGroup and enroll with the state to ensure full compliance. Consequently, our workers' compensation costs will increase from $2,000 annually with ProGroup to $6,500 through the state. This information is included in the board book for your review and approval under item 7.

Under items 9 and 10, you will find two contracts for your review and approval. One is a three-year contract with our Lobbyist, James Wadhams, and the other is a two-year contract with our auditor, Suzanne Olson.

Finally, I want to extend a warm welcome to our three newly appointed board members: Coffee Polk, Sheri Kovac, and Kreg Mebust as they attend their first exciting board meeting!

As always, do not hesitate to contact me with any questions. I look forward to seeing you next week.

***The Board reserves the right to recess to take lunch when convenient. ***

NSBAIDRD

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN

Nevada State Board of Architecture, Interior Design and Residential Design

January 21, 2026

NSBAIDRD- Zoom Connection

(702) 486-7300
nsbaidrd.org

NSBAIDRD MISSION STATEMENT

The mission of the NSBAIDRD is to promote, preserve, and protect the health, safety, and welfare of the public by regulating architects, registered interior designers, and residential designers to provide competent professional services in the built environment.

Public Comment

AGENDA
NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN

DATE: January 21, 2026

LOCATION: Nevada State Board of Architecture, Interior Design and Residential Design
The meeting will be held via Zoom. Attendance at the Zoom meeting may be accomplished online at https://us02web.zoom.us/j/84326289977. *Additionally, attendance at the meeting may be accomplished by telephone at: Call-in Number: 1(253) 215-8782 or 1 (346) 248-7799.*
Meeting Code: 831 7250 5794

TIME: 8:30 a.m. PST

Full Board Meeting, Wednesday, January 21, 2026

ROLL CALL: James Mickey, Chair; Tina Wichmann, Secretary/Treasurer; Greg Erny, George Garlock, Sheri Kovac, Chelsea Lavell, Kreg Mebust, Coffee Polk, Nathaniel Waugh.

8:30 a.m.

1. Public Comment
   (*The Board will receive public comment on any issue and will have a discussion on those items; however, no action will be taken during the public comment agenda item. Note: 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.)*
2. Approval of Consent Agenda: [*For Possible Action]:*
   (Note: Information concerning the following consent agenda items has been forwarded to Board Members for study prior to the meeting. Unless a Board Member or a member of the public has a question concerning a particular item and asks that it be withdrawn from the consent list, items are approved at one time by the Board of Architecture, Interior Design, and Residential Design)
   A. Approval of Agenda
   B. Approval of Minutes: October 22, 2025
   C. Secretary/Treasurer Report (Reports and bank statements)
      1. Nevada Architect, Registered Interior Designer and Residential Designer Licensing Statistics
      2. Wells Fargo Bank Statements
      3. Bank of Nevada Statements
      4. First Independent Bank Statements
   D. Ratification of Reciprocal Licenses (see attached list)
   E. Firm Name Approval Requests
      1. JHET Architects, PLLC
      2. PHX Architecture
   F. Firm Registration Approval Requests
      1. Manuel Zeitlin Architects, LLC

9:00 a.m.

3. Deliberations/Action on Applications for Registration *[For Possible Action]:*
   A. Architects
      1. Yi Lu
      2. Suzanne Taylor
      3. Xu Zhang
   B. Registered Interior Designers
      1. Kety Jabbour
      2. Natalie Klainer
      3. Stanley Schimke
      4. Kristi Riva
      5. Alisha Hancock
4. Review and possible decision regarding restoration of registration of Florence Barber pursuant to NRS 623.260 and NAC 623.280 *[For Possible Action]*

11:00 a.m.

5. Formal Contested Administrative Hearing [NOTE: The Board may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of any of the following persons. (NRS 241.030)] *[For Possible Action]*:
   A. In the matter of Michael Peterson (Case No. 26-040R)
6. Update of the NSBAIDRD jurisprudence examination and appointment of board members to assist with preparation of practice-specific jurisprudence exams *[For Possible Action]*
7. Review and possible approval of the new workers' comp coverage through the Department of Risk Management *[For Possible Action]*
8. Review and possible approval of the Master Calendar for FY2026 and FY2027 *[For possible action]*
9. Review and possible approval of contract with Lobbyist James Wadhams with the NSBAIDRD for legislative representation services *[For Possible Action]*
10. Review and possible approval of proposed contract with Casey Neilon, Inc. with the NSBAIDRD for the review and audit of the Board's financial documents *[For Possible Action]*
11. Business & Industry – Boards & Commissions Update *[For Possible Action]*
12. Enforcement
    A. Presentation of cases – discussion and decision of settlement agreements *[For Possible Action]:*
       1. Case No. 26-024N in the matter of Jay Yabut and J. Interiors, LLC
       2. Case No. 26-025N in the matter of Theodore Reeds and Ted Reeds Architecture, LLC
       3. Case No.26-036R in the matter of Jay Lems and Prescott Muir & Associates, A Professional Corporation
    B. Discussion and possible decision regarding closure of enforcement cases *[For Possible Action]:*

25-057R	26-010N	26-019N	26-020N	26-023N
26-028N	26-029N	26-031N	26-033N	26-035N
26-042N				

    C. Enforcement Report
13. Architect Report
    A. FYI: NCARB Fast Facts November and December 2025
    B. FYI: NCARB's Statement on the Department of Education's Professional Degree List
    C. FYI: NCARB Board of Directors FY27 Call for Candidates
14. Residential Designer Report
    A. Update of the Residential Design Examination
15. Registered Interior Designer Report
16. Public Member Report
17. Board Counsel Report
18. Executive Director Report
19. Public Information Officer Report
20. Items for future agenda
21. Public Comment

The Board reserves the right to recess and take lunch when convenient.

(*The Board will receive public comment on any issue and will have a discussion on those items; however, no action will be taken during the public comment agenda item. Note*: *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.)*

ADJOURN

Approved: Monica Harrison
Monica Harrison, Executive Director

NOTE: **We are 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 the Executive Director of the Nevada State Board of Architecture, Monica Harrison, at 2080 E. Flamingo Rd., #120, Las Vegas, NV 89119, or (702) 486-7300 no later than 72 hours prior to the meeting. The Board may, at any time, consider items out of order on the agenda and also may choose to go into Executive Session as allowed by NRS 241.033 for certain items. Additionally, the board may combine two or more agenda items for consideration; and may also remove an item from the agenda or delay discussion relating to an item on the agenda at any time as required by NRS 241.020(2)(d)(6).**

This agenda has been posted in the following locations:

1. **Windmill - Las Vegas Library**
   7060 W. Windmill Lane, Las Vegas, NV
2. **Nevada Building**
   1 State of Nevada Way, Las Vegas, NV 89119
3. **Clark County Library**
   1401 East Flamingo, Las Vegas, NV
4. **Nevada State Library, Archives and State Publications**
   100 N. Stewart St., Carson City, NV
5. **State of Nevada website:**
   www.notice.nv.gov
6. **Board of Architecture, Interior Design and Residential Design office and website**
   2080 E. Flamingo Rd., Ste 120, Las Vegas NV / nsbaidrd.org

MINUTES FOR BOARD MEETING OF THE NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN (NSBAIDRD)
October 22, 2025
The Gina Spaulding Boardroom
2080 East Flamingo Road, Suite 120, Las Vegas, NV 89119

Wednesday, October 22, 2025
Chairman James Mickey called the meeting to order at 9:35 a.m.

Board members present: James Mickey (Chairman), Tina Wichmann (Secretary/Treasurer), Daniel Coletti, Gregory Erny, George Garlock, Chelsea Lavell, William Snyder, Nathaniel Waugh and Marie Wikoff

Staff present: Monica Harrison (Executive Director), Louis Ling (Legal Counsel), Laura Bach (Chief Investigator), Stacey Hatfield (Public Information Officer), and Jessican Hernandez (Licensing Specialist / Bookkeeper)

NSBAIDRD Mission Statement:
"The mission of the NSBAIDRD is to promote, preserve, and protect the health, safety, and welfare of the public by regulating architects, registered interior designers, and residential designers to provide competent professional services in the built environment."

AGENDA ITEM 1 **Public comment**

There was no public comment.

AGENDA ITEM 2 **Approval of consent agenda**

Consent agenda included the following:

A. Approval of Agenda
B. Approval of Minutes: August 20, 2025 & May 12, 2025
C. Secretary/Treasurer Report (Reports and bank statements)
    1. Nevada Architect, Registered Interior Designer and Residential Designer Licensing Statistics
    2. Wells Fargo Bank Statements
    3. Bank of Nevada Statements
    4. First Independent Bank Statements
D. Ratification of Reciprocal Licenses (see attached list)
E. Firm Name Approval Requests
    1. Parti Architecture, PLLC
    2. Peterson NV-PHX, LLC
    3. Paulius International, P.C.
    4. Walton Architecture
    5. RKTECT Studios, LLC
    6. Brendan Dwyer Architecture
    7. Varitone Architecture, LLC
    8. On Point Architecture, LLC

F. Firm Registration Approval Requests
   1. Grace Design Studios, LLC
   2. Falcon Architectural Services Llc
   3. RRMM Architects Collaborative, Inc.
   4. Arcon Associates Incorporated
   5. AOA Nevada, LLC

Architects: Registration by Reciprocity

9810	Christopher Child	9826	Benjamin Foster	9842	David S. Abraham
9811	Kay D. Vorderwuelbecke	9827	Joseph Leo Purcell III	9843	Brandan Sean Dwyer
9812	Andrew Byrne	9828	Tylor Kerpan	9844	Nicole L. Posten
9813	Spencer Alexander	9829	Gregg Holdsworth	9845	Christina M. Larson
9814	Kelly Holland	9830	Edward Kopelson	9846	Kyle Allyn Wilson
9815	Peter Rasmussen	9831	Vien-Phong Trinh	9847	Devin Oatman Weaver
9816	Jung Min Cho	9832	Caveh K. Masum	9849	Patrick Grannan
9817	Kristopher M. Tourek	9833	Scott B. Hunter	9850	Melissa Ann Cox
9818	William Parsons Engle	9834	Kyle J. Kapaun	9851	Charles E. d'Arcy III
9819	Jacob S. Bunting	9835	David Eugene Burkett	9852	Stephen B. Klimas
9820	Lance E. Champion	9836	Clare Denise Walton	9853	Keegan Michael Byrnes
9821	Glenn Sarsale	9837	Patrick Higgins	9854	Michael Wijdoogen
9822	Morgan Elyse Tucker	9838	Krystal Lee Kolts Watts	9855	Curtis Coleman
9823	Aaron Pleskac	9839	Robert Allen Briggs	9856	Christopher A. Richardson
9824	Scott C. Uher	9840	James Gentry Damron	9857	Audra J. Herriges
9825	Raymond V. Paulius				

Residential Designers: Registration by Reciprocity

473-RD	Christine Hardin	475-RD	David Milton Barber

Garlock requested Item 2F-4 be pulled from the consent agenda for further discussion.

Motion: Erny moved to approve the consent agenda, except item 2F-4. Motion seconded by Snyder.
Vote: All in favor. Motion passes.

AGENDA ITEM 2F-4 Firm registration approval request: Arcon Associates Incorporated

Garlock stated the application needs to be corrected as a non-registrant owner is listed as providing regulated services. Staff said they will ask the applicant to correct the application

Motion: Garlock moved to approve the firm registration approval request of "Arcon Associates Incorporated," provided the application is amended. Motion seconded by Waugh.
Vote: All in favor. Motion passes.

AGENDA ITEM 10A-1 Case No. 26-007R in the matter of Christopher Forsyth

The Respondent is alleged to have violated NRS 623.270.1(d)(f) by not being in responsible control of plans that were not prepared by him.

A settlement agreement was negotiated incorporating a Non-Admission of Guilt clause, an Admonishment, and $2,000 in investigative costs.

Staff recommended approval of the settlement agreement.

Motion: Waugh moved to approve the settlement agreement. Motion seconded by Snyder.
Vote: Mickey recused. All others in favor. Motion passes.

AGENDA ITEM 10A-2 Case No. 26-008N in the matter of Matthew Carpenter

The Respondent is alleged to have violated NRS 623.035.1(d), NRS 623.360.1(c) and NAC 623.0195 by working outside of the contractor's exemption and engaging in the practice of architecture.

A settlement agreement was negotiated incorporating a Guilt clause, $2,500 in restitution, and $2,000 in investigative costs.

Staff recommended approval of the settlement agreement.

Motion: Waugh moved to approve the settlement agreement. Motion seconded by Wikoff.
Vote: Mickey recused. All others in favor. Motion passes.

AGENDA ITEM 10B Discussion and possible decision regarding closure of enforcement cases

The following cases were recommended for closure without disciplinary action per NRS 623.131:

25-046N	26-002N	26-009R	26-013N	26-015N	26-018N
25-056N	26-003N	26-011N	26-014N	26-017N	26-021N
25-059N	26-005N				

Motion: Waugh moved to approve the closure of the cases listed above without disciplinary action. Motion seconded by Wikoff.
Vote: Mickey recused. All others in favor. Motion passes.

AGENDA ITEM 10C Enforcement report

Bach had nothing to report.

AGENDA ITEM 11A **Architect Report – FYI: NCARB Fast Facts August and September 2025**

This information was presented in the board meeting e-book.

AGENDA ITEM 11B **Architect Report – FYI: NCARB Nevada Jurisdictional Data Packet**

This information was presented in the board meeting e-book.

AGENDA ITEM 11C **Architect Report – FYI: NCARB Board of Directors Brief September 2025**

This information was presented in the board meeting e-book.

AGENDA ITEM 12A **Residential Designer Report – Update of the Residential Design Examination**

Coletti reported the pass rates for the August Residential Design Exam.

AGENDA ITEM 13A **Registered Interior Designer Report – 2026 CIDQ Board of Directors Ballot**

Wikoff said if the board approves the slate, she will cast Nevada's ballot.

Motion: Erny moved to approve the 2026 CIDQ Board of Directors slate. Motion seconded by Waugh.
Vote: All in favor. Motion passes.

AGENDA ITEM 13B **Registered Interior Designer Report – FYI: CIDQ Annual Meeting 2025 in Denver, CO**

Mickey and Erny will attend the annual meeting.

AGENDA ITEM 14 **Public Member Report**

Waugh thanked the retiring board members for their support and service.

AGENDA ITEM 15 **Board Counsel Report**

Ling updated the board on the Matter of Jeffrey Hagen and JAHA Architecture.

AGENDA ITEM 16 **Executive Director Report**

Harrison said renewal season has started. The next board meetings are January 21, 2026 (Zoom) and March 25 (TBD). Harrison said Coletti, Snyder and Wikoff were not seeking reappointment to the board. She has not heard from the Governor's office yet regarding new board member appointments.

AGENDA ITEM 17 **Public Information Report**

Hatfield updated the board on outreach activities and the upcoming CEU seminar. She also reported that all Nevada students are able to attend the CEU seminar for $1. This is a new initiative. Architecture students will be able to use this for AXP credits.

AGENDA ITEM 3A **Deliberations/Action on Applications for Registration: Architects**

Mickey greeted the attendees and explained the swearing-in process and ceremony.

The following individuals were sworn in as architects:

1. Derrick Takara 9841
2. Elizabeth E. Fuentes..... 9848

Motion: Waugh moved to approve the registration of the above-referenced individuals as architects. Motion seconded by Garlock.
Vote: All in favor. Motion passes.

AGENDA ITEM 3B **Deliberations/Action on Applications for Registration: Registered Interior Designers**

The following individual was sworn in as a registered interior designer:

1. Nicole Ravasini 336-ID

Motion: Waugh moved to approve the registration of the above-referenced individual as a registered interior designer. Motion seconded by Garlock.
Vote: All in favor. Motion passes.

AGENDA ITEM 3C **Deliberations/Action on Applications for Registration: Residential Designers**

The following individual was sworn in as a residential designer:

1. Jacklyn A. Chambers 474-RD

Motion: Waugh moved to approve the registration of the above-referenced individual as a residential designer. Motion seconded by Garlock.
Vote: All in favor. Motion passes.

Board members and staff congratulated the new registrants. New registrants provided feedback on the registration process.

AGENDA ITEM 5 **Review and possible approval of firm name Divine Spaces LLC**

Motion: Waugh moved to approve the firm name approval request of "Divine Spaces LLC." Motion seconded by Wikoff.
Vote: All in favor. Motion passes.

AGENDA ITEM 4 **Recognition of the first graduate of the five-year Bachelor of Architecture program from Truckee Meadows Community College – Ms. Kaylan Phillips**

Mickey congratulated Kaylan Phillips, the first graduate of the TMCC BArch program. He stated that this program is the first of its kind in the US, a BArch program in a community college. Erny, a TMCC AXP advisor, offered his congratulations to Phillips, praising her perseverance and celebrating her success.

AGENDA ITEM 6 **Presentation of audit results for Fiscal Year End 2025 – Suzanne Olsen, CPA from Casey Neilon, Inc.**

Suzanne Olsen, CPA for Casey Neilon, presented the audit results for fiscal year end 2025. Information regarding the results was provided in the board meeting e-book.

Motion: Waugh moved to accept the audit results for Fiscal Year End 2025. Motion seconded by Snyder.
Vote: All in favor. Motion passes.

AGENDA ITEM 7 **Review and approval of the 5-year budget projection for FY 2026-2030**

Harrison presented the 5-year budget projection for FY 2026-2030.

Motion: Coletti moved to approve the proposed FY 2026-2030 budget projections. Motion seconded by Waugh.
Vote: All in favor. Motion passes.

AGENDA ITEM 8 **Business & Industry – Boards & Commissions Update**

Harrison said that Business and Industry is drafting regulations. When there is a finalized draft, it will be presented at a board meeting.

AGENDA ITEM 9 **Presentation and review of succession plan by Executive Director Harrison**

Harrison said that the board approved a succession plan in 2019. She has been cross-training and mentoring Public Information Officer State Hatfield since that time. Harrison recommends a target transition to promote Hatfield to Deputy Director, effective January 1, 2026. Cross training and mentoring will continue, with Hatfield's target promotion date to Executive Director of November 18, 2026. At that time Harrison will become Executive Director Emeritus until her retirement date in January 2027.

Motion: Erny moved to accept Harrison's recommendation for succession. Motion seconded by Waugh.
Vote: All in favor. Motion passes.

AGENDA ITEM 18 **Election of Officers**

Motion: Snyder moved to nominate Mickey as Board Chair. Motion seconded by Wikoff.
Vote: All in favor. Motion passes.

Motion: Mickey moved to nominate Wichmann as Board Secretary/Treasurer. Motion seconded by Snyder.
Vote: All in favor. Motion passes.

AGENDA ITEM 19 **Items for future agenda**

There were no items for future agenda.

AGENDA ITEM 20 **Public Comment**

There was no public comment.

Mickey adjourned the meeting.

_____ _____

Monica Harrison, Executive Director Tina Wichmann, Secretary/Treasurer

DRAFT

Secretary/Treasurer's Report
January 12, 2026

January 14, 2026 - TOTAL = 3465		
Architects 3112	RDs 174	RIDs 190

January 21, 2025 - TOTAL = 3429		
Architects 3101	RDs 154	RIDs 174

Commercial Checking Acct Public Funds

Account number: ■ December 1, 2025 - December 31, 2025 ■ Page 1 of 2

WELLS FARGO

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN
2080 E FLAMINGO RD STE 120
LAS VEGAS NV 89119-5176

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1-800-AT WELLS (1-800-289-3557)
5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (825)
P.O. Box 6995
Portland, OR 97228-6995

Account summary

Commercial Checking Acct Public Funds

Account number	*Beginning balance*	*Total credits*	*Total debits*	*Ending balance*
	$498,472.57	$332,244.00	-$41,601.32	$789,115.25

Credits

Electronic deposits/bank credits

Effective date	*Posted date*	*Amount*	*Transaction detail*
	12/01	1,080.00	12/01Bankcard Deposit -0328080599
	12/01	1,620.00	12/01Bankcard Deposit -0328080599
	12/01	4,860.00	12/01Bankcard Deposit -0328080599
	12/02	22,140.00	12/02Bankcard Deposit -0328080599
	12/03	17,580.00	12/03Bankcard Deposit -0328080599
	12/04	16,667.50	12/04Bankcard Deposit -0328080599
	12/05	11,375.00	12/05Bankcard Deposit -0328080599
	12/08	1,260.00	12/08Bankcard Deposit -0328080599
	12/08	2,700.00	12/08Bankcard Deposit -0328080599
	12/08	7,620.00	12/08Bankcard Deposit -0328080599
	12/09	10,690.00	12/09Bankcard Deposit -0328080599
	12/10	10,440.00	12/10Bankcard Deposit -0328080599
	12/11	8,940.00	12/11Bankcard Deposit -0328080599
	12/12	8,460.00	12/12Bankcard Deposit -0328080599
	12/15	1,800.00	12/15Bankcard Deposit -0328080599
	12/15	5,040.00	12/15Bankcard Deposit -0328080599
	12/15	7,950.00	12/15Bankcard Deposit -0328080599
	12/16	23,660.00	12/16Bankcard Deposit -0328080599
	12/17	15,780.00	12/17Bankcard Deposit -0328080599
	12/18	50.00	Bankcard Fee - 0328080599
	12/18	16,326.50	12/18Bankcard Deposit -0328080599
	12/19	10,080.00	12/19Bankcard Deposit -0328080599
	12/22	2,700.00	12/22Bankcard Deposit -0328080599
	12/22	3,060.00	12/22Bankcard Deposit -0328080599
	12/22	10,800.00	12/22Bankcard Deposit -0328080599

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WELLS FARGO

Electronic deposits/bank credits *(continued)*

Effective date	*Posted date*	*Amount*	*Transaction detail*
	12/23	16,560.00	12/23Bankcard Deposit -0328080599
	12/24	11,340.00	12/24Bankcard Deposit -0328080599
	12/26	2,340.00	12/26Bankcard Deposit -0328080599
	12/26	8,585.00	12/26Bankcard Deposit -0328080599
	12/29	5,040.00	12/29Bankcard Deposit -0328080599
	12/29	7,020.00	12/29Bankcard Deposit -0328080599
	12/29	10,800.00	12/29Bankcard Deposit -0328080599
	12/30	27,720.00	12/30Bankcard Deposit -0328080599
	12/31	20,160.00	12/31Bankcard Deposit -0328080599
		$332,244.00	**Total electronic deposits/bank credits**
		$332,244.00	**Total credits**

Debits

Electronic debits/bank debits

Effective date	*Posted date*	*Amount*	*Transaction detail*
	12/10	248.23	Bankcard Fee - 0328080599
	12/10	884.86	Bankcard Discount Fee - 0328080599
	12/10	6,501.63	Bankcard Interchange Fee - 0328080599
	12/10	33,758.54	ACH Prep Origintn - Nevada State Boa - File 7878782339 Coid 1880092325
	12/11	208.06	Client Analysis Srvc Chrg 251210 Svc Chge 1125 000008735373311
		$41,601.32	**Total electronic debits/bank debits**
		$41,601.32	**Total debits**

Daily ledger balance summary

Date	*Balance*	*Date*	*Balance*	*Date*	*Balance*
11/30	498,472.57	12/10	565,111.81	12/22	679,550.25
12/01	506,032.57	12/11	573,843.75	12/23	696,110.25
12/02	528,172.57	12/12	582,303.75	12/24	707,450.25
12/03	545,752.57	12/15	597,093.75	12/26	718,375.25
12/04	562,420.07	12/16	620,753.75	12/29	741,235.25
12/05	573,795.07	12/17	636,533.75	12/30	768,955.25
12/08	585,375.07	12/18	652,910.25	12/31	789,115.25
12/09	596,065.07	12/19	662,990.25		

Average daily ledger balance **$634,591.11**

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Commercial Checking Acct Public Funds

Account number: ■ November 1, 2025 - November 30, 2025 ■ Page 1 of 2

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN
2080 E FLAMINGO RD STE 120
LAS VEGAS NV 89119-5176

Questions?

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1-800-AT WELLS (1-800-289-3557)
5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (825)
P.O. Box 6995
Portland, OR 97228-6995

Account summary

Commercial Checking Acct Public Funds

Account number	*Beginning balance*	*Total credits*	*Total debits*	*Ending balance*
	$280,467.11	$251,764.00	-$33,758.54	$498,472.57

Credits

Electronic deposits/bank credits

Effective date	*Posted date*	*Amount*	*Transaction detail*
	11/03	540.00	11/03Bankcard Deposit -0328080599
	11/03	900.00	11/03Bankcard Deposit -0328080599
	11/03	4,320.00	11/03Bankcard Deposit -0328080599
	11/04	55,860.00	11/04Bankcard Deposit -0328080599
	11/05	18,000.00	11/05Bankcard Deposit -0328080599
	11/06	13,800.00	11/06Bankcard Deposit -0328080599
	11/07	9,585.00	11/07Bankcard Deposit -0328080599
	11/10	1,800.00	11/10Bankcard Deposit -0328080599
	11/10	2,520.00	11/10Bankcard Deposit -0328080599
	11/10	5,595.00	11/10Bankcard Deposit -0328080599
	11/12	7,380.00	11/12Bankcard Deposit -0328080599
	11/12	11,970.00	11/12Bankcard Deposit -0328080599
	11/13	10,545.00	11/13Bankcard Deposit -0328080599
	11/14	7,640.00	11/14Bankcard Deposit -0328080599
	11/17	900.00	11/17Bankcard Deposit -0328080599
	11/17	4,500.00	11/17Bankcard Deposit -0328080599
	11/17	4,500.00	11/17Bankcard Deposit -0328080599
	11/18	33,480.00	11/18Bankcard Deposit -0328080599
	11/19	14,189.00	11/19Bankcard Deposit -0328080599
	11/20	11,340.00	11/20Bankcard Deposit -0328080599
	11/21	6,120.00	11/21Bankcard Deposit -0328080599
	11/24	1,080.00	11/24Bankcard Deposit -0328080599
	11/24	1,260.00	11/24Bankcard Deposit -0328080599
	11/24	4,320.00	11/24Bankcard Deposit -0328080599
	11/25	6,840.00	11/25Bankcard Deposit -0328080599

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WELLS FARGO

Electronic deposits/bank credits *(continued)*

Effective date	*Posted date*	*Amount*	*Transaction detail*
	11/26	6,660.00	11/26Bankcard Deposit -0328080599
	11/28	1,260.00	11/28Bankcard Deposit -0328080599
	11/28	4,860.00	11/28Bankcard Deposit -0328080599
		$251,764.00	**Total electronic deposits/bank credits**
		$251,764.00	**Total credits**

Debits

Electronic debits/bank debits

Effective date	*Posted date*	*Amount*	*Transaction detail*
	11/06	32,547.50	ACH Prep Origintn - Nevada State Boa - File 7878782339 Coid 1880092325
	11/10	0.57	Bankcard Fee Adjustment - 0328080599
	11/12	100.18	Client Analysis Srvc Chrg 251110 Svc Chge 1025 000008735373311
	11/13	45.72	Bankcard Fee - 0328080599
	11/13	112.59	Bankcard Discount Fee - 0328080599
	11/13	771.98	Bankcard Interchange Fee - 0328080599
	11/26	180.00	11/26Bankcard Chargeback -0328080599
		$33,758.54	**Total electronic debits/bank debits**
		$33,758.54	**Total debits**

Daily ledger balance summary

Date	*Balance*	*Date*	*Balance*	*Date*	*Balance*
10/31	280,467.11	11/12	380,088.86	11/20	466,252.57
11/03	286,227.11	11/13	389,703.57	11/21	472,372.57
11/04	342,087.11	11/14	397,343.57	11/24	479,032.57
11/05	360,087.11	11/17	407,243.57	11/25	485,872.57
11/06	341,339.61	11/18	440,723.57	11/26	492,352.57
11/07	350,924.61	11/19	454,912.57	11/28	498,472.57
11/10	360,839.04				

Average daily ledger balance **$408,607.60**

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NEVADA STATE BOARD
OF ARCHITECTURE & DESIGN

Western Alliance Bank®
PO Box 26237 • Las Vegas, NV 89126-0237
Return Service Requested
00004089-0017129-0001-0005-TIMR8007750101262134

NEVADA STATE BOARD OF ARCHITECTURE
C/O AARON TVETER LTD
2080 E FLAMINGO RD SUITE 120
LAS VEGAS NV 89119-5176

Last statement: November 30, 2025
This statement: December 31, 2025
Total days in statement period: 31

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XXXXX
(37)

Direct inquiries to:
888 995-2265

Western Alliance Bank
Clientcare@westernalliancebank.com
Westernalliancebank.com

THANK YOU FOR BANKING WITH US!

Public Funds Checking

Account number	XXXXX	Beginning balance	$489,120.71
Enclosures	37	Total additions	56,643.54
Low balance	$448,768.31	Total subtractions	91,682.51
Average balance	$468,290.86	Ending balance	$454,081.74
Avg collected balance	$467,517		

CHECKS

Number	Date	Amount	Number	Date	Amount
26754	12-02	150.00	26828	12-12	1,080.60
26806 *	12-01	614.72	26829	12-12	1,487.80
26812 *	12-02	408.00	26830	12-16	1,612.35
26813	12-17	185.32	26831	12-15	770.40
26814	12-08	985.00	26832	12-23	6,607.67
26815	12-09	2,000.00	26833	12-23	985.00
26816	12-03	12,364.60	26834	12-19	44.75
26817	12-11	408.00	26835	12-23	3.61
26818	12-08	985.00	26836	12-23	181.00
26819	12-08	1,145.83	26837	12-22	452.82
26820	12-09	2,000.00	26838	12-22	143.61
26821	12-08	182.17	26839	12-22	468.00
26822	12-10	216.08	26840	12-22	12.99
26823	12-16	285.78	26841	12-22	19.99
26824	12-08	181.00	26843 *	12-31	408.00
26825	12-09	22,000.00	26844	12-22	275.61
26826	12-11	800.00	26845	12-22	22.33
26827	12-12	1,836.00	26846	12-24	5,500.00

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To Reconcile Your Checking Account:

1. Subtract from your checkbook balance any service charge, fees, preauthorized automatic payments or transfers, withdrawals (including ATM) which have been deducted on this statement.
2. Compare and check off paid checks against your checkbook record. Note: An * on your statement indicates a break in check sequence.
3. List checks not accounted for in the section marked "Checks Outstanding" and complete the statement of reconciliation.

CHECKS OUTSTANDING						STATEMENT OF RECONCILIATION	
Number	Amount	Number	Amount	Number	Amount	Ending balance from this statement	$
						ADD deposits made but not shown on this statement	
						SUB TOTAL	
						SUBTRACT TOTAL CHECKS OUTSTANDING	
TOTAL CHECKS OUTSTANDING					$	TOTAL Should agree with your checkbook balance	$

If the total does not agree with your checkbook balance, the difference may be located by (1) checking the addition and subtraction in your checkbook record, (2) making sure each check and deposit was entered correctly in your record, (3) reviewing each step in the balancing procedure.

IMPORTANT INFORMATION ABOUT REVIEWING YOUR STATEMENT

You are responsible for promptly examining your statement each statement period and reporting any irregularities to us. The periodic statement will be considered correct for all purposes and we will not be liable for any payment made and charged to your Account unless you notify us in writing within certain time limits after the statement and checks are made available to you. We will not be liable for any check that is altered or any signature that is forged unless you notify us within thirty (30) calendar days after the statement is made available. Also, we will not be liable for any subsequent items paid, in good faith, containing an unauthorized signature or alteration by the same wrongdoer unless you notify us within thirty (30) calendar days after the statement is made available. If you have requested us to hold your Account statements, we have the right to mail your statements if you have not claimed them within thirty (30) calendar days. If we truncate your checks or provide you with an image of your checks, you understand that your original checks will not be returned to you with your statement. You agree that our retention of checks does not alter or waive your responsibility to examine your statements or change the time limits for notifying us of any errors.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS (APPLIES TO CONSUMER ACCOUNTS ONLY)

Write us at One E Washington Street, Suite 1400, Phoenix, AZ 85004, telephone us at (888) 995-2265 or E-mail us at clientcare@westernalliancebank.com as soon as you think your statement or receipt is wrong or if you need more information about a transfer on this statement. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared. In your letter:

- Tell us your name and account number.
- Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this (or 20 business days for a new account), we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

METHOD USED TO DETERMINE THE BALANCE ON WHICH THE INTEREST CHARGE WILL BE COMPUTED

Revolving Lines of Credit- We figure the interest charge on your account by applying the periodic rate to the "daily balance" of your account for each day in the billing cycle. To get the "daily balance" we take the beginning balance of your account each day, add any new advances and fees and subtract any unpaid interest charges and any payments or credits. This gives us the daily balance.

The Annual Percentage Rate and Daily Periodic Rate may vary.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR STATEMENT

If you think there is an error on your statement, write to us at Western Alliance Bank, 2701 E. Camelback Rd. Suite 110, Phoenix, AZ 85016
In your letter, give us the following information:
• *Account information:* Your name and account number.
• *Dollar amount:* The dollar amount of the suspected error.
• *Description of Problem:* If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.
You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors *in writing*. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question. While we investigate whether or not there has been an error, the following are true:
• We cannot try to collect the amount in question, or report you as delinquent on that amount.
• The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
• While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
• We can apply any unpaid amount against your credit limit.

NOTICE OF FURNISHING NEGATIVE INFORMATION-We may report information about your account to credit bureaus. Late payments, missed payments, or other defaults on your account may be reflected in your credit report.

DIRECT DEPOSITS-If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you can call us at (888) 995-2265 to find out if the deposit has been made.

Number	Date	Amount	Number	Date	Amount
26848 *	12-29	308.79	* Skip in check sequence		

DEBITS

Date	Description	Subtractions
12-11	' ACH Debit INTUIT PAYROLL S QUICKBOOKS 251211 880092325	10,142.59
12-15	' ACH Debit IRS USATAXPYMT 251215 270574902242429	2,366.40
12-26	' ACH Debit INTUIT PAYROLL S QUICKBOOKS 251226 880092325	10,254.68
12-31	' ACH Debit IRS USATAXPYMT 251231 270576562007400	1,771.02
12-31	' Service Charge PAPER STMT/IMG FEE	15.00

CREDITS

Date	Description	Additions
12-03	' Mobile Deposit	180.00
12-03	' Mobile Deposit	180.00
12-03	' Mobile Deposit	180.00
12-03	' Mobile Deposit	180.00
12-03	' Mobile Deposit	180.00
12-03	' Mobile Deposit	180.00
12-03	' Mobile Deposit	180.00
12-03	' Mobile Deposit	180.00
12-03	' Mobile Deposit	180.00
12-03	' Mobile Deposit	180.00
12-03	' Mobile Deposit	540.00
12-05	' Mobile Deposit	180.00
12-05	' Mobile Deposit	180.00
12-05	' Mobile Deposit	180.00
12-11	' Mobile Deposit	180.00
12-11	' Mobile Deposit	180.00
12-11	' Mobile Deposit	180.00
12-11	' Mobile Deposit	180.00
12-11	' Mobile Deposit	180.00
12-11	' Mobile Deposit	180.00
12-11	' Mobile Deposit	180.00
12-11	' Mobile Deposit	180.00
12-11	' Mobile Deposit	180.00

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Date	Description	Additions
12-11	' Mobile Deposit	180.00
12-11	' Mobile Deposit	180.00
12-11	' Mobile Deposit	180.00
12-11	' ACH Credit	33,758.54
	NEVADA STATE BOA Cybersourc 251211	
	NSBA:DRD	
12-16	' Mobile Deposit	180.00
12-16	' Mobile Deposit	180.00
12-16	' Mobile Deposit	180.00
12-16	' Mobile Deposit	180.00
12-16	' Mobile Deposit	180.00
12-16	' Mobile Deposit	180.00
12-16	' Mobile Deposit	180.00
12-17	' Mobile Deposit	25.00
12-17	' Mobile Deposit	9,600.00
12-22	' Mobile Deposit	180.00
12-22	' Mobile Deposit	180.00
12-23	' Mobile Deposit	180.00
12-23	' Mobile Deposit	180.00
12-23	' Mobile Deposit	180.00
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12-23	' Mobile Deposit	180.00
12-23	' Mobile Deposit	180.00
12-23	' Mobile Deposit	180.00
12-23	' Mobile Deposit	300.00
12-23	' Mobile Deposit	300.00
12-30	' Mobile Deposit	180.00
12-30	' Mobile Deposit	180.00
12-30	' Mobile Deposit	300.00
12-30	' Mobile Deposit	300.00
12-31	' Mobile Deposit	180.00
12-31	' Mobile Deposit	180.00
12-31	' Mobile Deposit	180.00
12-31	' Mobile Deposit	180.00
12-31	' Mobile Deposit	180.00
12-31	' Mobile Deposit	180.00
12-31	' Mobile Deposit	180.00
12-31	' Mobile Deposit	180.00
12-31	' Mobile Deposit	180.00

Date	Description	Additions
12-31	' Mobile Deposit	180.00
12-31	' Mobile Deposit	180.00
12-31	' Mobile Deposit	180.00

DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
11-30	489,120.71	12-10	448,768.31	12-22	473,696.51
12-01	488,505.99	12-11	473,516.26	12-23	469,039.23
12-02	487,947.99	12-12	469,111.86	12-24	463,539.23
12-03	477,923.39	12-15	465,975.06	12-26	453,284.55
12-05	478,463.39	12-16	465,336.93	12-29	452,975.76
12-08	474,984.39	12-17	474,776.61	12-30	453,935.76
12-09	448,984.39	12-19	474,731.86	12-31	454,081.74

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	$0.00	$0.00
Total Returned Item Fees	$0.00	$0.00

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NEVADA STATE BOARD
OF ARCHITECTURE & DESIGN

Western Alliance Bank®
PO Box 26237 • Las Vegas, NV 89126-0237
Return Service Requested
00003825-0016113-0001-0004-TIMR8007751130256878

NEVADA STATE BOARD OF ARCHITECTURE
C/O AARON TVETER LTD
2080 E FLAMINGO RD SUITE 120
LAS VEGAS NV 89119-5176

Last statement: October 31, 2025
This statement: November 30, 2025
Total days in statement period: 30

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(23)

Direct inquiries to:
888 995-2265

Western Alliance Bank
Clientcare@westernalliancebank.com
Westernalliancebank.com

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NEVER VISIT A WEBSITE OR CLICK A LINK PROVIDED BY AN UNSOLICITED CALLER CLAIMING TO BE FROM WESTERN ALLIANCE BANK. FRAUDSTERS MAY IMPERSONATE BANK REPRESENTATIVES TO TRICK YOU INTO REVEALING SENSITIVE INFORMATION. WESTERN ALLIANCE BANK WILL NEVER INITIATE CONTACT WITH YOU TO ASK FOR YOUR ONLINE BANKING CREDENTIALS, ASK YOU TO LOG INTO YOUR ACCOUNT, OR SEND A LINK TO HELP RESOLVE A PROBLEM. REPORT FRAUD TO (888) 995-2265.

Public Funds Checking

Account number	XXXXX	Beginning balance	$486,028.29
Enclosures	23	Total additions	42,462.82
Low balance	$484,639.87	Total subtractions	39,370.40
Average balance	$502,200.77	Ending balance	$489,120.71
Avg collected balance	$501,963		

CHECKS

Number	Date	Amount	Number	Date	Amount
26784	11-05	985.00	26797	11-25	985.00
26785	11-10	408.00	26798	11-25	2,000.00
26786	11-06	150.00	26799	11-28	800.00
26787	11-07	160.50	26800	11-26	1,145.83
26788	11-14	155.60	26801	11-21	64.25
26789	11-05	150.00	26802	11-24	275.61
26790	11-21	114.00	26803	11-24	22.33
26791	11-03	29.25	26804	11-26	3.61
26792	11-05	195.69	26805	11-25	185.32
26793	11-07	2.03	26807 *	11-24	252.95
26794	11-05	28.48	26808	11-24	986.09
26796 *	11-28	6,697.60	26809	11-24	109.99

To Reconcile Your Checking Account:

1. Subtract from your checkbook balance any service charge, fees, preauthorized automatic payments or transfers, withdrawals (including ATM) which have been deducted on this statement
2. Compare and check off paid checks against your checkbook record. Note: An * on your statement indicates a break in check sequence.
3. List checks not accounted for in the section marked "Checks Outstanding" and complete the statement of reconciliation.

CHECKS OUTSTANDING						STATEMENT OF RECONCILIATION	
Number	Amount	Number	Amount	Number	Amount	Ending balance from this statement	$
						ADD deposits made but not shown on this statemem	
						SUB TOTAL	
						SUBTRACT TOTAL CHECKS OUTSTANDING	
TOTAL CHECKS OUTSTANDING					$	TOTAL Should agree with your checkbook balance	$

If the total does not agree with your checkbook balance, the difference may be located by (1) checking the addition and subtraction in your checkbook record, (2) making sure each check and deposit was entered correctly in your record, (3) reviewing each step in the balancing procedure.

IMPORTANT INFORMATION ABOUT REVIEWING YOUR STATEMENT

You are responsible for promptly examining your statement each statement period and reporting any irregularities to us. The periodic statement will be considered correct for all purposes and we will not be liable for any payment made and charged to your Account unless you notify us in writing within certain time limits after the statement and checks are made available to you. We will not be liable for any check that is altered or any signature that is forged unless you notify us within thirty (30) calendar days after the statement is made available. Also, we will not be liable for any subsequent items paid, in good faith, containing an unauthorized signature or alteration by the same wrongdoer unless you notify us within thirty (30) calendar days after the statement is made available. If you have requested us to hold your Account statements, we have the right to mail your statements if you have not claimed them within thirty (30) calendar days. If we truncate your checks or provide you with an image of your checks, you understand that your original checks will not be returned to you with your statement. You agree that our retention of checks does not alter or waive your responsibility to examine your statements or change the time limits for notifying us of any errors.

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Write us at One E Washington Street, Suite 1400, Phoenix, AZ 85004, telephone us at (888) 995-2265 or E-mail us at clientcare@westernalliancebank.com as soon as you think your statement or receipt is wrong or if you need more information about a transfer on this statement. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared. In your letter:

- Tell us your name and account number.
- Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this (or 20 business days for a new account), we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

METHOD USED TO DETERMINE THE BALANCE ON WHICH THE INTEREST CHARGE WILL BE COMPUTED

Revolving Lines of Credit- We figure the interest charge on your account by applying the periodic rate to the "daily balance" of your account for each day in the billing cycle. To get the "daily balance" we take the beginning balance of your account each day, add any new advances and fees and subtract any unpaid interest charges and any payments or credits. This gives us the daily balance.

The Annual Percentage Rate and Daily Periodic Rate may vary.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR STATEMENT

If you think there is an error on your statement, write to us at: Western Alliance Bank, 2701 E. Camelback Rd. Suite 110, Phoenix, AZ 85016

In your letter, give us the following information:

- *Account information:* Your name and account number.
- *Dollar amount:* The dollar amount of the suspected error.
- *Description of Problem:* If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must comact us within 60 days after the error appeared on your statement. You must notify us of any potential errors *in writing*. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question. While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

NOTICE OF FURNISHING NEGATIVE INFORMATION-We may report information about your account to credit bureaus. Late payments, missed payments, or other defaults on your account may be reflected in your credit report.

DIRECT DEPOSITS-If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you can call us at (888) 995-2265 to find out if the deposit has been made.

Number	Date	Amount	Number	Date	Amount
26810	11-24	72.00	* Skip in check sequence		
26811	11-24	323.70			

DEBITS

Date		Description	Subtractions
11-13	'	ACH Debit INTUIT PAYROLL S QUICKBOOKS 251113 880092325	9,781.55
11-17	'	ACH Debit IRS USATAXPYMT 251117 270572174114834	1,686.14
11-24	'	ACH Debit INTUIT PAYROLL S QUICKBOOKS 251124 880092325	9,883.66
11-28	'	ACH Debit IRS USATAXPYMT 251128 270573240692706	1,701.22
11-30	'	Service Charge PAPER STMT/MG FEE	15.00

CREDITS

Date		Description	Additions
11-06	'	Mobile Deposit	180.00
11-07	'	ACH Credit NEVADA STATE BOA Cybersourc 251107 NSB/NDRD	32,547.50
11-10	'	Mobile Deposit	180.00
11-10	'	Mobile Deposit	180.00
11-10	'	Mobile Deposit	180.00
11-13	'	Mobile Deposit	180.00
11-13	'	Mobile Deposit	180.00
11-13	'	Mobile Deposit	180.00
11-13	'	Mobile Deposit	180.00
11-13	'	Mobile Deposit	180.00
11-13	'	Mobile Deposit	180.00
11-13	'	Mobile Deposit	180.00
11-13	'	Mobile Deposit	300.00
11-19	'	Mobile Deposit	25.00
11-19	'	Mobile Deposit	180.00
11-19	'	Mobile Deposit	180.00
11-19	'	Mobile Deposit	180.00
11-19	'	Mobile Deposit	180.00
11-25	'	Mobile Deposit	180.00
11-25	'	Mobile Deposit	180.00

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Date	Description	Additions
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	180.00
11-25	' Mobile Deposit	300.00
11-25	' Mobile Deposit	540.00
11-25	' Return Item Auto Return CHECK 26805	185.32
11-25	' Return Item Auto Return CHECK 26797	985.00
11-25	' Return Item Auto Return CHECK 26798	2,000.00

DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
10-31	486,028.29	11-13	509,145.29	11-25	499,483.97
11-03	485,999.04	11-14	508,989.69	11-26	498,334.53
11-05	484,639.87	11-17	507,303.55	11-28	489,135.71
11-06	484,669.87	11-19	508,048.55	11-30	489,120.71
11-07	517,054.84	11-21	507,870.30		
11-10	517,186.84	11-24	495,943.97		

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	$0.00	$0.00
Total Returned Item Fees	$0.00	$0.00

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 East Flamingo Road, Suite 120, Las Vegas NV 89119
Telephone: (702)486-7300 Fax: (702)486-7304
E-mail: nsbaidrd@nsbaidrd.nv.gov Web: nsbaidrd.org

LANGUAGE FOR ATTESTATION IN COMPLIANCE WITH NRS 622.234

ATTESTATION

I, *Tina Wichmann*, being a duly appointed member of the *NSBAIDRD*, do hereby attest under penalty of perjury that on October 30, 2025, I personally : (1) reviewed all of the checks, disbursements, evidences of fund transfer, and any other documents by which money was withdrawn from the Board's bank accounts for the period of October 16-31, 2025; (2) reviewed all of the backup documentation for each such withdrawal; and (3) based upon my review, I find that all the withdrawals were proper and in order.

Signed and attested to this 30 day of October, 2025.

SIGNATURE

Tina Wichman
NAME (Print)

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 East Flamingo Road, Suite 120, Las Vegas NV 89119
Telephone: (702)486-7300 Fax: (702)486-7304
E-mail: nsbaidrd@nsbaidrd.nv.gov Web: nsbaidrd.org

LANGUAGE FOR ATTESTATION IN COMPLIANCE WITH NRS 622.234

ATTESTATION

I, *Greg Erny*, being a duly appointed member of the NSBAIDRD, do hereby attest under penalty of perjury that on October 31, 2025, I personally : (1) reviewed all of the checks, disbursements, evidences of fund transfer, and any other documents by which money was withdrawn from the Board's bank accounts for the period of October 16-31, 2025 ; (2) reviewed all of the backup documentation for each such withdrawal; and (3) based upon my review, I find that all the withdrawals were proper and in order.

Signed and attested to this 31st day of October, 2025

Gregory L Erny
SIGNATURE

Greg Erny
NAME (Print)

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 East Flamingo Road, Suite 120, Las Vegas NV 89119
Telephone: (702)486-7300 Fax: (702)486-7304
E-mail: nsbaidrd@nsbaidrd.nv.gov Web: nsbaidrd.org

LANGUAGE FOR ATTESTATION IN COMPLIANCE WITH NRS 622.234

ATTESTATION

I, *Nathaniel Waugh*, being a duly appointed member of the *NSBAIDRD*, do hereby attest under penalty of perjury that on November 17, 2025, I personally : (1) reviewed all of the checks, disbursements, evidences of fund transfer, and any other documents by which money was withdrawn from the Board's bank accounts for the period of November 01-15, 2025; (2) reviewed all of the backup documentation for each such withdrawal; and (3) based upon my review, I find that all the withdrawals were proper and in order.

Signed and attested to this 17 day of November, 2025

SIGNATURE

Nathaniel Waugh
NAME (Print)

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 East Flamingo Road, Suite 120, Las Vegas NV 89119
Telephone: (702)486-7300 Fax: (702)486-7304
E-mail: nsbaidrd@nsbaidrd.nv.gov Web: nsbaidrd.org

LANGUAGE FOR ATTESTATION IN COMPLIANCE WITH NRS 622.234

ATTESTATION

I, *George Garlock*, being a duly appointed member of the *NSBAIDRD*, do hereby attest under penalty of perjury that on November 17, 2025, I personally : (1) reviewed all of the checks, disbursements, evidences of fund transfer, and any other documents by which money was withdrawn from the Board's bank accounts for the period of November 01-15, 2025; (2) reviewed all of the backup documentation for each such withdrawal; and (3) based upon my review, I find that all the withdrawals were proper and in order.

Signed and attested to this 17 day of November, 2025

SIGNATURE

George Garlock
NAME (Print)

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 East Flamingo Road, Suite 120, Las Vegas NV 89119
Telephone: (702)486-7300 Fax: (702)486-7304
E-mail: nsbaidrd@nsbaidrd.nv.gov Web: nsbaidrd.org

LANGUAGE FOR ATTESTATION IN COMPLIANCE WITH NRS 622.234

ATTESTATION

I, *Nathaniel Waugh*, being a duly appointed member of the *NSBAIDRD*, do hereby attest under penalty of perjury that on December 2, 2025, I personally : (1) reviewed all of the checks, disbursements, evidences of fund transfer, and any other documents by which money was withdrawn from the Board's bank accounts for the period of November 16-30, 2025; (2) reviewed all of the backup documentation for each such withdrawal; and (3) based upon my review, I find that all the withdrawals were proper and in order.

Signed and attested to this 2 day of December, 2025

SIGNATURE

Nathaniel Waugh
NAME (Print)

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 East Flamingo Road, Suite 120, Las Vegas NV 89119
Telephone: (702)486-7300 Fax: (702)486-7304
E-mail: nsbaidrd@nsbaidrd.nv.gov Web: nsbaidrd.org

LANGUAGE FOR ATTESTATION IN COMPLIANCE WITH NRS 622.234

ATTESTATION

I, *James Mickey*, being a duly appointed member of the *NSBAIDRD*, do hereby attest under penalty of perjury that on December 4, 2025, I personally : (1) reviewed all of the checks, disbursements, evidences of fund transfer, and any other documents by which money was withdrawn from the Board's bank accounts for the period of 11/16/2025-11/30/2025 ; (2) reviewed all of the backup documentation for each such withdrawal; and (3) based upon my review, I find that all the withdrawals were proper and in order.

Signed and attested to this 4 day of December, 2025.

SIGNATURE

James Mickey
NAME (Print)

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 East Flamingo Road, Suite 120, Las Vegas NV 89119
Telephone: (702)486-7300 Fax: (702)486-7304
E-mail: nsbaidrd@nsbaidrd.nv.gov Web: nsbaidrd.org

LANGUAGE FOR ATTESTATION IN COMPLIANCE WITH NRS 622.234

ATTESTATION

I, *George Garlock*, being a duly appointed member of the *NSBAIDRD*, do hereby attest under penalty of perjury that on December 15, 2025, I personally : (1) reviewed all of the checks, disbursements, evidences of fund transfer, and any other documents by which money was withdrawn from the Board's bank accounts for the period of 12/01-12/15, 2025 ; (2) reviewed all of the backup documentation for each such withdrawal; and (3) based upon my review, I find that all the withdrawals were proper and in order.

Signed and attested to this 15 day of December, 2025

SIGNATURE

George Garlock
NAME (Print)

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 East Flamingo Road, Suite 120, Las Vegas NV 89119
Telephone: (702)486-7300 Fax: (702)486-7304
E-mail: nsbaidrd@nsbaidrd.nv.gov Web: nsbaidrd.org

LANGUAGE FOR ATTESTATION IN COMPLIANCE WITH NRS 622.234

ATTESTATION

I, *William Snyder*, being a duly appointed member of the *NSBAIDRD*, do hereby attest under penalty of perjury that on December 15, 2025, I personally : (1) reviewed all of the checks, disbursements, evidences of fund transfer, and any other documents by which money was withdrawn from the Board's bank accounts for the period of 12/01-12/15, 2025 ; (2) reviewed all of the backup documentation for each such withdrawal; and (3) based upon my review, I find that all the withdrawals were proper and in order.

Signed and attested to this 15 day of December, 2025

SIGNATURE

William Snyder
NAME (Print)

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 East Flamingo Road, Suite 120, Las Vegas NV 89119
Telephone: (702)486-7300 Fax: (702)486-7304
E-mail: nsbaidrd@nsbaidrd.nv.gov Web: nsbaidrd.org

LANGUAGE FOR ATTESTATION IN COMPLIANCE WITH NRS 622.234

ATTESTATION

I, *Nathaniel Waugh*, being a duly appointed member of the *NSBAIDRD*, do hereby attest under penalty of perjury that on January 2, 2026, I personally : (1) reviewed all of the checks, disbursements, evidences of fund transfer, and any other documents by which money was withdrawn from the Board's bank accounts for the period of December 16-31, 2025 ; (2) reviewed all of the backup documentation for each such withdrawal; and (3) based upon my review, I find that all the withdrawals were proper and in order.

Signed and attested to this 2 day of January, 2026

SIGNATURE

Nathaniel Waugh
NAME (Print)

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 East Flamingo Road, Suite 120, Las Vegas NV 89119
Telephone: (702)486-7300 Fax: (702)486-7304
E-mail: nsbaidrd@nsbaidrd.nv.gov Web: nsbaidrd.org

LANGUAGE FOR ATTESTATION IN COMPLIANCE WITH NRS 622.234

ATTESTATION

I, Greg Erny, being a duly appointed member of the NSBAIDRD, do hereby attest under penalty of perjury that on January 2, 2026, I personally : (1) reviewed all of the checks, disbursements, evidences of fund transfer, and any other documents by which money was withdrawn from the Board's bank accounts for the period of December 16-31, 2025 ; (2) reviewed all of the backup documentation for each such withdrawal; and (3) based upon my review, I find that all the withdrawals were proper and in order.

Signed and attested to this 2 day of January, 2026.

Gregory L Erny
SIGNATURE

Greg Erny
NAME (Print)

Western Alliance Bank®

Deposit Accounts Activity Summary

Report Created:	01/09/2026 02:37:44 PM (ET)	
Accounts:	PUBLIC FUNDS CD - 2131 - CertificateOfDeposit - 122105980 -	- Available $88,217.94
	PUBLIC FUNDS CD - 6521 - CertificateOfDeposit - 122105980 -	- Available $88,217.94
	PUBLIC FUNDS CD - 9743 - CertificateOfDeposit - 122105980 -	- Available $88,100.80
	PUBLIC FUNDS CD - 4516 - CertificateOfDeposit - 122105980 -	- Available $88,100.80
Date range:	12/27/2025 to 01/09/2026	
Transaction types:	All transactions	
Detail option:	Includes transaction detail	

PUBLIC FUNDS CD - 2131 - CertificateOfDeposit - 122105980 - - Available $88,217.94

No items to display

PUBLIC FUNDS CD - 4516 - CertificateOfDeposit - 122105980 - - Available $88,100.80

Post Date	Reference	Additional Reference	Description	Debit	Credit	Calculated Balance
12/31/2025	000000000000000	00000000001	INTEREST CREDIT		$293.08	$88,100.80
01/09/2026	**Totals**			**$0.00**	**$293.08**	

PUBLIC FUNDS CD - 6521 - CertificateOfDeposit - 122105980 - - Available $88,217.94

No items to display

PUBLIC FUNDS CD - 9743 - CertificateOfDeposit - 122105980 - * - Available $88,100.80

Post Date	Reference	Additional Reference	Description	Debit	Credit	Calculated Balance
12/31/2025	000000000000000	00000000001	INTEREST CREDIT		$293.08	$88,100.80
01/09/2026	**Totals**			**$0.00**	**$293.08**	

RATIFICATION OF ARCHITECTURAL REGISTRANTS BY RECIPROCITY
10/11/2025- 1/13/2026

REGISTRATION NO.	NAME	REGISTRATION NO.	NAME
9858	Bian Kern	9901	Lindsay Anne Eder
9859	Michael McDonald	9902	Kelly Somers
9860	Ryan D. Martin	9903	Russell Joseph Platt
9861	Franz Josef Nalezny	9904	Karin B. Settles
9862	Stephen M. Teeters		
9863	Michael David Lopez		
9864	Elizabeth R. Mitchell		
9865	Jenny Sartain		
9866	Fariba Shoravi Shantiyai		
9867	Brett Terpeluk		
9868	Adam Henry Joseph Smith		
9869	Paul V. Ashworth		
9870	Mark Bixler		
9871	John Rausch		
9872	Scott Harootyan		
9873	Tyler Meyr		
9874	Amy P. Korte		
9875	David A. Bois		
9876	Jennifer L. Kossler		
9877	Mark R. Nielsen		
9878	Sean K. Selby		
9879	Matthew Cramer		
9880	Erica Zoren		
9881	David R. Hodge		
9882	Timothy Morshead		
9883	Jeffrey K. Mandyck		
9884	Manuel Zeitlin		
9885	Jeremy Michael Stewart		
9886	Jeremy D Helfert		
9887	Kenneth William Meyer		
9888	Robert James Markley		
9889	Gordon Thomas Knowles		
9890	Charles Michael Rogers		
9891	Rachel Turner-Lauck		
9892	Alisa Anna Rice		
9893	Jonathan Michael Heltz		
9894	Kayla Jonas		
9895	Daniel Levy		
9896	Derrick J. Mroz		
9897	Ryan Hamrick		

Firm Name Approval Requests (1.21.2026)

The following registrant(s) request the Board approval of their firm name:

E-1. Principal, Erik Peterson (#5664), requests the approval of the firm name, **"PHX Architecture"**

E-2. Principal, Jason Hanna (#9792), requests the approval of the firm name, **"JHET Architects, PLLC"**

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

RECEIVED
DEC 01 2025
NEVADA STATE BOARD OF ARCHITECTURE & DESIGN

APPLICATION FOR FIRM NAME APPROVAL

We hereby apply for approval of our firm name under the provisions of NAC 623.740.
PLEASE TYPE APPLICATION
APPLICATION DOWNLOADED FROM WEB SITE MAY BE COMPLETED ON COMPUTER

Date of Application: 11/21/2025

Proposed Name of Business: PHX Architecture

Please explain what the proposed firm name means and/or what an acronym stands for:

Firm Address
Street: 15990 N. Greenway Hayden Loop, Ste. C-100
City: Scottsdale State: AZ Zip Code: 85260
Telephone: 480-477-1111 Email: ErikP@phxarch.com

Mailing Address
Street: 15990 N. Greenway Hayden Loop, Ste. C-100
City: Scottsdale State: AZ Zip Code: 85260
Telephone: 480-477-1111 Email: ErikP@phxarch.com

Type of business (e.g. sole proprietorship, partnership, corporation, LLC): LLC

Names of NV registrants, reg. numbers and percent ownership: Erik Peterson #5664 - 100% ✓

Date of registration with **Nevada** Secretary of State: 7/24/2025

Note: You must attach a file stamped copy of the business's registration documents filed with the Secretary of State.

Briefly describe the nature of the business, including services that will be offered to the public: Architectural Services

Please list below any other firm names that have been approved by the Board and if the firm(s) are active or inactive. If the firm is inactive, please provide the effective date:

1. Peterson NV-PHX, LLC ☑ Active ☐ Inactive Date: 10/22/2025
2. _____ ☐ Active ☐ Inactive Date: _____
3. _____ ☐ Active ☐ Inactive Date: _____

Attach additional sheets if needed (***Important:*** *Firm names that are inactive may be requested for use and approval by other Nevada firms)*

FOR BOARD USE ONLY

Board meeting date _____ Approved / Denied (circle one)

Date letter sent _____ Date entered in database _____

Ok - MM 12/12/25

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone (702) 486-7304 fax
E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, Erik Peterson, being the applicant named in this application, do hereby attest under penalty of perjury that on 11/24/025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 24th day of November

Signature

Erik Peterson
Name

DATE 12/12/2025

NEVADA STATE BOARD OF ARCHITECTURE
INTERIOR DESIGN AND RESIDENTIAL DESIGN

THIS IS TO CERTIFY THAT

Erik Peterson

IS DULY REGISTERED AS

Architect

AND IS ENTITLED TO ALL RIGHTS AND PRIVILEGES

AS SUCH UNTIL 12/31/2026

5664
Reg. No.

C Monica Harrison
Executive Director

FFN #20251103101527 3 filed 11/03/2025 09:39:56 PM by GADDYJ - TR #2655588
Expires: 11/03/2030 - Page 1 of 1 - $25.00 - LYNN MARIE GOYA, COUNTY CLERK

REGISTERED BUSINESS ENTITY

Certificate of Assumed or Fictitious Name

Office of the Clark County Clerk

Lynn Marie Goya

Filing Type: ☒ New ☐ Renewal

This form is used by a registered business entity to file an assumed or fictitious name under which business will be conducted in Clark County, Nevada. A registered business entity is organized pursuant to the laws of Nevada that has filed formation documents with the Office of the Secretary of State; these entities are required to file an Annual List of Officers or its equivalent. For purposes of this form, these include domestic and foreign-qualified corporations, limited-liability companies, limited partnerships, limited-liability partnerships, and limited-liability limited partnerships.

Business Type: (select only one)

☐ Corporation ☒ Limited-Liability Company ☐ Limited Partnership ☐ Limited-Liability Partnership
☐ Limited-Liability Limited Partnership ☐ Professional Corporation ☐ Professional Association

Assumed or Fictitious Name: PHX Architecture

Registered Business Entity: Peterson NV-PHX, LLC
Exact name of business entity as registered with the Nevada Secretary of State

Business Contact: 480-477-1111 *Phone Number* ErikP@phxarch.com *Email Address*

Mailing Address: 15990 N. Greenway Hayden Loop *Street Address* C-100 *Unit/Apt/Suite/Bldg*

Scottsdale *City* AZ *State/Province* 85260 *Zip* USA *Country*

Print Authorized Signer Name: Erik Peterson
Full Name (first middle last) of the person with signature authority for the registered business entity

Authorized Signer Signature: [signature] **Date:** 10-27-25

NOTE: THIS FILING WILL BE REJECTED IF THE REGISTERED BUSINESS ENTITY AND, IF APPLICABLE, ITS PARENT COMPANY DOES NOT HAVE AN ACTIVE BUSINESS REGISTRATION WITH THE NEVADA SECRETARY OF STATE. IF THE AUTHORIZED SIGNER IS NOT SPECIFICALLY LISTED ON THE REGISTRATION, A NOTARIZED AUTHORIZED SIGNER AFFIDAVIT MUST ACCOMPANY THIS FORM.

BY SIGNING ABOVE, EACH SIGNER DECLARES UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF NEVADA THAT THE FOREGOING IS TRUE AND CORRECT. A FILED CERTIFICATE FOR AN ASSUMED OR FICTITIOUS NAME UNDER WHICH A BUSINESS IS BEING CONDUCTED IN CLARK COUNTY, NEVADA, IS VALID FOR FIVE (5) YEARS FROM THE FILING DATE.

Office use only – v7.1.25

SECRETARY OF STATE

STATE OF NEVADA

NEVADA STATE BUSINESS LICENSE

Peterson NV-PHX, LLC

Nevada Business Identification # NV20253405026
Expiration Date: 07/31/2026

In accordance with Title 7 of Nevada Revised Statutes, pursuant to proper application duly filed and payment of appropriate prescribed fees, the above named is hereby granted a Nevada State Business License for business activities conducted within the State of Nevada.
Valid until the expiration date listed unless suspended, revoked or cancelled in accordance with the provisions in Nevada Revised Statutes. License is not transferable and is not in lieu of any local business license, permit or registration.
License must be cancelled on or before its expiration date if business activity ceases. Failure to do so will result in late fees or penalties which, by law, cannot be waived.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of State, at my office on 07/24/2025.

FVAguilar

FRANCISCO V. AGUILAR
Secretary of State

Certificate Number: B202507245933732
You may verify this certificate online at https://www.nvsilverflume.gov/home

SECRETARY OF STATE

STATE OF NEVADA

DOMESTIC LIMITED-LIABILITY COMPANY (86) CHARTER

I, FRANCISCO V. AGUILAR, the duly qualified and elected Nevada Secretary of State, do hereby certify that **Peterson NV-PHX, LLC** did, on 07/24/2025, file in this office the original Articles of Organization that said document is now on file and of record in the office of the Secretary of State of the State of Nevada, and further, that said document contains all the provisions required by the law of the State of Nevada.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of State, at my office on 07/24/2025.

FVAguilar

FRANCISCO V. AGUILAR
Secretary of State

Certificate
Number: B202507245933731
You may verify this certificate
online at https://www.nvsilverflume.gov/home

RECEIVED

DEC 01 2025

NEVADA STATE BOARD OF ARCHITECTURE & DESIGN

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

APPLICATION FOR FIRM NAME APPROVAL

We hereby apply for approval of our firm name under the provisions of NAC 623.740.
PLEASE TYPE APPLICATION
APPLICATION DOWNLOADED FROM WEB SITE MAY BE COMPLETED ON COMPUTER

Date of Application: 10/29/2025

Proposed Name of Business: JHET Architects, PLLC

Please explain what the proposed firm name means and/or what an acronym stands for:

JHET is an acronym for the firm owners: Jason Hanna Elyse Tucker Architects

Firm Address

Street: 2554 Elm St Ste 230

City: Dallas State: TX Zip Code: 75226

Telephone: 214-628-1062 Email: info@jhetarch.com

Mailing Address

Street: 2554 Elm St Ste 230

City: Dallas State: TX Zip Code: 75226

Telephone: 214-628-1062 Email: info@jhetarch.com

Type of business (e.g. sole proprietorship, partnership, corporation, LLC): PLLC

Names of NV registrants, reg. numbers and percent ownership: Jason Hanna 9792 - 50%; Morgan Elyse Tucker 9822 - 50%

Date of registration with Nevada Secretary of State: 10/23/2025

Note: You must attach a file stamped copy of the business's registration documents filed with the Secretary of State.

Briefly describe the nature of the business, including services that will be offered to the public: Architectural, Engineering, and Related Services

Please list below any other firm names that have been approved by the Board and if the firm(s) are active or inactive. If the firm is inactive, please provide the effective date:

1. _____ ☐ Active ☐ Inactive Date: _____
2. _____ ☐ Active ☐ Inactive Date: _____
3. _____ ☐ Active ☐ Inactive Date: _____

*Attach additional sheets if needed. (**Important:** Firm names that are inactive may be requested for use and approval by other Nevada firms)*

FOR BOARD USE ONLY

Board meeting date _____ Approved/ Denied (circle one)

Date letter sent Date entered in database

OK - MU 12/4/25

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone (702) 486-7304 fax
E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, Jason Hanna, being the applicant named in this application, do hereby attest under penalty of perjury that on 10/30/2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 30 day of OCTOBER 2025

Signature

Jason Hanna
Name

Filed in the Office of	Business Number E52597512025-1
Secretary of State State Of Nevada	Filing Number 20255259750
	Filed On 10/23/2025 13:22:02 PM
	Number of Pages 4

NEVADA STATE BOARD OF ARCHITECTURE
INTERIOR DESIGN AND RESIDENTIAL DESIGN

THIS IS TO CERTIFY THAT

Jason Hanna

IS DULY REGISTERED AS

Architect

AND IS ENTITLED TO ALL RIGHTS AND PRIVILEGES

AS SUCH UNTIL 12/31/2025

9792
Reg. No.

Executive Director

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone (702) 486-7304 fax
E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, Morgan Tucker, being the applicant named in this application, do hereby attest under penalty of perjury that on 10/30/2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 30th day of October, 2025

Signature

Morgan Tucker
Name

DATE 12/08/2025

NEVADA STATE BOARD OF ARCHITECTURE
INTERIOR DESIGN AND RESIDENTIAL DESIGN

THIS IS TO CERTIFY THAT

Morgan Elyse Tucker

IS DULY REGISTERED AS

Architect

AND IS ENTITLED TO ALL RIGHTS AND PRIVILEGES

AS SUCH UNTIL 12/31/2026

9822
Reg. No.

C. Monica Harrison
Executive Director

SECRETARY OF STATE

STATE OF NEVADA

CERTIFICATE OF EXISTENCE WITH STATUS IN GOOD STANDING

I, FRANCISCO V. AGUILAR, the duly qualified and elected Nevada Secretary of State, do hereby certify that I am, by the laws of said State, the custodian of the records relating to filings by corporations, non-profit corporations, corporations sole, limited-liability companies, limited partnerships, limited-liability partnerships and business trusts pursuant to Title 7 of the Nevada Revised Statutes which are either presently in a status of good standing or were in good standing for a time period subsequent of 1976 and am the proper officer to execute this certificate.

I further certify that the records of the Nevada Secretary of State, at the date of this certificate, evidence **JHET Architects, PLLC** as a FOREIGN PROFESSIONAL LIMITED-LIABILITY COMPANY duly organized or formed and existing, or duly qualified or registered, as applicable, under and by virtue of the laws of the State of Nevada since 10/23/2025, and in good standing in this State.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of this State, at my office on 11/13/2025.

FVAguilar

FRANCISCO V. AGUILAR
Secretary of State

Certificate Number: B202511136269667
You may verify this certificate online at https://www.nvsilverflume.gov/home

SECRETARY OF STATE

STATE OF NEVADA

CERTIFICATE OF REGISTRATION
FOREIGN PROFESSIONAL LIMITED-LIABILITY COMPANY

I, FRANCISCO V. AGUILAR, the duly qualified and elected Nevada Secretary of State, do hereby certify that **JHET Architects, PLLC** did on 10/23/2025 file in this office its registration to do business in this state and is now on file and of record in the office of the Nevada Secretary of State, and further, that said entity is at the date of this certificate duly qualified to exercise therein all the powers recited in its Articles and to transact business in the State of Nevada in accordance with the laws of said State.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of State, at my office on 10/23/2025.

FVAguilar

FRANCISCO V. AGUILAR
Secretary of State

Certificate Number: B202510236205310
You may verify this certificate online at https://www.nvsilverflume.gov/home

SECRETARY OF STATE

STATE OF NEVADA

NEVADA STATE BUSINESS LICENSE

JHET Architects, PLLC

Nevada Business Identification # NV20253462976
Expiration Date: 10/31/2026

In accordance with Title 7 of Nevada Revised Statutes, pursuant to proper application duly filed and payment of appropriate prescribed fees, the above named is hereby granted a Nevada State Business License for business activities conducted within the State of Nevada.
Valid until the expiration date listed unless suspended, revoked or cancelled in accordance with the provisions in Nevada Revised Statutes. License is not transferable and is not in lieu of any local business license, permit or registration.
License must be cancelled on or before its expiration date if business activity ceases. Failure to do so will result in late fees or penalties which, by law, cannot be waived.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of State, at my office on 10/23/2025.

FVAguilar

FRANCISCO V. AGUILAR
Secretary of State

Certificate Number: B202510236205311
You may verify this certificate online at https://www.nvsilverflume.gov/home

JHET Architects, PLLC

Name	Position	License Number	Percent Ownership	Address
Jason Hanna	Member	9792	50%	2554 Elm St Ste 230, Dallas, TX 75226
Morgan Tucker	Member	9822	50%	2554 Elm St Ste 230, Dallas, TX 75226
Harrison A Tucker	CFO	n/a		2554 Elm St Ste 230, Dallas, TX 75226

Firm Registration Approval Requests
(1.21.2026)

The following registrant(s) request the Board approval of their firm name:

F-1. Principal, Manuel Zeitlin (#9884), requests the approval of the firm name, **"Manuel Zeitlin Architects, LLC"**

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

NEVADA STATE BOARD OF ARCHITECTURE & DESIGN
DEC 08 2025
RECEIVED

APPLICATION FOR REGISTRATION OF A BUSINESS AND FIRM NAME APPROVAL

We hereby apply for approval of four firm name under the provisions of NAC 623.740.
PLEASE TYPE APPLICATION
APPLICATION DOWNLOADED FROM WEB SITE MAY BE COMPLETED ON COMPUTER

Date of Application: November 19, 2025

Proposed Name of Business: Manuel Zeitlin Architects, LLC

Please explain what the proposed firm name means and/or what an acronym stands for:

This is the name of business entity registed in our home state of TN and in the state of Nevada

Firm Address
Street: 516 Hagan St, Suite 100
City: Nashville State: TN Zip Code: 37203
Telephone: 615-256-2880 Email: mmckeever@mzarch.com

Mailing Address
Street: 516 Hagan St, Suite 100
City: Nashville State: TN Zip Code: 37203
Telephone: 615-256-2880 Email: mmckeever@mzarch.com

53.61+
10.31+
3.09+
67.01*

Type of business (e.g. sole proprietorship, partnership, corporation, LLC): LLC

Names of NV registrants, reg. numbers and percent ownership: Manuel Zeitlin, reg # 9884, 53.61% Ownership; Mark Bixler, reg # 9870, 10.31% ownership; Scott Harootyan, reg # 9872, 3.09%

Date of registration with Nevada Secretary of State (if applicable): November 6, 2025

Note: You must attach a file stamped copy of the business's registration documents filed with the Secretary of State.

Please list below any other firm names that have been approved by the Board and if the firm(s) are active or inactive. If the firm is inactive, please provide the effective date:

1). ☐ Active ☐ Inactive Date:
2). ☐ Active ☐ Inactive Date:
3). ☐ Active ☐ Inactive Date:

*Attach additional sheets if needed. (**Important:** Firm names that are inactive may be requested for use and approval by other Nevada firms.)*

FOR BOARD USE ONLY

Board meeting date_____ Approved/ Denied (circle one)

Date letter sent_____ Date entered in database_____

OK - MM 12/10/25

1. Briefly describe the nature of the business, including the services that will be offered to the public:	We are an employee owned architecture and interior design firm. We provide architectural and interior design services.

2. Provide the composition of the firm, including the chain of command that will be followed with the organization, including the role of each individual and their responsibilities.

Name: Manuel Zeitlin	Role/ Responsibilities: Architect/Founder. Business development,
Name: Mark Bixler	Role/ Responsibilities: Managing Partner, Project Architect, Executive Committee Member
Name: Lesley Beeman, Brad Province	Role/ Responsibilities: Project Architects under the supervision o a Nevada Licensed Architect, Executive Committee Members
Name: Ethan Levine, Caroline Gallagher, Chris Riley, Andy Grogan	Role/ Responsibilities: Project Architects under the supervision of a Nevada Licensed Architect
Name: Scott Harootyan	Role/ Responsibilities: Project Architect
Name: Nelle Blevins, Juliana Daily	Role/ Responsibilities: Project Manager under the supervision o a Nevada Licensed Architect, Interior Designer
Name: Matthew Mckeever	Role/ Responsibilities: Director of Operations, Executive Committee Member

3. List the names of the officers, directors, partners, members or principles of the business, and the person(s) having "control" over the organization. "Control" is defined in NRS 623.349.4 as, "... *'control' means the direct or indirect possession of the power to direct or cause the direction of the management and policies of a business organization or association."*

The members of Manuel Zeitlin Architects, LLC are Manuel Zeitlin, Mark Bixler, Lesley Beeman, Nelle Blevins, Juliana Daily, Caroline Gallagher, Andy Grogan, Scott Harootyan, Ethan Levine, Matthew Mckeever, Brad Province, and Chris Riley.

Persons having control over the organization: the organization is managed by an Executive Committee currently consisting of Mark Bixler, Lesley Beeman, Matthew Mckeever, and Brad Province. The Executive Committee is elected annually by the members of the LLC to manage the day-to-day operations of the company.

Manuel Zeitlin Architects, LLC does not have a traditional top-down or pyramid style chain of command. The members of the Executive Committee have "control" over the organization.

4. List the names of the persons who own an interest in the business including their address, telephone number, Nevada registration number, position with the company, percentage of ownership interest , how the ownership interest is held (i.e. individually, shares, stock, etc.) and the services the person is to provide to the business. **MAKE ADDITIONAL COPIES OF THIS FORM IF NECESSARY**

Name: Manuel Zeitlin

Address: 516 Hagan St, Suite 100, Nashville, TN 37203

Telephone: 615-256-2880 NV registration no.: 9884

Position: Architect

Percentage ownership held: 53.61%

How ownership is held: Shares

Services provided to company: Architectural services, business development, mentoring

Name: Mark Bixler

Address: 516 Hagan St, Suite 100, Nashville, TN 37203

Telephone: 615-256-2880 NV registration no.: 9870

Position: Managing Partner, Project Architect

Percentage ownership held: 10.31%

How ownership is held: Shares

Services provided to company: Architectural services, business development, Member of Executive Committee

Name: Scott Harootyan

Address: 516 Hagan St, Suite 100, Nashville, TN 37203

Telephone: 615-256-2880 NV registration no.: 9872

Position: Project Architect

Percentage ownership held: 3.09 %

How ownership is held: Shares

Services provided to company: Architectural Services

4. List the names of the persons who own an interest in the business including their address, telephone number, Nevada registration number, position with the company, percentage of ownership interest , how the ownership interest is held (i.e. individually, shares, stock, etc.) and the services the person is to provide to the business. **MAKE ADDITIONAL COPIES OF THIS FORM IF NECESSARY**

Name: Brad Province

Address: 516 Hagan St, Suite 100, Nashville, TN 37203

Telephone: 615-256-2880 NV registration no.: N/A

Position: Project Architect

Percentage ownership held: 3.09%

How ownership is held: Shares

Services provided to company: Architectural Services under the supervision of a Nevada Licensed Architect

Name: Caroline Gallagher

Address: 516 Hagan St, Suite 100, Nashville, TN 37203

Telephone: 615-256-2880 NV registration no.: N/A

Position: Project Architect

Percentage ownership held: 2.07%

How ownership is held: Shares

Services provided to company: Architectural Servicesunder the supervision of a Nevada Licensed Architect

Name: Juliana Daily

Address: 516 Hagan St, Suite 100, Nashville, TN 37203

Telephone: 61 5256 2880 NV registration no.: N/A

Position: Interior Designer

Percentage ownership held: 2.07%

How ownership is held: Shares

Services provided to company: Interior Design Services

4. List the names of the persons who own an interest in the business including their address, telephone number, Nevada registration number, position with the company, percentage of ownership interest , how the ownership interest is held (i.e. individually, shares, stock, etc.) and the services the person is to provide to the business. **MAKE ADDITIONAL COPIES OF THIS FORM IF NECESSARY**

Name: Lesley Beeman

Address: 516 Hagan St, Suite 100, Nashville, TN 37203

Telephone: 615-256-2880 NV registration no.: N/A

Position: Project Architect

Percentage ownership held: 4.12%

How ownership is held: Shares

Services provided to company: Architectural Services under the supervision of a Nevada Licensed Architect

Name: Nelle Blevins

Address: 516 Hagan St, Suite 100, Nashville, TN 37203

Telephone: 615-256-2880 NV registration no.: N/A

Position: Designer, Project Manager

Percentage ownership held: 3.09%

How ownership is held: Shares

Services provided to company: Design and Project Management Services under the supervision of a Nevada Licensed Architect

Name: Andy Grogan

Address: 516 Hagan St, Suite 100, Nashville, TN 37203

Telephone: 615-256-2880 NV registration no.: N/A

Position: Project Architect

Percentage ownership held: 4.12%

How ownership is held: Shares

Services provided to company: Architectural Services under the supervision of a Nevada Licensed Architect

4. List the names of the persons who own an interest in the business including their address, telephone number, Nevada registration number, position with the company, percentage of ownership interest , how the ownership interest is held (i.e. individually, shares, stock, etc.) and the services the person is to provide to the business. **MAKE ADDITIONAL COPIES OF THIS FORM IF NECESSARY**

Name: Ethan Levine

Address: 516 Hagan St, Suite 100, Nashville, TN 37203

Telephone: 615-256-2880 NV registration no.: N/A

Position: Project Architect

Percentage ownership held: 6.19%

How ownership is held: Shares

Services provided to company: Architectural Services under the supervision of a Nevada Licensed Architect

Name: Matthew Mckeever

Address: 516 Hagan St, Suite 100, Nashville, TN 37203

Telephone: 615-256-2880 NV registration no.: N/A

Position: Director of Operations

Percentage ownership held: 3.09%

How ownership is held: Shares

Services provided to company: Accounts Receivable/Accounts Payable, HR, Payroll, Facility Management, Admin

Name: Chris Riley

Address: 516 Hagan St, Suite 100, Nashville, TN 37203

Telephone: 615-256-2880 NV registration no.: N/A

Position: Project Architect

Percentage ownership held: 5.15%

How ownership is held: Shares

Services provided to company: Architectural Services under the supervision of a Nevada Licensed Architect

53.61+
10.31+
3.09+
3.09+
2.07+
2.07+
4.12+
3.09+
4.12+
6.19+
3.09+
5.15+
100.00*+

5. If an owner is not registered in Nevada, list the other states in which each owner is registered, as well as his/her NCARB or NCIDQ certificate number. For persons who are not registered in other states, nor NCARB or NCIDQ certificate holders, list the person's profession or occupation, any certificate or registration obtained by that person relative to his/her profession or occupation and the role that person will have in the organization.

Lesley Beeman - Registered in Tennessee. Does not have an active NCARB membership.
Nelle Blevins - Not registered in any state. Nelle received a Masters of Architecture from Tulane University. Nelle's role is a designer and project manager.
Andy Grogan - Registered in Tennessee, Ohio, and Michigan NCARB # 83143
Ethan Levine - Registered in Tennessee and Michigan NCARB # 73129
Matthew Mckeever - Not registered in any state. Matt's role is Director of Operations. Matt has an administrative role managing the non-architectural aspects of the business.
Chris Riley - Registered in Tennessee and Michigan. NCARB # 79227
Brad Province - Registered in Tennessee and Michigan NCARB # 83143
Caroline Gallagher - Registered in Tennessee and Michigan NCARB # 104324
Juliana Daily - Not registered in any state. Juliana is an Interior Designer with a Master of Arts degree from Cornell University. NCIDQ #38447

6. Has any person owning an interest in the business ever been arrested for any offense (misdemeanor or felony) for anything other than a traffic violation? If so, on a separate sheet of paper, explain in full detail, giving dates, offenses, places, names and the outcome and/or penalty.

[X] Yes
[ ] No

Name(s): Mark Bixler & Nelle Blevins

7. Does any other person hold a financial interest in the business who is able to exercise "control" over the business? If so, explain.

No

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, Manuel Zeitlin, being the applicant named in this application, do hereby attest under penalty of perjury that on November 20, 2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 20th day of November, 2025

Signature

MANUEL ZEITLIN

Name

DATE 12/08/2025

NEVADA STATE BOARD OF ARCHITECTURE
INTERIOR DESIGN AND RESIDENTIAL DESIGN

THIS IS TO CERTIFY THAT

Manuel Zeitlin

IS DULY REGISTERED AS

Architect

AND IS ENTITLED TO ALL RIGHTS AND PRIVILEGES

AS SUCH UNTIL 12/31/2026

9884
Reg. No.

C. Monica Harrison
Executive Director

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, Mark Bixler, being the applicant named in this application, do hereby attest under penalty of perjury that on November 20, 2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 20th day of November, 2025

Signature

Mark Bixler
Name

DATE 12/08/2025

NEVADA STATE BOARD OF ARCHITECTURE
INTERIOR DESIGN AND RESIDENTIAL DESIGN

THIS IS TO CERTIFY THAT

Mark A. Bixler

IS DULY REGISTERED AS

Architect

AND IS ENTITLED TO ALL RIGHTS AND PRIVILEGES

AS SUCH UNTIL 12/31/2026

9870
Reg. No.

C. Monica Harrison
Executive Director

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
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MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, Scott Harootyan, being the applicant named in this application, do hereby attest under penalty of perjury that on November 20, 2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 20th day of November, 2025

Signature

Scott Harootyan
Name

DATE 12/08/2025

NEVADA STATE BOARD OF ARCHITECTURE
INTERIOR DESIGN AND RESIDENTIAL DESIGN

THIS IS TO CERTIFY THAT

Scott Harootyan

IS DULY REGISTERED AS

Architect

AND IS ENTITLED TO ALL RIGHTS AND PRIVILEGES

AS SUCH UNTIL 12/31/2026

9872
Reg. No.

C. Monica Harrison
Executive Director

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
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(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, BRAD PROVINCE, being the applicant named in this application, do hereby attest under penalty of perjury that on November 20, 2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 20th day of November, 2025

Signature

BRAD PROVINCE
Name

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, CAROLINE GALLAGHER, being the applicant named in this application, do hereby attest under penalty of perjury that on November 20, 2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 20th day of November, 2025

Signature

CAROLINE GALLAGHER

Name

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, JULIANA DAILY, being the applicant named in this application, do hereby attest under penalty of perjury that on November 20, 2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 20th day of November, 2025

Signature

JULIANA DAILY
Name

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, L Lesley Beeman Jr AIA , being the applicant named in this application, do hereby attest under penalty of perjury that on November 20, 2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 20th day of November, 2025

Signature

L Lesley Beeman Jr AIA

Name

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, Nelle Blevins, being the applicant named in this application, do hereby attest under penalty of perjury that on November 20, 2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 20th day of November, 2025

Signature

Nelle Blevins
Name

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, Andrew Grogan, being the applicant named in this application, do hereby attest under penalty of perjury that on November 20, 2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 20th day of November, 2025

Signature

Andrew Grogan
Name

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, Ethan Levine, being the applicant named in this application, do hereby attest under penalty of perjury that on November 20, 2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 20th day of November, 2025

Signature

Ethan Levine
Name

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, Matthew Mckeever, being the applicant named in this application, do hereby attest under penalty of perjury that on November 20, 2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 20th day of November, 2025

Signature

Matthew Mckeever
Name

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN
2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300 phone E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

MAKE ADDITIONAL COPIES OF THIS FORM AS NECESSARY

Each person owning an interest in the business must complete and sign the attestation

ATTESTATION

I, CHRIS RILEY, being the applicant named in this application, do hereby attest under penalty of perjury that on November 20, 2025, I personally: 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct. 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one. 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 20th day of November, 2025

	CHRIS RILEY
Signature	Name

ARCHITECTURE
INTERIORS

MZA 516 HAGAN STREET SUITE 100 NASHVILLE, TN 37203 T 615.256.2880 MZARCH.COM

November 20, 2025

Nevada State Board of Architecture, Interior Design and Residential Design
2080 E Flamingo Rd UNIT 120
Las Vegas, NV 89119

RE: State of Nevada Firm Registration Application

To the Nevada State Board of Architecture,

Regarding the State of Nevada Firm Registration Application question 6, the details of the arrests of the following members of Manuel Zeitlin Architects, LLC, who owns an interest in the business are below.

Mark Bixler: Mark was arrested in Chicago, Illinois for possession of a paraphernalia pipe in 1994. He was fined $75 as part of a plea agreement and the charges were dropped.

Nelle Blevins: Nelle had a misdemeanor DUI on 05.30.2006 in Williamson Co., Tennessee. This occurred at a routine Memorial Day sobriety checkpoint. Standard first offense penalties & court requirements were completed September 2006.

Please let us know if other details about these matters are needed.

Thank you,

Matthew Mckeever
Director of Operations, Co-Owner
Manuel Zeitlin Architects, LLC

SECRETARY OF STATE

STATE OF NEVADA

NEVADA STATE BUSINESS LICENSE

Manuel Zeitlin Architects, LLC

Nevada Business Identification # NV20253471063
Expiration Date: 11/30/2026

In accordance with Title 7 of Nevada Revised Statutes, pursuant to proper application duly filed and payment of appropriate prescribed fees, the above named is hereby granted a Nevada State Business License for business activities conducted within the State of Nevada.
Valid until the expiration date listed unless suspended, revoked or cancelled in accordance with the provisions in Nevada Revised Statutes. License is not transferable and is not in lieu of any local business license, permit or registration.
License must be cancelled on or before its expiration date if business activity ceases. Failure to do so will result in late fees or penalties which, by law, cannot be waived.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of State, at my office on 11/06/2025.

FVAguilar

FRANCISCO V. AGUILAR
Secretary of State

Certificate Number: B202511066251042
You may verify this certificate online at https://www.nvsilverflume.gov/home

SECRETARY OF STATE

STATE OF NEVADA

CERTIFICATE OF EXISTENCE WITH STATUS IN GOOD STANDING

I, FRANCISCO V. AGUILAR, the duly qualified and elected Nevada Secretary of State, do hereby certify that I am, by the laws of said State, the custodian of the records relating to filings by corporations, non-profit corporations, corporations sole, limited-liability companies, limited partnerships, limited-liability partnerships and business trusts pursuant to Title 7 of the Nevada Revised Statutes which are either presently in a status of good standing or were in good standing for a time period subsequent of 1976 and am the proper officer to execute this certificate.

I further certify that the records of the Nevada Secretary of State, at the date of this certificate, evidence **Manuel Zeitlin Architects, LLC** as a FOREIGN LIMITED-LIABILITY COMPANY duly organized or formed and existing, or duly qualified or registered, as applicable, under and by virtue of the laws of the State of Nevada since 11/06/2025, and in good standing in this State.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of this State, at my office on 11/24/2025.

FVAguilar

FRANCISCO V. AGUILAR
Secretary of State

Certificate Number: B202511246300843
You may verify this certificate online at https://www.nvsilverflume.gov/home

SECRETARY OF STATE

STATE OF NEVADA

CERTIFICATE OF REGISTRATION

FOREIGN LIMITED-LIABILITY COMPANY

I, FRANCISCO V. AGUILAR, the duly qualified and elected Nevada Secretary of State, do hereby certify that **Manuel Zeitlin Architects, LLC** did on 11/06/2025 file in this office its registration to do business in this state and is now on file and of record in the office of the Nevada Secretary of State, and further, that said entity is at the date of this certificate duly qualified to exercise therein all the powers recited in its Articles and to transact business in the State of Nevada in accordance with the laws of said State.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of State, at my office on 11/06/2025.

FVAguilar

FRANCISCO V. AGUILAR
Secretary of State

Certificate Number: B202511066251041
You may verify this certificate online at https://www.nvsilverflume.gov/home

Architectural, Interior Design and Residential Design Registrations

January 21, 2026

A. **Architects**
   1. Yi Lu
   2. Suzanne Taylor
   3. Xu Zhang

B. **Registered Interior Designer**
   1. Kety Jabbour
   2. Natalie Klainer
   3. Stanley Schimke
   4. Kristi Riva
   5. Alisha Hancock

STATE OF NEVADA

JOE LOMBARDO
Governor

DR. KRISTOPHER SANCHEZ
Director

PERRY FAIGIN
NIKKI HAAG
MARCEL F. SCHAERER
Deputy Directors

MONICA HARRISON
Executive Director

DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS
NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN

January 8, 2026

Florence Barber
1900 Hamilton St.
Philadelphia, PA 19102

RE: Notice of meeting of the Nevada State Board of Architecture, Interior Design and Residential Design to consider your character, alleged misconduct, professional competence, or health.

Dear Ms. Barber:

You are receiving this letter to inform you that the Board will be considering and ruling upon your ***request for the restoration of your Registered Interior Designer license*** and in so doing may consider your character, alleged misconduct, professional competence or health at its regular **meeting on January 21, 2026,** which will be held via Zoom. The meeting is a public meeting, and you are welcome to attend. The Board may go into closed session to consider the following general topics: Request of the restoration of your registered interior design license.

You may attend the closed session, you may have an attorney or other representative of your choosing present during the closed meeting, you may present written evidence, provide testimony, and you may present witnesses relating to your character, alleged misconduct, professional competence, or physical or mental health. The end result of this matter may be that the Board takes administrative action related to this matter.

You are entitled to receive notification of this matter no later than 21 working days prior to the Board's meeting. **Since this letter is being sent to you within the 21- working-day period, please initial and date the copy of this letter to indicate whether you will or will not waive the 21-working-day period and returning it to the Board by mail or e-mail.** Please understand that if you do not waive the 21-working-day period, the Board may not be able to consider this matter at its upcoming meeting and may need, instead, to consider this matter at a later date.

Please indicate one of the following:

__X__ ■ I hereby waive my right to receive this notice more than 21 working days prior to the Board's meeting. F Barber

-or-

_____ □ I do not waive my right to receive this notice more than 21 working days prior to the Board's meeting.

If you have any questions, please contact me.

Sincerely,

NEVADA STATE BOARD OF ARCHITECTURE INTERIOR
DESIGN AND RESIDENTIAL DESIGN

Monica Harrison
Executive Director

Las Vegas: 2080 E. Flamingo Road, Suite 120, Las Vegas, NV 89119
Telephone (702) 486-7300 - Fax (702) 486-7304
www.nsbaidrd.gov

PROOF OF SERVICE

I, C. Monica Harrison, hereby swear or affirm under penalty of perjury, that in accordance with **NRS 241.030(1)(a) and 241.033**, on January 8, 2026, I served the foregoing Notice of Meeting of the Nevada State Board of Architecture, Interior Design and Residential Design to consider character, alleged misconduct, competence, or health

☐ By personally serving Ms. Florence Barber on the 8th day of January 2026 at 1900 Hamilton St., Philadelphia, PA 19102; or

☑ By depositing it in the United States Mail a postage prepaid, addressed to 1900 Hamilton St., Philadelphia, PA 19102, and emailing it to Ms. Florence Barber at [redacted]

Signed this 8 day of January 2026.

Monica Harrison

Monica Harrison

November 3,2025

Nevada State Board Architecture

Interior Design & Residential Design

2080 E Flamingo Road,

STE 120

Las Vegas, 89119

Dear Board,

Re :license expiration

I applied and received my NV license. I spoke to many casino owners about the possibility of work. As you can see it expired in the year 2020,which was Covid. Almost everyone I spoke to, said they would not hire someone out of state, but would honor the locals if they had a project. I have not worked in NV as an interior designer.

I felt that my chances were slim, for new business so I let it go.

Floss Barber



NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN

2080 E. Flamingo Rd., Suite 120
Las Vegas, NV 89119
(702) 486-7300 - Phone
(702) 486-7304 - Fax
email: nsbaidrd@nsbaidrd.nv.gov
website: nsbaidrd.org

RECEIVED
NOV 07 2025
NEVADA STATE BOARD OF ARCHITECTURE & DESIGN

APPLICATION FOR REGISTERED INTERIOR DESIGNER

I hereby apply for registration to practice as a registered interior designer in the state of Nevada by examination.

PLEASE TYPE APPLICATION

Name in Full: Florence Barber Date: 11-03-25

Social Security No.: _____ Driver's License No.: _____

Public Address (cannot be P.O. Box): ☑ Residence ☐ Business

Residence Address
Street: 1900 Hamilton st
City: PHILADELPHIA State: PA Zip Code: 19102
Telephone No.: 3 108713 785

Business Address
Firm Name: Floss Barber,Inc
Street: 1420 Locust st
City: PHILADELPHIA State: PA Zip Code: 19102
Telephone No.: 3108 71 3 785
Email Address: _____
Present Position with Firm: CEO

Date of Birth: _____
Place of Birth: Bridgeton , NJ
City/State or Country

Citizenship:
☑ U.S. ☐ By Birth
☐ Naturalized ☐ Other (Explain):



FOR BOARD USE ONLY
Entered in database (date/initials)_____ Fee received (date/amount) _____

Name in Full: Florence J Barber Date: 11-03-25

A. EDUCATION

Indicate, in chronological order, the name and address of each college, university or technical school attended and the information requested below:

Name/Address of Institution	Drexel University					Years (From-To)	68-75
Course of Study	Interior Design	Credits Earned	161.5	Year Graduated	75	Name of Degree	BS
Name/Address of Institution						Years (From-To)	
Course of Study		Credits Earned		Year Graduated		Name of Degree	
Name/Address of Institution						Years (From-To)	
Course of Study		Credits Earned		Year Graduated		Name of Degree	

B. PROFESSIONAL AND FRATERNAL ORGANIZATION MEMBERSHIP

Name/Address of Organization		Grade of Membership	Date (From-To)
Name/Address of Organization		Grade of Membership	Date (From-To)
Name/Address of Organization		Grade of Membership	Date (From-To)
Name/Address of Organization		Grade of Membership	Date (From-To)
Name/Address of Organization		Grade of Membership	Date (From-To)
Name/Address of Organization		Grade of Membership	Date (From-To)

C. PUBLIC AND COMMUNITY SERVICE

Describe below those public and community activities in which you have been involved:

I have taught professional practice at Drexel University for over 5 years, I assisted and given educational talks for NEWH,and mentored interns throughout my career.

Name in Full: Florence J Barber Date: 11-3-25

D. PRACTICAL EXPERIENCE.

Read all of the following instructions before completing this section. **Begin with first employer.**

Full Name and Complete Current Address of Employer: Floss Barber,Inc

Date of Employment From 1986 To 2025

Total Time: [✓] Full Time [ ] Part Time

[ ] Sub-Professional [✓] Professional

Other (Explain):

Full Name and Complete Current Address of Employer:

Date of Employment From To

Total Time: [ ] Full Time [ ] Part Time

[ ] Sub-Professional [ ] Professional

Other (Explain):

Full Name and Complete Current Address of Employer:

Date of Employment From To

Total Time: [ ] Full Time [ ] Part Time

[ ] Sub-Professional [ ] Professional

Other (Explain):

Full Name and Complete Current Address of Employer:

Date of Employment From To

Total Time: [ ] Full Time [ ] Part Time

[ ] Sub-Professional [ ] Professional

Other (Explain):

Full Name and Complete Current Address of Employer:

Date of Employment From To

Total Time: [ ] Full Time [ ] Part Time

[ ] Sub-Professional [ ] Professional

Other (Explain):

Name in Full: _____ Date: _____

E. ARREST RECORD

Have you ever been arrested for any offense (misdemeanor or felony) for anything other than a traffic violation?

☐ Yes ☑ No

If your answer is yes, explain by attachment in full detail, giving dates, offense, places, names, the outcome and penalties, if any.

F. CHILD SUPPORT

Pursuant to NRS 623.225, payment of child support, an applicant for the issuance or renewal of a certificate of registration to practice architecture is required to answer the following questions. A certificate of registration may not be issued or renewed by the board if the applicant fails to do so.

1. Are you currently subject to a court order or a plan approved by the district attorney or other public agency enforcing the amounts owed under a court order for the support of a child?

☐ Yes ☑ No

2. If so, are you currently in compliance with the court order and/or plan?

☐ Yes ☐ No

G. SPOUSE/DOMESTIC PARTNER OF ACTIVE MILITARY

Are you the spouse/domestic partner of an active military member of the Armed Forces of the United States?

☐ Yes ☑ No

If your answer is YES, you must provide supporting documentation to verify that this information is true. Per Nevada Executive Order 2012-11, expedited application processing will be granted to the applicant upon receiving verifying documentation.

Name in Full: Florence J Barber Date: 11-3-25

AFFIDAVIT

I do not have any architectural or interior design commissions that require registration under Chapter 623, nor have I solicited any work or prepared any sketches for any client or associate for any project located in Nevada prior to or at the time of this application. Nor do I propose same prior to my registration. I do realize that practicing architecture or registered interior design for any project located in Nevada without a Nevada registration is a violation of Chapter 623 of the Nevada Revised Statutes.

AUTHORIZATION AND RELEASE

I hereby authorize any individual, company or institution with whom I have been associated, to furnish the Nevada State Board of Architecture, Interior Design and Residential Design with any information concerning my qualifications for registration in Nevada which they have on record or otherwise, and do hereby release the individual, company or institution and all individuals connected therewith, from all liability for any damage whatsoever incurred by me as a result of their furnishing such information.

I, Florence J Barber, being the applicant named in this application, do hereby attest under penalty of perjury that on November 3, 2025, I have personally:

1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct.
2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one.
3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this 03 day of November, 2025

Florence J Barber
Signature of Applicant

CERTIFICATE OF SERVICE

I certify that I am an employee of the Nevada State Board of Architecture, Interior Design and Residential Design, and that on November 20th, 2025, I deposited in the U.S. mail, first class, postage prepaid and Certified Mail Return Receipt Requested, a true and correct copy of the foregoing **Notice of Hearing** and **Complaint,** addressed as follows:

Mr. Michael Peterson
3710 Grant Drive Suite C
Reno, Nevada 89509

Certified Mail #91 7199 9991 7033 1237 5131

USPS First Class Mail

Email: mike@mtpeterson.com

DATED this 20th day of November 2025

By: Laura Bail
An employee of the Nevada State Board of
Architecture, Interior Design and Residential Design

Attorney General's Office
555 E. Washington, Suite 3900
Las Vegas, NV 89101

BEFORE THE NEVADA STATE BOARD OF

ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN

MONICA HARRISON, Executive Director, NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN, Complainant v. MICHAEL T. PETERSON, Certificate No. 147-RD, Respondent.	Case Numbers: 26-040R

NOTICE OF HEARING ON ADMINISTRATIVE COMPLAINT

PLEASE TAKE NOTICE that an administrative hearing in the above-captioned matter is hereby scheduled to commence at 11:00 a.m. on January 21, 2026, virtually by zoom.

THE PURPOSE of this hearing will be to consider the Administrative Complaint generated by Board staff to determine if violations of NRS and NAC chapters 623 have occurred.

THE HEARING will be conducted pursuant to the legal jurisdiction set forth in NRS and NAC Chapters 623 as well as NRS chapters 233B, 622, and 622A.

ADMINISTRATIVE ACTION may be taken against you.

IN CONSIDERING the Administrative Complaint, the Board may consider your character, alleged misconduct, professional competence or physical or mental health, and may go into closed session to consider such information; but will return to an open meeting to take action.

WITHIN FIFTEEN (15) days of receipt of this Notice of Hearing and Administrative Complaint, you may file with the Board a written response to the charges in the Administrative Complaint. The response must include: (1) a statement describing in detail whether you admit or deny each allegation in the complaint, (2) a statement of the facts relating to the allegations in the complaint, and (3) the defenses to the complaint, if any, relied upon by you.

The response must be signed by you, your attorney, or authorized representative.

PURSUANT TO NAC 623.910, FAILURE TO FILE A RESPONSE PURSUANT WITHOUT GOOD CAUSE MAY BE DEEMED AN ADMISSION BY YOU OF ALL THE ALLEGATIONS IN THE ADMINISTRATIVE COMPLAINT AND THE BOARD MAY RESOLVE THE ADMINISTRATIVE COMPLAINT AGAINST YOU BASED UPON THESE DEEMED ADMISSIONS.

This notice is provided pursuant to NRS 241.033, NRS 241.034, NRS 622A.300(3), NAC 623.940, and NRS 233B.131.

Dated this 20th day of November 2025.

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN

By: _____

C. MONICA HARRISON
Executive Director

BEFORE THE NEVADA STATE BOARD OF

ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN

MONICA HARRISON, Executive Director, NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGNAND RESIDENTIAL DESIGN, Complainant v. MICHAEL T. PETERSON, Certificate No. 147-RD, Respondent.	Case Number: 26-040R

ADMINISTRATIVE COMPLAINT

The Nevada State Board of Architecture, Interior Design and Residential Design (NSBAIDRD) by and through its Executive Director complains for disciplinary action against Respondent MICHAEL T. PETERSON as follows:

1. The NSBAIDRD has jurisdiction over Mr. Peterson pursuant to Nevada Revised Statutes (NRS) 623.150 and 623.270(1) because Mr. Peterson is a holder of a certificate of registration from the Board as a residential designer (Certificate No. 147-RD).

2. Mr. Peterson maintained an office at and operates from 3710 Grant Street, Suite C, Reno, Nevada 89509.

3. On June 25, 2024, the Board issued its Findings of Fact, Conclusions of Law, and Order in Case Number 24-027R and 24-034R (Board Order). The Board Order was the result of a full and fair disciplinary hearing held before the Board on June 5, 2024. In the Board Order, the Board found that Mr. Peterson had violated the three causes of action alleged (two counts of violations of NRS 623.270(1)(f)(1) and one count of violations of section 1.1 of NCARB'S Model Rules of Conduct (July 2023) and NRS 623.325(1)). In the Board Order, the Board also recounted that Mr. Peterson had been subject to discipline in four separate cases and that all four of those cases also involved similar violations to the two found in the Board Order.

4. As a result of the Board's findings and conclusions of law, the Board Order ordered Mr. Peterson to pay the Board's fees and costs totaling $8,406.59. In the Board Order, the Board also ordered as follows:

> 2. Pursuant to the 2023 SAO, Mr. Peterson agreed that his license would be on probation for three years, which commenced March 21, 2023. One of the conditions of probation stated:
>
> > 1. During the three-year period of probation, should RESPONDENT receive a complaint that is determined to warrant disciplinary action his certificate of registration shall be suspended for a period of three years after which he may appear before the BOARD to request restoration of his certificate.
>
> Pursuant to the above paragraph from the 2023 SAO, Mr. Peterson's license shall be suspended for a period of three years, commencing January 1, 2025. Between the effective date of this Order and January 1, 2025, Mr. Peterson shall comply with the following terms and conditions:
>
> (a) Mr. Peterson shall take on no new work and shall not enter into any new contracts, oral or written, to perform work.
>
> (b) Mr. Peterson shall notify all existing clients (twenty-two were identified at the time of hearing) that this Board has entered discipline against Mr. Peterson in this matter, that he will be suspended as of January 1, 2025, and that the clients have the option to continue with Mr. Peterson's services (which must be indicated in a writing) or the option to discontinue Mr. Peterson's services (which also must be indicated in a writing). For all clients who opt to discontinue Mr. Peterson's services, he shall refund any unused fees he has collected from each such client and shall cooperate with each such client to provide his work product and notes and a release of any intellectual property he might claim in the work product so that each such client can pursue the project with another design professional.
>
> (c) Mr. Peterson shall provide to Board staff a copy of the notifications he makes to each existing client pursuant to subparagraph (b) above and copies of all writings received from or communications with each client indicating whether the client wishes to continue or discontinue Mr. Peterson's services.
>
> (d) For those clients who opt to continue with Mr. Peterson's services, Mr. Peterson shall devote all such time, energy, and effort to meet any contractual commitments or deadlines necessary to effectuate the success of each project within the confines of the contracts at issue. Any failures to meet commitments or deadlines may be subject of additional complaints to the Board, which will be duly investigated, and will be considered by the Board when it considers any application by Mr. Peterson for restoration of his registration pursuant to paragraph #4 herein.

The Board Order also stated:

> 5. Mr. Peterson's failure to comply with the terms of this Order shall result in such action by Board Staff as it might deem necessary to assure and obtain compliance, which could include legal action in a court of proper jurisdiction and

further disciplinary action that could result in additional discipline up to and including revocation of his registration. Any such legal action could result in civil remedies as appropriate and assessment of attorney's fees and costs.

5. As of the date of this Administrative Complaint, Mr. Peterson has not complied with any of the four subsections of paragraph #2 of the Board Order.

6. Regarding paragraph #2(a) of the Board Order, the Board received a series of complaints after January 1, 2025, that alleged that Mr. Peterson had performed work after January 1, 2025 – meaning after his registration was suspended – for which an active registration as a residential designer would be required. Board Staff's subsequent investigation found the following acts by Mr. Peterson for which an active registration as a residential designer would be required:

DATE	COMPLAINANT	COMPLAINT
4/27/25	Reno Building Dept.	Mr. Peterson submitted corrections on a homeowner's plan
5/7/25	Reno Building Dept.	Received a set of plans stamped by Mr. Peterson
7/28/25	Fabiola Luna	Asked Mr. Peterson to do a new project for him and Mr. Peterson asked for a deposit to do the project
7/29/25	Kyle Hayek	Mr. Peterson attempted to complete a project for him that was started in 2024 without involving or transferring the project to a registered design professional
7/29/25	Washoe County Bldg. Dept.	Received correction responses from Mr. Peterson for a project he started on 12/6/24, including changes to plans made by Mr. Peterson for a Mr. Fletcher
8/1/25	Christopher Bacon	Received incomplete plans prepared by Mr. Peterson with no offered solution to complete the plans

FIRST CAUSE OF ACTION

7. In failing to comply with any of the four conditions set out in paragraph #2 of the Board Order, Mr. Peterson violated Nevada Revised Statutes (NRS) 623.270(1)(g).

SECOND CAUSE OF ACTION

8. In performing work after January 1, 2025, when his registration was suspended, for which an active registration as a residential designer would be required, Mr. Peterson violated the Board Order and NRS 623.180(1)(b) and NRS 623.270(1)(g).

WHEREFORE, it is requested that the NSBAIDRD impose civil penalties pursuant to NRS 623.365 and such other relief as it deems appropriate against Mr. Peterson based upon the above-alleged violations.

Dated this 20th day of November, 2025.

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN

By: C. Monica Harrison

C. MONICA HARRISON
Executive Director

MICHAEL T PETERSON
3710 Grant Drive Suite C
Reno, Nevada 89509
775.856.1400
mike@mtpeterson.com
www.mtpeterson.com

April 27, 2025

Reno Bldg. Dept.
Reno, Nevada
Re: Permit No. BLD24-121841

Lopez 390 Residence
Plan Check Corrections.

We removed 5' from the garage. Garage size is now 900 s.f.

Building

1. Revised gas location to the gas line in the street. See sheet A-1
2. See revised Structural Cales and revised S-3.
3. The Rockery walls are landscape walls and no cales are required. See detail on sheet A-1.

Planning

1. Added Art Oconner to the consultants list. See sheet A-1.
2. Revised A.P.N. See sheet A-1.
3. Garage is now 900 s.f., See sheets A-1 and A-2.
4. Added the document numbers, See sheet A-1.
5. Included all the documents for the easements for the primary access.
6. Revised the Garage to meet the 30' Setback. See sheet A-1 and Sheet A-2.
7. Plans now match.
8. Added dimensions, See sheet A-1.
9. Added the dimensions to the plans. See sheet A-1.
10. See all the documents for the easements and setbacks.
11. Revised the front porch to show 68 sq. ft. front porch. See sheet A-2.
12. There is no fencing proposed.

Engineering

1. Removed all grading call outs, See sheet A-1.
2. Added Driveway Section, See sheet A-1a.
3. Added note 3 for driveway slope. See sheet A-1.
4. Added the erosion control fiber rolls, See sheet A-1.
5. Added the document numbers to the plans and included the documents.
6. Revised the sewer to show 2 lines, see C-1 for details.
7. The easements have been revised. See updated documents.

MICHAEL T PETERSON
3710 Grant Drive Suite C
Reno, Nevada 89509
775.856.1400
mike@mtpeterson.com
www.mtpeterson.com

8. Updated the details, See sheet A-1a.
9. Removed Washoe County Detail. See sheet A-1a.
10. Updated plan. See sheet C-1.
11. Sheet A-1 and C-1 have been coordinated.
12. Added conditions of approval notes on sheet A-1.
13. See new sheet C-1.
14. Added details and dimensions, see sheet A-1.
15. Revised Note, see sheet C-1
16. Revised plans to show 2 separate laterals for sewer, See sheet A-1 and C-1.

Compliance review.

1. Landscape walls are shown on sheet A-1.

If you have any questions please feel free to call me at 856-1400.
Thank you.

Michael Peterson

Laura A. Bach

From: Kim Wojtkowiak <WojtkowiakK@reno.gov>
Sent: Wednesday, May 7, 2025 8:19 AM
To: Laura A. Bach
Subject: Michael Peterson

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Laura,

I was sent your contact info by one of my coworkers. I just wanted to reach out about Michael Peterson and the current status of his license. I received revisions on a set of plans stamped by himself, not Rodger Scott. Has his license been reinstated?

I appreciate your help!

Have a great day,

Kim Wojtkowiak
Residential Plans Examiner
Development Services
775-348-6910 (o) or 775-437-3552 (c)
wojtkowiakk@reno.gov
1 E. First St., Reno, NV 89501

Reno.Gov | Connect with us:

CONFIDENTIALITY NOTICE:

This e-mail transmission, and any documents, files or previous e-mail messages attached to it may contain confidential information that is also legally privileged. If you are not the intended recipient, or a person responsible for delivering it to the intended recipient, you are hereby notified that any disclosure, copying, distribution or use of any of the information contained in or attached to this transmission is prohibited. If you have received this transmission in error, please immediately notify the sender and immediately destroy the original transmission and its attachments without reading or saving in any manner. Thank you.

MICHAEL T PETERSON
3710 Grant Drive Suite C
Reno, Nevada 89509
775.856.1400
mike@mtpeterson.com
www.mtpeterson.com

May 27, 2025

Reno Bldg. Dept.
Re: Permit No. BLD22-03172E
Kowalczyk Residence
Plan Check Corrections.

Updating the site plan to show the driveway As it was built.

If you have any questions please feel free to call me at 856-1400.

Thank you,

Michael Peterson

MICHAEL T PETERSON
3710 Grant Drive Suite C
Reno, Nevada 89509
775.856.1400
mike@mtpeterson.com
www.mtpeterson.com

June 30, 2025

NSAIDRD
2080 E. Flamingo Rd Suite 120
Las Vegas, Nevada 89119

Mrs. Bach,
This is in response to the email Dated June 26, 2025 .

I have had owners who chose to turn in plans as an owner builder. I prepared their plans when I was licensed and they were not submitted until after my license was suspended. They had no desire to hire a new residential designer to stamp the plans. I have not contracted any new work for owner builders.

I have done some work for General Contractors who needed some plans done. I have worked as a 1099 employee in the past. I have since told them I cannot work that way any longer, I need to be a W-2 Employee. I have filed out the paperwork to become a W-2 Employee when they need a job done.

I am talking with other residential designers who might be willing to finish off the projects I started last year. If I can't find someone to take over the projects then they will have to stand in line to get their money back.

When I was in business before I would include the structural fees in my fees. Since I lost my license the owners need to sign a contract with the engineer directly. They pay the engineer.
I am sorry to hear about Rodger and Josh. Rodger let me know last week. Josh has been finishing the projects he started working on. I am not sure of his future plans. I don't sign contracts with the engineer, so not sure I need any engineer to work with.
Working with Rodger was very difficult. He wanted me to redraw all my plans to look exactly like his plans, even if it was a minor plan check correction. I owe him $2,000 for plan check corrections when there was nothing to change on the architectural drawings. We had one correction on a civil sheet by the civil engineer and he made me change all the architectural plans even though there were no changes to them.
I am trying to come up with the money Rodger.

I am living mostly off my social security ($2,387 mo.) and SNAP benefits (food Stamps). The last few months have been difficult. I have had my power and water shut off at the house. I borrowed money from my daughter to get the power and water back on. We sold anything we could think of including wedding rings just to get food. There is nothing left. I have been picking up some work in California lately from people I have known for a few years now. Work is picking up there a bit.
I hope to get more from Social Security soon, but they work very slow.
I will let you know when I have the next $500 to pay you back. Hopefully before the 15th.

Sincerely,

Michael Peterson

Laura A. Bach

From: Laura A. Bach
Sent: Tuesday, July 29, 2025 7:37 AM
To: Fabiola Luna
Subject: RE: Mike T. Peterson

His license has been suspended since January 1, 2025, and will be until March 2028. He can no longer prepare plans. Do not utilize his services and don't pay him any money.

Laura Bach, Chief Investigator
Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119
Phone: (702) 486-7300
Email: lbach@nsbaidrd.nv.gov
Web: nsbaidrd.org
Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd

From: Fabiola Luna <casafloresluna@gmail.com>
Sent: Monday, July 28, 2025 5:32 PM
To: Laura A. Bach <lbach@nsbaidrd.nv.gov>
Cc: angelina_river@hotmail.com
Subject: RE: Mike T. Peterson

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Laura,

My name is Angelina.

Your information was provided to us today at the Washoe County office to reach out regarding Mike T. Peterson. We just learned that he is not licensed or can you confirm that he is not licensed?

We encountered a situation with Mike T. Peterson back in 2020 we paid him $3,500 for an addition on our home and unfortunately the plans did not get approved. Because of the pandemic we did not continue the project and he was not too helpful. A week ago we started another project, but we are afraid that he is just asking for money and the plans are not getting approved.

Thank you for you time,

Angelina Rivera
775-762-9064

Laura A. Bach

From: Paholke, Kory <KPaholke@washoecounty.gov>
Sent: Tuesday, July 29, 2025 12:31 PM
To: Laura A. Bach
Cc: Osborn, Jacob; Paholke, Kory
Subject: Mike Peterson
Attachments: NARRATIVE_CORR1_.pdf; PLANS_CORR1_ORIGINAL.pdf

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Laura,
We received corrections responses today from Mr. Peterson for a project that he started with us on 12/6/24 at 835 Brenda Way, Washoe County.
The corrections issued required changes to his pages. The attached response letter and plans with clouds and deltas clearly show he made those changes yesterday, 7/28/25.
Our permit tech is going to let Mr. Peterson know that we cannot accept them. I will let you know what if any Mr. Peterson's response is.

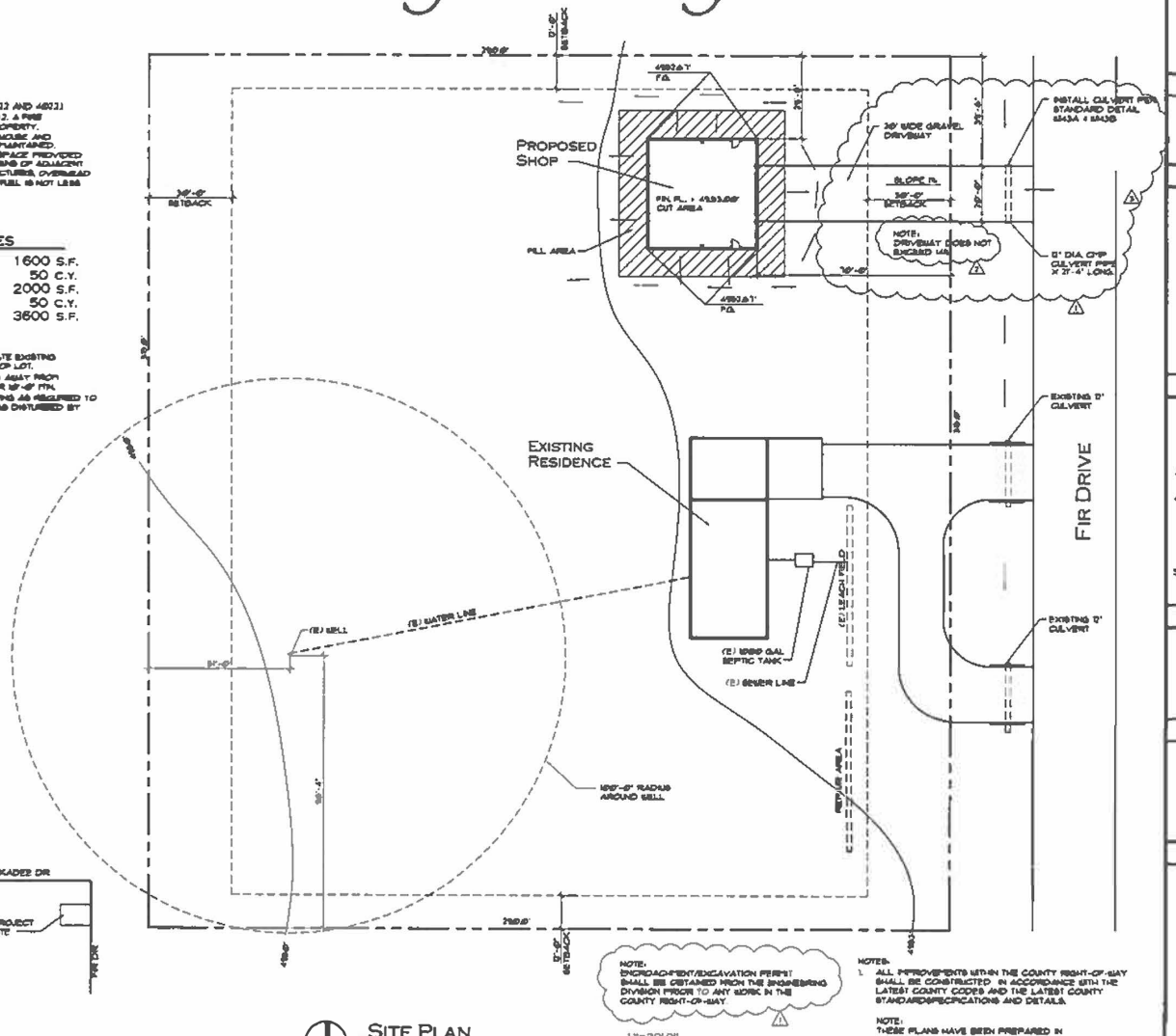
Regards.

Please tell us how we did by taking a quick survey

Kory Paholke
Senior Building Permit Technician
Building Division | Community Services Department
kpaholke@washoecounty.gov | Office: 775-328-2022
1001 East 9th St., Reno, NV 89512
Work hours: 8:00am – 4:30pm

Have some kudos to share about a Community Services Department employee or experience? Submit a nomination for a Washoe Star by clicking this link: WASHOE STAR

A Metal Building for
Kyle Hayek



WUI NOTES

1. ACCESS DOES COMPLY WITH SECTION 4802 AND 4803.1
2. WATER SUPPLY MEETS WITH SECTION 4803.2. A FIRE HYDRANT IS LOCATED WITHIN 400' OF PROPERTY.
3. DEFENSIBLE SPACE SHALL BE 30' FROM HOUSE AND SHALL BE CLEARED OF ALL BRUSH AND MAINTAINED. TREES ARE ALLOWED IN THE DEFENSIBLE SPACE PROVIDED THE HORIZ. DISTANCE BETWEEN THE CROWNS OF ADJACENT TREES AND CROWNS OR TREES AND STRUCTURES, OVERHEAD ELECTRICAL FACILITIES AND UNDEVELOPED FUEL IS NOT LESS THAN 10'-0"

GRADING NOTES

CUT AREA	1600 S.F.
CUT QUANTITY	50 C.Y.
FILL AREA	2000 S.F.
FILL QUANTITY	50 C.Y.
DISTURBED AREA	3600 S.F.

GRADING NOTES:
1. OWNER TO PERPETUATE EXISTING DRAINAGE TO REAR OF LOT.
2. SLOPE FINISH GRADE AWAY FROM HOUSE AT 5% MIN. FOR 10'-0" MIN.
3. PREVIOUS LANDSCAPING AS REQUIRED TO STABILIZE THE AREAS DISTURBED BY CONSTRUCTION.

VICINITY MAP N.T.S

SITE PLAN 1"=20'-0"
080-278-03
11365 FIR DRIVE

CONSULTANTS

MICHAEL T. PETERSON
3710 GRANT DRIVE SUITE C
RENO NEVADA 89509
PHONE : (775) 856-1400
CELL: (775) 240-4564
MIKE@MTPETERSON.COM

ENGINEER
JTN ENGINEERING LLC
P.O.BOX 19666
RENO, NEVADA 89511
PHONE : (775) 626-3391
JOSH @ JTNENGINEERING.COM

OWNER INFORMATION

KYLE HAYEK
11365 FIR DRIVE
RENO, NEVADA 89506
PHONE (775) 203-4697

DESIGN INFORMATION

RESIDENTIAL CODE	2018 I.R.C.
ELECTRICAL CODE	2018 I.R.C.
PLUMBING CODE	2018 I.R.C.
MECHANICAL CODE	2018 I.R.C.
ENERGY CONS. CODE	2018 IECC
STRUCTURAL DESIGN	2018 I.B.C.
WIND LOAD	VULT 130 MPH EXP C
SEISMIC ZONE	D-2
ROOF LL	21 PSF SNOW
WUI FIRE ZONE	MODERATE
FIRE CODE	2018 I.F.C.

AND ANY APPLICABLE LOCAL ORDINANCES WHICH AFFECT THIS PROJECT

GENERAL NOTES

1. ALL TRADE CONTRACTORS SHALL VERIFY CONDITIONS AND DIMENSIONS IN THE FIELD. ALL QUESTIONS AS TO DIMENSIONS AND FIELD CONDITIONS SHALL BE RESOLVED BEFORE THE AFFECTED WORK PROCEEDS.
2. THE GENERAL BUILDING PERMIT AND PLAN CHECK FEE SHALL BE SECURED AND PAID FOR BY THE OWNER. ALL OTHER LICENSES AND FEES SHALL BE OBTAINED BY THE APPLICABLE TRADE CONTRACTOR FOR THE ASPECTS OF THE WORK RELATED TO THEIR TRADE.
3. THE BUILDER SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TEMPORARY WATER SUPPLY, LIGHT / POWER, TOILET FACILITIES, AND A TRASH DUMPSTER OR TRAILER.
4. ALL TRADES SHALL AT ALL TIMES, KEEP THE PREMISES FREE FROM ACCUMULATION OF WASTE MATERIALS OR RUBBISH CAUSED BY THEIR WORK, AND AT THE COMPLETION OF THEIR WORK REMOVE ALL RUBBISH FROM AND ABOUT THE JOB SITE, AND ALL THEIR TOOLS, SCAFFOLDING AND SURPLUS MATERIALS, AND SHALL LEAVE THE JOB BROOM CLEAN, INCLUDING REMOVING ALL LABELS, STICKERS, PAINT SMEARS, ETC. FROM LIGHTING FIXTURES, PLUMBING FIXTURES, GLASS SURFACES, FINISH HARDWARE, CABINETS, COUNTER TOPS, ETC.
5. NOTHING INDICATED ON THESE PLANS IS INTENDED TO CONFLICT WITH ANY APPLICABLE CODE OR ORDINANCE. IN THE EVENT OF A CONFLICT THE CONTRACTOR OR SUB CONTRACTOR SHALL NOTIFY THE ARCHITECT PRIOR TO PROCEEDING WITH THE AFFECTED WORK.

RESIDENCE INFORMATION

EXISTING LIVING AREA	1400 SQ. FT.
EXISTING GARAGE AREA	616 SQ. FT.
NEW METAL BUILDING AREA	1600 SQ. FT.

BUILDING INFORMATION

BUILDING OCCUPANCY GROUP	R-3/U
TYPE OF CONSTRUCTION	VB
A. P. N. :	080-278-03
LOT SIZE	2.097 ACRES
LOT : 68	BLOCK:
SUB DIVISION : HEPPNER SUBDIVISION 2	

SHEET SCHEDULE

A-1	COVER SHEET & SITE PLAN
A-1A	SITE DETAILS
A-2	FLOOR PLAN & ELEVATIONS
S-1	STRUCTURAL PLANS AND DETAILS

Michael T. Peterson
www.mtpeterson.com
mike @ mtpeterson.com
Phone: (775) 856-1400 3710 Grant Dr. Suite C
Cell: (775) 240-4564 Reno, Nevada 89509

A Metal Building For Kyle Hayek 11365 Fir Drive Reno, Nevada

Revisions Mark	Date	Description
1	8-1-19	PLAN CHECK
2	8-28-19	PLAN CHECK
3	9-16-19	PLAN CHECK

Drawn By MTP	Date Sept. 17, 2019
Checked By M.T.P.	Project No. 2019

Sheet Title: SITE PLAN AND COVER SHEET
Sheet Number: A-1

Final Submittal

NOTES:

1. ENCROACHMENT/EXCAVATION PERMIT AND/OR A REVOCABLE OCCUPANCY PERMIT SHALL BE OBTAINED FROM THE WASHOE COUNTY COMMUNITY SERVICES DEPARTMENT PRIOR TO ANY WORK.
2. THE MAXIMUM SLOPE ON DRIVEWAYS SHALL NOT EXCEED 14%.
3. SUBGRADE SHALL BE COMPACTED TO 90% MINIMUM RELATIVE COMPACTION. IF EXPANSIVE OR UNSUITABLE MATERIALS ARE ENCOUNTERED AT SUBGRADE ELEVATION, THE SOILS SHALL BE OVER-EXCAVATED TO CONFORM TO THE SOILS REPORT OR REQUIREMENTS OF WASHOE COUNTY. THE SUBGRADE SHALL BE INSPECTED AND APPROVED BY WASHOE COUNTY PRIOR TO PLACEMENT OF AGGREGATE BASE.
4. ALL WORK SHALL MEET THE LATEST EDITION OF THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION.
5. MAXIMUM GRADE DIFFERENTIAL BETWEEN DRIVEWAY APRON AND ASPHALT EXCEEDS 6%, PROVIDE MINIMUM 6 FOOT VERTICAL CURVE TRANSITION BETWEEN BACK EDGE OF APRON AND DRIVEWAY.
6. NO PORTION OF THE DRIVEWAY SHALL BE PERMITTED WITHIN 3 FEET OF A PROPERTY LINE.
7. A MINIMUM OF 50 FEET MUST SEPARATE DRIVEWAY APPROACHES, CENTERLINE TO CENTERLINE, FOR CIRCULAR DRIVEWAYS ON ONE PROPERTY AS APPROVED BY THE COUNTY ENGINEER.
8. DRIVEWAY GEOMETRICS SHALL REFER TO THE WASHOE COUNTY STANDARD DRAWING No. W-141. CONCRETE DRIVEWAY APRONS SHALL REFER TO THE WASHOE COUNTY STANDARD DRAWING Nos. W-142A, W-142B, W-142C, W-142D AND W-142E.
9. MATCH W/ 1 MEAT LINE ALONG THE EXISTING EDGE OF PAVEMENT, SAWCUT A MINIMUM DISTANCE FROM THE EDGE AS NEEDED TO OBTAIN A SMOOTH MATCH LINE WITH A FULL DEPTH VERTICAL EDGE.
10. HOT MIX ASPHALT SHALL BE TYPE 3, PG64-28 (OR COUNTY APPROVED EQUIVALENT), 2½ INCHES, 50 BLOWS PER SIDE MIX WITH 1.5% LIME AND NO MORE THAN 15% RECYCLED ASPHALT PAVEMENT COMPACTED TO A MINIMUM OF 93% RICE RELATIVE COMPACTION.
11. MINIMUM SIZE CULVERT PIPE SHALL BE DETERMINED BY THE COUNTY ENGINEER. CULVERT PIPE IS TO BE ROUND OR ELLIPTICAL AND OTHER REINFORCED CONCRETE PIPE (RCP), GALVANIZED CORRUGATED METAL PIPE (CMP), OR HIGH DENSITY POLYETHYLENE (HDPE) MINIMUM CLASS 3 MEETING REQUIREMENTS OF AASHTO M294.
12. CULVERT PIPE INSTALLATION AND SOIL COVER DEPTH SHALL BE PER THE PIPE MANUFACTURER'S RECOMMENDATIONS. SOIL COVER SHALL BE TYPE 2 CLASS B, OR TYPE 1 RECYCLED, AGGREGATE BASE COMPACTED TO 95% MINIMUM RELATIVE COMPACTION PER ASTM D-1557.
13. CULVERT PIPE SHALL BE SLOPED TO MATCH EXISTING DITCH/ROAD GRADE, OR 1% MINIMUM.
14. CULVERT PIPE SHALL EXTEND A MINIMUM OF 2 FEET BEYOND THE TOE OF FILL WITH A MINIMUM OF 2 FEET OF RIPRAP HORIZONTALLY PAST END OF PIPE.
15. CLASS 150 RIPRAP TO BE PLACED AT PIPE INLETS AND OUTLETS. INSTALLATION OF FLARED END SECTIONS AND HEADWALLS SHALL BE DETERMINED BY THE COUNTY ENGINEER.
16. NO CONCRETE OR PAVER DRIVEWAYS ARE ALLOWED WITHIN 4 FEET OF THE EDGE OF PAVEMENT.
17. HYDRANTS OR METERS DRIVEWAYS LOCATED WITHIN THE LIMITS OF THE APRON SHALL BE ON A SEPARATE STATION.
18. WASHOE COUNTY SHALL NOT BE RESPONSIBLE FOR MAINTENANCE OF DRIVEWAY APRONS.
19. CURRENT AASHTO REQUIREMENTS FOR CLEAR ZONES SHALL BE MET.

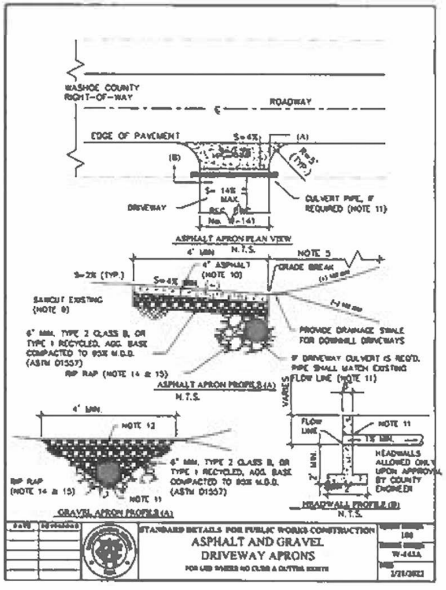
STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION

ASPHALT AND GRAVEL DRIVEWAY APRONS NOTES

FOR USE WHERE NO CURB & GUTTER EXISTS

Detail No. W-141B

3/21/2022



STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION

ASPHALT AND GRAVEL DRIVEWAY APRONS

FOR USE WHERE NO CURB & GUTTER EXISTS

Detail No. W-443A

3/21/2022

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3710 Grant Dr. Suite C
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A Metal Building For Kyle Hayek 11365 Fir Drive Reno, Nevada

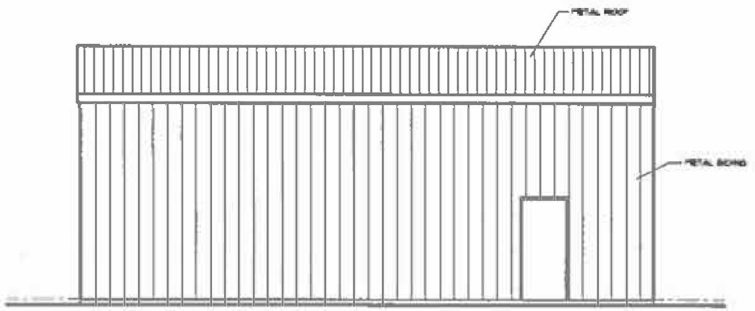
Revisions Mark	Date	Description
1	5-1-25	PLAN CHECK

Drawn By	Date
MTP	Sept. 27, 2024
Checked By	Project No
MTP	2423

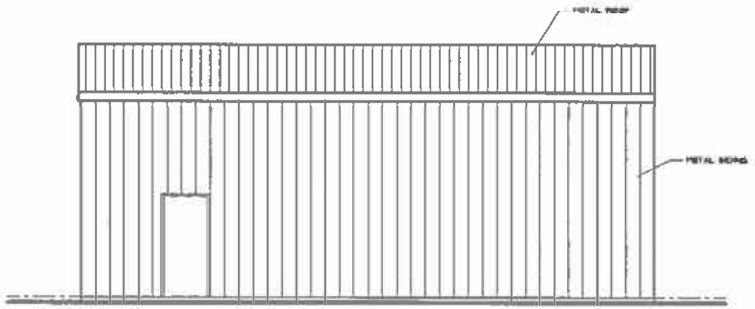
Sheet Title: NOTES & DETAILS

Sheet Number: A-1A

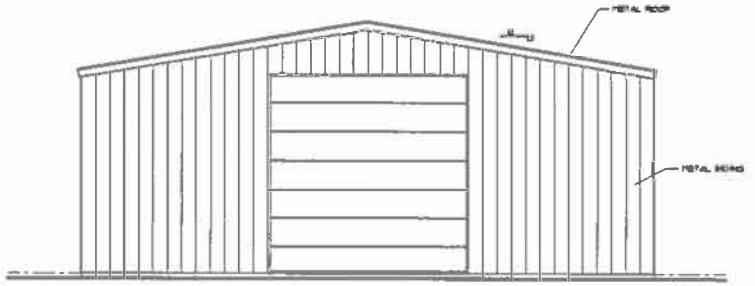
Final Submittal



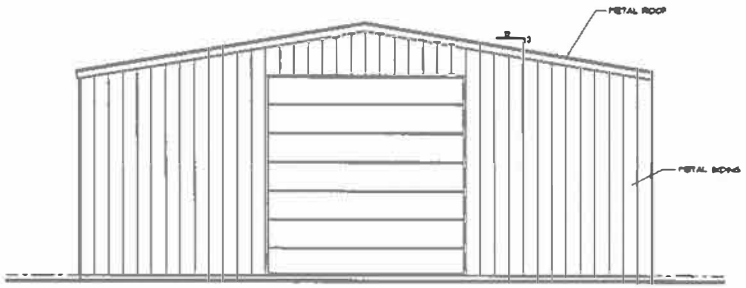
SOUTH ELEVATION SCALE: 1/4"=1'-0"



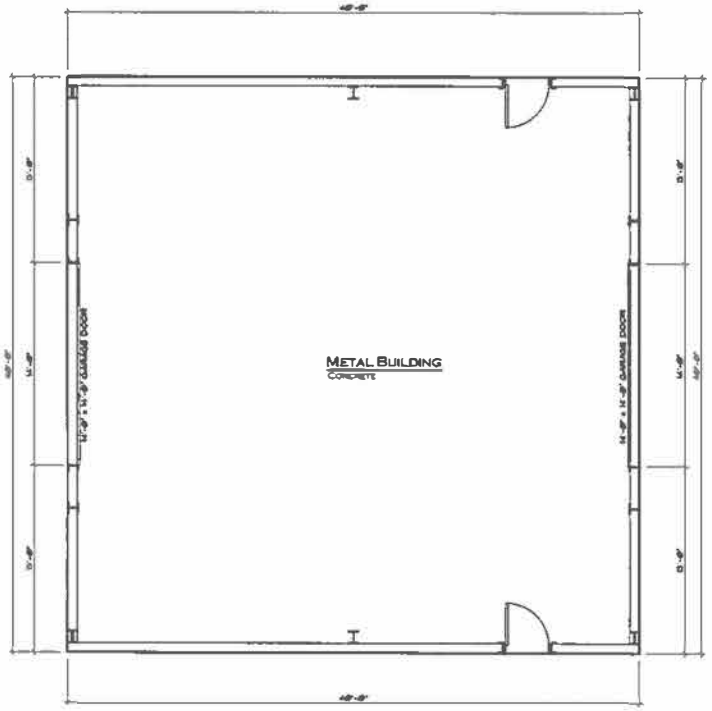
NORTH ELEVATION SCALE: 1/4"=1'-0"



EAST ELEVATION SCALE: 1/4"=1'-0"



WEST ELEVATION SCALE: 1/4"=1'-0"



FLOOR PLAN SCALE: 1/4"=1'-0"
FLOOR AREA = 1600 SQ FT

Michael T. Peterson
Residential Designer
www.mtpeterson.com
mike@mtpeterson.com
Phone: (775) 856-1400 5710 Grant Dr. Suite C
Cell: (775) 240-4364 Reno, Nevada 89509

NEVADA REGISTERED ARCHITECT MICHAEL T. PETERSON STATE OF NEVADA
September 27, 2024

A Metal Building
For
Kyle Hayek
11365 Fir Drive
Reno, Nevada

Revisions		
Mark	Date	Description

Drawn By: MTP	Date: Sept. 27, 2024
Checked By: MTP	Project No: 2429

Sheet Title
FLOOR PLAN & ELEVATIONS

Sheet Number
A-2

Final Submittal

GENERAL NOTES AND SPECIFICATIONS

GENERAL:

a) ALL WORK SHALL CONFORM TO THE 2018 IBC + APPLICABLE LOCAL CODES
b) WHERE APPLICABLE, ALLOWABLE STRESSES HAVE BEEN INCREASED 1.33% EXCEPT ALPINE + PLACER COUNTIES FOR SNOW DURATION AND 33% FOR SEISMIC & WIND LOADING.
c) JLN ENGINEERING, LLC IS RESPONSIBLE FOR THE STRUCTURAL ITEMS AS THE PLANS ONLY SHOULD ANY CHANGES BE MADE, OR SHOULD THE RESULTS OF THESE CALCULATIONS NOT BE FULLY OR PROPERLY TRANSCRIBED TO THE PLANS BY OTHERS, JLN ENGINEERING, LLC ASSUMES NO RESPONSIBILITY FOR THE STRUCTURE. NO DEVIATION FROM STRUCTURAL DETAILS SHALL BE MADE WITHOUT THE WRITTEN APPROVAL OF THE STRUCTURAL ENGINEER. APPROVAL BY GOVERNING AGENCY DOES NOT CONSTITUTE AUTHORITY TO DEVIATE FROM PLANS OR SPECIFICATIONS.
d) ALL CODES AND STANDARDS SHALL BE THE MOST CURRENT EDITION AS OF THE DATE OF THE CALCULATIONS
e) THE DETAILS SHOWN ON THE DRAWINGS ARE TYPICAL. SIMILAR DETAILS APPLY TO SIMILAR CONDITIONS
f) THE CALCULATIONS ARE BASED UPON A COMPLETE STRUCTURE. SHOULD AN UNFINISHED STRUCTURE BE SUBJECTED TO LOADS, JLN ENGINEERING, LLC SHOULD BE CONSULTED FOR AN INTERIM DESIGN OR IF NOT, WILL ASSUME NO LIABILITY
g) TEMPORARY SUPPORTS, ETC., ARE THE SOLE RESPONSIBILITY OF THE FRAMING CONTRACTOR AND HAVE NOT BEEN CONSIDERED BY THE STRUCTURAL ENGINEER. FRAMING CONTRACTOR IS RESPONSIBLE FOR THE STABILITY OF THE STRUCTURE PRIOR TO THE APPLICATION OF SHEAR WALLS, ROOF AND FLOOR DIAPHRAGMS AND FINISH MATERIALS. HE SHALL PROVIDE THE NECESSARY BRACING TO PROVIDE STABILITY PRIOR TO THE APPLICATION OF THE AFOREMENTIONED MATERIALS. OBSERVATION VISITS TO THE SITE BY A FIELD REPRESENTATIVE OF THE STRUCTURAL ENGINEER DOES NOT INCLUDE INSPECTIONS OF CONSTRUCTION MEANS AND METHODS. OBSERVATION PERFORMED BY ARCHITECT AND/OR STRUCTURAL ENGINEER DURING CONSTRUCTION ARE NOT CONTINUOUS AND DETAILED INSPECTION SERVICES ARE PERFORMED BY OTHERS. OBSERVATIONS PERFORMED BY STRUCTURAL ENGINEER ARE PERFORMED SOLELY FOR THE PURPOSE OF DETERMINING IF CONTRACTOR UNDERSTANDS DESIGN INTENT CONVEYED IN THE CONTRACT DOCUMENTS. OBSERVATIONS DO NOT GUARANTEE CONTRACTORS PERFORMANCE AND ARE NOT TO BE CONSTRUED AS A SUPERVISION OF CONSTRUCTION.
h) JLN ENGINEERING, LLC EXPRESSLY RESERVES ITS COMMON LAW COPYRIGHT AND OTHER PROPERTY RIGHTS IN THESE PLANS. THESE PLANS ARE NOT TO BE REPRODUCED, CHANGED, OR COPIED IN ANY MANNER WHATSOEVER, NOR ARE THEY TO BE ASSIGNED TO A THIRD PARTY WITHOUT FIRST OBTAINING THE EXPRESS PERMISSION AND CONSENT OF JLN ENGINEERING, LLC. IN THE EVENT OF UNAUTHORIZED REUSE OF THESE PLANS BY A THIRD PARTY, THE THIRD PARTY SHALL HOLD JLN ENGINEERING, LLC HARMLESS.

FOUNDATION

a) BUILDING SITES ARE ASSUMED TO BE DRAINED AND FREE OF CLAY OR EXPANSIVE SOIL. ANY OTHER CONDITIONS SHOULD BE BROUGHT TO THE ATTENTION OF JLN ENGINEERING, LLC.
b) THESE CALCULATIONS ASSUME STABLE, UNDISTURBED SOILS AND LEVEL OR STEPPED FOOTINGS. ANY OTHER CONDITIONS SHOULD BE REPORTED TO JLN ENGINEERING, LLC.
c) ALL FOOTINGS SHALL BEAR ON UNDISTURBED SOIL WITH A FOOTING DEPTH BELOW FROSTLINE OF 24" PER LOCAL CODE REQUIREMENTS
d) ALL FINISHED GRADE SHALL SLOPE AWAY FROM FOUNDATION FOR A MINIMUM OF 10'-0"
e) SOIL BEARING PRESSURE IS ASSUMED TO BE 1,500 psf, IN ACCORDANCE WITH IBC TABLE 1806.2
f) FILL MATERIAL SHALL BE FREE FROM DEBRIS, VEGETATION, AND OTHER FOREIGN SUBSTANCES
g) BACKFILL PLACED SHALL BE COMPACTED TO 90% RELATIVE DENSITY PER ASTM D 1557 TO WITHIN 12" OF FINISHED GRADE. THE TOP 12" SHALL BE LANDSCAPE FILL.
h) BACKFILL AT PIPE TRENCHES SHALL BE COMPACTED ON BOTH SIDES OF PIPE IN 6" LIFTS.
i) YARD DRYROOF EXTERIOR FACES OF ALL FOUNDATION WALLS ADJACENT TO USABLE SPACES. WATERPROOFING OF ALL FOUNDATION AND RETAINING WALLS TO BE THE RESPONSIBILITY OF THE OWNER AND/OR CONTRACTOR.
j) ALL BACKFILL AGAINST FOUNDATION WALLS MUST BE COMPACTED TO 90% RELATIVE DENSITY, UNLESS OTHERWISE DIRECTED BY A SOILS REPORT
k) PERFORATED PIPE SUB-DRAIN TYPICAL BEHIND ALL RETAINING WALLS. USE 4" DIA. PVC EXCEPT UNLESS NOTED OTHERWISE. SLOPE PIPE TO DRAIN TO DAYLIGHT AND DAYWELL

CONCRETE:

a) ALL CONCRETE SHALL BE ASTM C 150, TYPE II OR V, LOW ALKALI AND HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 2500 psi FOR FOOTINGS AND 3500 psi FOR SLABS (SPECIAL INSPECTION NOT REQUIRED).
b) CONCRETE SHALL BE AIR-ENTRAINED TO 4 3/4 TO 7 3/4.
c) SLUMP SHALL BE BETWEEN 2 AND 5 INCHES.
d) MAXIMUM WATER/CEMENT RATIO SHALL BE 0.45
e) ALL SLABS ON GRADE (5.0.6) SHALL HAVE A MINIMUM THICKNESS OF 4" AND BE REINFORCED WITH WWF6x6 - W1.4xW1.4 MESH AS PER ASTM A185, OR WITH FIBERMESH AS PER MANUFACTURERS SPECIFICATIONS (EQUIVALENT TO MESH SPECIFIED ABOVE).
f) REINFORCEMENT COVER IN CAST-IN-PLACE CONCRETE SHALL BE AS FOLLOWS:
3" - CONCRETE CAST AGAINST AND PERMANENTLY EXPOSED TO EARTH
+1/2" - CONCRETE EXPOSED TO EARTH OR WEATHER WITH #5 BARS OR SMALLER.
+1/2" - CONCRETE NOT EXPOSED TO WEATHER OR IN CONTACT WITH GROUND, #6 BARS AND SMALLER
+1/2" - BEAMS, COLUMNS, AND PILASTERS, CENTER OVER TIES
+1/2" - CLEAR TO TOP FOR REINFORCEMENT IN SLABS ON GRADE
g) PROVIDE SLAB CONTROL JOINTS (SAW CUT OR PLASTIC INSERTS) AT 10'-0" MAXIMUM SPACING EACH WAY FOR 6" SLAB. JOINT DEPTH TO BE 1/4" OF SLAB DEPTH
h) ALL REINFORCEMENT SHALL BE ASTM A615 GRADE 60 MIN. U.N.O.
i) LAP REINFORCING A MINIMUM OF 40 BAR DIAMETERS AT ALL SPLICES, U.N.O.

SOILS & FOUNDATION:

JLN ENGINEERING, LLC HAS NOT MADE A GEOTECHNICAL REVIEW OF THE BUILDING SITE AND IS NOT RESPONSIBLE FOR GENERAL SITE STABILITY OR SOIL SUITABILITY FOR THE PROPOSED PROJECT. A REVIEW BY A GEOLOGICAL ENGINEER OR QUALIFIED CIVIL ENGINEER MAY BE OBTAINABLE BY THE OWNER. FOUNDATION DESIGN IS BASED ON BEARING CAPACITIES SET FORTH IN TABLE 1806.2 OF CHAPTER 18 IN THE 2018 IBC, ASSUME CLASS 4 SOIL WITH ALLOWABLE SOIL BEARING PRESSURE OF 1,500 psf. FOOTINGS SHALL EXTEND 24" MINIMUM BELOW FINISH GRADE AT EXTERIOR WALLS FOR FROST PROTECTION. FOOTINGS SHALL BOTTOM 12" MINIMUM BELOW NATURAL UNDISTURBED GRADE

METAL BUILDING CALCULATIONS:

THE DESIGN HAS BEEN BASED ON THE METAL BUILDING CALCULATIONS PROVIDED BY

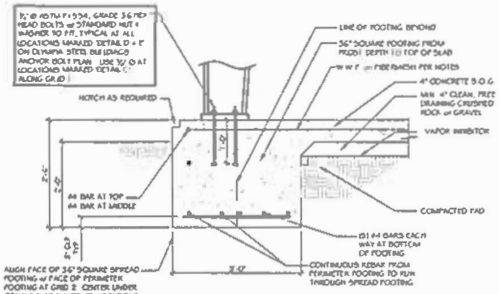
OLYMPIA STEEL BUILDINGS
4309 I-35 NORTH
DENTON, TEXAS 76207

JOB # 12271-33851
DATED 9/6/2024

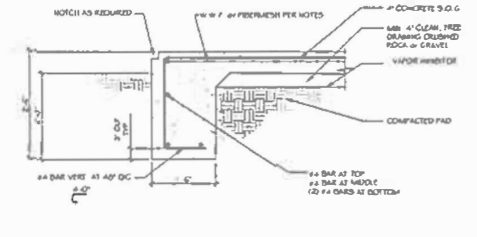
SIGNED BY
NEVADA PROFESSIONAL ENGINEER DAVID RAY GAAL JR. LICENSE # 030231

DESIGN CRITERIA:

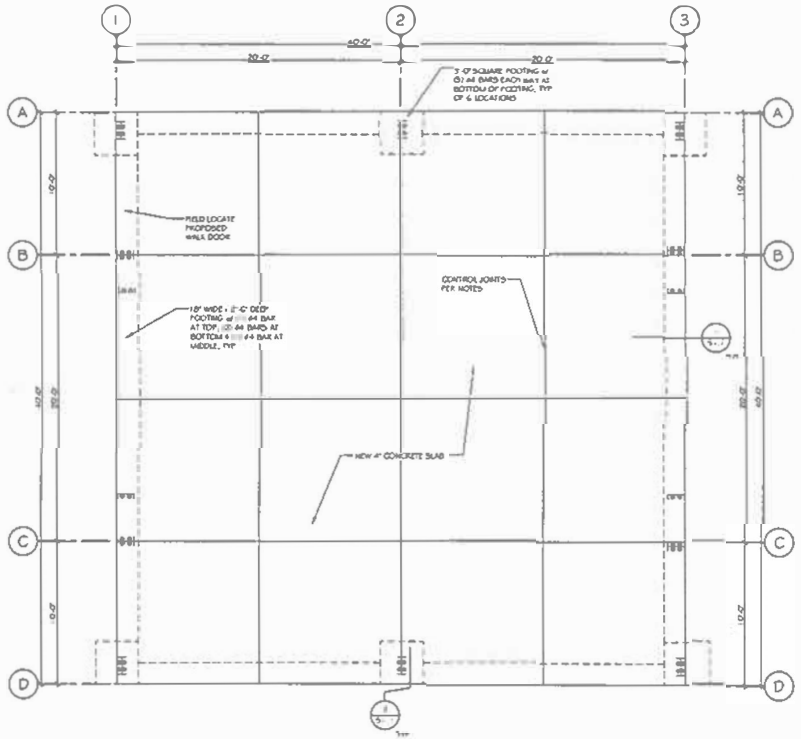
2018 INTERNATIONAL BUILDING CODE (IBC)
LOCAL BUILDING DEPARTMENT STANDARDS



2 SPREAD FOOTING AT COLUMNS



1 PERIMETER FOUNDATION



Foundation Plan
Scale: 1/4" = 1'-0"

JLN Engineering, LLC
P.O. Box 19666
Reno, NV 89511
775.626.3391
josh@jlnengineering.com

JOSHUA T. NEES — No. 18484 — CIVIL — STATE OF NEVADA — PROFESSIONAL ENGINEER
9-25-2024

STRUCTURAL PLANS AND DETAILS

HAYEK METAL BLDG. FOUNDATION
11365 Fir Drive
Reno, Nevada 89506

Revision	Date

Drawn By	JTN
Checked	JTN
Date	9-25-2024
Scale	As Shown
Job #	24-270
Sheet #	S1.1

Laura A. Bach

From: Mike Peterson <mike@mtpeterson.com>
Sent: Tuesday, July 29, 2025 11:28 AM
To: Laura A. Bach
Subject: RE: Kyle Hayek

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I have been talking to the building department directly for the Kyle Hayek Project. I thought that one was resolved.
I have an engineer working with me to get these projects finished.
I am working with a residential designer to wrap up projects also.
I told Joe Millan he would need to sign a contract with the Engineer on the project. I did a project with Joe Millan 5 years ago and he did not get the permit finished back then. He came in this morning and told me he does not want to work with me and I gave him all his money back already.
I will check on the Hayek Project again.
I am working for an engineer as a W-2 Employee.
Thanks,
Mike

From: Laura A. Bach <lbach@nsbaidrd.nv.gov>
Sent: Tuesday, July 29, 2025 10:44 AM
To: Mike Peterson <mike@mtpeterson.com>
Subject: Kyle Hayek

Mike,
I got a call from Kyle Hayek that you haven't gotten back to the building department about his driveway. You should not be preparing plans for submittal as owner builder. You are NOT to be preparing any plans for a contractor (unless you are a W-2 employee and I will ask for a copy of your W-2) or owner builder. You may only draft for a design professional (Architect, RD, Registered Interior Designer or Engineer). I have already told you this. I also received a call from Joe Millan about you asking for more money to do his garage conversion which you should not be doing. I am going to be opening cases on these two incidences. You must rectify these two projects so that the clients get a completed project through another designer for which you will pay for or refund their money. We are going to be discussing you at the next board meeting August 20, 2025, and I would like for you to attend. It will be in Reno at TMCC. I will email you the address and time shortly. Are you available to appear? Please contact both Mr. Hayek (775-203-4697) and Mr. Milan (775-762-8573) and let them know what you will be doing for them to rectify the situation. Let me know once you have talked to them.

Laura Bach, Chief Investigator
Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119
Phone: (702) 486-7300
Email: lbach@nsbaidrd.nv.gov
Web: nsbaidrd.org
Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd

Laura A. Bach

From: Mike Peterson <mike@mtpeterson.com>
Sent: Tuesday, July 29, 2025 2:44 PM
To: Laura A. Bach
Subject: Re: Kyle Hayek

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I am not working. I am not doing any new work of any kind. I have turned in some plan check comments trying to get my clients in their permit. Other than that I have not done anything. If I was working I would pay you the money I owe you. I am 5 months behind on my office space. I got a 5 day notice to get out. If I had any money I could pay someone to take over my jobs. I do not have $10 dollars. But I still need to get my clients their permits. That is what is good for them. What do you suggest?

Get Outlook for iOS

From: Mike Peterson <mike@mtpeterson.com>
Sent: Tuesday, July 29, 2025 2:36:38 PM
To: Laura A. Bach <lbach@nsbaidrd.nv.gov>
Subject: Re: Kyle Hayek

I do not know what job you are talking about. I am not practicing anything. What is the job?

Get Outlook for iOS

From: Laura A. Bach <lbach@nsbaidrd.nv.gov>
Sent: Tuesday, July 29, 2025 12:42:01 PM
To: Mike Peterson <mike@mtpeterson.com>
Subject: Re: Kyle Hayek

Mike,
I just got an email from the Washoe County Building department stating that you submitted plans that you had made changes to yesterday. The engineer only stamped the civil not the architectural. You ARE NOT to be practicing. How do you explain this?

NSBAIDRD

Laura Bach
Investigator

From: Mike Peterson <mike@mtpeterson.com>
Sent: Tuesday, July 29, 2025 11:27 AM
To: Laura A. Bach <lbach@nsbaidrd.nv.gov>
Subject: RE: Kyle Hayek

Outlook

RE: Kyle Hayek

From Mike Peterson <mike@mtpeterson.com>
Date Wed 7/30/2025 8:13 AM
To Laura A. Bach <lbach@nsbaidrd.nv.gov>

1 attachment (225 KB)
EPSON008.PDF;

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I talked with a friend yesterday who is willing to loan me the money required to pay designers and engineers to take care of any plan check corrections to get taken care of. I will get everything sorted out and back into the building department.
Thanks for your help with me. Sorry for all the trouble. I just have been in a bind with no money to get things done.
I am including my latest w-2 statement from the contractor.
Thanks again,
Mike

From: Laura A. Bach <lbach@nsbaidrd.nv.gov>
Sent: Tuesday, July 29, 2025 12:42 PM
To: Mike Peterson <mike@mtpeterson.com>
Subject: Re: Kyle Hayek

Mike,
I just got an email from the Washoe County Building department stating that you submitted plans that you had made changes to yesterday. The engineer only stamped the civil not the architectural. You ARE NOT to be practicing. How do you explain this?

NSBAIDRD

Laura Bach
Investigator

From: Mike Peterson <mike@mtpeterson.com>
Sent: Tuesday, July 29, 2025 11:27 AM
To: Laura A. Bach <lbach@nsbaidrd.nv.gov>
Subject: RE: Kyle Hayek

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening

08/01/2025

Michael T. Peterson **719.44

*****Seven hundred nineteen and 44/100

Michael T. Peterson
3710 Grant Dr Ste C
Reno NV 89509-5377

EMPLOYER
Avail Enterprises, LLC.
1855 Sullivan Lane suite 245
Sparks NV 89434

PAY PERIOD

Period Beginning	07/24/2025
Period Ending:	07/30/2025
Pay Date:	08/01/2025
Total Hours:	0.00

EMPLOYEE
Michael T. Peterson
3710 Grant Dr Ste C
Reno NV 89509-5377

NET PAY: **$719.44**

MEMO:

PAY	Hours	Rate	Current	YTD
Commission	-	-	798.75	1,942.50

DEDUCTIONS	Current	YTD

TAXES	Current	YTD
Social Security	49.53	120.44
Federal Income Tax	18.19	24.53
Medicare	11.59	28.17

SUMMARY	Current	YTD
Total Pay	$798.75	$1,942.50
Taxes	$79.31	$173.14
Deductions	$0.00	$0.00

Net Pay **$719.44**

Laura A. Bach

From: Christopher Bacon <chris@phcbuilders.com>
Sent: Friday, August 1, 2025 8:15 AM
To: Mike Peterson; Rodger Scott; Laura A. Bach
Subject: Re: Code update proposal

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

How do I get these plans updated? It's taking quite a bit of time and I'm staring down a deadline.

Christopher A. Bacon
President
PHC Builders
775.400.7445
www.phcbuilders.com

From: Mike Peterson <mike@mtpeterson.com>
Sent: Friday, June 27, 2025 9:18:51 AM
To: Rodger Scott <rodger.arch@gmail.com>; Christopher Bacon <chris@phcbuilders.com>; Laura A. Bach <lbach@nsbaidrd.nv.gov>
Subject: RE: Code update proposal

Sorry about all the issues with this project.
If there is anything I can do to help just let me know.
Thanks,
mike

From: Rodger Scott <rodger.arch@gmail.com>
Sent: Thursday, June 26, 2025 4:51 PM
To: Christopher Bacon <chris@phcbuilders.com>; Laura A. Bach <lbach@nsbaidrd.nv.gov>; Mike Peterson <mike@mtpeterson.com>
Subject: Code update proposal

Chris, because of the difficulties working with Mike Peterson regarding the project located at "537 Colorado River Blvd.1 Reno, NV 89502 APN # 013-414-17". I am formally withdrawing the proposal that was sent to you on May 7,2025. I will not be able to work on this project.

Sincerely,
Rodger Scott, RD



Laura A. Bach

From: Laura A. Bach
Sent: Monday, August 4, 2025 9:57 AM
To: Christopher Bacon; Mike Peterson; Rodger Scott
Subject: RE: Code update proposal

You will have to hire another residential designer, architect or engineer to complete the plans as Mike's registration has been suspended for three years, and he can no longer work on your project. Mike should give you a release for his plans so that the new design professional can use the plans.

Laura Bach, Chief Investigator
Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119
Phone: (702) 486-7300
Email: lbach@nsbaidrd.nv.gov
Web: nsbaidrd.org
Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd

From: Christopher Bacon <chris@phcbuilders.com>
Sent: Friday, August 1, 2025 8:15 AM
To: Mike Peterson <mike@mtpeterson.com>; Rodger Scott <rodger.arch@gmail.com>; Laura A. Bach <lbach@nsbaidrd.nv.gov>
Subject: Re: Code update proposal

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

How do I get these plans updated? It's taking quite a bit of time and I'm staring down a deadline.

Christopher A. Bacon
President
PHC Builders
775.400.7445
www.phcbuilders.com

From: Mike Peterson <mike@mtpeterson.com>
Sent: Friday, June 27, 2025 9:18:51 AM
To: Rodger Scott <rodger.arch@gmail.com>; Christopher Bacon <chris@phcbuilders.com>; Laura A. Bach <lbach@nsbaidrd.nv.gov>
Subject: RE: Code update proposal

Sorry about all the issues with this project.
If there is anything I can do to help just let me know.
Thanks,
mike

Laura A. Bach

From: Osborn, Jacob <JOsborn@washoecounty.gov>
Sent: Monday, August 11, 2025 4:04 PM
To: Mike Peterson
Cc: Paholke, Kory; Laura A. Bach
Subject: RE: WBLD25-100087
Attachments: PLANS_CORR3_ORIGINAL.pdf

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon,
You are correct according to the information provided to us by the state board. Any plan pages that are alter after the revocation of the license will need to be taken over by a new design professional. The pages that do not need to be altered that were submitted prior can still be accepted, however. For example, on the attached plan set, pages A-1 and A-1A are being changes and will need the new design professional, but since page A-2 does not have any changes, that page can remain as is.
Please contact the state board for further information. Otherwise, once I receive the new plans, I will be able to route them back into review.
Thank you

Please tell us how we did by taking a quick survey

Jake Osborn
ICC Certified Building Permit Technician
Building Division | Community Services Department
josborn@washoecounty.gov | Office: 775-328-2123
1001 East 9th St., Reno, NV 89512

Have some kudos to share about a Community Services Department employee or experience? Submit a nomination for a Washoe Star by clicking this link: WASHOE STAR

From: Mike Peterson <mike@mtpeterson.com>
Sent: Monday, August 11, 2025 2:34 PM
To: Osborn, Jacob <JOsborn@washoecounty.gov>
Cc: Paholke, Kory <KPaholke@washoecounty.gov>
Subject: RE: WBLD25-100087

So for a plan check correction I need a new engineer or residential designer to stamp the entire job?
Submit in a complete new set of plans?
Please clarify.
Thanks,
Mike

From: Osborn, Jacob <JOsborn@washoecounty.gov>
Sent: Monday, August 11, 2025 1:59 PM
To: Mike Peterson <mike@mtpeterson.com>
Cc: Paholke, Kory <KPaholke@washoecounty.gov>
Subject: RE: WBLD25-100087

Good afternoon,
Thank you for notifying me about the new documents. However, per the Nevada State Board of Architecture, Interior Design and Residential Design, these plans cannot be accepted and routed for review. I understand that the first 2 pages have been stamped by a new design professional, but the title block still indicates that the plans were drawn by you and since they have been altered after the revocation, they need to have all references with your name on them removed. This includes the whole title block.
Please contact the state board for more information; otherwise, once I receive the new plans with the new design professionals title block and information, I will be able to route them back for review.
Thank you

Please tell us how we did by taking a quick survey

Jake Osborn
ICC Certified Building Permit Technician
Building Division | Community Services Department
josborn@washoecounty.gov | Office: 775-328-2123
1001 East 9th St., Reno, NV 89512

Have some kudos to share about a Community Services Department employee or experience? Submit a nomination for a Washoe Star by clicking this link: WASHOE STAR

From: Mike Peterson <mike@mtpeterson.com>
Sent: Wednesday, August 6, 2025 3:04 PM
To: Osborn, Jacob <JOsborn@washoecounty.gov>
Subject: WBLD25-100087

Corrections are in

6. Update of the NSBAIDRD jurisprudence examination and appointment of board members to assist with the preparation of the practice-specific jurisprudence exams

7. Review and possible approval of the new workers’ comp coverage through the Department of Risk Management

Joe Lombardo
Governor

Joy Grimmer
Director

Mandy Hagler
Deputy Director

Annette Teixeira
Risk Manager

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Risk Management Division

201 S. Roop Street, Ste. 201 | Carson City, Nevada 89701
Phone: (775) 687-1750 | www.risk.nv.gov | Fax: (775) 687-3195

Workers' Compensation Premium Assessment
Nevada State Board of Architecture, Interior Design & Residential Design

January 1, 2026, through December 31, 2026

Amount Due: $6,533.80

Breakdown:

Estimated CY2026 (1/1/2026-12/31/2026) $319,026.26 Annual Payroll (capped at $36,000/year):
Total Capped Payroll: $182,000.00
$182,000.00/100 x 3.59 = **$6,533.80**

Please make the check payable to:
Risk Management Division
State of Nevada
201 South Roop Street, Suite 201
Carson City, NV 89701-4790

Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119
Phone: (702) 486-7300
Email: mharrison@nsbaidrd.nv.gov
Web: nsbaidrd.org
Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd

From: Monica Harrison
Sent: Wednesday, December 10, 2025 1:27 PM
To: Annette Teixeira <a.teixeira@admin.nv.gov>
Cc: Nikki Haag <Nikki.Haag@business.nv.gov>
Subject: RE: Workers' Compensation Coverage - Effective January 1, 2026

Annette,

Enclosed is the payroll estimate for the NSBAIDRD staff for 2026. I've contacted ProGroup, but I haven't heard back from them yet.

Thanks,
Monica

C. Monica Harrison, Executive Director
Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119
Phone: (702) 486-7300
Email: mharrison@nsbaidrd.nv.gov
Web: nsbaidrd.org
Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd

From: Annette Teixeira <a.teixeira@admin.nv.gov>
Sent: Wednesday, December 3, 2025 7:55 AM
To: Monica Harrison <mharrison@nsbaidrd.nv.gov>
Cc: Nikki Haag <Nikki.Haag@business.nv.gov>
Subject: RE: Workers' Compensation Coverage - Effective January 1, 2026

Good morning, Monica,
To be in compliance with NRS 331.187, Workers' Compensation coverage must be procured through the State policy. A notice was sent out in May of this year providing all agencies until January 1, 2026, to comply. It appears that you recently renewed your current policy, which is not effective through January 1, 2026. You may be able to request a flat cancellation and receive your premium back without penalty.
Thank you.

Annette Teixeira | Risk Manager
Nevada Department of Administration | Risk Management Division
T: 775 687-1755| F: (775)687-3195 | E:a.teixeira@admin.nv.gov
www.risk.nv.gov

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From: Monica Harrison <mharrison@nsbaidrd.nv.gov>
Sent: Wednesday, December 3, 2025 7:10 AM
To: Annette Teixeira <a.teixeira@admin.nv.gov>
Subject: RE: Workers' Compensation Coverage - Effective January 1, 2026

Annette,

Our current workers' comp policy with ProGroup expires in January 2027.

Monica

C. Monica Harrison, Executive Director
Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119
Phone: (702) 486-7300
Email: mharrison@nsbaidrd.nv.gov
Web: nsbaidrd.org
Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd

From: Annette Teixeira <a.teixeira@admin.nv.gov>
Sent: Tuesday, December 2, 2025 12:36 PM
To: Monica Harrison <mharrison@nsbaidrd.nv.gov>
Cc: Nikki Haag <Nikki.Haag@business.nv.gov>
Subject: RE: Workers' Compensation Coverage - Effective January 1, 2026

Good afternoon, Monica,

If you are paying her wages, then an estimate needs to be given in the spreadsheet you

www.risk.nv.gov

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Nevada State Board of Architecture, Interior Design and Residential Design
2080 East Flamingo Road, Suite 120, Las Vegas NV 89119

MASTER CALENDAR
July 2025 –June 2026

JULY 2025:
4 .....Independence Day Holiday – Board Office Closed

AUGUST 2025:
20-21 .....Residential Design Written Exam (Las Vegas & Reno)
20 ..... NSBAIDRD Full Board Meeting (Reno)

SEPTEMBER 2025:
1 ..... Labor Day Holiday – Board Office Closed
9 ..... RID Nevada Supplemental Exam – Board Office

OCTOBER 2025:
22 .....NSBAIDRD Full Board Meeting (Las Vegas)
31 .....Nevada Day Holiday – Board Office Closed

NOVEMBER 2025:
6-9 .....CIDQ Annual Meeting (Denver, CO)
7 .....AIA/NSBAIDRD CEU Seminar
11 ..... Veteran's Day Holiday – Board Office Closed
27-28 ..... Thanksgiving Day Holiday – Board Office Closed

DECEMBER 2025:
25 ..... Christmas Day Holiday – Board Office Closed

JANUARY 2026:
1 .....New Year's Day Holiday – Board Office Closed
19 .....Martin Luther King Day Holiday – Board Office Closed
21 .....NSBAIDRD Full Board Meeting (Zoom)

FEBRUARY 2026:
12-13 .....Residential Design Written Exam (TBD)
16 .....President's Day Holiday – Board Office Closed

MARCH 2026:
19-21 .....NCARB Regional Summit (Oklahoma City, OK)
25 .....NSBAIDRD Full Board Meeting (Las Vegas)

MAY 2026:
25 .....Memorial Day Holiday – Board Office Closed
27 .....NSBAIDRD Full Board Meeting (Zoom)

JUNE 2026:
19 ..... Juneteenth Holiday – Board Office Closed
25-27 ..... NCARB Annual Meeting (Minneapolis, MN)

Nevada State Board of Architecture, Interior Design and Residential Design
2080 East Flamingo Road, Suite 120, Las Vegas NV 89119

MASTER CALENDAR
July 2026 –June 2027

JULY 2026:
3 .....Independence Day Holiday – Board Office Closed

AUGUST 2026:
TBD .....Residential Design Written Exam (Las Vegas & Reno)
19 ..... NSBAIDRD Full Board Meeting (Reno)

SEPTEMBER 2026:
7 ..... Labor Day Holiday – Board Office Closed

OCTOBER 2026:
9-10 .....MBC/MBE Summit (Memphis, TN)
21 .....NSBAIDRD Full Board Meeting (Las Vegas)
30 .....Nevada Day Holiday – Board Office Closed

NOVEMBER 2026:
6 .....AIA/NSBAIDRD CEU Seminar
11 ..... Veteran's Day Holiday – Board Office Closed
12-14 ..... CIDQ Annual Meeting (Atlanta, GA)
26-27 ..... Thanksgiving Day Holiday – Board Office Closed

DECEMBER 2026:
25 ..... Christmas Day Holiday – Board Office Closed

JANUARY 2027:
1 .....New Year's Day Holiday – Board Office Closed
18 .....Martin Luther King Day Holiday – Board Office Closed
20 .....NSBAIDRD Full Board Meeting (Zoom)

FEBRUARY 2027:
1 .....First Day of 2027 Legislative Session
TBD .....Residential Design Written Exam (TBD)
15 .....President's Day Holiday – Board Office Closed
25-27 ..... NCARB Regional Summit (Providence, RI)

MARCH 2027:
24 .....NSBAIDRD Full Board Meeting (TBD)

APRIL 2026:
No events

MAY 2027:
31 .....Memorial Day Holiday – Board Office Closed
19 .....NSBAIDRD Full Board Meeting (Zoom)

JUNE 2027:
1 ..... Last Day of 2027 Legislative Session
18 ..... Juneteenth Holiday – Board Office Closed
24-26 ..... NCARB Annual Meeting (Pittsburgh, PA)

9. Review and possible approval of contract with Lobbyist James Wadhams with the NSBAIDRD for legislative representation services

CETS#
RFP#

CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR

A Contract Between the State of Nevada
Acting by and Through its

Agency Name:	**NV State Board of Architecture, Interior Design and Residential Design**
Address:	**2080 E. Flamingo Rd. Ste. 120**
City, State, Zip Code:	**Las Vegas, NV 89119**
Contact:	**Monica Harrison**
Phone:	**(702) 486-7300**
Fax:	**(702) 486-7304**
Email:	**mharrison@nsbaidrd.nv.gov**

Contractor Name:	**Black & Wadhams Attorneys at Law**
Address:	**10777 W. Twain Ave. Ste. 300**
City, State, Zip Code:	**Las Vegas, NV 89135**
Contact:	**James Wadhams**
Phone:	**(702) 683-3020**
Fax:	
Email:	**jlwadhams@blackwadhams.law**

WHEREAS, NRS 333.700 authorizes officers, departments, institutions, boards, commissions, and other agencies in the Executive Department of the State Government which derive their support from public money in whole or in part to engage, subject to the approval of the Board of Examiners (BOE), services of persons as independent contractors; and

WHEREAS, it is deemed that the service of Contractor is both necessary and in the best interests of the State of Nevada.

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

1. **REQUIRED APPROVAL.** This Contract shall not become effective until and unless approved by the Nevada State Board of Examiners.

2. **DEFINITIONS.**

   A. "State" – means the State of Nevada and any State agency identified herein, its officers, employees and immune contractors as defined in NRS 41.0307.

   B. "Contracting Agency" – means the State agency identified above.

   C. "Contractor" – means the person or entity identified above that performs services and/or provides goods for the State under the terms and conditions set forth in this Contract.

   D. "Fiscal Year" – means the period beginning July 1st and ending June 30th of the following year.

   E. "Contract" – Unless the context otherwise requires, "Contract" means this document entitled Contract for Services of Independent Contractor and all Attachments or Incorporated Documents.

   F. "Contract for Independent Contractor" – means this document entitled Contract for Services of Independent Contractor exclusive of any Attachments or Incorporated Documents.

CETS#
RFP#

3. **CONTRACT TERM.** This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 10, Contract Termination.* Contract is subject to Board of Examiners' approval.

Effective from:	Date: 07/01/2026	To:	Date: 06/30/2029

4. **NOTICE.** All communications, including notices, required or permitted to be given under this Contract shall be in writing and directed to the parties at the addresses stated above. Notices may be given: (i) by delivery in person; (ii) by a nationally recognized next day courier service, return receipt requested; or (iii) by certified mail, return receipt requested. If specifically requested by the party to be notified, valid notice may be given by facsimile transmission or electronic mail to the address(es) such party has specified in writing.

5. **INCORPORATED DOCUMENTS.** The parties agree that this Contract, inclusive of the following attachments, specifically describes the scope of work. This Contract incorporates the following attachments in descending order of constructive precedence:

ATTACHMENT AA:	SCOPE OF WORK, DELIVERABLES, PAYMENT SCHEDULE, and NEGOTIATED POINTS (if needed)
ATTACHMENT BB:	INSURANCE SCHEDULE
ATTACHMENT CC:	STATE SOLICITATION #
ATTACHMENT DD:	VENDOR PROPOSAL

Any provision, term or condition of an Attachment that contradicts the terms of this Contract for Independent Contractor, or that would change the obligations of the State under this Contract for Independent Contractor, shall be void and unenforceable.

6. **CONSIDERATION.** The parties agree that Contractor will provide the services specified in *Section 5, Incorporated Documents* at a cost as noted below:

$ 24,999	per	year

Total Contract or installments payable at:	$ 2083.25 per month

Total Contract Not to Exceed:	$74,997.00 for 3 years

The State does not agree to reimburse Contractor for expenses unless otherwise specified in the incorporated attachments. Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the result of legislative appropriation may require.

7. **ASSENT.** The parties agree that the terms and conditions listed on incorporated attachments of this Contract are also specifically a part of this Contract and are limited only by their respective order of precedence and any limitations specified.

8. **BILLING SUBMISSION: TIMELINESS.** The parties agree that timeliness of billing is of the essence to the Contract and recognize that the State is on a Fiscal Year. All billings for dates of service prior to July 1 must be submitted to the state no later than the first Friday in August of the same calendar year. A billing submitted after the first Friday in August, which forces the State to process the billing as a stale claim pursuant to NRS 353.097, will subject Contractor to an administrative fee not to exceed one hundred dollars ($100.00). The parties hereby agree this is a reasonable estimate of the additional costs to the state of processing the billing as a stale claim and that this amount will be deducted from the stale claim payment due to Contractor.

9. **INSPECTION & AUDIT.**

CETS#
RFP#

A. Books and Records. Contractor agrees to keep and maintain under generally accepted accounting principles (GAAP) full, true and complete records, contracts, books, and documents as are necessary to fully disclose to the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with all State and federal regulations and statutes.

B. Inspection & Audit. Contractor agrees that the relevant books, records (written, electronic, computer related or otherwise), including, without limitation, relevant accounting procedures and practices of Contractor or its subcontractors, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location of Contractor where such records may be found, with or without notice by the State Auditor, the relevant State agency or its contracted examiners, the department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the state Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives. All subcontracts shall reflect requirements of this Section.

C. Period of Retention. All books, records, reports, and statements relevant to this Contract must be retained a minimum three (3) years, and for five (5) years if any federal funds are used pursuant to the Contract. The retention period runs from the date of payment for the relevant goods or services by the state, or from the date of termination of the Contract, whichever is later. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.

10. **CONTRACT TERMINATION.**

A. Termination Without Cause. Regardless of any terms to the contrary, this Contract may be terminated upon written notice by mutual consent of both parties. The State unilaterally may terminate this contract without cause by giving not less than thirty (30) days' notice in the manner specified in *Section 4, Notice*. If this Contract is unilaterally terminated by the State, Contractor shall use its best efforts to minimize cost to the State and Contractor will not be paid for any cost that Contractor could have avoided.

B. State Termination for Non-Appropriation. The continuation of this Contract beyond the current biennium is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available by the State Legislature and/or federal sources. The State may terminate this Contract, and Contractor waives any and all claims(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the contracting Agency's funding from State and/or federal sources is not appropriated or is withdrawn, limited, or impaired.

C. Termination with Cause for Breach. A breach may be declared with or without termination. A notice of breach and termination shall specify the date of termination of the Contract, which shall not be sooner than the expiration of the Time to Correct, if applicable, allowed under subsection 10D. This Contract may be terminated by either party upon written notice of breach to the other party on the following grounds:

1) If Contractor fails to provide or satisfactorily perform any of the conditions, work, deliverables, goods, or services called for by this Contract within the time requirements specified in this Contract or within any granted extension of those time requirements; or

2) If any state, county, city, or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law, or regulation to be held by Contractor to provide the goods or services required by this Contract is for any reason denied, revoked, debarred, excluded, terminated, suspended, lapsed, or not renewed; or

3) If Contractor becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the Bankruptcy Court; or

4) If the State materially breaches any material duty under this Contract and any such breach impairs Contractor's ability to perform; or

5) If it is found by the State that any quid pro quo or gratuities in the form of money, services, entertainment, gifts, or otherwise were offered or given by Contractor, or any agent or representative of Contractor, to any officer or employee of the State of Nevada with a view toward securing a contract or securing favorable treatment with respect to awarding, extending, amending, or making any determination with respect to the performing of such contract; or

6) If it is found by the State that Contractor has failed to disclose any material conflict of interest relative to the performance of this Contract.

D. Time to Correct. Unless the breach is not curable, or unless circumstances do not permit an opportunity to cure, termination upon declared breach may be exercised only after service of formal written notice as specified in *Section 4, Notice*, and the subsequent failure of the breaching party within fifteen (15) calendar days of receipt of that notice to provide evidence, satisfactory to the aggrieved party, showing that the declared breach has been corrected. Upon a notice of breach, the time to correct and the time for termination of the contract upon breach under subsection 10C, above, shall run concurrently, unless the notice expressly states otherwise.

E. Winding Up Affairs Upon Termination. In the event of termination of this Contract for any reason, the parties agree that the provisions of this Section survive termination:

1) The parties shall account for and properly present to each other all claims for fees and expenses and pay those which are undisputed and otherwise not subject to set off under this Contract. Neither party may withhold performance of winding up provisions solely based on nonpayment of fees or expenses accrued up to the time of termination;

2) Contractor shall satisfactorily complete work in progress at the agreed rate (or a pro rata basis if necessary) if so requested by the Contracting Agency;

3) Contractor shall execute any documents and take any actions necessary to effectuate an assignment of this Contract if so requested by the Contracting Agency;

4) Contractor shall preserve, protect and promptly deliver into State possession all proprietary information in accordance with *Section 21, State Ownership of Proprietary Information.*

11. **REMEDIES.** Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including, without limitation, actual damages, and to a prevailing party reasonable attorneys' fees and costs. For purposes of an award of attorneys' fees to either party, the parties stipulate and agree that a reasonable hourly rate of attorneys' fees shall be one hundred and fifty dollars ($150.00) per hour. The State may set off consideration against any unpaid obligation of Contractor to any State agency in accordance with NRS 353C.190. In the event that Contractor voluntarily or involuntarily becomes subject to the jurisdiction of the Bankruptcy Court, the State may set off consideration against any unpaid obligation of Contractor to the State or its agencies, to the extent allowed by bankruptcy law, without regard to whether the procedures of NRS 353C.190 have been utilized.

12. **LIMITED LIABILITY**. The State will not waive and intends to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Damages for any State breach shall never exceed the amount of funds appropriated for payment under this Contract, but not yet paid to Contractor, for the Fiscal Year budget in existence at the time of the breach. Contractor's tort liability shall not be limited.

13. **FORCE MAJEURE.** Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Contract after the intervening cause ceases.

14. **INDEMNIFICATION AND DEFENSE.** To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend, not excluding the State's right to participate, the State from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees and costs, arising out of any breach of the obligations of Contractor under this contract, or any alleged negligent or willful acts or omissions of

Contractor, its officers, employees and agents. Contractor's obligation to indemnify the State shall apply in all cases except for claims arising solely from the State's own negligence or willful misconduct. Contractor waives any rights of subrogation against the State. Contractor's duty to defend begins when the State requests defense of any claim arising from this Contract.

15. **REPRESENTATIONS REGARDING INDEPENDENT CONTRACTOR STATUS.** Contractor represents that it is an independent contractor, as defined in NRS 333.700(2) and 616A.255, warrants that it will perform all work under this contract as an independent contractor, and warrants that the State of Nevada will not incur any employment liability by reason of this Contract or the work to be performed under this Contract. To the extent the State incurs any employment liability for the work under this Contract; Contractor will reimburse the State for that liability.

16. **INSURANCE SCHEDULE.** Unless expressly waived in writing by the State, Contractor must carry policies of insurance and pay all taxes and fees incident hereunto. Policies shall meet the terms and conditions as specified within this Contract along with the additional limits and provisions as described in *Attachment BB*, incorporated hereto by attachment. The State shall have no liability except as specifically provided in the Contract.

Contractor shall not commence work before Contractor has provided the required evidence of insurance to the Contracting Agency. The State's approval of any changes to insurance coverage during the course of performance shall constitute an ongoing condition subsequent to this Contract. Any failure of the State to timely approve shall not constitute a waiver of the condition.

A. Insurance Coverage. Contractor shall, at Contractor's sole expense, procure, maintain and keep in force for the duration of the Contract insurance conforming to the minimum limits as specified in *Attachment BB*, incorporated hereto by attachment. Unless specifically stated herein or otherwise agreed to by the State, the required insurance shall be in effect prior to the commencement of work by Contractor and shall continue in force as appropriate until:

1) Final acceptance by the State of the completion of this Contract; or
2) Such time as the insurance is no longer required by the State under the terms of this Contract; whichever occurs later.

Any insurance or self-insurance available to the State shall be in excess of and non-contributing with, any insurance required from Contractor. Contractor's insurance policies shall apply on a primary basis. Until such time as the insurance is no longer required by the State, Contractor shall provide the State with renewal or replacement evidence of insurance no less than thirty (30) days before the expiration or replacement of the required insurance. If at any time during the period when insurance is required by the Contract, an insurer or surety shall fail to comply with the requirements of this Contract, as soon as Contractor has knowledge of any such failure, Contractor shall immediately notify the State and immediately replace such insurance or bond with an insurer meeting the requirements.

B. General Requirements.

1) Additional Insured: By endorsement to the general liability insurance policy, the State of Nevada, its officers, employees and immune contractors as defined in NRS 41.0307 shall be named as additional insureds for all liability arising from the Contract.

2) Waiver of Subrogation: Each insurance policy shall provide for a waiver of subrogation against the State of Nevada, its officers, employees and immune contractors as defined in NRS 41.0307 for losses arising from work/materials/equipment performed or provided by or on behalf of Contractor.

3) Cross Liability: All required liability policies shall provide cross-liability coverage as would be achieved under the standard ISO separation of insureds clause.

4) Deductibles and Self-Insured Retentions: Insurance maintained by Contractor shall apply on a first dollar basis without application of a deductible or self-insured retention unless otherwise specifically agreed to by the State. Such approval shall not relieve Contractor from the obligation to pay any deductible or self-insured retention. Any deductible or self-insured retention shall not exceed fifty thousand dollars ($50,000.00) per occurrence, unless otherwise approved by the Risk Management Division.

5) Policy Cancellation: Except for ten (10) days notice for non-payment of premiums, each insurance policy shall be endorsed to state that without thirty (30) days prior written notice to the State of Nevada, c/o Contracting Agency, the policy shall not be canceled, non-renewed or coverage and/or limits reduced or materially altered, and shall provide that notices required by this Section shall be sent by certified mail to the address shown on page one (1) of this contract.

6) Approved Insurer: Each insurance policy shall be:

a) Issued by insurance companies authorized to do business in the State of Nevada or eligible surplus lines insurers acceptable to the State and having agents in Nevada upon whom service of process may be made; and

b) Currently rated by A.M. Best as "A-VII" or better.

C. Evidence of Insurance.

Prior to the start of any work, Contractor must provide the following documents to the contracting State agency:

1) Certificate of Insurance: The Acord 25 Certificate of Insurance form or a form substantially similar must be submitted to the State to evidence the insurance policies and coverages required of Contractor. The certificate must name the State of Nevada, its officers, employees and immune contractors as defined in NRS 41.0307 as the certificate holder. The certificate should be signed by a person authorized by the insurer to bind coverage on its behalf. The State project/Contract number; description and Contract effective dates shall be noted on the certificate, and upon renewal of the policies listed, Contractor shall furnish the State with replacement certificates as described within *Section 16A, Insurance Coverage*.

Mail all required insurance documents to the State Contracting Agency identified on Page one of the Contract.

2) Additional Insured Endorsement: An Additional Insured Endorsement (CG 20 10 11 85 or CG 20 26 11 85), signed by an authorized insurance company representative, must be submitted to the State to evidence the endorsement of the State as an additional insured per *Section 16B, General Requirements*.

3) Schedule of Underlying Insurance Policies: If Umbrella or Excess policy is evidenced to comply with minimum limits, a copy of the underlying Schedule from the Umbrella or Excess insurance policy may be required.

4) Review and Approval: Documents specified above must be submitted for review and approval by the State prior to the commencement of work by Contractor. Neither approval by the State nor failure to disapprove the insurance furnished by Contractor shall relieve Contractor of Contractor's full responsibility to provide the insurance required by this Contract. Compliance with the insurance requirements of this Contract shall not limit the liability of Contractor or its subcontractors, employees or agents to the State or others, and shall be in additional to and not in lieu of any other remedy available to the State under this Contract or otherwise. The State reserves the right to request and review a copy of any required insurance policy or endorsement to assure compliance with these requirements.

17. **COMPLIANCE WITH LEGAL OBLIGATIONS.** Contractor shall procure and maintain for the duration of this Contract any state, county, city or federal license, authorization, waiver, permit qualification or certification required by statute, ordinance, law, or regulation to be held by Contractor to provide the goods or services required by this Contract. Contractor shall provide proof of its compliance upon request of the Contracting Agency. Contractor will be responsible to pay all taxes, assessments, fees, premiums, permits, and licenses required by law. Real property and personal property taxes are the responsibility of Contractor in accordance with NRS 361.157 and NRS 361.159. Contractor agrees to be responsible for payment of any such government obligations not paid by its subcontractors during performance of this Contract.

18. **WAIVER OF BREACH.** Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

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19. **SEVERABILITY.** If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.

20. **ASSIGNMENT/DELEGATION.** To the extent that any assignment of any right under this Contract changes the duty of either party, increases the burden or risk involved, impairs the chances of obtaining the performance of this Contract, attempts to operate as a novation, or includes a waiver or abrogation of any defense to payment by State, such offending portion of the assignment shall be void, and shall be a breach of this Contract. Contractor shall neither assign, transfer nor delegate any rights, obligations nor duties under this Contract without the prior written consent of the State.

21. **STATE OWNERSHIP OF PROPRIETARY INFORMATION.** Any data or information provided by the State to Contractor and any documents or materials provided by the State to Contractor in the course of this Contract ("State Materials") shall be and remain the exclusive property of the State and all such State Materials shall be delivered into State possession by Contractor upon completion, termination, or cancellation of this Contract.

22. **PUBLIC RECORDS.** Pursuant to NRS 239.010, information or documents received from Contractor may be open to public inspection and copying. The State has a legal obligation to disclose such information unless a particular record is made confidential by law or a common law balancing of interests. Contractor may label specific parts of an individual document as a "trade secret" or "confidential" in accordance with NRS 333.333, provided that Contractor thereby agrees to indemnify and defend the State for honoring such a designation. The failure to so label any document that is released by the State shall constitute a complete waiver of any and all claims for damages caused by any release of the records.

23. **CONFIDENTIALITY.** Contractor shall keep confidential all information, in whatever form, produced, prepared, observed or received by Contractor to the extent that such information is confidential by law or otherwise required by this Contract.

24. **FEDERAL FUNDING.** In the event federal funds are used for payment of all or part of this Contract, Contractor agrees to comply with all applicable federal laws, regulations and executive orders, including, without limitation the following:

    A. Contractor certifies, by signing this Contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to Executive Orders 12549 and 12689 and Federal Acquisition Regulation subpart 9.4, and any relevant program-specific regulations. This provision shall be required of every subcontractor receiving any payment in whole or in part from federal funds.

    B. Contractor and its subcontracts shall comply with all terms, conditions, and requirements of the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted thereunder, including 28 C.F.R. Section 35, inclusive, and any relevant program-specific regulations.

    C. Contractor and it subcontractors shall comply with the requirements of the Civil Rights Act of 1964 (P.L. 88-352), as amended, the Rehabilitation Act of 1973 (P.L. 93-112), as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions.)

25. **LOBBYING.** The parties agree, whether expressly prohibited by federal law, or otherwise, that no funding associated with this Contract will be used for any purpose associated with or related to lobbying or influencing or attempting to lobby or influence for any purpose the following:

    A. Any federal, state, county or local agency, legislature, commission, council or board;

    B. Any federal, state, county or local legislator, commission member, council member, board member, or other elected official; or

    C. Any officer or employee of any federal, state, county or local agency; legislature, commission, council or board.

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26. **GENERAL WARRANTY.** Contractor warrants that all services, deliverables, and/or work products under this Contract shall be completed in a workmanlike manner consistent with standards in the trade, profession, or industry; shall conform to or exceed the specifications set forth in the incorporated attachments; and shall be fit for ordinary use, of good quality, with no material defects.

27. **PROPER AUTHORITY.** The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract. Contractor acknowledges that as required by statute or regulation this Contract is effective only after approval by the State Board of Examiners and only for the period of time specified in the Contract. Any services performed by Contractor before this Contract is effective or after it ceases to be effective are performed at the sole risk of Contractor.

28. **DISCLOSURES REGARDING CURRENT OR FORMER STATE EMPLOYEES.** For the purpose of State compliance with NRS 333.705, Contractor represents and warrants that if Contractor, or any employee of Contractor who will be performing services under this Contract, is a current employee of the State or was employed by the State within the preceding 24 months, Contractor has disclosed the identity of such persons, and the services that each such person will perform, to the Contracting Agency.

29. **ASSIGNMENT OF ANTITRUST CLAIMS.** Contractor irrevocably assigns to the State any claim for relief or cause of action which Contractor now has or which may accrue to Contractor in the future by reason of any violation of State of Nevada or federal antitrust laws in connection with any goods or services provided under this Contract.

30. **GOVERNING LAW: JURISDICTION.** This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada, without giving effect to any principle of conflict-of-law that would require the application of the law of any other jurisdiction. The parties consent to the exclusive jurisdiction of and venue in the First Judicial District Court, Carson City, Nevada for enforcement of this Contract, and consent to personal jurisdiction in such court for any action or proceeding arising out of this Contract.

31. **ENTIRE CONTRACT AND MODIFICATION.** This Contract and its integrated attachment(s) constitute the entire agreement of the parties and as such are intended to be the complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by

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the respective parties hereto and approved by the Office of the Attorney General and the State Board of Examiners. This Contract, and any amendments, may be executed in counterparts.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.

Independent Contractor's Signature	Date	Independent Contractor's Title
State of Nevada Authorized Signature	Date	Executive Director Title
State of Nevada Authorized Signature	Date	Title
State of Nevada Authorized Signature	Date	Title

APPROVED BY BOARD OF EXAMINERS

Signature – Board of Examiners

On:

Date

Approved as to form by:

On:

Deputy Attorney General for Attorney General

Date

TISHA R. BLACK
JAMES L. WADHAMS

J. RUSTY GRAF
BRIGID M. HIGGINS
JESSE A. WADHAMS

BLACK & WADHAMS
ATTORNEYS AT LAW

STACY HOWLETT
PAUL LARSEN
ALLISON SCHMIDT
ROBERT K. SPARKS
SILVIA VILLANUEVA
SASHA ARAUJO HERNANDEZ

SEAN T. HIGGINS
(1966-2020)

January 13, 2026

Sent via email: mharrison@nsbaidrd.nv.gov

Nevada Board of Architecture, Interior Design
and Residential Design
Attn: Monica Harrison
2080 E. Flamingo Road, Suite 225
Las Vegas, NV 89119

Re: Nevada Board of Architecture, Interior Design and Residential Design
Matter no. 6766-0001

Dear Monica:

This Engagement Agreement ("Agreement") sets forth the terms for government affairs representation provided by Black & Wadhams.

The parties may extend the terms of this Agreement by mutual consent any time. In such case, the activities contemplated herein will advance to the next applicable dates, and the expiration will follow the next sequential regular legislative session.

Project Specifications:

1. Legislative lobbying and consulting for Nevada Legislative Sessions, including any and all Special Sessions that may occur during the term of the Agreement.

2. Interim regulatory representation and consultation during the term of the Agreement in front of interim legislative committees and certain regulatory agencies on issues of importance.

3. Nevada political consulting and reporting during the term of the Agreement including outreach and contact development.

Scope of Work ("Matters")

1. Legislative Representation:

    a. Become and remain familiar with the legislative issues that may affect or be of importance and work to develop and execute legislative and political strategies.

    b. Monitor legislation on subjects that may affect or be of importance or interest.

    c. Represent NSBAIDRD on issues of importance or designated through individual contact with legislators, legislative staff, other government representatives and/or lobbyists.

    d. Represent NSBAIDRD during meetings of legislative committees including any subcommittees, select committees and conference committees, as well as testify on matters of interest, as directed.

    e. Arrange for staff or other experts as needed to attend and/or present testimony at committees or other meetings and legislative visits, as needed.

    f. Negotiate on your behalf as to the provisions of bills, resolutions, amendments, and other legislative matters as appropriate. Answer questions from legislators or help obtain answers and issue resolution to the extent practical on matters of interest or relevance.

    g. Coordinate activities through designated contact or a designated representative and maintain direct communication.

    h. Prepare and present, if requested, an End of Legislative Session report.

2. Political Consulting:

    a. Maintain contact with regulators, legislators, and candidates in order to promote the interests of NSBAIDRD.

    b. Monitor election and campaign activity in Nevada and provide outreach strategies.

Excluded Regulatory Matters:

Matters such as NRS 223B – Contested Cases are specifically excluded from the terms of this agreement. However, such representation can be made by amendment to this Agreement or on a billable hour arrangement as agreed upon.

Termination

Either party may terminate this Agreement prior to its Expiration Date upon thirty (30) days' notice of the other party without cause or reason.

Consideration (Fee)

Two thousand eighty-three dollars and 25 cents ($2,083.25) per month. Extraordinary costs such as non-routine travel would be in addition to the proposed fees. If the continued terms and conditions expressed in this Agreement and the terms of engagement are satisfactory to you and accurately summarize and confirm your understanding with respect to Mr. Wadhams representation, please indicate your approval and acceptance by dating, signing, and returning this Agreement via email to our firm administrator, Shirin Coleman at scoleman@blackwadhams.law. Please retain a copy of the executed Agreement for your records.

If you have nay questions regarding the content of this Agreement or our fee Agreement, please feel free to contact me.

Respectfully,

James L. Wadhams

JLW/src

The terms and conditions expressed in the foregoing engagement letter are agreed to and accepted.

Nevada Board of Architecture, Interior Design, and Residential Design

By:_____

Its:_____

Dated:_____

10. Review and possible approval of proposed contract with Casey Neilon, Inc. with the NSBAIDRD for the review and audit of the Board's financial documents

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CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR

A Contract Between the State of Nevada
Acting by and Through its

Agency Name:	**NV State Board of Architecture, Interior Design and Residential Design**
Address:	**2080 E. Flamingo Rd. Ste. 120**
City, State, Zip Code:	**Las Vegas, NV 89119**
Contact:	**Monica Harrison**
Phone:	**(702) 486-7300**
Fax:	**(702) 486-7304**
Email:	**mharrison@nsbaidrd.nv.gov**

Contractor Name:	**Casey Neilon Inc**
Address:	**503 N. Division Street**
City, State, Zip Code:	**Carson City, NV 89703**
Contact:	**Suzanne Olsen**
Phone:	**(775) 283-5555**
Fax:	
Email:	**Solsen@CaseyNeilon.com**

WHEREAS, NRS 333.700 authorizes officers, departments, institutions, boards, commissions, and other agencies in the Executive Department of the State Government which derive their support from public money in whole or in part to engage, subject to the approval of the Board of Examiners (BOE), services of persons as independent contractors; and

WHEREAS, it is deemed that the service of Contractor is both necessary and in the best interests of the State of Nevada.

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

1. **REQUIRED APPROVAL**. This Contract shall not become effective until and unless approved by the Nevada State Board of Examiners.

2. **DEFINITIONS**.

   A. "State" – means the State of Nevada and any State agency identified herein, its officers, employees and immune contractors as defined in NRS 41.0307.

   B. "Contracting Agency" – means the State agency identified above.

   C. "Contractor" – means the person or entity identified above that performs services and/or provides goods for the State under the terms and conditions set forth in this Contract.

   D. "Fiscal Year" – means the period beginning July 1st and ending June 30th of the following year.

   E. "Contract" – Unless the context otherwise requires, "Contract" means this document entitled Contract for Services of Independent Contractor and all Attachments or Incorporated Documents.

   F. "Contract for Independent Contractor" – means this document entitled Contract for Services of Independent Contractor exclusive of any Attachments or Incorporated Documents.

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3. **CONTRACT TERM.** This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 10, Contract Termination*. Contract is subject to Board of Examiners' approval.

Effective from:	Date: 08/01/2026	To:	Date: 12/31/2027

4. **NOTICE**. All communications, including notices, required or permitted to be given under this Contract shall be in writing and directed to the parties at the addresses stated above. Notices may be given: (i) by delivery in person; (ii) by a nationally recognized next day courier service, return receipt requested; or (iii) by certified mail, return receipt requested. If specifically requested by the party to be notified, valid notice may be given by facsimile transmission or electronic mail to the address(es) such party has specified in writing.

5. **INCORPORATED DOCUMENTS**. The parties agree that this Contract, inclusive of the following attachments, specifically describes the scope of work. This Contract incorporates the following attachments in descending order of constructive precedence:

ATTACHMENT AA:	SCOPE OF WORK, DELIVERABLES, PAYMENT SCHEDULE, and NEGOTIATED POINTS (if needed)
ATTACHMENT BB:	INSURANCE SCHEDULE
ATTACHMENT CC:	STATE SOLICITATION # and AMENDMENTS #
ATTACHMENT DD:	VENDOR PROPOSAL

Any provision, term or condition of an Attachment that contradicts the terms of this Contract for Independent Contractor, or that would change the obligations of the State under this Contract for Independent Contractor, shall be void and unenforceable.

6. **CONSIDERATION**. The parties agree that Contractor will provide the services specified in *Section 5, Incorporated Documents* at a cost as noted below:

$ 23,100 (2026) - 24,250 (2027)	per	2 years

Total Contract or installments payable at:	

Total Contract Not to Exceed:	$ 47,350

The State does not agree to reimburse Contractor for expenses unless otherwise specified in the incorporated attachments. Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the result of legislative appropriation may require.

7. **ASSENT**. The parties agree that the terms and conditions listed on incorporated attachments of this Contract are also specifically a part of this Contract and are limited only by their respective order of precedence and any limitations specified.

8. **BILLING SUBMISSION: TIMELINESS**. The parties agree that timeliness of billing is of the essence to the Contract and recognize that the State is on a Fiscal Year. All billings for dates of service prior to July 1 must be submitted to the state no later than the first Friday in August of the same calendar year. A billing submitted after the first Friday in August, which forces the State to process the billing as a stale claim pursuant to NRS 353.097, will subject Contractor to an administrative fee not to exceed one hundred dollars ($100.00). The parties hereby agree this is a reasonable estimate of the additional costs to the state of processing the billing as a stale claim and that this amount will be deducted from the stale claim payment due to Contractor.

9. **INSPECTION & AUDIT**.

A. Books and Records. Contractor agrees to keep and maintain under generally accepted accounting principles (GAAP) full, true and complete records, contracts, books, and documents as are necessary to fully disclose to the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with all State and federal regulations and statutes.

B. Inspection & Audit. Contractor agrees that the relevant books, records (written, electronic, computer related or otherwise), including, without limitation, relevant accounting procedures and practices of Contractor or its subcontractors, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location of Contractor where such records may be found, with or without notice by the State Auditor, the relevant State agency or its contracted examiners, the department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the state Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives. All subcontracts shall reflect requirements of this Section.

C. Period of Retention. All books, records, reports, and statements relevant to this Contract must be retained a minimum three (3) years, and for five (5) years if any federal funds are used pursuant to the Contract. The retention period runs from the date of payment for the relevant goods or services by the state, or from the date of termination of the Contract, whichever is later. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.

10. **CONTRACT TERMINATION**.

A. Termination Without Cause. Regardless of any terms to the contrary, this Contract may be terminated upon written notice by mutual consent of both parties. The State unilaterally may terminate this contract without cause by giving not less than thirty (30) days' notice in the manner specified in *Section 4, Notice*. If this Contract is unilaterally terminated by the State, Contractor shall use its best efforts to minimize cost to the State and Contractor will not be paid for any cost that Contractor could have avoided.

B. State Termination for Non-Appropriation. The continuation of this Contract beyond the current biennium is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available by the State Legislature and/or federal sources. The State may terminate this Contract, and Contractor waives any and all claims(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the contracting Agency's funding from State and/or federal sources is not appropriated or is withdrawn, limited, or impaired.

C. Termination with Cause for Breach. A breach may be declared with or without termination. A notice of breach and termination shall specify the date of termination of the Contract, which shall not be sooner than the expiration of the Time to Correct, if applicable, allowed under subsection 10D. This Contract may be terminated by either party upon written notice of breach to the other party on the following grounds:

1) If Contractor fails to provide or satisfactorily perform any of the conditions, work, deliverables, goods, or services called for by this Contract within the time requirements specified in this Contract or within any granted extension of those time requirements; or

2) If any state, county, city, or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law, or regulation to be held by Contractor to provide the goods or services required by this Contract is for any reason denied, revoked, debarred, excluded, terminated, suspended, lapsed, or not renewed; or

3) If Contractor becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the Bankruptcy Court; or

4) If the State materially breaches any material duty under this Contract and any such breach impairs Contractor's ability to perform; or

5) If it is found by the State that any quid pro quo or gratuities in the form of money, services, entertainment, gifts, or otherwise were offered or given by Contractor, or any agent or representative of Contractor, to any officer or employee of the State of Nevada with a view toward securing a contract or securing favorable treatment with respect to awarding, extending, amending, or making any determination with respect to the performing of such contract; or

6) If it is found by the State that Contractor has failed to disclose any material conflict of interest relative to the performance of this Contract.

D. Time to Correct. Unless the breach is not curable, or unless circumstances do not permit an opportunity to cure, termination upon declared breach may be exercised only after service of formal written notice as specified in *Section 4, Notice*, and the subsequent failure of the breaching party within fifteen (15) calendar days of receipt of that notice to provide evidence, satisfactory to the aggrieved party, showing that the declared breach has been corrected. Upon a notice of breach, the time to correct and the time for termination of the contract upon breach under subsection 10C, above, shall run concurrently, unless the notice expressly states otherwise.

E. Winding Up Affairs Upon Termination. In the event of termination of this Contract for any reason, the parties agree that the provisions of this Section survive termination:

1) The parties shall account for and properly present to each other all claims for fees and expenses and pay those which are undisputed and otherwise not subject to set off under this Contract. Neither party may withhold performance of winding up provisions solely based on nonpayment of fees or expenses accrued up to the time of termination;

2) Contractor shall satisfactorily complete work in progress at the agreed rate (or a pro rata basis if necessary) if so requested by the Contracting Agency;

3) Contractor shall execute any documents and take any actions necessary to effectuate an assignment of this Contract if so requested by the Contracting Agency;

4) Contractor shall preserve, protect and promptly deliver into State possession all proprietary information in accordance with *Section 21, State Ownership of Proprietary Information*.

11. **REMEDIES**. Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including, without limitation, actual damages, and to a prevailing party reasonable attorneys' fees and costs. For purposes of an award of attorneys' fees to either party, the parties stipulate and agree that a reasonable hourly rate of attorneys' fees shall be one hundred and fifty dollars ($150.00) per hour. The State may set off consideration against any unpaid obligation of Contractor to any State agency in accordance with NRS 353C.190. In the event that Contractor voluntarily or involuntarily becomes subject to the jurisdiction of the Bankruptcy Court, the State may set off consideration against any unpaid obligation of Contractor to the State or its agencies, to the extent allowed by bankruptcy law, without regard to whether the procedures of NRS 353C.190 have been utilized.

12. **LIMITED LIABILITY**. The State will not waive and intends to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Damages for any State breach shall never exceed the amount of funds appropriated for payment under this Contract, but not yet paid to Contractor, for the Fiscal Year budget in existence at the time of the breach. Contractor's tort liability shall not be limited.

13. **FORCE MAJEURE**. Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Contract after the intervening cause ceases.

14. **INDEMNIFICATION AND DEFENSE**. To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend, not excluding the State's right to participate, the State from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees and costs, arising out of any breach of the obligations of Contractor under this contract, or any alleged negligent or willful acts or omissions of

Contractor, its officers, employees and agents. Contractor's obligation to indemnify the State shall apply in all cases except for claims arising solely from the State's own negligence or willful misconduct. Contractor waives any rights of subrogation against the State. Contractor's duty to defend begins when the State requests defense of any claim arising from this Contract.

15. **REPRESENTATIONS REGARDING INDEPENDENT CONTRACTOR STATUS**. Contractor represents that it is an independent contractor, as defined in NRS 333.700(2) and 616A.255, warrants that it will perform all work under this contract as an independent contractor, and warrants that the State of Nevada will not incur any employment liability by reason of this Contract or the work to be performed under this Contract. To the extent the State incurs any employment liability for the work under this Contract; Contractor will reimburse the State for that liability.

16. **INSURANCE SCHEDULE.** Unless expressly waived in writing by the State, Contractor must carry policies of insurance and pay all taxes and fees incident hereunto. Policies shall meet the terms and conditions as specified within this Contract along with the additional limits and provisions as described in *Attachment BB*, incorporated hereto by attachment. The State shall have no liability except as specifically provided in the Contract.

Contractor shall not commence work before Contractor has provided the required evidence of insurance to the Contracting Agency. The State's approval of any changes to insurance coverage during the course of performance shall constitute an ongoing condition subsequent to this Contract. Any failure of the State to timely approve shall not constitute a waiver of the condition.

A. Insurance Coverage. Contractor shall, at Contractor's sole expense, procure, maintain and keep in force for the duration of the Contract insurance conforming to the minimum limits as specified in *Attachment BB*, incorporated hereto by attachment. Unless specifically stated herein or otherwise agreed to by the State, the required insurance shall be in effect prior to the commencement of work by Contractor and shall continue in force as appropriate until:

1) Final acceptance by the State of the completion of this Contract; or
2) Such time as the insurance is no longer required by the State under the terms of this Contract; whichever occurs later.

Any insurance or self-insurance available to the State shall be in excess of and non-contributing with, any insurance required from Contractor. Contractor's insurance policies shall apply on a primary basis. Until such time as the insurance is no longer required by the State, Contractor shall provide the State with renewal or replacement evidence of insurance no less than thirty (30) days before the expiration or replacement of the required insurance. If at any time during the period when insurance is required by the Contract, an insurer or surety shall fail to comply with the requirements of this Contract, as soon as Contractor has knowledge of any such failure, Contractor shall immediately notify the State and immediately replace such insurance or bond with an insurer meeting the requirements.

B. General Requirements.

1) Additional Insured: By endorsement to the general liability insurance policy, the State of Nevada, its officers, employees and immune contractors as defined in NRS 41.0307 shall be named as additional insureds for all liability arising from the Contract.

2) Waiver of Subrogation: Each insurance policy shall provide for a waiver of subrogation against the State of Nevada, its officers, employees and immune contractors as defined in NRS 41.0307 for losses arising from work/materials/equipment performed or provided by or on behalf of Contractor.

3) Cross Liability: All required liability policies shall provide cross-liability coverage as would be achieved under the standard ISO separation of insureds clause.

4) Deductibles and Self-Insured Retentions: Insurance maintained by Contractor shall apply on a first dollar basis without application of a deductible or self-insured retention unless otherwise specifically agreed to by the State. Such approval shall not relieve Contractor from the obligation to pay any deductible or self-insured retention. Any deductible or self-insured retention shall not exceed fifty thousand dollars ($50,000.00) per occurrence, unless otherwise approved by the Risk Management Division.

5) Policy Cancellation: Except for ten (10) days notice for non-payment of premiums, each insurance policy shall be endorsed to state that without thirty (30) days prior written notice to the State of Nevada, c/o Contracting Agency, the policy shall not be canceled, non-renewed or coverage and/or limits reduced or materially altered, and shall provide that notices required by this Section shall be sent by certified mail to the address shown on page one (1) of this contract.

6) Approved Insurer: Each insurance policy shall be:

a) Issued by insurance companies authorized to do business in the State of Nevada or eligible surplus lines insurers acceptable to the State and having agents in Nevada upon whom service of process may be made; and

b) Currently rated by A.M. Best as "A-VII" or better.

C. Evidence of Insurance.

Prior to the start of any work, Contractor must provide the following documents to the contracting State agency:

1) Certificate of Insurance: The Acord 25 Certificate of Insurance form or a form substantially similar must be submitted to the State to evidence the insurance policies and coverages required of Contractor. The certificate must name the State of Nevada, its officers, employees and immune contractors as defined in NRS 41.0307 as the certificate holder. The certificate should be signed by a person authorized by the insurer to bind coverage on its behalf. The State project/Contract number; description and Contract effective dates shall be noted on the certificate, and upon renewal of the policies listed, Contractor shall furnish the State with replacement certificates as described within *Section 16A, Insurance Coverage*.

Mail all required insurance documents to the State Contracting Agency identified on Page one of the Contract.

2) Additional Insured Endorsement: An Additional Insured Endorsement (CG 20 10 11 85 or CG 20 26 11 85), signed by an authorized insurance company representative, must be submitted to the State to evidence the endorsement of the State as an additional insured per *Section 16B, General Requirements*.

3) Schedule of Underlying Insurance Policies: If Umbrella or Excess policy is evidenced to comply with minimum limits, a copy of the underlying Schedule from the Umbrella or Excess insurance policy may be required.

4) Review and Approval: Documents specified above must be submitted for review and approval by the State prior to the commencement of work by Contractor. Neither approval by the State nor failure to disapprove the insurance furnished by Contractor shall relieve Contractor of Contractor's full responsibility to provide the insurance required by this Contract. Compliance with the insurance requirements of this Contract shall not limit the liability of Contractor or its subcontractors, employees or agents to the State or others, and shall be in additional to and not in lieu of any other remedy available to the State under this Contract or otherwise. The State reserves the right to request and review a copy of any required insurance policy or endorsement to assure compliance with these requirements.

17. **COMPLIANCE WITH LEGAL OBLIGATIONS.** Contractor shall procure and maintain for the duration of this Contract any state, county, city or federal license, authorization, waiver, permit qualification or certification required by statute, ordinance, law, or regulation to be held by Contractor to provide the goods or services required by this Contract. Contractor shall provide proof of its compliance upon request of the Contracting Agency. Contractor will be responsible to pay all taxes, assessments, fees, premiums, permits, and licenses required by law. Real property and personal property taxes are the responsibility of Contractor in accordance with NRS 361.157 and NRS 361.159. Contractor agrees to be responsible for payment of any such government obligations not paid by its subcontractors during performance of this Contract.

18. **WAIVER OF BREACH**. Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

19. **SEVERABILITY.** If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.

20. **ASSIGNMENT/DELEGATION.** To the extent that any assignment of any right under this Contract changes the duty of either party, increases the burden or risk involved, impairs the chances of obtaining the performance of this Contract, attempts to operate as a novation, or includes a waiver or abrogation of any defense to payment by State, such offending portion of the assignment shall be void, and shall be a breach of this Contract. Contractor shall neither assign, transfer nor delegate any rights, obligations nor duties under this Contract without the prior written consent of the State.

21. **STATE OWNERSHIP OF PROPRIETARY INFORMATION**. Any data or information provided by the State to Contractor and any documents or materials provided by the State to Contractor in the course of this Contract ("State Materials") shall be and remain the exclusive property of the State and all such State Materials shall be delivered into State possession by Contractor upon completion, termination, or cancellation of this Contract.

22. **PUBLIC RECORDS**. Pursuant to NRS 239.010, information or documents received from Contractor may be open to public inspection and copying. The State has a legal obligation to disclose such information unless a particular record is made confidential by law or a common law balancing of interests. Contractor may label specific parts of an individual document as a "trade secret" or "confidential" in accordance with NRS 333.333, provided that Contractor thereby agrees to indemnify and defend the State for honoring such a designation. The failure to so label any document that is released by the State shall constitute a complete waiver of any and all claims for damages caused by any release of the records.

23. **CONFIDENTIALITY**. Contractor shall keep confidential all information, in whatever form, produced, prepared, observed or received by Contractor to the extent that such information is confidential by law or otherwise required by this Contract.

24. **FEDERAL FUNDING**. In the event federal funds are used for payment of all or part of this Contract, Contractor agrees to comply with all applicable federal laws, regulations and executive orders, including, without limitation the following:

    A. Contractor certifies, by signing this Contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to Executive Orders 12549 and 12689 and Federal Acquisition Regulation subpart 9.4, and any relevant program-specific regulations. This provision shall be required of every subcontractor receiving any payment in whole or in part from federal funds.

    B. Contractor and its subcontracts shall comply with all terms, conditions, and requirements of the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted thereunder, including 28 C.F.R. Section 35, inclusive, and any relevant program-specific regulations.

    C. Contractor and it subcontractors shall comply with the requirements of the Civil Rights Act of 1964 (P.L. 88-352), as amended, the Rehabilitation Act of 1973 (P.L. 93-112), as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions.)

25. **LOBBYING**. The parties agree, whether expressly prohibited by federal law, or otherwise, that no funding associated with this Contract will be used for any purpose associated with or related to lobbying or influencing or attempting to lobby or influence for any purpose the following:

    A. Any federal, state, county or local agency, legislature, commission, council or board;

    B. Any federal, state, county or local legislator, commission member, council member, board member, or other elected official; or

    C. Any officer or employee of any federal, state, county or local agency; legislature, commission, council or board.

CETS#
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26. **GENERAL WARRANTY**. Contractor warrants that all services, deliverables, and/or work products under this Contract shall be completed in a workmanlike manner consistent with standards in the trade, profession, or industry; shall conform to or exceed the specifications set forth in the incorporated attachments; and shall be fit for ordinary use, of good quality, with no material defects.

27. **PROPER AUTHORITY**. The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract. Contractor acknowledges that as required by statute or regulation this Contract is effective only after approval by the State Board of Examiners and only for the period of time specified in the Contract. Any services performed by Contractor before this Contract is effective or after it ceases to be effective are performed at the sole risk of Contractor.

28. **DISCLOSURES REGARDING CURRENT OR FORMER STATE EMPLOYEES**. For the purpose of State compliance with NRS 333.705, Contractor represents and warrants that if Contractor, or any employee of Contractor who will be performing services under this Contract, is a current employee of the State or was employed by the State within the preceding 24 months, Contractor has disclosed the identity of such persons, and the services that each such person will perform, to the Contracting Agency.

29. **ASSIGNMENT OF ANTITRUST CLAIMS**. Contractor irrevocably assigns to the State any claim for relief or cause of action which Contractor now has or which may accrue to Contractor in the future by reason of any violation of State of Nevada or federal antitrust laws in connection with any goods or services provided under this Contract.

30. **GOVERNING LAW: JURISDICTION**. This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada, without giving effect to any principle of conflict-of-law that would require the application of the law of any other jurisdiction. The parties consent to the exclusive jurisdiction of and venue in the First Judicial District Court, Carson City, Nevada for enforcement of this Contract, and consent to personal jurisdiction in such court for any action or proceeding arising out of this Contract.

31. **ENTIRE CONTRACT AND MODIFICATION**. This Contract and its integrated attachment(s) constitute the entire agreement of the parties and as such are intended to be the complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by

CETS#
RFP#

the respective parties hereto and approved by the Office of the Attorney General and the State Board of Examiners. This Contract, and any amendments, may be executed in counterparts.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.

Suzanne Olsen	1/12/26	Shareholder
Independent Contractor's Signature	Date	Independent Contractor's Title
Monica Harrison	01/21/26	Executive Director
State of Nevada Authorized Signature	Date	Title
State of Nevada Authorized Signature	Date	Title
State of Nevada Authorized Signature	Date	Title

APPROVED BY BOARD OF EXAMINERS

Signature – Board of Examiners

On:

Date

Approved as to form by:

On:

Deputy Attorney General for Attorney General

Date



PROPOSAL TO PROVIDE PROFESSIONAL

FINANCIAL STATEMENT AUDIT SERVICES

Nevada State Board of Architecture, Interior Design & Residential Design

June 30, 2026 to June 30, 2027

503 N. Division St. • Carson City, NV • 89703
6770 S. McCarran Blvd, Ste. 200 • Reno, NV • 89509
775.283.5555

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CASEY NEILON

November 6, 2025

Nevada State Board of Architecture, Interior Design & Residential Design
Ms. Monica Harrison
2080 E. Flamingo Road, Ste. 120
Las Vegas, NV 89119

Dear Ms. Harrison:

We appreciate the opportunity to propose on the financial statement audit of Nevada State Board of Architecture, Interior Design & Residential Design, for the year ended June 30, 2026 to June 30, 2027. The following brief summary offers key information needed to evaluate our firm against other firms that respond to your proposal. We believe that we are a good choice to provide these for the following reasons:

Experience - our team has been providing attest services to local governments, special districts, boards, commissions and nonprofits since 1997. We take the time to get to know your organization, from internal controls to operations and reporting systems; this in-depth knowledge allows us to complete your engagement efficiently and effectively, and to provide a high-quality product with on time delivery.

Value - our experience, combined with the extensive use of technology allows us to provide high quality services at a reasonable cost. Our proposed fee for the June 30, 2026 audit is $23,100. This fee includes all out-of-pocket costs, and all reporting requirements.

Continuity of staffing - we recognize that learning about your organization takes time, and that continual changes in engagement team members can be frustrating and inefficient. Our commitment to you is that we will keep our key engagement team members working on your engagement for the length of the contract.

Education - we commit to the education of our staff, and all staff working on your engagement it will have extensive attest, non-profit and governmental continuing education.

Quality - we commit to high standards of quality. This is demonstrated by our commitment to an internal quality control review of your engagement prior to report issuance, and by our participation in the AICPA's peer review program.

We look forward to the opportunity to work with you.

Sincerely,

Suzanne Olsen

Suzanne Olsen, CPA

CASEY NEILON

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CASEY NEILON

About Us

Casey Neilon, Inc. is a Nevada public accounting firm, with offices located in Reno and Carson City. The staff in each office work cooperatively, and the engagement would be staffed from employees of both the Reno and Carson City offices. The Company was formed in 2006 as the result of a demerger from a large regional accounting firm. From our inception, the Company has grown in size and experience, and we currently have 30 staff members.

Women and minority owned – We are committed to a diverse workplace that values all employees. We actively seek to recruit, employee and promote top talent.

Education - The Company is committed to the education and technical growth of our staff, and all staff that would be assigned to your engagement have had significant accounting and auditing education in the form of in-house seminars, self-study, and attendance at local and national conferences. This dedication to continuing education is a focal point of our firm. All members of our proposed engagement team receive more than the minimum required education under professional standards, and all of our professional staff (including non-licensed staff) receive in excess of 40 hours per year in total continuing education, which exceeds our requirements under state law and professional standards. We encourage our staff to obtain continuing professional education in fields appropriate to the type of accounting work that they are providing; therefore, our senior staff have governmental and not for profit specific education.

National resources - We provide national firm resources and capabilities through our affiliation with Alliott Group North America, an association of over 100 public accounting and legal firms worldwide. The Alliott Group is an exclusive worldwide association of independent accounting, legal and consulting firms founded to pursue excellence and quality in accounting and business consulting services. Management and staff from these firms work with us to provide the requisite industry and service expertise when required. These resources differentiate us from other proposers as we can provide the staffing and price of a local firm, but also have the resources of a national organization to assist with technical issues.

Independence - We are independent of the State of Nevada State Board of Architecture, Interior Design & Residential Design and have no professional relationships that would constitute a conflict of interest. Additionally, we have no client relationships that may have a financial interest in the outcome of the engagement, and we commit to provide you with written notice of any professional relationships entered into during the period of this engagement that may cause a conflict of interest.

Licensing - The firm and all key professional staff are properly licensed to provide accounting and auditing services in the State of Nevada.

Insurance - we carry the following coverage:

Commercial general liability $2,000,000 each occurrence, $4,000,000 aggregate
Workers' compensation statutory
Professional liability $2,000,000 per claim, $4,000,000 policy aggregate

Record retention - All records related to the engagement will be maintained in accordance with the Company's record retention policy of seven years and will be available to you or your designees for examination upon request.

Key performance parameters - We focus on the following key performance parameters:

- *Provide the most beneficial management comments possible* – The training provided to our upper-level staff in management advisory skills is unique and valuable.
- *Provide excellent client service* – We are dedicated to the ongoing needs of our clients. We go to great lengths to customize our services to fit our client's specific needs.
- *Develop strong client relationships* – We have an excellent client retention record and our reputation in the State of Nevada is excellent.
- *Maintain efficiency* – We continue to strive to train our staff on efficiency principles.
- *Maximize partner involvement* – Our partners are involved in all aspects of our engagements, from planning to fieldwork and final review.

Scope of Services

Scope of Work

- The primary purpose of our audit is to express an opinion on the fairness of presentation of your financial statements for the year ended June 30, 2026.
- Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America, as included in Statements on Auditing Standards published by the American Institute of Certified Public Accountants; the standards for financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, and any other applicable rules, regulations, or accounting standards.

Deliverables

- The auditors' report on the financial statements, required supplementary information and supplementary information, government wide and fund financial statements, including required disclosures and compliance reports.
- Written communication to those charged with governance as required by AU-C Section 260 that details the significant audit findings.

Timeline

- Final reports would be available prior to December 1st of each year. A preliminary draft of the audit would be presented or available to be presented to the Board for the October board meeting.

CASEY NEILON

Cost Proposal

Due to the cost to onboard an audit client for a one year period, it is not normally cost effective to propose on a one year term. These one-time costs include communication with the predecessor auditor, review of their audit files in accordance with professional standards, developing an understanding of the policies and procedures of the Board and developing an understanding of internal controls. If the contract term is for a period of two to five years, we can spread those costs in a more budget friendly manner for the Board.

Two Year Contract

June 30, 2026 Audit	Not to exceed fee	$23,100
June 30, 2027 Audit	Not to exceed fee	$24,250

We guarantee that this fee will not change unless the scope of the work changes, significant new accounting pronouncements need to be implemented, or additional time for special projects is required. The increase each year is to ensure that we can continue to keep staffing consistent and not have to rotate less experienced staff into the engagement.

The contract would include an option to extend for an additional three years at an increase equal to the consumer price index limited to 5% in any year.

If the need arises for additional projects outside of the scope proposed, the following hourly rates will apply:

Shareholder	$350 - $425
Manager	$180 - $260
Senior	$150 - $175
Staff	$100 - $140

We understand that many clients need assistance throughout the year, and we encourage our attest clients to meet with us during the year to identify if there are new topics, issues or standards that need to be implemented. This meeting is considered part of the attest fee and is not separately billed. In addition, all phone calls during the year are included in our fixed price unless there is additional research or reporting required.

11. Business & Industry – Boards & Commissions Update

REVISED PROPOSED REGULATION OF THE DIRECTOR OF

THE DEPARTMENT OF BUSINESS AND INDUSTRY

LCB File No. R074-25

December 5, 2025

EXPLANATION – Matter in ***italics*** is new; matter in brackets **[**~~omitted material~~**]** is material to be omitted.

AUTHORITY: §§ 1-20, NRS 232.8413.

A REGULATION relating to professional and occupational licensing boards; defining certain terms relating to the regulation of professional and occupational licensing boards; setting forth certain structural standards for each board relating to recordkeeping, officers of the board and attendance at board meetings; establishing certain requirements relating to the training of board members; establishing certain standards for the internal controls of a board; establishing certain requirements for the Internet website of a board; establishing certain requirements for a board relating to certain bills during a legislative session; authorizing a board to publish certain information for the public; setting forth certain standards relating to complaints to and investigations by or on behalf of a board; requiring a board to provide certain information to the Office of Nevada Boards, Commissions and Councils Standards within the Department of Business and Industry; providing for the Office to conduct performance evaluations of a board; establishing provisions for the enforcement of certain regulatory requirements; and providing other matters properly relating thereto.

Legislative Counsel's Digest:

Existing law creates the Office of Nevada Boards, Commissions and Councils Standards within the Department of Business and Industry and charges the Office with certain duties relating to the regulation of professional and occupational licensing boards, including: (1) centralized administration; (2) establishing a uniform set of standards for investigations, licensing and discipline, internal controls and legal representation; (3) establishing a consistent set of structural standards for boards and commissions; (4) transparency and consumer protection; and (5) efficacy and efficiency. Existing law requires the Director of the Department to adopt regulations and procedures to administer the responsibilities of the Office. (NRS 232.8413, 232.8415) **Sections 3-8** of this regulation define certain terms relating to the regulation of professional and occupational licensing boards. **Section 2** of this regulation applies these definitions to the provisions of this regulation.

Existing law provides that all professional and occupational licensing boards created by the Legislature are under the purview of the Office. (NRS 232.8415) **Section 9** of this regulation interprets the term "purview" for the purpose of this provision.

Section 10 of this regulation establishes certain structural standards for each board to: (1) maintain certain centralized records relating to each seat on the board, the board members filling the seats, and the terms of the board members serving on the board; (2) appoint or elect officers of the board; and (3) establish certain expectations and policies relating to the attendance of board member at meetings.

Section 11 of this regulation requires: (1) the executive director of each board to notify board members of certain training requirements and when such training is offered; and (2) the board to notify the Office that a board member has completed such training.

Section 12 of this regulation requires each board to establish certain standards for internal controls including: (1) developing and implementing a budget; (2) maintaining and protecting information in the records of the board in a certain manner; (3) complying and cooperating with all statutory and regulatory reporting and auditing requirements; and (4) taking certain actions to respond to audits that recommend corrective action.

Section 13 of this regulation requires each board to maintain a publicly accessible Internet website of the board which includes certain information and meets certain requirements.

Section 14 of this regulation requires each board to: (1) track bills during a regular or special legislative session which may impact the operations of or licensees regulated by the board; (2) report certain information to the Office relating to such bills; and (3) take certain steps to implement such bills which are passed during a regular or special legislative session.

Section 15 of this regulation authorizes a board to publish certain materials to inform the public of various information relating to the board and licensees of the board.

Section 16 of this regulation sets forth certain requirements relating to complaints to and investigations conducted by or on behalf of a board. **Section 17** of this regulation requires a board to provide certain quarterly and annual information and reports to the Office relating to complaints, investigations, disciplinary actions and licensees.

Section 18 of this regulation requires a board to submit certain financial information to the Office on a quarterly and annual basis.

Section 19 of this regulation provides that the Office will evaluate the performance of each board using the reports and other information required to be submitted to the Office by **sections 17 and 18**, and, based on the results of the evaluation, may issue recommendations or require a board to take corrective action.

Section 20 of this regulation provides that if a board fails to comply with a requirement in this regulation, the Office may issue a written notice of deficiency and require the board to take corrective action. If the board fails to take such corrective action, **section 20** provides that the Office may: (1) increase the administrative oversight of the board; (2) refer the board members to the Governor for removal; or (3) withhold certain support services provided to the board by the Office.

Section 1. Chapter 232 of NAC is hereby amended by adding thereto the provisions set forth as sections 2 to 20, inclusive, of this regulation.

Sec. 2. *As used in sections 2 to 20, inclusive, of this regulation, unless the context otherwise requires, the words and terms defined in sections 3 to 8, inclusive, have the meanings ascribed to them in those sections.*

Sec. 3. *"Board" means any professional or occupational licensing body, including, without limitation, a board, commission or council, that has been created by the Legislature and which is under the purview of the Office.*

Sec. 4. *"Board member" means a person appointed to serve on a board.*

Sec. 5. *"Executive director" means a person appointed or employed by a board to oversee the daily operations of the board.*

Sec. 6. *"License" means any professional or occupational authorization, including, without limitation, a license, permit, registration or certificate, that is issued by a board.*

Sec. 7. *"Licensee" means any person who holds a license issued by a board.*

Sec. 8. *"Office" means the Office of Nevada Boards, Commissions and Councils Standards within the Department.*

Sec. 9. *For the purposes of NRS 232.8415, the Office interprets the term "purview" to mean administrative oversight.*

Sec. 10. *For the purposes of establishing a consistent set of structural standards pursuant to NRS 232.8415, each board shall:*

1. Maintain a centralized record of:

(a) Each seat on the board, including whether the seat is required by statute to represent certain interests or to serve a certain role;

(b) Each board member who is filling a seat on the board; and

(c) The terms of each board member including, without limitation, the date on which each term begins and expires.

2. Elect or appoint the officers of the board in accordance with the applicable statutes and regulations governing the board. Except as otherwise provided by specific statute or regulation adopted by the board, a board shall elect the officers on an annual basis.

3. Establish the expectation that the board members must attend and participate in meetings of the board. Each board shall adopt a policy providing that, if a board member has three or more consecutive unexcused absences or has unexcused absences from 50 percent or more of the meetings of the board within a 12-month period, the board may recommend to the Governor that the board member be removed pursuant to NRS 232A.030.

4. As used in this section, "unexcused absence" means an absence that is not:

(a) Caused by illness, family emergency or other extenuating circumstance;

(b) Approved by the chair of the board; or

(c) Otherwise authorized by statute.

Sec. 11. *1. The executive director of each board shall notify the board members of any training that the board members are required to complete pursuant to NRS 622.200 and when such training is offered.*

2. Not more than 30 days after a board member completes any training required pursuant to NRS 622.200, the board shall provide written notice to the Office, on a form prescribed by the Office, confirming that the board member completed the required training.

Sec. 12. *For the purpose of establishing a uniform set of standards for internal controls pursuant to NRS 232.8415, each board shall:*

1. Develop a budget for the board and monitor the implementation of the budget.

2. Maintain any information in the records of the board relating to licensees, finances and complaints in a manner that ensures the information is accurate, complete and verifiable.

3. Protect the confidential and personal identifying information in the records of the board.

4. Comply and cooperate with all reporting and auditing requirements set forth by any applicable statute or regulation, including, without limitation, the requirements of NRS 218G.400, 331.110, 333.705, as amended by section 8 of Assembly Bill No. 506, chapter 153, Statutes of Nevada 2025, at page 859, and NRS 622.100, as amended by section 3 of Senate Bill No. 274, chapter 83, Statutes of Nevada 2025, at page 444, in a timely and accurate manner and in accordance with any deadlines set forth in statute or regulation.

5. Respond to all audits of the board conducted pursuant to statute. Except as otherwise provided by specific statute, each board shall, not more than 60 days after receiving a final report of the results of an audit that recommends corrective action:

(a) Prepare a written plan for corrective action that addresses all recommendations for the corrective action; and

(b) Submit evidence to the auditing entity that the corrective action set forth in the plan prepared pursuant to paragraph (a) has been taken.

Sec. 13. *1. Each board shall maintain a publicly accessible Internet website of the board which is accessible to persons with disabilities, including, without limitation, persons who are blind or visually impaired and, in addition to any other information required by statute or regulation of the board, post on the Internet website of the board:*

(a) A citation and link to the enabling statutes of the board and any regulations adopted by the board, including, without limitation, emergency regulations, temporary regulations and

permanent regulations of the board which have been adopted and filed with the Secretary of State pursuant to chapter 233B of NRS but not yet codified in the Nevada Administrative Code;

(b) The mission statement of the board;

(c) For all current members of the board:

(1) The name of each member of the board;

(2) If the member was appointed to represent certain interests or serve a certain role that is required by statute, the interests or role which the member of the board represents or serves; and

(3) The dates on which the term of each member of the board begins and expires;

(d) The name and title of the executive director of the board;

(e) The contact information for the board, including, without limitation, an electronic mailing address, mailing address, physical address and telephone number for the board;

(f) Any upcoming meetings of the board or a subcommittee of the board which must include, without limitation, the date, time, location, agenda, when available, and any other information required for notice of an upcoming meeting pursuant to NRS 241.020 or 622.340, as applicable;

(g) An archive of all agendas and minutes of previous meetings of the board prepared pursuant to NRS 241.035;

(h) Clear instructions for applying for initial licensure, renewing a license and the reinstatement of a license and any applicable deadlines set forth in statute or regulation for applying, renewing or reinstating of a license;

(i) A system for verifying licenses, which must be accessible from the homepage of the Internet website with one click and, for each licensee, must include, without limitation, the full name of the licensee, the type and status of the license, the license number, the date of issuance and the date of expiration of the license and a yes-or-no-indication of whether the licensee has any history of disciplinary actions;

(j) A system for reviewing the history of disciplinary actions of a licensee which must:

(1) Be accessible from the homepage of the Internet website;

(2) Be searchable;

(3) Be updated not more than 15 days after any new disciplinary action is finalized;

(4) Include, without limitation, the full name of the licensee, the license number of the licensee, the type of disciplinary action and the date of the disciplinary action; and

(5) Unless otherwise declared confidential by statute or court order, provide access to a copy of the final order or settlement agreement for the disciplinary action;

(k) Clear instructions on how to file a complaint with the board accompanied by forms that may be downloaded for filing a complaint or an online system on the Internet website that authorizes a person to file a complaint electronically;

(l) A copy of the most recent simplified financial report submitted to the Office pursuant to section 18 of this regulation with a copy of any recent reports of financial audits or balance sheets filed pursuant to NRS 218G.400;

(m) A copy of any review, evaluation, report or audit of the board conducted or prepared within the immediately preceding 5 calendar years by or on behalf of:

(1) The Sunset Committee of the Legislature;

(2) The Division of Internal Audits of the Office of Finance;

(3) The Fiscal Analysis Division of the Legislative Counsel Bureau; or

(4) Any other entity authorized by statute to conduct or prepare a review, report or audit of the board;

(n) A link to the Internet website of the Office which must be accessible from the homepage of the Internet website of the board;

(o) Any other reports required by statute or prepared annually by the board; and

(p) Any performance data prepared by the board.

2. The internet website of each board must comply with any applicable regulations, policies, standards and guidelines adopted by the Chief Information Officer of the Governor's Technology Office within the Office of the Governor pursuant to NRS 242.111, as amended by section 19 of Senate Bill 467, chapter 513, Statutes of Nevada 2025, at page 3565, and NRS 242.115.

3. As used in this section:

(a) "Emergency regulation" has the meaning ascribed to it in NRS 233B.033.

(b) "Permanent regulation" has the meaning ascribed to it in NRS 233B.036.

(c) "Temporary regulation" has the meaning ascribed to it in NRS 233B.0385.

Sec. 14. *1. During each regular or special legislative session, each board shall track any bills introduced to the Legislature which may impact the operations of or licensees regulated by the board.*

2. Not later than 60 days after the adjournment of every regular or special legislative session, each board shall submit a report to the Office, in a format prescribed by the Office, identifying:

(a) The bills tracked by the board and whether the bills became law;

(b) The potential impact of each bill on the operations of or licensees regulated by the board;

(c) Any actions required by the board to implement any bills which became law during the legislative session; and

(d) The estimated timeline for the board to implement any bills which became law during the legislative session.

3. For any bill tracked pursuant to subsection 2 which a board is required to take action to implement, the board shall:

(a) Update the regulations of the board consistent with the bill;

(b) Ensure that the bank accounts and records of the board are consistent with the requirements of the bill; and

(c) Notify the Office, in a format prescribed by the Office, once the board has implemented the bill.

Sec. 15. *To provide outreach and education to the public, each board may publish newsletters, alerts or bulletins to inform the public of the activities of the board, professional standards of and ethical requirements for the licensees regulated by the board, the rights of the public and the procedures for reporting the misconduct of a licensee to the board.*

Sec. 16. *1. To ensure transparency and access to the public, each board shall make available to any person who wishes to file a complaint with the board a form for filing the complaint or a method to file the complaint electronically.*

2. When responding to a complaint filed with the board, a board shall comply with all requirements for confidentiality while ensuring the board is fair and responsive to the complaint.

3. A board shall investigate any complaint filed with the board. For any matter under an investigation conducted by or on behalf of a board, the filed complaint documenting the investigation must include, without limitation:

(a) Any deadlines by which the board is required to complete any step of an investigation;

(b) Whether the board met all the deadlines identified pursuant to paragraph (a); and

(c) If the board did not meet any deadline identified pursuant to paragraph (a), the reason why the board did not meet the deadline.

4. For the purposes of subsection 3, the steps of an investigation may include, without limitation, the receipt or acknowledgment of a complaint, the issuance of a notice to a licensee, the determination of probable cause, the filing of a formal complaint, the scheduling of a hearing and the issuance of a final decision by the board.

5. Upon the request of the Office and to the extent permitted by law, a board shall provide to the Office any files, documents, data or other information relating to an investigation conducted by the board, including, without limitation, any disciplinary action instituted during an investigation.

Sec. 17. *On or before the 20th day of January, April, July and October, each board shall submit to the Office in a format prescribed by the Office:*

1. All information required to be submitted to the Director of the Legislative Counsel Bureau pursuant to NRS 622.100, as amended by section 3 of Senate Bill No. 274, chapter 83, Statutes of Nevada 2025, at page 444. A board may submit a copy of the report submitted to the Director of the Legislative Counsel Bureau pursuant to NRS 622.100, as amended by section 3 of Senate Bill No. 274, chapter 83, Statutes of Nevada 2025, at page 444, to satisfy this requirement.

2. A summary of all complaints filed with the board during the immediately preceding calendar quarter, which must include, without limitation:

(a) All complaints received, pending and resolved by the board for the calendar quarter; and

(b) The number of complaints resolved by the board at each stage of the process for resolving a complaint, consistent with the statutory procedures of the board.

3. A summary of all cases in which an investigation conducted by or on behalf of the board missed a statutory deadline for completing the investigation along with an explanation of the reason for missing the deadline.

4. Any other information requested by the Office.

Sec. 18. *1. All money in the possession of a board must be deposited and used in accordance with any applicable statutes governing the board.*

2. Each board shall submit to the Office:

(a) On or before December 15 of each year, a copy of the balance sheet or report of an audit, as applicable, required to be filed with the Legislative Auditor and Chief of the Budget Division of the Office of Finance pursuant to NRS 218G.400;

(b) Not later than 30 days after the close of each fiscal quarter, a simplified financial report, in a format prescribed by the Office, summarizing the finances of the board for that fiscal quarter, which must include, without limitation, total revenue, total expenditures and cash balances at the end of the fiscal quarter; and

(c) Not later than 9 months after the close of the fiscal year, a simplified financial report, in a format prescribed by the Office, summarizing the finances of the board for that fiscal year, which must:

(1) Include, without limitation, total revenue, total expenditures and cash balances at the end of the fiscal year;

(2) Reconcile the financial information included in the report pursuant to subparagraph (1) with the balance sheets prepared or audits conducted pursuant to NRS 218G.400;

(3) Include, without limitation, a statement identifying any significant financial or structural concerns of the board identified by the board; and

(4) Review the adequacy of the existing fees which the board is authorized to charge under statute.

Sec. 19. *1. The Office will evaluate the performance of each board using the reports and information submitted to the Office pursuant to sections 17 and 18 of this regulation.*

2. Each board shall cooperate with the Office in any performance evaluation conducted by the Office pursuant to subsection 1 or audits conducted by the Office and provide any information requested by the Office that the Office has determined is necessary to assess the efficiency and effectiveness of the operations of the board.

3. Based on the results of the performance evaluations conducted pursuant to subsection 1, the Office may issue recommendations or require a board to take corrective action to improve efficiency and effectiveness, reduce costs or enhance consumer protections.

4. Unless the Office specifies in writing that the board must take such action in a different timeframe, if the Office requires a board to take corrective action pursuant to subsection 3, the board shall take such corrective action not more than 90 days after receiving notice from the Office regarding the corrective action.

Sec. 20. ***1. Except as otherwise provided in section 19 of this regulation, if a board fails to comply with the requirements set forth in sections 2 to 20, inclusive, of this regulation, the Office may issue a written notice of deficiency to the board and require the board to take corrective action. Any such corrective action must be taken not more than 60 days after the written notice is received by the board.***

2. If a board fails to take corrective action pursuant to subsection 1, the Office may:

(a) Increase the administrative oversight of the board;

(b) Refer the members of the board to the Governor for removal for malfeasance or nonfeasance pursuant to NRS 232A.030; or

(c) Withhold any administrative or fiscal support services provided by the Office to the board.

Notice of Workshop to Solicit Comments on Proposed Regulations of the Office of Nevada Boards, Commissions, and Councils Standards

2025-11-25 • 1:00 PM

• Physical Location: 1818 College Parkway, Suite 103A, Carson City

• Telephone: (755) 321-6111; Conference ID 198 043 302#

• Microsoft Teams: CLICK HERE

Documents

Meeting Notice and Agenda **.pdf**

Agenda•PDF

Draft Regulation (R074-25)

Draft Regulation•PDF

The draft regulation is subject to change prior to the public workshop as additional revisions may be made to ensure accuracy and compliance with statute.

Enforcement

COVER SHEET

BOARD MEETING DATE

1. January 21, 2026

CASE NUMBER

2. 26-024N

RESPONDENT

3. Jay Yabut-Non-Registrant
   J Interiors

ALLEGATIONS

4. The Respondent is alleged to have violated NRS 623.360.1(c) by engaging in the practice of architecture without having a certificate of registration with this Board.

BACKGROUND

5 Staff received a complaint from Bill Sakkab that the Respondent had provided services that fall under the practice of architecture without being registered. He now has plans that he cannot use and has paid the Respondent in full.

STAFF ACTION

6. The Respondent was sent a Notice of Charges concerning this matter. The Respondent's case was discussed with Executive Director Harrison, and the decision was made to offer the Respondent an opportunity to settle this matter informally rather than face a disciplinary hearing before the Board. A settlement agreement was negotiated incorporating a Public Reprimand, a Guilt clause, and restitution in the amount of $750. The Board and the Respondent will each bear their own costs.

STAFF RECOMMENDATION

7. Approve settlement agreement.

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN

REPORT OF INVESTIGATION

Case: 26-024N
Jay Yabut-Non Registrant
J Interiors
Investigator: Laura Bach

September 17-30, 2025

Staff received a complaint from Bill Sakkab alleging that Jay Yabut is providing architectural and residential design services without having a certificate of registration. A case file was opened (9/29/25). A notice of Investigation was sent via certified mail and email with a response due 10/14.

October 1-7, 2025

Bach received a response from Yabut stating that he only prepared cabinet drawings and he included a drawing of the kitchen floor plan. Bach asked him about his scope of work which included moving 4 existing outlets, installing a pot filler center to the stove, installing 3 new directional lights above the wine cooler, moving switch and thermostat control on the left side of the fridge and installing new countertop outlets on the peninsula and wet bar tops. Yabut kept saying that he did that at the direction of the client and that it wasn't new design. Bach emailed the complainant and asked if Yabut had prepared any sketches of where the new electrical outlets were supposed to go and asked if Yabut was using existing outlets or specified new ones. Sakkab said that there was new electrical wiring and outlets specified. He also included some renderings prepared by Yabut.

October 16-17, 2025

Bach prepared a notice of charges and settlement agreement and forwarded them to executive director Harrison for review. Bach sent the correspondence via certified mail and email with a response due November 3, 2025.

November 3-5, 2025

Bach received a phone call from Yabut telling her that he is experiencing financial hardship and would not be able to pay the fine. He stated that he had lost his job and apartment and had no money and was living with his sister. Bach reduced the investigative costs and offered him payments for 18 months. Bach revised the settlement agreement and emailed it to Yabut.

November 13, 2025

Bach received an email from Yabut asking for more time as he was trying to come up with the full amount and not have to make payments. Bach gave him until December 15, 2025.

December 2, 2025

Bach received an email from the complainant asking about restitution and how it was determined that Yabut did not have any money to pay restitution. Bach said she could not disclose Yabut's financial situation to him and that she would see if she could work something out. Bach called board counsel Ling and discussed having the Board and Respondent each bear their own costs and using the $750 for restitution instead. Ling said that she could do that. Bach revised the settlement agreement and emailed it to Yabut.

December 22- 23, 2025

Bach received an email from the complainant asking for an update. Bach informed him that she managed to get partial restitution but that she could not release it until the Board approves the settlement agreement on January 21, 2026.

December 15, 2025

Yabut came to the Board office with a cashier's check for the restitution and the signed settlement agreement.

This case was prepared for presentation and recommendation for closure at the January 21, 2026, Board meeting.

NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN

2080 E. Flamingo Rd., Suite 120, Las Vegas, NV 89119
(702) 486-7300
nsbaidrd@nsbaidrd.nv.gov
nsbaidrd.org

CONSUMER COMPLAINT FORM

1. Subject (person complaint is against)

Full name Jay Yabut (jy_yabut@yahoo.com)

Business Name Sterling and Baker LLC or J. Interiors LLC

Business Address 876 Lemington Street

City Henderson State NV Zip Code 89011

Business Phone 725.247.5298 Home Phone _____ License No. _____ (if applicable)

2. Complainant (person making the complaint)

Full name Bill Sakkab

Address 5131 Mountain Foliage Drive

City Las Vegas State NV Zip Code 89148

Business Phone _____ Home Phone 917.405.4441 Best time of day to contact you Anytime

Email Address sakkab@gmail.com

3. Project address

Address 5131 Mountain Foliage Drive

City Las Vegas, NV 81948 Parcel No. (if known) _____

4. Do you have copies of cancelled checks or receipts or other forms of payment to the subject? (If yes, please provide copies) (●) Yes ( ) No

5. Do you have design plans prepared by the subject? (If yes, please provide copies) (●) Yes ( ) No

6. Did you and the subject sign a written contract or letter of agreement before services were rendered? (If yes, please provide copies) ( ) Yes (●) No

If you did not have a written contract or agreement, on a separate sheet of paper, please provide a detailed description of the scope of services the subject was to provide for this project.

7. Describe your complaint on a separate sheet of paper. Be sure to include pertinent dates.

The filing of this complaint does not prohibit you from filing a civil action. Please read the following statement and sign and date where indicated.

I hereby certify under penalty of perjury under the laws of the state of Nevada that to the best of my knowledge all of the above statements are correct. If called upon, I will assist in the investigation or in the prosecution of the subject of this complaint or other involved parties, and will, if necessary, swear to a complaint, attend hearings, and testify to facts.

Signature Bill Sakkab Date September 17, 2025

From: Bill Sakkab
To: Laura A. Bach
Subject: Re: Filing a complaint - against Mr. Jay Yabut
Date: Monday, September 22, 2025 12:14:50 PM

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

[redacted]

From: Bill Sakkab <sakkab@gmail.com>
Date: Wednesday, September 17, 2025 at 4:48 PM
To: lbach@nsbaidrd.nv.gov <lbach@nsbaidrd.nv.gov>
Subject: Re: Filing a complaint - against Mr. Jay Yabut

Hi, Laura. Thank you for taking the time to speak with me this past Monday afternoon regarding the unlicensed practice, unethical conduct and intentionally deceptive and misleading statements made by Mr. Jay Yabut. Further to our conversation, I have provided the requested information below and in attachments to this email.
If require additional information to proceed with pursuing disciplinary action and negotiating a settlement/restitution, please just let me know. Feel free to contact me directly anytime at 917.405.4441.
Thank you so much!
Bill Sakkab

See attached documents in support of the Complaint. Also, below is high level timeline of key events for the project:

- May 9: Mr. Yabut sent Invoice (incorrect dated 2/9/25 instead of 5/9/25) and brief description of proposed services (see attached)
- May 9: I sent payment in the amount of $1,200 via Zelle to jy_yabut@yahoo.com
- May 13: initial draft of kitchen renovation drawings sent by Mr. Yabut to me
- May 17: I sent comments on initial draft of kitchen renovation drawings (see attached)

- May 21: sent message to Mr. Yabut requesting updated drawings; he promised to send next day after meeting with his general contractor that evening but regrettably never sent
- May 21: Mr. Yabut sent detailed scope of work on 2 pages for kitchen renovation
- ~May 23: I informed Mr. Yabut that his first order of cabinet door samples was misdelivered to wrong address and were not received
- July 12: I requested a price quote for cabinets and also additional cabinet samples; never received a price quote or cabinet door samples
- July 19: Mr. Yabut requested my feedback on drawings but I reminded him that I had sent in May and have been waiting on him; he promised to finalize that same day but failed to do so
- July 22: I informed Mr. Yabut via text that I am terminating the relationship for his failure to timely complete the kitchen renovation drawings (which included cabinets, changes to electrical outlets, demolition and other renovation work) and for numerous other failures including his mis-management of his general contractor partner and failure to timely complete and send project deliverables.
- Since July 22 to present: Mr. Yabut has been unresponsive to attempted contacts by me and also from his partner general contractor
- September 17: submitted Consumer Complaint Form (see attached)



STATE OF NEVADA

JOE LOMBARDO
Governor

DR. KRISTOPHER SANCHEZ
Director

PERRY FAIGIN
NIKKI HAAG
MARCEL F. SCHAERER
Deputy Directors

MONICA HARRISON
Executive Director

DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS
NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN

September 30, 2025

Certified Mail (9589 0710 5270 2375 8381 86)
Email: jy_yabut@yahoo.com; Jinteriors@jinteriors.net

Jay Yabut
J. Interiors, LLC
876 Lemington Street
Henderson, NV 89011

Notice of Investigation
Case Number 26-024N

Dear Mr. Yabut:

You are hereby notified that this office is in receipt of information indicating you may have violated certain provisions of the State of Nevada Registration laws (NRS 623.010 et. seq).

We received a complaint from Mr. Sakkab alleging that you may be in violation of NRS 623.360.1 (a) (b) (c) by holding yourself out as an architect and residential designer and providing services that fall under the practice of architecture and residential design for the Sakkab residence located at 5131 Mountain Foliage Drive, in Las Vegas, Nevada. A review of our records reveals that you do not hold a certificate of registration with the Nevada State Board of Architecture, Interior Design and Residential Design to practice architecture or residential design in Nevada.

The following definitions are provided for your clarification:

NRS 623.023 “Practice of architecture” defined. The "practice of architecture" consists of rendering services embracing the scientific, esthetic and orderly coordination of processes which enter into the production of a completed structure which has as its principal purpose human habitation or occupancy, or the utilization of space within or surrounding the structure, performed through the medium of plans, specifications, administration of construction, preliminary studies, consultations, evaluations, investigations, contract documents, and advice and direction.

NRS 623.025 “Practice of residential design” defined. The “practice of residential design” consists of rendering services embracing the scientific, esthetic or orderly coordination of processes which enter into:

1. The production of a completed:

(a) Single-family dwelling unit; or

(b) Multifamily dwelling structure that does not exceed two stories in height and is composed of not more than four units in that structure; and

2. The use of space within and surrounding the unit or structure,

performed through the medium of plans, specifications, administration of construction, preliminary studies, consultations, evaluations, investigations, contract documents, and advice and direction.

The NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN has the legal authority to impose penalties or refer violations of this nature for enforcement action. Enforcement could involve seeking injunctive relief or refer the matter to the Board for a formal disciplinary hearing.

This is not an injunction or adjudication concerning the alleged violations. The purpose of this letter is to warn you of the violations and provide you with an opportunity to respond to the alleged violations.

You are requested to provide a written response to the above allegations by October 14, 2025. The response should also include a copy of the drawings you prepared and a copy of your contract. You may also include any information related to the disposition of this investigation.

If a satisfactory response is not received by this office within the time requested this matter will be referred for appropriate enforcement action. You have the right to consult with legal counsel concerning this matter.

Please feel free to contact me at (702) 486-7300 if you have any questions.

I look forward to receiving your response by October 14, 2025.

Sincerely,

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN

Laura Bach

Laura Bach
Chief Investigator
Enforcement Division

From: Jinteriors
To: Laura A. Bach
Subject: Re: REGARDING BILL DRAWINGS
Date: Monday, October 6, 2025 12:01:02 PM

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

SORRY I FORGOT. I DON'T THINK I DRAW PLUMBING AND ELECTRICAL LAYOUT , THERE ARE NO WALLS TO MOVE. NO NEW WALLS. NO GAS LINE TO MOVE, EXISTING FLOOR TO STAY. THERE ARE SOME NOTES ON THE ELEVATIONS THAT BILL ASK ME TO INDICATE ON THE DRAWINGS. LIKE WHAT I SAID I AM NOT THE CONTRACTOR. THOSE DETAILS WAS REQUESTED BY BILL FOR HIS CONTRACTOR LEO. ONE DAY BILL WAS UPSET THAT LEO STOP RESPONDING TO HIS CALL AND TEXT. I TEXT BILL BACK TELLING BILL THAT I KNOW A LICENSE CONTRACTOR TO HELP HIM WORK TO BILL KITCHEN PROJECT. LIKE WHAT I SAID LEO INTRODUCE ME TO BILL. THEY ARE THE ONE TALKING FROM DAY ONE.

THANK YOU
Jay Yabut (owner/designer)
Cell: 725-247-5298
jinteriors@jinteriors.net

> On Oct 6, 2025, at 11:46 AM, Jinteriors <jinteriors@jinteriors.net> wrote:
>
> YES, THAT IS ALL THE SCOOP OF WORK THAT WAS REQUETSED BY BILL FOR ME TO WRITE IT TO HIS CONTRACTOR LEO, YOU SEE, I DON'T DO CONSTRUCTION. LEO, HIS CONTRACTOR INTRUDUCE ME TO BILL. BOTH ASK ME TO DRAW THE CABINETS AND KEEP THE FOOT PRINT OF THE KITCHEN. BILL ASK ME WHAT NEED TO BE DONE FOR THE KITCHEN AND SEND TO LEO, " HIS CONTRACTOR". SO LEO WILL BE ABLE TO GIVE BILL THE PRICE OF WORK NEED TO BE DONE FOR BILL KITCHEN. I DON'T DO REMODELING BILL KNOWS THAT AND LEO. I AM PPERMANENTLY DISSABLED. I HAVE METAL PLATES ON MY ANKLE FROM MY ACCIDENT. LIKE WHAT WAS WRITTEN ON THE DRAWING. NOT FOR CONSTRUCTION USE AND NOT FOR THIRD PARTY USE. I KNOW LEO FROM THE PAST PROJECT I DON'T KNOW BILL. LEO HE IS THE ONE TALKING TALKING TO BILL BEFORE I WAS INTRODUCE TO BILL, AT THE END OF THE DAY LEO STOP COMMUNICATING WITH BILL. I EVEN TEXT LEO TO CALL BILL BECAUSE BILL GOT UPSET , BUT THAT WAS NOT MY FAULT. I AM NOT THE CONTRACTOR. I ALREADY DID WHAT BILL AND LEO ASK ME TO DO, IT WAS UP TO THEM.
>
> **THANK YOU**
> Jay Yabut (owner/designer)

Cell: 725-247-5298
jinteriors@jinteriors.net

On Oct 2, 2025, at 8:19 AM, Laura A. Bach <lbach@nsbaidrd.nv.gov> wrote:

Jay,
I have a copy of your scope of services (See below) and it says you moved electrical outlets and specified new outlets. Do you have the sketches/drawings for these? Did you use existing electrical or was new electrical required?

Scoop of work at bill house (**by others. Leo**).
05-22-2025
Construction

1 .Remove existing cabinetry, existing sinks.hood liner and back splash.
2. Clean floor, replace broken tiles, remove existing grout and replace new grout in the kitchen area and wet bar.
3. Move 4 existing outlets on elevation "C" see sketch.
4. Remove existing back splash replace damage drywall, patch and prep. For new back splash.
5. Install new tiles back splash with end cap on the right side of the stove.
6. Install new pot filler center to stove. As per sketch.
7. Install 3 new directional lights above wine cooler.
8. Move switch and thermostat control on the left side of the fridge.
9. Cut the short wall on the peninsula and wet bar, you may need to replace two tiles on that area. I am thinking to give bill at least 39" space between the peninsula and the wet bar. Waterfall.
10. Install new countertop outlets on the peninsula and wet bar tops.
11. Paint the kitchen area walls if needed after cabinets installation
12. Built a hood support with 2x4 sketch to follow.
13. Fabricate and install all slabs as per sketch. Slabs by owner.
14. Cover all floor with " floor heavy duty protection" for construction traffic.
15. Install plastic floor to ceiling in the construction area to stop dust from going to other rooms.
16. Install all existing and new appliances as per specifications

and drawing.
17. Remove debris and clean the area after everything is installed.

Laura Bach, Chief Investigator
Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119
Phone: (702) 486-7300
Email: lbach@nsbaidrd.nv.gov
Web: nsbaidrd.org
Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd

From: Jinteriors <jinteriors@jinteriors.net>
Sent: Wednesday, October 1, 2025 5:23 PM
To: Laura A. Bach <lbach@nsbaidrd.nv.gov>
Subject: REGARDING BILL DRAWINGS

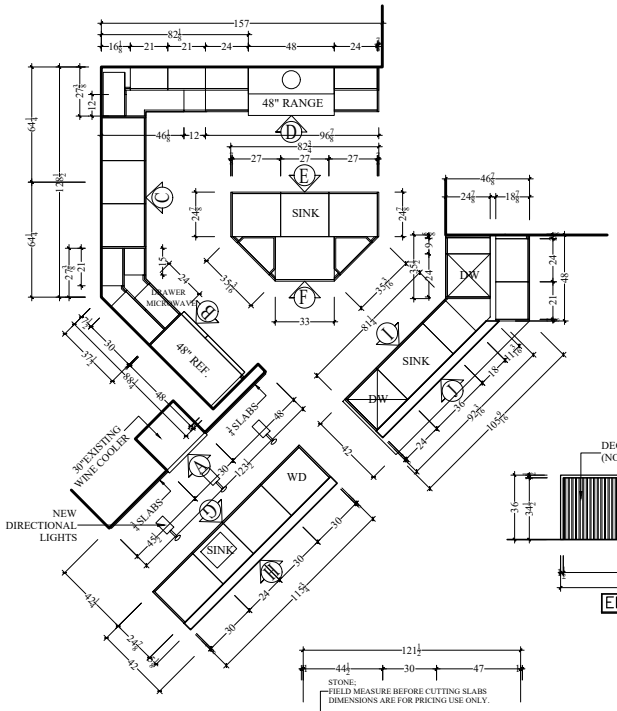
WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

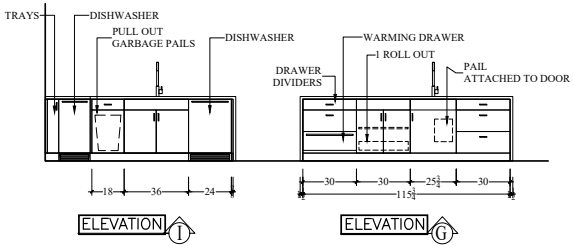
HI LAURA, ATTACHED IS A CLEAR COPY OF WHAT I SEND. TO BILL.
ALSO. ALL WALLS WILL REMAIN AS PER BILL INSTRUCTION. AS I MENTIONED ON MY PREVIOUS EMAIL, I JUST MEASURE THE CABINETRY AND PRODUCE A CABINETS DRAWING FO BILL TO SHOP AROUND FOR CABINETS PRICE. THIS IS THE ONLY ROOM THAT BILL ASK ME TO DRAW. ALSO THE KITCHEN CABINETS FOOTPRINT WILL REMAIN.

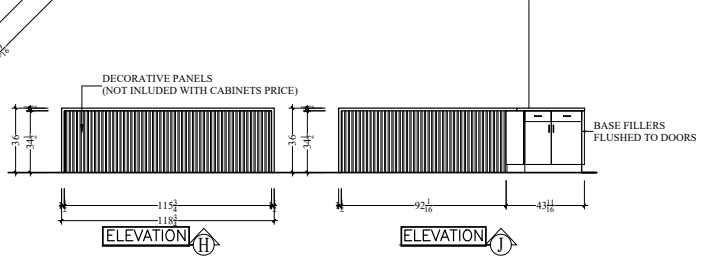
THANK YOU

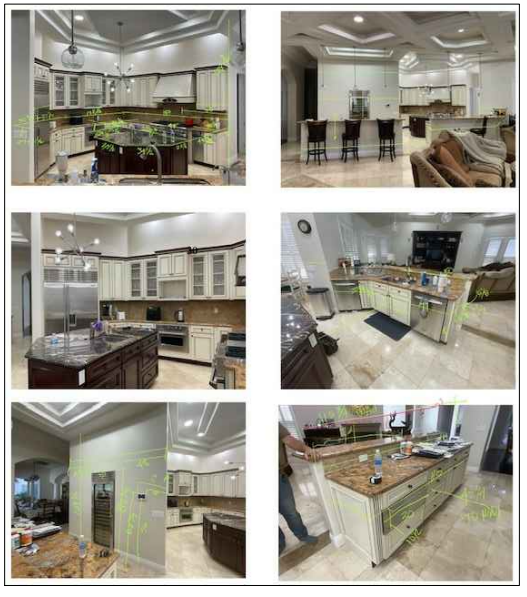
Jay Yabut (owner/designer)
Cell: 725-247-5298
jinteriors@jinteriors.net

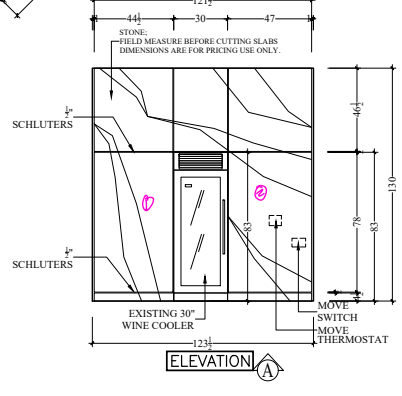
NOT FOR THIRD PARTY USE

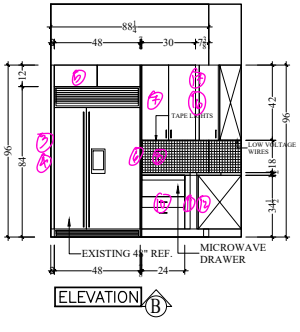


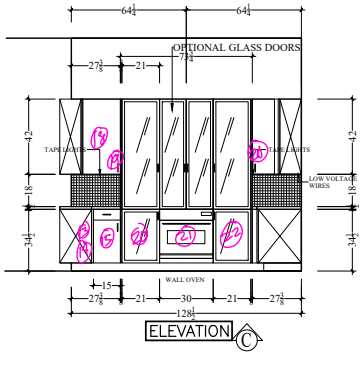


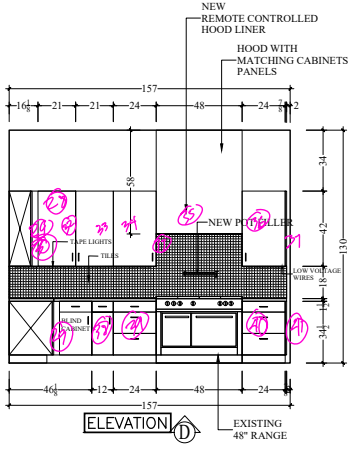












FLOOR PLAN

NOT FOR CONSTRUCTION USE

1

CABINETS BY:
ENVOY

DOOR STYLE:
0

FINISH:
0

CABINET BOX:
PLYWOOD

DRAWER BOX:
PLYWOOD
DOVETAIL JOINTS

KNOBS/ HANDLES
0

Drawings are meant to be an artistic interpretation of the general appearance of the finished space, not an exact rendition.

Client:
BILL
Residence

Address:
5131 Mountain Foliage Dr.
Las Vegas, NV.

Design by:

Drawn by:

Date:
05-02-25

0 OF 0

Revised:

Revised:

Revised:

APPROVED BY:

Date: - - 2025

From: Bill Sakkab
To: Laura A. Bach
Subject: Re: Filing a complaint - against Mr. Jay Yabut
Date: Monday, October 6, 2025 11:38:18 PM

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi, Laura. Yes — Jay, the contractor and I spoke a few times at the worksite about placement of new electric outlets and electric fixtures, which would involve specialized electrical work to be performed for new electrical wiring and outlets.

Attached are a few examples of the design drawings prepared by Jay where he specifically proposed multiple new light fixtures to be installed in the kitchen (some requiring new wiring and some existing) and also new electrical wiring for the repositioning of the thermostat and outlets in the kitchen. I marked his electrical design proposals in these drawings for your review.

Again, Jay failed to finalize these design drawings and this was part of the reason that I chose to terminated the relationship with him and demanded he return payment to me. Without finalized drawings from Jay, it was of course impossible for my wife and I to make an informed decision on any cabinet order which he now claims we had to do in order to recover my payment from him.

Please just let me know if you have any further questions or need any additional information.

Thank you!

Bill

On Mon, Oct 6, 2025 at 12:55 PM Laura A. Bach <lbach@nsbaidrd.nv.gov> wrote:

> Did Jay do any sketches of where the new electrical outlets were supposed to go? Do you know if the new electrical was going to use the existing outlets or did Jay have to specify new outlets?
>
> Thanks in advance.
>
> **Laura Bach, Chief Investigator**
>
> **Nevada State Board of Architecture, Interior Design & Residential Design**
>
> **2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119**
>
> **Phone: (702) 486-7300**
>
> **Email: lbach@nsbaidrd.nv.gov**

NOT FOR THIRD PARTY USE



RENDERING

NOT FOR CONSTRUCTION USE

3

CABINETS BY:
0

DOOR STYLE:
0

FINISH:
0

CABINET BOX:
0

DRAWER BOX:
0

KNOBS/ HANDLES
0

Drawings are meant to be an artistic interpretation of the general appearance of the finished space, not an exact rendition.

Client:
BILL
Residence

Address:
5131 Mountain Foliage Dr.
Las Vegas, NV.

Design by:

Drawn by:

Date:
05-02-25

0 OF 0

Revised:

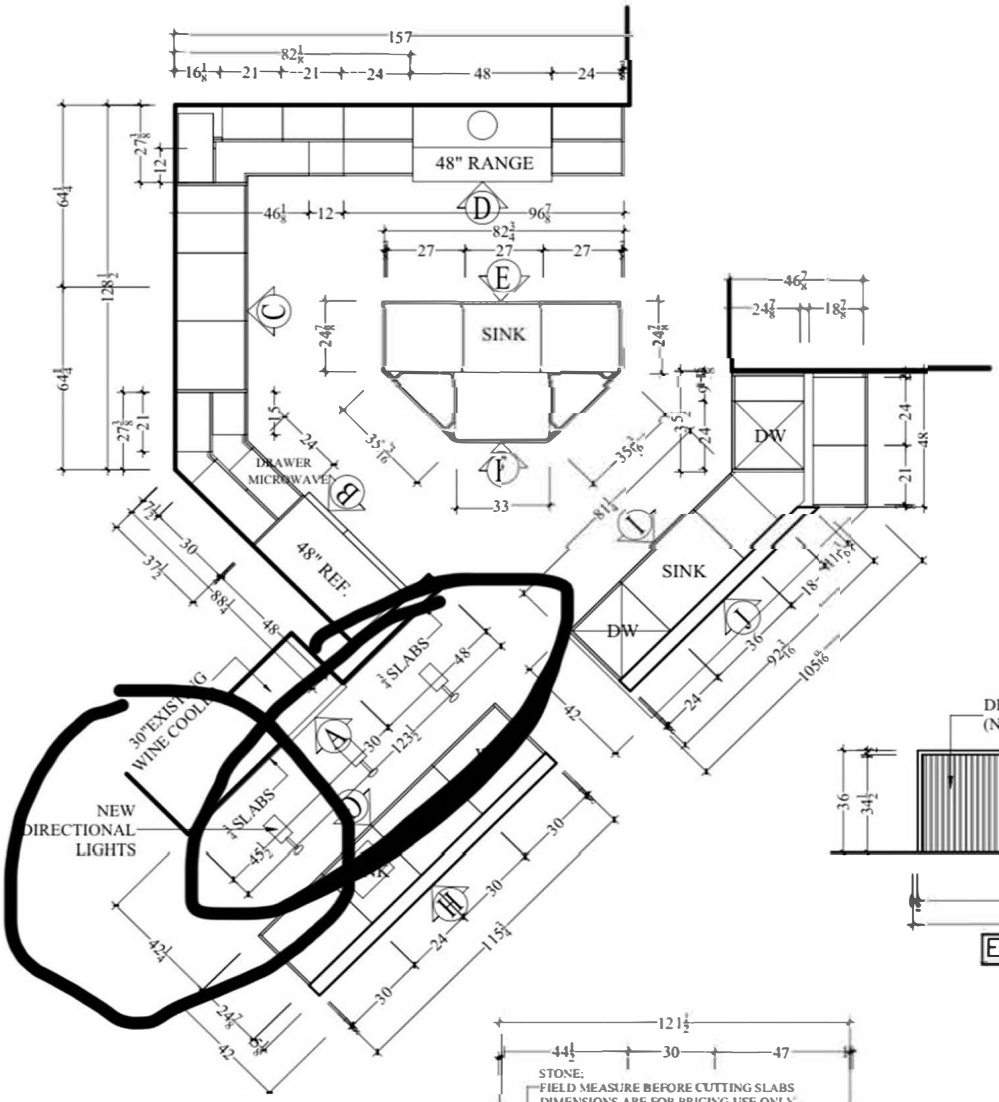
Revised:

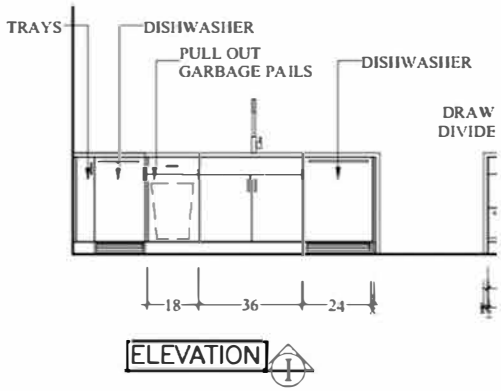
Revised:

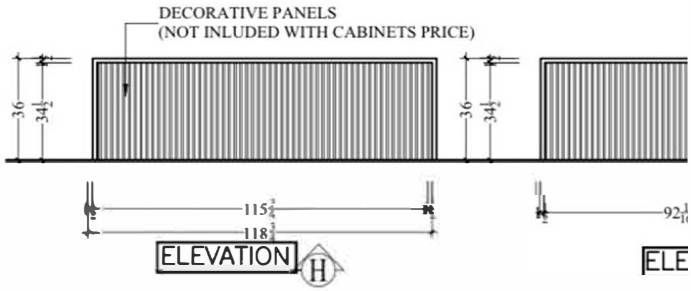
APPROVED BY:

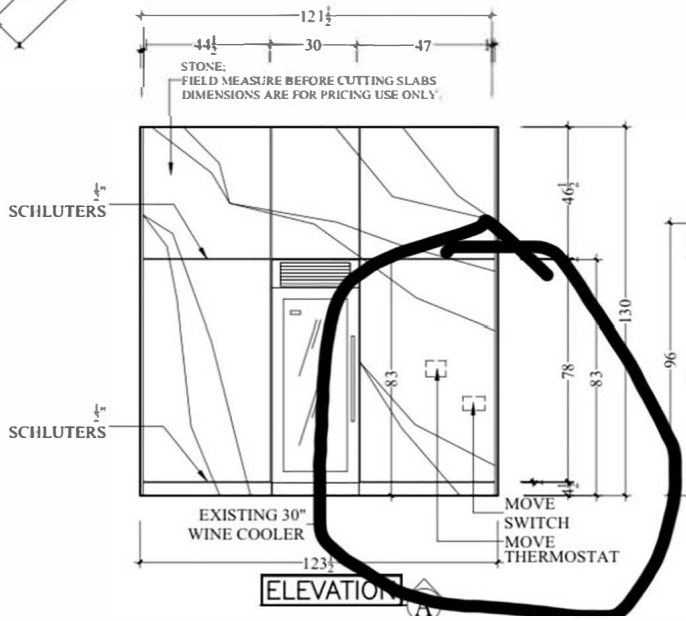
Date: - - 2025

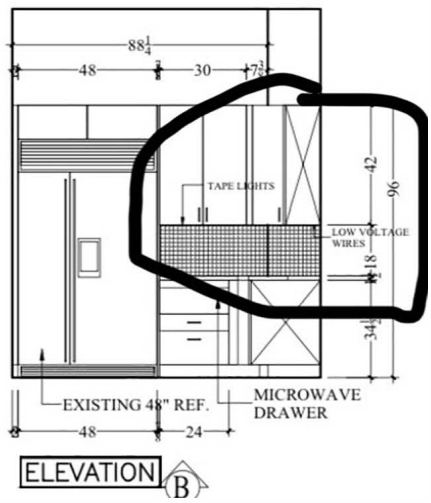
NOT FOR THIRD P











FLOOR PLAN

NOT FOR

STATE OF NEVADA

JOE LOMBARDO
Governor

DR. KRISTOPHER SANCHEZ
Director

PERRY FAIGIN
NIKKI HAAG
MARCEL F. SCHAERER
Deputy Directors

MONICA HARRISON
Executive Director

DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS
NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN

November 5, 2025

CERTIFIED MAIL: 7012 0470 0001 0004 1964
Email: jinteriors@jinteriors.net

Jay Yabut
J. Interiors, LLC
876 Lemington Street
Henderson, NV 89011

Re: Notice of Charges
Case Number 26-024N

Dear Mr. Yabut:

As you know, we have been conducting an investigation to determine whether there is probable cause to believe that provisions of the State of Nevada registration laws (NRS 623.010 et. seq) have been violated.

A review of the information gathered has revealed that a violation of NRS 623.360.1 (c) occurred when you and J Interiors, LLC engaged in the practice of architecture and residential design by moving electrical outlets, repositioning the outlets for the thermostat and specifying new electrical outlets for new kitchen lighting for the Sakkab residence. You stated that the contractor was going to be the one to do the work but you are not allowed to show any new electrical or move any existing electrical without being registered with our board.

Additionally, you do not have to call yourself an architect or residential designer to be holding yourself out. If you provide services that fall under the practice of architecture or residential design or imply that you are qualified to provide these services, you are violating NRS 623.360.1(a).

Based on the information gathered, staff believes there is sufficient evidence to show that the plans prepared by you and your firm fall under the practice of architecture and residential design which constitutes violations of NRS 623.360.1 (a) and (c). The applicable statutes follow:

NRS 623.360 Prohibited acts; penalties; injunctive relief.
1. It is unlawful for any person to:

NRS 623.360.1 (c) Engage in the practice of architecture or residential design or practice as a registered interior designer without a certificate of registration issued by the Board.

Nevada Revised Statutes (NRS) 623.365 states in part that in addition to any other civil penalty provided by law, a person who violates any provision of NRS 623 or any regulation adopted by the board is subject to a civil penalty of not more than $10,000 for each violation.

Additionally, NRS 623.370 states that the district attorney in each county shall prosecute by court action in all cases of violation of any of the provisions of this chapter occurring in his jurisdiction as may be presented for such court action by the Board.

The Administrative Penalty for violating NRS 623.360.1(a) and (c) is TWO THOUSAND ($2,000) DOLLARS, with an investigative recovery cost of ONE THOUSAND FIVE HUNDRED ($1,500) DOLLARS. In lieu of the TWO THOUSAND ($2,000) DOLLARS fine, we are recommending restitution in the amount of TWELVE HUNDRED ($1,200) DOLLARS plus the investigative costs for a total of TWO THOUSAND SEVEN ($2,700) DOLLARS instead of THREE THOUSAND FIVE ($3,500) DOLLARS.

If you are interested in resolving this matter in an informal manner and having your case recommended for closure at the next scheduled Board meeting, you may sign the enclosed settlement agreement and return the complete agreement along with a check in the amount of FIFTEEN HUNDRED ($1,500) DOLLARS to this office by November 14, 2025. You will also need to pay Mr. Sakkab directly, ONE THOUSAND TWO HUNDRED ($1,200) DOLLARS in the form of a cashier's check or money order by November 14, 2025.

If you do not wish to resolve this matter informally through a settlement agreement, your file will be referred to the Attorney General's Office for the preparation of a Complaint and scheduling of a formal disciplinary hearing.

Please let us know of your decision by November 14, 2025.

Sincerely,

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN & RESIDENTIAL DESIGN

Laura Bach
Laura Bach
Chief Investigator
Enforcement Division

Enclosure: Settlement Agreement

BEFORE THE NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN

Nevada State Board of Architecture, Interior Design and Residential Design Complainant	)	
Versus	)	**Case Number 26-024N**
Jay Yabut **J. Interiors, LLC** RESPONDENT	)	

Settlement Agreement and Order

Whereas, the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN, (BOARD), has properly served a Notice of Charges, against **Jay Yabut and J. Interiors, LLC** (RESPONDENT), alleging violation of the statutes and/or regulations controlling the practice of architecture, registered interior design and/or residential design in the state of Nevada.

The controversy and subject matter of this dispute which this Settlement Agreement is intended to resolve relates to information received concerning a violation of NRS 623.360.1(c) when RESPONDENT engaged in the practice of architecture and residential design by moving electrical wiring, specifying new electrical outlets and repositioning the thermostat without having a certificate of registration issued by this BOARD. **Project: Sakkab Remodel located in Las Vegas, Nevada.**

WHEREAS the parties mutually desire to settle the matters pending investigation in an expeditious manner.

IT IS HEREBY STIPULATED AND AGREED between the undersigned parties that this matter shall be settled and resolved upon the following terms:

Jurisdiction

The RESPONDENT acknowledges that the BOARD has jurisdiction over him and the conduct that has precipitated this settlement.

The RESPONDENT acknowledges that the BOARD has the legal power and authority to take action against him, including obtaining an injunction from a District Court, refer this matter to the appropriate District Attorney's Office for criminal prosecution, as well as seek any further and additional relief pursuant to NRS chapter 623.

The RESPONDENT acknowledges that the BOARD will retain jurisdiction over this matter until all terms and conditions set forth in this Settlement Agreement have been met to the satisfaction of the BOARD.

Reprimand

The RESPONDENT accepts a written reprimand from the BOARD for violations of BOARD statutes, regulations and rules of conduct listed herein. This Settlement Agreement and Order constitute said reprimand.

In lieu of the Administrative Penalty the RESPONDENT agrees to pay restitution in the amount of SEVEN HUNDRED FIFTY ($750) DOLLARS to Bill Sakkab as full and final settlement of the charges against him. Upon satisfactory submission of the amount of this fine and costs set forth below to the staff of the BOARD, the BOARD may execute the order attached to this Settlement Agreement which will result in the dismissal, with prejudice, of the charges mentioned specifically herein.

Assurance of Discontinuance

The RESPONDENT understands the previously cited statutes and/or regulations as having been violated and agrees to assure discontinuance of illegal acts including but not limited to holding himself out and engaging in the practice of architecture, registered interior design and/or residential design.

Additional Terms

The RESPONDENT acknowledges that he has informed the BOARD of all prior, ongoing, pending or completed work in Nevada. The RESPONDENT further acknowledges that failure to comply with any of the terms of this agreement constitutes independent grounds for disciplinary action.

Costs

The BOARD and the RESPONDENT each agree to bear their own costs incurred in this disciplinary action.

Public Record

The RESPONDENT acknowledges that once adopted by the BOARD, this Settlement Agreement becomes a matter of public record.

Guilt clause

The RESPONDENT admits that his conduct constitutes a violation of law regulating the practice of architecture, registered interior design and residential design and thereby subjects him to the possibility of criminal prosecution. The RESPONDENT has elected to enter into this Settlement Agreement rather than face the possibility of further disciplinary action by the BOARD.

Restitution

The RESPONDENT agrees to pay restitution in the amount of SEVEN HUNDRED FIFTY ($750) DOLLARS payable to Bill Sakkab, in the form of a cashier's check or money order and send the payment to the BOARD for distribution.

Voluntary Waiver of Rights

The RESPONDENT has at all times the opportunity to obtain advice from competent counsel of his choice. The RESPONDENT has, at all times, received full cooperation of the BOARD'S staff before making the decision to settle this matter. No coercion has been exerted upon the RESPONDENT, nor have any promises been made other than those reflected in this agreement.

The RESPONDENT freely and voluntarily entered into this agreement, motivated only by a desire to resolve the issues addressed herein. The RESPONDENT has executed this Settlement Agreement only after a careful reading of it and a full understanding of all its terms.

The RESPONDENT is fully aware of his rights to contest the charges pending against him. These rights include: representation by an attorney at his own expense, the right to a public hearing on any charges or allegations filed, the right to confront and cross-examine witnesses called to testify against him, the right to present evidence his own behalf, the right to compulsory process to secure the attendance of such witnesses, the right to testify on his own behalf, the right to receive written findings of fact and conclusions of law supporting the decision of the merits of the complaint and the right to obtain judicial review of the BOARD'S decision. All of these rights are being voluntarily waived by the RESPONDENT in exchange for the BOARD's acceptance of this Settlement Agreement.

Release From Liability

In execution of this Settlement Agreement, the RESPONDENT for himself, his executors, successors and assigns, hereby releases and forever discharges the state of Nevada, the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN and the Nevada Attorney General and each of his members, agents and employees in his individual and representative capacities, from any and all manner of actions, causes of action, suits, debts, judgments, executions, claims and demands whatsoever known and unknown, in law or equity, that RESPONDENT ever had, now has, may have or claim to have against any or all of the persons or entities named in this paragraph arising out of or by reason of this investigation, this disciplinary action, this settlement or its administration.

Indemnification

The RESPONDENT, for himself, his heirs, executors, administrators, successors and assigns, hereby indemnifies and holds harmless the State of Nevada, the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN, the Nevada Attorney General's office and each of its members, agents and employees in his individual and representative capacities against any and all claims, suits, demands, actions, debts, damages, costs, charges, and expenses, including court costs and attorney's fees against any persons entities as well as all liability, losses, and damages of any nature whatsoever that the persons and entities named in this paragraph shall have or may at any time sustain or suffer by reason of this investigation, this disciplinary action, this settlement or its administration.

Waiver of Notice

The RESPONDENT acknowledges that the BOARD may consider RESPONDENT'S alleged misconduct and go into closed session to discuss his stipulation but will return to an open meeting to take action. This notice is provided pursuant to NRS 241.033.

The RESPONDENT has been informed that the BOARD meeting in which this matter will be presented will be held on January 21, 2026, virtually at the Gina Spaulding Boardroom located at 2080 E. Flamingo Rd Ste 120, Las Vegas, Nevada 89119 at approximately 9:00 am.

The RESPONDENT agrees to waive the notice requirements pursuant to NRS 241.033 upon the execution of this Settlement Agreement.

Acceptance by the Board

This Settlement Agreement will not be submitted for BOARD consideration until after it has been agreed to and executed by the RESPONDENT. The Settlement Agreement shall not become effective until it has been approved by a majority of the BOARD and endorsed by a representative member of the BOARD.

It is hereby agreed between the parties that this Settlement Agreement shall be presented to the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN with a recommendation for approval from the BOARD staff at the next regularly scheduled meeting of the BOARD.

The RESPONDENT understands that the BOARD is free to accept or reject this Settlement Agreement and, if rejected by the BOARD, a formal disciplinary hearing on a complaint against the RESPONDENT may be scheduled. The BOARD members who review this matter for approval of this Stipulation may be the same members who ultimately hear the disciplinary complaint if this Settlement Agreement is not approved by the BOARD.

The RESPONDENT understands and agrees that BOARD staff and counsel for the BOARD will communicate directly with the adjudicating members of the BOARD during the meeting regarding this Settlement Agreement without participation by RESPONDENT or his counsel should he elect to not appear at the meeting. In that communication, the adjudicating members of the BOARD will be provided with a copy of this Settlement Agreement and all related documents including, but not limited to, complaints, preliminary investigations or prior disciplinary actions.

The RESPONDENT hereby agrees to waive any rights he might have to challenge the impartiality of the BOARD to hear the disciplinary complaint, based on prior knowledge obtained by the BOARD through consideration of this Settlement Agreement, if after review by the BOARD, this Settlement Agreement is rejected.

If the BOARD does not accept the Settlement Agreement, it shall be regarded as null and void. Admissions by the RESPONDENT in the Settlement Agreement will not be regarded as evidence against him at the subsequent disciplinary hearing. The RESPONDENT will be free to defend himself and no inferences against him will be made from his willingness to have entered into this agreement.

Complete Agreement

This Settlement Agreement consists of four pages and embodies the entire agreement between the BOARD and RESPONDENT. It may not be altered, amended or modified without the express consent of the parties, and any subsequent alteration, amendment, or modification shall be in writing. This Settlement Agreement is contingent upon being signed and the complete Settlement Agreement and payment being received in the BOARD office no later than November 21, 2025, or the agreement is null and void.

Dated this _____ day of_____ 2025

Jay Yabut, Individually

AND J. Interiors, LLC

By: _____

Print Name JAY YABUT

Print Title OWNER

AS PER LAURA THE $750.00 ~~IS~~ WILL SETTLE THIS CASE.

Board Order

IT IS SO ORDERED.

Dated this ____day of _____2026.

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN

By: _____
James S. Mickey, Chairman

COVER SHEET

BOARD MEETING DATE

1. January 21, 2026

CASE NUMBER

2. 26-025N

RESPONDENT

3. Theodore Reeds-Non-Registrant
   Ted Reeds Architecture

ALLEGATIONS

4. The Respondent is alleged to have violated NRS 623.360.1(a) (b) and (c) by holding himself out and engaging in the practice of architecture without having a certificate of registration with this Board.

BACKGROUND

5 Staff received information from the City of Reno Building Department that the Respondent had submitted plans for two Marriott projects and upon checking the NSBA database they were unable to find where he was registered in the state of Nevada. The Respondent had previously been registered in 2008 but not since then.

STAFF ACTION

6. The Respondent was sent a Notice of Charges concerning this matter. The Respondent's case was discussed with Executive Director Harrison, and the decision was made to offer the Respondent an opportunity to settle this matter informally rather than face a disciplinary hearing before the Board. A settlement agreement was negotiated incorporating a Guilt clause, an Administrative Penalty of $8,000 and Investigative Costs in the amount of $1,600.

STAFF RECOMMENDATION

7. Approve settlement agreement.

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN

REPORT OF INVESTIGATION

Case: 26-025N
Theodore Reeds-Non Registrant
Ted Reeds Architecture
Investigator: Laura Bach

October 29-November 4, 2025

Staff received information from the City of Reno Building Department that they had received a stamped set of plans from Respondent Theodore Reeds whose registration expired December 31, 2008. Bach requested a copy of the plans that were submitted and received two cover sheets for two separate Marriott projects located in Reno, NV. A case file was opened (11/03/25). A notice of Investigation was sent via certified mail and email with a response due 11/19.

November 5, 2025

Bach received a response from Reeds stating that he thought he had renewed his license in January but was busy dealing with his wife's leukemia. He had indeed submitted the plans to the Reno building department for the two Marriott projects and was notified by the building department that his registration had expired in 2008. He has not done any other Nevada projects since 2023. He further stated that he immediately started the process to reapply for his registration and was currently waiting on NCARB to transmit his record to us. He also included copies of the two proposals and a set of plans.

November 17-18, 2025

Bach prepared a notice of charges and settlement agreement and forwarded them to executive director Harrison for review. The correspondence was sent via certified mail and email with a response due December 2, 2025.

November 25, 2025

Bach received an email from Reeds asking if the fine amount could be reduced as this was his first disciplinary action. Bach agreed to reduce the penalty and revised the settlement agreement.

December 8, 2025

Bach received the signed settlement agreement and check.

December 11, 2025

Bach received Reeds' reciprocity application. Bach emailed Reeds and told him he would have to wait for his reciprocity application to be processed until after the settlement agreement is presented before the board on January 21, 2026.

This case was prepared for presentation and recommendation for closure at the January 21, 2026, Board meeting.

From: Billy Staten
To: Laura A. Bach
Subject: RE: Theodore Reeds
Date: Monday, November 3, 2025 11:07:21 AM
Attachments: image001.png
image002.png
image003.png
image004.png
image005.png
image006.png
image007.png
image008.png
image009.png
image010.png
image011.png
image012.png
image013.png
BLD26-03820E 5450 Kietzke.pdf
BLD26-01613E 5450 Kietzke.pdf

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

HI Laura –

There are actually two projects submitted by Mr. Reeds for the Marriott Hotel, both are remodels.

BLD26-03820E 5450 Kietzke.
This is the most current project that I contacted you about last week. It was put on hold, and the permit has not been issued.

BLD26-01613E 5450 Kietzke.
This project was approved, the permit issued 10/15/25 and has been under construction since. A stop work order was posted last week until this matter could be resolved.

Both plan sets are too large to email (our servers restricts large file) so I've just attached the cover sheets. If you need the entire sets, I'll have to separate out each set and send in multiple emails. Let me know.

Thanks,

Billy

Billy Staten, MCP, CBO

Building Plans Examiner
Development Services - Building and Safety
775.334.2035 (o) 775.223.2762 (c)
StatenB@Reno.Gov
1 E. First St., Reno, NV 89505

Reno.Gov | Connect with us:

FIRST PREVENTERS: Whether their title is Building Official, Inspector, Plan Reviewer, or Fire Marshal their mission is the same: to prevent harm by ensuring compliance with building safety codes before a disaster occurs. Prevention goes unnoticed by design and definition. Success is a non-event. First Preventers play a major role in saving lives, protecting property, and reducing recovery costs often borne by the public.

From: Laura A. Bach <lbach@nsbaidrd.nv.gov>
Sent: Monday, November 3, 2025 10:12 AM
To: Billy Staten <StatenB@reno.gov>
Subject: Theodore Reeds

Billie,
Can you please forward a copy of the plans that were submitted so that we can investigate? What is the current status of the project?

Laura Bach, Chief Investigator
Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119
Phone: (702) 486-7300
Email: lbach@nsbaidrd.nv.gov
Web: nsbaidrd.org
Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd
From: Jessica Hernandez-Ramos
Sent: Wednesday, October 29, 2025 3:32 PM
To: 'Billy Staten' <StatenB@reno.gov>
Cc: Stephanie T. Rhodes <SRhodes@nsbaidrd.nv.gov>
Subject: RE: Registrant

Hello,

You are very welcome, and not at this time.

Kind regards,
Jessica Hernandez-Ramos,
Licensing Specialist II/ Bookkeeper
Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119
Phone: (702) 486-7300
Email: jhramos@nsbaidrd.nv.gov
Web: nsbaidrd.org
Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd

From: Billy Staten <StatenB@reno.gov>
Sent: Wednesday, October 29, 2025 3:14 PM
To: Jessica Hernandez-Ramos <jhramos@nsbaidrd.nv.gov>
Cc: Stephanie T. Rhodes <SRhodes@nsbaidrd.nv.gov>
Subject: RE: Registrant

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.
Hey Jessica –

Thanks for the quick response. He submitted a project for permit this week, I'm going to contact him with the issue, is there anything else needing done?

Appreciate the help!!

Billy

Billy Staten, MCP, CBO

Building Plans Examiner

Development Services - Building and Safety
775.334.2035 (o) 775.223.2762 (c)
StatenB@Reno.Gov
1 E. First St., Reno, NV 89505

Reno.Gov | Connect with us:

FIRST PREVENTERS: Whether their title is Building Official, Inspector, Plan Reviewer, or Fire Marshal their mission is the same: to prevent harm by ensuring compliance with building safety codes before a disaster occurs. Prevention goes unnoticed by design and definition. Success is a non-event. First Preventers play a major role in saving lives, protecting property, and reducing recovery costs often borne by the public.

From: Jessica Hernandez-Ramos <jhramos@nsbaidrd.nv.gov>
Sent: Wednesday, October 29, 2025 3:01 PM
To: Billy Staten <StatenB@reno.gov>
Cc: Stephanie T. Rhodes <SRhodes@nsbaidrd.nv.gov>
Subject: RE: Registrant

Good afternoon,

Everything has been well, I hope everything has been going well with you as well. Leilani is unfortunately no longer at the agency sadly. I looked into Mr. Reeds license, and it looks like his license has been expired since 2008.

Registrant	Registration Number	Registration Class	Registration Status	Initial Registration Date	Current Effective Date	Current Expiration Date
Theodore Armistead Reeds	4304	Architect	Unable to Renew	Aug-23-1999	Aug-23-1999	Dec-31-2008

Kind regards,

Jessica Hernandez-Ramos,
Licensing Specialist II/ Bookkeeper
Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119
Phone: (702) 486-7300
Email: jhramos@nsbaidrd.nv.gov
Web: nsbaidrd.org
Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd

From: Billy Staten <StatenB@reno.gov>
Sent: Wednesday, October 29, 2025 1:35 PM
To: Nv St Board of Architecture <nsbaidrd@nsbaidrd.nv.gov>
Cc: Leilani Quenga <lquenga@nsbaidrd.nv.gov>
Subject: RE: Registrant

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Jessica & Leilani –

Hope you are both doing well.

We have a submittal with an Architects seal and I'm not able to verify their credentials on the registrant search page, could you please let me know if the following person holds a current license in Nevada?

Theodore A. Reeds
No. 4304



TED REEDS ARCHITECTURE, L.L.C.
TED A. REEDS
2872 E. 35TH PLACE
TULSA, OK 74105
918-671-8762
REEDSDESIGN@GMAIL.COM

Thanks,

Billy

Billy Staten, MCP, CBO

Building Plans Examiner
Development Services - Building and Safety
775.334.2035 (o) 775.223.2762 (c)
StatenB@Reno.Gov
1 E. First St., Reno, NV 89505

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FIRST PREVENTERS: Whether their title is Building Official, Inspector, Plan Reviewer, or Fire Marshal their mission is the same: to prevent harm by ensuring compliance with building safety codes before a disaster occurs. Prevention goes unnoticed by design and definition. Success is a non-event. First Preventers play a major role in saving lives, protecting property, and reducing recovery costs often borne by the public.

STATE OF NEVADA

JOE LOMBARDO
Governor

DR. KRISTOPHER SANCHEZ
Director

PERRY FAIGIN
NIKKI HAAG
MARCEL F. SCHAERER
Deputy Directors

MONICA HARRISON
Executive Director

DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS
NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN

November 4, 2025

CERTIFIED MAIL (7012 0470 0001 0004 2015)
Email: Reedsdesign@gmail.com

Theodore Reeds
Ted Reeds Architecture LLC
2872 E 35th Place
Tulsa, Oklahoma 74105

Notice of Investigation
Case Number: 26-025N

Dear Mr. Reeds:

You are hereby notified that this office is in receipt of information indicating you may have violated certain provisions of the State of Nevada registration laws (NRS 623.010 et. seq).

We received a set of drawings prepared and stamped by you that were submitted to the City of Reno Building Department for two Marriott projects located in Reno, Nevada. A review of our database revealed that your registration expired on December 31, 2008. We received an email from you on October 31, 2025, asking how to reinstate your registration. You stated that you thought you had renewed in January but that you had been notified by the Reno Building Department that your license had expired. You may not practice architecture in Nevada without a valid and current license as you would be in violation of NRS 623.360.

NRS 623.360 Prohibited acts; penalties; injunctive relief.

1. It is unlawful for any person to:

(a) Hold himself or herself out to the public or to solicit business as an architect, registered interior designer or residential designer in this State without having a certificate of registration or temporary certificate issued by the Board. This paragraph does not prohibit a person who is exempt, pursuant to NRS 623.035, from the provisions of this chapter from holding himself or herself out to the public or soliciting business as an interior designer.

(b) Advertise or put out any sign, card or other device which indicates to the public that he or she is an architect, registered interior designer or residential designer or that he or she is otherwise qualified to:

(1) Engage in the practice of architecture or residential design; or

(2) Practice as a registered interior designer,

without having a certificate of registration issued by the Board.

(c) Engage in the practice of architecture or residential design or practice as a registered interior designer without a certificate of registration issued by the Board.

(d) Violate any other provision of this chapter.

2. Any person who violates any of the provisions of subsection 1:

(a) For the first violation, is guilty of a misdemeanor and shall be punished by a fine of not less than $500 nor more than $1,000 and may be further punished by imprisonment in the county jail for not more than 6 months.

(b) For the second or any subsequent violation, is guilty of a gross misdemeanor and shall be punished by a fine of not less than $1,000 nor more than $2,000 and may be further punished by imprisonment in the county jail for not more than 364 days.

3. If any person has engaged or is about to engage in any acts or practices which constitute or will constitute an offense against this chapter, the district court of any county, on application of the Board, may issue an injunction or other appropriate order restraining such conduct. Proceedings pursuant to this subsection are governed by Rule 65 of the Nevada Rules of Civil Procedure, except that no bond or undertaking is required in any action commenced by the Board.

NRS 623.365 Civil penalty. In addition to any other civil penalty provided by law, a person who violates any provision of this chapter or any regulation adopted by the Board is subject to a civil penalty of not more than $10,000 for each violation. Any such penalty must be imposed by the Board:

1. If the person holds a certificate issued pursuant to the provisions of this chapter, at a hearing conducted pursuant to the provisions of chapter 622A of NRS.
2. If the person does not hold a certificate issued pursuant to the provisions of this chapter, at a hearing for which written notice has been given not less than 30 days before the hearing.

Please provide a written response including a complete list of projects performed by yourself or Reeds Architecture from 2023-present as well as copies of the plans and contracts for both Marriott projects located in Reno, NV. You may also include any relevant information to the disposition of this investigation. Please provide your response and documentation by November 19, 2025. You may email your response to lbach@nsbaidrd.nv.gov .

In order to obtain licensure in Nevada as an architect you would need to apply through reciprocity again. You would need to be a licensed architect in another state and have your NCARB record sent to us as well as fill out our application for registration by reciprocity https://nsbaidrd.org/wp-content/uploads/2025/07/App_Arch_Reciprocity.pdf . There is also a $300 application fee.

If this office does not receive a satisfactory response within the time requested, this matter will be referred for further enforcement action. You have the right to consult with legal counsel concerning this matter.

We look forward to receiving your written response by November 19, 2025.

Sincerely,

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN

Laura Bach

Laura Bach
Chief Investigator
Enforcement Division

ted reeds architecture, llc
2872 east 35th place
tulsa, oklahoma 74105
918.671.8762
reedsdesign@gmail.com

November 5, 2025

Department of Business and Industry
Office of Nevada Boards, Commissions and Councils Standards
Nevada State Board of Architecture, Interior design & Residential Design
2080 E. Flamingo Road, Suite 120
Las Vegas, Nevada 89119

Attn: Laura Bach
Chief Investigator
Enforcement Division
Case Number: 26-025N

Dear Laura Bach:
My name is Theodore Reeds and I writing this in response to Case Number: 26-025N concerning the expiration of my architectural license and the desire to renew it.

Indeed, I thought I had renewed this in January and I did not. I normally do not have any excuses other than stupidity but in this case, I got sidetracked with taking care of my wife who was going through treatments for leukemia in Seattle, WA. She is now in full remission and going through two years of maintenance.

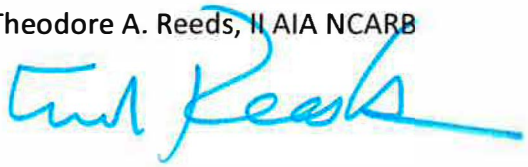
I have done one other job since 2023 and that is the Atwell Suites Hotel in Colorado Spring, CO.
It was permitted through the Pikes Peak Regional Building Department under Permit Number C184983 and is currently under construction.

I have attached both the plans and contracts for BLD26-03820E and BLD26-01613E submitted to the Building Department in the City of Reno.

I have begun the process of reciprocity by notifying NCARB to send you my record. I am also filling out the application for new licensure from the website and sending it in to the Board along with my Credit Card Number.

I am not sure I have any more relevant information to provide other than I completely screwed up and sincerely apologize for my oversight. In my 41 years of practicing architecture this is a first.

Thanks,
Theodore A. Reeds, II AIA NCARB



TOWNEPLACE SUITES BY MARRIOTT RENO

5450 KIETZKE LANE
RENO, NEVADA 89511

ROOM SCHEDULE

FLOOR	ROOM TYPE										TOTAL
	STUDIO K/ACC	STUDIO K	STUDIO K CONNECT	1 BR QQ ACC	1BR K CONNECT	1 BR K	1BR QQ	2 BR K/QQ ACC	2 BR K/QQ	1BR K ACC	
FIRST	1(RI,HI)	4	2	1(RI,HI)	2	5	1	1(RI,HI)			17
SECOND		5	4	1(HI)	4	8	2(1 HI)		1(HI)		25
THIRD		6	5		5	5	4		1	1(HI)	27
FOURTH		8	3		3	7	5		1		27
TOTAL	1(1 HI)	23	14	2 (2 HI)	14	25	12 (1 HI)	1 (1 HI)	3 (1 HI)	1 (1 HI)	96 (6 HI) (5 ACC- 3 RI)

GENERAL NOTES FOR CONSTRUCTION

1. THE DRAWINGS ARE NOT A COMPLETE SET OF INSTRUCTIONS ON HOW TO CONSTRUCT THE PROJECT AND ARE ONLY INTENDED TO CONVEY THE DETAILS REQUIRED TO COMMUNICATE THE DESIGN INTENT FOR THE PROJECT. THE CONTRACTOR SHALL ACCOUNT FOR THE VARIABLES INVOLVED WITH THE CONSTRUCTION PROCESS (TOLERANCES, PRODUCT OPTIONS, LOCAL TRADE CUSTOMS, AND MANUFACTURERS PROPRIETARY REQUIREMENTS, ETC.) TO PROVIDE A COMPLETED PROJECT THAT CONFORMS TO THE DESIGN INTENT INFERRED BY THE DRAWINGS.
2. ALL WORK IN THE RESPONSIBILITY OF THE GENERAL CONTRACTOR UNLESS NOTED OTHERWISE.
3. THE CONTRACTOR SHALL CAREFULLY STUDY AND COMPARE THE DRAWINGS, DOCUMENTS, SPECIFICATIONS, AND OTHER CONTRACT DOCUMENTS AS WELL AS ANY OTHER INFORMATION REQUIRED FOR THE PROJECT AND SHALL VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS PRIOR TO STARTING OF WORK AND SHALL NOTIFY ARCHITECT, IN WRITING, OF ANY DISCREPANCIES.
4. DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER DRAWING SCALE.
5. ALL DETAILS SHALL BE CONSIDERED TYPICAL AT SIMILAR CONDITIONS.
6. CONTRACTOR SHALL OBTAIN A COPY OF AND SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL LANDLORD CRITERIA AND CONSTRUCTION REQUIREMENTS.
7. CONTRACTOR AND EACH SUB-CONTRACTOR SHALL BE RESPONSIBLE FOR HAVING COMPLETE KNOWLEDGE OF ALL CONSTRUCTION DOCUMENTS AND THE RELEVANCE TO THE WORK. FAILURE TO BE ACQUAINTED WITH THIS KNOWLEDGE DOES NOT RELIEVE RESPONSIBILITY FOR PERFORMING ALL WORK PROPERLY. ADDITIONAL COMPENSATION SHALL NOT BE ALLOWED DOE TO THE FAILURE TO BECOME FAMILIAR WITH THE ENTIRE CONSTRUCTION DOCUMENT PACKAGE.
8. THE FIRE ALARM AND SPRINKLER SYSTEM ARE EXISTING IN THIS PROJECT. THE CONTRACTOR SHALL MODIFY THE SYSTEMS AS NECESSARY TO COMPLY WITH LOCAL ORDINANCES, NFPA 72, AND NFPA 13.
9. FIRE SPRINKLER SYSTEM WORK IS DESIGN BUILD BY THE CONTRACTOR. CONTRACTOR SHALL SUBMIT FIRE SPRINKLER DRAWINGS TO THE JURISDICTION (AND LANDLORD AS REQUIRED) AND OBTAIN APPROVAL PRIOR TO BEGINNING ANY WORK ON THE FIRE SPRINKLER SYSTEM. THE FIRE SPRINKLER SYSTEM WORK SHALL BE PERFORMED UNDER A SEPARATE PERMIT WHERE APPLICABLE.
10. FIRE ALARM SYSTEM WORK IS DESIGN BUILD BY THE CONTRACTOR. CONTRACTOR SHALL SUBMIT FIRE ALARM DRAWINGS TO THE JURISDICTION (AND LANDLORD AS REQUIRED) AND OBTAIN APPROVAL PRIOR TO BEGINNING ANY WORK ON THE FIRE ALARM SYSTEM. FIRE ALARM SYSTEM WORK SHALL BE PERFORMED UNDER A SEPARATE PERMIT WHERE APPLICABLE.
11. COORDINATE ALL ROOF/FLOOR PENETRATIONS WITH LANDLORD. MAKE ALL ROOF PENETRATIONS IN ACCORDANCE WITH LANDLORD REQUIREMENTS TO MAINTAIN VALIDITY OF ALL ROOFING WARRANTIES.
12. CONTRACTOR SHALL INSPECT ALL EXISTING FIREPROOFING OF STRUCTURAL ELEMENTS, DEMISING WALLS, FLOOR/CEILING ASSEMBLIES, AND OTHER ELEMENTS WHICH ARE REQUIRED TO BE FIRE PROTECTED BY GOVERNING CODES. CONTRACTOR SHALL MAINTAIN, PATCH, AND REPAIR ALL DAMAGED OR REMOVED FIREPROOFING AND SHALL REPLACE ALL MISSING FIREPROOFING TO MAINTAIN ALL FIRE RATINGS.
13. CLIENT HAS FILED FOR AND OBTAINED APPROVAL OF THE BUILDING PERMIT. CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLETING ANY OUTSTANDING BUILDING PERMIT ITEMS AND PICKING UP THE PERMIT.
14. CONTRACTOR SHALL BE RESPONSIBLE FOR APPLYING FOR AND OBTAINING ALL TRADE PERMITS AND OTHER PERMITS AS MAY BE REQUIRED BY THE JURISDICTIONS HAVING AUTHORITY OVER THE PROJECT
15. CONTRACTOR SHALL BE RESPONSIBLE FOR SUBMITTING ANY REVISIONS OF THE APPROVED PERMIT DOCUMENTS AND PROCESSING THE APPROVAL OF THE REVISED DOCUMENTS WITH THE JURISDICTIONS HAVING AUTHORITY.
16. CONTRACTOR SHALL VERIFY THAT ALL EXISTING DEMISING WALLS EXTEND TO THE BOTTOM OF THE FLOOR STRUCTURE ABOVE AND SHALL NOTIFY THE ARCHITECT OF ANY DEFICITS IDENTIFIED.
17. CONTRACTOR SHALL COORDINATE ALL WORK TO BE PROVIDED BY CLIENT INCLUDING WORK THAT IS PART OF THE LANDLORD'S RESPONSIBILITY.
18. CONTRACTOR SHALL PATCH AND REPAIR ALL EXISTING SUBSTRATES TO RECEIVE NEW FINISHES AND ALL EXISTING SURFACES AND FINISHES AS NECESSARY FOR A COMPLETE AND PROPER INSTALLATION.
19. CONTRACTOR SHALL ENGAGE A STRUCTURAL ENGINEER TO REVIEW, DESIGN, AND SEAL ALL CHANGES NECESSARY TO THE BUILDING STRUCTURE FOR THE INSTALLATION OF OR REVISION OF ALL CONTRACTOR INSTALLED MECHANICAL UNITS OR OTHER CONTRACTOR INSTALLED ELEMENTS SUPPORTED BY OR ANCHORED TO THE EXISTING STRUCTURE. THE ENGINEER SHALL SUBSTANTIATE THE DESIGN MODIFICATIONS NECESSARY TO MAINTAIN THE INTEGRITY OF THE EXISTING BUILDING STRUCTURE.
20. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER, SAFE, AND ADEQUATE DESIGN FOR THE INSTALLATION AND REMOVAL OF ALL SHORING AND BRACING REQUIRED TO CARRY OUT THE WORK.
21. CONTRACTOR SHALL MAINTAIN WORK AREA IN NEAT AND ORDERLY CONDITION. PROVIDE TRASH CONTAINERS IN THE WORK AREA AND EMPTY ON A DAILY BASIS. PROVIDE A GENERAL CLEAN-UP IN ACCORDANCE WITH LANDLORD'S STANDARDS AT THE END OF EACH WORK DAY.
22. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CUTTING, FITTING, AND PATCHING AS REQUIRED TO COMPLETE THE WORK.
23. NO REPRESENTATIONS ARE MADE BY THESE DOCUMENTS AS TO THE MEANS OR METHODS OF CONSTRUCTION. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR DETERMINING THE MEANS OR METHODS OF CONSTRUCTION NECESSARY FOR THE COMPLETION OF THE WORK. FAILURE TO NOTIFY THE ARCHITECT, PRIOR TO SUBMITTING A BID OR PROPOSAL TO PERFORM THE WORK, OF "IMPOSSIBILITY OF PERFORMANCE" ISSUES WITHOUT EXTRAORDINARY EFFORT OR COST WILL CONSTITUTE A WAIVER OF ANY SUCH CLAIMS IN THE FUTURE.
24. INITIATION OF WORK BY THE CONTRACTOR REPRESENTS THAT THE GENERAL CONTRACTOR AND DEMOLITION CONTRACTOR VISITED THE SITE PRIOR TO BIDDING, ARE FAMILIAR WITH THE SITE CONDITIONS, AND INCORPORATED THE CONDITIONS INTO THE SCOPE OF WORK.

CODE ANALYSIS

JURISDICTION
CITY OF RENO-BUILDING & SAFETY
COMMUNITY DEVELOPMENT DEPARTMENT
1 EAST 1ST STREET
RENO, NEVADA 89505
775.334.2063
eplans@reno.gov

GOVERNING CODES
2024 INTERNATIONAL BUILDING CODE
2024 INTERNATIONAL ENERGY CONSERVATION CODE
2024 INTERNATIONAL FUEL GAS CODE
2024 INTERNATIONA MECHANICAL CODE
2024 UNIFORM PLUMBING CODE
2024 UNIFORM MECHANICAL CODE
2023 NATIONAL ELECTRICAL CODE
2018 INTERNATIONAL FIRE CODE
2018 NORTHERN NEVADA AMENDMENTS
2009 ICC A117.1-2009 ACCESSIBILITY CODE

CONSTRUCTION TYPE
VA

BUILDING USE GROUP
R-1

FIRE PROTECTION
NFPA 13. MODIFY EXISTING FIRE SPRINKLER LOACTIONS IN FITNESS/FLEX SPACE. NO CHANGE TO NUMBER OF HEADS.

ELECTRICAL
MINOR LIGHTING WORK IS TAKING PLACE IS SOME GUEST ROOMS PER PLAQNS. NO INCREASE IN ELECTRICAL LOAD REQUIREMENTS. EXISTING LIGHTING AND POWER TO BE RECONFIGURED IN COMMON SPACE. GUESTROOM SLEEPING AREAS LIGHTING CONTROLS TO COMPLY WITH IECC C405.2.10.1.

PLUMBING
NO CHANGE TO EXISTING PLUMBING COUNT. FIXTURES IN GUESTROOMS AT SINKS AND TUBS AND SHOWERS TO BE REPLACED PER PLANS. EXISTING SHOWER PANS TO BE REPLACED AS PER PLANS.

ZONING
SPECIFIC PLAN DISTRICT (SPD)

POOL AND SPA
POOL AND SPA TO BE FILED UNDER SEPARATE PERMIT.

SCOPE OF WORK
Essential Scope of Work is hotel brand change from Homewood Suites to a TownPlace Suites by Marriott. Scope includes minor alteration to public spaces, primarily to furniture and finishes. Minor alteration to guest rooms primarily to furniture and finishes. No changes to Fire Sprinkler and Fire Alarm System No new fire sprinklers heads to be added

PROJECT DIRECTORY

ARCHITECT

TED REEDS ARCHITECTURE, L.L.C.
TED A. REEDS
2872 E. 35TH PLACE
TULSA, OK 74105
918-671-8762
REEDSDESIGN@GMAIL.COM

OWNER

DEWEY WEAVER
INTERMOUNTAIN MANGEMENT
2440 TOWER DRIVE
MONROE, LOUISIANA 71201
318.381.4704
willd@imrhotels.com

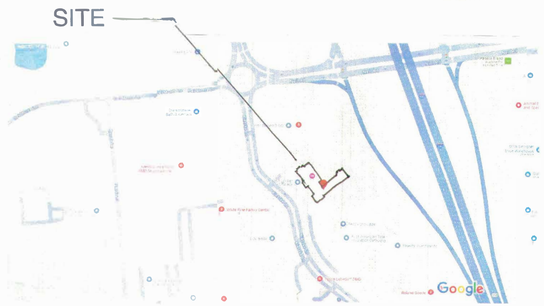
TABLE OF CONTENTS

SHEET NO.	SHEET TITLE
C-100	COVER SHEET
S-100	SITE PLAN
A-100	OVERALL FIRST FLOOR PLAN
A-101	OVERALL SECOND FLOOR PLAN
A-102	OVERALL THIRD FLOOR PLAN
A-103	OVERALL FOURTH FLOOR PLAN
D-100	ENLARGED PUBLIC SPACE DEMO PLAN
A-200	ENLARGED PUBLIC SPACE
A-201	ENLARGED MEETING ROOM
A-300	ENLARGED LOBBY & RECEPTION DETAILS
A-301	ENLARGED LOBBY & RECEPTION DETAILS
A-400	ENLARGED ACCESSORY STUDIO KING W/RIS-RIGHT
A-401	ENLARGED ACC. ONE BEDROOM DOUBLE KING W/TUB RIGHT
A-402	ENLARGED ACC. ONE BEDROOM DOUBLE QUEEN W/RIS-LEFT
A-403	ENLARGED ACC. TWO BEDROOM KING/DOUBLE QUEEN W/TUB-LEFT
A-501	GUEST BATH DETAILS-RIS
A-502	GUEST BATH DETAILS-GENERAL
A-503	GUEST BATH DETAILS-GENERAL
P3.1	ENLARGED PLUMBING PLAN (EXISTING CONDITIONS) W/BACKFLOW PREVENTOR

AREA MAP

SCALE: NTS

NORTH





ted reeds
ARCHITECTURE
2872 EAST 35th PLACE
TULSA, OK 74105
918.671.8762
reedsdesign@gmail.com

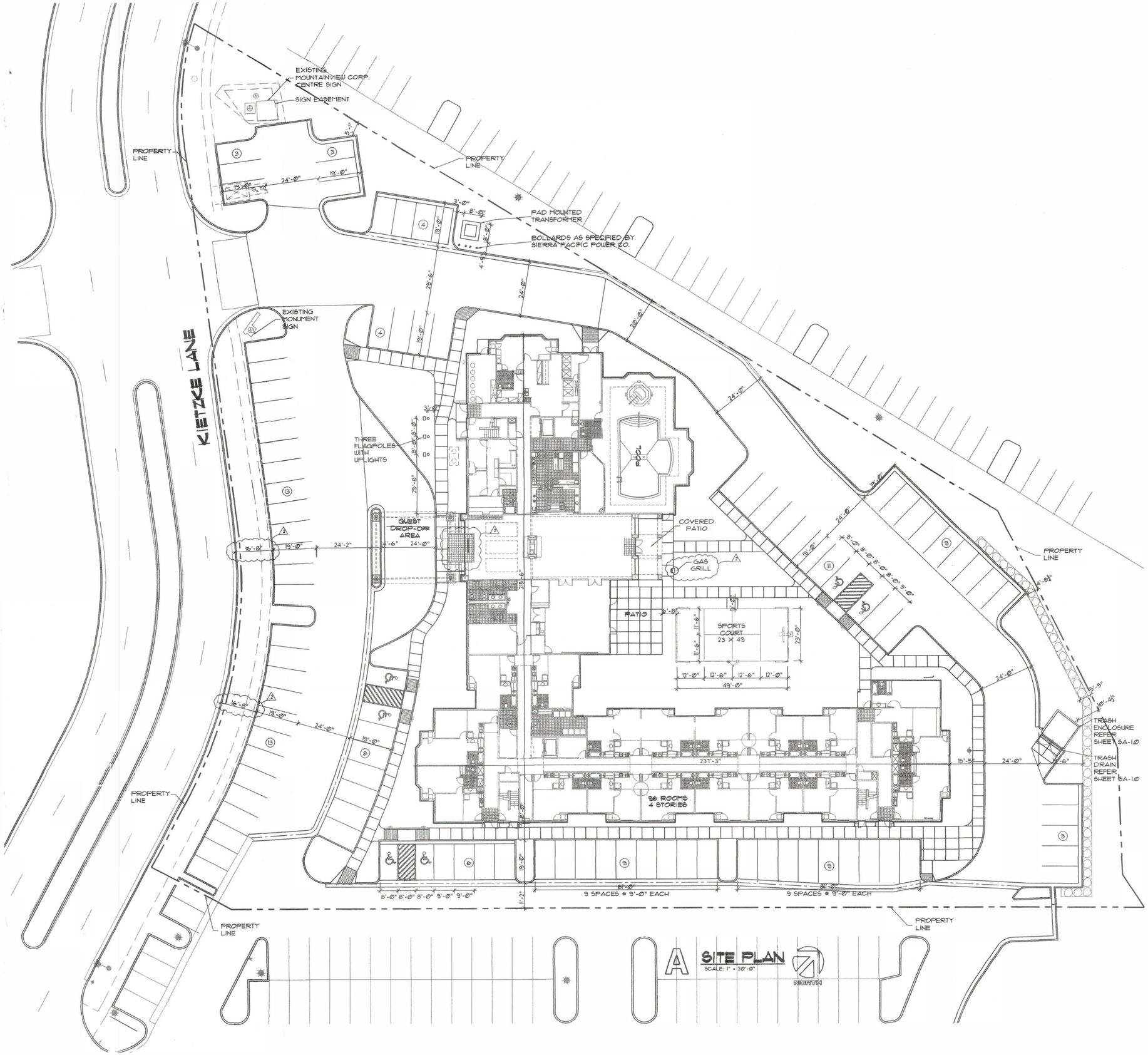
TOWNEPLACE SUITES BY MARRIOTT RENO
5450 KIETZKE LANE
RENO, NEVADA 89511

PERMIT SET 07.16.25
RESPONSE 1 9.13.25
RESPONSE 2 9.30.25

ISSUES REVISIONS

COVER SHEET

C-100
SHEET NUMBER



PROJECT DATA

BUILDING DESCRIPTION: (EXISTING)

BUILDING CRITERIA	CODE PROVISIONS (IBC 2000)	REFERENCES
1. USE GROUP	GROUP R-1 (RESIDENTIAL)	HOTELS
2. TYPE OF CONSTRUCTION	TYPE V 1 HR PROTECTED, SPRINKLED AS PER NFPA-13	
3. BUILDING HEIGHT (WITH INCREASE)	BLDG. HT. - 55'-8 3/4" @ HIGHEST POINT BLDG. HT. - 60'-0" @ HIGHEST POINT (SECTION 5042, AUTOMATIC SPRINKLER INCREASE)	
4. NUMBER OF STORIES	BLDG. HT - 4 STORIES (SECTION 5042, AUTOMATIC SPRINKLER INCREASE)	
5. ALLOWABLE AREA	USING 506.3, INTERNATIONAL BUILDING CODE 2003 THE AREA INCREASE IS 200% FOR THE AREA SHOWN ON TABLE 503 FOR R1 OCCUPANCY AND AN AREA INCREASE OF 300% FOR A2 OCCUPANCY.	

		ALLOWED BY CODE	INCREASED BY 503.3	PROVIDED
PUBLIC AREA:	A-2	11500 SF	46,000 SF (300%)	10,928 SF

		ALLOWED BY CODE	INCREASED BY 503.3	PROVIDED
GUEST ROOM BUILDING:				
FIRST FLOOR	R-1	12,000 SF	36,000 SF (200%)	12,857 SF
SECOND FLOOR	R-1	12,000 SF	36,000 SF (200%)	20,278 SF
THIRD FLOOR	R-1	12,000 SF	36,000 SF (200%)	19,502 SF
FOURTH FLOOR	R-1	12,000 SF	36,000 SF (200%)	19,502 SF
TOTAL		48,000 SF	108,000 SF	83,061 SF

BUILDING DESCRIPTION:

GUEST ROOM BUILDING — FOUR STORY WOOD FRAME ONE HOUR PROTECTED WITH AUTOMATIC SPRINKLER SYSTEM. BUILDING IS USED FOR GUEST REGISTRATION, LOBBY, DINING (COMPLEMENTARY BREAKFAST), MEETING ROOM, OFFICE GUESTROOMS, VENDING, LINEN STORAGE, EXERCISE ROOM, SWIMING POOL / SPA, LAUNDRY, ELECTRICAL AND MECHANICAL ROOM. STAIR ENCLOSURES AND SHAFTS ARE TWO HOUR RATED. HANDICAP ACCESSIBLE ROOMS ARE LOCATED AN THE FIRST, SECOND & THIRD FLOORS ONLY. THE ROOF IS CLASS "A".

SWIMMING POOL — SCHEMATIC DESIGN BY ARCHITECT , CONSTRUCTION DOCUMENTS FOR PERMIT BY LOCAL SWIMMING POOL CONTRACTOR TO MEET LOCAL AND STATE CODES.

BUILDING AREA (GROSS):

PUBLIC AREA	10,928	SF
FIRST FLOOR	12,857	SF
SECOND FLOOR	20,278	SF
THIRD FLOOR	19,502	SF
FOURTH FLOOR	19,502	SF
TOTAL	83,061	SF

OCCUPANCY CLASSIFICATION:

FIRST FLOOR	A-2	10,928	SF
	R-1	12,857	SF
SECOND FLOOR	R-1	20,278	SF
THIRD FLOOR	R-1	19,502	SF
FOURTH FLOOR	R-1	19,502	SF
TOTAL		83,061	SF

SEISMIC DESIGN: (REFER: STRUCTURAL S-01 / STRUCTURAL GENERAL NOTES.)

SEISMIC USE GROUP = I, Ie = 1.0
SPECTRAL RESPONSE COEFFICIENT (SHORT PERIOD) Sds = 1.373g
SPECTRAL RESPONSE COEFFICIENT (1-SECOND PERIOD) Sd1 = 0.490g
SEISMIC DESIGN CATEGORY D
SITE CLASS = D

BUILDING INSULATION:

EXTERIOR WALL ASSEMBLY	R = 19 (MIN.)
ROOF ASSEMBLY	R = 30 (MIN.)

OUTBUILDING AREA

COVERED PATIO:	337.6 S.F.
TRASH ENCLOSURE:	173.0 S.F.
	510.6 S.F.

SITE AREA

105,692 S.F.
2.426 ACRES

REQUIRED PARKING:

HOTEL: .72 SPACE PER ROOM X 96 ROOMS=	70 SPACES
TOTAL PARKING REQUIRED	70 SPACES

PARKING PROVIDED 97 SPACES
ACCESSIBLE SPACES REQUIRED 5 SPACES,
PROVIDED 6 SPACES (ALL SPACES VAN ACCESSIBLE).

NOTES:
1. VERIFY ALL DIMENSIONS WITH CIVIL DRAWINGS.
2. SEE LANDSCAPE DRAWINGS FOR PLANTING SCHEME
3. SEE FLOOR PLANS FOR FOOTPRINT DIMENSIONS

ted reeds
ARCHITECTURE
2872 EAST 35th PLACE
TULSA, OK 74105
918.671.8762
reedsdesign@gmail.com

TOWNEPLACE SUITES BY MARRIOTT RENO

5450 KIETZKE LANE
RENO, NEVADA 89511

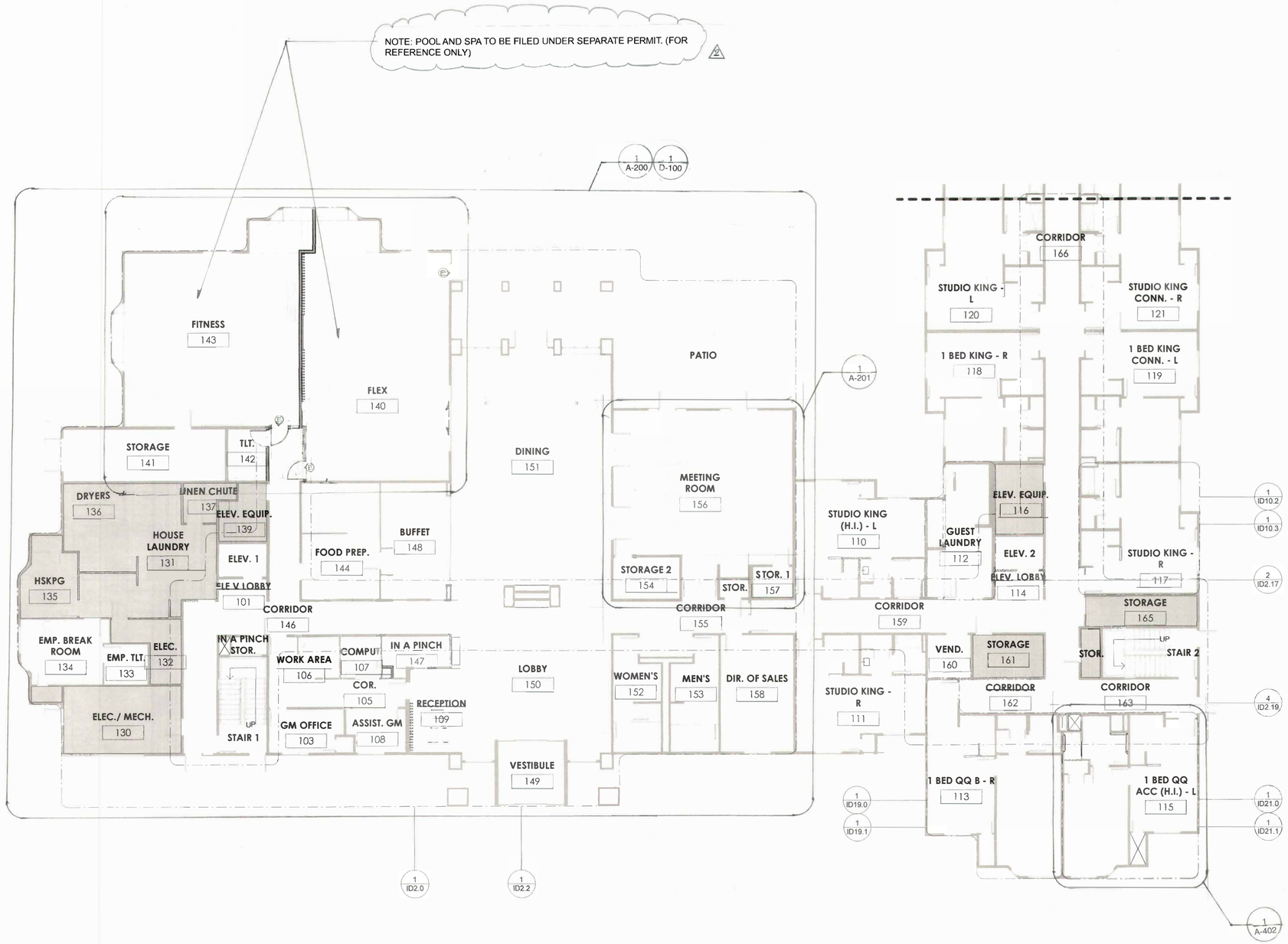
SITE PLAN

PERMIT SET 07.16.25

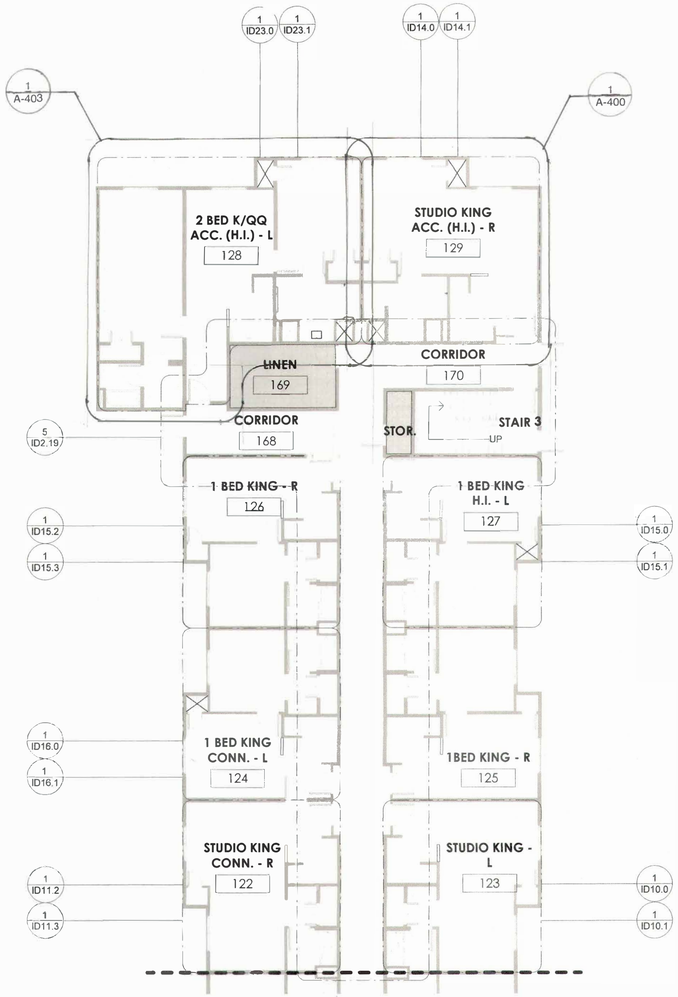
S-100

HORE AR100

NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY.



1 OVE RALL FI RST FLOOR PLAN
1" = 10'-0"



2 OVERALL FIRST FLOOR PLAN
1" = 10'-0"

ted reeds
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2872 EAST 35th PLACE
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918.671.8762
reedsdesign@gmail.com

TOWNEPLACE SUITES BY MARRIOTT RENO

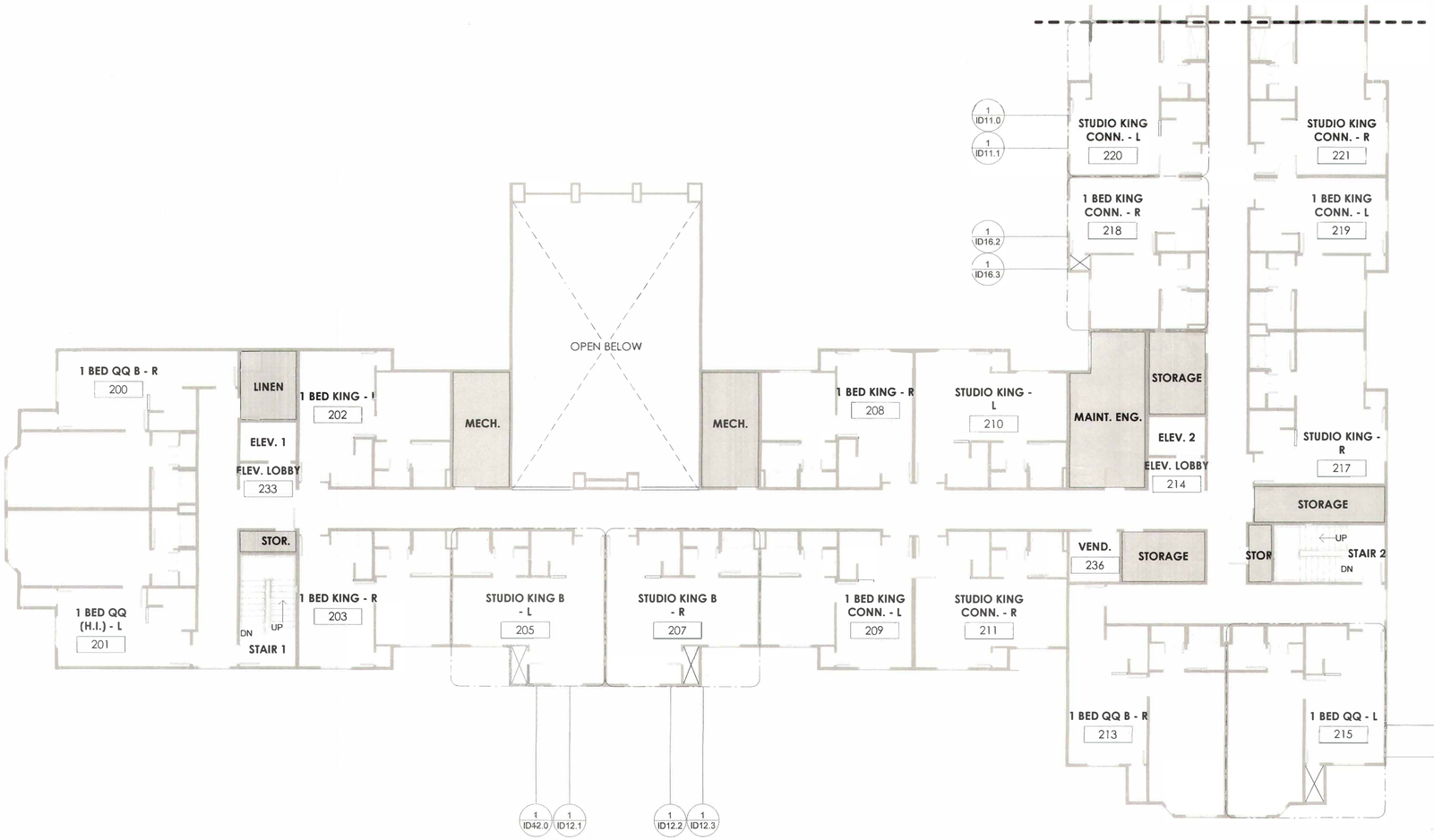
5450 KIETZKE LANE
RENO, NEVADA 89511

ISSUES	REVISIONS
PERMIT SET 07.16.25	
RESPONSE 1 9.13.25	
RESPONSE 2 9.30.25	

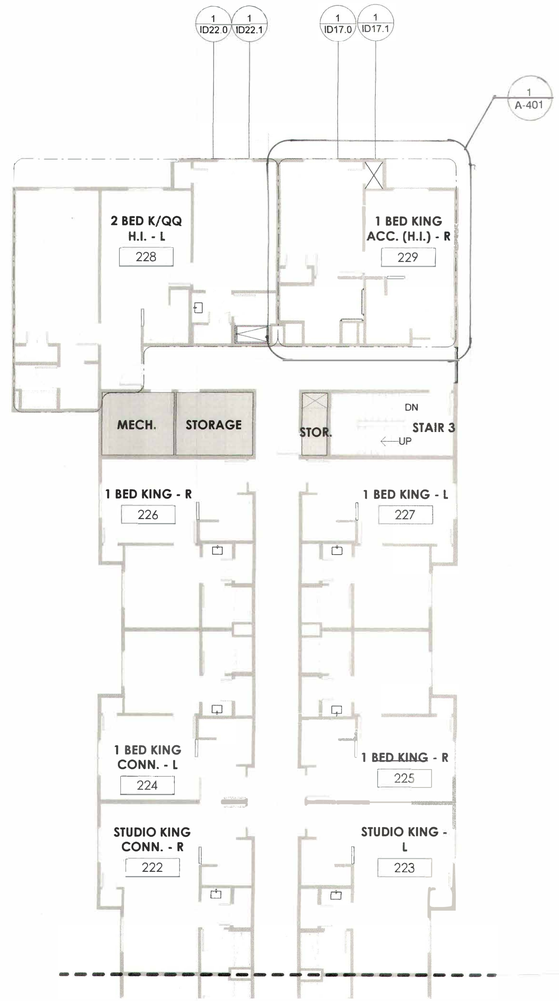
OVERALL FIRST FLOOR PLAN

A-100
SHEET NUMBER

NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY



1 OVERALL SECOND FLOOR PLAN
1" = 10'-0"



2 OVERALL SECOND FLOOR PLAN
1" = 10'-0"

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TOWNEPLACE SUITES BY MARRIOTT RENO

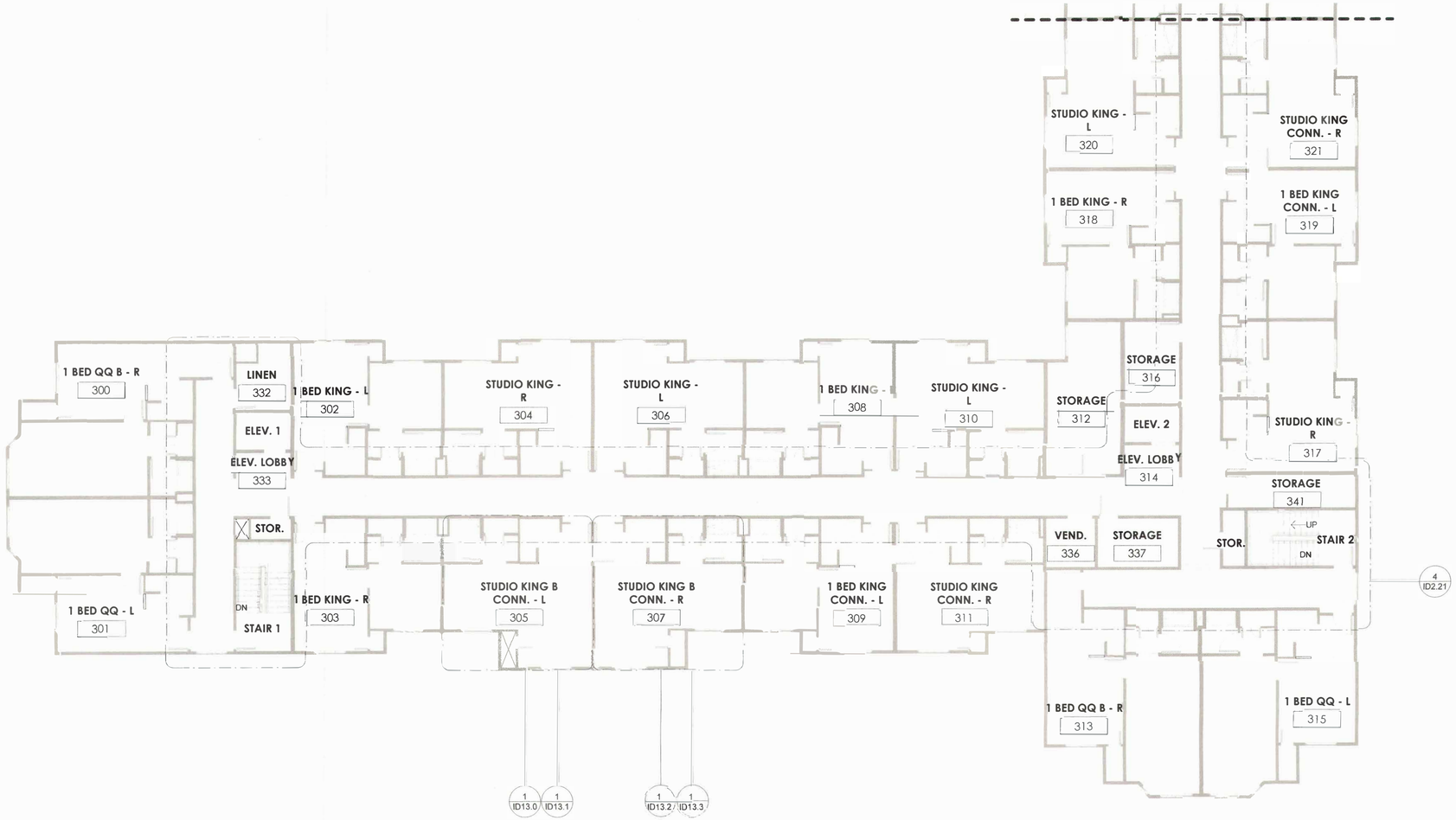
5450 KIETZKE LANE
RENO, NEVADA 89511

ISSUES	REVISIONS
PERMIT SET 07.16.25	

OVERALL SECOND FLOOR PLAN

A-101
SHEET NUMBER

NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY.



1 OVEALL THIRD FLOOR PLAN
1" = 10'-0"



2 OVEALL THIRD FLOOR PLAN
1" =10'-0"

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TOWNEPLACE SUITES BY MARRIOTT RENO

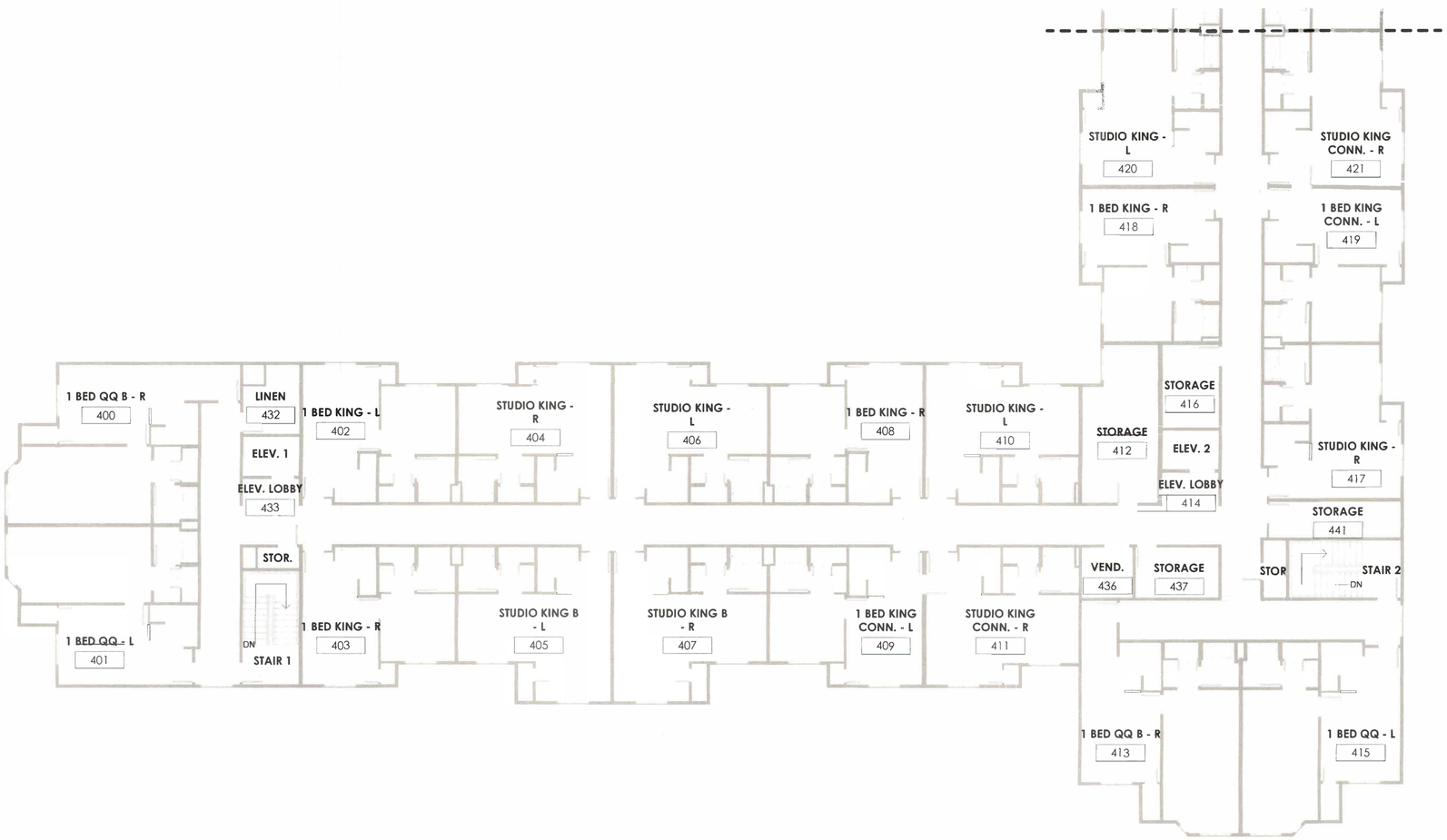
5450 KIETZKE LANE
RENO, NEVADA 89511

ISSUES	REVISIONS
PERMIT SET 07.16.25	

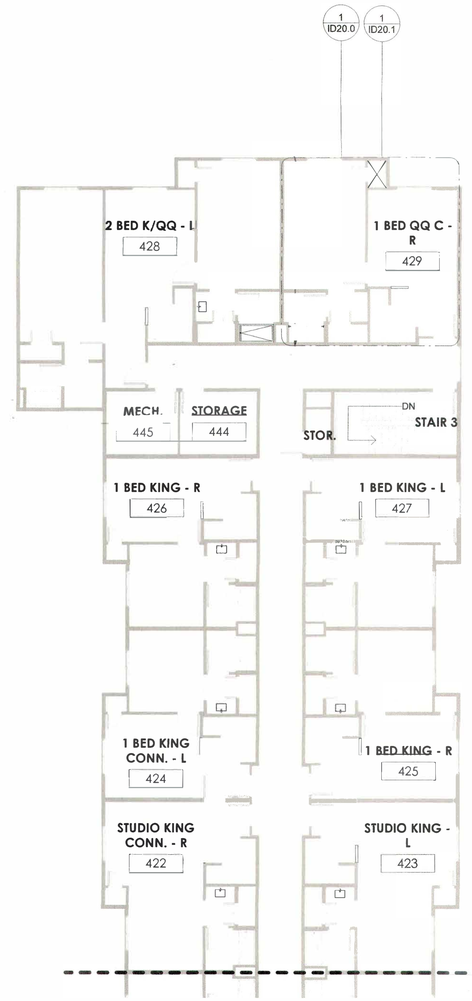
OVERALL THIRD FLOOR PLAN

A-102
SHEET NUMBER

NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY



1 OVERALL FOURTH FLOOR PLAN
1" = 10'-0"



2 OVERALL FOURTH FLOOR PLAN
1" = 10'-0"

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918.671.8762
reedsdesign@gmail.com

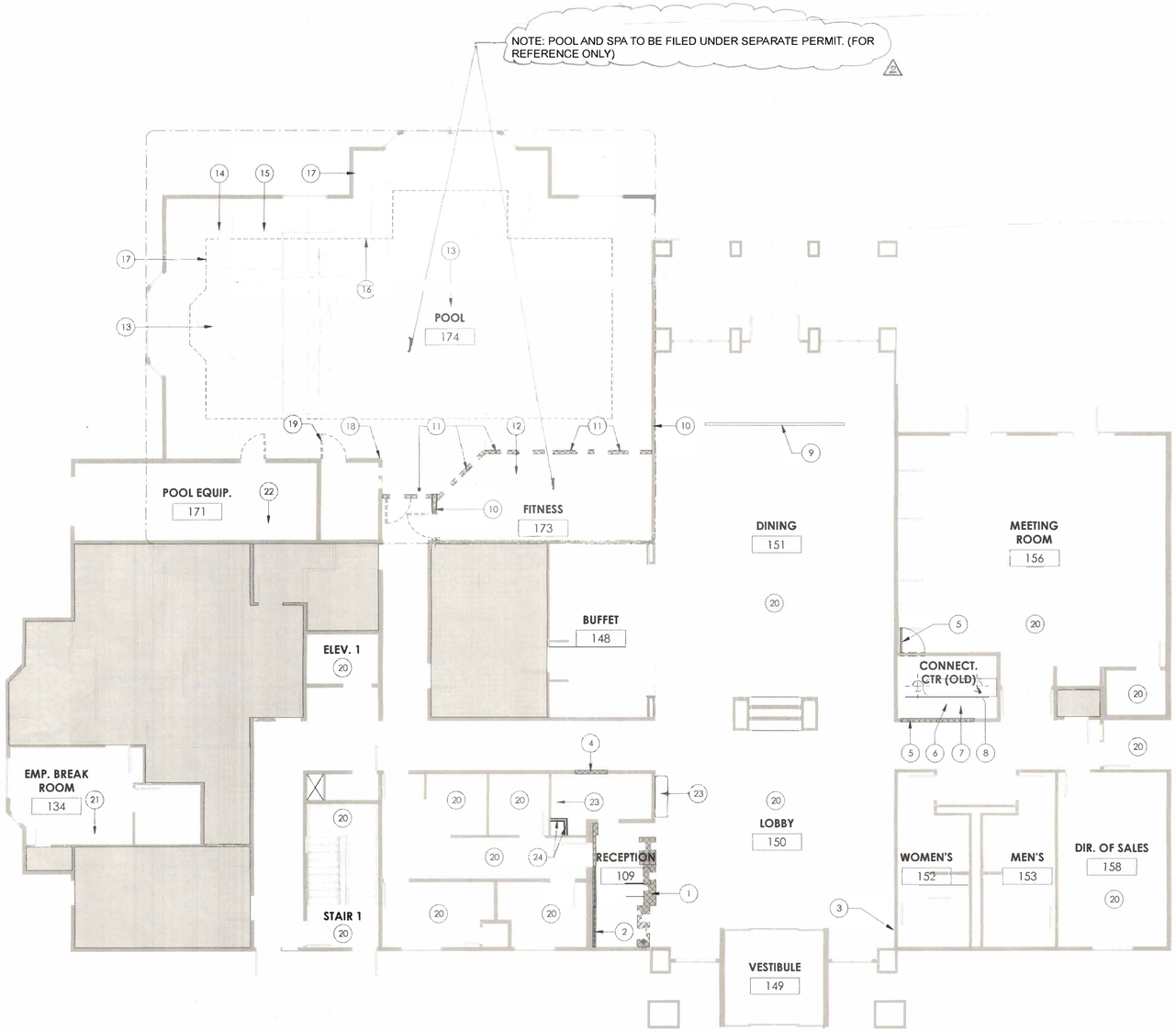
TOWNEPLACE SUITES BY MARRIOTT RENO

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ISSUES	REVISIONS
PERMIT SET 07.16.25	

OVERALL FOURTH FLOOR PLAN

A-103
SHEET NUMBER



1 OVERALL PUBLIC SPACE DEMO PLAN

1/8" = 1'-0"

1. GC TO DEMO EXISTING RECEPTION DESK AND CASEGOOD TO REPLACE WITH NEW PROTOTYPE MILLWORK WELCOME DESK. INSTALL NEW WELCOME DESK PER DESIGN LOCATION & LAYOUT. REPLACE OR ADD TILE FLOORING AND BASE AS NEEDED TO MATCH EXISTING.
2. GC TO DEMO EXISTING SCREEN WALL FEATURE BEHIND RECEPTION DESK. REPAIR AND TOUCH UP WALLS AS NEEDED.
3. GC TO REMOVE BROCHURE RACK, TOURISM COLLATERAL, NEWSPAPER RACKS, MIRROR & ATM FROM LOBBY/ VESTIBULE AREA.
4. GC TO FILL IN CASED OPENING FROM CORRIDOR TO IN A PINCH TO ONLY BE ACCESSIBLE FROM RECEPTION AREA.
5. GC TO FILL IN CASED OPENING FROM CORRIDOR TO CURRENT CONNECTION CENTER. ADD DOOR FROM NEW STORAGE TO MEETING ROOM PER NEW DESIGN LOCATION & LAYOUT.
6. GC TO LIQUIDATE EXISTING CONNECTION CENTER TASK CHAIRS, TABLE, PENDANTS, & ARTWORK. DO NOT REPLACE.
7. GC TO DEMO EXISTING CONNECTION CENTER FLOOR TILE. REPLACE WITH CARPET PER DESIGN LOCATION & LAYOUT.
8. GC TO REPLACE OLD CONNECTION CENTER PENDANTS WITH FLUSH MOUNT SQUARE CEILING LIGHTS TO MATCH EXISTING MEETING ROOM STORAGE.
9. GC TO BUILD & PAINT NEW PONY WALL IN DINING AREA PER NEW DESIGN LOCATION & LAYOUT.
10. GC TO ADD NEW ENTRY DOORS TO FLEX SEATING, FITNESS, AND FITNESS RESTROOM PER NEW DESIGN LOCATIONS & LAYOUTS (REFER TO SHEET ID2.1).
11. GC TO DEMO EXISTING WALLS, WINDOWS, AND DOORS BETWEEN CURRENT FITNESS AND POOL AREA PER NEW DESIGN LOCATIONS & LAYOUTS.
12. GC TO REMOVE ALL FITNESS EQUIPMENT & FF&E TO ACCOMODATE FOR NEW FITNESS ROOM EQUIPMENT.
13. GC TO FILL IN POOL AND SPA. GC TO FLOAT EXISTING FLOOR AND FINISH FOR NEW FLOORING.
14. GC TO LIQUIDATE ALL EXISTING POOL FF&E. DO NOT REPLACE.
15. GC TO REMOVE & DISCARD EXISTING FLOOR TILE AND BASE. ENSURE THAT FLOOR IS PREPPED FOR NEW LAYOUT AND FLOORING.
16. GC TO RECONFIGURE CEILING LINE TO ENSURE THAT CEILING IS A CONSISTENT HEIGHT PER NEW DESIGN. IMR DESIGN & ARCH TO COORDINATE REFLECTED CEILING PLANS.
17. GC TO REMOVE & DISCARD EXISTING COVE AND SCONCE LIGHTING.
18. GC TO EXTEND WALL STRAIGHT ACROSS FROM EXISTING RESTROOM/ STORAGE FOR NEW FITNESS (REFER TO SHEET ID2.1).
19. GC TO DEMO DOOR IN POOL AREA LEADING TO EXISTING RESTROOM. REPAIR, TOUCH UP, AND PAINT WALLS TO LIKE NEW CONDITION.
20. GC TO DEMO ALL EXISTING CARPET, CARPET PAD, & CARPET BASE. INSTALL NEW FLOORING PER NEW DESIGN LOCATIONS & LAYOUTS.
21. GC TO LIQUIDATE EXISTING EMPLOYEE BREAKROOM COUNTER AND CABINETS. REPLACE WITH NEW CABINETRY, UPPER AND LOWER, PER NEW DESIGN LOCATIONS AND LAYOUT.
22. GC TO LIQUIDATE ALL EXISTING POOL EQUIPMENT AND DEMO ROOM. REPAIR AND RESURFACE FLOOR AS NEEDED; INSTALL NEW EPOXY FINISH ON CONCRETE FLOOR.
23. GC TO DISCARD EXISTING LOBBY/RETAIL MILLWORK/ CASEGOODS. REPLACE WITH NEW MILLWORK PER NEW DESIGN LOCATIONS AND LAYOUTS.
24. GC TO ADD WALLS AT IN-A-PINCH PER NEW DESIGN LOCATIONS AND LAYOUTS.

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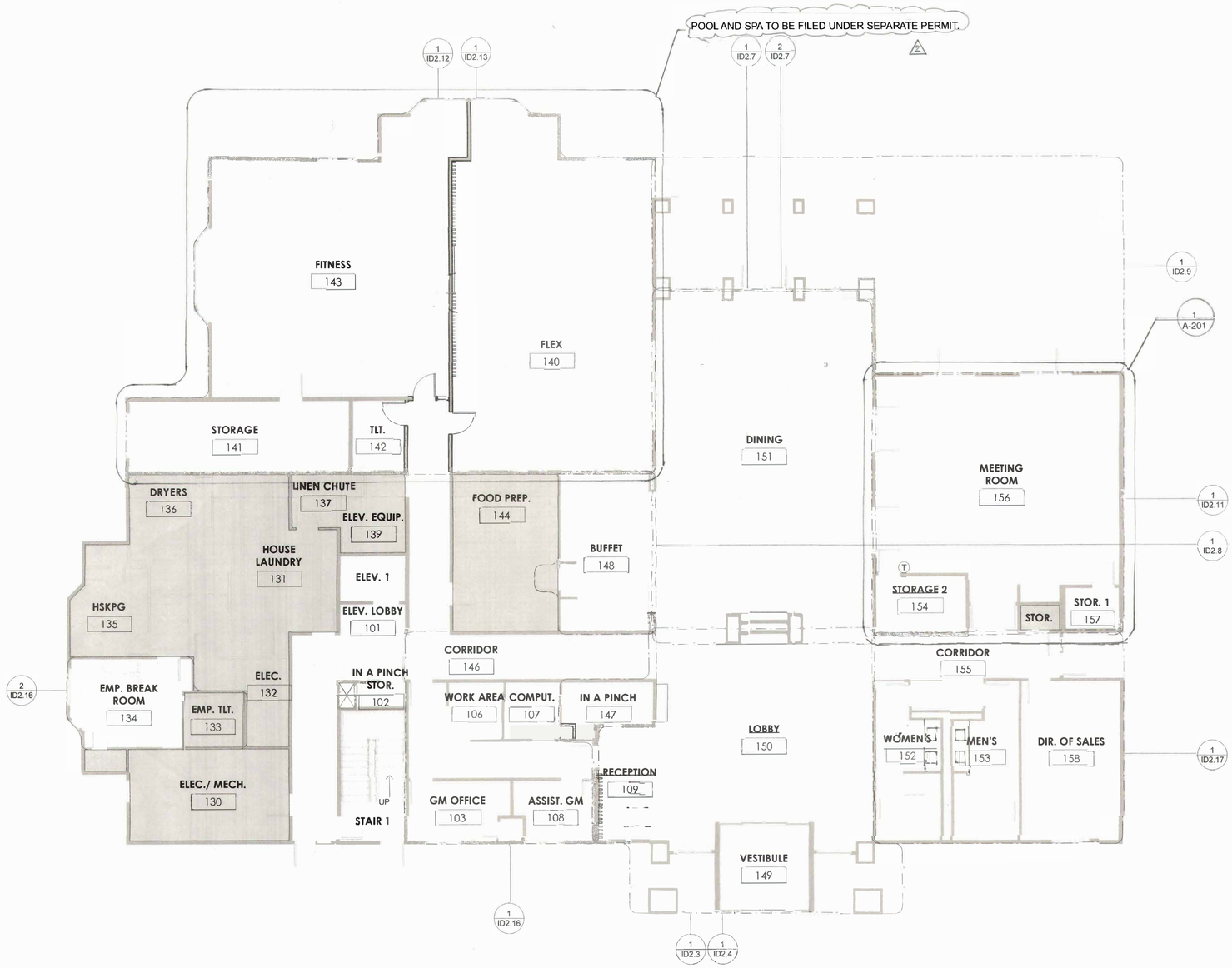
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RENO, NEVADA 89511

ISSUES	REVISIONS
PERMIT SET 07.16.25	
RESPONSE 1 9.13.25	
RESPONSE 2 9.30.25	

ENLARGED PUBLIC SPACE DEMO PLAN

D-100

SHEET NUMBER



1 OVERALL PUBLIC SPACE
1/8" = 1'-0"

NOTE:
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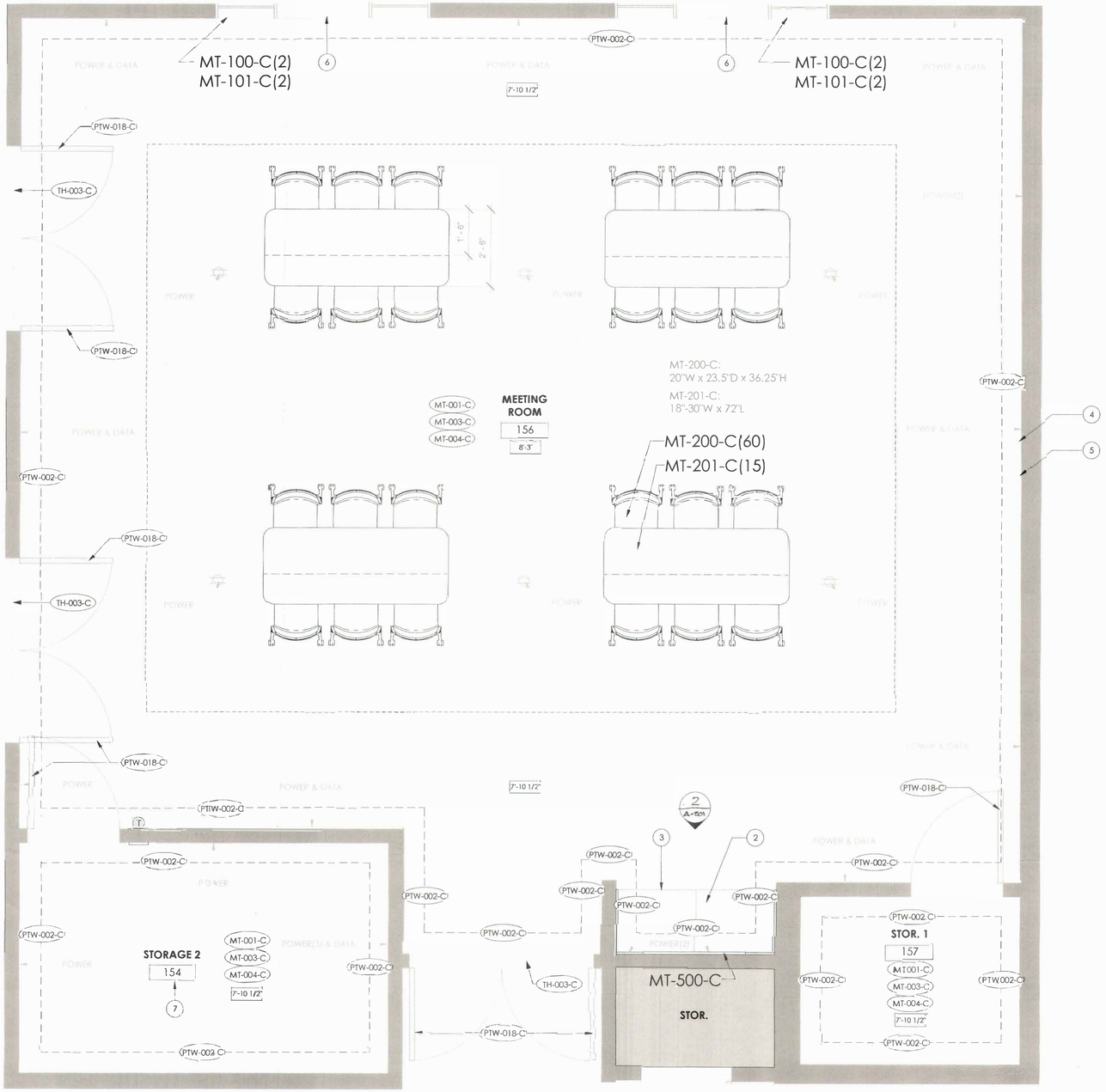
TOWNEPLACE SUITES BY MARRIOTT RENO

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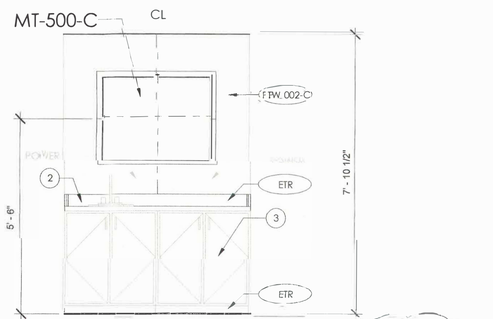
ISSUES	REVISIONS
PERMIT SET 07.16.25	
RESPONSE 1 9.13.25	
RESPONSE 2 9.30 25	

ENLARGED PUBLIC SPACE

A-200
SHEET NUMBER



1 MEETING ROOM FF&E PLAN
1/2" = 1'-0"



2 MEETING ROOM - MILLWORK (EXISTING)
1/2" = 1'-0"

NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY

1. TOTAL COUNT: 60 CHAIRS, 15 TABLES
2. EXISTING QUARTZ TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.
3. GC TO TOUCH UP & REPAIR MILLWORK TO LIKE NEW CONDITION. PROTECT DURING CONSTRUCTION.
4. GC TO REMOVE EXISTING CHAIR RAIL AND WRITING BOARD. DO NOT REPLACE.
5. EXISTING PROJECTOR AND SCREEN TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.
6. GC TO LIQUIDATE EXISTING WINDOW TREATMENTS ON EXTERIOR DOORS. VENDOR TO REPLACE. INSTALL WINDOW TINT PER NEW DESIGN.
7. GC TO REPLACE OLD CONNECTION CENTER PENDANTS WITH FLUSH MOUNT SQUARE CEILING LIGHTS TO MATCH EXISTING MEETING ROOM STORAGE.

FURNISHING SCHEDULE	
MT-100-C	SOLAR SHADE
MT-101-C	BLACKOUT SOLAR SHADE
MT-200-C	MEETING ROOM CHAIR
MT-201-C	MEETING ROOM TABLE
MT-500_C	ARTWORK

FINISHING SCHEDULE	
ETR	EXISTING TO REMAIN
MT_001-C	CARPET
MT_003-C	CARPET PAD
MT-004-C	CARPET BASE
PTW-002-C	WALL PAINT
PTW-018-C	PAINT @ DOORS & DOOR TRIM
TH-003-C	THRESHOLD

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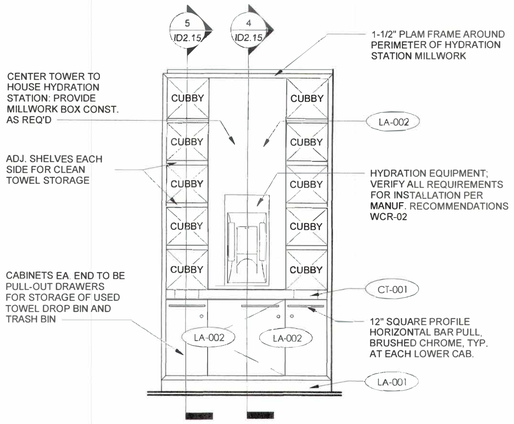
TOWNEPLACE SUITES BY MARRIOTT RENO

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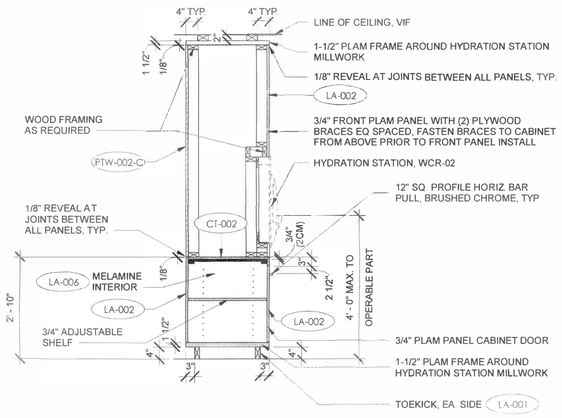
ISSUES	REVISIONS
PERMIT SET 07.16.25	
RESPONSE 1 9.13.25	

ENLARGED MEETING ROOM

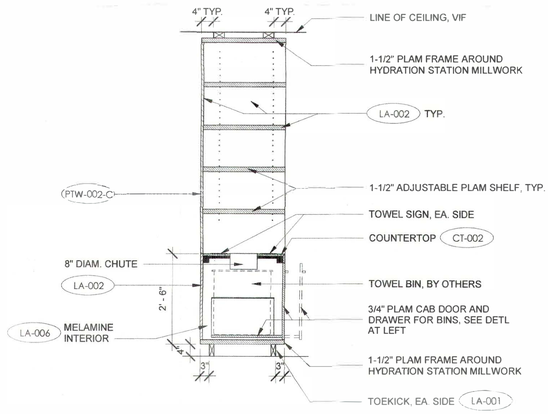
A-201
SHEET NUMBER



7 HYDRATION STATION DETAILS
1/2" = 1'-0"

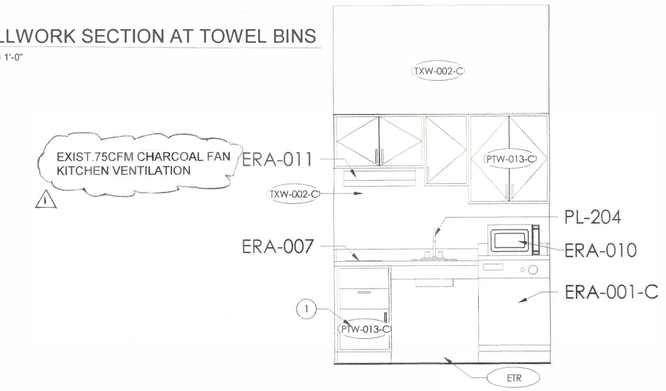


8 MILLWORK SECTION AT HYDRATION STATION
1/2" = 1'-0"



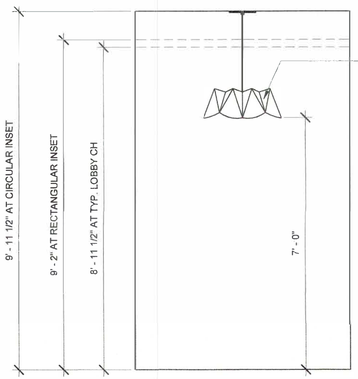
9 MILLWORK SECTION AT TOWEL BINS
1/2" = 1'-0"

NOTE:
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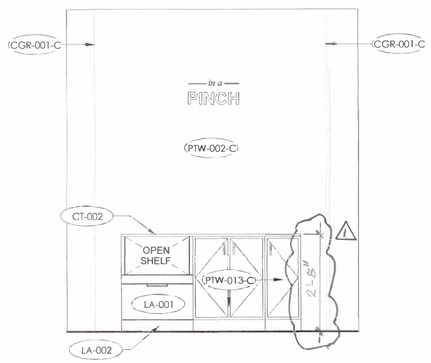


6 TYP. ACC. GUESTROOM KITCHEN (R)
1/2" = 1'-0"

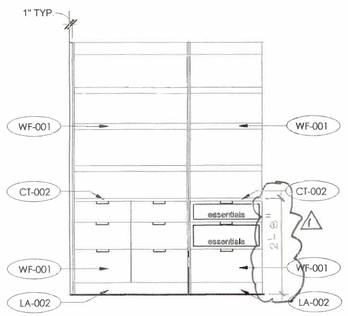
FURNISHING SCHEDULE	
EQF-624-C	REACH-IN GLASS DOOR REFRIGERATOR
EQF-625-C	REACH-IN GLASS DOOR FREEZER
EQF-626-C	MINI-REFRIGERATOR
LM-400-C	CHANDELIER
LM-400B	BULB @ CHANDELIER



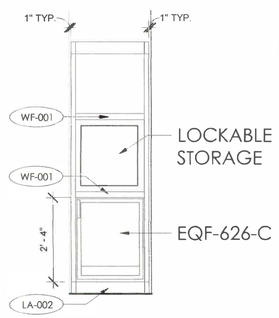
1 LOBBY CHANDELIER
1/2" = 1'-0"



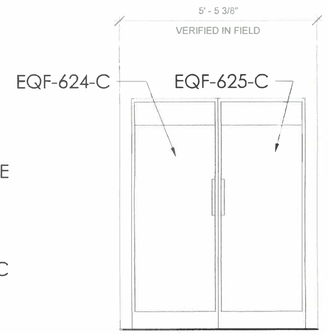
2 LOBBY - DELIVERY & COFFEE STATION MILLWORK
1/2" = 1'-0"



3 IN A PINCH ELEVATION 1
1/2" = 1'-0"



4 IN A PINCH ELEVATION 2
1/2" = 1'-0"



5 IN A PINCH ELEVATION 3
1/2" = 1'-0"

FINISHING SCHEDULE	
CGR-001-C	CORNER GUARD
CT-002	QUARTZ
ETR	EXISTING TO REMAIN
LA-001	LAMINATE
LA-002	LAMINATE @ TOE KICK
PTW-002-C	WALL PAINT
PTW-013-C	PAINT @ MILLWORK

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TOWNEPLACE SUITES BY MARRIOTT RENO

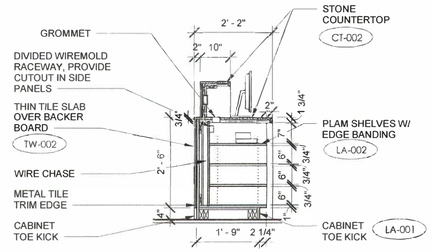
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RENO, NEVADA 89511

ISSUES	REVISIONS
PERMIT SET 07.16.25	
RESPONSE 1 9.13.25	

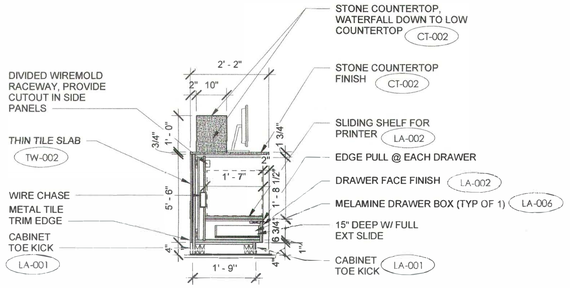
ENLARGED LOBBY & RECEPTION DETAILS

A-300
SHEET NUMBER

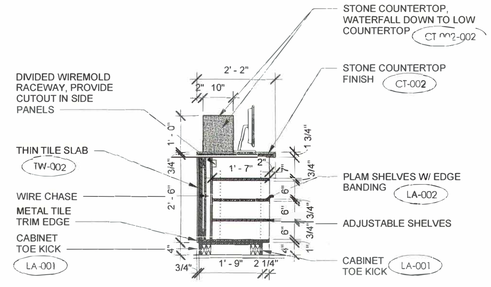
NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY



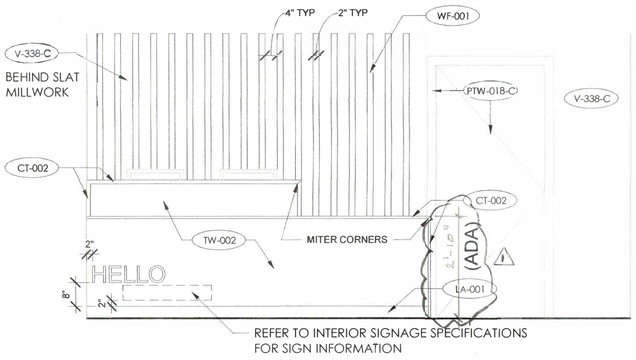
7 WELCOME DESK COUNTER @ SHELVES
1/2" = 1'-0"



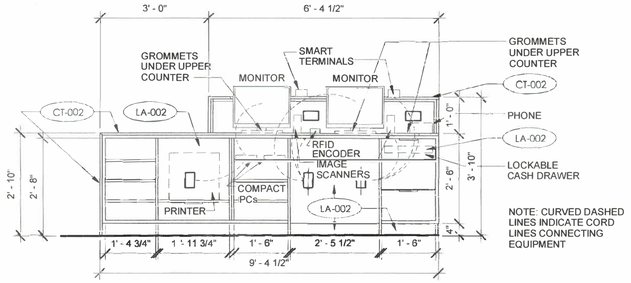
8 WELCOME DESK LOW COUNTER @ DRAWER
1/2" = 1'-0"



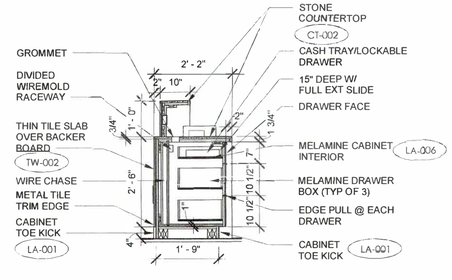
9 WELCOME DESK LOW COUNTER DETAIL (ADA)
1/2" = 1'-0"



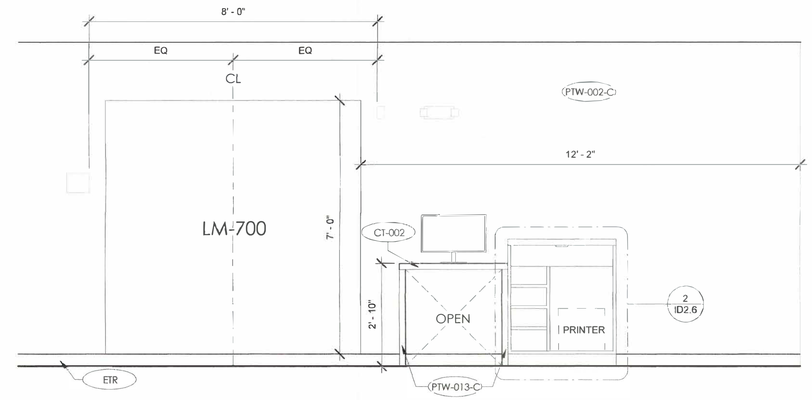
4 WELCOME DESK ELEVATION
1/2" = 1'-0"



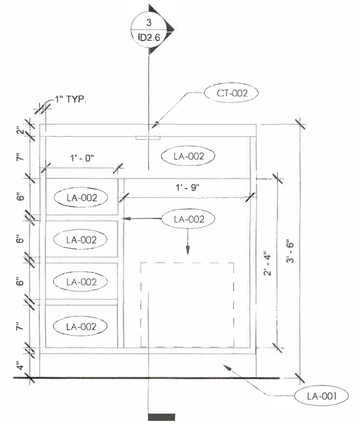
5 WELCOME DESK ELEVATION B
1/2" = 1'-0"



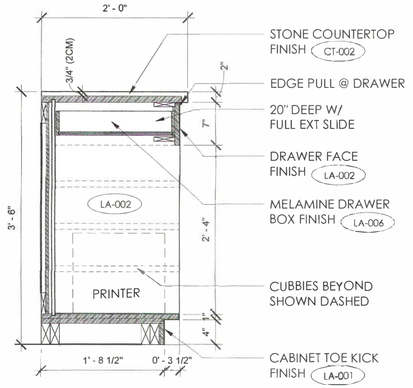
6 WELCOME DESK UPPER COUNTER @ DRAWERS
1/2" = 1'-0"



1 LOBBY TOWNEMAP ELEVATION
1/2" = 1'-0"



2 CONNECTION CENTER DETAILS
1" = 1'-0"



3 CONNECTION CENTER MILLWORK SECTION
1" = 1'-0"

FURNISHING SCHEDULE

LM-700	TOWNEMAP

FINISHING SCHEDULE

CT-002	QUARTZ
ETR	EXISTING TO REMAIN
LA-001	LAMINATE @ TOE KICK
LA-002	LAMINATE @ MILLWORK
LA-006	LAMINATE @ MILLWORK DRAWER
PTW-002-C	WALL PAINT
PTW-013-C	PAINT @ MILLWORK
PTW-018-C	PAINT @ DOOR & TRIM
TW-002	WALL TILE @ WELCOME DESK
V-338-C	VWC
WF-001	WOOD FINISH

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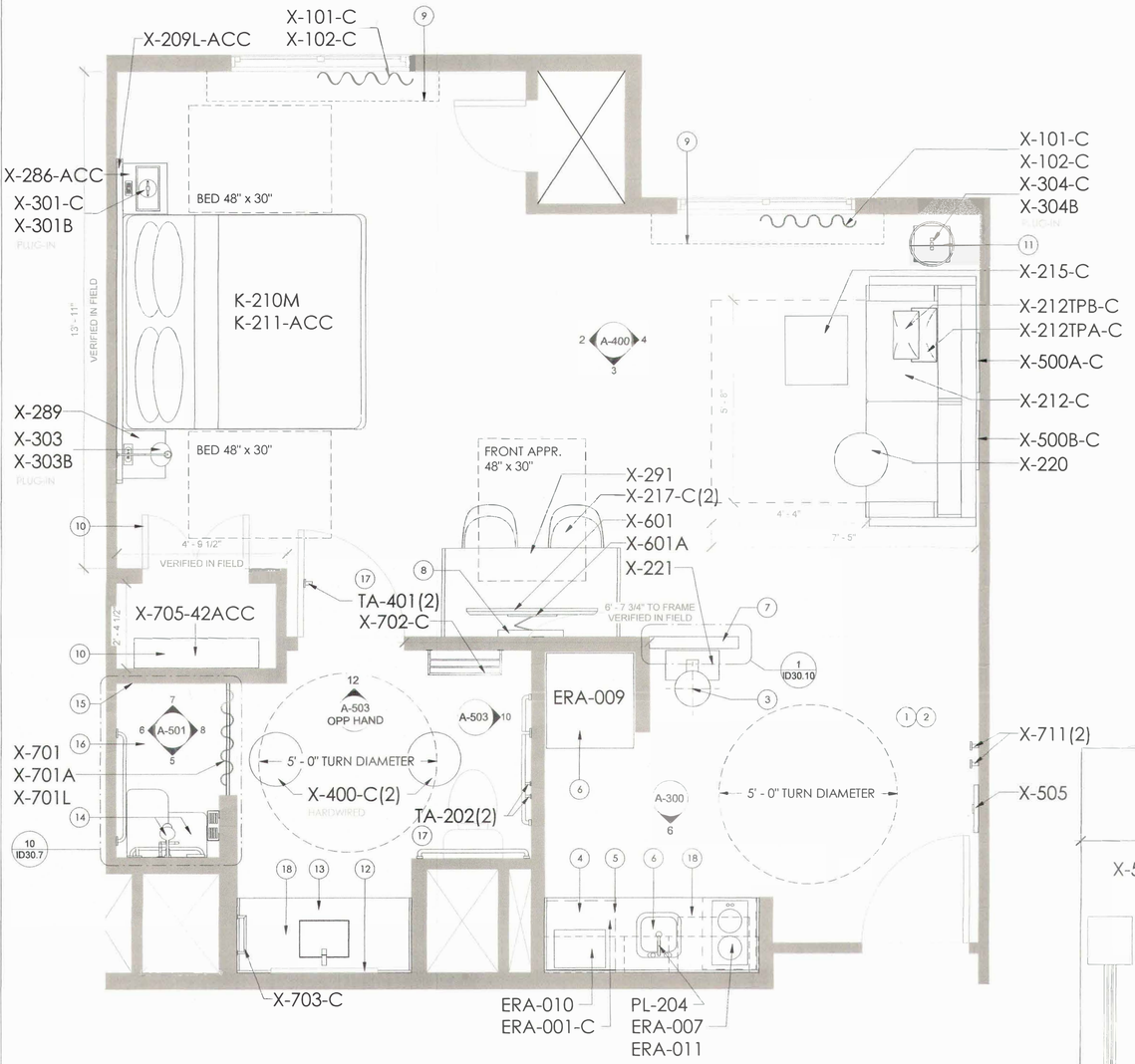
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5450 KIETZKE LANE
RENO, NEVADA 89511

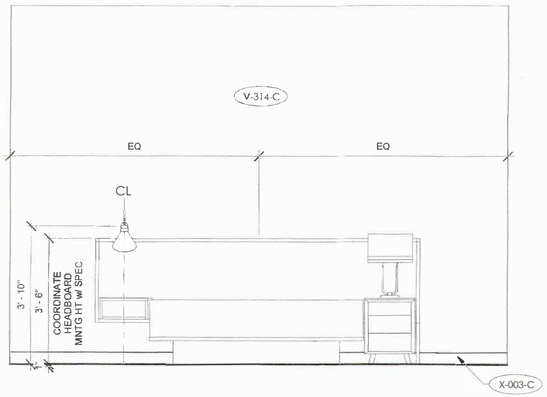
ISSUES	REVISIONS
PERMIT SET 07.16.25	
RESPONSE 1 9.13.25	

ENLARGED LOBBY & RECEPTION DETAILS

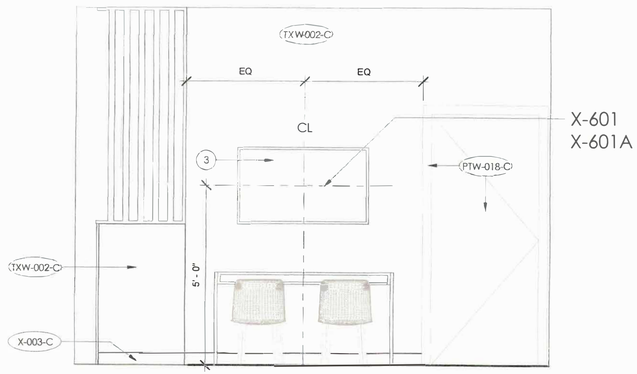
A-301
SHEET NUMBER



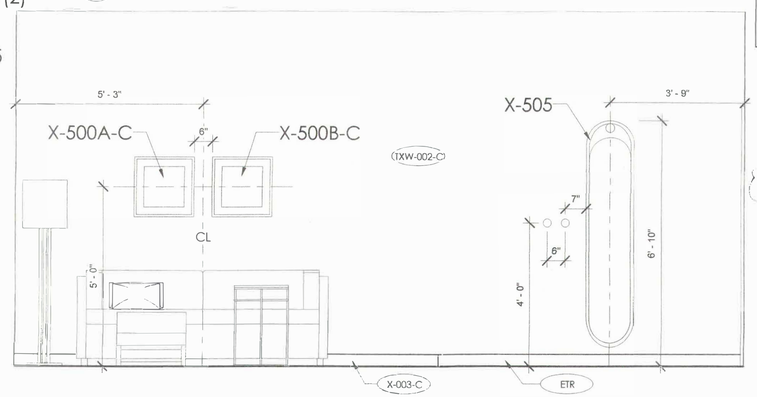
1 FF&E PLAN
1/2" = 1'-0"



2 TYP. ACC. KING HEADBOARD WALL (R)
1/2" = 1'-0"



3 ACC. STUDIO KING DESK WALL (R)
1/2" = 1'-0"



4 TYP. ACC. KING SOFA WALL (R)
1/2" = 1'-0"

NOTES
1. EXISTING KITCHEN/ENTRY FLOORING & BASE TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.
2. GC TO REFINISH EXISTING WOOD BASE TO LIKE NEW CONDITION.
3. GC TO LIQUIDATE EXISTING KITCHEN PENDANT. INSTALL NEW ARCHITECTURAL CAN LIGHTING PER DESIGN LOCATIONS & LAYOUT & REPAIR CEILING AS NEEDED.
4. GC TO TOUCH UP & REPAIR ANY DAMAGE ON EXISITING KITCHEN MILLWORK TO LIKE NEW CONDITION.
5. GC TO PREP, SAND, PRIME, & PAINT KITCHEN CABINETS.
6. GC TO REMOVE AND DISCARD EXISTING APPLIANCES & FAUCET. INSTALL PER NEW DESIGN LOCATIONS & LAYOUT.
7. GC TO BUILD PONY WALL, PROVIDE & INSTALL SLAT WALL MILLWORK AT ENTRY PER DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID30.10 FOR ADDITIONAL DETAILS.
8. GC TO RELOCATE POWER AND DATA AS NEEDED PER DESIGN. PROVIDE BLOCKING AS NEEDED.
9. VENDOR TO INSTALL WINDOW TREATMENTS AND HARDWARE PER NEW DESIGN LOCATIONS & LAYOUT. EXISTING CORNICE TO REMAIN.
10. GC TO REMOVE EXISTING CLOSET DOORS & SHELVES. REPLACE WITH GC TO PROVIDE DOORS & ELFA CLOSET SYSTEMS PER NEW DESIGN LOCATIONS & LAYOUT. REFER TO SPEC DR-001.
11. GC TO ENSURE NEW FLOOR LAMP IS CONTROLLED BY A WALL SWITCH AT ENTRY DOOR.
12. EXISTING BACKLIT MIRROR TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.
13. GC TO REFINISH & REPAINT VANITY CABINETRY. ADD KNOBS TO DRAWERS & DOORS IN COORDINATION WITH EXISTING KITCHEN KNOBS.
14. GC TO DISCARD & REPLACE EXISTING SHOWER CONTROLS, ACCESSORIES & PLUMBING WITH IMR PROVIDED SPECS PER NEW DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID 30.7.
15. GC TO REMOVE & REPLACE SHOWER SURROUND PER DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID 30.7.
16. GC TO DEMO EXISTING & REPLACE MOSAIC TILE FLOORING IN ROLL IN SHOWER AREA ONLY.
17. GC TO MOUNT BATH CEILING LIGHT, BATH HOOKS, TOWEL RACKS, & TOILET TISSUE HOLDERS AT LIKE-FOR-LIKE LOCATIONS PER NEW DESIGN LOCATIONS AND LAYOUT. REPAIR AND REFINISH WALLS AS NEEDED.
18. EXISTING QUARTZ TOPS TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.

FURNISHING SCHEDULE	
ERA-001-C	DISHWASHER
ERA-007	COOKTOP
ERA-009	REFRIGERATOR
ERA-010	COUNTERTOP MICROWAVE
ERA-011	RANGE HOOD
K-209L-ACC	ACC KING HEADBOARD - L
K-210M	KING MATTRESS
K-211-ACC	ACC KING PLATFORM BED
PL-204	FAUCET
TA-202	TOILET TISSUE HOLDER
TA-401	BATH HOOK
X-101-C	SHEER DRAPERY
X-102-C	BLACKOUT
X-212-C	SLEEPER SOFA
X-212TPA-C	SOFA PILLOW A
X-212TPB-C	SOFA PILLOW B
X-215-C	OTTOMAN
X-217-C	DINING CHAIR
X-220	C-TABLE
X-221	STORAGE CUBBY
X-286-ACC	ACC NIGHTSTAND
X-289	16" CANTILEVER NIGHTSTAND
X-291	DINING TABLE
X-301-C	NIGHTSTAND LAMP
X-301B	BULB @ NIGHTSTAND LAMP
X-303	WALL SCONCE
X-303B	BULB @ WALL SCONCE
X-304-C	FLOOR LAMP
X-304B	BULB @ FLOOR LAMP
X-400-C	CEILING LIGHT
X-500A-C	SOFA ARTWORK A
X-500B-C	SOFA ARTWORK B
X-505	ENTRY MIRROR
X-601	TV
X-601A	TV MOUNT
X-701	ACC SHOWER CURTAIN
X-701A	ACC SHOWER CURTAIN HOOKS
X-701L	ACC SHOWER CURTAIN LINER
X-702-C	TOWEL RACK
X-703-C	12" TOWEL BAR
X-705-42ACC	ACC ELFA CLOSET SYSTEM
X-711	ENTRY HOOK

NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY

LIGHT CONTROLS IN SLEEPING AREAS TO COMPLY WITH IECC C405.2.10.1

ROOM MATRIX		
floor		total
1st	129 (H.I.)	1
2nd		-
3rd		-
4th		-
TOTAL		1

THEODORE A. REEDS REGISTERED ARCHITECT STATE OF OKLAHOMA 9.30.25

ted reeds
ARCHITECTURE
2872 EAST 35th PLACE
TULSA, OK 74105
918.671.8762
reedsdesign@gmail.com

TOWNEPLACE SUITES BY MARRIOTT RENO

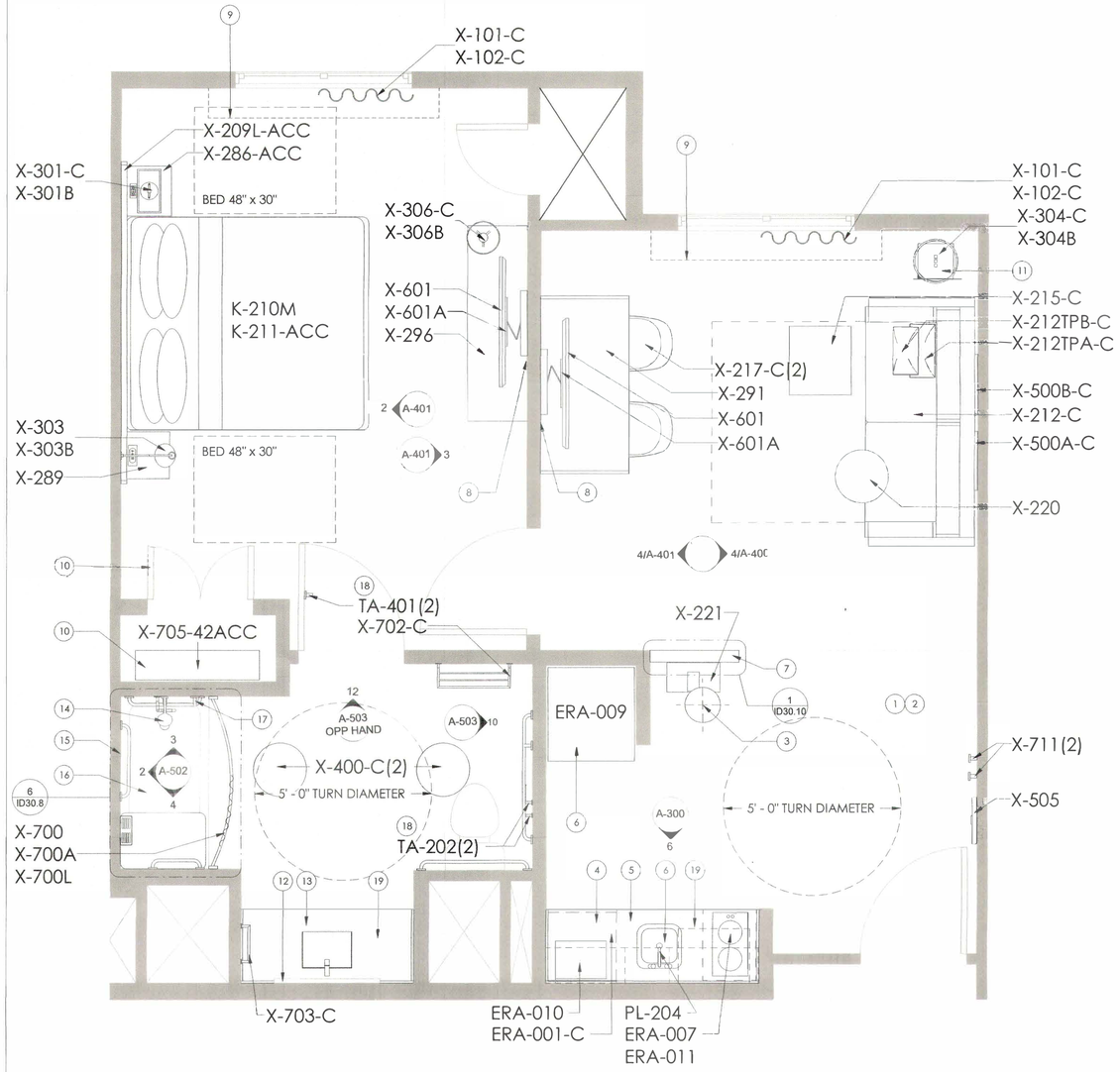
5450 KIETZKE LANE
RENO, NEVADA 89511

PERMIT SET 07.16.25
RESPONSE/1 9.13.25

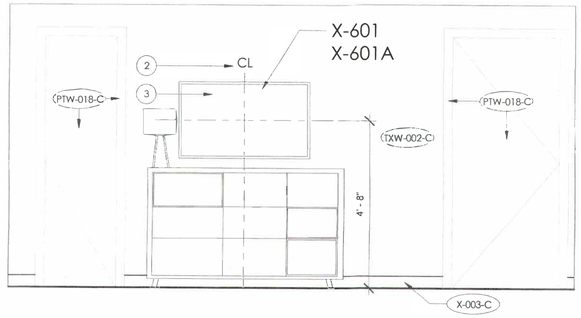
ISSUES | REVISIONS

ENLARGED ACC. STUDIO KING W/ RIS - RIGHT

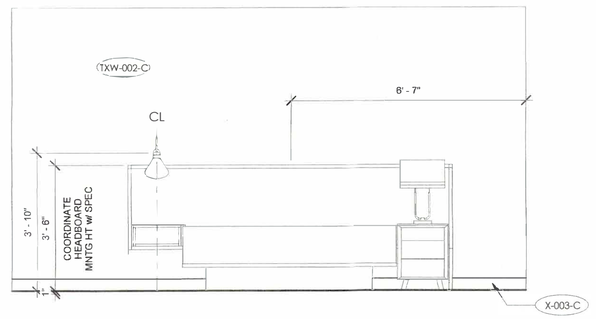
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SHEET NUMBER



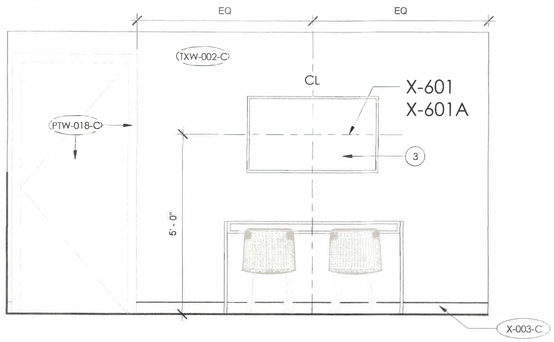
1 FF&E PLAN
1/2" = 1'-0"



2 ACC. ONE BED TV WALL (R)
1/2" = 1'-0"



3 ACC. ONE BED HEADBOARD WALL (R)
1/2" = 1'-0"



4 ONE BED ACC. KING / QUEEN DESK WALL (R)
1/2" = 1'-0"

NOTES
1. EXISTING KITCHEN/ENTRY FLOORING & BASE TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.
2. GC TO REFINISH EXISTING WOOD BASE TO LIKE NEW CONDITION.
3. GC TO LIQUIDATE EXISTING KITCHEN PENDANT. INSTALL NEW ARCHITECTURAL CAN LIGHTING PER DESIGN LOCATIONS & LAYOUT & REPAIR CEILING AS NEEDED.
4. GC TO TOUCH UP & REPAIR ANY DAMAGE ON EXISITING KITCHEN MILLWORK TO LIKE NEW CONDITION.
5. GC TO PREP, SAND, PRIME, & PAINT KITCHEN CABINETS.
6. GC TO REMOVE AND DISCARD EXISTING APPLIANCES & FAUCET. INSTALL PER NEW DESIGN LOCATIONS & LAYOUT.
7. GC TO BUILD PONY WALL, PROVIDE & INSTALL SLAT WALL MILLWORK AT ENTRY PER DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID30.10 FOR ADDITIONAL DETAILS.
8. GC TO RELOCATE POWER AND DATA AS NEEDED PER DESIGN. PROVIDE BLOCKING AS NEEDED.
9. VENDOR TO INSTALL WINDOW TREATMENTS AND HARDWARE PER NEW DESIGN LOCATIONS & LAYOUT. EXISTING CORNICE TO REMAIN.
10. GC TO REMOVE EXISTING CLOSET DOORS & SHELVES. REPLACE WITH GC TO PROVIDE DOORS & ELFA CLOSET SYSTEMS PER NEW DESIGN LOCATIONS & LAYOUT. REFER TO SPEC DR-001.
11. GC TO ENSURE NEW FLOOR LAMP IS CONTROLLED BY A WALL SWITCH AT ENTRY DOOR.
12. EXISTING BACKLIT MIRROR TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.
13. GC TO REFINISH & REPAINT VANITY CABINETRY. ADD KNOBS TO DRAWERS & DOORS IN COORDINATION WITH EXISTING KITCHEN KNOBS.
14. GC TO REMOVE & REPLACE EXISTING FAUCETS, SHOWER HEAD, & TUB CONTROLS WITH IMR PROVIDED SPECS PER NEW DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID30.8.
15. GC TO REMOVE & REPLACE TUB SURROUND PER NEW DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID30.8.
16. GC TO REFINISH TUBS AS NEEDED.
17. GC TO REMOVE & REPLACE VERTICAL GRAB BARS PER NEW DESIGN LOCATION & LAYOUT.
18. GC TO MOUNT BATH CEILING LIGHT, BATH HOOKS, TOWEL RACKS, & TOILET TISSUE HOLDERS AT LIKE-FOR-LIKE LOCATIONS. REPAIR AND REFINISH WALLS AS NEEDED.
19. EXISTING QUARTZ TOPS TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.

FURNISHING SCHEDULE	
ERA-001-C	DISHWASHER
ERA-007	COOKTOP
ERA-009	REFRIGERATOR
ERA-010	COUNTERTOP MICROWAVE
ERA-011	RANGE HOOD
K-209L-ACC	ACCESSIBLE KING HEADBOARD - L
K-210M	KING MATIRESS
K-211-ACC	ACCESSIBLE KING PLATFORM BED
PL-204	FAUCET
TA-202	TOILET TISSUE HOLDER
TA-401	BATH HOOK
X-101-C	SHEER DRAPERY
X-102-C	BLACKOUT
X-212-C	SLEEPER SOFA
X-212TPA-C	SOFA PILLOW A
X-212TPB-C	SOFA PILLOW B
X-215-C	OTTOMAN
X-217-C	DINING CHAIR
X-220	C-TABLE
X-221	STORAGE CUBBY
X-286-ACC	ACCESSIBLE NIGHTSTAND
X-289	16" CANTILEVER NIGHTSTAND
X-291	DINING TABLE
X-296	DRESSER
X-301-C	NIGHTSTAND LAMP
X-301B	BULB @ NIGHTSTAND LAMP
X-303	WALL SCONCE
X-303B	BULB @ WALL SCONCE
X-304-C	FLOOR LAMP
X-304B	BULB @ FLOOR LAMP
X-306-C	TABLE LAMP
X-306B	BULB @ TABLE LAMP
X-400-C	CEILING LIGHT
X-500A-C	SOFA ARTWORK A
X-500B-C	SOFA ARTWORK B
X-505	ENTRY MIRROR
X-601	TV
X-601A	TV MOUNT
X-700	SHOWER CURTAIN
X-700A	SHOWER CURTAIN HOOKS
X-700L	SHOWER CURTAIN LINER
X-702-C	TOWEL RACK
X-703-C	12" TOWEL BAR
X-705-42ACC	ACCESSIBLE ELFA CLOSET SYSTEM
X-711	ENTRY HOOK

NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY.

LIGHT CONTROLS IN SLEEPING AREAS TO COMPLY WITH IECC C405.2.10.1

ROOM MATRIX

floor		total
1st		-
2nd	229 (H.I.)	1
3rd	329 (H.I.)	1
4th		-
TOTAL		2

ted reeds
ARCHITECTURE
2872 EAST 35th PLACE
TULSA, OK 74105
918.671.8762
reedsdesign@gmail.com

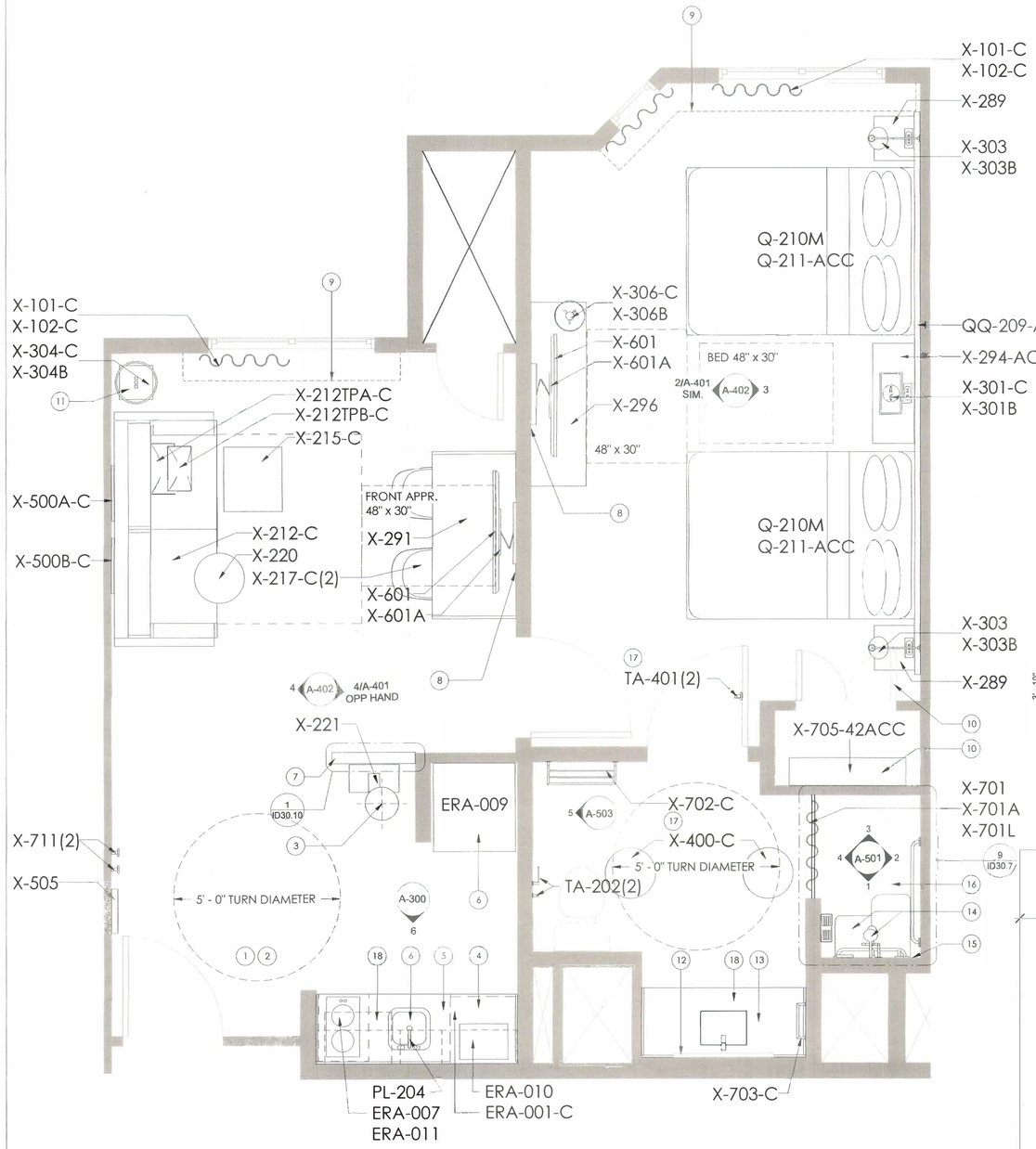
TOWNEPLACE SUITES BY MARRIOTT RENO

5450 KIETZKE LANE
RENO, NEVADA 89511

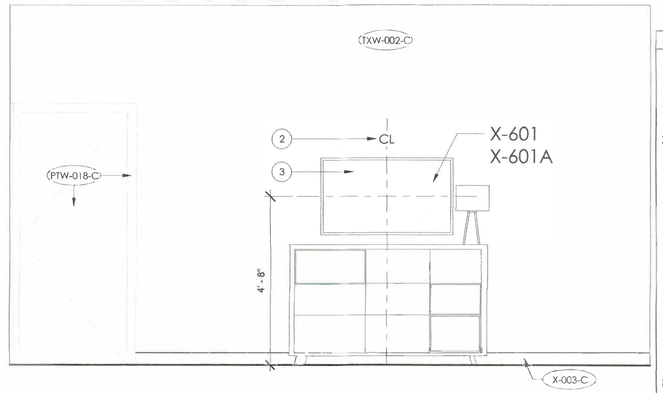
ISSUES	REVISIONS
PERMIT SET 07.16.25	
RESPONSE 1 9.13.25	

ENLARGED ACC. ONE BEDROOM KING W/ TUB - RIGHT

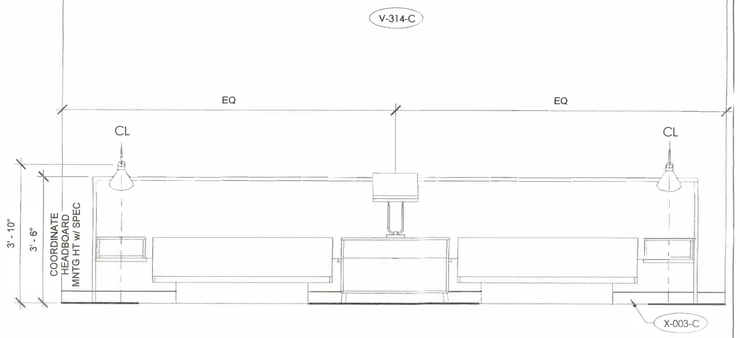
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SHEET NUMBER



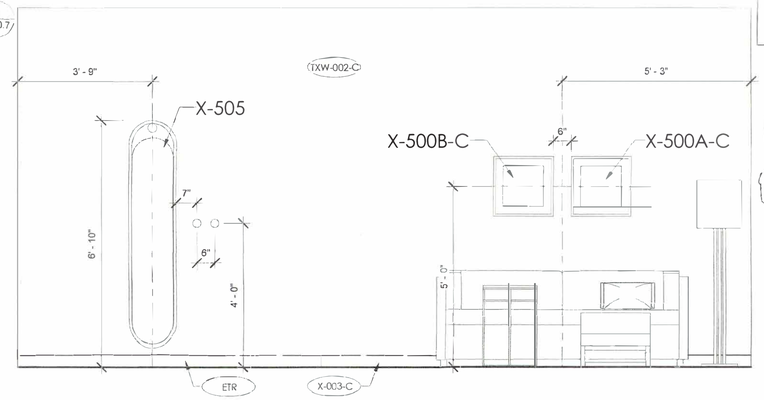
1 FF&E PLAN
1/2" = 1'-0"



2 ACC. DOUBLE QUEEN DRESSER WALL (L)
1/2" = 1'-0"



3 ACC. DOUBLE QUEEN HEADBOARD WALL (L)
1/2" = 1'-0"



4 ACC. DOUBLE QUEEN SOFA WALL (L)
1/2" = 1'-0"

NOTES
1. EXISTING KITCHEN/ENTRY FLOORING & BASE TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.
2. GC TO REFINISH EXISTING WOOD BASE TO LIKE NEW CONDITION.
3. GC TO LIQUIDATE EXISTING KITCHEN PENDANT. INSTALL NEW ARCHITECTURAL CAN LIGHTING PER DESIGN LOCATIONS & LAYOUT & REPAIR CEILING AS NEEDED.
4. GC TO TOUCH UP & REPAIR ANY DAMAGE ON EXISITING KITCHEN MILLWORK TO LIKE NEW CONDITION.
5. GC TO PREP, SAND, PRIME, & PAINT KITCHEN CABINETS.
6. GC TO REMOVE AND DISCARD EXISTING APPLIANCES & FAUCET. INSTALL PER NEW DESIGN LOCATIONS & LAYOUT.
7. GC TO BUILD PONY WALL. PROVIDE & INSTALL SLAT WALL MILLWORK AT ENTRY PER DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID30.10 FOR ADDITIONAL DETAILS.
8. GC TO RELOCATE POWER AND DATA AS NEEDED PER DESIGN. PROVIDE BLOCKING AS NEEDED.
9. VENDOR TO INSTALL WINDOW TREATMENTS AND HARDWARE PER NEW DESIGN LOCATIONS & LAYOUT. EXISTING CORNICE TO REMAIN.
10. GC TO REMOVE EXISTING CLOSET DOORS & SHELVES. REPLACE WITH GC TO PROVIDE DOORS & ELFA CLOSET SYSTEMS PER NEW DESIGN LOCATIONS & LAYOUT. REFER TO SPEC DR-001.
11. GC TO ENSURE NEW FLOOR LAMP IS CONTROLLED BY A WALL SWITCH AT ENTRY DOOR.
12. EXISTING BACKLIT MIRROR TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.
13. GC TO REFINISH & REPAINT VANITY CABINETRY. ADD KNOBS TO DRAWERS & DOORS IN COORDINATION WITH EXISTING KITCHEN KNOBS.
14. GC TO DISCARD & REPLACE EXISTING SHOWER CONTROLS, ACCESSORIES & PLUMBING WITH IMR PROVIDED SPECS PER NEW DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID30.7.
15. GC TO REMOVE & REPLACE SHOWER SURROUND PER DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID30.7.
16. GC TO DEMO EXISTING & REPLACE MOSAIC TILE FLOORING IN ROLL IN SHOWER AREA ONLY.
17. GC TO MOUNT BATH CEILING LIGHT, BATH HOOKS, TOWEL RACKS, & TOILET TISSUE HOLDERS AT LIKE-FOR-LIKE LOCATIONS PER NEW DESIGN LOCATIONS AND LAYOUT. REPAIR AND REFINISH WALLS AS NEEDED.
18. EXISTING QUARTZ TOPS TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.

FURNISHING SCHEDULE	
ERA-001-C	DISHWASHER
ERA-007	COOKTOP
ERA-009	REFRIGERATOR
ERA-010	COUNTERTOP MICROWAVE
ERA-011	RANGE HOOD
PL-204	FAUCET
QQ-209-ACC	ACC. DOUBLE QUEEN HEADBOARD
Q-210M	QUEEN MATTRESS
Q-211-ACC	ACC. QUEEN PLATFORM BED
TA-202	TOILET TISSUE HOLDER
TA-401	BATH HOOK
X-101-C	SHEER DRAPERY
X-102-C	BLACKOUT
X-212-C	SLEEPER SOFA
X-212TPA-C	SOFA PILLOW A
X-212TPB-C	SOFA PILLOW B
X-215-C	OTTOMAN
X-217-C	DINING CHAIR
X-220-C	C-TABLE
X-221	STORAGE CUBBY
X-289	16" CANTILEVER NIGHTSTAND
X-291	DINING TABLE
X-294-ACC	ACC. DOUBLE QUEEN NIGHTSTAND
X-296	DRESSER
X-301-C	NIGHTSTAND LAMP
X-301B	BULB @ NIGHTSTAND LAMP
X-303	WALL SCONCE
X-303B	BULB @ WALL SCONCE
X-304-C	FLOOR LAMP
X-304B	BULB @ FLOOR LAMP
X-306-C	TABLE LAMP
X-306B	BULB @ TABLE LAMP
X-400-C	CEILING LIGHT
X-500A-C	SOFA ARTWORK A
X-500B-C	SOFA ARTWORK B
X-505	ENTRY MIRROR
X-601	TV
X-601A	TV MOUNT
X-701	ACC SHOWER CURTAIN
X-701A	ACC SHOWER HOOKS
X-701L	ACC SHOWER CURTAIN LINER
X-702-C	TOWEL RACK
X-703-C	12" GRAB BAR
X-705-42ACC	ACC. ELFA CLOSET SYSTEM
X-711	ENTRY HOOK

NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY

LIGHT CONTROLS IN SLEEPING AREAS TO COMPLY WITH IECC C405.2.10.1

ROOM MATRIX		
floor		total
1st	115 (H.I.)	1
2nd		-
3rd		-
4th		-
TOTAL		1

ted reeds
ARCHITECTURE
2872 EAST 35th PLACE
TULSA, OK 74105
918.671.8762
reedsdesign@gmail.com

TOWNEPLACE SUITES BY MARRIOTT RENO

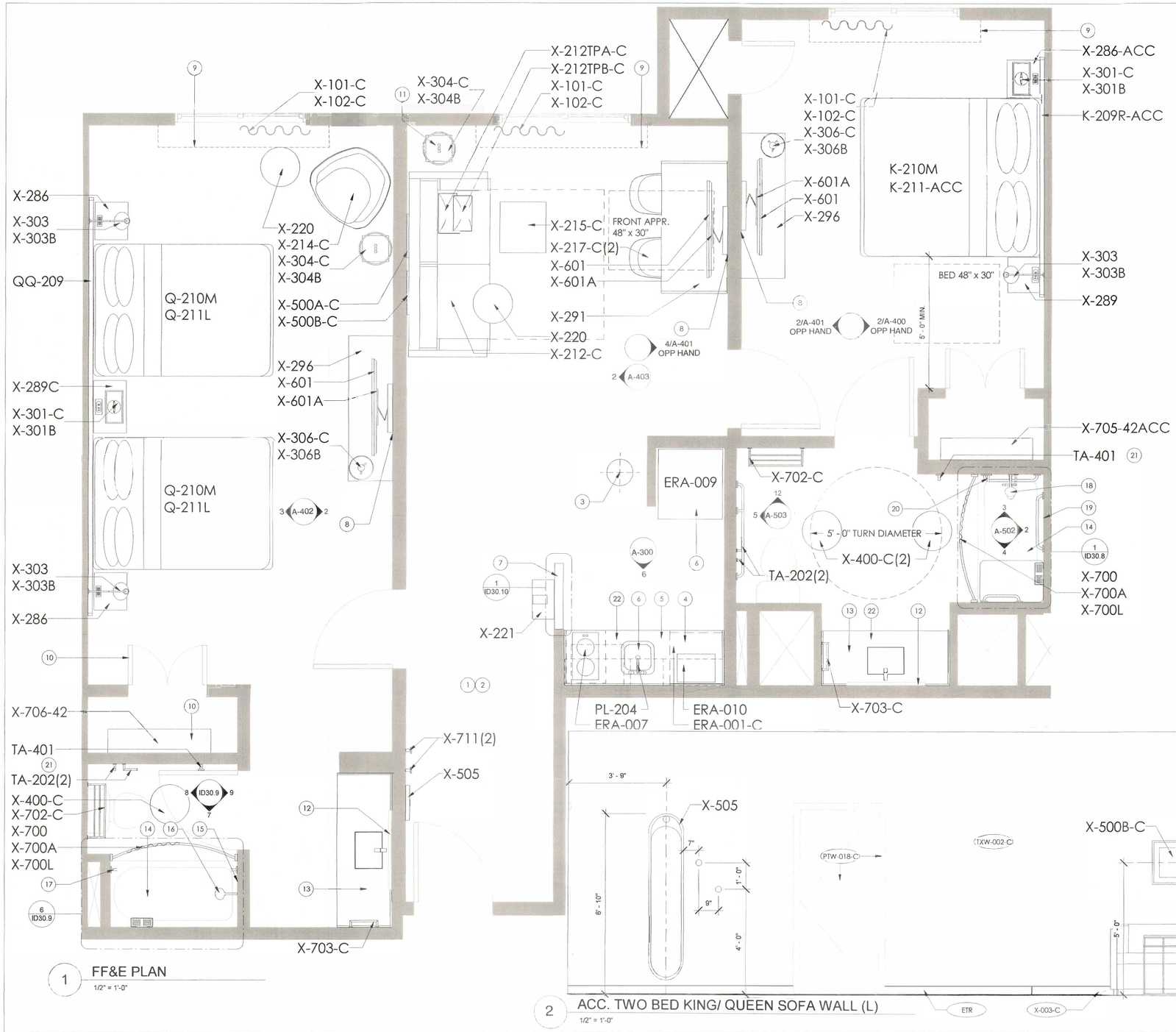
5450 KIETZKE LANE
RENO, NEVADA 89511

PERMIT SET 07.16.25
RESPONSE 1 9.13.25

ISSUES REVISIONS

ENLARGED ACC. ONE BEDROOM DOUBLE QUEEN W/ RIS - LEFT

A-402
SHEET NUMBER



1 FF&E PLAN
1/2" = 1'-0"

2 ACC. TWO BED KING/ QUEEN SOFA WALL (L)
1/2" = 1'-0"

NOTES
1. EXISTING KITCHEN/ENTRY FLOORING & BASE TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.
2. GC TO REFINISH EXISTING WOOD BASE TO LIKE NEW CONDITION.
3. GC TO LIQUIDATE EXISTING KITCHEN PENDANT. INSTALL NEW ARCHITECTURAL CAN LIGHTING PER DESIGN LOCATIONS & LAYOUT & REPAIR CEILING AS NEEDED.
4. GC TO TOUCH UP & REPAIR ANY DAMAGE ON EXISITING KITCHEN MILLWORK TO LIKE NEW CONDITION.
5. GC TO PREP, SAND, PRIME, & PAINT KITCHEN CABINETS.
6. GC TO REMOVE AND DISCARD EXISTING APPLIANCES & FAUCET. INSTALL PER NEW DESIGN LOCATIONS & LAYOUT.
7. GC TO BUILD PONY WALL, PROVIDE & INSTALL SLAT WALL MILLWORK AT ENTRY PER DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID30.10 FOR ADDITIONAL DETAILS.
8. GC TO RELOCATE POWER & DATA AS NEEDED FOR NEW WALL MOUNT TV PER NEW DESIGN LOCATIONS & LAYOUT.
9. VENDOR TO INSTALL WINDOW TREATMENTS AND HARDWARE PER NEW DESIGN LOCATIONS & LAYOUT. EXISTING CORNICE TO REMAIN.
10. GC TO REMOVE EXISTING CLOSET DOORS & SHELVES. REPLACE WITH GC TO PROVIDE DOORS & ELFA CLOSET SYSTEMS PER NEW DESIGN LOCATIONS & LAYOUT. REFER TO SPEC DR-001.
11. GC TO ENSURE NEW FLOOR LAMP IS CONTROLLED BY A WALL SWITCH AT ENTRY DOOR.
12. EXISTING BACKLIT MIRROR TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.
13. GC TO REFINISH & REPAINT VANITY CABINETRY. ADD KNOBS TO DRAWERS & DOORS IN COORDINATION WITH EXISTING KITCHEN KNOBS.
14. GC TO REFINISH TUB AS NEEDED.
15. GC TO REMOVE & REPLACE TUB SURROUND PER NEW DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID30.9.
16. GC TO REMOVE & REPLACE EXISTING FAUCETS, SHOWER HEAD, & TUB CONTROLS WITH SPECS PER NEW DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID30.9.
17. GC TO REMOVE & REPLACE VERTICAL GRAB BARS PER NEW DESIGN LOCATION & LAYOUT. REFER TO SHEET ID 30.9.
18. GC TO REMOVE & REPLACE EXISTING FAUCETS, SHOWER HEAD, & TUB CONTROLS WITH SPECS PER NEW DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID30.8.
19. GC TO REMOVE & REPLACE TUB SURROUND PER NEW DESIGN LOCATIONS & LAYOUT. REFER TO SHEET ID30.8.
20. GC TO REMOVE & REPLACE VERTICAL GRAB BARS PER NEW DESIGN LOCATION & LAYOUT. REFER TO SHEET ID 30.8.
21. GC TO MOUNT BATH CEILING LIGHT, BATH HOOKS, TOWEL RACKS, & TOILET TISSUE HOLDERS AT LIKE-FOR-LIKE LOCATIONS.
22. EXISTING QUARTZ TOPS TO REMAIN. GC TO PROTECT DURING CONSTRUCTION.

FURNISHING SCHEDULE	
ERA-001-C	DISHWASHER
ERA-007	COOKTOP
ERA-009	REFRIGERATOR
ERA-010	COUNTERTOP MICROWAVE
ERA-011	RANGE HOOD
PL-204	FACUET
K-209R-ACC	ACC. KING HEADBOARD - R
K-210M	KING MATTRESS
K-211-ACC	ACC. KING PLATFORM BED
QQ-209	DOUBLE QUEEN HEADBOARD
Q-210M	QUEEN MATTRESS
Q-211L	QUEEN PLATFORM BED
TA-101	18" GRAB BAR
TA-103	42" GRAB BAR
TA-202	TOILET TISSUE HOLDER
TA-401	BATH HOOK
X-101-C	SHEER DRAPERY
X-102-C	BLACKOUT
X-212-C	SLEEPER SOFA
X-212TPA-C	SOFA PILLOW A
X-212TPB-C	SOFA PILLOW B
X-214-C	LOUNGE CHAIR
X-215-C	OTTOMAN
X-217-C	DINING CHAIR
X-220-C	C-TABLE
X-221	STORAGE CUBBY
X-286	NIGHTSTAND
X-286-ACC	ACC. NIGHTSTAND
X-289	16" CANTILEVER NIGHTSTAND
X-289C	24" CANTILEVER NIGHTSTAND
X-291	DINING TABLE
X-296	DRESSER
X-301-C	NIGHTSTAND LAMP
X-301B	BULB @ NIGHTSTAND LAMP
X-303	WALL SCONCE
X-303B	BULB @ WALL SCONCE
X-304-C	FLOOR LAMP
X-304B	BULB @ FLOOR LAMP
X-306-C	TABLE LAMP
X-306B	BULB @ TABLE LAMP
X-400-C	CEILING LIGHT
X-500A-C	SOFA ARTWORK A
X-500B-C	SOFA ARTWORK B
X-505	ENTRY MIRROR
X-601	TV
X-601A	TV MOUNT
X-700	SHOWER CURTAIN
X-700A	SHOWER CURTAIN HOOKS
X-700L	SHOWER CURTAIN LINER
X-702-C	TOWEL RACK
X-703-C	12" TOWEL BAR
X-705-42ACC	ACC. ELFA CLOSET SYSTEM
X-706-42	ELFA CLOSET SYSTEM
X-711	ENTRY HOOK

NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY.

LIGHT CONTROLS IN SLEEPING AREAS TO COMPLY WITH IECC C405.2 10.1

THEODORE A. REEDS — No. 12304 — STATE OF NEVADA — 9.30.25

ROOM MATRIX		
floor		total
1st	128 (H.I.)	1
2nd		-
3rd		-
4th		-
TOTAL		1

ted reeds
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2872 EAST 35th PLACE
TULSA, OK 74105
918.671.8762
reedsdesign@gmail.com

TOWNEPLACE SUITES BY MARRIOTT RENO

5450 KIETZKE LANE
RENO, NEVADA 89511

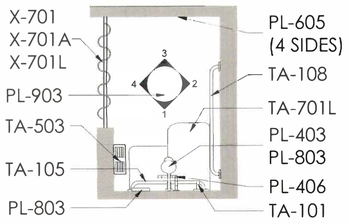
ISSUES	REVISIONS
PERMIT SET 07.16.25	
RESPONSE 1 9.13.25	

ENLARGED ACC. TWO BEDROOM KING/ DOUBLE QUEEN - LEFT

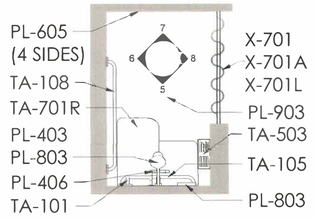
IMR PROJECT NUMBER

A-403

SHEET NUMBER



9 ENLARGED ROLL-IN SHOWER ACCESSORIES (L)
1/2" = 1'-0"

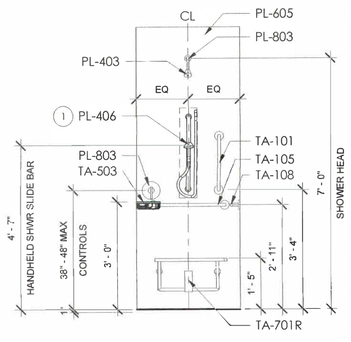


10 ENLARGED ROLL-IN SHOWER ACCESSORIES (R)
1/2" = 1'-0"

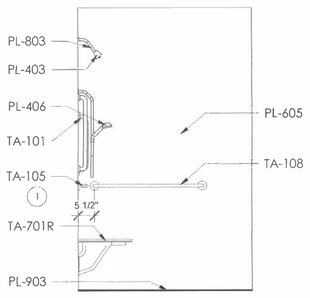
NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY

1. GC TO PROVIDE IN-WALL BLOCKING AS NEEDED.
2. ARCH/GC/PM TO COORDINATE ON FINAL MOUNTING DIMENSIONS TO ADHERE TO LOCAL CODE REQUIREMENTS.

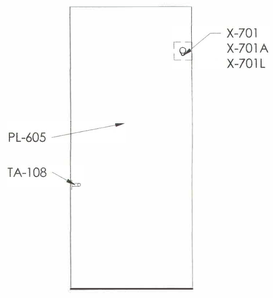
FURNISHING SCHEDULE	
PL-403	SHOWER HEAD
PL-406	ACC HANDSHOWER HEAD W/ SLIDE BAR
PL-605	ROLL-IN SHOWER SURROUND
PL-803	SHOWER TRIM SET
PL-903	SHOWER DRAIN
TA-101	GRAB BAR 18"
TA-105	GRAB BAR 24"
TA-108	GRAB BAR 36"
TA-503	SOAP DISH
TA-701L	SHOWER SEAT - L
TA-701R	SHOWER SEAT - R
X-701	ACC SHOWER CURTAIN
X-701A	ACC SHOWER CURTAIN HOOKS
X-701L	ACC SHOWER CURTAIN LINER



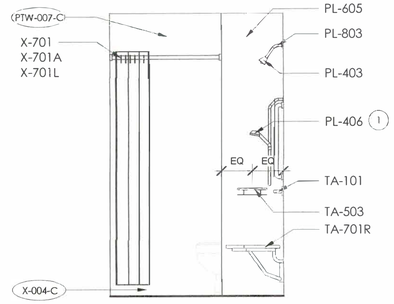
5 TYP. ROLL- INSHOWER (R)
1/2" = 1'-0"



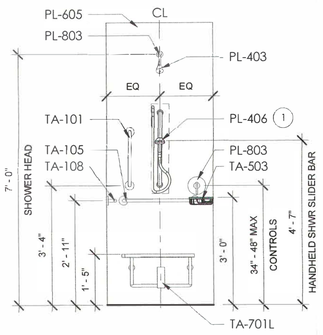
6 TYP. ROLL-IN SHOWER (R)
1/2" = 1'-0"



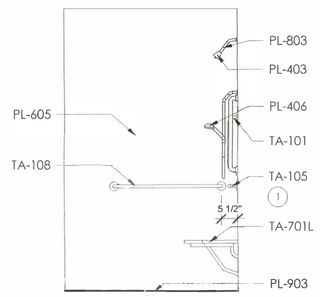
7 TYP. ROLL-IN SHOWER (R)
1/2" = 1'-0"



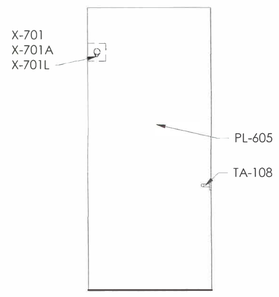
8 TYP. ROLL-IN SHOWER (R)
1/2" = 1'-0"



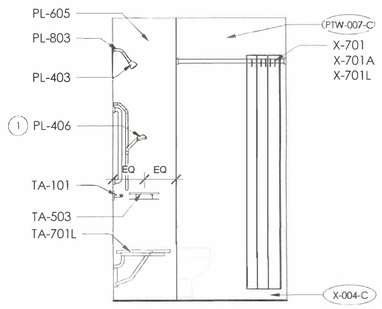
1 TYP. ROLL-IN SHOWER (L)
1/2" = 1'-0"



2 TYP. ROLL-IN SHOWER (L)
1/2" = 1'-0"



3 TYP. ROLL-IN SHOWER (L)
1/2" = 1'-0"



4 TYP. ROLL-IN SHOWER (L)
1/2" = 1'-0"

FINISHING SCHEDULE	
PTW-007-C	PAINT @ GUEST BATH
X-004-C	TILE BASE @ GUEST BATH

THEODORE A. REEDS REGISTERED ARCHITECT 13301 STATE OF NEVADA
9.30.25

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reedsdesign@gmail.com

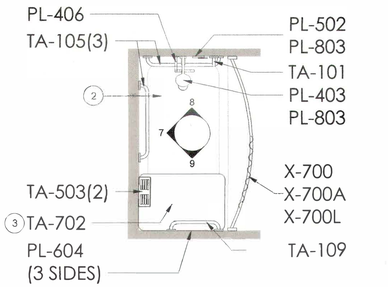
TOWNEPLACE SUITES BY MARRIOTT RENO

5450 KIETZKE LANE
RENO, NEVADA 89511

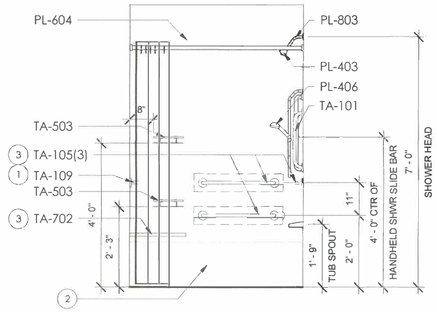
PERMIT SET 07.16.25	
ISSUES	REVISIONS

GUEST BATH DETAILS - RIS

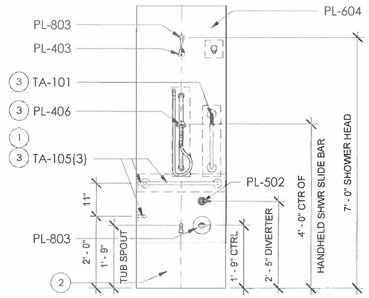
A-501
SHEET NUMBER



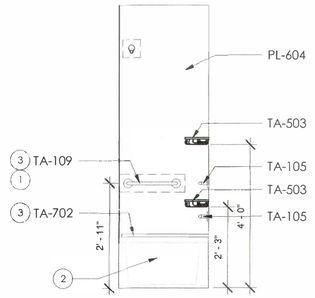
6 ACC. BATH ACCESSORIES (R)
1/2" = 1'-0"



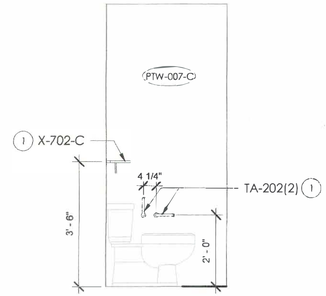
7 TYP. ACC BATH (R)
1/2" = 1'-0"



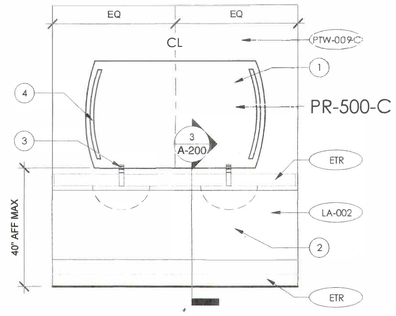
8 TYP. ACC BATH (R)
1/2" = 1'-0"



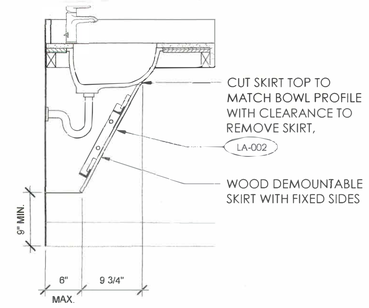
9 TYP. ACC BATH (R)
1/2" = 1'-0"



10 TYP. TOILET TISSUE HOLDER (R)
1/2" = 1'-0"



11 RESTROOM VANITY MILLWORK SKIRT
1/2" = 1'-0"

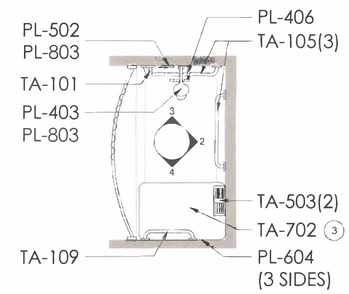


12 RESTROOM VANITY MILLWORK SKIRT SECTION
1" = 1'-0"

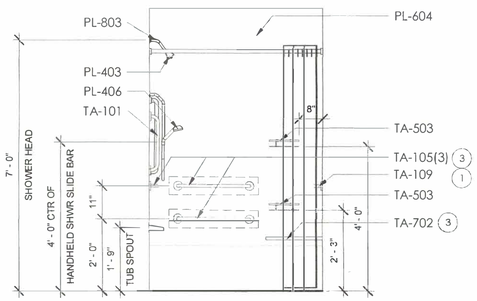
1. ARCH/GC/PM TO COORDINATE ON FINAL MOUNTING DIMENSIONS TO ADHERE TO LOCAL CODE REQUIREMENTS.
2. GC TO REFINISH EXISTING ACCESSIBLE AND DOUBLE QUEEN TUBS AS NEEDED.
3. GC TO PROVIDE IN-WALL BLOCKING AS NEEDED.

FURNISHING SCHEDULE	
PL-103	UNDERMOUNT SINK @ GUEST BATH
PL-203	FAUCET @ GUEST BATH
PL-403	SHOWER HEAD
PL-406	HANDSHOWER
PL-502	DIVERTER
PL-604	ACC. TUB SURROUND
PL-803	SHOWER TRIM
TA-101	18" GRAB BAR
TA-105	24" GRAB BAR
TA-109	16" GRAB BAR
TA-202	TOILET TISSUE HOLDER
TA-503	SOAP DISH
TA-702	ACC. TUB SEAT
X-700	SHOWER CURTAIN
X-700A	SHOWER CURTAIN HOOKS
X-700L	SHOWER CURTAIN LINER
X-702-C	TOWEL RACK
X-703-C	12" TOWEL BAR

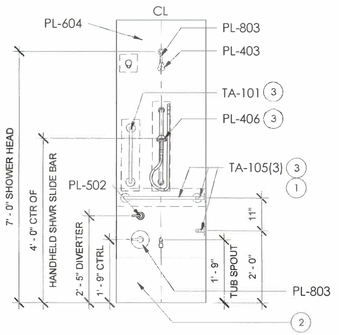
NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY.



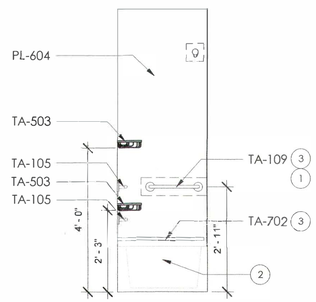
1 ACC. BATH ACCESSORIES (L)
1/2" = 1'-0"



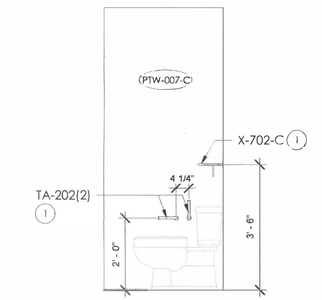
2 TYP. ACC BATH (L)
1/2" = 1'-0"



3 TYP. ACC BATH (L)
1/2" = 1'-0"



4 TYP. ACC BATH (L)
1/2" = 1'-0"



5 TYP. TOILET TISSUE HOLDER (L)
1/2" = 1'-0"

FINISHING SCHEDULE	
PTW-007-C	WALL PAINT @ GUEST BATH
TXW-002-C	TEXTURED WALL FINISH - B
X-004-C	TILE BASE @ GUEST BATH

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reedsdesign@gmail.com

TOWNEPLACE SUITES BY MARRIOTT RENO

5450 KIETZKE LANE
RENO, NEVADA 89511

PERMIT SET 07.16.25

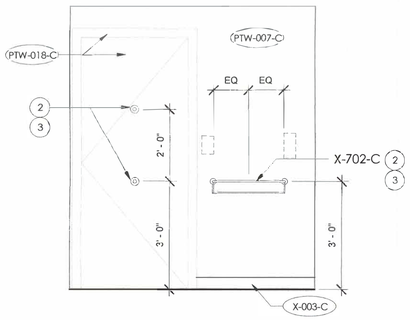
ISSUES | REVISIONS

GUEST BATH DETAILS - GENERAL

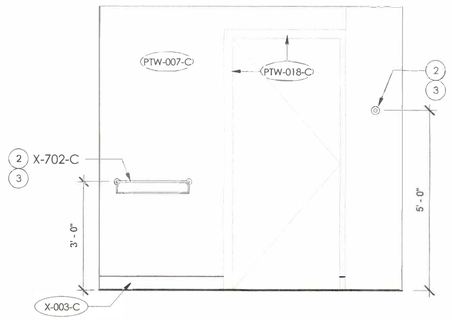
A-502
SHEET NUMBER

3/12/2025 5:30:08 PM

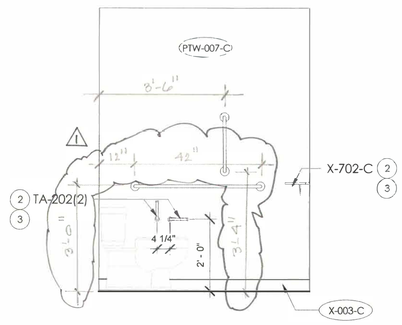
NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY



11 ACC. STUDIO KING TOWEL RACK(R)
1/2" = 1'-0"



12 ACC. TWO BED TOWEL RACK (L)
1/2" = 1'-0"

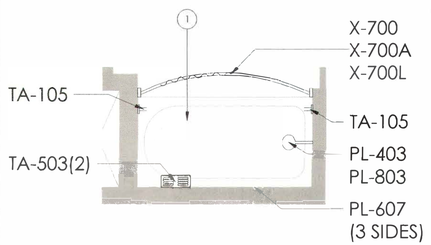


13 ACC. TWO BED TOILET ACCESSORIES (L)
1/2" = 1'-0"

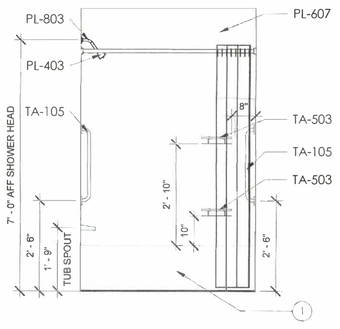
1.	GC TO REFINISH EXISTING ACCESSIBLE AND DOUBLE QUEEN TUBS AS NEEDED.
2.	GC TO MOUNT BATH CEILING LIGHT, BATH HOOKS, TOWEL RACKS, & TOILET TISSUE HOLDERS AT LIKE-FOR-LIKE LOCATIONS.
3.	ARCH/GC/PM TO COORDINATE ON FINAL MOUNTING DIMENSIONS TO ADHERE TO LOCAL CODE REQUIREMENTS.

FURNISHING SCHEDULE	
PL-403	SHOWER HEAD
PL-607	TUB SURROUND
PL-803	SHOWER TRIM SET
TA-105	GRAB BAR 24"
TA-108	GRAB BAR 36"
TA-202	TOILET TISSUE HOLDER
TA-401	BATH HOOK
TA-503	SOAP DISH
X-700	SHOWER CURTAIN
X-700A	SHOWER CURTAIN HOOKS
X-700L	SHOWER CURTAIN LINER
X-702-C	TOWEL RACK

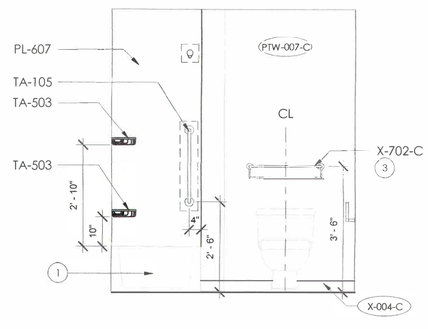
FINISHING SCHEDULE	
PTW-007-C	PAINT @ GUEST BATH
PTW-018-C	PAINT @ DOORS & DOOR TRIM
X-004-C	TILE BASE @ GUEST BATH



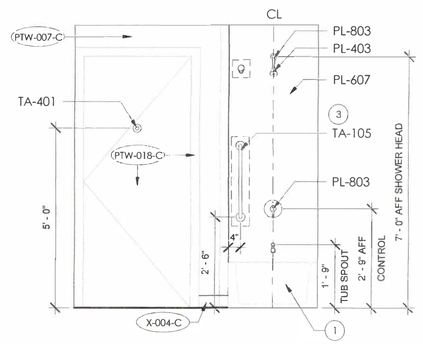
6 TYP. BATH ACCESSORIES (R)
1/2" = 1'-0"



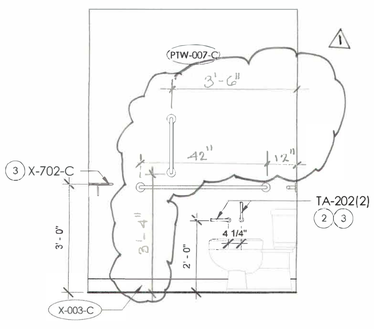
7 TYP. BATH ELEVATION (R)
1/2" = 1'-0"



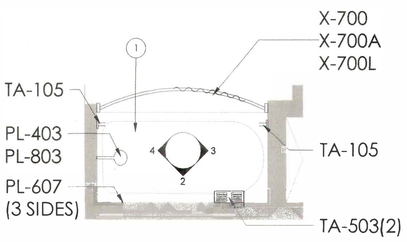
8 TYP. BATH ELEVATION (R)
1/2" = 1'-0"



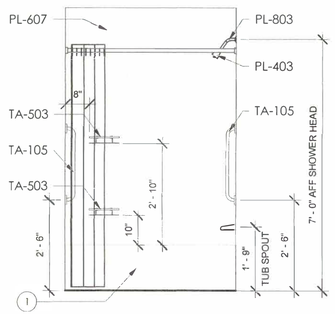
9 TYP. BATH ELEVATION (R)
1/2" = 1'-0"



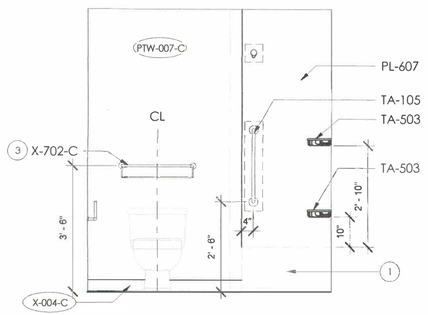
10 ACC. TOILET ACCESSORIES (R)
1/2" = 1'-0"



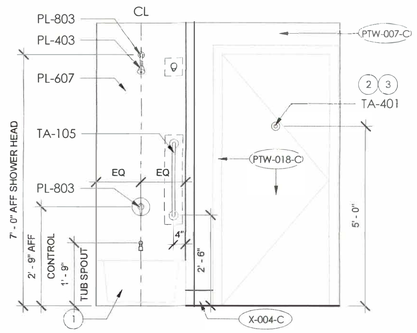
1 TYP. BATH ACCESSORIES (L)
1/2" = 1'-0"



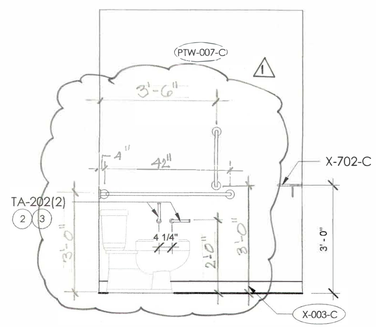
2 TYP. BATH ELEVATION (L)
1/2" = 1'-0"



3 TYP. BATH ELEVATION (L)
1/2" = 1'-0"



4 TYP. BATH ELEVATION (L)
1/2" = 1'-0"



5 ACC. TOILET ACCESSORIES (L)
1/2" = 1'-0"



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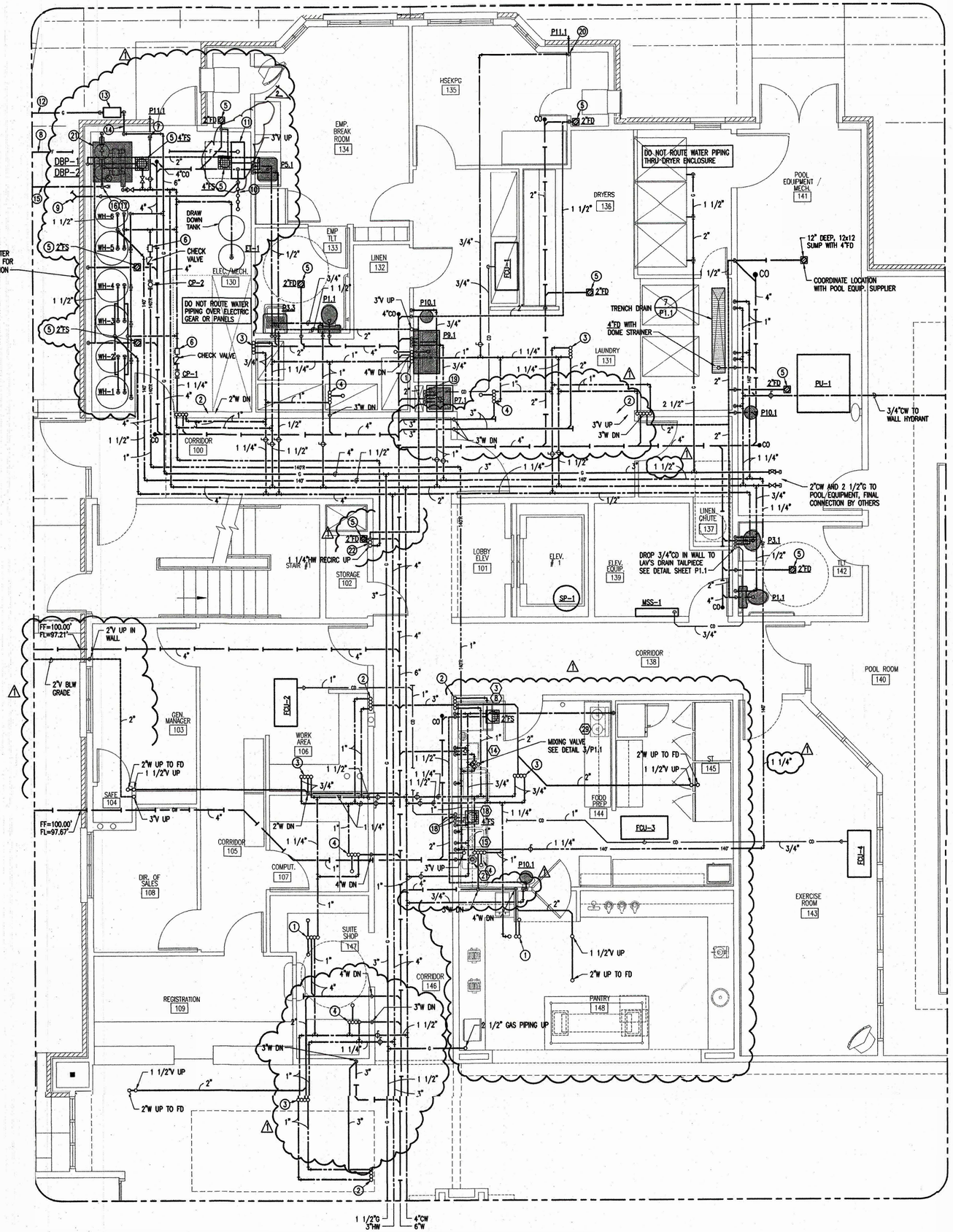
TOWNEPLACE SUITES BY MARRIOTT RENO

5450 KIETZKE LANE
RENO, NEVADA 89511

ISSUES	REVISIONS
PERMIT SET 07.16.25	
RESPONSE 1 9.13.25	

GUEST BATH DETAILS - GENERAL

A-503
SHEET NUMBER



PLAN NOTES:

1. WASTE AND WATER PIPING UP TO WATER CLOSET. REFER TO RISER DIAGRAM FOR MORE INFORMATION.
2. WASTE AND WATER PIPING UP TO KITCHEN SINK. REFER TO RISER DIAGRAM FOR MORE INFORMATION.
3. WASTE AND WATER PIPING UP TO LAVATORY. REFER TO RISER DIAGRAM FOR MORE INFORMATION.
4. WASTE AND WATER PIPING UP TO BATHTUB/SHOWER. REFER TO RISER DIAGRAM FOR MORE INFORMATION.
5. PROVIDE WITH TRAP PRIMER AND CONNECT TO NEAREST LAVATORY.
6. CALIBRATED BALANCE VALVE. MOUNT VALVE BODY IN ACCESSIBLE LOCATION FOR SERVICE.
7. 3/4"CW OFFSET ABOVE CEILING TO FREEZE PROOF WALL HYDRANT. PROVIDE SHUT-OFF ABOVE CEILING AT CONNECTION TO MAIN.
8. 6" FIRE SPRINKLER SERVICE BELOW GRADE. SEAL PIPE PENETRATION THRU SLAB WATER TIGHT. REFER TO SPECIFICATIONS. SEE CIVIL DRAWINGS FOR CONTINUATION. PIPE SIZE SHALL BE VERIFIED BY SPRINKLER CONTRACTOR BY HYDRAULIC CALCULATIONS.
9. FIRE DEPARTMENT CONNECTION. VERIFY LOCATION WITH LOCAL AUTHORITY HAVING JURISDICTION. PROVIDE CHECK VALVE IN RISER.
10. SPRINKLER RISERS. COORDINATE EXACT NUMBER OF ZONES AND FLOW SWITCHES WITH E.C. FLOORS SHALL BE ZONED SEPARATELY. SYSTEM DESIGN PER NFPA 13. NFPA 13R NOT ACCEPTED.
11. RP2 BACKFLOW PREVENTER. VERTICAL INSTALLATION FEBCO 880V OR EQUAL. ROUTE RELIEF LINE THRU WALL TO DISCHARGE 12" AFG. UL & FM COMPLIANCE REQUIRED.
12. GAS SERVICE BY UTILITY COMPANY. CONTRACTOR SHALL COORDINATE REQUIREMENTS. SEE CIVIL DRAWINGS FOR CONTINUATION.
13. GAS METER AND REGULATOR BY UTILITY CO. CONTRACTOR TO COORDINATE REQUIREMENTS. TOTAL CONNECTED LOAD = 4594.00 MBH.
14. SLEEVE 6" GAS THRU WALL ABOVE GRADE AND SEAL WATERTIGHT.
15. 4" DOMESTIC WATER SERVICE BELOW GRADE; EXTEND TO WATER METER. ESTIMATED PEAK DEMAND = 210 GPM. SEE CIVIL DRAWINGS FOR CONTINUATION.
16. PROVIDE MAIN SHUT-OFF VALVE IN RISER. SEAL PIPE PENETRATION THRU SLAB WATER TIGHT.
17. DOMESTIC WATER DOUBLE CHECK BACKFLOW PREVENTER VERTICAL INSTALLATION.
18. CONDENSATE DRAIN DOWN IN WALL. STUB OUT, TURN DOWN AND TERMINATE WITH 2" AIR GAP.
19. CONDENSATE DRAIN DOWN IN WALL. STUB OUT, TURN DOWN AND TERMINATE 2" ABOVE RIM OF MOP BASIN.
20. 3/4"CW OFFSET ABOVE CEILING TO FREEZE PROOF WALL HYDRANT. PROVIDE SHUT-OFF ABOVE LAUNDRY CEILING AT CONNECTION TO MAIN.
21. DOMESTIC BOOSTER PUMP PACKAGE INSTALL PER MANUF. RECOMMENDATION PROVIDE LOW PRESSURE CUT-OFF SWITCH AND PRESSURE GAUGE. SEE SHEDULE P0.1
22. 1 1/4"CD RISER UP IN WALL. STUB THRU WALL AND TERMINATE OVER FLOOR SINK. EXTEND 1 1/2"V TO NEAREST VENT RISER IN AREA.

GENERAL NOTES:

1. SEE PLUMBING GENERAL NOTES ON SHEET P2.1.
2. PROVIDE GAS COCK AND DIRT LEG AT EACH GAS FIRED APPLIANCE.

EQUIPMENT CONNECTION SCHEDULE:

③	Ice Maker	Extend indirect drains to floor sink, drain through minimum 2" air gap. Extend 1/2" cold water with ball valve. Provide and install backflow preventer on water supply. (Watts No. 9D or equal). Interconnect with water filter as directed by kitchen equipment supplier.
⑧	Water Filter	By others, installed by M.C. Extend 3/4"CW and make final connections. Extend CW to ice machines as directed. Provide and install backflow preventer on water inlet (Watts No. 9BD or equal).
⑭	Hand Sink	Sink and trim by others, installed by M.C. Extend 1/2" hot and cold water with wheel handle stops. Extend 2" waste and 1-1/2" vent as indicated.
⑮	Pot Sink	Sink, faucet, and strainers by others, installed by M.C. Extend 1/2" hot and cold water with wheel handle stops, 1-1/2" chrome plated cast brass "P" trap by M.C. Install 1-1/2" waste to floor sink, drain through minimum 2" air gap.
⑯	Dishwasher	Extend waste to disposal or floor sink as directed by kitchen equipment supplier. Extend 1" hot water to dishwasher with ball valve, in-line strainer, and PDI Size "A" water hammer arrestor.
㉑	Disposal	2" chrome plated cast brass "P" trap by M.C. Extend 2" waste and 1-1/2" vent as indicated.
㉒	Coffee Maker	Extend 1/2" cold water with wheel handle stop.

A **ENLARGED PLUMBING PLAN**
SCALE: 1/4" = 1'-0"

FOR "BACKFLOW" REFERENCE ONLY

NO.	DATE	REVISIONS ITEM
1	4-07-06	PLAN REVISIONS PER HILTON CORRECTIONS

PRINTED/ISSUED FOR PURPOSE: ☒ PERMIT

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1309 E. WATERMAN, SUITE - B
WICHITA, KANSAS 67211
TEL: 1-316-265-5801 FAX: 1-316-265-2029

PROFESSIONAL ENGINEER — STATE OF KANSAS — DON I. NORTON — Exp: 12/31/07 — MECHANICAL — No. 10495 — 4-28-06

HOMEWOOD SUITES® Hilton

96 ROOM HOTEL

MOUNTAINVIEW CORPORATE CENTRE
RENO, NEVADA

PROJECT NO.
0414-260-436

DRAWN	CHECKED
TGP	GRQ

SHEET TITLE
ENLARGED PLUMBING PLAN

SHEET NUMBER
P3.1
OF 8 SHEETS

Professional Engineering Consultants, P.A.
303 S. TOPEKA • WICHITA, KANSAS 67202 • 316-262-2691 • FAX 316-262-3003

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TOWNEPLACE SUITES BY MARRIOTT RENO

5450 KIETZKE LANE
RENO, NEVADA 89511

ROOM SCHEDULE

FLOOR	ROOM TYPE										TOTAL
	STUDIO K/ACC	STUDIO K	STUDIO K CONNECT	1 BR QQ ACC	1BR K CONNECT	1 BR K	1BR QQ	2 BR K/QQ ACC	2 BR K/QQ	1BR K ACC	
FIRST	1(RI,HI)	4	2	1(RI,HI)	2	5	1	1(RI,HI)			17
SECOND		5	4	1(HI)	4	8	2(1 HI)		1(HI)		25
THIRD		6	5		5	5	4		1	1(HI)	27
FOURTH		8	3		3	7	5		1		27
TOTAL	1(1 HI)	23	14	2 (2 HI)	14	25	12 (1 HI)	1 (1 HI)	3 (1 HI)	1 (1 HI)	96 (6 HI) (5 ACC-3 RI)

GENERAL NOTES FOR CONSTRUCTION

1. THE DRAWINGS ARE NOT A COMPLETE SET OF INSTRUCTIONS ON HOW TO CONSTRUCT THE PROJECT AND ARE ONLY INTENDED TO CONVEY THE DETAILS REQUIRED TO COMMUNICATE THE DESIGN INTENT FOR THE PROJECT. THE CONTRACTOR SHALL ACCOUNT FOR THE VARIABLES INVOLVED WITH THE CONSTRUCTION PROCESS (TOLERANCES, PRODUCT OPTIONS, LOCAL TRADE CUSTOMS, AND MANUFACTURERS PROPRIETARY REQUIREMENTS, ETC.) TO PROVIDE A COMPLETED PROJECT THAT CONFORMS TO THE DESIGN INTENT INFERRED BY THE DRAWINGS.
2. ALL WORK IN THE RESPONSIBILITY OF THE GENERAL CONTRACTOR UNLESS NOTED OTHERWISE.
3. THE CONTRACTOR SHALL CAREFULLY STUDY AND COMPARE THE DRAWINGS, DOCUMENTS, SPECIFICATIONS, AND OTHER CONTRACT DOCUMENTS AS WELL AS ANY OTHER INFORMATION REQUIRED FOR THE PROJECT AND SHALL VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS PRIOR TO STARTING OF WORK AND SHALL NOTIFY ARCHITECT, IN WRITING, OF ANY DISCREPANCIES.
4. DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER DRAWING SCALE.
5. ALL DETAILS SHALL BE CONSIDERED TYPICAL AT SIMILAR CONDITIONS.
6. CONTRACTOR SHALL OBTAIN A COPY OF AND SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL LANDLORD CRITERIA AND CONSTRUCTION REQUIREMENTS.
7. CONTRACTOR AND EACH SUB-CONTRACTOR SHALL BE RESPONSIBLE FOR HAVING COMPLETE KNOWLEDGE OF ALL CONSTRUCTION DOCUMENTS AND THE RELEVANCE TO THE WORK. FAILURE TO BE ACQUAINTED WITH THIS KNOWLEDGE DOES NOT RELIEVE RESPONSIBILITY FOR PERFORMING ALL WORK PROPERLY. ADDITIONAL COMPENSATION SHALL NOT BE ALLOWED DOE TO THE FAILURE TO BECOME FAMILIAR WITH THE ENTIRE CONSTRUCTION DOCUMENT PACKAGE.
8. THE FIRE ALARM AND SPRINKLER SYSTEM ARE EXISTING IN THIS PROJECT. THE CONTRACTOR SHALL MODIFY THE SYSTEMS AS NECESSARY TO COMPLY WITH LOCAL ORDINANCES, NFPA 72, AND NFPA 13.
9. FIRE SPRINKLER SYSTEM WORK IS DESIGN BUILD BY THE CONTRACTOR. CONTRACTOR SHALL SUBMIT FIRE SPRINKLER DRAWINGS TO THE JURISDICTION (AND LANDLORD AS REQUIRED) AND OBTAIN APPROVAL PRIOR TO BEGINNING ANY WORK ON THE FIRE SPRINKLER SYSTEM. THE FIRE SPRINKLER SYSTEM WORK SHALL BE PERFORMED UNDER A SEPARATE PERMIT WHERE APPLICABLE.
10. FIRE ALARM SYSTEM WORK IS DESIGN BUILD BY THE CONTRACTOR. CONTRACTOR SHALL SUBMIT FIRE ALARM DRAWINGS TO THE JURISDICTION (AND LANDLORD AS REQUIRED) AND OBTAIN APPROVAL PRIOR TO BEGINNING ANY WORK ON THE FIRE ALARM SYSTEM. FIRE ALARM SYSTEM WORK SHALL BE PERFORMED UNDER A SEPARATE PERMIT WHERE APPLICABLE.
11. COORDINATE ALL ROOF/FLOOR PENETRATIONS WITH LANDLORD. MAKE ALL ROOF PENETRATIONS IN ACCORDANCE WITH LANDLORD REQUIREMENTS TO MAINTAIN VALIDITY OF ALL ROOFING WARRANTIES.
12. CONTRACTOR SHALL INSPECT ALL EXISTING FIREPROOFING OF STRUCTURAL ELEMENTS, DEMISING WALLS, FLOOR/CEILING ASSEMBLIES, AND OTHER ELEMENTS WHICH ARE REQUIRED TO BE FIRE PROTECTED BY GOVERNING CODES. CONTRACTOR SHALL MAINTAIN, PATCH, AND REPAIR ALL DAMAGED OR REMOVED FIREPROOFING AND SHALL REPLACE ALL MISSING FIREPROOFING TO MAINTAIN ALL FIRE RATINGS.
13. CLIENT HAS FILED FOR AND OBTAINED APPROVAL OF THE BUILDING PERMIT. CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLETING ANY OUTSTANDING BUILDING PERMIT ITEMS AND PICKING UP THE PERMIT.
14. CONTRACTOR SHALL BE RESPONSIBLE FOR APPLYING FOR AND OBTAINING ALL TRADE PERMITS AND OTHER PERMITS AS MAY BE REQUIRED BY THE JURISDICTIONS HAVING AUTHORITY OVER THE PROJECT.
15. CONTRACTOR SHALL BE RESPONSIBLE FOR SUBMITTING ANY REVISIONS OF THE APPROVED PERMIT DOCUMENTS AND PROCESSING THE APPROVAL OF THE REVISED DOCUMENTS WITH THE JURISDICTIONS HAVING AUTHORITY.
16. CONTRACTOR SHALL VERIFY THAT ALL EXISTING DEMISING WALLS EXTEND TO THE BOTTOM OF THE FLOOR STRUCTURE ABOVE AND SHALL NOTIFY THE ARCHITECT OF ANY DEFICITS IDENTIFIED.
17. CONTRACTOR SHALL COORDINATE ALL WORK TO BE PROVIDED BY CLIENT INCLUDING WORK THAT IS PART OF THE LANDLORD'S RESPONSIBILITY.
18. CONTRACTOR SHALL PATCH AND REPAIR ALL EXISTING SUBSTRATES TO RECEIVE NEW FINISHES AND ALL EXISTING SURFACES AND FINISHES AS NECESSARY FOR A COMPLETE AND PROPER INSTALLATION.
19. CONTRACTOR SHALL ENGAGE A STRUCTURAL ENGINEER TO REVIEW, DESIGN, AND SEAL ALL CHANGES NECESSARY TO THE BUILDING STRUCTURE FOR THE INSTALLATION OF OR REVISION OF ALL CONTRACTOR INSTALLED MECHANICAL UNITS OR OTHER CONTRACTOR INSTALLED ELEMENTS SUPPORTED BY OR ANCHORED TO THE EXISTING STRUCTURE. THE ENGINEER SHALL SUBSTANTIATE THE DESIGN MODIFICATIONS NECESSARY TO MAINTAIN THE INTEGRITY OF THE EXISTING BUILDING STRUCTURE.
20. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER, SAFE, AND ADEQUATE DESIGN FOR THE INSTALLATION AND REMOVAL OF ALL SHORING AND BRACING REQUIRED TO CARRY OUT THE WORK.
21. CONTRACTOR SHALL MAINTAIN WORK AREA IN NEAT AND ORDERLY CONDITION. PROVIDE TRASH CONTAINERS IN THE WORK AREA AND EMPTY ON A DAILY BASIS. PROVIDE A GENERAL CLEAN-UP IN ACCORDANCE WITH LANDLORD'S STANDARDS AT THE END OF EACH WORK DAY.
22. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CUTTING, FITTING, AND PATCHING AS REQUIRED TO COMPLETE THE WORK.
23. NO REPRESENTATIONS ARE MADE BY THESE DOCUMENTS AS TO THE MEANS OR METHODS OF CONSTRUCTION. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR DETERMINING THE MEANS OR METHODS OF CONSTRUCTION NECESSARY FOR THE COMPLETION OF THE WORK. FAILURE TO NOTIFY THE ARCHITECT, PRIOR TO SUBMITTING A BID OR PROPOSAL TO PERFORM THE WORK, OF "IMPOSSIBILITY OF PERFORMANCE" ISSUES WITHOUT EXTRAORDINARY EFFORT OR COST WILL CONSTITUTE A WAIVER OF ANY SUCH CLAIMS IN THE FUTURE.
24. INITIATION OF WORK BY THE CONTRACTOR REPRESENTS THAT THE GENERAL CONTRACTOR AND DEMOLITION CONTRACTOR VISITED THE SITE PRIOR TO BIDDING, ARE FAMILIAR WITH THE SITE CONDITIONS, AND INCORPORATED THE CONDITIONS INTO THE SCOPE OF WORK.

CODE ANALYSIS

JURISDICTION
CITY OF RENO-BUILDING & SAFETY
COMMUNITY DEVELOPMENT DEPARTMENT
1 EAST 1ST STREET
RENO, NEVADA 89505
775.334.2063
eplans@reno.gov

GOVERNING CODES
2024 INTERNATIONAL BUILDING CODE
2024 INTERNATIONAL ENERGY CONSERVATION CODE
2024 INTERNATIONAL FUEL GAS CODE
2024 INTERNATIONA MECHANICAL CODE
2024 UNIFORM PLUMBING CODE
2024 UNIFORM MECHANICAL CODE
2023 NATIONAL ELECTRICAL CODE
2018 INTERNATIONAL FIRE CODE
2018 NORTHERN NEVADA AMENDMENTS
2009 ICC A117.1-2009 ACCESSIBILITY CODE

CONSTRUCTION TYPE
VA

BUILDING USE GROUP
R-1

FIRE PROTECTION
NFPA 13. MODIFY EXISTING FIRE SPRINKLER LOACTIONS IN FITNESS/FLEX SPACE. NO CHANGE TO NUMBER OF HEADS.

ELECTRICAL
NO INCREASE IN ELECTRICAL LOAD REQUIREMENTS. EXISTING LIGHTING AND POWER TO BE RECONFIGURED IN COMMON SPACE/FLEX/FITNESS

PLUMBING
NO CHANGE TO EXISTING PLUMBING COUNT.. FIXTURES IN GUESTROOMS AT SINKS AND TUBS AND SHOWERS TO BE REPLACED PER PLANS. EXISTING SHOWER PANS TO BE REPLACED AS PER PLANS.

ZONING
SPECIFIC PLAN DISTRICT (SPD)

POOL AND SPA
POOL AND SPA AREA WORK TO BE FINLED UNDER SEPARATE APPLICATION.

SCOPE OF WORK
Essential Scope of Work is hotel brand change from Homewood Suites to a TownPlace Suites by Marriott. Scope includes minor alteration to public spaces, primarily to furniture and finishes.

No changes to Fire Sprinkler and Fire Alarm System No new fire sprinklers heads to be added. The major work entails the Indoor pool and spa being removed and filled with load bearing sand and gravel and adding a new 5" reinforced concrete slab.Occupancy Load of the existing pool and exercise room is 112.(A-3) A new partition will be installed in the previous pool area to create a new Fitness Center and Flex Meeting Room. Occupancy Load of these two new areas will be 163.(A-3)

PROJECT DIRECTORY

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OWNER

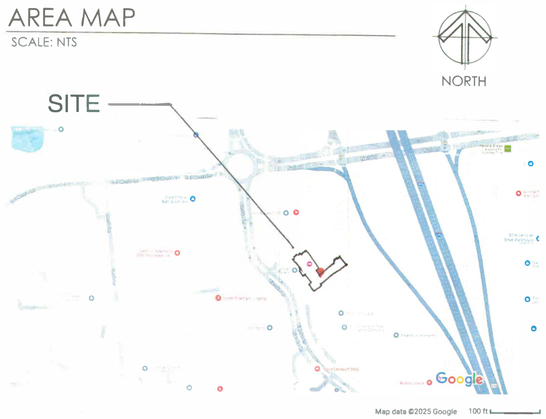
DEWEY WEAVER
INTERMOUNTAIN MANGEMENT
2440 TOWER DRIVE
MONROE, LOUISIANA 71201
318.381.4704
willd@imrhotels.com

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A-100	OVERALL FIRST FLOOR PLAN
D-100	ENLARGED PUBLIC SPACE DEMO PLAN
A-200	ENLARGED PUBLIC SPACE
A-202	ENLARGED FITNESS & FLEX SEATING DETAILS

AREA MAP

SCALE: NTS





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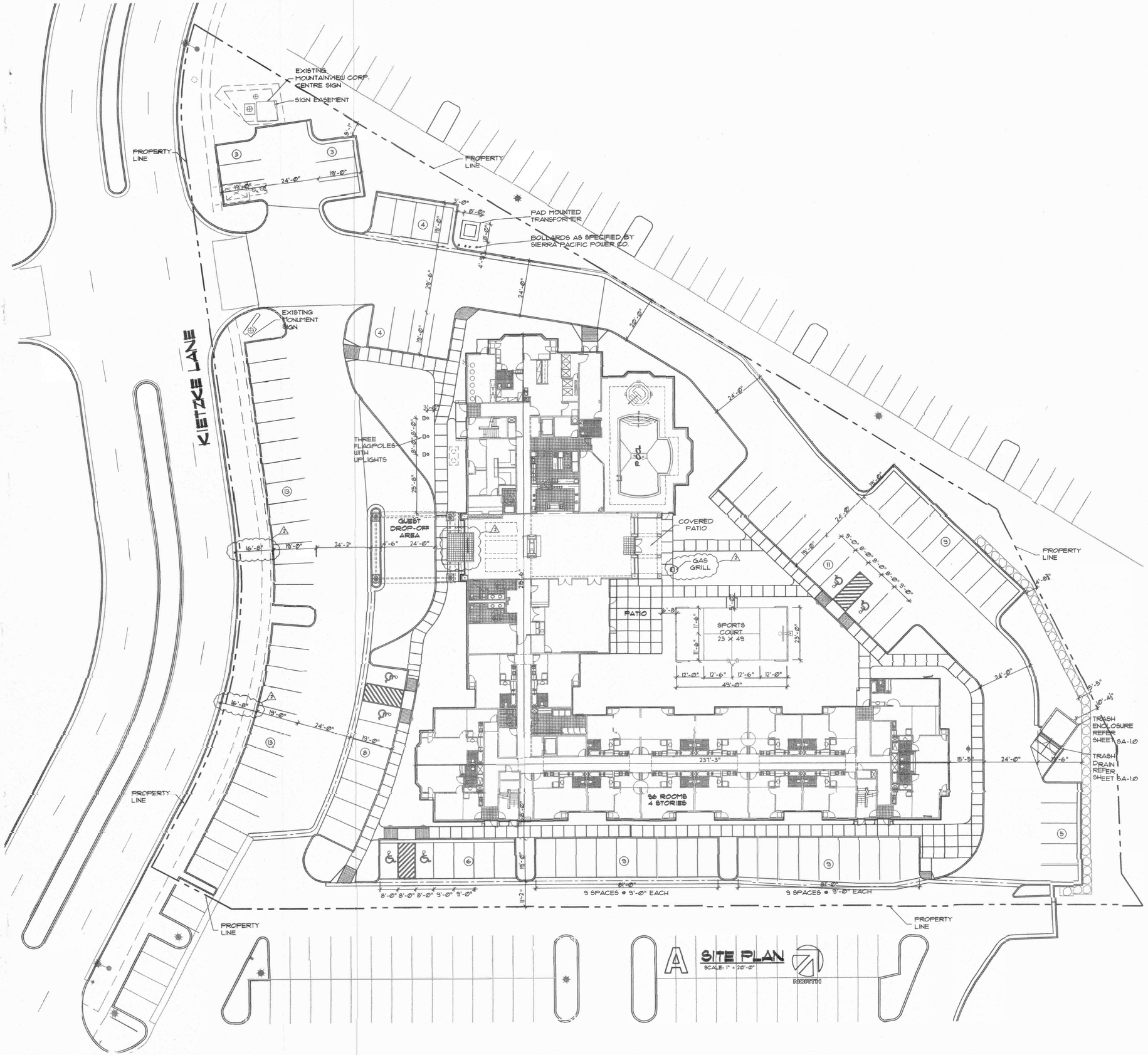
TOWNEPLACE SUITES BY MARRIOTT RENO
5450 KIETZKE LANE
RENO, NEVADA 89511

PERMIT SET 9.30.25

ISSUES | REVISIONS

COVER SHEET

C-100
SHEET NUMBER



PROJECT DATA

BUILDING DESCRIPTION: (EXISTING)

BUILDING CRITERIA	CODE PROVISIONS (IBC 2000)	REFERENCES
1. USE GROUP	GROUP R-1 (RESIDENTIAL)	HOTELS
2. TYPE OF CONSTRUCTION	TYPE V 1 HR PROTECTED, SPRINKLED AS PER NFPA-13	
3. BUILDING HEIGHT (WITH INCREASE)	BLDG. HT. - 55'-8 3/4" @ HIGHEST POINT BLDG. HT. - 60'-0" @ HIGHEST POINT (SECTION 5042, AUTOMATIC SPRINKLER INCREASE)	
4. NUMBER OF STORIES	BLDG. HT - 4 STORIES (SECTION 5042, AUTOMATIC SPRINKLER INCREASE)	
5. ALLOWABLE AREA	USING 506.3, INTERNATIONAL BUILDING CODE 2000 THE AREA INCREASE IS 200% FOR THE AREA SHOWN ON TABLE 503 FOR R1 OCCUPANCY AND AN AREA INCREASE OF 300% FOR A2 OCCUPANCY.	

		ALLOWED BY CODE	INCREASED BY 503.3	PROVIDED
PUBLIC AREA:	A-2	11500 SF	46,000 SF (300%)	10,928 SF
		ALLOWED BY CODE	**INCREASED BY 503.3**	**PROVIDED**
GUEST ROOM BUILDING:				
FIRST FLOOR	R-1	12,000 SF	36,000 SF (200%)	12,851 SF
SECOND FLOOR	R-1	12,000 SF	36,000 SF (200%)	20,218 SF
THIRD FLOOR	R-1	12,000 SF	36,000 SF (200%)	19,502 SF
FOURTH FLOOR	R-1	12,000 SF	36,000 SF (200%)	19,502 SF
TOTAL		48,000 SF	108,000 SF	83,061 SF

BUILDING DESCRIPTION:

GUEST ROOM BUILDING — FOUR STORY WOOD FRAME ONE HOUR PROTECTED WITH AUTOMATIC SPRINKLER SYSTEM. BUILDING IS USED FOR GUEST REGISTRATION, LOBBY, DINING (COMPLEMENTARY BREAKFAST), MEETING ROOM, OFFICE, GUESTROOMS, VENDING, LINEN STORAGE, EXERCISE ROOM, SWIMING POOL / SPA, LAUNDRY, ELECTRICAL AND MECHANICAL ROOM. STAIR ENCLOSURES AND SHAFTS ARE TWO HOUR RATED. HANDICAP ACCESSIBLE ROOMS ARE LOCATED AN THE FIRST, SECOND & THIRD FLOORS ONLY. THE ROOF IS CLASS "A".

SWIMMING POOL — SCHEMATIC DESIGN BY ARCHITECT , CONSTRUCTION DOCUMENTS FOR PERMIT BY LOCAL SWIMMING POOL CONTRACTOR TO MEET LOCAL AND STATE CODES.

BUILDING AREA (GROSS):

PUBLIC AREA	10,928 SF
FIRST FLOOR	12,851 SF
SECOND FLOOR	20,218 SF
THIRD FLOOR	19,502 SF
FOURTH FLOOR	19,502 SF
TOTAL	83,061 SF

OCCUPANCY CLASSIFICATION:

FIRST FLOOR	A-2	10,928 SF
	R-1	12,851 SF
SECOND FLOOR	R-1	20,218 SF
THIRD FLOOR	R-1	19,502 SF
FOURTH FLOOR	R-1	19,502 SF
TOTAL		83,061 SF

SEISMIC DESIGN: (REFER- STRUCTURAL S-01 / STRUCTURAL- GENERAL NOTES.)

SEISMIC USE GROUP = I, Ie = 1.0
SPECTRAL RESPONSE COEFFICIENT (SHORT PERIOD) Sds = 1.313g
SPECTRAL RESPONSE COEFFICIENT (1-SECOND PERIOD) Sd1 = 0.490g
SEISMIC DESIGN CATEGORY D
SITE CLASS = D

BUILDING INSULATION:

EXTERIOR WALL ASSEMBLY	R = 19 (MIN.)
ROOF ASSEMBLY	R = 30 (MIN.)

OUTBUILDING AREA

COVERED PATIO:	337.6 S.F.
TRASH ENCLOSURE:	173.0 S.F.
	510.6 S.F.

SITE AREA

105,692 S.F.
2.426 ACRES

REQUIRED PARKING:

HOTEL: .72 SPACE PER ROOM X 96 ROOMS = 70 SPACES
TOTAL PARKING REQUIRED 70 SPACES

PARKING PROVIDED 97 SPACES
ACCESSIBLE SPACES REQUIRED 5 SPACES,
PROVIDED 6 SPACES (ALL SPACES VAN ACCESSIBLE).

NOTES:

1. VERIFY ALL DIMENSIONS WITH CIVIL DRAWINGS.
2. SEE LANDSCAPE DRAWINGS FOR PLANTING SCHEME
3. SEE FLOOR PLANS FOR FOOTPRINT DIMENSIONS

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SITE PLAN

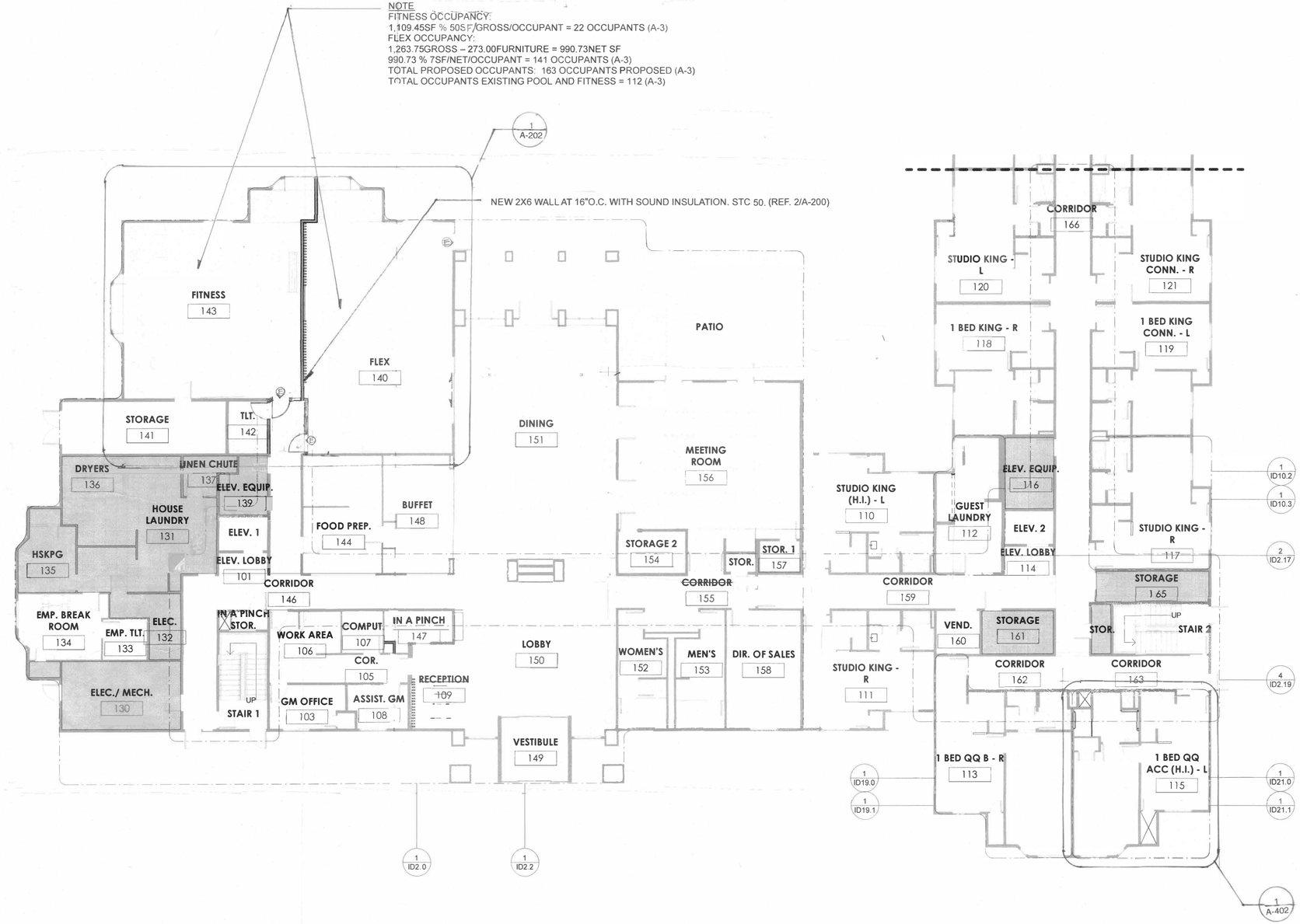
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S-100

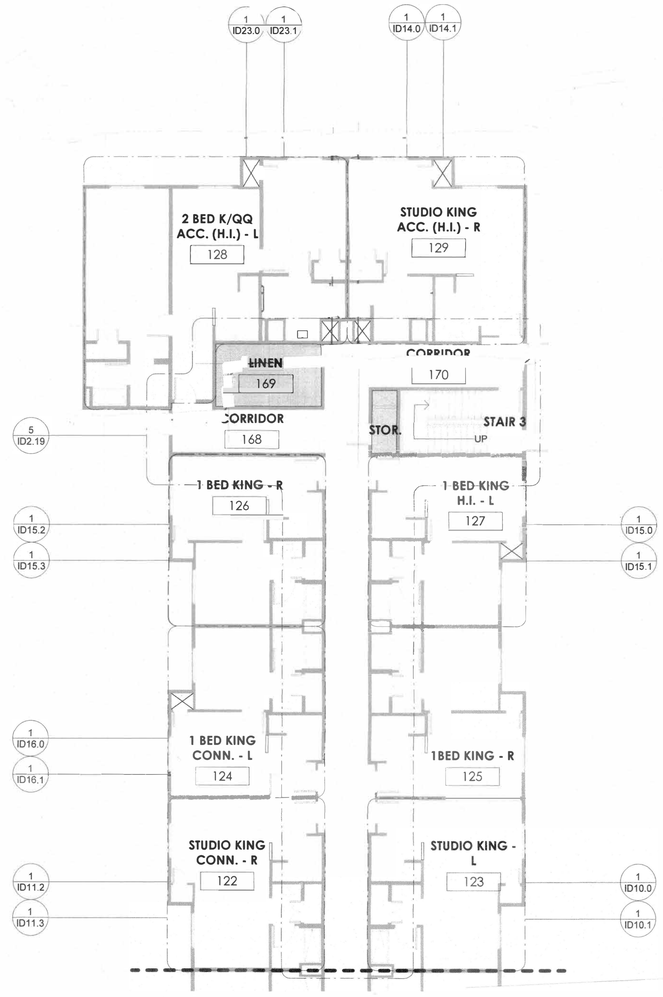
THEODORE A. REED
REGISTERED
No. 14304
ARCHITECT
STATE OF NEVADA
9.30.25

HOREARIOO

NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY.



1 OVERALL FI RST FLOOR PLAN
1" = 10'-0"



2 OVERALL FIRST FLOOR PLAN
1" = 10'-0"

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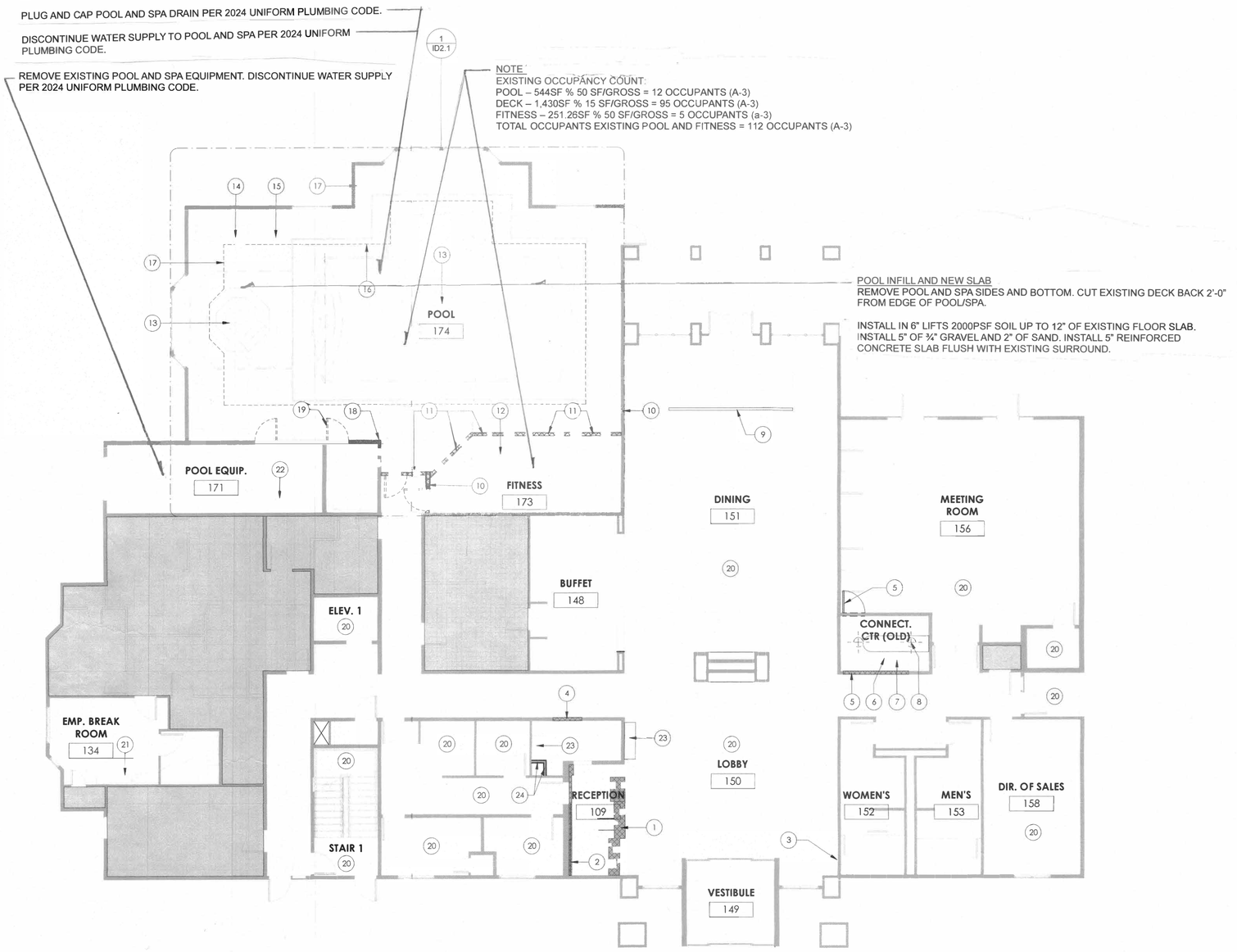
ISSUES

REVISIONS

OVERALL FIRST FLOOR PLAN

A-100

SHEET NUMBER



1 OVERALL PUBLIC SPACE DEMO PLAN
1/8" = 1'-0"

1. GC TO DEMO EXISTING RECEPTION DESK AND CASEGOOD TO REPLACE WITH NEW PROTOTYPE MILLWORK WELCOME DESK. INSTALL NEW WELCOME DESK PER DESIGN LOCATION & LAYOUT. REPLACE OR ADD TILE FLOORING AND BASE AS NEEDED TO MATCH EXISTING.
2. GC TO DEMO EXISTING SCREEN WALL FEATURE BEHIND RECEPTION DESK. REPAIR AND TOUCH UP WALLS AS NEEDED.
3. GC TO REMOVE BROCHURE RACK, TOURISM COLLATERAL, NEWSPAPER RACKS, MIRROR & ATM FROM LOBBY/ VESTIBULE AREA.
4. GC TO FILL IN CASED OPENING FROM CORRIDOR TO IN A PINCH TO ONLY BE ACCESSIBLE FROM RECEPTION AREA.
5. GC TO FILL IN CASED OPENING FROM CORRIDOR TO CURRENT CONNECTION CENTER. ADD DOOR FROM NEW STORAGE TO MEETING ROOM PER NEW DESIGN LOCATION & LAYOUT.
6. GC TO LIQUIDATE EXISTING CONNECTION CENTER TASK CHAIRS, TABLE, PENDANTS, & ARTWORK. DO NOT REPLACE.
7. GC TO DEMO EXISTING CONNECTION CENTER FLOOR TILE. REPLACE WITH CARPET PER DESIGN LOCATION & LAYOUT.
8. GC TO REPLACE OLD CONNECTION CENTER PENDANTS WITH FLUSH MOUNT SQUARE CEILING LIGHTS TO MATCH EXISTING MEETING ROOM STORAGE.
9. GC TO BUILD & PAINT NEW PONY WALL IN DINING AREA PER NEW DESIGN LOCATION & LAYOUT.
10. GC TO ADD NEW ENTRY DOORS TO FLEX SEATING, FITNESS, AND FITNESS RESTROOM PER NEW DESIGN LOCATIONS & LAYOUTS (REFER TO SHEET ID2.1).
11. GC TO DEMO EXISTING WALLS, WINDOWS, AND DOORS BETWEEN CURRENT FITNESS AND POOL AREA PER NEW DESIGN LOCATIONS & LAYOUTS.
12. GC TO REMOVE ALL FITNESS EQUIPMENT & FF&E TO ACCOMODATE FOR NEW FITNESS ROOM EQUIPMENT.
13. GC TO FILL IN POOL AND SPA. GC TO FLOAT EXISTING FLOOR AND FINISH FOR NEW FLOORING.
14. GC TO LIQUIDATE ALL EXISTING POOL FF&E. DO NOT REPLACE.
15. GC TO REMOVE & DISCARD EXISTING FLOOR TILE AND BASE. ENSURE THAT FLOOR IS PREPPED FOR NEW LAYOUT AND FLOORING.
16. GC TO RECONFIGURE CEILING LINE TO ENSURE THAT CEILING IS A CONSISTENT HEIGHT PER NEW DESIGN. IMR DESIGN & ARCH TO COORDINATE REFLECTED CEILING PLANS.
17. GC TO REMOVE & DISCARD EXISTING COVE AND SCONCE LIGHTING.
18. GC TO EXTEND WALL STRAIGHT ACROSS FROM EXISTING RESTROOM/ STORAGE FOR NEW FITNESS (REFER TO SHEET ID2.1).
19. GC TO DEMO DOOR IN POOL AREA LEADING TO EXISTING RESTROOM. REPAIR, TOUCH UP, AND PAINT WALLS TO LIKE NEW CONDITION.
20. GC TO DEMO ALL EXISTING CARPET, CARPET PAD, & CARPET BASE. INSTALL NEW FLOORING PER NEW DESIGN LOCATIONS & LAYOUTS.
21. GC TO LIQUIDATE EXISTING EMPLOYEE BREAKROOM COUNTER AND CABINETS. REPLACE WITH NEW CABINETRY, UPPER AND LOWER, PER NEW DESIGN LOCATIONS AND LAYOUT.
22. GC TO LIQUIDATE ALL EXISTING POOL EQUIPMENT AND DEMO ROOM. REPAIR AND RESURFACE FLOOR AS NEEDED; INSTALL NEW EPOXY FINISH ON CONCRETE FLOOR.
23. GC TO DISCARD EXISTING LOBBY/RETAIL MILLWORK/ CASEGOODS. REPLACE WITH NEW MILLWORK PER NEW DESIGN LOCATIONS AND LAYOUTS.
24. GC TO ADD WALLS AT IN-A-PINCH PER NEW DESIGN LOCATIONS AND LAYOUTS.

THEODORE A. REEDS REGISTERED ARCHITECT STATE OF NEVADA 9382

ted reeds
ARCHITECTURE
2872 EAST 35th PLACE
TULSA, OK 74105
918.671.8762
reedsdesign@gmail.com

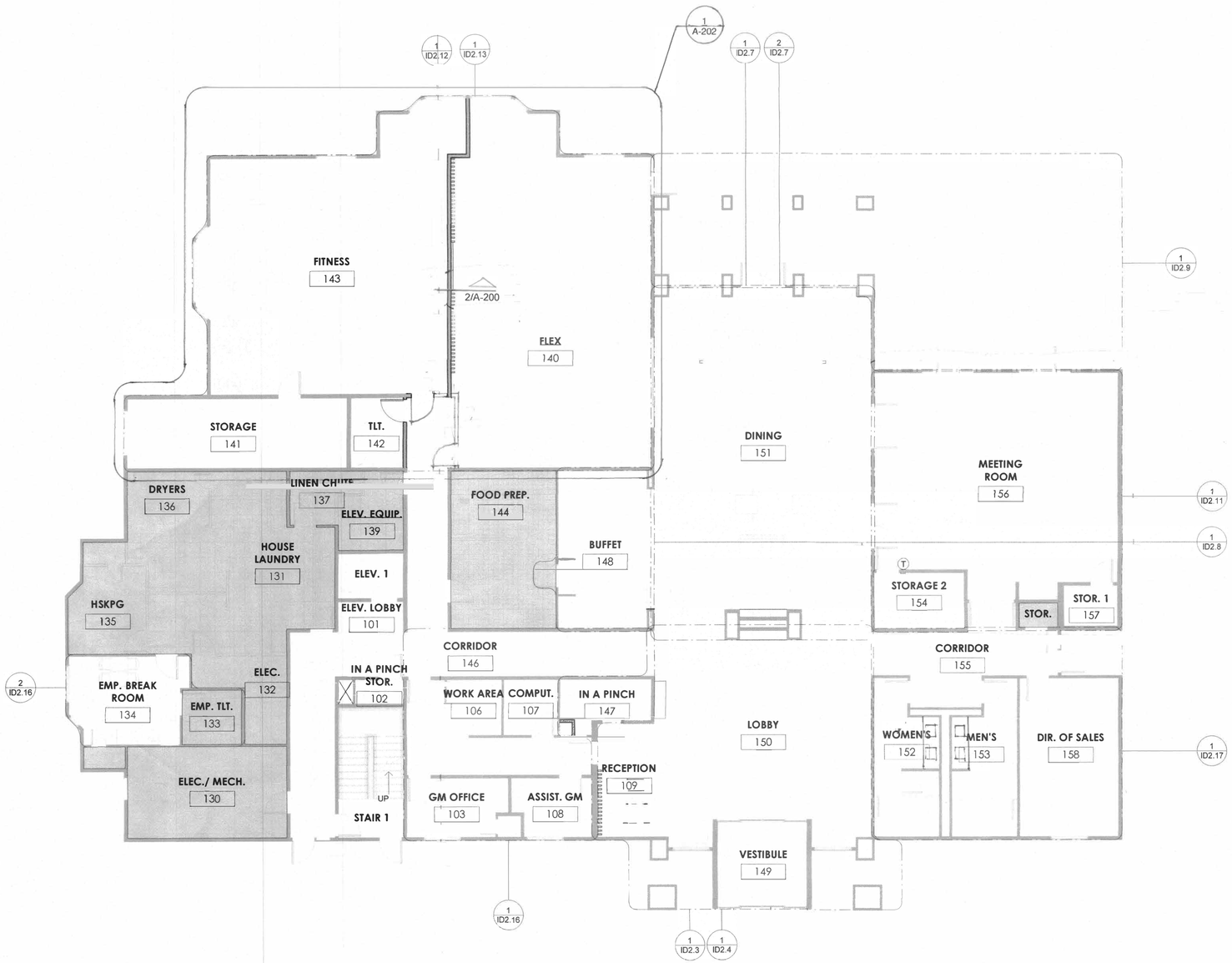
TOWNEPLACE SUITES BY MARRIOTT RENO

5450 KIETZKE LANE
RENO, NEVADA 89511

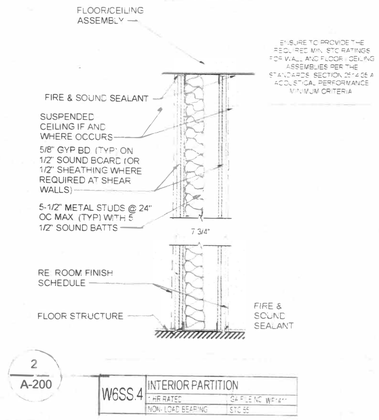
ISSUES	REVISIONS
PERMIT SET 9.30.25	

ENLARGED PUBLIC SPACE DEMO PLAN

D-100
SHEET NUMBER



1 OVERALL PUBLIC SPACE
1/8" = 1'-0"



NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY.

ted reeds
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2872EAST 35th PLACE
TULSA, OK 74105
918.671.8762
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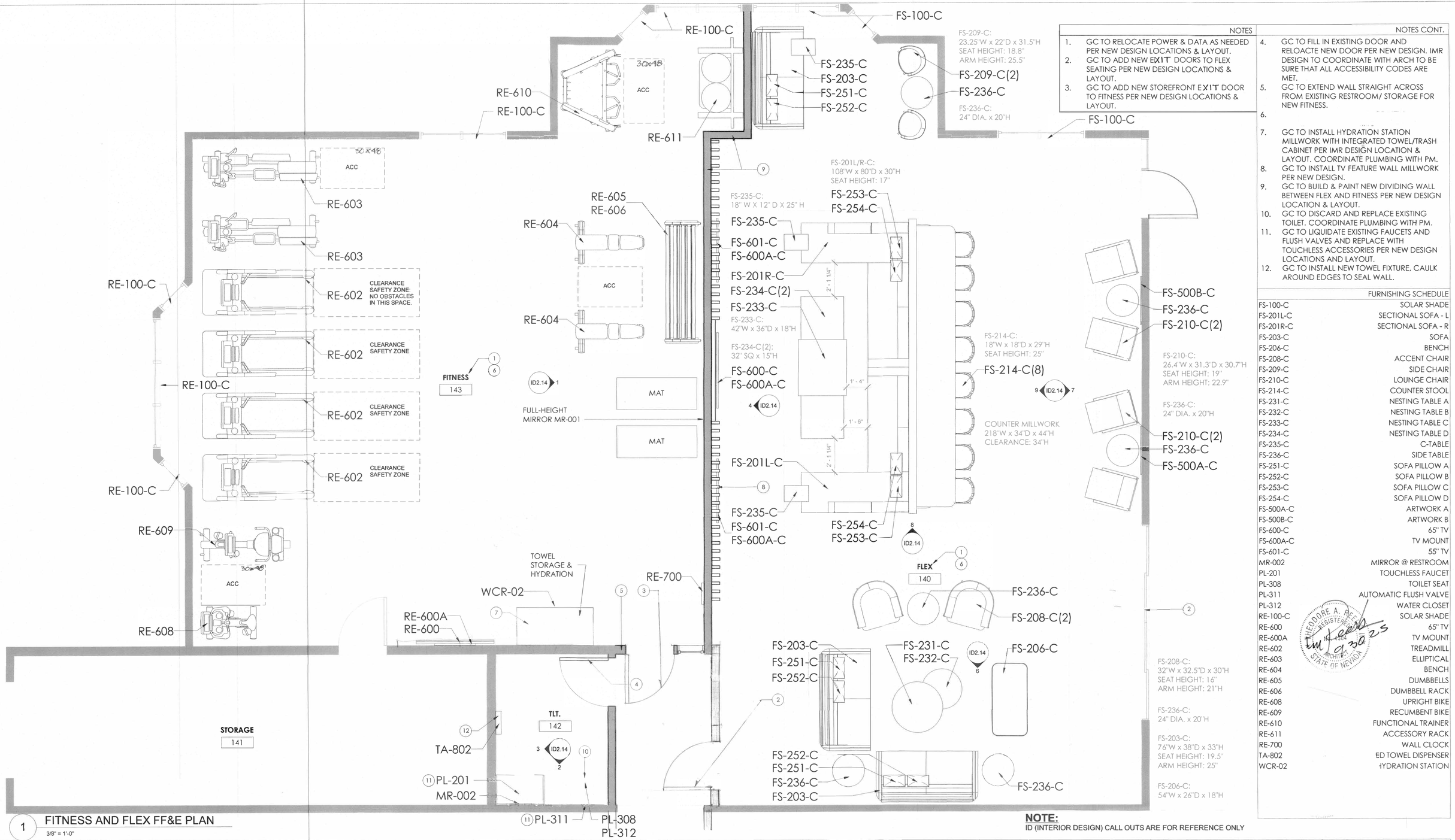
TOWNEPLACE SUITES BY MARRIOTT RENO

5450 KIETZKE LANE
RENO, NEVADA 89511

ISSUES	REVISIONS
PERMIT SET 9.30 25	

ENLARGED PUBLIC SPACE

A-200
SHEET NUMBER



1 FITNESS AND FLEX FF&E PLAN
3/8" = 1'-0"

NOTES
1. GC TO RELOCATE POWER & DATA AS NEEDED PER NEW DESIGN LOCATIONS & LAYOUT.
2. GC TO ADD NEW EXIT DOORS TO FLEX SEATING PER NEW DESIGN LOCATIONS & LAYOUT.
3. GC TO ADD NEW STOREFRONT EXIT DOOR TO FITNESS PER NEW DESIGN LOCATIONS & LAYOUT.

NOTES CONT.
4. GC TO FILL IN EXISTING DOOR AND RELOACTE NEW DOOR PER NEW DESIGN. IMR DESIGN TO COORDINATE WITH ARCH TO BE SURE THAT ALL ACCESSIBILITY CODES ARE MET.
5. GC TO EXTEND WALL STRAIGHT ACROSS FROM EXISTING RESTROOM/ STORAGE FOR NEW FITNESS.
6.
7. GC TO INSTALL HYDRATION STATION MILLWORK WITH INTEGRATED TOWEL/TRASH CABINET PER IMR DESIGN LOCATION & LAYOUT. COORDINATE PLUMBING WITH PM.
8. GC TO INSTALL TV FEATURE WALL MILLWORK PER NEW DESIGN.
9. GC TO BUILD & PAINT NEW DIVIDING WALL BETWEEN FLEX AND FITNESS PER NEW DESIGN LOCATION & LAYOUT.
10. GC TO DISCARD AND REPLACE EXISTING TOILET. COORDINATE PLUMBING WITH PM.
11. GC TO LIQUIDATE EXISTING FAUCETS AND FLUSH VALVES AND REPLACE WITH TOUCHLESS ACCESSORIES PER NEW DESIGN LOCATIONS AND LAYOUT.
12. GC TO INSTALL NEW TOWEL FIXTURE, CAULK AROUND EDGES TO SEAL WALL.

FURNISHING SCHEDULE	
FS-100-C	SOLAR SHADE
FS-201L-C	SECTIONAL SOFA - L
FS-201R-C	SECTIONAL SOFA - R
FS-203-C	SOFA
FS-206-C	BENCH
FS-208-C	ACCENT CHAIR
FS-209-C	SIDE CHAIR
FS-210-C	LOUNGE CHAIR
FS-214-C	COUNTER STOOL
FS-231-C	NESTING TABLE A
FS-232-C	NESTING TABLE B
FS-233-C	NESTING TABLE C
FS-234-C	NESTING TABLE D
FS-235-C	C-TABLE
FS-236-C	SIDE TABLE
FS-251-C	SOFA PILLOW A
FS-252-C	SOFA PILLOW B
FS-253-C	SOFA PILLOW C
FS-254-C	SOFA PILLOW D
FS-500A-C	ARTWORK A
FS-500B-C	ARTWORK B
FS-600-C	65" TV
FS-600A-C	TV MOUNT
FS-601-C	55" TV
MR-002	MIRROR @ RESTROOM
PL-201	TOUCHLESS FAUCET
PL-308	TOILET SEAT
PL-311	AUTOMATIC FLUSH VALVE
PL-312	WATER CLOSET
RE-100-C	SOLAR SHADE
RE-600	65" TV
RE-600A	TV MOUNT
RE-602	TREADMILL
RE-603	ELLIPTICAL
RE-604	BENCH
RE-605	DUMBBELLS
RE-606	DUMBBELL RACK
RE-608	UPRIGHT BIKE
RE-609	RECUMBENT BIKE
RE-610	FUNCTIONAL TRAINER
RE-611	ACCESSORY RACK
RE-700	WALL CLOCK
TA-802	ED TOWEL DISPENSER
WCR-02	HYDRATION STATION

THEODORE A. REEDS REGISTERED 14804 ARCHITECT STATE OF NEVADA
9.30.25

NOTE:
ID (INTERIOR DESIGN) CALL OUTS ARE FOR REFERENCE ONLY

ted reeds
ARCHITECTURE
2872 EAST 35th PLACE
TULSA, OK 74105
918.671.8762
reedsdesign@gmail.com

TOWNEPLACE SUITES BY MARRIOTT RENO

5450 KIETZKE LANE
RENO, NEVADA 89511

PERMIT SET 9.30.25

ISSUES | REVISIONS

ENLARGED FITNESS & FLEX SEATING
(FOR REFERENCE ONLY)

A-202
SHEET NUMBER

ted reeds architecture, llc
2872 east 35th place
tulsa, oklahoma 74105
918.671.8762
reedsdesign@gmail.com

September 25, 2025

Will Daniels
Vice President of Renovations
InterMountain Renovations
2440 Tower Drive
Monroe, Louisiana 71201

Re: Interior Remodel
TownePlace Suites
5450 Kietzke Lane
Reno, Nevada 89511

Dear Mr. Daniels,

I am pleased to submit a proposal for the interior remodel of your Pool/Spa/Fitness area into a new Fitness and Flex Room area for the TownePlace Suites located in Reno, Nevada.

In this package you will find the following:

- Cover Letter and Signature Page (this document)
- Proposal

If this proposal is acceptable, please sign below and email back to our office at reedsdesign@gmail.com.

Sincerely,

Ted Reeds Architecture, LLC

Ted A. Reeds, II
President

Agreed

InterMountain Renovations (Client)

Will Daniels
Vice President of Renovations

PROPOSAL OVERVIEW

This proposal outlines the scope of services associated with gathering information, designing, and producing Construction/Permit Documents for the Interior Remodel of the Pool/Spa/Fitness Area of the TownePlace Suites in Reno, Nevada. Work to include ADA compliance with 2017 American with Disabilities Act as it relates to new FF&E and fitness equipment.

SCOPE OF SERVICES

A.1 Construction/Permit Documents Phase

Ted Reeds Architecture shall prepare Construction/Permit Documents for the interior work. The Construction/Permit Documents shall include the following:

- Architectural Site Plan
- Cover Page with Zoning and Codes and Area Map
- Overall Floor Plans
- Enlarged Common Area Plans affected by ADA
- New Millwork plans and elevations and sections as they pertain to ADA.
- Details as required

B.1 Building Permitting Phase

Ted Reeds Architecture will submit and approve the plans to the jurisdictions having authority for required permits needed for the work being performed. Permitting application fees, filing fees, and permit fees are not included in this proposal. Permit to be filed electronically as per the requirements of the Building Department.

FEE PROPOSAL

		ARCH	STRUCT	Expenses	TOTAL
A.1	Construction/Permit Documents Phase	$ 1,500.00	$ -	Not Incl.	$ 1,500.00
B.1	Building Permitting	$ 2,500.00	$	Not Incl.	$ 2,500.00
	Totals by Discipline	**$4,000.00**	**$ .00**	-	**$4,000.00**

Services not defined in the scope of services may be considered optional services. Optional services will only be provided if authorized by Client.

Reimbursable expenses for travel for permitting, prints and overnight will be billed in addition to the fees listed above and are estimated to be $1,000.00.

KEY ASSUMPTIONS, QUALIFICATIONS & CLARIFICATION

1. Drawings to be based upon set of Interior Plans provided by InterMountain Renovations dated 3.13.2025. Drawings provided on 6.11.2025, file dated 3.13.25.
2. Client to provide Existing Architectural Site Plan for Building Permitting.
3. Civil Engineering is not part of this agreement and will be provided by Client.
4. Landscape Architecture is not part of this agreement and will be provided by Client.
5. No site zoning variance requests or waivers are anticipated, but if requested will be provided as an additional service.
6. Posting/ updating record drawings of "as-built" conditions at the conclusion of construction are not included.
7. Structural Engineering is not part of this Proposal.
8. Fees for submittals to jurisdictional entities are not included.
9. Building commissioning and performance verification are not included.
10. Any required Environmental Phase Reports are not included in this Proposal.
11. Design is based upon the latest Marriott Standards and Renovation Drawings provided by the Client.
12. Planning Commission presentations are not part of this Proposal but may be provided as an additional service.

End of Proposal

ted reeds architecture, llc
2872 east 35th place
tulsa, oklahoma 74105
918.671.8762
reedsdesign@gmail.com

June 19, 2025

Will Daniels
Vice President of Renovations
InterMountain Renovations
2440 Tower Drive
Monroe, Louisiana 71201

Re: Interior Remodel
TownePlace Suites
5450 Kietzke Lane
Reno, Nevada 89511

Dear Mr. Daniels,

I am pleased to submit a proposal for the interior remodel of your TownePlace Suites located in Reno, Nevada.

In this package you will find the following:

- Cover Letter and Signature Page (this document)
- Proposal

If this proposal is acceptable, please sign below and email back to our office at reedsdesign@gmail.com.

Sincerely,

Ted Reeds Architecture, LLC

Ted Reeds

Ted A. Reeds, II
President

Agreed

InterMountain Renovations (Client)

Will Daniels
Vice President of Renovations

6/23/25

PROPOSAL OVERVIEW

This proposal outlines the scope of services associated with gathering information, designing, and producing Construction/Permit Documents for the Interior Remodel of a TownePlace Suites in Reno, Nevada. Work to include updated ADA compliance with 2017 American with Disabilities Act as it relates to new FF&E, Guestrooms, Guestroom Baths and Roll-In Showers and Public Toilets. At the completion of Project Ted Reeds will certify the ADA updates for Marriott Hotels in accordance with their standards.

SCOPE OF SERVICES

A.1 Construction/Permit Documents Phase

Ted Reeds Architecture shall prepare Construction/Permit Documents for the interior work. The Construction/Permit Documents shall include the following:

- Architectural Site Plan
- Cover Page with Zoning and Codes and Area Map
- Overall Floor Plans
- Enlarged Common Area Plans affected by ADA
- New Millwork plans and elevations and sections as they pertain to ADA.
- Enlarged ADA Room and Bathroom Plans (Guest Room)
- Interior ADA Room and Bathroom Elevations (Guest Room)
- Details as required

B.1 Building Permitting Phase

Ted Reeds Architecture will submit and approve the plans to the jurisdictions having authority for required permits needed for the work being performed. Permitting application fees, filing fees, and permit fees are not included in this proposal. Permit to be filed electronically as per the requirements of the Building Department.

C.1 Marriott ADA Certification

Ted Reeds Architecture will submit to Client the ADA certification for Marriott Hotels. Client to provide to Ted Reeds photos of the work that pertains to the Certification.

FEE PROPOSAL

		ARCH	STRUCT	Expenses	TOTAL
A.1	Construction/Permit Documents Phase	$ 5,500.00	$ -	Not Incl.	$ 5,500.00
B.1	Building Permitting	$ 3,500.00	$	Not Incl.	$ 3,500.00
	Marriott Hotels ADA Certification	$ 1,500.00		Not Incl.	$ 1,500.00
	Totals by Discipline	**$10,500.00**	**$ .00**	**-**	**$10,500.00**

Services not defined in the scope of services may be considered optional services. Optional services will only be provided if authorized by Client.

Reimbursable expenses for travel for permitting, prints and overnight will be billed in addition to the fees listed above and are estimated to be $2,500.00.

KEY ASSUMPTIONS, QUALIFICATIONS & CLARIFICATION

1. Drawings to be based upon set of Interior Plans provided by InterMountain Renovations dated 3.13.2025. Drawings provided on 6.11.2025, file dated 3.13.25.
2. Client to provide Existing Architectural Site Plan for Building Permitting.
3. Civil Engineering is not part of this agreement and will be provided by Client.
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7. Fees for submittals to jurisdictional entities are not included.
8. Building commissioning and performance verification are not included.
9. Any required Environmental Phase Reports are not included in this Proposal.
10. Design is based upon the latest Marriott Standards and Renovation Drawings provided by the Client.
11. Planning Commission presentations are not part of this Proposal but may be provided as an additional service.

End of Proposal

STATE OF NEVADA

JOE LOMBARDO
Governor

DR. KRISTOPHER SANCHEZ
Director

PERRY FAIGIN
NIKKI HAAG
MARCEL F. SCHAERER
Deputy Directors

MONICA HARRISON
Executive Director

DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS
NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN

November 17, 2025

Certified Mail (7012 0470 0001 0004 2039)
Email: reedsdesign@gmail.com

Theodore Reeds
Ted Reeds Architecture LLC
2872 E 35th Place
Tulsa, Oklahoma 74105

Re: Notice of Charges
Case Number 26-025N

Dear Mr. Reeds:

As you know, we have been conducting an investigation to determine whether there is probable cause to believe that provisions of the State of Nevada registration laws (NRS 623.010 et. seq) have been violated.

A review of the information gathered has revealed that violations of NRS 623.360.1(a) (b) and (c) occurred when you held yourself out as being qualified to practice architecture and engaged in the practice of architecture by preparing complete sets of plans for two Marriott projects in Reno, Nevada without having a certificate of registration.

While it is noted that you used to be registered in Nevada in 2008, you have not been licensed since. You stated that you thought you had renewed in January, however, you hadn't renewed for the past 15 years.

Based on the information gathered, staff believes there is sufficient evidence to show that the architectural services you and your firm provided for the Marriott fall under the practice of architecture which constitutes violations of NRS 623.360.1(a) (b) and (c). The applicable statutes follow:

NRS 623.360 Prohibited acts; penalties; injunctive relief.
1. It is unlawful for any person to:

NRS 623.360.1(a) Hold himself out to the public or solicit business as an architect, registered interior designer or residential designer in this state without having a certificate of registration or temporary certificate issued by the Board.

NRS 623.360.1(b) Advertise, put out any sign, card or other device which indicates to the public that he is an architect, registered interior designer or residential designer or that he is otherwise qualified to:
(1) Engage in the practice of architecture or residential design; or
(2) Practice as a registered interior designer,
without having a certificate of registration issued by the Board.

NRS 623.360.1 (c) Engage in the practice of architecture or residential design or practice as a registered interior designer without a certificate of registration issued by the Board.

Nevada Revised Statutes (NRS) 623.365 states in part that in addition to any other civil penalty provided by law, a person who violates any provision of NRS 623 or any regulation adopted by the board is subject to a civil penalty of not more than $10,000 for each violation.

Additionally, NRS 623.370 states that the district attorney in each county shall prosecute by court action in all cases of violation of any of the provisions of this chapter occurring in his jurisdiction as may be presented for such court action by the Board.

The Administrative Penalty for violating NRS 623.360.1(a) (b) and (c) is TEN THOUSAND ($10,000) DOLLARS, with an investigative recovery cost of ONE THOUSAND SIX HUNDRED ($1,600) DOLLARS.

If you are interested in resolving this matter in an informal manner and having your case recommended for closure at the next scheduled Board meeting, you may sign the enclosed settlement agreement and return the complete agreement along with a check in the amount of $11,600 to this office by December 2, 2025.

If you do not wish to resolve this matter informally through a settlement agreement, your file will be referred to the Attorney General's Office for the preparation of a Complaint and scheduling of a formal disciplinary hearing.

Please let us know of your decision by December 2, 2025.

Sincerely,

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN & RESIDENTIAL DESIGN

Laura Bach

Laura Bach
Chief Investigator
Enforcement Division

Enclosure: Settlement Agreement

BEFORE THE NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN

NEVADA STATE BOARD OF ARCHITECTURE & DESIGN
DEC 08 2025
RECEIVED

Nevada State Board of Architecture, Interior Design and Residential Design Complainant	)
Versus	)
Theodore Reeds **Ted Reeds Architecture, LLC** Respondent	)

Case Number 26-025N

Settlement Agreement and Order

Whereas, the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN, (BOARD), has properly served a Notice of Charges, against **Theodore Reeds and Ted Reeds Architecture, LLC** (RESPONDENT), alleging violation of the statutes and/or regulations controlling the practice of architecture, registered interior design and/or residential design in the state of Nevada.

The controversy and subject matter of this dispute which this Settlement Agreement is intended to resolve relates to information received concerning violations of NRS 623.360.1(a) and (b) when RESPONDENT held himself out as being qualified to practice architecture by disseminating two proposals. Additionally, RESPONDENT committed two violations of NRS 623.360.1(c) when he engaged in the practice of architecture by preparing complete sets of architectural drawings without having a certificate of registration issued by this BOARD. **Marriott Hotels located in Reno, Nevada.**

WHEREAS the parties mutually desire to settle the matters pending investigation in an expeditious manner.

IT IS HEREBY STIPULATED AND AGREED between the undersigned parties that this matter shall be settled and resolved upon the following terms:

Jurisdiction

The RESPONDENT acknowledges that the BOARD has jurisdiction over her and the conduct that has precipitated this settlement.

The RESPONDENT acknowledges that the BOARD has the legal power and authority to take action against her, including obtaining an injunction from a District Court, refer this matter to the appropriate District Attorney's Office for criminal prosecution, as well as seek any further additional relief pursuant to NRS chapter 623.

The RESPONDENT acknowledges that the BOARD will retain jurisdiction over this matter until all terms and conditions set forth in this Settlement Agreement have been met to the satisfaction of the BOARD.

Administrative Penalty

The RESPONDENT agrees to pay the sum of EIGHT THOUSAND ($8,000) DOLLARS as full and final settlement of the charges against him. Upon satisfactory submission of the amount of this fine and costs set forth below to the staff of the BOARD, the BOARD may execute the order attached to this Settlement Agreement which will result in the dismissal, with prejudice, of the charges mentioned specifically herein.

Assurance of Discontinuance

The RESPONDENT understands the previously cited statutes and/or regulations as having been violated and agrees to assure discontinuance of illegal acts including but not limited to holding himself out as being qualified to practice architecture and engaging in the practice of architecture.

Additional Terms

The RESPONDENT acknowledges that he has informed the BOARD of all prior, ongoing, pending or completed work in Nevada. The RESPONDENT further acknowledges that failure to comply with any of the terms of this agreement constitutes independent grounds for disciplinary action.

Costs

The RESPONDENT shall reimburse the BOARD for current costs incurred during the investigation and for anticipated costs for the preparation, presentation, prosecution and closure of the matter before the Board in the amount of ONE THOUSAND SIX HUNDRED ($1,600) DOLLARS.

Public Record

The RESPONDENT acknowledges that once adopted by the BOARD, this Settlement Agreement becomes a matter of public record.

Guilt clause

The RESPONDENT admits that his conduct constitutes a violation of law regulating the practice of architecture, registered interior design and residential design and thereby subjects him to the possibility of criminal prosecution. The RESPONDENT has elected to enter into this Settlement Agreement rather than face the possibility of further disciplinary action by the BOARD.

Voluntary Waiver of Rights

The RESPONDENT had at all times the opportunity to obtain advice from competent counsel of his choice. The RESPONDENT has, at all times, received full cooperation of the BOARD'S staff before making the decision to settle this matter. No coercion has been exerted upon the RESPONDENT, nor have any promises been made other than those reflected in this agreement.

The RESPONDENT freely and voluntarily entered into this agreement, motivated only by a desire to resolve the issues addressed herein. The RESPONDENT has executed this Settlement Agreement only after a careful reading of it and a full understanding of all its terms.

The RESPONDENT is fully aware of his rights to contest the charges pending against him. These rights include: representation by an attorney at his own expense, the right to a public hearing on any charges or allegations filed, the right to confront and cross-examine witnesses called to testify against him, the right to present evidence on his own behalf, the right to compulsory process to secure the attendance of such witnesses, the right to testify on his own behalf, the right to receive written findings of fact and conclusions of law supporting the decision of the merits of the complaint and the right to obtain judicial review of the BOARD'S decision. All of these rights are being voluntarily waived by the RESPONDENT in exchange for the BOARD's acceptance of this Settlement Agreement.

Release From Liability

In execution of this Settlement Agreement, the RESPONDENT for himself, his executors, successors and assigns, hereby releases and forever discharges the state of Nevada, the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN and the Nevada Attorney General and each of their members, agents and employees in their individual and representative capacities, from any and all manner of actions, causes of action, suits, debts, judgments, executions, claims and demands whatsoever known and unknown, in law or equity, that RESPONDENT ever had, now has, may have or claim to have against any or all of the persons or entities named in this paragraph arising out of or by reason of this investigation, this disciplinary action, this settlement or its administration.

Indemnification

The RESPONDENT, for himself, his heirs, executors, administrators, successors and assigns, hereby indemnifies and holds harmless the State of Nevada, the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN, the Nevada Attorney General's office and each of their members, agents and employees in their individual and representative capacities against any and all claims, suits, demands, actions, debts, damages, costs, charges, and expenses, including court costs and attorney's fees against any persons entities as well as all liability, losses, and damages of any nature whatsoever that the persons and entities named in this paragraph shall have or may at any time sustain or suffer by reason of this investigation, this disciplinary action, this settlement or its administration.

Waiver of Notice

The RESPONDENT acknowledges that the BOARD may consider RESPONDENT'S alleged misconduct and go into closed session to discuss his stipulation but will return to an open meeting to take action. This notice is provided pursuant to NRS 241.033.

The RESPONDENT has been informed that the BOARD meeting in which this matter will be presented will be held virtually on January 21, 2026, at approximately 9:00 am.

The RESPONDENT agrees to waive the notice requirements pursuant to NRS 241.033 upon the execution of this Settlement Agreement.

Acceptance by the Board

This Settlement Agreement will not be submitted for BOARD consideration until after it has been agreed to and executed by the RESPONDENT. The Settlement Agreement shall not become effective until it has been approved by a majority of the BOARD and endorsed by a representative member of the BOARD.

It is hereby agreed between the parties that this Settlement Agreement shall be presented to the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN with a recommendation for approval from the BOARD staff at the next regularly scheduled meeting of the BOARD.

The RESPONDENT understands that the BOARD is free to accept or reject this Settlement Agreement and, if rejected by the BOARD, a formal disciplinary hearing on a complaint against the RESPONDENT may be scheduled. The BOARD members who review this matter for approval of this Stipulation may be the same members who ultimately hear the disciplinary complaint if this Settlement Agreement is not approved by the BOARD.

The RESPONDENT understands and agrees that BOARD staff and counsel for the BOARD will communicate directly with the adjudicating members of the BOARD during the meeting regarding this Settlement Agreement without participation by RESPONDENT or his counsel should they elect not to appear at the meeting. In that communication, the adjudicating members of the BOARD will be provided with a copy of this Settlement Agreement and all related documents including, but not limited to, complaints, preliminary investigations or prior disciplinary actions.

The RESPONDENT hereby agrees to waive any rights he might have to challenge the impartiality of the BOARD to hear the disciplinary complaint, based on prior knowledge obtained by the BOARD through consideration of this Settlement Agreement, if after review by the BOARD, this Settlement Agreement is rejected.

If the BOARD does not accept the Settlement Agreement, it shall be regarded as null and void. Admissions by the RESPONDENT in the Settlement Agreement will not be regarded as evidence against him at the subsequent disciplinary hearing. The RESPONDENT will be free to defend himself and no inferences against him will be made from his willingness to have entered into this agreement.

Complete Agreement

This Settlement Agreement consists of four pages and embodies the entire agreement between the BOARD and RESPONDENT. It may not be altered, amended or modified without the express consent of the parties, and any subsequent alteration, amendment, or modification shall be in writing. This Settlement Agreement is contingent upon being signed and the complete Settlement Agreement and payment being received in the BOARD office no later than December 8, 2025, or the agreement is null and void.

Dated this 5 day of DECEMBER 2025

Theodore Reeds, Individually

AND Ted Reeds Architecture, LLC

By: _____

Print Name THEODORE REEDS

Print Title PRESIDENT

Board Order

IT IS SO ORDERED.

Dated this 21st day of January 2026.

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN

By: _____
James S. Mickey, Chairman

COVER SHEET

BOARD MEETING DATE

1. January 21, 2026

CASE NUMBER

2. 26-036R

RESPONDENTS

3. Jay Lems-Registrant
   Prescott Muir & Associates A Professional Corporation

ALLEGATIONS

4. The Respondent is alleged to have violated NRS 623.270.1(f) and ROC 1.1 by using a former registrant's stamp after finding out that the registration had already expired.

BACKGROUND

5 Staff received a complaint from Prescott Muir alleging that the firm Prescott Muir & Associates, A Professional Corporation, was using his electronic stamp without his permission. Muir had given permission to the firm to use his name in the title and notified the Board that he had officially retired in April 2024. The firm used his stamp and signature on plans that were submitted to the Henderson Building department in October 2024.

STAFF ACTION

6. The Respondents were sent a Notice of Charges concerning this matter. The Respondents' case was discussed with Executive Director Harrison, and the decision was made to offer the Respondents an opportunity to settle this matter informally rather than face a disciplinary hearing before the Board. A settlement agreement was negotiated incorporating a Non-Admission of Guilt clause, an Administrative Penalty of $10,000 and Investigative Costs in the amount of $2,000.

STAFF RECOMMENDATION

7. Approve settlement agreement.

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN

REPORT OF INVESTIGATION

Case: 26-036R
Jay Lems-Registrant
Prescott Muir & Associates, A Professional Corporation
Investigator: Laura Bach

November 12-17, 2025

Staff received a complaint from Prescott Muir on Respondents, Cecilia Uriburu, Jared Larson and Jay Lems of Prescott Muir & Associates a Professional Corporation, that they fraudulently forged his signature, used his electronic stamp, submitted a letter stating that Muir was retiring and submitting plans with Muir's stamp and signature. Mr. Muir has been retired in our database since 2019, however, Muir states that he never submitted such a letter. In 2024 the three respondents submitted another letter stating it was ok for them to use Muir's name in the firm and that he was retiring from the firm. A case file was opened (11/17/25). Bach called Board Counsel Ling for guidance before sending correspondence.

November 18, 2025

Bach prepared a notice of investigation and forwarded it to Board Counsel Ling for review. Ling reviewed it and suggested one addition which Bach included. Bach mailed the notice of investigation certified mail and email with a response due 12/2/25.

December 2, 2025

Bach received a response from attorney Jascha Clark and reviewed it. It contained several assertions, including Mr. Muir gave written permission to use his name; in 2019, PMA purchased Mr. Muir's shares, but Mr. Muir did not disengage from the firm, instead, he continued working with PMA as a paid consultant, attended partner meetings, and held himself out internally as someone still licensed in Nevada; Mr. Muir never disclosed that his registration had expired in 2019; at all times all Nevada projects remained under the supervision of a Nevada architect (one of the registered principals); in April of 2024 Prescott Muir & Associates (PMA) attempted to obtain firm name approval and was told that they would need written permission from Mr. Muir to use his name and that his registration had lapsed as of 2019; PMA drafted a letter stating that it was alright to use his name and asking to retire his registration and telling PMA to use his electronic stamp to sign the letter; it was a clerical error that the latest Nevada project for a Smiths grocery store was submitted in October 2024 with Mr. Muir's signature and the subsequent correction comments also had Mr. Muir's signature since that had been their practice for so long, it was just an oversight.

December 12, 2025

Bach prepared a notice of charges and settlement agreement and forwarded them to executive director Harrison for review. Bach mailed the correspondence via certified mail and email to attorney Clark with a response due by December 29, 2025.

December 18, 2025

Bach received an email from Clark asking for the language we use for a non-admission of guilt and also requesting a word document of the settlement agreement. Bach sent both via email with a caveat that she couldn't change much of the language as it was approved by our attorney general and basically only the second paragraph could be altered. Clark said he understood.

December 22-29, 2025

Bach received an amended version of the settlement agreement and forwarded it to Board counsel Ling for review. Ling reviewed it and said that the Board would never approve the agreement with the new verbiage. Ling said that the firm was under the belief that Muir was still registered and they had no intent of misconduct. Bach brought up the latest project that had Muir's stamp on it after the firm knew he was retired and no longer registered. Ling stated that that would be a violation and we could charge them. Bach called attorney Clark and explained to him what we were charging PMA for and he was in agreement with the changes. Bach revised the settlement agreement and sent it to Ling for review.

December 30-31, 2025

Bach received the revised agreement from Ling and forwarded it to attorney Clark. Bach received the signed settlement agreement and check.

This case was prepared for presentation and recommendation for closure at the January 21, 2026, Board meeting.

PRESCOTT MUIR, FAIA
48 W Market Street, Suite 250
Salt Lake City, Utah 84101
801-410-8178
prescott@muirarch.com

DATE: 11.11.25

Ms. Laura Bach
Nevada State Board of Architecture,
Interior Design & Residential Design
2080 E. Flamingo Road, Suite 120
Las Vegas, NV 89119

Dear Ms. Bach,

On November 3, Adria Swindle and myself, talked to you about some unusual and potentially fraudulent activity that has occurred related to my former Nevada Architecture license #1487. I would like to formally request an investigation into this activity.

Prior to January 1, 2020, I was a sole proprietor who was licensed to practice architecture in the state of Nevada. On April 1, 2019, I sold my equity interest in Prescott Muir and Associates, p.c. (PMA) and became, on an as need basis, a contractual consultant to the firm.

In 2019, someone, presumably from PMA, notified the Nevada State Board of Architecture, Interior Design and Residential Design (the "NSBAIDRD") that I wanted to retire my Nevada Architecture license. The exact date and means of this communication is unknown at this time. To the best of my knowledge, I did not make this request, nor did I authorize anyone at PMA to make it on my behalf. As I understand, after receipt of this alleged request, and as part of typical protocol, the NSBAIDRD does not provide confirmation yet will automatically send out a renewal notice as of the first of the following year. As you relayed to us, my license was officially retired January 1, 2020 and never subsequently renewed.

On April 16, 2024, the NSBAIDRD received an application from PMA requesting Firm Name and corporate licensing Approval. The reasoning for the application, as stated on the application itself, is that 'Prescott Muir is a retired architect.' A letter attached to the application and supposedly under my digital signature, oddly requested my license "be formally retired" even though this had occurred nearly five years previously. Further it stated I granted consent to the firm, "Prescott Muir Architects" not Prescott Muir and Associates, the use my name for the benefit of the firm's corporate license.

However, and most alarming, I did not write the letter dated April 16, 2024 nor did I give permission or consent for this letter to be written and especially convey rights to use my name. The signature affixed to the letter was a digital copy used for years in conjunction with my Nevada architectural stamp. I only became aware of the existence of this letter when recently it was used as authorization to use my name in an exhibit in PMA's application to the United States Patent and Trademark Office requesting to trademark the name, Prescott Muir Architects.

Further, during the period between 2019 and 2024, I have recently become aware PMA used my retired architecture stamp on approximately twelve projects in Nevada. See attached an example of Smiths Store #303 in Henderson NV that used my voided license with an identical digital signature to the one on the letter of April 16,2024. PMA was granted a corporate license on June 5, 2024, yet the Smiths Store was stamped using my retired license on October 28, 2024, almost a full five months later. Since 2019, I was no longer a partner in the firm and had limited responsibility under a consultant agreement especially for day-to-day operations of the firm.

In summary, I would like to make a request for a formal investigation into this matter for the following three reasons. First, the fraudulent verbal or otherwise representation and request to NSBAIDRD that I desired to retire my license in 2019. Second, the letter dated April 16, 2024, was fraudulently sent by someone claiming to be me with my digital signature affixed to the letter. I did not authorize the use of my name to anyone. Lastly, architects from the firm PMA, at least from 2019 through 2024, were knowingly using my architecture stamp for approximately twelve projects throughout Nevada when my license was retired effective January 1, 2020.

To have only recently discovered all this and to know it was perpetrated for years by people I thought I trusted, is truly shocking. I stand ready to support your inquiry and support any actions the Board deems appropriate.

Sincerely,



Prescott Muir, FAIA

BCOM2024321191_ARCH_V5_v1

NOTE: Owner/Permittee is solely responsible for ensuring the locations of the structures covered by this permit are in the correct location related to property lines, setbacks or easements. City inspections do not verify or approve horizontal placement of permitted structures, which remains the sole responsibility of the Owner/Permittee.

Smith's FOOD & DRUG STORES

COMMUNITY DEVELOPMENT REVIEWED
Apr 24 2025
PLANNER'S SIGNATURE: BMA4

SMITH'S FOOD & DRUG
560 N STEPHANIE ST., HENDERSON, NV 89014

STORE #303 - TAKEOVER
PERMIT SET
10.21.24



VICINITY MAP

SYMBOLS

1	INDICATES WALL TYPE	1	WINDOW NUMBER
1	DOOR NUMBER	1	INDICATES GLASS TYPE
A / B X AXX C D	INDICATES ELEVATION NO. INDICATES PAGE NO.		DIMENSION TO FACE OF CYP. BD., CONC. OR MASONRY
OBJECT / ELEVATION	INDICATES OBJECT INDICATES ELEVATION		DIMENSION TO CENTER LINE
1	INDICATES FINISHED FLOOR TYPE		RIGID INSULATION
A	INDICATES GRID NUMBER		BATT INSULATION
1	KEYNOTE		FINISHED WOOD
OFFICE / XXX	INDICATES ROOM NAME INDICATES ROOM NUMBER		BLOCKING
1	REVISIONS		CONTINUOUS WOOD
X AXX	INDICATES SECTION NO. INDICATES PAGE NO.		METAL OR METAL STUDS
X AXX	INDICATES DETAIL NO. INDICATES PAGE NO.		WOOD WALL
	GLAZED MASONRY WALL		MASONRY WALL

ABBREVIATIONS

A.B.	ANCHOR BOLT	M.O.	MASONRY OPENING
A.C.	ASPHALTIC CONCRETE	M.R.	MOISTURE RESISTANT
ADJ.	ADJUSTABLE	N.I.C.	NOT IN CONTRACT
C.B.	CATCH BASIN	OPP.	OPPOSITE
C.J.	CONTROL JOINT	P.C.J.	PLASTER CONSTRUCTION JOINT
CONC.	CONCRETE	R.D.	ROOF DRAIN
CONT.	CONTINUOUS	SIM.	SIMILAR
D.F.	DRINKING FOUNTAIN	S.N.D.	SANITARY NAPKIN DISPOSAL
DIF.	DIFFUSER	STL	STEEL
E.I.F.S.	EXTERIOR INSULATION AND FINISH SYSTEM	S.S.	STAINLESS STEEL
E.J.	EXPANSION JOINT	T.A.	TOP OF ASPHALT
EL.	ELEVATION	T.G.	TOP OF GRATE
EQ.	EQUAL	T.W.	TOP OF WALK
EXIST.	EXISTING	T.O.C.	TOP OF CONCRETE
EXT.	EXTERIOR	T.O.M.	TOP OF MASONRY
F.D.	FLOOR DRAIN	T.O.S.	TOP OF STEEL
F.F.	FINISH FLOOR	T.O.W.	TOP OF WALL
F.O.M.	FACE OF MASONRY	TYP.	TYPICAL
F.S.R.	FLEXIBLE SHEET ROOFING	V.C.	VINYL COMPOSITION
F.T.	FIRE TREATED	U.N.O.	UNLESS NOTED OTHERWISE
GYP.BD.	GYPSUM BOARD	W/	WITH
HDR.	HEADER	INT.	INTERIOR

SCOPE OF WORK SUMMARY

THE PROJECT CONSIST ON COMBINING AND CONVERTING EXISTING SUITES WITH THE NUMBERS 580, 574 AND 560 INTO A NEW SMITH'S STORE.

THE SCOPE OF WORK INCLUDES THE COMPLETION OF A NEW LAYOUT THROUGHOUT THE BUILDING TO ACCOMODATE EACH OF THE GROCERY DEPARTMENTS, INCLUDING: DELI, BAKERY, SEAFOOD & MEAT, GROCERY, PRODUCE, CHECKOUTS, PHARMACY, OFFICES AND EMPLOYEE'S SPACES, CUSTOMER SERVICE, ETC. THE INSTALLATION OF NEW DECOR AND FINISHES, NEW FIXTURES, SHELVING, THROUGHOUT THE EXISTING BUILDING.

THE EXTERIOR WORK CONSIST OF PAINTING THE MAIN FACADES; CREATING A NEW EXTERIOR SEATING AREA, AND INSTALLING NEW SIGNAGE.

NOTE: NEW SIGNAGE UNDER SEPARATE PERMIT

DEFERRED SUBMITTALS

1. FIRE SPRINKLER MODIFICATION DRAWINGS SHALL BE A DEFERRED SUBMITTAL BY THE CONTRACTOR
2. MECHANICAL HOUSE PLANS SHALL BE A SEPARATE SUBMITTAL 2

BUILDING DATA

(FOR REMODEL WORK ONLY, ORIGINAL BUILDING PERMITTED UNDER 1997 UBC)

APPLICABLE CODES

2021 INTERNATIONAL BUILDING CODE
2021 INTERNATIONAL BUILDING CODE AMENDMENTS, CITY OF HENDERSON 1
2018 INTERNATIONAL EXISTING BUILDING CODE
2018 INTERNATIONAL ENERGY CONSERVATION CODE
2018 UNIFORM MECHANICAL CODE
2018 UNIFORM PLUMBING CODE
2017 NATIONAL ELECTRICAL CODE
2018 INTERNATIONAL ENERGY CONSERVATION CODE
2021 INTERNATIONAL FIRE CODE
2021 FIRE CODE AMENDMENTS, CITY OF HENDERSON
2009 ICC/ANSI - A117.1
TITLE 15 OF HENDERSON MUNICIPAL CODE (HMC) 1

CONSTRUCTION

CONSTRUCTION TYPE	TYPE V-B (NON-RATED) SPRINKLERED
OCCUPANCY CLASSIFICATION	GROUP M (RETAIL STORE)

AREA CALCULATIONS

BUILDING AREA:	UNLIMITED, PER ARTICLE 507.4 OF THE IBC 2021 SPRINKLERED ONE STORY BUILDING SURROUNDED AND ADJOINED BY PUBLIC WAYS AND YARDS NOT LESS THAN 60 FEET WIDTH
EXISTING GROSS BUILDING FOOTPRINT	129,678 S.F.

OCCUPANCY TABULATION (Per 2021 IBC Table 1004.5)

Occupancy	Load Factor	Area	Occupants
Assembly, Seating	15	1735 SF	116
Mechanical, Storage, Coolers	300	23246 SF	78
Pharmacy, Offices, Cust. Service	150	2905 SF	20
Prep Areas	200	6638 SF	33
Retail Area	60	83639 SF	1,395
Stcks	11	447 SF	41
TOTALS		118809 SF	1,682

EXITING REQUIREMENTS (Per IBC 2021 1005)

	REQUIRED	PROVIDED
SEPARATE EXITS REQUIRED FROM MAIN LEVEL (IBC SEC. 1006.3.3)	4	7
EXIT WIDTH REQUIRED	1,682 X 0.2"= 336.4" (28'-4"+/-)	
EXIT WIDTH PROVIDED	= 774" (64'-6"+/-)	

PLUMBING FIXTURE COUNT

GROUP M CLASSIFICATION (IBC 2021 TABLE 2902.1)
OCCUPANT LOAD= 1,682 (841 FEMALE / 841 MALE)

FIXTURE TYPE	# REQUIRED	# PROVIDED
W/C	FEMALE 1/500 MALE 1/500 841/500= 1.682 PER	FEMALE: 3 TOILETS MALE: 2 TOILETS AND 1 URINALS EMPLOYEE: 1 AT PHARMACY, 4 TOILETS AT EMPLOYEE FEMALE 2 TOILETS AT EMPLOYEE MALE AND 2 URINALS AT EMPLOYEE MALE UNISEX EMPLOYEE: 2 TOILETS FAMILY: 2 TOILETS
LAVATORY	FEMALE 1/750 MALE 1/750 841/750= 1.121 PER	FEMALE: 2 MALE: 2 PHARMACY: 1 EMPLOYEE: 2 FEMALE, 2 MALE, 2 UNISEX FAMILY: 2
DRINKING FOUNTAIN	1/1000 1,682/1000= 1.68 TOT.	2 PUBLIC 2 EMPLOYEE
SERVICE SINK	1 TOT. 1	

PROJECT GENERAL NOTES

1. DO NOT DAMAGE BUILDING ELEMENTS INDICATED OR SHOWN TO REMAIN.
4. PROTECT PORTIONS OF THE BUILDING ADJACENT TO OR AFFECTED BY SELECTIVE DEMOLITION & CONSTRUCTION.
5. DO NOT CLOSE OR OBSTRUCT STREET, WALKS, DRIVES, PARKING OR OTHER OCCUPIED OR USED SPACES OR FACILITIES WITHOUT THE WRITTEN PERMISSION OF THE OWNER AND AUTHORITIES HAVING JURISDICTION.
6. DO NOT INTERRUPT UTILITIES SERVING OCCUPIED OR USED FACILITIES WITHOUT THE WRITTEN PERMISSION OF THE OWNER AND AUTHORITIES HAVING JURISDICTION.
7. CONTRACTOR SHALL PATCH AND REPAIR EXISTING WORK DAMAGED DURING THE REMODEL. PATCH, FILL AND REPAIR PENETRATIONS AND VOIDS IN FINISHED SURFACES WHERE PIPES, CONDUITS, FRAMING AND EQUIPMENT HAVE BEEN REMOVED. REFER TO PLUMBING, MECHANICAL, ELECTRICAL, AND REFRIGERATION DRAWINGS FOR EXTENT OF NEW PIPES, FIXTURES, DEVICES, ETC. TO BE RUN IN EXISTING WALLS. CONTRACTOR TO INCLUDE IN BID COST FOR CUTTING AND PATCHING EXISTING WALLS WHEREVER REQUIRED.
8. CONTRACTOR SHALL REMOVE ALL SURPLUS MATERIALS, FALSE WORK, TEMPORARY STRUCTURES INCLUDING FOUNDATIONS AND DEBRIS OF EVERY NATURE RESULTING FROM HIS OPERATIONS, AND PUT THE SITE IN A NEAT, ORDERLY CONDITION.
9. CONTRACTOR TO AVOID DAMAGING EXISTING TREES AND LANDSCAPING, AND SHALL COORDINATE WITH THE ARCHITECT THE DESTRUCTION OF ANY EXISTING LANDSCAPING. CONTRACTOR IS RESPONSIBLE TO REPAIR ANY LANDSCAPING HE HAS DAMAGED.
10. CONTRACTOR SHALL VERIFY THE LOCATION AND SHALL PROVIDE AND PROTECT UTILITIES WITHIN THE WORK AREA, WHETHER OR NOT INDICATED IN THE DRAWINGS. CONTRACTOR SHALL NOTIFY UTILITY COMPANIES IMMEDIATELY SHOULD SERVICES BE INTERRUPTED.
11. GENERAL CONTRACTOR TO FIELD VERIFY ALL CONDITIONS WHERE WORK IS BEING PERFORMED.
12. GENERAL CONTRACTOR TO PROVIDE ADEQUATE SHORING AND BRACING AT AREAS WHERE REMOVAL OF WALLS OCCURS.
13. SOME SELECTIVE DEMOLITION MAY BE REQUIRED TO CONSTRUCT ELEMENTS SHOWN ELSEWHERE ON THE DRAWINGS THAT IS NOT SHOWN ON THE DEMOLITION PLAN. CONCRETE SAW CUTTING TO BE DONE BY THE GENERAL CONTRACTOR WHEN STORE IS CLOSED OR AT HOURS SPECIFICALLY APPROVED BY THE SMITH'S PROJECT MANAGER. (MINIMIZE OVERCUTS ON SAW CUTTING WHEN TRENCHING, 1" MAX. OVERCUT).
14. REFER TO OWNER COMMISSIONED ASBESTOS REPORT FOR EXTENT OF ASBESTOS IN EXISTING FLOOR TILE AND OR MASTIC, AND DUCT SEAL. REMOVE ASBESTOS CONTAINING MATERIAL AS OCCURS IN A MANNER APPROVED BY LAW IN ALL FLOOR AREAS WHERE SAW CUTTING IS REQUIRED. UNDER NO CIRCUMSTANCES IS ASBESTOS CONTAINING MATERIAL TO BE MADE FRIABLE BY CUTTING, DRILLING, SANDING OR ANY OTHER DUST PRODUCING OPERATION. ALL ASBESTOS ABATEMENT IS TO OCCUR DURING CONTINUOUS AIR QUALITY MONITORING PROVIDED BY OWNER, COORDINATE W/ PROJECT MANAGER. ABATEMENT METHODS TO BE COMPATIBLE WITH FINISHES SPECIFIED IN AREAS WHERE ABATEMENT OCCURS (SHOT BLASTING IS NOT COMPATIBLE WITH POLISHED CONCRETE FLOOR SYSTEM).
15. CUT AND CAP ALL ABANDONED PIPES, CONDUITS, ETC.
16. THE CONTRACTOR IS RESPONSIBLE TO MODIFY EXISTING FIRE SPRINKLER SYSTEM AS REQUIRED IN ALL AREAS WHERE REMODELING OCCURS, TO COMPLY WITH CODE. REFER TO THE REFLECTED CEILING PLAN FOR AREAS WHERE CEILINGS ARE TO BE MODIFIED. CONTRACTOR IS ALSO RESPONSIBLE FOR ANY FIRE ALARM SYSTEM MODIFICATIONS INDICATED IN THE DRAWINGS OR IN THE SPECIFICATIONS. REFER TO PROJECT MANUAL FOR SCOPE OF WORK DESCRIPTION AND PERFORMANCE SPECIFICATION. COORDINATE MODIFICATION OF FIRE SPRINKLING SYSTEM WITH AUTHORITY HAVING JURISDICTION AND OWNERS INSURANCE UNDERWRITERS ENGINEERS TELGIAN FOR PROJECT SPECIFIC REQUIREMENTS. SEE SPECS FOR INFO ON GETTING DRAWINGS APPROVED.
17. REFER TO CONSTRUCTION SCHEDULE CONTAINED IN SECTION 003113 OF THE PROJECT MANUAL FOR SPECIFIC REQUIREMENTS OF THIS REMODEL.
18. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR RECEIVING ALL EQUIPMENT ARRIVING AT THE SITE FOR THE REMODEL AND STORAGE OF THIS EQUIPMENT PRIOR TO FINAL INSTALLATION.
19. G.C. TO PROVIDE DETAILED CONSTRUCTION SCHEDULE TO KROGER P.M. UPON ACCEPTANCE OF SUCCESSFUL BID. G.C. TO UPDATE SCHEDULE WEEKLY DURING CONSTRUCTION.
20. GENERAL CONTRACTOR RESPONSIBLE TO PROVIDE QUICK SWEEP CLEAN UP DURING REMODEL.
21. A SET OF AS-BUILT DRAWING PRINTS WILL REMAIN ON SITE DURING REMODEL
22. AFTER REMODEL THE G.C. WILL DELIVER TO THE P.M. NO MORE THAN 30 DAYS AFTER COMPLETION TWO SETS OF NEW AS-BUILTS AND ALL NECESSARY CLOSED OUT DOCUMENTS. UPLOAD ELECTRONIC COPY TO SITE FOLIO AND DELIVER HARD COPY TO SMITHS.
23. DURING CONSTRUCTION, FIRE EXTINGUISHERS ARE TO BE MAINTAINED IN ALL AREAS WHERE TORCHES ARE BEING USED.
24. A FIRE WATCH IS TO BE MAINTAINED BY ALL WORKERS WHEN MODIFICATIONS ARE BEING MADE TO THE FIRE SPRINKLER SYSTEM
25. GENERAL CONTRACTOR TO PROVIDE (2) CARPENTER LEVEL AND (2) APPRENTICE LEVEL EMPLOYEES SOLELY FOR THE OWNERS USE DURING THE LAST FOUR DAYS OF CONSTRUCTION SCHEDULE.
26. THIS WILL BE A "ZERO-WASTE" PROJECT. 90% OF WASTE WILL BE RECYCLED. PROVIDE UPDATES ON WASTE DISPOSAL AT THE TIME OF EACH PAY REQUEST. GENERAL CONTRACTOR SHALL UPLOAD AN UPDATED ZERO WASTE SPREADSHEET TO SITEFOLIO EACH MONTH. RE: SPECIFICATION SECTION 017419.
27. THE REFRIGERATION CONTRACTOR WILL BE RESPONSIBLE FOR RECEIVING, STORING, AND DELIVERING TO THE SITE ALL NEW REFRIGERATED CASES. REFRIGERATED CASES ARE TO BE DELIVERED PRIOR TO START OF CONSTRUCTION FOR PRE-PIPING IF POSSIBLE. IT WILL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO MAKE ARRANGEMENTS TO HAVE THESE CASES DELIVERED TO THE CONSTRUCTION SITE AS REQUIRED AND PROVIDE AN OFF SITE CLIMATE CONTROLLED FACILITY FOR STORAGE. A DELIVERY SCHEDULE WILL BE PROVIDED BY SMITH'S PROJECT MANAGER.
28. GENERAL CONTRACTOR TO PROVIDE 3 STORAGE CONTAINERS ADEQUATE TO STAGE OWNER FURNISHED FIXTURES, EQUIPMENT AND OTHER MATERIALS REQUIRED TO COMPLETE THE REMODEL.
29. GENERAL CONTRACTOR TO MANAGE CONSTRUCTION WASTE AS SPECIFIED IN SECTION 017419. GENERAL CONTRACTOR TO PROVIDE ADEQUATE WASTE CONTAINERS ON SITE AT ALL TIMES AS REQUIRED TO COMPLY WITH THE WASTE MANAGEMENT PLAN INCLUDING MATERIALS DESIGNATED FOR RECYCLING AND GENERAL CONSTURCTION WASTE. COORDINATE NUMBER OF WASTE CONTAINERS AND LOCATION ON SITE WITH OWNER. ALL WASTE DISPOSAL AND WASTE MANAGEMENT COSTS WILL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.

BUILDING REVIEWED
tjm5
04/28/2025 7:27:19 AM

A PAPER COPY OF THE ACCEPTED PLANS MUST BE ON SITE FOR INSPECTION

EACH STRUCTURE INCLUDED IN THIS PLAN SET (BUILDINGS, SIGNS, FENCES, RETAINING WALLS, SITE LIGHTING, GENERATOR ENCLOSURES, GENERATOR FOUNDATIONS, TRASH ENCLOSURES, SHADE STRUCTURES, STORAGE RACKING SYSTEMS, ETC.) REQUIRES A SEPARATE PERMIT. PROVIDE LIST OF SEPARATE ITEMS ON COVER SHEET.

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DRA-20201031 DESIGN REVIEW
PWD1 20240163 TECHNICAL DRAINAGE STUDY (UPDATED) PERMIT NUMBER APPROVED
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E01.2A PARTIAL POWER DEMOLITION PLAN - NORTHEAST
E01.2B PARTIAL POWER DEMOLITION PLAN - SOUTHEAST
E01.2C PARTIAL POWER DEMOLITION PLAN - SOUTHWEST
E01.2D PARTIAL POWER DEMOLITION PLAN - NORTHWEST
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EM2 ENERGY MANAGEMENT SYSTEMS LAYOUT
EM0.1 ENERGY MANAGEMENT REFRIGERATION CONTROLS LAYOUT
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EM4.2 ENERGY MANAGEMENT REFRIGERATION DETAILS
EM4.3 ENERGY MANAGEMENT REFRIGERATION DETAILS
EM5 ENERGY MANAGEMENT CONTROL POINTS LIST
EM6.1 ENERGY MANAGEMENT HVAC OVERALL CONTROLS LAYOUT
EM7 ENERGY MANAGEMENT LIGHTING CONTROL LAYOUT
EM0.1 ENERGY MANAGEMENT LIGHTING-HVAC WIRING DETAILS
EM0.2 ENERGY MANAGEMENT LIGHTING-HVAC WIRING DETAILS

FIRE REVIEWED
Kyle.Watson@CityofHenderson.com
04/25/2025 9:10:21 AM

PROVIDE ADDRESSING PER HENDERSON DEV. CODE SECTION 19.14.15-C.8 AND IFC 505.1

SUBMIT FIRE SPRINKLER SYSTEM SHOP DRAWINGS

SUBMIT FIRE ALARM SHOP DRAWINGS

MONITORING PERMIT REQUIRED

SUBMIT WET CHEMICAL SYSTEM SHOP DRAWINGS

PROVIDE A CLASS K FIRE EXTINGUISHER(S) WITHIN 30-FT TRAVEL DISTANCE OF COOKING EQUIPMENT

SUBMIT CO2 SHOP DRAWINGS

PROVIDE A RECESSED KNOX BOX PER IFC 506 AS AMEND.

EMERGENCY RESPONDER RADIO PERMIT REQUIRED

SUBMIT FLAMMABLE & COMBUSTIBLE LIQUIDS SHOP DRAWINGS

SUBMIT COMPRESSED GAS SYSTEM SHOP DRAWINGS

SEPARATE FIRE PERMIT FOR REFRIGERATION DETECTION

PROVIDE 2A-10BC FIRE EXTINGUISHER(S) WITHIN 75 FOOT TRAVEL DISTANCE

SUBMIT HAZARDOUS MATERIALS INVENTORY STATEMENT 45 DAYS PRIOR TO FINAL INSPECTION

THE CITY OF HENDERSON — A Place to Call Home
PREVIEWED FOR CODE COMPLIANCE - 04/28/2025

PRESCOTT MUIR ARCHITECT • 171 WEST PIERPONT AVE. • SALT LAKE CITY, UTAH 84101 • TEL: 801.521.9111 FAX: 801.521.9158

PRESCOTT & MUIR REGISTERED No. 1487 ARCHITECT STATE OF NEVADA
10.28.24

MECHANICAL ENGINEERS
PVE INC. 801.399.3158
ELECTRICAL ENGINEERS
THOMAS AND KOLKMAN ENG. CO. INC. 801.484.8161
STRUCTURAL ENGINEERS
ARW ENGINEERS 801.782.6008

TITLE SHEET

SMITH'S FOOD AND DRUG
STORE #303 - TAKEOVER
560 N STEPHANIE ST., HENDERSON, NV 89014

DRAWN BY: AB
PROJECT NO.: 23.034

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DATE:
11.20.24 PERMITTEE
01.24.25 COMMENTS
02.25.25 COMMENTS
04.07.25 COMMENTS

SHEET NO. G0.0

Prescott Muir, FAIA
48 Market Street, Suite 250
Salt Lake City, UT 84101
801.410.8178
prescott@muirarch.com

DATE: 11.17.25

Ms. Laura Bach,
Nevada State Board of Architecture IDARD
2060 E. Flamingo Road, Suite 120
Las Vegas, NV 89119

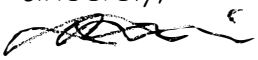
Dear Ms. Bach,

Thank you for bearing with me as I try to uncover what has transpired concerning the misuse of my retired architecture license. Since my correspondence of last week, some additional information has come to my attention with regard to the letter dated April 16, 2024.

In the fifth paragraph of my previous letter to you, it is correct that I didn't author the letter but apparently, at the time, I was aware of its existence and lent my support to the application for corporate licensing of Prescott Muir and Associates, P.C. (PMA). However, I would like to know if the Board, as a condition of granting corporate licensing, indeed requested a conveyance of naming rights from me to PMA and for me to make a formal request to retire my license, though it had been retired some five earlier. At time of PMA's application, was there some doubt I had actually requested my license to be retired in 2019? I have no recollection of making the request.

Irrespective of who requested my license to be retired in 2019, I am very concerned about its subsequent unauthorized use over the intervening five years even beyond when PMA received its corporate license. This is no small matter since they used it on at least twelve projects which were filed with various building departments throughout Nevada.

Sincerely,



Prescott Muir, FAIA

From: Prescott Muir
To: Laura A. Bach
Subject: Re: Inquiry Request
Date: Monday, November 17, 2025 8:19:02 PM

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Laura,
Sorry I was in meetings all day. Answers to your questions:
1. I divested all of my shares on April 1,2019.
2.After this date, I worked under a consultant agreement on tasks only as requested by one of the principals. I had no day to day management responsibility and the project responsibility was limited to primarily schematic design.
3. No I didn't stamp any drawings after April 1, 2019. As mentioned in item 2 above I had very limited project responsibility.
4. I have no idea why they would use a stamp that had been retired. It makes no sense to me.

Prescott Muir FAIA

> On Nov 17, 2025, at 2:54 PM, Laura A. Bach <lbach@nsbaidrd.nv.gov> wrote:
>
> When did you sell your shares? Did you still work at Prescott Muir & Associates as an employee? Have you been stamping plans for Nevada since 2019? Why do you think they are using your stamp when all three are registered in Nevada?
>
> **Laura Bach, Chief Investigator**
> **Nevada State Board of Architecture, Interior Design & Residential Design**
> **2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119**
> **Phone: (702) 486-7300**
> **Email: lbach@nsbaidrd.nv.gov**
> **Web: nsbaidrd.org**
> **Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd**
>
> ---
>
> **From:** Prescott Muir <prescott@muirarch.com>
> **Sent:** Tuesday, November 11, 2025 6:26 PM
> **To:** Laura A. Bach <lbach@nsbaidrd.nv.gov>
> **Cc:** Adria Swindle <adria@muirarch.com>
> **Subject:** Fw: Inquiry Request
>
> **WARNING** - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

STATE OF NEVADA

JOE LOMBARDO
Governor

DR. KRISTOPHER SANCHEZ
Director

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DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS
NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN

November 18, 2025

CERTIFIED MAIL 7012 0470 0001 0004 2046
Email:cecilia@prescottmuir.com;jared@prescottmuir.com;jay@prescottmuir.com

Jared Larson
Jay Lems
Cecilia Uriburu
Prescott Muir & Associates, A Professional Corporation
171 Pierpont Avenue
Salt Lake City, UT 84101

Notice of Investigation
Case Number: 26-036R

Dear Messrs. Larson & Lems and Ms. Uriburu:

We are in receipt of information indicating the existence of possible violations of the Board's statutes and/or rules.

We have received a complaint from Prescott Muir alleging fraud by using his electronic seal after he was no longer with the company or registered with the Board (approximately January 2020-present). Additionally, he alleged that you forged his signature in order to get your firm name approved. On April 16, 2024, a letter was submitted along with your firm's name approval application stating that Mr. Muir was retiring and that you had his permission to use his name in the firm. According to our records, Mr. Muir retired in 2019 and was no longer registered with this Board.

Included in the complaint was a cover sheet for plans for a Smith's grocery store submitted to the City of Henderson Building department by your firm in January 2025, with Mr. Muir's stamp and electronic signature despite the fact that your letter stated that Mr. Muir was retiring effective immediately on April 16, 2024. Mr. Muir is claiming that his signature was forged and that he never agreed to allow you to use his name in the firm title. A review of the signature on the letter dated April 16, 2024, and Mr. Muir's signature on his registration applications revealed that they do not match.

You are requested to provide a written response to the above allegations by December 3, 2025. In your response, please explain the working relationship you have with Mr. Muir if there is one and provide a copy of exchange of shares and notification to the Board that the ownership was changing. In addition, please provide a list of all plans submitted with Mr. Muir's stamp and signature since 2020. You may also provide any additional information that you believe is relevant to the disposition of this investigation.

If this office does not receive a satisfactory response within the time requested this matter will be referred for further enforcement action. You have the right to consult with legal counsel concerning this matter.

We look forward to receiving your written response by December 3, 2025.

Sincerely,

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN
Laura Bach
Laura Bach
Chief Investigator
Enforcement Division

PARR BROWN
GEE & LOVELESS
ATTORNEYS AT LAW

CHEYLYNN HAYMAN
Attorney at Law
CHAYMAN@parrbrown.com

December 2, 2025

VIA EMAIL ONLY

Laura Bach, Chief Investigator
Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Suite 120
Las Vegas, NV 89119
lbach@nsbaidrd.nv.gov

Re: Prescott Muir & Associates, Case Number: 26-036R

Dear Ms. Bach,

This firm represents Prescott Muir and Associates, a Professional Corporation dba Prescott Muir ("**PMA**"). We write in response to the November 18, 2025 Notice of Investigation ("**Notice**") from the Nevada State Board of Architecture, Interior Design & Residential Design (the "**Board**") requesting information. PMA appreciates the Board's communication, and intends to cooperate fully and respond transparently.

We understand Mr. Muir has concerns with his signature and appears to not recall that he expressly provided permission for PMA to affix it to the letter that was submitted to the Board. Candidly, PMA was surprised to receive the Board's letter, as it had previously provided documentation to Mr. Muir to refresh his recollection on this very issue. Enclosed with this letter is that same documentation, which confirms that Mr. Muir authorized PMA to attach his signature to the letter at issue.

PMA nonetheless accepts responsibility for any clerical administrative errors that occurred, and it sincerely regrets any oversight. The firm has taken corrective action, and it welcomes the opportunity to provide the Board with all relevant information.

I. Factual Background

Mr. Muir Gave PMA Written Permission to Use his Name

1. Mr. Muir founded PMA in 1976.

2. For decades, Mr. Muir served as the architect in responsible control for PMA's Nevada projects. This was because he chose to register in Nevada as a sole-proprietorship. Thus, he personally established and supervised the licensing structure that required PMA to rely on his Nevada license and electronic seal for all submissions.

3. In 2019, PMA purchased Mr. Muir's shares, but Mr. Muir did not disengage from the firm. Instead, he continued working with PMA as a paid consultant, attended partner meetings, and held himself out internally as someone still licensed in Nevada.

4. Between 2019 and 2024, despite this ongoing role and despite knowing that PMA relied on his Nevada license, Mr. Muir never disclosed that he had allowed his license to lapse. He continued participating as if he remained licensed, creating the current misunderstanding. At all times Mr. Muir was aware of, and consented to, PMA's use of his stamp on Nevada projects.

5. It is important to note that, even though Mr. Muir let his license lapse, PMA's Nevada practice has, at all times, remained under the supervision of a Nevada-licensed architect. Specifically, PMA shareholder Jay Lems has been licensed in Nevada since March 30, 2016, and during the 2019–2024 period he provided professional oversight for all Nevada work performed by the firm.

6. In April 2024, PMA attempted to register as an entity in Nevada. When it applied to use Mr. Muir's name in the entity name, PMA received a notice from the Board stating that (1) PMA needed Mr. Muir's permission to use his name, and (2) Mr. Muir's Nevada license was expired. *See* Email from L. Quenga to C. Uriburu, dated April 2, 2024, attached as Exhibit 1; *see also* Email from C. Uriburu to P. Muir dated April 9, 2024, attached as Exhibit 2.

7. Specifically, the Board "require[d] a letter that both resigns [Mr. Muir's] license and agrees to the name change." Ex. 2.

8. As soon as the Board notified PMA that Mr. Muir had let his license lapse, PMA acted promptly to address the issue that Mr. Muir had created.

9. For administrative efficiency, Cecilia Uriburu, a PMA shareholder, drafted a letter for Mr. Muir to review, revise as needed, and sign. *Id.*

10. Mr. Muir responded that the "letter looks great," however, because he viewed the Board as "very difficult," he suggested two minor changes. *See* Email from P. Muir to C. Uriburu, dated April 10, 2024, attached as Exhibit 3.

11. First, because he "underst[ood] a corporate license in Nevada requires all shareholders within the firm to be licensed there," Mr. Muir suggested "adding that I have sold my interest in the firm and am no longer a shareholder." *Id.*

12. Mr. Muir also suggested to "add FAIA behind [his] name so that it adds a certain amount of credibility." *Id.*

13. Because he and his wife were "leav[ing] for Mexico in the morning," he closed by saying "**I assume you'll affix a digital signature**." *Id.* (emphasis added).

14. To make sure that Mr. Muir was fully informed, Ms. Uriburu clarified that, "[s]ince you were registered as a sole practitioner and not operating as a firm, I edited the letter to reflect that you allow us to use your name for the firm." *See* Email from C. Uriburu to P. Muir dated April 10, 2024, attached as Exhibit 4.

15. In response, Mr. Muir *again* acknowledged and confirmed his consent for PMA to use his name. Specifically, he said that "I wasn't sure how you decided to handle the corporate versus sole proprietorship issue. **Since you're pursuing the later under licensed use of name, then the letter works well**." *See* Email from P. Muir to C. Uriburu, dated April 10, 2024, attached as Exhibit 5. (emphasis added).

16. Ms. Uriburu—following Mr. Muir's instructions for her to add his electronic signature to the letter—stated "I have your signature on blue beam so I will submit." *See* Email from C. Uriburu to P. Muir dated April 10, 2024, attached as Exhibit 6.[1]

17. As directed by Mr. Muir, Ms. Uriburu then added Mr. Muir's signature to the letter and submitted it to the Board. *See* Letter from P. Muir to the Board, dated April 16, 2024, attached as Exhibit 7.

18. From April 2024 to June 30, 2025, all PMA shareholders have been licensed with the Board.

PMA Submissions from January 2020 to Present

19. From January 2020 to present, there were 57 Nevada-based submissions related to

[1] PMA maintains multiple electronic versions of Mr. Muir's signature, all of which were created and used at various times during his decades with the firm. The version Ms. Uriburu applied to the April 16, 2024 letter was the same version routinely used by Mr. Muir himself in connection with official firm business. Attached as Exhibit 8 and Exhibit 9 is one such example, an email sent by Mr. Muir on September 15, 2021, in which he conveyed a PDF letter using that same electronic signature. Personal information has been redacted from that email and letter, however, if needed, PMA is willing to provide unredacted versions.

PMA. *See* Submission Chart, attached as Exhibit 10. During that period, the oldest submission is from June 18, 2020. *Id.*

20. From June 18, 2020 to March 14, 2024, 46 projects were signed and submitted by Mr. Muir, and 2 were signed and submitted by Jared Larson (another PMA shareholder).

21. Since Mr. Muir resigned his license in April 2024, PMA has submitted 9 Nevada projects. All of them have been signed by Jared Larson, except for the single project raised in your letter, the Smith's project in Henderson, Nevada ("**SM303**").

22. Due to a clerical error, the initial SM303 submission was submitted on October 28, 2024 using Mr. Muir's stamp. As is common practice, all subsequent filings—including the November 20, 2024 response to comments, the January 24, 2025 response to review comments, the February 25, 2025 response to review comments, and the April 7, 2025 response to Community Development—were generated from that original file, and thus inadvertently carried forward the same stamp.

23. Notwithstanding that clerical error, every PMA project in Nevada since 2024 has been overseen and approved by architects properly licensed in Nevada.

II. Response to Allegations in the Board's Notice

PMA appreciates the opportunity to fully clarify the record. As outlined above, Mr. Muir expressly authorized the use of his electronic signature on the April 16, 2024 letter and personally approved the final content of that communication. His current claim that the signature was "forged" is directly contradicted by his own written instructions and his contemporaneous email correspondence. PMA acted in good faith reliance on his authorization, and there was no attempt—direct or indirect—to recreate, imitate, or falsify his signature.

The suggestion that PMA improperly used Mr. Muir's Nevada registration between 2020 and 2024 similarly mischaracterizes the firm's operations during that period. As the Board is aware, Mr. Muir intentionally structured PMA's Nevada practice as a sole proprietorship, and he continued to represent to the firm that he remained duly licensed. When the Board first notified PMA in April 2024 that Mr. Muir had allowed his Nevada registration to lapse, PMA immediately took corrective action, secured Mr. Muir's written resignation of his license, and proceeded to operate exclusively under the licenses of PMA's current shareholders.

PMA also acknowledges the single clerical error related to the SM303 submission. As explained above, the initial file contained an outdated digital stamp. Subsequent responses generated from that same file unintentionally carried forward the same image. This was not an attempt to submit work under Mr. Muir's lapsed credentials. The underlying work was prepared,

reviewed, and approved by PMA architects properly licensed in Nevada. The only error was the inadvertent application and subsequent retention of a legacy signature block within a working file. PMA sincerely regrets that oversight and has already implemented additional safeguards to prevent a recurrence.

The Board's letter also requests clarification of PMA's relationship with Mr. Muir following his 2019 divestiture. As noted above, although Mr. Muir sold his shares in 2019, he did not separate from PMA. He remained a paid consultant, continued attending partner meetings well into 2023, provided direction to project staff, and held himself out as an ongoing technical and professional resource. PMA relied on his continued involvement and longstanding responsibility for Nevada projects. Attached as Exhibit 11 are copies of relevant share-transfer documentation reflecting the transition of ownership.

Finally, PMA has compiled and submits herewith a complete list of all submissions bearing Mr. Muir's stamp or signature since 2020, as requested. As shown in the Submission Chart, the vast majority of those submissions occurred during periods when Mr. Muir actively represented himself to PMA as licensed and continued performing the same role he had held for decades. After April 2024, PMA has submitted projects only under its currently licensed architects, with the sole inadvertent exception of the carried-forward SM303 stamp, described above.

PMA takes its obligations to the Board seriously. The firm regrets any confusion created by Mr. Muir's recent statements and any administrative errors referenced in the Notice. PMA is committed to full transparency and welcomes continued dialogue to bring this matter to a prompt and appropriate resolution. We look forward to working with you to efficiently resolve this matter.

Sincerely,

PARR BROWN GEE & LOVELESS

/s/ Matthew E. Jensen

Matthew E. Jensen (NV Bar No. 12789)
Cheylynn Hayman
Jascha K. Clark

Exhibit 1

From: Leilani Quenga
Sent: Tuesday, April 2, 2024 2:06 PM
To: Cecilia Uriburu
Cc: Jessica Hernandez-Ramos
Subject: RE: Nevada Firm Name Approval

Good afternoon,

I have received your application and payment. After reviewing the documents, the below need to be addressed:

1) *The percentages don't add up to 100%, it adds up to 99.90%*
2) *On the application it mentions Mr. Muir is retired but we didn't receive a notice stating to put his license on retired status, his status is currently expired as his license expired on December 31, 2019. Please send over a request to put his license on retired status.*
3) *We also need something in writing stating Mr. Prescott Muir is allowing the firm to use his name.*
4) *We need a copy of the firms "**Business License**" and "**Letter of Good Standing**" certificate from the Nevada Secretary of state* ***https://www.nvsilverflume.gov/startBusiness***

*Only the Board can approve or deny an application for Firm Name Registration application. The next board meeting is scheduled **June 5th, 2024**. If you wish to have your firm reviewed by the Board at the January board meeting, your completed application must be submitted by the deadline of Monday May 20th, 2024.*

Should you need any assistance, please feel free to contact me or contact our office.

Thank you

Leilani Quenga, Licensing Specialist II/Bookkeeper
Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Suite 120, Las Vegas, NV 89119
Phone: (702) 486-7300
Email: lquenga@nsbaidrd.nv.gov
Web: nsbaidrd.org
Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd

From: Cecilia Uriburu <cecilia@prescottmuir.com>
Sent: Tuesday, April 2, 2024 11:02 AM
To: Nv St Board of Architecture <nsbaidrd@nsbaidrd.nv.gov>
Cc: Jessica Hernandez-Ramos <jhramos@nsbaidrd.nv.gov>
Subject: Nevada Firm Name Approval

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello,
Please see attached the application for Nevada Firm Name Approval.
Thank you,

Cecilia

Cecilia Uriburu AIA
PRESCOTTMUIRARCHITECTS
MOBILE 801 712 4080
P 801 521 9111 x 112
www.prescottmuir.com

Exhibit 2

From: Cecilia Uriburu <cecilia@prescottmuir.com>
Sent: Tuesday, April 9, 2024 2:39 PM
To: Prescott Muir
Subject: Nevada board letter
Attachments: letter.docx; PM License letter.pdf

Hi Prescott,
Hope all is good!
We are applying to register the firm in Nevada. When we applied to use your name, they both alerted us that your license is expired and that we need your permission to use your name. They require a letter that both resigns your license and agrees to the name change.
I drafted a letter attached, feel free to make any modifications or sign the pdf if it is ready to go.

Please let me know if you have any questions and I will be happy to help.

Thank you!

Cecilia.

Cecilia Uriburu AIA
P R E S C O T T M U I R A R C H I T E C T S
MOBILE 801 712 4080
P 801 521 9111 x 112
www.prescottmuir.com

Exhibit 3

From: Prescott Muir
Sent: Wednesday, April 10, 2024 10:51 AM
To: Cecilia Uriburu
Subject: RE: Nevada board letter

Cecilia,
Sorry Betty and I were traveling back from Casper yesterday and I'm just now getting to this. Thanks for persevering with Nevada on this, they can be very difficult. The letter looks great except for two suggestions. As I understand, a corporate license in Nevada requires all shareholders within the firm to be licensed there. If this is how you're pursuing things, then I would suggest adding that I have sold my interest in the firm and am no-longer a shareholder.

Also, I'd add FAIA behind my name so that it adds a certain amount of credibility. Let me know if this solves it. Betty and I leave for Mexico in the morning, so I assume you'll affix a digital signature.

Best,

Prescott

From: Cecilia Uriburu <cecilia@prescottmuir.com>
Sent: Tuesday, April 9, 2024 2:39 PM
To: Prescott Muir <Prescott@prescottmuir.com>
Subject: Nevada board letter

Hi Prescott,
Hope all is good!
We are applying to register the firm in Nevada. When we applied to use your name, they both alerted us that your license is expired and that we need your permission to use your name. They require a letter that both resigns your license and agrees to the name change.
I drafted a letter attached, feel free to make any modifications or sign the pdf if it is ready to go.

Please let me know if you have any questions and I will be happy to help.

Thank you!

Cecilia.

Cecilia Uriburu AIA
P R E S C O T T M U I R A R C H I T E C T S
MOBILE 801 712 4080
P 801 521 9111 x 112
www.prescottmuir.com

Exhibit 4

From: Cecilia Uriburu <cecilia@prescottmuir.com>
Sent: Wednesday, April 10, 2024 12:31 PM
To: Prescott Muir
Subject: RE: Nevada board letter
Attachments: letter revised.pdf; letter.docx

Prescott,
Thank you for reviewing the letter, and don't worry about a day or two of delay, this has been a long process... but we are almost there!!

You raised an important point, and I simplified the language to avoid confusion. Since you were registered as a sole practitioner and not operating a as a firm, I edited the letter to reflect that you allow us to use your name for the firm. They have supporting documentation with share counts to demonstrate partners being licensed in Nevada and I don't want to create any confusion on firm vs sole practitioner.

I did add the FAIA next to your name, sorry that I forgot!

Call me if you have any questions, I am tied up from 1 to 3:30, but free otherwise.

Thank you,

Cecilia.

Cecilia Uriburu AIA
PRESCOTTMUIRARCHITECTS
MOBILE 801 712 4080
P 801 521 9111 x 112
www.prescottmuir.com

From: Prescott Muir
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To: Cecilia Uriburu
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To: Prescott Muir <Prescott@prescottmuir.com>
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Cecilia Uriburu AIA
P R E S C O T T M U I R A R C H I T E C T S
MOBILE 801 712 4080
P 801 521 9111 x 112
www.prescottmuir.com

Exhibit 5

From: Prescott Muir
Sent: Wednesday, April 10, 2024 4:01 PM
To: Cecilia Uriburu
Subject: RE: Nevada board letter

I wasn't sure how you decided to handle the corporate versus sole proprietorship issue. Since you're pursuing the later under licensed use of name, then the letter works well.

Good luck.

From: Cecilia Uriburu <cecilia@prescottmuir.com>
Sent: Wednesday, April 10, 2024 12:31 PM
To: Prescott Muir <Prescott@prescottmuir.com>
Subject: RE: Nevada board letter

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Cecilia Uriburu AIA
P R E S C O T T M U I R A R C H I T E C T S
MOBILE 801 712 4080
P 801 521 9111 x 112
www.prescottmuir.com

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To: Cecilia Uriburu <cecilia@prescottmuir.com>
Subject: RE: Nevada board letter

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Cecilia Uriburu AIA
P R E S C O T T M U I R A R C H I T E C T S
MOBILE 801 712 4080
P 801 521 9111 x 112
www.prescottmuir.com

Exhibit 6

From: Cecilia Uriburu <cecilia@prescottmuir.com>
Sent: Wednesday, April 10, 2024 4:05 PM
To: Prescott Muir
Subject: RE: Nevada board letter

Prescott,
Sounds good. I have your signature on blue beam so I will submit. Hopefully, they won't have more follow up questions on this. Ugh!
Thank you!!
Cecilia.

Cecilia Uriburu AIA
P R E S C O T T M U I R A R C H I T E C T S
MOBILE 801 712 4080
P 801 521 9111 x 112
www.prescottmuir.com

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To: Cecilia Uriburu
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Cecilia Uriburu AIA
P R E S C O T T M U I R A R C H I T E C T S
MOBILE 801 712 4080
P 801 521 9111 x 112
www.prescottmuir.com

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To: Cecilia Uriburu <cecilia@prescottmuir.com>
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Thank you!

Cecilia.

Cecilia Uriburu AIA
P R E S C O T T M U I R A R C H I T E C T S
MOBILE 801 712 4080
P 801 521 9111 x 112
www.prescottmuir.com

Exhibit 7

Prescott Muir, FAIA
225 Spruce Drive
JHG&T, Jackson, WY 83001
prescott@prescottmuir.com
801.521.9111

April 16, 2024

Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Rd., Suite 120,
Las Vegas, NV 89119

Dear NSBAIDRD Board,

I am writing to formally retire my license as an architect in the state of Nevada, effective immediately. My license number is 1487.

Please consider this letter as my official License retirement from the Nevada State Board of Architecture, Interior Design & Residential Design. I understand the responsibilities and obligations associated with this decision and assure you that I will fulfill any outstanding commitments or obligations according to the regulations and standards set forth by the Board.

Furthermore, I allow the firm 'Prescott Muir Architects, A Professional Corporation" Business License NV20243056631 to use my name as the firm's title.

Please let me know if there are any additional steps or requirements, I need to fulfill to complete this process.

Thank you for your attention to this matter. I am grateful for the support and opportunities provided to me during my time as a Licensed Architect in the State of Nevada.

Sincerely,



Prescott Muir, FAIA

Exhibit 8

From: Prescott Muir <Prescott@prescottmuir.com>
Sent: Wednesday, September 15, 2021 3:53 PM
To: REDACTED
Cc:
Subject: Fwd: Letter saved on Server
Attachments: REDACTED Letter for PM_09.15.21.pdf

Proposal as requested.

Sent from my iPhone

Begin forwarded message:

> **From:** Tina Healy <tina@prescottmuir.com>
> **Date:** September 15, 2021 at 3:41:51 PM MDT
> **To:** Prescott Muir <Prescott@prescottmuir.com>
> **Subject: RE: Letter saved on Server**
>
> See attached.
>
> ---
>
> **From:** Prescott Muir <Prescott@prescottmuir.com>
> **Sent:** Wednesday, September 15, 2021 3:38 PM
> **To:** Tina Healy <tina@prescottmuir.com>
> **Subject:** Re: Letter saved on Server
>
> Tina,
> Can you just send me a pdf of letter on letterhead, so I can forward on my phone?
> Thanks,
> Prescott
>
> Sent from my iPhone
>
> On Sep 15, 2021, at 3:25 PM, Tina Healy <tina@prescottmuir.com> wrote:
>
> PDF of letter saved here:
> P:\Marketing\Requests For Proposals & Qualifications (RFP & RFQ)\2021\Letter of Inroduction & Fee Proposal Prescott to REDACTED
>
> ---
>
> **From:** Lisa Arnett <Lisa@prescottmuir.com>
> **Sent:** Wednesday, September 15, 2021 2:32 PM
> **To:** Tina Healy <tina@prescottmuir.com>
> **Cc:** Prescott Muir <Prescott@prescottmuir.com>
> **Subject:** Letter saved on Server

Hi Tina

Saved as follows:

Projects/Marketing/Request for RFP&RFQ/ Letter of Introduction & Fee Proposal Prescott to REDACTED

Thank you so much !

Exhibit 9

PRESCOTT MUIR
ARCHITECTS

171 WEST
PIERPONT AVENUE
SALT LAKE CITY
UTAH 84101
801. 521.9111 TEL
801.521. 9158 FAX
WWW. PRESCOTTMUIR .COM

09.15.21

Re: REDACTED

REDACT

I appreciate the reference from REDAC . What you are asking is something we have done several times in the past for RE and his clients. As well we have completed similar high density multi-family housing projects for REDACTED

As I understand it, you would like us to provide an evaluation of the height allowance for a housing project at REDACTED on property that you currently own. We would need you to provide us an ALTA survey of the property, full corporate name of the entity that owns the property and who is contracting for our services.

You mentioned achieving a guarantee from the city pertaining to height. Without a full schematic design of the property, submittal to the city for administrative review including possible Planning Commission hearings and approval, a guarantee would not be achievable. If you are selling the property as you mentioned, I don't think the expense of schematic design is warranted especially since a buyer will invariably develop their own design.

I would propose that we conduct an zoning analysis including any TOD Overlay zone, form-based standards with incentives for height variance, IBC code analysis for height and building type requirements, and a synoptic report outlining entitlement constraints and opportunities. I estimate this will take 12 hours to do this amount of work. The billing rate for principals is REDACTED 00. This would have to be paid in advance for us to initiate work.

Thank you for considering us for the work.

Best regards,

Prescott Muir

Exhibit 10

Trade Secret and Confidential Business Records

| PRESCOTT MUIR AND ASSOCIATES NEVADA PROJECTS 2020-2025 | | |

Exhibit 11

STOCK REDEMPTION AGREEMENT

(Prescott Muir and Associates, a Professional Corporation – Prescott Muir)

This Stock Redemption Agreement (this "Agreement"), dated as of the 1st day of April, 2019, is by and between Prescott Muir ("Shareholder") and Prescott Muir and Associates, a Professional Corporation, a Utah corporation ("Company").

Recitals

A. Company has a total of 766 issued and outstanding common shares of capital stock (the "Shares"). Seller owns 322 of the Shares represented by certificate number 13 (the "Redemption Shares").

B. To completely redeem the Redemption Shares, Company has agreed to redeem from Seller all of the Redemption Shares that are owned by Seller.

Agreement

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which are acknowledged, the parties hereto agree as follows:

Section One
Definitions

The following capitalized terms, for all purposes of this Agreement, shall have the respective meanings indicated in this Section One:

1.01 "Agreement" shall mean this Stock Redemption Agreement, together will all Exhibits hereto.

1.02 "Closing" shall mean closing of the transactions contemplated herein by all parties completing the transactions referenced in this Agreement and the delivery, in fully executed form, of all documents required hereunder, to the party or parties entitled thereto. The Closing shall be held at 10:00 a.m. on the 1st day of April, 2019, at the offices of Parr Brown Gee & Loveless, P.C., or at such other time and place as the parties hereto may agree in writing.

1.03 "Company" shall mean Prescott Muir and Associates, a Professional Corporation, a Utah corporation.

1.04 "Redemption Shares" shall mean 322 common shares of the capital stock of the Company that are owned by Seller on the date of this Agreement.

1.05 "Redemption Price" shall mean the total amount to be paid by Company for the Redemption Shares at Article 2.01 of this Agreement.

1.06 "Seller" shall mean Prescott Muir.

Section Two
Redemption of Redemption Shares

2.01 Redemption. On the terms set forth herein, and based upon the representations and warranties that are made by each of the parties in this Agreement, Company will, at the Closing, redeem all of the Redemption Shares from Seller for the sum of $[REDACTED]. Concurrently with the execution of this Agreement, Seller shall cause to be delivered to Company, at the Closing, a fully-executed Stock Power in the form of Exhibit A attached hereto (the "Stock Power") that transfers the Redemption Shares to Company, together with the certificate representing the Redemption Shares, both in a form that, when presented to Company's stock transfer agent, will result in the Redemption Shares being cancelled and added to the treasury of Company.

2.02 Payment of Redemption Price. Upon delivery by Seller to Company of the Stock Power and stock certificates representing all of the Redemption Shares, Company shall pay the Redemption Price to Seller by executing and delivering to Seller the promissory note attached hereto as Exhibit B (the "Promissory Note").

2.03 Consulting Agreement. At the closing, Company shall deliver to Seller a duly executed counterpart of the consulting agreement attached hereto as Exhibit C (the "Consulting Agreement") and Seller shall deliver to Company a duly executed counterpart of the Consulting Agreement.

Section Three
Representations and Warranties of Seller

Seller represents and warrants to Company, with respect to the Redemption Shares redeemed by Company pursuant to this Agreement and as a material inducement to Company's entering into this Agreement with respect to the Redemption Shares and consummating the transactions contemplated hereby, that each of the following statements is true, correct and complete on and as of the date hereof:

3.01 Ownership of Shares. Seller, with respect to the Redemption Shares that he will transfer pursuant to this Agreement, (a) is the sole lawful record and beneficial owner of such shares, (b) has good and marketable title to such shares, and (c) has the absolute right to sell, assign, transfer and deliver such shares to Company, free and clear of all claims, liens, rights, licenses, security interests, mortgages, charges, encumbrances and restrictions. There are no outstanding options or other rights to purchase, or any claims against, the Redemption Shares.

3.02 Binding Agreement. This Agreement is a legal, valid and binding obligation of Seller, enforceable in accordance with its terms.

3.03 No Conflict. Neither the execution and delivery of this Agreement and all other agreements contemplated hereby nor the performance of it and the consummation of the transactions herein and therein contemplated (a) modify, breach or constitute grounds for the occurrence or declaration of a default under any agreement, indenture, undertaking or other instrument to which Seller is a party or by which Seller, his properties, assets and business may be bound or affected; (b) violate any provision of law or any regulation or any order, judgement, or decree of any court or other agency of government of which Seller is, or should for any reason whatsoever be, aware; or (c) conflict or result in the breach of any statute or administrative regulations, or of any order, writ, injunction, judgment or decree of any court or any governmental authority or of any arbitration award of which Seller is, or should for any reason whatsoever be, aware.

3.04 Litigation. There is no litigation, claim, investigation, arbitration or other proceeding, whether formal or informal, pending or, to the knowledge of Seller, threatened against or affecting Seller's ability to carry out his obligations hereunder; nor does Seller know of any basis for any such litigation, investigation, arbitration or other proceeding.

3.05 Acceptance of the Redemption Price. Seller hereby agrees that Company's payment of the Redemption Price constitutes payment in full for the Redemption Shares.

3.06 Opportunity to Review. Prior to execution of this Agreement, Seller has been given a reasonable opportunity to review all books, records and documents of Company, he has been supplied with all additional information concerning Company and the Redemption Shares that he has requested, he has had a reasonable opportunity to ask questions of and receive answers from Company and the officers and directors of the Company, and all such questions have been answered to his full satisfaction. Furthermore, in making the decision to transfer the Redemption Shares to Company, Seller has not relied upon any representations, written or oral, from Company or the officers, directors or shareholders of Company, but has relied on his own investigation of Company's business and affairs and independent advice from his legal counsel and financial advisors.

Section Four
Representations and Warranties of Company

Company represents and warrants to Seller, as a material inducement to Seller entering into this Agreement and consummating the transactions contemplated hereby, that each of the following statements is true, correct and complete on and as of the date hereof:

4.01 Existence and Rights. Company is a corporation duly organized, validly existing and in good standing under the laws of the State of Utah.

4.02 Binding Agreement. This Agreement is a legal, valid and binding obligation of Company, enforceable in accordance with its terms.

4.03 No Conflict. Neither the execution and delivery of this Agreement and all other agreements contemplated hereby nor the performance of it and the consummation of the transactions herein and therein contemplated (a) modify, breach or constitute grounds for the occurrence or declaration of a default under any agreement, indenture, undertaking or other instrument to which Company is a party or by which Company, its properties, assets and business may be bound or affected; (b) violate any provision of law or any regulation or any order, judgement, or decree of any court or other agency of government of which Company is, or should for any reason whatsoever be, aware; (c) conflict with or result in the breach of any provision of the Articles of Incorporation or Bylaws of Company; or (d) conflict or result in the breach of any statute or administrative regulations, or of any order, writ, injunction, judgment or decree of any court or any governmental authority or of any arbitration award of which Company is, or should for any reason whatsoever be, aware.

Section Five
Survival and Indemnification

5.01 Survival. All representations, warranties and covenants of Seller and of Company are material, shall be deemed to have been relied upon by the other parties and shall survive the Closing.

5.02 Seller Indemnification. Seller hereby indemnifies and agrees to hold Company harmless from, against and in respect of any loss, liability, claim, damage or expense (including reasonable legal

fees and expenses) suffered or incurred by Company for or on account of or arising from or in connection with any untrue representation, breach of warranty or nonfulfillment of any covenant by Seller contained herein or in any certificate, document or instrument delivered to Company pursuant hereto or in connection herewith.

5.03 Company Indemnification. Company hereby indemnifies and agrees to hold Seller harmless from, against and in respect of any loss, liability, claim, damage or expense (including reasonable legal fees and expenses) suffered or incurred by Seller for or on account of or arising from or in connection with any untrue representation, breach of warranty or nonfulfillment of any covenant by Company contained herein or in any certificate, document or instrument delivered to Seller pursuant hereto or in connection herewith.

Section Six
General Provisions

6.01 Assignments. Except as otherwise expressly provided by the terms of this Agreement, this Agreement and the rights hereunder shall not be transferable or assignable by Seller or Company without the prior written consent of the other parties hereto; provided that each such successor, assignee or purchaser expressly assumes the relevant obligations of this Agreement. Any assignment in violation of the foregoing shall be void.

6.02 Expenses. Seller and Company agree that Company shall be responsible for Seller's costs and expenses, including without limitation, attorneys' fees and professional fees arising out of the negotiation and execution of this Agreement, and all other documents or agreements necessary to consummate the transactions contemplated hereby, regardless of the consummation, or lack thereof, of the transactions contemplated hereby.

6.03 Alterations and Waivers. The waiver, amendment or modification of any provision of this Agreement or any right, power or remedy hereunder, whether by agreement of the parties or by custom, course of dealing or trade practice, shall not be effective unless in writing and signed by the party against whom enforcement of such waiver, amendment or modification is sought. No failure or delay by any party in exercising any right, power or remedy with respect to any of the provisions of this Agreement shall operate as a waiver of such provisions with respect to such occurrences.

6.04 Validity, Forum, Laws and Construction. The legal relations between the parties shall be governed by the laws of the State of Utah, regardless of the choice of law provisions of Utah or any other jurisdiction. Litigation of disputes under this Agreement shall be conducted in Utah. The parties further agree not to disturb such choice of forum, hereby waive the personal service of any and all process upon them, and consent that such service of process may be made by certified or registered mail, return receipt requested, addressed to parties as set forth in Section 6.11.

6.05 Severability. If any provision of this Agreement or the application of any such provision shall be held to be prohibited or unenforceable in any jurisdiction, such provision shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability. The remaining provisions of this Agreement shall remain in full force and effect, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction. The parties shall use their best efforts to replace the provision that is contrary to law with a legal one approximating to the extent possible the original intent of the parties.

6.06 Attorneys' Fees. If any dispute or controversy shall arise out of this Agreement, all costs and expenses of the prevailing party incident to such proceeding, including without limitation, reasonable attorneys' fees, shall be paid by the non-prevailing party.

6.07 Parties Independent. Neither Company nor Seller is a representative of the other for any purpose, and none of such parties has any power or authority to represent, act for, bind, or otherwise create or assume any obligation on behalf of the other parties for any purpose whatsoever.

6.08 Binding. This Agreement shall be binding upon and inure to the benefit of each of the parties and to their respective successors and assigns.

6.09 Complete Agreement; Modifications. This Agreement, all Exhibits and documents referred to herein or executed contemporaneously herewith constitute the entire agreement among the parties with respect to the subject matter hereof, and may not be amended, altered or modified except in writing signed by the parties hereto. This Agreement supersedes all prior written, and all prior or contemporaneous oral agreements, representations, warranties, statements, promises and understandings with respect to the subject matter hereof.

6.10 Headings. Section headings, captions and titles are included solely for convenience, are not to be considered a part of this Agreement, and are not intended to be full and accurate descriptions of their contents.

6.11 Notices. All notices or other communications which shall or may be given pursuant to this Agreement shall be in writing, shall be effective upon receipt, and shall be delivered by personal delivery, certified or registered mail, addressed as follows (or as provided in the future by written notice):

If to Seller: Prescott Muir
225 Spruce Drive
Jackson, Wyoming 83001

If to Company: Prescott Muir and Associates
171 West Pierpont Avenue
Salt Lake City, Utah 84101

6.12 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same instrument.

6.13 Further Assurances. Each party agrees to execute and deliver any and all further documents, and to perform such other acts, as may be necessary or expedient to carry out and make effective the purposes and transactions contemplated by this Agreement.

6.14 Cumulative Rights. The rights, powers and remedies of each party shall be in addition to, and not in limitation of, all rights, powers and remedies provided at law or in equity, or under any other agreement between the parties. All of such rights, powers and remedies shall be cumulative, and may be exercised successively or concurrently.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, to be effective as of the day and year first set forth above.

"Seller"

Prescott Muir

"Company"

Prescott Muir and Associates, a Professional Corporation, a Utah corporation

By: _____
Jay J. Lems, President

From:	Jascha Clark
To:	Laura A. Bach
Cc:	Matthew Jensen; Cheylynn Hayman
Subject:	RE: Case Number 26-036R
Date:	Tuesday, December 23, 2025 12:16:55 PM
Attachments:	Enforcement Credit Card Authorization.pdf2.pdf

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Ms. Bach, 2

Thank you for the opportunity to clarify these points.

My understanding is that, at the time Prescott Muir & Associates' ("PMA") practices were first put in place (more than 25 years ago), the Nevada practice was registered by Mr. Muir as a sole proprietorship. Consistent with that structure, Mr. Muir directed that all Nevada submissions be made under his stamp, and he advised Mr. Lems and others that this was the appropriate approach given the way the practice was registered.

Mr. Lems became licensed in Nevada in 2016, in anticipation of Mr. Muir's eventual retirement. From approximately 2016 through 2019, Mr. Muir and Mr. Lems jointly oversaw Nevada projects while both held active Nevada licenses, and the existing stamping practice continued during that period.

Unbeknownst to PMA or Mr. Lems, Mr. Muir's Nevada license lapsed in 2019. Following that lapse, Mr. Muir and Mr. Lems continued to jointly oversee projects, and the firm continued operating under the same legacy stamping process, without awareness that Mr. Muir's registration was no longer active. Given Mr. Muir's continued involvement with PMA during this period, PMA understands that Mr. Muir was aware that his stamp continued to be used on Nevada projects. PMA also understands that Mr. Muir was fully aware of PMA's desire and intention to register as a firm in Nevada as soon as two-thirds of PMA's shareholders held licensure in the state.

In 2024, as soon as PMA satisfied the requirements to register as a firm, it initiated that process. It was in connection with that firm registration process that PMA and Mr. Lems first learned that Mr. Muir had allowed his Nevada license to lapse without informing PMA.

And it wasn't until receiving a letter from the Board regarding its current investigation that PMA and Mr. Lems learned that Mr. Muir's stamp had been mistakenly retained on a single project.

Notwithstanding any inadvertent mistakes, PMA and Mr. Lems have been cooperative and fully forthright with the Board and worked promptly to correct any errors as soon as they were identified. Here, that includes taking steps to ensure that future submissions properly include the stamp and signature of an architect in charge who holds a current, active Nevada registration.

Please let us know if additional information would be helpful – we will do our best to be available and responsive.

Also, to ensure you have it in time, we are including the credit card authorization form. We noticed that it does not request the CCV, so please let us know if you need that.

Thank you,
Jascha

Jascha Clark | Attorney | **Parr Brown Gee & Loveless** | A Professional Corporation
101 South 200 East, Suite 700 | Salt Lake City, Utah 84111
D: 801.257.7917 | T: 801.532.7840 | F: 801.532.7750 | jclark@parrbrown.com | www.parrbrown.com

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From: Laura A. Bach <lbach@nsbaidrd.nv.gov>
Sent: Monday, December 22, 2025 1:37 PM
To: Jascha Clark <jclark@parrbrown.com>
Subject: Case Number 26-036R

If Mr. Lems was in responsible control and prepared the drawings, why didn't he stamp the drawings? Why did they use Mr. Muir's stamp?

Laura Bach, Chief Investigator
Nevada State Board of Architecture, Interior Design & Residential Design
2080 E. Flamingo Road, Ste. 120, Las Vegas, NV 89119
Phone: (702) 486-7300
Email: lbach@nsbaidrd.nv.gov
Web: nsbaidrd.org
Social: facebook.com/NSBAIDRD twitter.com/nsbaidrd

STATE OF NEVADA

JOE LOMBARDO
Governor

DR. KRISTOPHER SANCHEZ
Director

PERRY FAIGIN
NIKKI HAAG
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Deputy Directors

MONICA HARRISON
Executive Director

DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS
NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN

December 11, 2025

CERTIFIED MAIL (91 7199 9991 7033 1237 5087) And
Email: jclark@parrbrown.com matthewjensen@parrbrown.com cheylynnhayman@parrbrown.com

Jascha Clark Attorney
Parr Brown Gee & Loveless A Professional Corporation
101 South 200 East, Suite 700
Salt Lake City, Utah 84111

Notice of Charges/Settlement Agreement
Case Number 26-036R

Dear Mr. Clark:

As you know, we have been conducting an investigation to determine whether there is probable cause to believe provisions of the State of Nevada registration laws (NRS 623.010 et. seq) have been violated.

We received a complaint from Prescott Muir on November 12, 2025, relating to multiple projects that his stamp had been used without his knowledge and without being in responsible control. In his complaint he alleges that he was only involved in the business as a consultant and did not stamp or prepare any plans. When we asked your client how many projects since 2020 had been stamped using Mr. Muir's electronic stamp you replied there were 47.

You further stated in the response that Mr. Lems was a registered architect in Nevada since 2016 and did take responsibility for those drawings, however, PMA chose to use Mr. Muir's seal on the drawings. Despite the fact that Mr. Muir had allowed his registration to lapse in 2019 and did not notify the firm, if Mr. Lems was the one in responsible control of the plans then he should have been the one to sign and seal the plans.

Based upon the documentation obtained staff believes there is sufficient evidence to show that your clients violated NRS 623.270.1(f), ROC 1.1. and ROC 4.2.

NRS 623.270 Grounds; conditions for probation

1. The board may place the holder of any certificate of registration issued pursuant to the provisions of this chapter on probation, reprimand him, fine him not more than $10,000, suspend or revoke his license, impose the costs of investigation and prosecution upon him or take any combination of these disciplinary actions, if proof satisfactory to the board is presented that:

(f) The holder of the certificate has violated any law, regulation or code of ethics pertaining to:
(1) The practice of architecture or residential design; or
(2) Practice as a registered interior designer.

RULE 1 COMPETENCE

1.1 In practicing residential design, a residential designer's primary duty is to protect the public's health, safety, and welfare. In discharging this duty, an architect shall act with reasonable care and competence and shall apply the knowledge and skill ordinarily applied by architects in good standing, practicing in the same locality.

RULE 4 COMPLIANCE WITH LAWS

4.2 An architect shall not engage in conduct involving fraud or deliberate disregard of the rights of others.

The Administrative Penalty for violating NRS 623.270.1 (f), ROC 1.1 and ROC 4.2 is TEN THOUSAND ($10,000) DOLLARS with an Investigative Recovery cost of TWO THOUSAND ($2,000) DOLLARS.

If your client is interested in resolving this matter informally through a settlement agreement and having their case presented at the January Board meeting, they may sign the enclosed settlement agreement and return the complete signed agreement along with a check in the amount of $12,000 to the Board office by December 29, 2025.

If your client is not interested in settling this matter informally through a Settlement Agreement, their file will be forwarded to the Attorney General and Board Counsel for the preparation of a Complaint and scheduling of a Formal Disciplinary Hearing.

Please let us know of your decision by December 29, 2025.

Sincerely,

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN AND RESIDENTIAL DESIGN

Laura Bach

Laura Bach
Chief Investigator
Enforcement Division

Enclosure: Settlement Agreement

In the matter of:
NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN

Case Number: **26-036R**

Jay Lems, Architect)
)
Certificate Number 7438)

Settlement Agreement and Order

Registered Architect, **Jay Lems** and **Prescott Muir Associates, A Professional Corporation** (RESPONDENTS), acknowledge that information has been received by the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN, (BOARD), which constitutes sufficient grounds for the initiation of an administrative complaint.

The controversy and subject matter of this dispute which this Settlement Agreement is intended to resolve relates to a complaint from Prescott Muir stating that the RESPONDENTS allegedly violated NRS 623.270(1)(f) and ROC 1.1 when they did not exercise the knowledge and skill ordinarily applied by architects in good standing, practicing in the same locality by using an expired registrant's stamp to seal a set of plans. **Project: Grocery Store, Henderson, Nevada.**

WHEREAS the parties mutually desire to settle the matter in an expeditious manner.

IT IS HEREBY STIPULATED AND AGREED between the undersigned parties that the matter shall be settled and resolved upon the following terms:

Jurisdiction

The RESPONDENTS acknowledge that the BOARD has the legal power and authority to take disciplinary action up to and including suspension or revocation of their Certificates of Registration upon proof of the allegation in the complaint pending against them.

The RESPONDENTS acknowledge that the BOARD will retain jurisdiction over the matter until all terms and conditions set forth in the Settlement Agreement have been met to the satisfaction of the BOARD.

Administrative Penalty

The RESPONDENTS agree to pay the sum of TEN THOUSAND ($10,000) DOLLARS as full and final settlement of the charges against them.

Upon satisfactory submission of the amount of this fine and costs set forth below to the staff of the BOARD, the BOARD may execute the Order attached to this Settlement Agreement which will result in the dismissal, with prejudice of the complaint

Assurance of Discontinuance

The RESPONDENTS understand the statutes, regulations and rules of conduct previously cited as having been allegedly violated and agree to assure future compliance with all applicable laws and rules including acting with reasonable care and only using the stamp of the person in responsible control.

Additional Terms

The RESPONDENTS further acknowledge that failure to comply with any of the terms of this agreement constitutes independent grounds for disciplinary action.

Costs

The RESPONDENTS shall reimburse the BOARD for costs incurred during the investigation and for anticipated costs for the preparation, presentation, prosecution and closure of the case of the matter before the BOARD in the amount of TWO THOUSAND ($2,000) DOLLARS.

Payment Options

The RESPONDENTS may pay the fees and costs by cashier's check, money order or credit card. If paying by credit card there will be a three percent (3%) credit card processing fee added to the total.

Non Admission of Guilt

The RESPONDENTS' adoption of this Settlement Agreement does not constitute an admission of guilt. The RESPONDENTS have elected to enter into this Settlement Agreement rather than face the possibility of further disciplinary action by the BOARD.

Public Record

The RESPONDENTS acknowledge that once adopted by the BOARD, the Settlement Agreement becomes a matter of public record.

Voluntary Waiver of Rights

The RESPONDENTS may at all times obtain advice from competent counsel of their choice. The RESPONDENTS have, at all times, received full cooperation of the BOARD'S staff before making the decision to settle the matter. No coercion has been exerted upon the RESPONDENTS, nor have any promises been made other than those reflected in the agreement. The RESPONDENTS freely and voluntarily entered into the agreement, motivated only by a desire to resolve the issues addressed herein. The RESPONDENTS have executed the settlement only after careful reading of it and a full understanding of all its terms.

The RESPONDENTS are fully aware of their rights to contest the charges pending against them. These rights include: representation by an attorney at their own expense, the right to a public hearing on any charges or allegations filed, the right to confront and cross-examine witnesses called to testify against them, the right to present evidence on their own behalf, the right to compulsory process to secure the attendance of such witnesses, the right to testify on their own behalf, the right to receive written findings of fact and conclusions of law supporting the decision of the merits of the complaint and the right to obtain judicial review of the BOARD'S decision. The RESPONDENTS in exchange for the BOARD'S acceptance of the Settlement Agreement are voluntarily waiving all of these rights.

Release from Liability

In execution of the Settlement Agreement, the RESPONDENTS for themselves, their executors, successors and assigns, hereby releases and forever discharges the state of Nevada, the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN and the Nevada Attorney General and each of their members, agents and employees in their individual and representative capacities, from any and all manner of actions, causes of action, suits, debts, judgments, executions, claims and demands whatsoever known and unknown, in law or equity, that RESPONDENTS ever had, now have, may have or claim to have against any or all of the persons or entities names in the paragraph arising out of or by reason of the investigation, the disciplinary action, the settlement or its administration.

Indemnification

The RESPONDENTS, for themselves, their heirs, executors, administrators, successors and assigns, hereby indemnifies and holds harmless the State of Nevada, the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN, the Nevada Attorney General's office and each of their members, agents and employees in their individual and representative capacities against any and all claims, suits, demands, actions, debts, damages, costs, charges, and expenses, including court costs and attorney's fees against any persons entities as well as all liability, losses, and damages of any nature whatsoever that the persons and entities named in the paragraph shall have or may at any time sustain or suffer by reason of the investigation, the disciplinary action, the settlement or its administration.

Waiver of Notice

The RESPONDENTS acknowledge that the BOARD may consider the RESPONDENTS' alleged misconduct and go into closed session to discuss their agreement but will return to an open meeting to take action. The notice is provided pursuant to NRS 241.033.

The RESPONDENTS have been informed that the BOARD meeting in which the matter will be presented will be held on January 21, 2026, virtually in the Gina Spaulding BOARD room of the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN and will begin at approximately 9:00 am.

The RESPONDENTS agree to waive the notice requirements pursuant to NRS 241.033 upon the execution of the Settlement Agreement.

Acceptance by the Board

The Settlement Agreement will not be submitted for BOARD consideration until after it has been agreed to and executed by the RESPONDENTS. The Settlement Agreement shall not become effective until it has been approved by a majority of the BOARD and endorsed by a representative member of the BOARD. The Settlement Agreement constitutes disciplinary action by the BOARD.

It is hereby agreed between the parties that the Settlement Agreement shall be presented to the NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN with a
recommendation for approval from the BOARD staff at the next regularly scheduled meeting of the BOARD.

The RESPONDENTS understand that the BOARD is free to accept or reject the Settlement Agreement and, if rejected by the BOARD, a formal disciplinary hearing on the complaint against the RESPONDENTS may be scheduled.

The BOARD members who review the matter for approval of the agreement may be the same members who ultimately hear the disciplinary complaint if the agreement is not approved by the BOARD.

The RESPONDENTS understand and agree that BOARD staff and counsel for the BOARD will communicate directly with the adjudicating members of the BOARD during the meeting regarding the agreement without participation by RESPONDENTS or their counsel should they chose to not appear at the meeting. In that communication, the adjudicating members of the BOARD will be provided with a copy of the Settlement Agreement and all related documents including, but not limited to, complaints, preliminary investigations or prior disciplinary actions.

The RESPONDENTS hereby agree to waive any rights they might have to challenge the impartiality of the BOARD to hear the disciplinary complaint, based on prior knowledge obtained by the BOARD through consideration of the Settlement Agreement, if after review by the BOARD, the Settlement Agreement is rejected.

If the BOARD does not accept the Settlement Agreement, it shall be regarded as null and void. Admissions by the RESPONDENTS in the Settlement Agreement will not be regarded as evidence against them at the subsequent disciplinary hearing. The RESPONDENTS will be free to defend themselves and no inferences against them will be made from their willingness to have entered into the agreement.

Complete Agreement

This Settlement Agreement consists of four pages and embodies the entire agreement between the BOARD and RESPONDENTS. It may not be altered, amended or modified without the express consent of the parties, and any subsequent alteration, amendment, or modification shall be in writing and approved by the BOARD. This Settlement Agreement is contingent upon being signed and in the BOARD office along with payment of TWELVE THOUSAND ($12,000) DOLLARS by December 31, 2025, or the agreement is null and void.

Dated the 31st day of December 2025



Jay Lems, Individually

AND Prescott Muir & Associates, A Professional Corporation



By: _____

Print Name Jay Lems

Print Title President

Board Order

IT IS SO ORDERED.

Dated the _____ day of _____ 2026

NEVADA STATE BOARD OF ARCHITECTURE,
INTERIOR DESIGN & RESIDENTIAL DESIGN

By: _____
James S. Mickey, Chairman

Full Board Meeting
January 21, 2026

AGENDA ITEM 12B

The cases listed below have been investigated and are being recommended for closure.

ENFORCEMENT CASES TO BE CLOSED WITHOUT DISCIPLINARY ACTION PER NRS 623.131

Case Number	Reason for closure
25-057R	No Apparent Violation
26-010N	Letter of Caution
26-019N	No Apparent Violation
26-020N	No Apparent Violation
26-023N	No Apparent Violation
26-028N	No Apparent Violation
26-029N	Letter of Caution
26-031N	No Apparent Violation
26-033N	Not Our Jurisdiction
26-035N	Not Our Jurisdiction
26-042N	No Apparent Violation

All enforcement cases approved for closure by the board that have not had any disciplinary action taken must remain confidential per NRS 623.131.

Enforcement Report

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MBE Workshop & Regional Summit Registration

The Member Board Executive and Regional Leadership committees look forward to joining together with our members and leaders from each of NCARB's six regions at the 2026 Member Board Executives Workshop (MBE) and Regional Summit in Oklahoma City, Oklahoma, from Thursday, March 19, to Saturday, March 21. As in past years, the MBE Workshop, scheduled for Thursday, March 19, will immediately precede the Regional Summit.

As an attendee, you will learn more about how jurisdictions are managing discipline and helping shape the future of licensure, connect with colleagues in your region as well as other stakeholders, and strengthen your licensing board's ability to regulate in the evolving environment—making you a more effective regulator.

Attendees will also have the opportunity to discuss and provide feedback on draft resolutions and hear from the candidates for the FY27 Board of Directors, who will be elected at the Annual Business Meeting in June.

Register now before the deadline on Saturday, January 31. As a reminder, NCARB will fund up to six members from each Member Board to attend. Review the FY26 Funding Packet for more information. Funded attendees for your jurisdiction may be submitted to NCARB by either your board chair or executive. As in 2025, funded attendees will use Ramp to report expenses. If you

are a returning funded attendee, you will receive a notification that your Ramp account has been reactivated the week of the event.

If you have any questions or need assistance with the registration process or more information on NCARB funding, please reach out to Council Relations at council-relations@ncarb.org.

NCARB's Statement on the Department of Education's Professional Degree List

NCARB has issued a statement in response to the U.S. Department of Education's recent omission of architecture from its list of graduate professional degrees eligible for higher levels of federal student lending. The change could limit access to affordable federal loans for architecture students, pushing many toward higher-interest private options and potentially discouraging entry into the field. While NCARB continues to expand alternative paths to licensure, most candidates still rely on accredited professional degrees—making federal support essential. NCARB urges the Department of Education to recognize architecture as a profession vital to public health, safety, and welfare. Read NCARB's full statement to learn more about NCARB's position and what it means for the future of the profession.

NCARB will continue to monitor this as it evolves. For questions, please reach out to council-relations@ncarb.org.

Volunteer Update: 2025 Committee Summit and Futures Symposium

In December 2025, NCARB hosted the annual Committee Summit and second biennial Futures Symposium in Washington, DC. The Futures Symposium, hosted by the FY26 Futures Collaborative, featured presentations on space architecture, well-being, artificial intelligence, and resource stewardship, encouraging attendees to consider how these topics can be applied as regulators to ensure the health, safety, and welfare of the public.

Committee Summit brought together members of NCARB's Education, Experience, and Examination committees, Futures Collaborative, Licensure Process Research & Development Task Force, regional leaders, and the Board of Directors to continue discussions on Pathways to Practice, including determining the potential structures of future licensing programs. Interested in learning how you can contribute to this effort? The FY27 volunteer application will launch this month. Reach out to council-relations@ncarb.org to learn more about how you can apply for a volunteer committee.

Women in NCARB (WIN) Group

Members of the Women in NCARB (WIN) Group, announced at this year's Committee Summit, connected in person for coffee and conversation while together in Washington, DC. The WIN Group is open to all NCARB members and volunteers, aiming to provide members with opportunities to network, connect, and share professional development, with a particular focus on women's experiences.

We hope you can join the next one! There will be a virtual meet-up held on January 22, 2026, at 3 p.m. ET—register to join now. Additionally, stay up-to-date with the latest information on the Women in NCARB community page.

FY27 NCARB Board of Directors Call for Candidates

If you are interested in serving on the Board of Directors for NCARB, the election will be held in June at the 2026 NCARB Annual Business Meeting. Learn about the election process and positions that will be up for election from the recent FY26 Credentials Committee webinar.

The following positions on the board will be elected this year:

- Six regional directors, nominated by each region
- One public director, who is a public member on a Member Board
- One Member Board Executive director, nominated by the MBE community
- Two at-large directors, open to those with at least two years of Member Board experience or at least two years of NCARB volunteer experience on a Board-appointed volunteer group. Watch our inaugural at-large directors as they share more on the value of the position.
- One vice president, who will automatically become president in FY27
- Note: President and past president are not elected positions; in addition, the FY26 secretary/treasurer will serve a second term in this position in FY27 as part of the transition plan for the new Board of Directors structure

NCARB's Board of Directors is the volunteer leadership of the Council and sets the organization's strategic vision. NCARB's 55 member licensing boards elect the Board of Directors from eligible candidates. To submit your candidacy, please share your 1 – 2 page CV/resume and candidate letter with the Credentials Committee at credentials-committee@ncarb.org. Feel free to email any questions.

Advocacy & External Engagement Update

Our team is ready to support your board and provide resources where necessary. Please feel free to contact Maurice Brown or Per Bjornstad for further assistance.

ARPL Webinar

The Alliance for Responsible Professional Licensing (ARPL) recently held a webinar to discuss legislative threats, challenges, and opportunities related to professional licensing observed in 2025, as well as previewed trends anticipated in 2026. Watch the full recording. ARPL Steering Committee Executive Director and American Institute of Certified Public Accountants (AICPA) Vice President of State Advocacy and State Society Relations James Cox and National Council of Examiners for Engineering and Surveying (NCEES) Advocacy and External Engagement Strategist Josh Twitty hosted the webinar. Looking ahead to the 2026 legislative session, we anticipate that legislators will continue to focus on professional licensing reform. A few proposals we expect policymakers to pursue in the coming session include:

- Board structure: Any attempts to consolidate, reorganize, and alter board composition must ensure that the public remains protected.
- Mobility: Interstate mobility, often through proposals such as "universal licensure," will continue to be a prominent topic of discussion in state legislatures.
- Review processes: Both the legislative and executive branches continue to support efforts to reduce regulations through increased oversight and scrutiny, additional regulatory review processes, and so-called "red-tape" reduction.

AIA Re-Joins ARPL

We are excited to share that the American Institute of Architects (AIA) has re-joined ARPL. AIA is committed to rigorous professional licensing standards and will further support ARPL at the national and state levels by providing valuable strategic insights, guidance, and resources. As attempts to weaken standards continue to emerge across the country, AIA's participation in the national ARPL coalition will help amplify ARPL's voice and capacity to educate policymakers, ensuring that professional licensing standards continue to protect the public.

Florida

Lawmakers in Florida recently introduced House Bill 607. This bill would reform the operations and overall structure of many state licensing boards in Florida. Among the boards affected is the Florida Board of Architecture and Interior Design. HB 607 would transfer many traditional

responsibilities of the board and its staff to administrators within the Florida Department of Business and Professional Regulation. The bill would also modify requirements related to continuing education and the licensure renewal process. We are currently in discussions with our ARPL partners at the national level and with partners on the ground in Florida to assess the bill's implications and educate policymakers, as necessary. Last year, we noticed a similar proposal that did not gain the necessary support to pass. Learn more and read the full bill.

New 2026 Mutual Recognition Agreements

NCARB has announced new and revised Mutual Recognition Agreements (MRAs) that will take effect in 2026, including an updated agreement with NCARB's Canadian counterpart, the Regulatory Organizations of Architecture in Canada (ROAC), as well as a new agreement with NCARB's South African counterpart, the South African Council for the Architectural Profession (SACAP). These MRAs provide qualified architects—who have met comparable, competency-based standards at the point of licensure—with additional pathways for reciprocal licensure across participating jurisdictions. Learn more about the MRAs.

To ensure NCARB can provide accurate guidance to candidates seeking mobility through the Mutual Recognition Agreements (MRAs), we are asking all Member Boards to **confirm their position on the updated and new MRAs**, if they have not already done so.

What We're Asking

If your board has not yet confirmed its position, please provide your response by contacting council-relations@ncarb.org. NCARB staff are available to help your board navigate the process and provide any guidance needed.

For more information, you can review NCARB's announcement on the expanded MRAs.

Why This Matters for Member Boards

Accepting the new MRAs supports your board by:

- Expanding access to qualified architects who have met rigorous, competency-based standards at the point of licensure.
- Strengthening the professional workforce pipeline without compromising public protection.
- Supporting a consistent, unified approach to international mobility.

These agreements maintain the protections your board expects, while giving your jurisdiction the ability to license architects who have demonstrated equivalent qualifications through NCARB's established certification process.

Upcoming Meetings and Events

- **March 19, 2026:** 2026 MBE Workshop | Oklahoma City, OK | Register Now
- **March 20 – 21, 2026:** 2026 Regional Summit | Oklahoma City, OK | Register Now
- **June 25 – 27, 2026:** 2026 NCARB Annual Business Meeting (ABM) | Minneapolis, MN
- **October 9 – 10, 2026:** 2026 Chairs and Executives Leadership Summit | Memphis, TN – NEW!
- **February 25, 2027:** 2027 Member Board Executives (MBE) Workshop | Providence, RI – NEW!
- **February 26 – 27, 2027:** 2027 Regional Summit | Providence, RI – NEW!
- **June 24 – 26, 2027:** 2027 NCARB Annual Business Meeting (ABM) | Pittsburgh, PA

Board Roster Updates

To keep our Member Board records current, we have reached out to Member Board Executives for updates on board and staff rosters. If you have not done so already, please share your board's current roster, including the names of your board members, their term dates, and a list of your board staff. Please specify the type of access required for your staff to ensure they have the appropriate permissions. We appreciate your collaboration in helping us provide you and our customers with the highest quality and most accurate service.

If you have any questions regarding board roster updates or need to share your board/staff roster, please email Maleece Wallace at mwallace@ncarb.org.

- **Jonathan Funk** joined the Montana Board as their new architect.
- **Kevin Gough** joined the Kentucky Board as their new architect.
- **James Curley** joined the Massachusetts Board as their new Member Board Executive.
- **Sandy Baur** joined the Washington Board as their new Member Board Executive.

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ARE Updates Coming April 2026

Effective April 27, 2026, NCARB is making several changes to the Architect Registration Examination® (ARE®) to align the program with the *NCARB Competency Standard for Architects*.

These updates focus on minor adjustments to some exam objectives and formatting adjustments to case studies. The changes will not impact the ARE's overall division structure, number of items per division, or testing time per division. Candidates' passed divisions, including divisions reinstated through the retirement of the former rolling clock policy, will **not** be impacted.

An updated version of the *ARE 5.0 Guidelines* that reflects these upcoming changes to the exam will be available in January 2026. NCARB will release updated practice exams that reflect these changes in early 2026.

Exam Objective Adjustments

NCARB will make minor adjustments to 12 of the 91 exam objectives identified in the *ARE 5.0 Guidelines*. These adjustments are limited to small clarifying updates and, in some cases, narrowing the competency expectations assessed in the exam to align with the *Competency Standard*. NCARB does not expect that these changes will affect how you prepare for the exam.

Refreshed Case Studies

The format of the exam's case studies will also be refined, with an end goal of making case studies more efficient for candidates. Effective April 27, case studies will feature fewer total resources and fewer items per individual case study—reducing exam loading times as well as

time spent reviewing case study resources during the exam. You should still expect to see the same total number of case study items per exam division.

AXP Changes

As a reminder, NCARB also made changes to the Architectural Experience Program® (AXP®) that went into effect on November 18, 2025, including updates to the reporting policy. With these updates, 776 individuals have now become AXP complete. All impacted candidates have been notified of the changes.

For questions related to this effort, please reach out to council-relations@ncarb.org.

Save the Date – MBE Workshop & Regional Summit

The Regional Leadership Committee (RLC) and Member Board Executives (MBE) Committee invite you to save the date for the upcoming NCARB Regional Summit and MBE Workshop on **March 19 – 21, 2026**, in Oklahoma City, Oklahoma. As in previous years, the MBE Workshop will immediately precede the summit on March 19, with the summit scheduled for March 20 – 21.

These meetings offer a valuable opportunity to strengthen relationships, share ideas and best practices, and engage in meaningful discussions that drive collaboration. You'll gain fresh insights, learn from other jurisdictions, and return to your board better equipped to continue your important work in protecting the public health, safety, and welfare.

As part of the Council's ongoing commitment to facilitate Member Board participation in collaborative discussions, the Board of Directors will fund representatives to the upcoming MBE Workshop, Regional Summit, and Annual Business Meeting. Registration and funding information will be available in December.

Credentials Committee Board Elections Webinar Recording

In November, the FY26 NCARB Credentials Committee hosted a webinar providing an overview of the NCARB elections, walking through the upcoming election timeline, positions available on the FY27 NCARB Board of Directors, eligibility requirements, and steps to submit your candidacy.

A recording of the webinar is available to view on the Member Board Community. The formal call for candidates and FY27 election policy will go out in December. For any questions regarding the NCARB elections process, please reach out to credentials-committee@ncarb.org.

Women In NCARB (WIN) Volunteer Group

The Women in NCARB group officially kicked off, bringing together volunteers, members, and MBEs virtually. This group offers the opportunity for all participants to network, connect, and share professional development tailored to women's experiences and is open to the entire NCARB community. We know schedules are busy, but there will be regularly scheduled opportunities for interested participants to engage when available.

Upcoming opportunities:

- Virtual meet-up: December 4, 2026, at 3 p.m. ET
- In-person networking at Committee Summit
- Online Women In NCARB community page

Upcoming Meetings and Events

- **December 11 – 13, 2025:** Futures Symposium and Committee Summit | Washington, DC
- **March 19, 2026:** MBE Workshop | Oklahoma City, OK
- **March 20 – 21, 2026:** Regional Summit | Oklahoma City, OK
- **June 25 – 27, 2026:** Annual Business Meeting | Minneapolis, MN
- **October 9 – 10, 2026:** Chairs and Executives Leadership Summit | Memphis, TN – **NEW!**
- **February 25, 2027:** MBE Workshop | Providence, RI – **NEW!**
- **February 26 – 27, 2027:** Regional Summit | Providence, RI – **NEW!**
- **June 24 – 26, 2027:** Annual Business Meeting | Pittsburgh, PA

Board Roster Updates

To keep our Member Board records current, we have reached out to MBEs for updates on board and staff rosters. If you have not done so already, please share your board's current roster, including the names of your board members, their term dates, and a list of your board staff. Please specify the type of access required for your staff to ensure they have the appropriate permissions. We appreciate your collaboration in helping us provide you and our customers with the highest quality and most accurate service.

If you have any questions regarding board roster updates or need to share your board/staff roster, please email Maleece Wallace at mwallace@ncarb.org.

- **Zachary Funk** joined the Michigan Board as their new architect member.
- **Adam Harding** joined the Colorado Board as their new architect member.
- **Kuo Pao Lian** joined the Maryland Board as their new architect member.
- **Sarah Maynard** joined the U.S. Virgin Islands Board as their new Member Board Executive.

NCARB's Statement on the Department of Education's Professional Degree List

NCARB's Statement on the Department of Education's Professional Degree List

Recent communication from the U.S. Department of Education regarding the implementation of recent budget decisions omitted the study of architecture from its list of professional graduate degrees that qualify for a higher level of federal student lending. This understandably raises concern that access to federal loans will be limited for graduate students working toward gaining a professional degree in architecture. This would likely increase costs by pushing students toward higher interest private loans and could reduce the appeal of pursuing an education path toward licensure.

The National Council of Architectural Registration Boards (NCARB) works with 55 state and jurisdiction-appointed boards of architecture to facilitate the licensure and credentialing of architects. State-level regulation of the practice of architecture was established in the early 1900s, is incorporated into most states' law, and most often prefers or requires a professional degree (5+ years) to obtain a license (37 states currently have this requirement). This legal reality, as endorsed by the governments authorized to bestow licensure, argues for the inclusion of architecture in the Department of Education's list of acknowledged professions. This is especially true given the heightened awareness of protecting public health and safety in the built environment.

NCARB is actively working to expand paths to licensure through its Pathways to Practice initiative, increasing opportunities for candidates to gain a license without incurring the high costs required for professional study. However, the significant majority of candidates (85%) enter the profession with an accredited degree in architecture, due to the specialized nature of the work and the deep knowledge base required to practice. Given that reducing access to federal funding will therefore have a detrimental impact on the public, NCARB urges the U.S. Department of Education to include architecture within the Department of Education's list of professional study areas.

"For many centuries, the role of the architect has incorporated a unique blend of art, science, and technical skills that delivers public protection through design that is thoughtful and practical as well as effective and safe. The advanced knowledge and skills necessary to provide competent architectural services reinforces it as a "profession" that improves the built environment and advances our collective physical and mental well-being. Shrinking educational access will do a great disservice to current public interest and to future generations desiring to be architects."
– Edward T. Marley, 2025-26 NCARB President, FAIA, NCARB, LEED AP

NCARB

FY26 Annual Business Meeting

- FY27 Board of Directors Candidacy Information
- Proposing Resolutions



Miguel A. Rodriguez, FAIA, NCARB, NOMA
NCARB Secretary/Treasurer

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Nominations and Elections Memorandum

MEMORANDUM

TO: NCARB Volunteers Member Board Members, Member Board Executives, Regional Leadership, and Board of Directors

FROM: Katie Wilson, AIA, NCARB, WELL AP, LEED AP (BD+C)
FY26 Credentials Committee Chair

DATE: December 18, 2025

SUBJECT: Nominations and Elections for the FY27 NCARB Board of Directors

On behalf of the FY26 Credentials Committee, charged with overseeing elections for the NCARB Board of Directors, I am pleased to share information and formally open the elections process for those interested in seeking a position on the FY27 Board, which will formally convene beginning July 1, 2026, through June 30, 2027.

For additional information, I would encourage those interested in running to review the following documents, as each provides additional information that will help you prepare for the elections process:

- **Procedure for Elections** to the NCARB Board of Directors: which provides additional information on campaigning, nominations, and elections process.
- **NCARB *Bylaws*:** which details the Council purpose, membership, meetings, regions, officer and director roles, along with voting procedures, standing committees, etc.
- **Roles and Responsibilities of the Board**: which outlines the responsibilities eligibility, and expected time commitment of each seat on The Board.

Elections will take place in June at the Annual Business Meeting. The deadline to be considered on the ballot is Thursday, June 25. 2026. Candidates are encouraged to submit their candidacy information early so it can be shared with membership at upcoming events. To include your information for attendees at Regional Summit or the Annual Meeting, please have all materials submitted by:

- **Regional Summit**: Thursday, February 26, 2026
- **Annual Business Meeting**: Friday, April 24, 2026

To take the first step towards leadership please email your candidate materials to the Credentials Committee at credentials-committee@ncarb.org.

Officers, Public Director, and At-Large Directors
Individuals interested in running for the officer positions of vice president, public director, or the at-large director positions announce their candidacy and submit materials to the Credentials Committee then campaign and participate in the elections at the June Annual Business Meeting.

Member Board Executive (MBE) Director
The MBE Director is nominated by the full MBE community. Nominations occur at the MBE Workshop in March, with election by the full membership at the Annual Business Meeting in

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June. MBE Committee Chair, Melarie Gonzales of New Mexico will issue specific information for those interested in the MBE Director position.

Regional Directors
Individuals interested in running for a Regional Director position should work with their regional chair and executive regarding their region's management of the process for nominating a regional director for election by the full membership at the June Annual Business Meeting.

Commitment Requirements for FY27 Board of Directors
The Board meets both in-person and by calls scheduled for August, November, February, and May. Other meetings or calls can be convened at the discretion of the president and officer positions on the Board have further responsibilities not listed below.

The Board of Directors participates in the following events throughout the year*

Virtual New Board Member Orientation
May 2026

Pre-Annual BOD Meeting, Annual Meeting, and Post-Annual BOD Meeting
Minneapolis, MN | June 25 – 27, 2026

New Board Member Orientation
Washington, DC | July 2026

Board Meeting
September 2026

Chairs and Executives Leadership Summit
Memphis, TN | October 2026

Committee Summit
Washington, D.C. | December 2026

Board Meeting
January 2027

Regional Summit
Providence, RI| March 2027

Board Meeting
April 2027

Pre-Annual BOD Meeting, Annual Meeting, and Post-Annual BOD Meeting
June 2027

**Final dates pending*

If you have any questions or concerns regarding related to the elections process please reach out to the Credentials Committee at credentials-committee@ncarb.org.

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Member Board Executive Memorandum

MEMORANDUM

TO: Member Board Executives

FROM: Melarie Gonzales

DATE: December 15, 2025

SUBJECT: FY27 Member Board Executive Director Position

Dear Member Board Executives:

I am pleased to announce that nominations are now open for the FY27 Member Board Executive (MBE) Director position on the NCARB Board of Directors. The successful candidate will serve beginning July 1, 2026, through June 30, 2027. The MBE Director term is for a single year; an individual may serve no more than three consecutive one-year terms. A full position description for this role can be found **here**.

Qualified and interested candidates are encouraged to send their resume and a cover letter to me via email at melarie.gonzales@bea.nm.gov. Submitted candidate materials will be included in the upcoming MBE Workshop meeting materials that will be shared with attendees prior to the meeting. Submitting materials is not a requirement to run and candidates will have until the morning of the MBE Workshop to declare their intent to run for the MBE Director position.

During the Workshop, the MBE community will nominate a candidate to be included in upcoming elections at the Annual Business Meeting occurring in June. For additional information regarding campaigning, nominations, and elections, please carefully review the Procedure on Election to the NCARB Board of Directors.

Do not hesitate to contact me if you have any questions or comments.

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Procedure for Elections

Procedure for Election to the FY27 NCARB Board of Directors[1]
Updated September 2025

Capitalized terms will have the same definition as set forth in Article II of the NCARB Bylaws.

NCARB Bylaws (Article VII) set forth the membership qualifications, authority, limitations, and other rules applicable to the Board of Directors including, but not limited to, the requirements for election of the Board of Directors. NCARB Bylaws (Article XII, Section 8H) establish the Credentials Committee as the body to oversee the nomination and election process of the Board of Directors, including validation of candidate and Voting Delegate credentials.

While the Bylaws set forth the underlying requirements and restrictions for nominations and elections, this procedure establishes specific rules for campaigning and nominations, candidate speeches, and elections of candidates.

References to business sessions are in accordance with the agenda for the Annual Business Meeting which will be released at least 30 days prior to the meeting (Article V, Section 8).

1. Campaigning
    a. No member of the Board of Directors may actively campaign for a candidate other than themselves, and neither directors, other candidates, nor Credentials Committee members may act as nominators, seconders, or make nominating speeches.
    b. Candidates must submit documentation of qualification to the Chair of the Credentials Committee no later than by the end of the first business session at the Annual Business Meeting, or such other time as established by the Credentials Committee prior to the start of the Annual Business Meeting.
    c. If a candidate wishes to have their resume or CV included in Regional Summit materials to be shared with the membership, the candidate must submit the resume to the Credentials Committee by Thursday, February 26, 2026.
    d. NCARB Roster and Group Mail are available to candidates as campaign resources for communication with membership.
    e. Regions may invite candidates to visit a region at the Regional Summit and/or during regional meetings at the Annual Business Meeting.
    f. NCARB Committees are not permitted to endorse a candidate, however individual members of a committee may advocate at their jurisdiction's board or region on behalf of a candidate.

[1] The FY27 term for the Board of Directors begins in June 2026. Per the NCARB *Bylaws* (Article VII—The Board of Directors, Section 3 - Terms of Office and Election), the FY27 Board will serve from the adjournment of the June 2026 Annual Business Meeting until the adjournment of the June 2027 Annual Business Meeting.

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2. Nominating Procedures
    a. Prior to nominations or speeches taking place, Candidates will provide the Chair of the Credentials Committee with the name of a nominator, or if self-nominating as an At-Large candidate.
    b. During the applicable business session of the Annual Business Meeting, the presiding officer will call for nominations.
        i. A nominator may not nominate more than one candidate.
        ii. A nominator may not be a candidate for, or current member of, the Board of Directors.
        iii. To nominate a candidate: a nominator states their name and jurisdiction, and the name and position of the candidate they are nominating.
    c. Elected Officers and Public Director Positions
        i. During the applicable session of ABM, the candidates for Vice President, and Public Director are nominated by a Member Board Member.
    d. MBE Director Position
        i. During the applicable session of the MBE Workshop, a candidate will be selected by the MBE community.
        ii. In accordance with NCARB Bylaws (Article VII, Section 5.D), an MBE Director is nominated by the MBE community and will be announced by the community prior to elections at ABM.
    e. Regional Director Positions
        i. In accordance with NCARB Bylaws (Article VII, Section 5.B): during the applicable Regional meeting, as determined by the Region ahead of the ABM, a Regional Director candidate will be selected by each Region. The candidate nominated by each Region is announced in advance of the Annual Business Meeting.
    f. At-Large Director Positions
        i. At-Large Directors may self-nominate, or a Member Board Member may serve as a nominator at ABM.
    g. During the applicable business session of the Annual Business Meeting, the presiding officer will ask if there are any further nominations.
        i. If there are no further nominations, the presiding officer will close nominations.
        ii. If there are further nominations, candidates and their nominators, if applicable, will follow the speech procedures.
3. Speech Procedures
    a. During the applicable business session of the Annual Business Meeting, the presiding officer will call for candidates' speeches.

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i. All candidates are permitted to address the membership in up to a three-minute speech.

b. For FY27, the Vice President is the only officer position up for election. In the case of a contested election for an officer position a candidate's nominator is permitted an up to three-minute nomination speech.

i. During the applicable business session, the presiding officer will call for nominating speeches for contested elections prior to officer candidate speeches.

c. Vice President, Public Director, and MBE Director Candidates

i. Candidates will be called in alphabetical order by last names.

d. At-Large Director Candidates

i. There are no nominating speeches for At-Large Director positions.

ii. Candidates will be called in alphabetical order by their last name.

e. Regional Director Candidates

i. Candidates will be called by Region, beginning with Region 1.

4. Procedure for Election

a. In accordance with NCARB Bylaws (Article VII, Section 5.A): during the applicable business session of the Annual Business Meeting where quorum is established, the presiding officer will seek a vote by the membership.

b. Voting will be done electronically via software provided by NCARB.

c. In accordance with NCARB Bylaws (Article XII, Section 8.H), prior to the Annual Business Meeting the Credentials Committee will request a voting delegate from each Member Board.

i. The Credentials Committee will validate each delegate's credentials and provide training on the voting process.

ii. The Credentials Committee Chair will review votes as they come in electronically.

iii. Results of elected candidates will be shared with the candidates prior to announcing results to the membership.

iv. Results for only the elected candidates will be shared by percentage to membership. Voting totals for any candidate will be made available upon request to the Credentials Committee.

d. Vice President and Public Director Candidates

i. Per the Bylaws (Article VII, Section 5.A), the Vice President and the Public Director are elected by a majority vote of the Member Boards at a meeting at which a quorum is present.

ii. If any office remains unfilled after the first ballot, the vote is repeated for that office as necessary to obtain a majority vote for a single candidate.

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e. Regional and MBE Director Candidates

   i. Per the Bylaws (Article VII, Section 5.A), Regional and MBE Director are elected by a majority vote of the Member Boards at a meeting at which a quorum is present.

   ii. If a Regional or MBE Director candidate does not receive a majority vote:

      1. The Presiding Officer may call for a recess for the respective Region or the MBE community to caucus and select their new nominee for a second ballot.

      2. A new candidate will be permitted up to a three-minute speech to membership .

      3. Balloting is repeated for that office until there is majority vote for a single candidate – nomination, candidate speech, and voting process repeating as necessary.

f. At-Large Director Candidates

   i. Per the Bylaws (Article VII, Section 5.A), At-Large Directors are elected by a plurality vote of the Member Boards at a meeting at which a quorum is present. The two candidates with the most votes will fill the two At-Large positions.

   ii. If one or both seats remain unfilled after the first ballot the vote is repeated with the candidates who tied as many times as necessary to obtain a plurality to fill each of the seats.

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What to Expect as a Candidate

Announcing Candidacy
Submit your candidate letter and CV/resume by email to the Credentials Committee to declare your candidacy for a position on the FY27 Board. Your 1-2 page candidate letter and resume/CV can be attached as word documents or PDFs.

Campaigning
You are welcome to campaign and engage with membership.

- **Email** to NCARB membership can be sent through the group mail system. NCARB staff is available to walk you through how to use the system.
- **Candidate Videos** will be recorded via Zoom with NCARB staff to be shared with membership. Videos should be 2 – 3 minutes introducing yourself and your interest in serving on NCARB leaderships.
- **Regional Summit** will be held in Oklahoma City, OK on March 19 – 21, 2026.
    - The Regional Leadership Committee facilitates an annual Regional Summit to gather members from state licensing boards for regional business, NCARB updates, and proposed resolutions.
    - Candidates for the Board of Directors are welcome to participate in the Regional Summit to connect with membership and share why you are running for the Board. To ensure you can participate as a Board candidate at Regional Summit, please submit your candidacy no later than Thursday, February 26, 2026
- **Virtual Q&A** will be hosted by the Credentials Committee on April 27 prior to ABM.
- **NCARB Annual Business Meeting** in Minneapolis, MN on June 26 – 28, 2026. Regional visits by candidates, nominations, and candidate speeches, and elections take place at ABM.

Funding for Board Candidates at NCARB Meetings
NCARB recognizes the importance of providing all candidates with the opportunity to participate fully in the election process, including attending meetings and events at which members, and other candidates are present. To ensure responsible use of funding resources:

- New candidates and those who did not run for election in the previous election cycle are eligible for NCARB funding to attend the NCARB events such as the Regional Summit and the Annual Business Meeting.
- A candidate who does not receive at least 10 votes in two consecutive election cycles, or a candidate who receives zero votes in an election, will be ineligible for NCARB funding to attend NCARB events as a candidate for the next election cycle.
- Candidates who become ineligible for NCARB funding may formally request an exception, due to extenuating circumstances, through the Credentials Committee.
- A candidate who is ineligible for NCARB funding may still attend NCARB meetings through funding provided by a Member Board, Region, or by self-funding. Candidates are also welcome to share their candidate speech via a pre-recorded option if they are not attending a meeting in person.

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Annual Business Meeting

Nominations

Nominators introduce themselves and nominate a candidate for the Board at the business session of ABM in June. Current Board members and candidates for other Board positions may not serve as nominators.

- **Officers and Public Director Nominations:** The Vice President and Public Director candidates are nominated by a member of the NCARB community at the ABM. In a contested race for these positions, a nominator will deliver a 3-minute speech from the floor for the candidate. In an uncontested race, nominators do not give a speech.
- **At-Large Director Nominations:** The candidates for At-Large Directors may self-nominate or may be nominated by a member of the NCARB community at the ABM. There are no nominator speeches for the At-Large Director seats.
- **Member Board Executive (MBE) Director Nomination:** The MBE Director is nominated by the MBE community. Nominations typically occur at the MBE Workshop in March with election by the full NCARB membership at the ABM.
- **Regional Directors Nominations:** Regional Directors are nominated through their region's process, typically by their regional chair and executive, with elections by the full NCARB membership at the ABM.

Speeches and Elections

During the business session of the Annual Business Meeting all candidates may give a three-minute presentation to the NCARB membership.

- In a contested race, if a tie occurs, the tied candidates will be asked to give another 3-minute speech prior to the second vote.
- If the second vote results in a tie, candidates will not be required to provide an additional speech, however membership will keep voting until the seat is filled.
- If repeated balloting is necessary, the candidate who receives the fewest votes shall be dropped from the succeeding ballot. Voting would then proceed among the remaining candidates until a majority or plurality is reached.

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Frequently Asked Questions

What are the Board of Director positions I can run for? There are 14 seats on the Board of Directors. For 2026-2027 elections will be held for the following positions:

- Vice President/President-Elect
- Public Director
- 2 At-Large Directors
- 6 Regional Directors
- MBE Director

The President and immediate Past President are not elected as they are based on the previous year's board. To complete the transition for the governance changes made in 2023 with Resolution 2023-05 as amended, the FY26 Secretary/Treasurer continues to serve for a second year in FY27 and the Second Vice President position will be eliminated.

Is there a deadline to submit my desire to run for office? Yes. Declarations must be submitted by the first day of the Annual Business Meeting.

What qualifications do I need to meet to be eligible to run? Those who meet the criteria below may run for the Board of Directors. The six Regional Directors are nominated by each of NCARB's current **six regions** and the MBE Director is nominated by the Member Board Executive community.

- Be a U.S. citizen.
- Have served at least 2 years on a U.S. licensing board. *Or* have served at least 2 years as the licensing board's executive for the MBE Director position. *Or* have served at least 2 years on a Board-appointed NCARB committee (Committees, Task Forces, Work Groups, etc) for an At-Large Director position.
- *An NCARB Certificate is required for architects running for the officer positions.*

Are Board candidates required to have serve in leadership at the regional leadership level? There is no requirement for the NCARB Board of Directors that candidates must come up through the regional ranks.

While in the past, people tended to move up from Regional Leadership boards to Regional Director and then on up the "ladder" into officer positions, this is not required. The NCARB Bylaws and elections policy outline the requirements and the job descriptions for each office.

What campaigning is permissible? Campaigning to get your name and platform out to the membership is allowed, however campaigning is not required if you choose to run. NCARB Council Relations staff can walk you through how to use the NCARB group email system and will assist in recording a candidate video. Although NCARB staff cannot provide substantial input into content for your campaign speeches or your communications to membership.

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I am running for an at-large position, how can I engage at Regional Summit or Annual Business Meeting? Candidates who are attending Regional Summit in their role as a member of their jurisdiction's board are welcome to participate in any candidate events at the Regional Summit to further connect with membership.

At the Annual Business Meeting, candidates may be invited to speak with attendees in Regional meetings, as well as the 3-minute candidate speech during the business session.

I am not on a Member Board, but I'm interested in running for an At-Large Director position, what funding is available for me to participate in NCARB meetings? Funding is available for Board Candidates who would not otherwise attend to participate in NCARB meetings, if you have questions, please email the Credentials Committee.

- A candidate who does not receive at least 10 votes in two consecutive election cycles, or who receives zero votes in an election, will be ineligible for NCARB funding to attend NCARB events as a candidate for the next election cycle. A candidate who is ineligible for NCARB funding may still attend NCARB meetings if they choose to self-fund or candidates may share their speech via a pre-recorded option if not attending in person. Candidates who become ineligible for NCARB funding may formally request an exception, due to extenuating circumstances, through the Credentials Committee.

How many terms can you serve on the Board of Directors and how long are the terms? The Board positions are one-year terms from one Annual Business Meeting to the next, however for several positions you can serve multiple one-year teams:

- The Regional Directors and At-Large Directors may serve for two consecutive one-year terms; no more than two terms in succession.
- The Public Director and Member Board Executive Director may serve three consecutive one-year terms.
- All Officer positions are one-year term only, and you may not serve successive terms. Officer roles on the FY27 Board of Directors are President, Past President, Vice-President, and Secretary/Treasurer.

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Development of a Resolution

The process for resolutions is outlined in the organization's *Bylaws* (Article V, Section 5). Most resolutions are developed through NCARB committees, but they can also be submitted by regions and NCARB Member Boards. Draft resolutions from these two groups are due to the Regional Leadership Committee for review no later than 75 days prior to the Annual Business Meeting **(April 10, 2026)** so they can be considered by the NCARB Board of Directors at its April Board Meeting. Resolutions from committees are due to the Board by the January Board Meeting.

All resolutions, no matter where they originated from, should follow the same layout. Questions about this process can be sent to the NCARB Secretary/Treasurer at secretary@ncarb.org.

There are four main documents that are subject to the resolution process:

1. Certification Requirements (the back half of the *Certification Guidelines)*
2. *NCARB Bylaws* or other *Bylaws*-governed actions
    a. The *Bylaws* notes several items subject to a vote of the membership such as Member Board fees and international arrangements.
3. *NCARB Legislative Guidelines and Model Law/Model Regulations*
4. *NCARB Model Rules of Conduct*

Resolution Development by Committees

Here's an overview of how a charge goes from an idea to a resolution that NCARB's Member Boards vote on at the Annual Business Meeting in June.

1. **Charge Development**
   Each spring, NCARB's vice president drafts charges for each committee for the upcoming year, beginning July 1. These are developed based on:
    a. Strategic initiatives
    b. Priorities for the organization or the upcoming year
    c. Recommendations from the previous year's committee

   Charges sometimes specifically direct development of a resolution for Member Board consideration, but they can also arise from general discussions. At the June Board of Directors meeting, the Board reviews and approves the final charges to be issued.

2. **Committee Collaboration**
   Resolutions often relate to the purpose of several NCARB committees. Staff Liaisons will coordinate with respective chairs and one another to maximize opportunities for collaboration during the development process. Occasionally, resolutions are discussed during Committee Summit with multiple committees for initial feedback to inform the Board of Directors.

   Charges that may lead to resolutions are the top priority for each committee. Work related to these charges must be tackled early to allow maximum time for Member Boards to review draft resolutions in preparation for Regional Summit and the Annual Business Meeting.

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3. **Formation of a Resolution**
   Once the appropriate committee(s) have reached consensus on a clear direction of action to be taken, the staff liaison(s) will draft the resolution language and accompanying statement of support with legal counsel. Resolutions follow a specific template that includes the purpose of the resolution, rules for passage, what the proposed changes are (with underlines used for new text and ~~strikeouts~~ used to show information being removed), an effective date, a sponsors' statement of support, the financial impact, and list of advocates.

   The committee reviews and provides feedback on the resulting draft. Committee members will be listed as advocates for a resolution in which they took part in developing.

4. **Draft Resolutions**
   At the January Board of Directors Meeting, the Board reviews proposed resolutions from the committees and determines which resolutions they would like to move forward to the membership for consideration. These resolutions are still considered drafts and are shared with Member Boards so they can provide feedback at the Regional Summit each spring.

5. **Regional Summit**
   The NCARB secretary provides a brief overview of each resolution during a plenary session at the Regional Summit. Clarifying questions and discussion take place throughout Regional Summit to provide feedback to the Board of Directors for consideration as resolutions are finalized.

6. **Resolutions to be Acted Upon at the Annual Business Meeting**
   At the April Board of Directors Meeting, the Board votes on whether to move a resolution forward to the Annual Business Meeting. On occasion, the Board may decide to put forth a resolution that did not receive a majority of Board support. Resolutions not moved forward by the Board will not be considered at the Annual Business Meeting.

   According to the *NCARB Bylaws*, resolutions must be released to Member Boards at least 30 days before the Annual Business Meeting **(May 26, 2026),** but they are generally available within a week of the April Board meeting.

7. **Voting**
   At the Annual Business Meeting, Member Boards will have additional opportunities to discuss the resolutions put forward. NCARB follows Robert's Rules of Order to govern the voting process in addition to the information included in the *Bylaws*.

   The secretary/treasurer introduces each resolution in a plenary session at the ABM. The vice president, serving as presiding officer of the session, then moves each resolution forward and asks for a second from the floor. Then, the floor will be open for discussion and the membership may ask questions, debate, or offer amendments for consideration. Amendments will need a second from the floor.

   If an amendment is presented, action must take place on the amendment before action may be taken on the resolution. Any offered amendments will require a simple majority of Member Boards present to pass. After all discussion, the vice president will call for a vote on the amendment. If the amendment passes, the amended resolution is moved and

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seconded, and further discussion may occur. If the amendment fails, the original resolution is put back before the membership for consideration.

Resolutions will either require a two-thirds majority (37 votes) or an absolute majority (28 votes) of Member Boards to pass.

a. Two-thirds required: *NCARB Bylaws* and other *Bylaws*-governed actions
b. Absolute majority: Certification Requirements, *NCARB Legislatives Guidelines and Model Law/Model Regulations, NCARB Model Rules of Conduct*
c. Simple majority of those present: Amendments to resolutions

8. Implementation

Changes voted on in resolutions will be made in accordance with the effective date noted in the resolution, which will vary. Implementation efforts range from document updates to systems development.

Resolution Development by Regions and Member Boards

Each region or Member Board has their own process for developing resolutions for consideration by NCARB membership.

According to the *NCARB Bylaws*, resolutions that originate from a region or Member Board are due to the Regional Leadership Committee 75 days prior to the day at the Annual Business Meeting it will be considered (usually Saturday). In FY26, the deadline to submit potential resolutions is **April 11, 2026.**

The Regional Leadership Committee will review resolutions for conformity with the *Bylaws* and other Council policies. They will also be reviewed by NCARB legal counsel to ensure the proposed changes remain in line with the laws the Council is incorporated under.

After review, the Regional Leadership Committee will submit it to the NCARB Board of Directors for discussion. The Board will vote on the resolutions and move them forward to NCARB membership for consideration and debate. Unlike resolutions submitted through the committee process, resolutions from regions and Member Boards will be moved forward to membership even if they are not supported by the Board of Directors. Resolutions will be available as soon as possible after the April Board meeting and no later than 30 days prior to the Annual Meeting, in accordance with the *NCARB Bylaws*.

To submit resolutions, please contact **secretary@ncarb.org**.

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Appendix A: NCARB Governance Changes

The Board of Directors for the National Council of Architectural Registration Boards (NCARB) has recently implemented **governance changes** as a result of Resolution 2023-05 as amended and passed during the June 2023 NCARB Annual Business Meeting. This resolution passed 52- 2.

The new governance structure streamlines the timeline to serving on the Board of Directors and encourage greater representation on the Board by reducing officer positions from six to four, creating two at-large director positions, and eliminating an impediment that hindered opportunities for Member Board Members with short tenures. Further, the structure provides a new pathway to serving on the Board for NCARB's larger volunteer community.

The governance changes will be implemented in a phased approach with the final Board structure fully implemented with the June 2027 elections. The following pages include the governance structures and position elections for each of the upcoming transition years.

Specific transitions[2] are outlined below:

- **June 2025**
  - Elections held for all Board positions, including an election for the Secretary/Treasurer position and the final Second Vice President.
- **June 2026**
  - The Second Vice President position is eliminated, returning the Board of Directors to a 14-member Board.
  - The Secretary/Treasurer who was elected in 2025 will hold over for another year in this position.
- **June 2027**
  - Elections will be held for all Board positions.

The NCARB Bylaws provide direction in the event of unexpected vacancies in any position. Should such vacancies occur, the impact on elections and procedural changes will be communicated by the Credentials Committee.

Please submit any questions about the transition or elections to the Credentials Committee at credentials-committee@ncarb.org.

[2] Article XV-Transition of the NCARB *Bylaws*, adopted in Resolution 2023-05.

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2025-2026 Board of Directors
(Current Board of Directors)

- FY25 President Van Tine moves to Past President position.
- Vice President Marley elected in 2024 moves to President position.
- Elections will be held for all other positions.
- The Secretary/Treasurer elected this year will continue in this role in the following year.

President
Marley

Vice President
Rademacher

2nd Vice President
Kwan

Secretary/Treasurer
Rodriguez

Past President
Van Tine

Region 1 Director
Lonardo
(First Term)

Region 2 Director
Tucker
(Second Term)

Region 3 Director
Morrison
(First Term)

Region 4 Director
Alfson Schemmel
(Second Term)

Region 5 Director
Devine
(Second Term)

Region 6 Director
Feng
(First Term)

At-Large Director
Polk
(Second Term)

At-Large Director
Singh
(Second Term)

Public Director
Hopkins
(Third Term)

MBE Director
Himes
(Second Term)

KEY: No FY26 Election FY26 Election

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2026-2027 Board of Directors
(2026 NCARB ANNUAL BUSINESS MEETING ELECTIONS)

- President from previous year moves to Past President position.
- Vice President elected at previous ABM moves to President position.
- Second Vice President position is eliminated.
- Secretary/Treasurer elected at the previous ABM will hold in this position for another term.
- Elections will be held for all other positions.

President
VP Elected at Previous ABM

Vice President
To Be Elected

2nd Vice President

Secretary/Treasurer
Elected at Previous ABM

Past President
President From Previous Year

Region 1 Director
To Be Elected
(Eligible for Second Term)

Region 2 Director
To Be Elected
(First Term)

Region 3 Director
To Be Elected
(Eligible for Second Term)

Region 4 Director
To Be Elected
(First Term)

Region 5 Director
To Be Elected
(First Term)

Region 6 Director
To Be Elected
(Eligible for Second Term)

At-Large Director
To Be Elected
(First Term)

At-Large Director
To Be Elected
(First Term)

Public Director
To Be Elected
(First Term)

MBE Director
To Be Elected
(Eligible for Third Term)

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KEY: No FY27 Election | Has FY27 Election | Position Ended

2027-2028 Board of Directors

Transition Complete

- President from previous year moves to Past President position.
- Vice President elected at previous ABM moves to President position.
- Elections will be held for all other positions.

President
VP Elected at Previous ABM

Vice President
To Be Elected

Secretary/Treasurer
To Be Elected

Past President
President from Previous ABM

Region 1 Director
To Be Elected
(First Term)

Region 2 Director
To Be Elected
(Eligible for Second Term)

Region 3 Director
To Be Elected
(First Term)

Region 4 Director
To Be Elected
(Eligible for Second Term)

Region 5 Director
To Be Elected
(Eligible for Second Term)

Region 6 Director
To Be Elected
(First Term)

At-Large Director
To Be Elected
(Eligible for Second Term)

At-Large Director
To Be Elected
(Eligible for Second Term)

Public Director
To Be Elected
(Eligible for Second Term)

MBE Director
To Be Elected
(First Term)

KEY: No FY28 Election Has FY28 Election

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Residential Design Report

Registered Interior Design Report

Public Member Report

Board Counsel Report

Executive Director Report

Public Information Report

STATE OF NEVADA

JOE LOMBARDO
Governor

DR. KRISTOPHER SANCHEZ
Director

PERRY FAIGIN
NIKKI HAAG
MARCEL F. SCHAERER
Deputy Directors

MONICA HARRISON
Executive Director

DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS
NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN

January 2025

Memorandum

To: TMCC BArch Students and Graduates

From: Monica Harrison, Executive Director

Re: ARE Testing

In November 2022, the Board issued a letter stating that students who graduate from the TMCC BArch program prior to NAAB accreditation will satisfy Nevada's education requirements. Like all other licensure candidates, TMCC graduates must complete the experience (AXP) and examination (ARE) requirements to become registered in Nevada.

Because the TMCC BArch program is still in candidacy status with NAAB, NCARB cannot automatically grant TMCC graduates eligibility to begin taking the ARE in Nevada. NCARB will need approval from the NSBAIDRD to allow these candidates to begin testing.

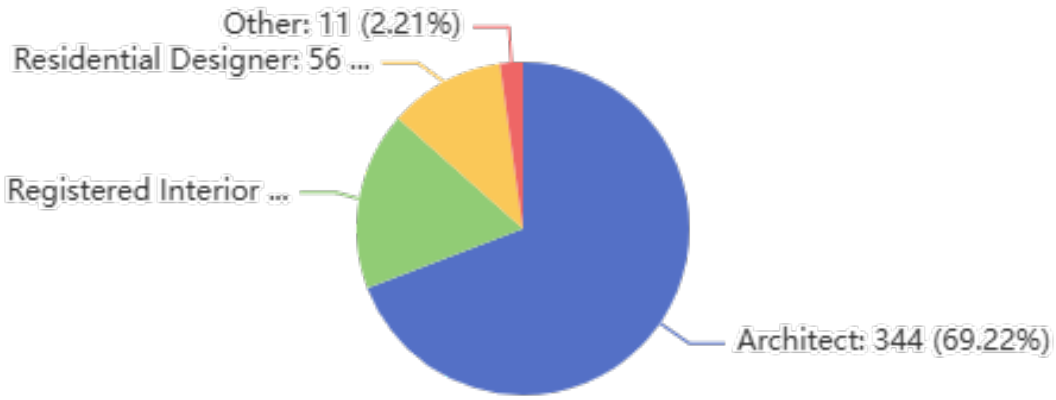
When a candidate is ready to begin taking the ARE, they should contact the Board office. We will need a written request from the candidate, stating they want to begin testing. We will also need proof of graduation from the TMCC BArch program. An unofficial copy of the candidate's transcript is acceptable.

Once we have the request, we will contact NCARB and they will manually process the candidate's exam eligibilities. Because this process is not automated, it may take extra time, so please factor this into planning.

Nevada exam eligibilities do not expire, so candidates can start this process upon graduation and once their transcripts are finalized.

If you have any questions about this process, please reach out to the Board office at 702-486-7300 or contact Stacey Hatfield at shatfield@nsbaidrd.nv.gov.

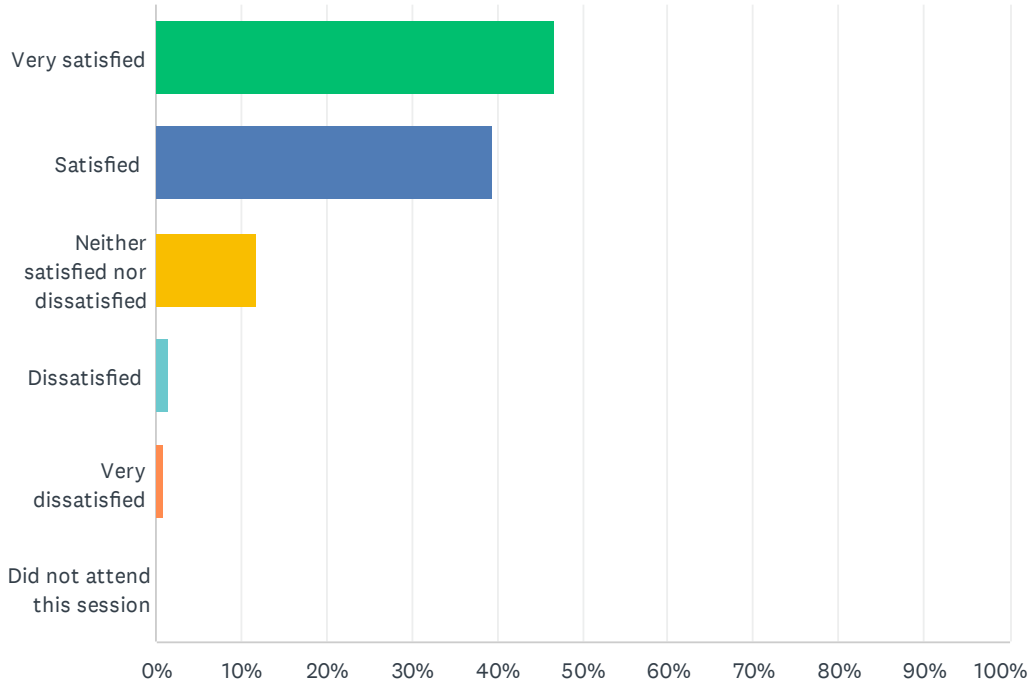
2025 CEU Seminar
Attendee by Registration Type
(Self-Reported in Event Registration)



Registration Type	Number	Percentage
Architect	344	69.22%
Registered Interior Designer	86	17.3%
Residential Designer	56	11.27%
Other	11	2.21%

Q1 Please rate Session 1: "Reimagining Practice: Shaping the Future in the Age of AI" - presented by Wellbe Bartsma, AIA, NCARB, LEED AP BD+C (Associate, Gensler) and John Derkach, AIA, NCARB (CEO, BAYA).

Answered: 264 Skipped: 1



ANSWER CHOICES	RESPONSES	
Very satisfied	46.59%	123
Satisfied	39.39%	104
Neither satisfied nor dissatisfied	11.74%	31
Dissatisfied	1.52%	4
Very dissatisfied	0.76%	2
Did not attend this session	0.00%	0
TOTAL		264

#	ADDITIONAL COMMENTS	DATE
1	I think the information shared was useful, it just that on an online seminar it was conveyed in a monotone which made difficult to remain engaged.	11/13/2025 9:48 AM
2	I just wish there was more time for questions. A really interesting topic.	11/13/2025 9:03 AM
3	He just Read his information. It was informative, but mundane.	11/12/2025 7:33 PM
4	I look forward to this seminar every year , thank you.	11/11/2025 6:43 PM

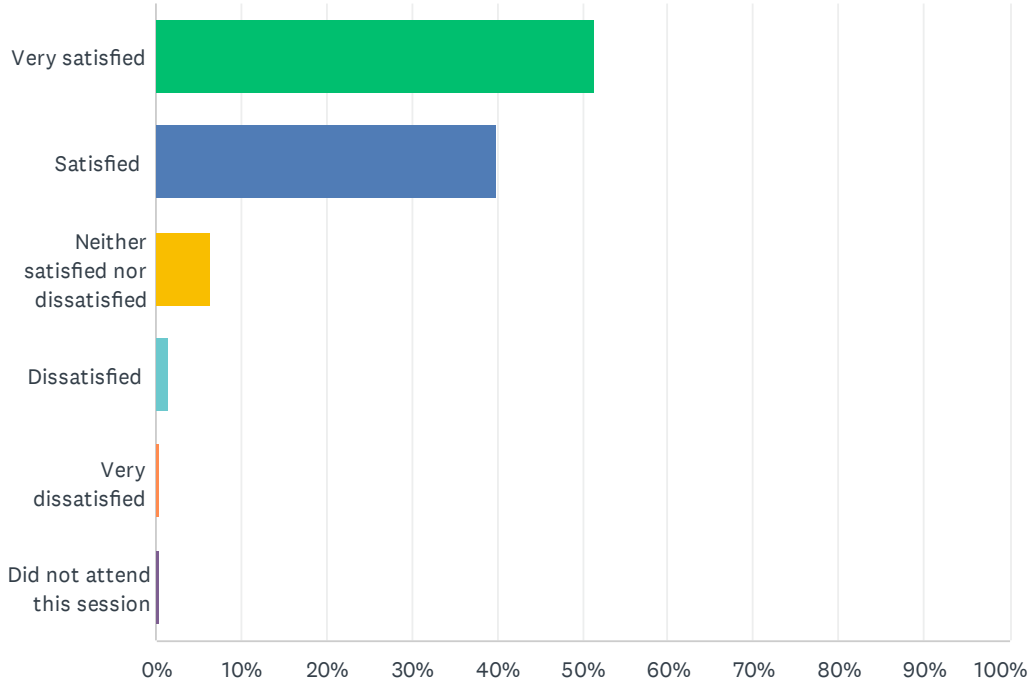
5	Good introduction to the imminent wide spread adoption of AI for composition, research and BIM. Too vague on the implemitation of drawing and material take of tools; but I can do some research. helped to take screenshots of key slides I'll analyze.	11/11/2025 10:16 AM
6	A real eye-opener for me. I didn't realize how many companies are already doing AI related architecture work and the range of services.	11/10/2025 1:31 PM
7	REALLY GOOD - VERY INFORMATIVE, INTERESTING AND KNOWLEDGEABLE SPEAKERS	11/10/2025 10:28 AM
8	I really enjoyed John's presentation.	11/10/2025 10:17 AM
9	Some of this new AI information is so advanced it's difficult to keep up with. Very enlightening though.	11/10/2025 8:29 AM
10	We are not using AI currently so the topic is not relevant, however the presentation implied that our current methods are becoming obsolete.	11/10/2025 8:20 AM
11	Information still seemed vague, which is to be expected given the still early form of the tech.	11/10/2025 8:18 AM
12	Very Informative as we consider using these applications	11/10/2025 8:13 AM
13	while i appreciate the role that AI will play in the field - i dont think its appropriate to dedicate half a day of seminars to it - especially when there is a new code being adopted by the entire valley - i believe it would have been in the industries best interests to have focused on that. i did enjoy the presentation from Clark county and CoLV on the top things missing from plans. that was informative and well put together.	11/10/2025 5:51 AM
14	Wellbe did an excellent job at explaining the changes we are all facing while still being responsible for Health, Safety and Public Welfare. Great to see his involvement and passion for the architectural profession! John gave a great overview of where AI is already impacting architecture as a business and profession and the future of accelerating the adoption of AI.	11/9/2025 7:19 PM
15	With the overwhelming amount of information on AI, it was great to hear and see it's practical application within our industry.	11/9/2025 2:21 PM
16	Bartsma was too general and was obviously reading his notes. Derkach presentation was better. Both were too long for the topics they covered.	11/9/2025 11:15 AM
17	excellent seminar that combined two topics (AI and Ethics) to assist me in satisfying CEUs in other states that I hold registrations in.	11/9/2025 7:48 AM
18	These presenters were very knowledgeable regarding the topic. It still made AI appear to be most useable for and by large Architectural Firms.	11/8/2025 3:28 PM
19	I thought this panel had great intent, considering the average practice type for most architects attending this seminar, i'm not sure it was entirely helpful.	11/8/2025 3:08 PM
20	Both of the presenters were very good	11/8/2025 11:38 AM
21	The whole presentation sounded like The Geek Squad at Best But. Nowhere near enough relevance to Architecture. Made me very happy to be retired!	11/8/2025 10:30 AM
22	Very informative.	11/8/2025 8:49 AM
23	A little long and dry	11/8/2025 8:37 AM
24	Content was clear and delivered at a pace that could be followed.	11/8/2025 8:13 AM
25	Wellbe was particularly interesting to listen to.	11/8/2025 8:02 AM
26	amazing that AI is progressing so fast	11/8/2025 7:26 AM
27	The presenters were well informed and presented this complex topic in a clear and understandable way.	11/8/2025 6:47 AM
28	Good information on AI	11/8/2025 6:42 AM
29	AI is a tool with so much potential and it is hard to have imagined that years ago when I began and AutoCAD was a tool that was thought of as futuristic! We've come a long way! This is so new to me and Wellbe and John put their takes on how this may impact our professions. Very well done informative presentations.	11/8/2025 2:57 AM

30	I work with Wellbe sometime ago at Steelman. It’s great to see him grow as a talented architect.	11/7/2025 11:13 PM
31	Very extensive presentations on AI. Maybe too much.	11/7/2025 9:54 PM
32	Hoped to hear more practical application.	11/7/2025 8:15 PM
33	The level of discussion was new to me and very informative	11/7/2025 6:20 PM
34	A bit intense for beginners to grasp, like me.	11/7/2025 6:13 PM
35	the topic seemed astray for HSW	11/7/2025 6:11 PM
36	This content, if applied in practice would violate our oaths to protect the public.	11/7/2025 6:10 PM
37	I thought this was well done and very interesting. I would like to see how AI could impact the residential sector.	11/7/2025 6:10 PM
38	All you provided was you do not have to learn anything about being an Architect because you have AI. Bad delivery from all speakers including the State Board.	11/7/2025 5:54 PM
39	The section about code issues was very informative. I especially liked the drawings accompanying the talk. The Ai portion was kind of interesting but would only be useful to a small percentage of firms today. I think most of it is out of reach to the majority of clients. How about a segment on sketching? My clients love it when I pull out my felt tip pens. Brain to the hand.	11/7/2025 5:42 PM
40	Wellbe and John provided excellent insight.	11/7/2025 5:38 PM
41	Very useful. liked very much . Thanks	11/7/2025 5:37 PM
42	AI is a tool that can be used - but as the next Session pointed out - garbage in garbage out. And as a plan reviewer, I took shocked that they said it was somehow our fault that we don't use AI for plan review. (Where I work, we are testing out AI as a tool for the applicant's use a cursory review prior to permit submittal. We are finding that at AI makes plenty of errors on its own.) And I was greatly disappointed when it was said the AHJ is responsible for failures with their design. As plan reviewers we do our best to catch critical errors. But we are not their quality control. The design professional is responsibility to produce quality plans. That being said, most of our applicant do a fine job, but even the best make mistakes (as do we.)	11/7/2025 5:36 PM
43	A very good session on AI. I wish they could of address the liability and ethic impact of AI and how the architectural culture and practice is changing due to AI. I would like ton hear more about copy-write, propitiatory protection from AI. Trusting my trust, which I don't trust them. Also, what the anticipated overhead cost in AI licenses, systems/programs, employee beyond an IT person in an office. Any E/O impact on not/or doing doing AI checks/input.	11/7/2025 5:31 PM
44	would be nice to make more interactive and have chat enabled in the zoom. Having presenter reads slides gets boring	11/7/2025 5:30 PM
45	very informative for someone who's not up to date	11/7/2025 5:30 PM
46	Wow! what a great seminar! I learned so much and now I have to research all of the speakers and the programs, buildings, tech., etc. I signed up for this webinar for my continuing education requirement for my arch. license and got so much more.	11/7/2025 5:29 PM
47	Could use less Geek and more practical and practice. I am an architect that owned/managed a firm for many years. During that time I have heard how pin-bar, autocad, 3-d and now AI is the savior of architecture. Where is the creative aspect. From this session I need to be a computer engineer, not an architect. No.	11/7/2025 5:27 PM
48	Opened my eyes to the future. Extremely thoughtful presentation.	11/7/2025 5:25 PM
49	Wellbe Bastsma is one sharp cookie!	11/7/2025 5:25 PM
50	It was informational, but as a non-user of AI and a 1 person firm, it was not something that seemed relevant to me, at this time.	11/7/2025 5:23 PM
51	This is cutting edge information that is so helpful as the profession is changing quickly with this technology	11/7/2025 5:22 PM
52	Wow some very interesting information that I never thought of.	11/7/2025 5:21 PM

53	I was dreading this topic, but the information had an unexpected approach and was fascinating, actually. Thank you Wellbe and John. I appreciated the acknowledgement of smaller firms and concerns of authorship/ownership.	11/7/2025 5:21 PM
54	See response in next question.	11/7/2025 5:19 PM
55	This session was rather light on information that can affect practice.	11/7/2025 5:12 PM
56	My area of practice fall outside of design application that AI would apply.	11/7/2025 5:12 PM
57	Interesting opinions! I don’t necessarily agree with everything said, but enjoyed hearing their point of view.	11/7/2025 5:11 PM
58	Thank you again for another great seminar - AI was a very good, and hot topic.	11/7/2025 5:11 PM
59	I understand this is a popular subject, but doesn't pertain to me and much was way over my head, so I just grinned and bared it. :)	11/7/2025 5:10 PM
60	Learned a lot about the topics that i was not even aware off	11/7/2025 5:10 PM
61	Very Timely!	11/7/2025 5:10 PM
62	This session was very interesting	11/7/2025 5:10 PM
63	I was pleasantly surprised. I was expecting something more superficial about AI, but it WASN'T.	11/7/2025 5:10 PM
64	Great info!	11/7/2025 5:10 PM
65	I know very little of AI and found it interesting	11/7/2025 5:09 PM
66	Great topics, thank you	11/7/2025 5:08 PM
67	INTRIGUING.	11/7/2025 5:08 PM
68	Alot of good information.	11/7/2025 5:07 PM
69	One of the most useful CEU presentations ever!	11/7/2025 5:06 PM
70	This really did not apply to my practice at all.	11/7/2025 5:06 PM
71	highly relevant topics	11/7/2025 5:05 PM
72	Well presented. Thanks!	11/7/2025 5:05 PM
73	I was very much amazed. I look forward to obtaining the presentations again.	11/7/2025 5:05 PM
74	the AI section was too long	11/7/2025 5:04 PM

Q2 Please rate Session 2 : “Practical AI Integration for Design and Delivery: Building a Responsible Digital Infrastructure" - presented by Niknaz Aftahi, LEED AP BD+C (CEO & Founder, aec + tech), Aaron Vorwerk, AIA, NCARB, EIT, LEED AP BD+C (AEC Practice Leader, Architects + Owners, Egnyte), and Stjepan Mikulić (Founder & CEO, AI in AEC). This session included a panel discussion.

Answered: 263 Skipped: 2



ANSWER CHOICES	RESPONSES	
Very satisfied	51.33%	135
Satisfied	39.92%	105
Neither satisfied nor dissatisfied	6.46%	17
Dissatisfied	1.52%	4
Very dissatisfied	0.38%	1
Did not attend this session	0.38%	1
TOTAL		263

#	ADDITIONAL COMMENTS	DATE
1	Excellent presentation, extremely helpful and full of advice to implement right away. I appreciated that they focused on mid-small firms challenges for implementing new technology. Very thorough.	11/13/2025 9:48 AM

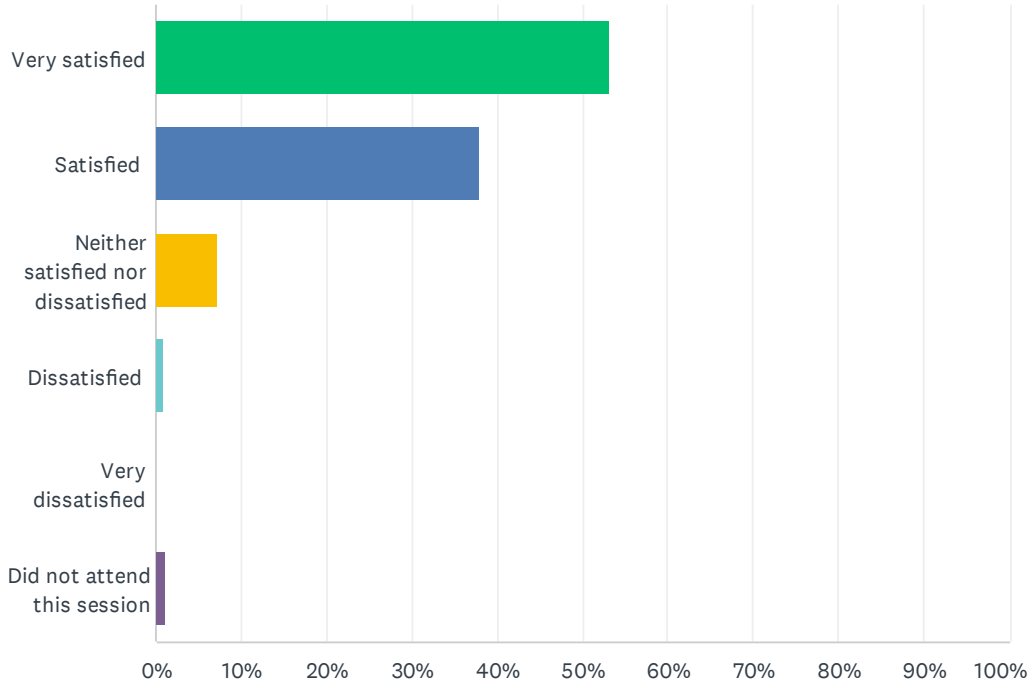
2	He was knowledgeable, informative, and spoke fluidly from full knowledge of his industry	11/12/2025 7:33 PM
3	Glad to be gaining new latest updates and thank you for global projects shared.	11/11/2025 6:43 PM
4	Very good but a little too experts talking to experts in the dialogue, as most of us small office practitioners aren't the Genslers of the world and would like more "here you are sitting at your desk with limited time; nd these are the first three things you should do" kind of simplification.	11/11/2025 10:16 AM
5	A great look into the future of architecture!	11/10/2025 1:31 PM
6	Stjepan seemed like an overzealous salesman. I question his thought process as being oversimplistic and not a complete analysis. For instance, the claim about saving $4 million was ludicrous. His holding up the UAE as a shining example of the future made me ask myself "Has this guy ever been to Dubai?"	11/10/2025 10:17 AM
7	Excellent panel discussion	11/10/2025 9:47 AM
8	Very informative of the platforms that are out there. Stjepan kept it very comical.	11/10/2025 9:30 AM
9	Some of this new AI information is so advanced it's difficult to keep up with. Very enlightening though.	11/10/2025 8:29 AM
10	Aaron was very Knowledgeable	11/10/2025 8:13 AM
11	while i appreciate the role that AI will play in the field - i dont think its appropriate to dedicate half a day of seminars to it - especially when there is a new code being adopted by the entire valley - i believe it would have been in the industries best interests to have focused on that.	11/10/2025 5:51 AM
12	The Panel Discission was a great opportunity to bring together different ideas and concepts and responses. Great Job by all. This session covered so much material - I will definitely be reviewing the slides to follow back on so much information and opportunities discussed. It would be interesting to have this same team present and discuss next year to see how advanced the AI tools have become.	11/9/2025 7:19 PM
13	I especially enjoyed Niknaz Aftahi and Stjepan Mikulic!	11/9/2025 5:24 PM
14	I appreciated the 3P's approach discussio, helps put the benefits and risks of AI in persepective. I loved Stejpan's energy and passion for his work.	11/9/2025 2:21 PM
15	The panel discussion was the least interesting part of the session. The practical discussion of available programs pros and cons by all participants was the most interesting. They also went over in the time alotted and the lunch break was too short.	11/9/2025 11:15 AM
16	Lots of energy and unfiltered. Croatia is an amazing country.	11/8/2025 8:22 PM
17	These presenters were also very knowledgeable. Each of the presentations were very well done. But, I am not as "tech savvy" as any of them. So, it was nearly like listening to another language. The panel discussion was very good. It gave me some direction as to how my small firm might be able to get involved.	11/8/2025 3:28 PM
18	Again, I appreciated the intent, but felt a lot of this discussion could have been done in 1 hour, leaving more time to cover items that are pressing for everyday practitioners in Nevada. Ai is great tech, but the take away seemed to be that someone in a large firm needs to head this up similar to a BIM manager and slowly role out the curated tech to everyone in the office.	11/8/2025 3:08 PM
19	It is hard for me to buy into a presenter , like stephan, who is not an architect. No matter how confident he is. Niknaz wasn't bad.	11/8/2025 11:38 AM
20	Too much emphasis on Ai and not enough input on its value to the practice.	11/8/2025 10:30 AM
21	It was nice to learn about the services available. The discussion at the end of the presentation was nice.	11/8/2025 8:49 AM
22	Same comment as aove	11/8/2025 8:37 AM
23	Stjepan was awesome, the rest okay. A lot of information that was hard to follow.	11/8/2025 8:13 AM
24	Good discussion after the first session. Good progression of topics!	11/8/2025 7:26 AM
25	Same comment as above, very good!	11/8/2025 6:47 AM
26	I will start doing more research on AI programs	11/8/2025 6:42 AM

27	OMG! Stjepan is so impressive with his knowledge and his background story. I am very enthused just hearing about how we can all utilize AI to improve our design techniques and presentations. Just incredible what the future holds. Stjepan captivated this audience member with his insightful presentation!	11/8/2025 2:57 AM
28	Very extensive presentations on AI. Maybe too much.	11/7/2025 9:54 PM
29	This was was my favorite. I felt like it was the most informative and was the reason I registered for this course to see other opportunities out their for our small firm to make some tasks easier.	11/7/2025 9:13 PM
30	More of what I was looking for in a discussion about AI	11/7/2025 8:15 PM
31	All great as it expands my knowledge of AI. A little heavy for me on the data points	11/7/2025 6:20 PM
32	Well done. Similar to above.	11/7/2025 6:13 PM
33	architecture appeared to be an innocent bystander during this presentation	11/7/2025 6:11 PM
34	Again, I thought this was well done and would like to see a segment on how this could affect the residential sector.	11/7/2025 6:10 PM
35	So modern Architecture will be how cheap and how fast you can send projects out the door. Experience means nothing.	11/7/2025 5:54 PM
36	Definitely the most interesting and best presented	11/7/2025 5:39 PM
37	Aaron, Niknaz and Stjepan were awesome as well! AI is being integrated faster than we could have imagined. Happy to see that this year's seminar focused on AI and thank you for providing such great resource professionals to call upon.	11/7/2025 5:38 PM
38	I liked this very session. Some of the most useful and informative info on AI i have ever seen. T his was very useful. Thanks	11/7/2025 5:37 PM
39	I was amazed at what can be done using AI as a tool in design.	11/7/2025 5:36 PM
40	I enjoyed John's presentations and response to Q & A. He answered the questions from an Architects prospective as to a use, impact and tools, along with alternative to scope of services. The others were mote on non practical practicing architect, and more of a data storage, IT respective, selling a product of services. Just saying I did not enjoy or see that added valve of Niknaz's presentation.	11/7/2025 5:31 PM
41	would be nice to make more interactive and have chat enabled in the zoom. Having presenter reads slides gets boring	11/7/2025 5:30 PM
42	all new stuff to me	11/7/2025 5:30 PM
43	AI is real. The message was clear: deal with it before it deals with you. message received.	11/7/2025 5:29 PM
44	Could use less Geek and more practical and practice. I am an architect that owned/managed a firm for many years. During that time I have heard how pin-bar, autocad, 3-d and now AI is the savior of architecture. Where is the creative aspect. From this session I need to be a computer engineer, not an architect. No, AI is a tool. The firm I managed was one of the first using CAD, so innovation is fine, but tool is just that a tool. Yes, I am old with gray hair - unlin most of your presenters.	11/7/2025 5:27 PM
45	Opened my eyes to the future. Extremely thoughtful presentation.	11/7/2025 5:25 PM
46	Aaron Vorwerk another well prepared speaker.	11/7/2025 5:25 PM
47	I learned thart I need to be more aware of what's available for my applications	11/7/2025 5:23 PM
48	Perfect follow up to the firs session and is so informative	11/7/2025 5:22 PM
49	I liked the interactive site the presenter has us go to. It was kind of fun and helped keep us engaged.	11/7/2025 5:21 PM
50	Great-great info from Niknaz, Aaron, and Stjepan - thank you for "humanizing" the AI topic. And enjoyed learning lingo like vaporware and hallucinations. But mostly appreciated the emphasis on taking initial steps now and not waiting. And SO impressed with the 4.5 million in savings exercise. Not applicable to my firm - but happy to scale accordingly. Thank you.	11/7/2025 5:21 PM

51	The panel at the end was a great idea. Very engaging and informative. The panel was a diverse range of experts and their insights were extremely helpful as we wrap our heads around AI in our industry.	11/7/2025 5:19 PM
52	For novices in the AI-space some of the technical jargon could use a bit of definition.....not sure what ' clean data sets' are in the typical deliverables of a small architectural practice	11/7/2025 5:18 PM
53	Super Interesting. Looking forward to learning more about some of the AI they discussed like D5 Renderer and SWAPP	11/7/2025 5:14 PM
54	Much better session with roadmaps of how to approach AI in practice.	11/7/2025 5:12 PM
55	The material covered was kind of scattered to the four winds, but interesting vision of the future of the design/build industry.	11/7/2025 5:11 PM
56	Thank you again for another great seminar - AI was a very good, and hot topic. - the (3) Ps - loved that!	11/7/2025 5:11 PM
57	See above comments	11/7/2025 5:10 PM
58	did not expect that AI has "spread" so much in the field of architecture. We were not even looking at incorporating AI into our practice, but after learning so much about it, will definitely look into it	11/7/2025 5:10 PM
59	Good discussion and input by all panel members	11/7/2025 5:10 PM
60	Another surprising presentation. I LOVED the presentations on AI. I thought I'd be bored, but these were GREAT. I loved how passionate Stjepan and Niknaz were about the topics. I'm so far behind - more so than before these presentations.	11/7/2025 5:10 PM
61	Very informative and enjoyed the many different views of how to implement AI for various aspects.	11/7/2025 5:10 PM
62	This entire session was so valuable. I particularly enjoyed hearing the case study by Stjephan on his clients processes. My guess is there was a lot of attendees who related to exactly that struggle and suffer from those inefficiencies.	11/7/2025 5:10 PM
63	Loved the team’s enthusiasm! This presentation was awesome!	11/7/2025 5:10 PM
64	The information was presented very well, very understandably. I thought all the panelists were very professional.	11/7/2025 5:09 PM
65	Fascinating discussions! I am on the run to get on the bus. It's a brave new world.	11/7/2025 5:08 PM
66	Enjoyed the presentation by Stjepan. Very engaging and informative speaker	11/7/2025 5:08 PM
67	I liked the variety of information presented by the presenters.	11/7/2025 5:07 PM
68	Good ideas to explore.	11/7/2025 5:07 PM
69	Very informative	11/7/2025 5:06 PM
70	Also excellent	11/7/2025 5:06 PM
71	This really did not apply to my practice at all.	11/7/2025 5:06 PM
72	highly relevant topics	11/7/2025 5:05 PM
73	Excellent presentation.	11/7/2025 5:05 PM
74	I was very much amazed. I look forward to obtaining the presentations again.	11/7/2025 5:05 PM
75	Amazing!	11/7/2025 5:04 PM
76	Enjoyed the application uses for AI and the panel discussion was great	11/7/2025 5:04 PM
77	the AI section was too long	11/7/2025 5:04 PM

Q3 Please rate Session 3: “Top Ten Issues in a Set of Architectural Plans" - presented by Allen Burris (Assistant Manager of Plans Examination, Clark County) and Mike Clifford (Plans Examiner, City of Las Vegas).

Answered: 264 Skipped: 1



ANSWER CHOICES	RESPONSES	
Very satisfied	53.03%	140
Satisfied	37.88%	100
Neither satisfied nor dissatisfied	7.20%	19
Dissatisfied	0.76%	2
Very dissatisfied	0.00%	0
Did not attend this session	1.14%	3
TOTAL		264

#	ADDITIONAL COMMENTS	DATE
1	Why all commercial?	11/13/2025 9:59 AM
2	It seemed far too basic....having practiced for a couple decades I really didn't get much value out of this presentation....Had I been preparing plans for his AHJ it may have helped but otherwise far too basic for me.	11/13/2025 9:03 AM
3	He too, was very knowledgeable and informative. And he spoke dangerously from his comprehensive nature of his business and how it relates to all of us. He knew his stuff.	11/12/2025 7:33 PM
4	A little too technical. Most information I already know. And more geared to multi-	11/12/2025 11:50 AM

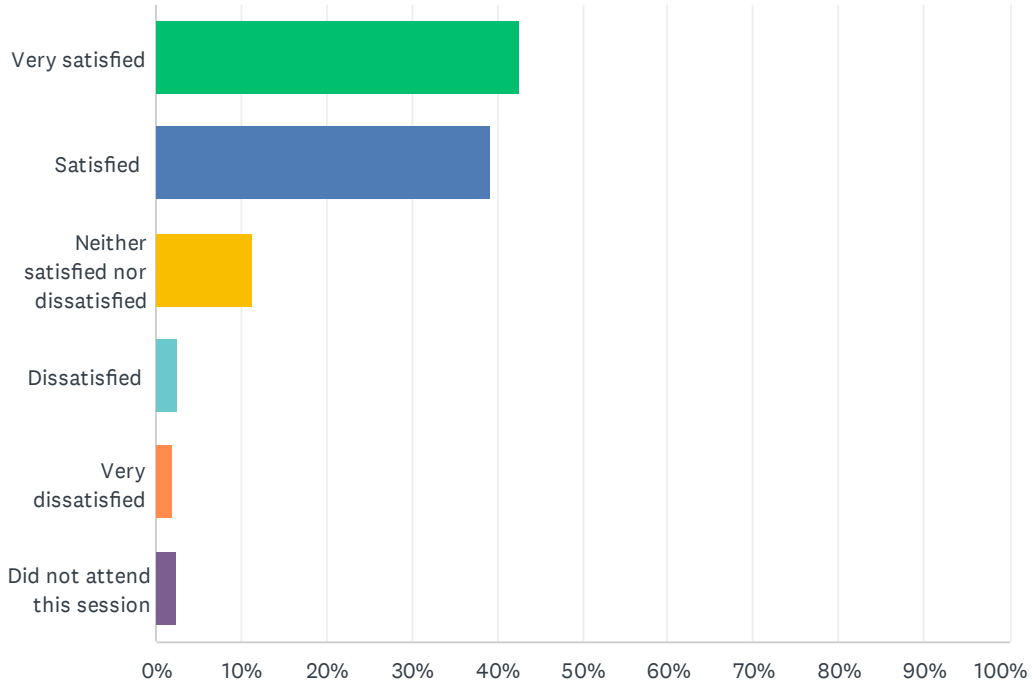
	family/commercial. Probably more helpful to others.	
5	Good presentation easy to keep up with notes and plans well put together thank you	11/11/2025 6:43 PM
6	Good matter of fact presentation and conveyed helpful nature of LV Building Dept; but filed to acknowledge that increased complexity of requirements for drawings leaves even the most straightforward of projects tied in bureaucratic and code mandated knots.	11/11/2025 10:16 AM
7	I think this is something every architect in NV should have to learn.	11/10/2025 5:45 PM
8	Good codes refresher.	11/10/2025 1:31 PM
9	THIS IS A DRY SUBJECT, BUT WAHT CAN WE DO	11/10/2025 10:28 AM
10	I think Allen and Mike did a great job. Question for them though - what code council objective analysis lead to the 2024 code requirement for an adult changing table? When and how is this latest example of government overreach supposed to be used? What's next - requiring small office TI's to be staffed by RN's?	11/10/2025 10:17 AM
11	Allen is a very good speaker. Mike, not so much. Hard to stay focused. I'm sure he knows his stuff.	11/10/2025 9:30 AM
12	I really liked the firsthand issues the plans examiners run into when reviewing plans which will be very helpful as we complete future submittal CD sets.	11/10/2025 9:01 AM
13	Very specific, helpful and on topic. Great presentation. Please continue getting these local code officials in front of our profession.	11/10/2025 8:18 AM
14	this was an excellent presentation from both parties presenting. very well put together!	11/10/2025 5:51 AM
15	Allen is a wealth of knowledge and experience. His review and comments applied across the board to even my local California city review process. He is spot on with what we as architects should be covering to convey the Basis of Design and project requirements to make everyone's job easier. Mike showed his dedication and commitment on a personal level and explained how we as architects can help the process by reaching out and being clear with communication and documentation. Great knowledge and reminder of how important communication is.	11/9/2025 7:19 PM
16	Clark County is not where my projects tend to be but I like Allen Burris' practical approach to filing for a plan check review. He and Mike Clifford seem a lot more open to direct conversations with the design professionals, which has not been my experience with Reno.	11/9/2025 5:24 PM
17	I learned the most from this session. Working primarily with Tenant design teams, it is challenging to review their documents, even if they are licensed in CC but are out of state. It is helpful to understand the requirements and items the building officials are looking for to assist in the approval of a permit.	11/9/2025 2:21 PM
18	Allen Burris was great. Mike Clifford covered too much of the same material.	11/9/2025 11:15 AM
19	Some of the comments were a little 'local' but that made sense relative to the questions being asked. Really liked both of their attitudes about helping solve problems.	11/8/2025 8:22 PM
20	Both of the presenters really new the Codes that applied to their regions. Got more insight into what the plan check engineers are looking for in a submittal package. Wish that some of the plan check people that I work with were as amiable.	11/8/2025 3:28 PM
21	helpful for sure.	11/8/2025 3:08 PM
22	I appreciate the managers of the clark county and the city reach out to the architects.	11/8/2025 11:38 AM
23	Solid presentation registrants could take back to their practice.	11/8/2025 10:30 AM
24	Great explanation of what we as professionals should pay attention to avoid comments from the municipality reviewers.	11/8/2025 10:00 AM
25	Field knowledge is always the way you learn.	11/8/2025 8:37 AM
26	Allen and Mike were great in explaining the top issues when performing plans-checking drawings.	11/8/2025 8:13 AM
27	Good idea to have those who look at our plans provide feedback. I'll use Allen's report to review our upcoming projects in Clark County.	11/8/2025 8:02 AM

28	Obviously know their stuff.	11/8/2025 7:26 AM
29	Information you need to know clearly presented.	11/8/2025 6:47 AM
30	Very clear information. Great knowledge of county and ICC.	11/8/2025 6:42 AM
31	Wow! Mike and Allen both were down to earth in their open door policy with helping us solve problems together as a team. I liked their approach in explaining what details they are looking for with the submitted drawing sets and their review process. Very eye-opening indeed! Great job with the informative presentation.	11/8/2025 2:57 AM
32	Great presentations.	11/7/2025 9:54 PM
33	Brought up some issues we have been dealing with in other jurisdictions	11/7/2025 8:15 PM
34	I think it would have been better if both Plan Checkers gave a list of items that architect need to make sure they address on their plans. It was, however, encouraging to hear them tell us to call them if we need guidance on how to address something.	11/7/2025 6:35 PM
35	Its good but a lot of technical information that needs to be refreshed as those situations in CD's come up	11/7/2025 6:20 PM
36	Useful informative - took screenshots and notes.	11/7/2025 6:13 PM
37	Allen is very knowledgeable, and his presentation was succinct and forthright.	11/7/2025 6:11 PM
38	I thought this was well done but I am in the northern part of Nevada”Reno, Sparks, Washoe County” and would like information pertaining to our area.	11/7/2025 6:10 PM
39	Why did we not talk about the 2024 IBC? It goes into effect in January?	11/7/2025 5:54 PM
40	Both Allen and Mike did an excellent job reviewing some of the most relevant items and topics that arise on submissions.	11/7/2025 5:38 PM
41	good and informative. we need this info.	11/7/2025 5:37 PM
42	These are my people. I am always amazed with number of design professionals that are lost when it comes to the code. When I was a designer and I had a more creative idea, I'd open the code book (so much easier with everything on line now) to see if my idea was code compliant. If it wasn't I'd would tweak my idea to make it compliant.	11/7/2025 5:36 PM
43	Its great to rehear and have code officials restate what they want to see to make the permit review process easier.	11/7/2025 5:31 PM
44	would be nice to make more interactive and have chat enabled in the zoom. Having presenter reads slides gets boring	11/7/2025 5:30 PM
45	I have worked for a Metal framing contractor based in 6 offices across California Nevada and Utah for the last 18 years BIM modeling and supervising modelers. in that time, I have reviewed hundreds of Revit models and plans using my experience of the previous 25 years as an architect and Res. designer. Unfortunately, i have to report the state of the art is pretty bad out there. The designs are fine, but the construction documents are really very bad. consistently (even from some of the largest firms in the country). As an architect it is sad to see the QC given to plans before they are submitted. i was very interested in hearing the plan checkers woes. well done.	11/7/2025 5:29 PM
46	Getting through the building departments is always a problem, the Clark County presenter was excellent. Some of his tips and examples I can say were tried and true. His comments on the coming code versions will be extensive. Now I just need to figure out how to make client's understand and compensate for the additional work involved.	11/7/2025 5:27 PM
47	I liked their openness to being available to discuss proposed projects. Both presenters came off extremely honest and represented their jurisdiction well.	11/7/2025 5:25 PM
48	ANOTHER outstanding speaker--Allen Buriss	11/7/2025 5:25 PM
49	I pretty much do all that already and the departments I deal with appreciate me calling them on the front end, instead of the other way around.	11/7/2025 5:23 PM
50	This is a dry subject. However, both presenters did a great presentation to keep it interesting. It would be most helpful for newer architects entering the field. This can be very challenging to	11/7/2025 5:22 PM

	understand	
51	Codes are always fun. LOL they did a good job.	11/7/2025 5:21 PM
52	Good information. May work up a template for "revision narrative" and "scope of work". Great reminder to bring up "know your jurisdiction". Thanks for the nudge.	11/7/2025 5:21 PM
53	I was expecting there to be more challenging issues than architects not doing the basics of providing code information or knowing how to do occupant loading.	11/7/2025 5:19 PM
54	code content is always useful - the speakers were great.	11/7/2025 5:19 PM
55	I appreciated the willingness for cooperative dialog on code pathways .....don't always find this available with some AHJs	11/7/2025 5:18 PM
56	The basics are good to review. The adult restroom information was informative. Communication is key!	11/7/2025 5:14 PM
57	The two speakers should have coordinated their presentations to minimize repetition, but the content was solid.	11/7/2025 5:12 PM
58	Very well presented. Beneficial for all design professionals.	11/7/2025 5:12 PM
59	Rather elementary content; uninspiring presenters.	11/7/2025 5:12 PM
60	Basic information that’s good to know. Did make me think about what other instances like the adult changing station are in versions of the code not adopted here but are now part of the next code to be adopted. I’m sure it’s happened before.	11/7/2025 5:11 PM
61	Allen did a great job!	11/7/2025 5:11 PM
62	This was by far the best over view of what to watch out for on plan reviews for commercial and residential projects. The EV accessibility has been a concern of our, as we had to do quite a bit of maneuvering to get through approvals in California to meet their requirements.	11/7/2025 5:11 PM
63	Enjoyed both speakers approaches and how they seemed committed to 'partnering' and being accessible.	11/7/2025 5:10 PM
64	That was very informative and helpful. It is almost like having a checklist to go over prior to submitting the plans.	11/7/2025 5:10 PM
65	Northern Nevada Code Updates also please!	11/7/2025 5:10 PM
66	Very well put together and practical.	11/7/2025 5:10 PM
67	I was disappointed to learn that so many of us are making communication mistakes.	11/7/2025 5:10 PM
68	The Commercial was a very good review of basic information, plus the discussion of fire rated assemblies was very useful. The residential I don't believe was quite as well presented.	11/7/2025 5:09 PM
69	Very helpful regarding new changes in the Codes. Energy Code discussions were enlightening.	11/7/2025 5:08 PM
70	Topics like this are very useful. More like this is for next year	11/7/2025 5:08 PM
71	Good reminders. Refreshing	11/7/2025 5:08 PM
72	Fairly basic information	11/7/2025 5:07 PM
73	The information was pretty basic.	11/7/2025 5:07 PM
74	It would have been good to have a representative from one of the northern agencies.	11/7/2025 5:06 PM
75	After 40 years of practice, it is rewarding to attend a code CEU presentation where I learned so much. Very clear and excellent diagrams.	11/7/2025 5:06 PM
76	Good practical insights and info	11/7/2025 5:06 PM
77	This session was very good.	11/7/2025 5:06 PM
78	good presentation on a dry subject.	11/7/2025 5:06 PM
79	Very informative.	11/7/2025 5:05 PM
80	I was very much amazed. I look forward to obtaining the presentations again.	11/7/2025 5:05 PM

Q4 Please rate Session 4: “Innovative Pathways to Low-Carbon, Healthy Construction” - presented by Amory Lovins, Hon. AIA (Cofounder and Chairman Emeritus, Rocky Mountain Institute) and Kirsten Stasio (CEO, Nevada Clean Energy Fund).

Answered: 263 Skipped: 2



ANSWER CHOICES	RESPONSES	
Very satisfied	42.59%	112
Satisfied	39.16%	103
Neither satisfied nor dissatisfied	11.41%	30
Dissatisfied	2.66%	7
Very dissatisfied	1.90%	5
Did not attend this session	2.28%	6
TOTAL		263

#	ADDITIONAL COMMENTS	DATE
1	I did not attend due to schedule conflict, but have had opportunity to review the slide deck and will watch the video. Amory Lovins is an incredible mind and I appreciate NSBAIDRD inviting him as an expert!	11/18/2025 5:24 PM
2	The data for this subject, the science has been found to have been not based on any science. The data was political.	11/13/2025 9:59 AM
3	Negative...just a little too much self-aggrandizing and too much about his quafications.....I still	11/13/2025 9:03 AM

	don't agree with some of his points and would love to have had more time for Q & A	
4	He was knowledgable. Topic was a little dry.. His female partner, knew her data, but needs work on speaking to a group too many ugh, ugh, ugh,,... hum, hum.. she lost me there.	11/12/2025 7:33 PM
5	Had some interesting moments but was a rather dry topic to end a long day of seminars. For comparison, last year's closing seminar was about color theory and designing with color for well-being. A very interesting/creative topic that was much more engaging to end a long day.	11/12/2025 11:50 AM
6	Good updates thank you	11/11/2025 6:43 PM
7	Mr Loins is a noted iconoclast as to "why hasn't this happened yet" and the solutions to the energy crisis that proceed the "why's"; but a better way than a universe filled solutions list would be three-four heavy lifting practical big steps to take; and I say this as past President of Architects/designers/Planners for Social Responsibility.	11/11/2025 10:16 AM
8	Kirsten Stasio has an incredible wealth of knowledge but a poor method of speaking, with Uhm and Ahh interspersed into Every Single Sentence! Maybe if she hears herself she will notice this bad habit.	11/10/2025 4:00 PM
9	Wow, Mr. Lovins is like the Yoda of HVAC design and a great speaker. I would like to share his info with my office and our mech consultants.	11/10/2025 1:31 PM
10	Loved Amory. I wish he would slow down a bit and get into individual examples more. I applaud Kirsten Stasio and her efforts. The world needs more people like her.	11/10/2025 10:17 AM
11	Kirsten was hard to listen to as well, as her speaking was hard to listen too.	11/10/2025 9:30 AM
12	I really not sure where I fall on the spectrum of climate change and carbon concerns, but I did find the building science information presented to be quite fascinating and hope to see the conservation measures and systems presented to become more mainstream.	11/10/2025 8:29 AM
13	Very interesting presentation. Although inspirational, many of his assumptions seemed to lack practicality.	11/10/2025 8:18 AM
14	i enjoyed listening to this presentation	11/10/2025 5:51 AM
15	Armory was very well spoken and knowledgeable - I want to sign-up to take one of his classes... I liked the way he looked at things from multiple perspectives with supporting calculations and back-up. Kirsten presented some great information and opportunities - she is passionate and a wealth of knowledge.	11/9/2025 7:19 PM
16	Amory was amazing! I look forward to exploring more of his published materials.	11/9/2025 5:24 PM
17	An interesting topic, that probably doesn't get as much attention as it should.	11/9/2025 2:21 PM
18	Amory Lovins' presentation was too much like a marketing pitch for his own work and not enough of details about how to achieve goals. Kirsten Stasio's presentation was interesting.	11/9/2025 11:15 AM
19	Amory Lovins was very knowledgeable on the topic and he made his presentation very interesting. Does this session satisfy two (2) hours of credit for the California CEU requirement of Zero Net Carbon Design (ZNCD)? I used ZNCD in a preliminary proposal for a project in South Louisiana and in the long run it saved about $400,000.	11/9/2025 7:48 AM
20	Best seminar presenter I've heard in a long time. In depth, and not afraid to speak technically to technical individuals. Really enjoyed Amory.	11/8/2025 8:22 PM
21	This presentation was very good. My California net-zero CEU program was very much aimed at names of environmental organizations. Amory Lovins delivery was like getting a lecture from Walt Disney. He actually told how to design for environmental efficiency. Kristin Stasio's told how to afford it.	11/8/2025 3:28 PM
22	interesting, but again not entirely helpful to practice for average firms--this is more a lecture you would attend at a conference.	11/8/2025 3:08 PM
23	It was interesting and nice to see such an educated man be so embraced. It doesn't seem like most clients don't appreciate it as much.	11/8/2025 11:38 AM
24	Amory Lovins presentation was the best we have ever had.	11/8/2025 10:30 AM
25	Thank you for providing this webinar!	11/8/2025 8:49 AM

26	Amory was great. Kirsten was a little hard to follow, but good to hear about the options available.	11/8/2025 8:13 AM
27	Specification of Exterior Material: For the young Architects, understanding proper material that can be used in Southern Nevada has not been addressed. Presenting Manufacture products and building location would greatly elevate our valley and reduce the EIFS, Stucco and Block facade.	11/8/2025 7:46 AM
28	Amory has done as much for Passive methods as Ed Mazria. He's amazing.	11/8/2025 7:26 AM
29	Impressive presentation and very well informed.	11/8/2025 6:47 AM
30	It is some of the information I have been researching for me personally. I live in upper state NY and I am trying to get passive solar and have a self sustaining dwelling.	11/8/2025 6:42 AM
31	Amory made me want to look into how to improve my own energy costs! He is just a walking encyclopedia of valuable information where we can all make a difference by utilizing those design concepts. Then Kirsten showed us how we could get them implemented with the help of government funding. Very impressive indeed!	11/8/2025 2:57 AM
32	It was hard to listen to this presentation - not because of the material, but because it was hard to listen to the way it was presented. The presentation by Amory was too drawn out. It could have been shorter and presented the same material. Kirsten didn't seem to know what she wanted to say during much of her presentation.	11/7/2025 9:54 PM
33	Interesting but I find his claims a little too magical based on my own practice.	11/7/2025 8:15 PM
34	Some of the material seem to be out of date on the energy issue.	11/7/2025 6:35 PM
35	Fascinating on how his philosophy contrasted many of the thoughts in todays society.	11/7/2025 6:20 PM
36	Unbelievable genius, amazing stuff. Need to be hired on every job of any size.	11/7/2025 6:13 PM
37	the topic was somewhat interesting but not for the duration granted to this presentation	11/7/2025 6:11 PM
38	This was extremely educational and I learn much from both seminars. This information I can hopefully use in my design.	11/7/2025 6:10 PM
39	Driving up the cost of construction and how to work cheaper. That is the message of this year's seminar.	11/7/2025 5:54 PM
40	Appreciated Amory and Kirsten expertise framing Low-Carbon and Clean Energy and ending on a positive note with statistical IEA data forecast charts in lieu of the clean energy political policy shift.	11/7/2025 5:38 PM
41	catastrophic, man made Global warming has been thoroughly debunked. not sure why AIA continues to push it.	11/7/2025 5:37 PM
42	Amory Lovins presentation is always excellent. I have heard a couple of his lectures and read several articles on his home in Colorado. He is definitely a master on holistic green- integrated design principals. Also, it was good to heard from Kristen on what Nevada Clean Energy Fund has to offer and as a resource to pass along to clients.	11/7/2025 5:31 PM
43	would be nice to make more interactive and have chat enabled in the zoom. Having presenter reads slides gets boring	11/7/2025 5:30 PM
44	All of the speakers were incredible, but my favorite was Amory Lovins. He has a great no-nonsense speaking style. Those projects were amazing and his house is off the chain! Extreme cold? extreme heat? not an excuse. This can be done anywhere.	11/7/2025 5:29 PM
45	Armory Lovins was fantastic. Can I write him in on an election ballot?	11/7/2025 5:27 PM
46	Not sure where to start after listening Amory. A brilliant mind and kind soul. Provide some wonderful insight into simple updates to any residential renovation or addition project. Kirsten too opened my mine to similar concepts. Spectacular end to an amazing seminar.	11/7/2025 5:25 PM
47	The title of this session did not prepare me for the Vision of Amory Lovins. Technicle knowledge merged with exceptional Vision!	11/7/2025 5:25 PM
48	Amory is absolutely brilliant in his simplistic approach and application! It would be most helpful for Kirsten to lose the ah's and um's - it interferes with the importance of her presentation.	11/7/2025 5:23 PM

	Amory had none of that.	
49	Again, both presenters made a potentially technical subject very interesting and informative. There was more to learn than expected	11/7/2025 5:22 PM
50	I liked learning about the different incentives offered to help lower the carbon footprint.	11/7/2025 5:21 PM
51	Information from Amory was off the charts interesting, i.e. Pure Radiant Cooling Panels and correct sequencing for lighting. I liked the info. And Kristin had a hard time slot but really appreciated the tables of upcoming expiration dates and where to get this info. Most helpful.	11/7/2025 5:21 PM
52	Amory was the highlight of the day. Wow. A GOAT in his realm and an inspiration for us all.	11/7/2025 5:19 PM
53	Both very thought provoking and intelligent individuals.	11/7/2025 5:14 PM
54	Amory Lovins information was really dense with information. I hit a saturation point about 85 minutes in, and really needed a break in order to absorb more. Still, valuable ideas and content.	11/7/2025 5:12 PM
55	Both presenters did a very good job of imparting their extensive knowledge of their subjects.	11/7/2025 5:12 PM
56	Amory Lovins' presentation was fascinating!	11/7/2025 5:12 PM
57	This was not my top concern - as we already strive to created energy saving buildings, and LEED has been falling by the way side, to other energy platforms.	11/7/2025 5:11 PM
58	First speaker's resume/experience was impressive. Liked how the second speaker seemed less like she was reading and a more natural delivery. Also, found her subject/service particularly helpful/interesting.	11/7/2025 5:10 PM
59	Again, I was not aware about a lot of the information presented, wherefore it was very informative.	11/7/2025 5:10 PM
60	Incredible Knowledge and Application of Design Incentives!	11/7/2025 5:10 PM
61	Excellent and informative subject presented by a knowledgeable presenter.	11/7/2025 5:10 PM
62	This was "more of the same" regarding energy. The speakers seemed knowledgeable and happy to talk about the topic, but I've heard so much of this so many times over the years.	11/7/2025 5:10 PM
63	I appreciated that they covered the differing climates of our state and the funding options available for improving existing buildings.	11/7/2025 5:10 PM
64	Amory's perspective was particularly fascinating!	11/7/2025 5:10 PM
65	Loved this presentation Amory did a phenomenal job! Loved all the visuals!	11/7/2025 5:10 PM
66	It was interesting, the material was presented quite quickly. I am unfamiliar with a lot of the terminology and it was a little hard to follow.	11/7/2025 5:09 PM
67	Interesting and informative - could listen to Amory talk anytime.	11/7/2025 5:08 PM
68	amazing presentation	11/7/2025 5:08 PM
69	A lot of information. Once I review the slides and review the recordings, I should be able to catch the information that passed by me.	11/7/2025 5:08 PM
70	Very good presenters. Time slot challenging since it’s end of day but lots of great information!	11/7/2025 5:08 PM
71	The best session of the day. It's hard to understand that integrated design is not in college curriculums and discussed more at project initiation.	11/7/2025 5:07 PM
72	Not practical	11/7/2025 5:07 PM
73	Some info on renewables may not have been true or verifiable. Same with forest fires all being caused by climate change.	11/7/2025 5:06 PM
74	I loved this presentation (both presenters.) Made me excited to use Passive Haus design in multifamily projects.	11/7/2025 5:06 PM
75	very interesting and well presented. inspiring.	11/7/2025 5:06 PM
76	One of the best seminars yet!! Thank you!	11/7/2025 5:05 PM

77	Lower rating due to this subject matter wasn't particularly relevant for me.	11/7/2025 5:05 PM
78	Quite interesting and well thought through!	11/7/2025 5:05 PM
79	Interesting content. Not all that applicable to my business just yet.	11/7/2025 5:05 PM
80	great	11/7/2025 5:04 PM

Q5 What topics would you like to see presented at future seminars?

Answered: 154 Skipped: 111

#	RESPONSES	DATE
1	Technology, Code and ADA information	11/19/2025 1:44 AM
2	More about effective ZNCD solutions tailored to our Nevada climates. Code updates and application are always appreciated.	11/18/2025 5:24 PM
3	Zero Net Energy, Carbon Neutral, Resilient Design	11/17/2025 7:13 AM
4	continue AI and practice focused topics	11/16/2025 5:49 PM
5	Some areas that relate to Northern Nevada. Like the TRPA agency and how it has not protected Lake Tahoe for one example. It the one sided "carbon" presentation can take place, a TRPA presentation could also be done.	11/13/2025 9:59 AM
6	Continue expanding in AI to keep updated on a summary on what's new and upcoming.	11/13/2025 9:48 AM
7	I really like to know more on AI and impacting our industry, more in line of the future of 3-D construction processes for sustainable living. And of course, the code upgrades are so critical to our industry and presentations.	11/12/2025 7:33 PM
8	Perhaps a seminar focusing on the specific Nevada Amendments to the Code.	11/12/2025 5:05 PM
9	Professional practice management topics (workflow management/efficiencies, staff & culture, design-build in practice)	11/12/2025 11:50 AM
10	AI progress in AEC and ID ie hospitality design	11/11/2025 6:43 PM
11	More emphasis on what small firms can accomplish with limited resources rather than "just do it" and "spend money" rah rahs	11/11/2025 10:16 AM
12	Air and watertight structures and how they affect indoor air quality. The best detail to achieve an air and watertight structure.	11/11/2025 10:05 AM
13	more AI would have been good.	11/11/2025 8:35 AM
14	We (architects) never talk about the real issue of project finance/proforma. In my experience, most architects don't have a clue how their decisions ACTUALLY impact the financial viability of their projects whether that is cost impact (construction or operational) or revenue/income generation. We only address two (design & construction) of the three legs of the project table.	11/10/2025 5:45 PM
15	I do think that data center design and implications in a community will be a timely topic.	11/10/2025 4:41 PM
16	Code compliance issues similar to the Allen Burris topic	11/10/2025 4:29 PM
17	More AI info. By this time next year, there will probably be 100 more companies offering more/different services.	11/10/2025 1:31 PM
18	I appreciate that many of the attendees are Architects, but it would be nice to touch on topics related to interiors as well. This was VERY shell heavy and many of the specialist could have touched on opportunities for interior designers as well (within AI, sustainability, systems, etc)	11/10/2025 12:06 PM
19	INNOVATIVE LOW INCOME HOUSING; GREEN ARCHITECTURE	11/10/2025 10:28 AM
20	Focus on practical applications of AI - especially 3D rendering. Right now, AI is being presented as the Borg from Star Trek. Please take the technobabble down a notch.	11/10/2025 10:17 AM
21	Continue with AI and the workplace changes please	11/10/2025 9:47 AM
22	Ai in checking code compliance and in developing construction specifications. Building envelope and lighting compliance under upcoming codes. Changes in upcoming codes.	11/10/2025 9:41 AM
23	More IECC Energy Codes	11/10/2025 9:30 AM

24	More directly related topics like ADA and code related issues that can be applied on a daily basis. I think it would be better to break the 8 CE credits into maybe 4 on one day and 4 another or even 2,2,2, and 2. This will allow registrants to be more engaged with the topic currently being presented.	11/10/2025 9:01 AM
25	New Code information and changes from existing codes. Especially given that the building departments are all going to the 2024 code.	11/10/2025 8:20 AM
26	More on AI, local jurisdictional issues including/especially the consumptive water prohibition in buildings.	11/10/2025 8:18 AM
27	More on energy conservation and the future of energy	11/10/2025 7:52 AM
28	Energy Code	11/10/2025 7:29 AM
29	Sustainability focusing on green building practices, eco-friendly materials, and modular or offsite construction to reduce waste and speed up projects.	11/10/2025 7:21 AM
30	code updates when appropriate would be advantagous.	11/10/2025 5:51 AM
31	How to integrate AI into the design and production of construction documents	11/9/2025 8:26 PM
32	Form Based Codes, Urban Planning with a FBC guidelines helping with economic sustainability. Also urban planning with emphasis on minimal gentrification & real neighborhoods per Jane Jacob's book.	11/9/2025 8:12 PM
33	AI in Practice: More on AI and how architects are using it to support design. A panel on large firm use vs. smaller firm use would be interesting. Cybersecurity: How firms are integrating ever-increasing security procedures to limit exposure and risk vs. highly involved collaboration and file sharing which seems to expose firms to higher risk.	11/9/2025 7:19 PM
34	AI will continue to be an important topic for architects, design and the construction delivery system. But the nuts and bolts topics will always be relevant.	11/9/2025 5:24 PM
35	MEP code requirements in CC for Office Building TI build outs. Energy efficient lighting design strategies applied to office and retail spaces.	11/9/2025 2:21 PM
36	Succession Planning	11/9/2025 1:06 PM
37	topics were appropriate and always a good update each year. Having some engagement with polls helps keep focused attention.	11/9/2025 11:22 AM
38	Continuation of AI discussion, with more deep dive into software that might be useful to small practices.	11/9/2025 11:15 AM
39	More on sustainable design practices, including urban design issues as they relate to architectural practice.	11/9/2025 10:49 AM
40	Continue with AI OR future of practice … trends etc	11/9/2025 9:37 AM
41	ZNCD that California will accept.	11/9/2025 7:48 AM
42	Code transitions and integration of new code requirements.	11/8/2025 8:22 PM
43	Residential Outdoor spaces. Hospitality and healthcare finishes.	11/8/2025 7:57 PM
44	The actual implementation of AI in architecture. A visual representation of seeing the application in the real world on a computing station. How it can be most relevant.	11/8/2025 4:18 PM
45	Because of the direction that AI and Architecture seem to be headed, it might be good to know how smaller firms can use it to compete with the larger firms in the future, if possible.	11/8/2025 3:28 PM
46	More in depth entitlement changes or code related concepts are really helpful to daily practice for firms. In addition, future building technologies and their applications are helpful to understand. Covering market changes and how architects should be reacting to/being proactive for clients building needs in Nevada would be extremely helpful. Data Centers seemed to be a big focus, but outside of Gensler, I'm not sure how many firms are doing this work.	11/8/2025 3:08 PM
47	Education of architects and IDP	11/8/2025 2:54 PM
48	More interior design topics maybe have one session or breakout session for interior designers.	11/8/2025 12:13 PM

49	I'd like to see a seminar that addresses interdisciplinary drawing coordination and what advanced tools are available to assist in this task, such as AI programs (specifically which ones?).	11/8/2025 11:58 AM
50	I like the code guys. I'll have to think of other topics. You do a good job with the annual licensing seminar.	11/8/2025 11:38 AM
51	Interior Design focus subject	11/8/2025 11:26 AM
52	Fire prevention, fire codes, Wildland Urban Interface code	11/8/2025 10:12 AM
53	Wall construction types that satisfy constantly changing/increasing IECC requirements. Ways to deal with the increasing R-values of walls and roofs and the building envelope in general.	11/8/2025 10:00 AM
54	discussion on the disconnect between what we say and what we do. what was presented is good but it is not what really happens	11/8/2025 9:03 AM
55	Each year has been relevant and extremely helpful.	11/8/2025 8:43 AM
56	Common problems the field inspectors see when inspecting ADA new and reto-fits	11/8/2025 8:37 AM
57	At least one course tailored more toward interior designers.	11/8/2025 8:22 AM
58	Nevada adopting 2024 IBC, comparison from 2018 to 2024, key changes.	11/8/2025 8:13 AM
59	A further look at AI, repeat of Allen's talk, code related class, Sustainable design of multifamily projects.	11/8/2025 8:02 AM
60	I think AI has to be front and center for awhile just for some of us to know what is happening	11/8/2025 7:26 AM
61	please keep the AI issue and information as part of next year’s program.	11/8/2025 6:47 AM
62	Introduction into lighting. Exterior and interior lighting design.	11/8/2025 6:46 AM
63	These were great topics. A deeper dive in them would be great. Ways to have self sustaining environments and functioning solar in city and rural.	11/8/2025 6:42 AM
64	All these topics were great this year. Yet I do think every other year we need to have a session about the legal pitfalls and ramifications within our profession.	11/8/2025 5:39 AM
65	This was my first time attending the annual CEU workshop and I am so thrilled to have been able to do all my CEU requirements in one day! I thought the topic of AI was so relevant to what's happening now. I would like to hear more.... Thank you so much for this experience.	11/8/2025 2:57 AM
66	Ai	11/8/2025 12:16 AM
67	Drawing with AI. As AI progresses, how to take sketching into AI and then progress into CAD	11/7/2025 11:13 PM
68	Envelopes	11/7/2025 9:50 PM
69	More in depth on maybe one type of AI at a time. That's truly the way of the future and we need to be able to embrace it. I feel like a whole session on one type in depth would be very helpful.	11/7/2025 9:13 PM
70	Sustainability efforts and water conservation and recycling in NV	11/7/2025 8:57 PM
71	Continue with practical AI. Workflow between digital architectural tools, digital fabrication. 3d printed buildings.	11/7/2025 7:21 PM
72	More related to AI and specifically how it relates to design	11/7/2025 7:05 PM
73	It would be helpful if you did a seminar on how to work with utility companies, especially when you need a higher power to run all the upgraded mechanical equipment in a building renovation project.	11/7/2025 6:35 PM
74	Follow up on AI in AEC	11/7/2025 6:31 PM
75	Sustainable facade systems.	11/7/2025 6:21 PM
76	I would like to see some integrated solar technologies in building materials	11/7/2025 6:20 PM
77	Alternative construction materials	11/7/2025 6:13 PM

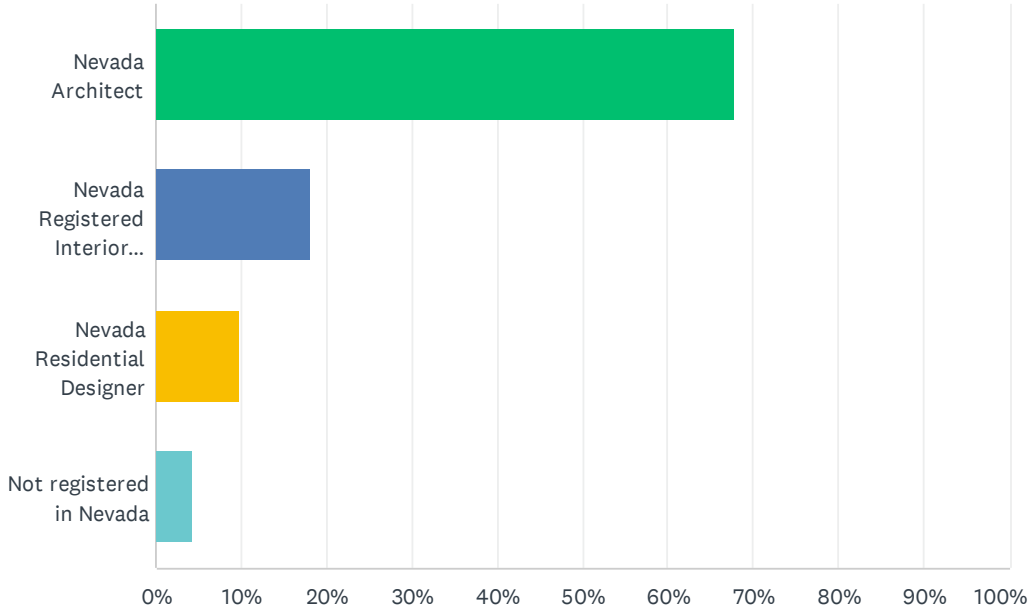
78	I want NSBAIDRD to be disbanded.	11/7/2025 6:10 PM
79	I would like to see more on the AI that would pertain to the residential design aspect. And more innovative ways to help with low carbon invasions, and how I can add these into my Revit or BIM models.	11/7/2025 6:10 PM
80	Keep up with the AI and sustainability please.	11/7/2025 5:57 PM
81	IBC 2024	11/7/2025 5:54 PM
82	Residential and commercial interior design trends for spaces, market trends, lighting, and AI topics	11/7/2025 5:53 PM
83	ZCND	11/7/2025 5:50 PM
84	In a follow-up to the AI Session presented at this CEU Seminar, it would be interesting to have some case studies by local firms of various size as to how they are implementing AI in their firms. Also, it would be useful to know how the UNLV Architecture School is addressing AI in their curriculum. It would be useful if they would offer an Introduction to AI class to local architects.	11/7/2025 5:45 PM
85	Psychology of the built environment	11/7/2025 5:41 PM
86	More AI related	11/7/2025 5:39 PM
87	-AI 2.0, curious to hear of the integration advancement a year from now. -LEED application to different sectors of development- Hospitality, Retail, Workplace. -ADA focused overview applicable to Hospitality, Retail, Workplace, Residential	11/7/2025 5:38 PM
88	More AI More NCARB more professional practice.	11/7/2025 5:37 PM
89	Jeeze - more code training. But, more importantly, what designers need to do to allow our designs to be more accessible for AI to review.	11/7/2025 5:36 PM
90	Maybe overall Nevada and how Nevada collaborates with California codes	11/7/2025 5:32 PM
91	More AI	11/7/2025 5:31 PM
92	The future architectural practice. i.e added services we can offer as John indicated. Performance fee as Amory suggested. What the anticipated overhead cost in AI licenses, systems/programs, employee beyond an IT person in an office. Any E/O impact on not/or doing doing AI checks/input. Liability, Owner expectations, etc... And how the AIA is assisting and revising their standard documents.	11/7/2025 5:31 PM
93	Social media and marketing	11/7/2025 5:29 PM
94	Perhaps more information on sustainability and resilience. Not just the engineering numbers, or a litany of ASHRAE Guidelines, but practical application to benefit the client. Real-life applications. Then non-Geek application of AI in practice, something other than having to hire some outside firm or additional employees that are nothing but Geeks, or Geeks with architectural degrees. I would also comment that some of the Net Zero classes I had to take for California renewal were beneficail.	11/7/2025 5:27 PM
95	The next level of AI integration, with respect to both 3D modelling, and plans documentation.	11/7/2025 5:26 PM
96	More AI	11/7/2025 5:25 PM
97	Be sure to include some kind of visionary again next year. Architects and designers need to hang on to the idea of aesthetics and human factors and not get buried in technology!	11/7/2025 5:25 PM
98	How to design energy efficient HOMES using newer methods, i.e. ground source heat pumps, how to apply solar in heavily treed areas, spray foam insulation, what type of windows to use on which exposures, 24" O.C. stud, joist, and rafter spacing, etc, in high snow load ares, like Tahoe: 6,000'-7,500'.	11/7/2025 5:23 PM
99	The AI topic should be part of this again as it makes progress. More case studies on how this has been applied New building materials like changing wood technologies, glass and panel materials for both commercial and residential	11/7/2025 5:22 PM
100	Case studies and examples where architects using AI were found negligent. Steps to avoid E&O liability. Perhaps AXA XL has a HSW approved loss prevention education program for	11/7/2025 5:21 PM

	architects.	
101	I can not think of anything right now. You guys always do a good job keeping seminars up to date and interesting.	11/7/2025 5:21 PM
102	More AI.	11/7/2025 5:20 PM
103	Quality control, mentoring the next generation, how delivery methods (design build, design assist, etc) impacts drawings and architectural effort, case study about contract pitfalls,	11/7/2025 5:19 PM
104	There was a presentation back in 2018 regarding generations in the workplace, I would be so curious for an update on that now that Gen Z is entering the workplace, post covid wfh transitioning back to in office - how have the work places evolved or how are they evolving? Obviously AI is changing things so fast, so a continuation on that theme certainly would be useful.	11/7/2025 5:19 PM
105	further detailed exploration/examples of integrating AI in small architectural practices on small budgets	11/7/2025 5:18 PM
106	I would love to see a code session on accessibility.	11/7/2025 5:16 PM
107	Low carbon and intergrative architecture.	11/7/2025 5:14 PM
108	Keep two hours of code issues in your seminars, this is the hardest to find subject from other CE providers.	11/7/2025 5:12 PM
109	ADA. Licenses in other states require ADA continuing education hours for renewal.	11/7/2025 5:12 PM
110	More integrating AI in small to mid-size practice; other forward looking topics.	11/7/2025 5:12 PM
111	Discussions with practicing design professionals about the challenges they face keeping up with the changing means and methods of running their office - technology, codes and AHJ's, the talent pool (?) being produced by our colleges and universities… to name a few.	11/7/2025 5:11 PM
112	I would like to see AI applications demonstrated not just discussed.	11/7/2025 5:11 PM
113	Code Updating	11/7/2025 5:11 PM
114	Market trends - and where architecture is moving forward with types of buildings, and use of engineered wood buildings that are fire-resistive.	11/7/2025 5:11 PM
115	I understand this is co sponsored by AIA, but subject(s) leaning towards interior designers would be nice. :)	11/7/2025 5:10 PM
116	More AI applications	11/7/2025 5:10 PM
117	AI	11/7/2025 5:10 PM
118	I did like Allen's presentation a lot. I think incorporating a topic that involves everyday practices is very informative.	11/7/2025 5:10 PM
119	Great Presenters! Repeat with updates!!!	11/7/2025 5:10 PM
120	I don't mind following up with the same topics next year.	11/7/2025 5:10 PM
121	Building Codes - fire walls/barriers/partitions, Smoke barriers, etc.	11/7/2025 5:10 PM
122	A discussion on the Wildland Urban Interface requirements for Northern Nevada.	11/7/2025 5:10 PM
123	More AI, please.	11/7/2025 5:10 PM
124	Topics to understand and Energy efficiency for all building types of buildings is very important.	11/7/2025 5:09 PM
125	Continue with the evolving AI	11/7/2025 5:09 PM
126	You always seem to come up with a good mix of topics. Energy Code compliance is always helpful because it seems to change often, especially with the 2024 code adoption.	11/7/2025 5:08 PM
127	challenges with modernizing existing buildings	11/7/2025 5:08 PM
128	custom single family case studies	11/7/2025 5:08 PM
129	New Codes, ADA, Net Zero	11/7/2025 5:08 PM

130	The code session was very helpful; I enjoyed hearing about upcoming additions in the new code. Please continue to bring in building cide topics.	11/7/2025 5:08 PM
131	More AI	11/7/2025 5:07 PM
132	Is the US doing enough to improve the quality, efficiency and design of buildings. I think the US is falling behind other economies.	11/7/2025 5:07 PM
133	More examples of success for each topic discussed. Overall its been very good last 2 years.	11/7/2025 5:07 PM
134	Successful ways to calculate IECC envelope.	11/7/2025 5:06 PM
135	I'd love to see a demonstration of an AI program that produces CD's along with an evaluation of how effective / reliable these apps are.	11/7/2025 5:06 PM
136	Code and construction application topics	11/7/2025 5:06 PM
137	It is always nice to have conversation with building officials to discuss submittal and code adjustments.	11/7/2025 5:06 PM
138	More code items More related to the small working firm Items related to the 2024 code Items related to the new IECC requirements	11/7/2025 5:06 PM
139	More IRC topic related	11/7/2025 5:06 PM
140	more topics related to code changes.	11/7/2025 5:06 PM
141	More of AI	11/7/2025 5:06 PM
142	something on design would be nice to break up the dryness.	11/7/2025 5:06 PM
143	A follow up to Amory Lovins's seminar.	11/7/2025 5:05 PM
144	next wave of AI in about 12 months from now, as this frontier is rapidly evolving	11/7/2025 5:05 PM
145	What was covered for this year was great. I would say, more on AI as it evolves year over year and any updates on codes are always good to hear about. Thank you for all your hard work on this.	11/7/2025 5:05 PM
146	Code, sustainability, accessibility, modular design and construction.	11/7/2025 5:05 PM
147	Adaptive Reuse	11/7/2025 5:04 PM
148	Nothing in particular.	11/7/2025 5:04 PM
149	PRACTICE MANAGEMENT	11/7/2025 5:04 PM
150	more code reviewer stuff	11/7/2025 5:04 PM
151	fire rated walls design	11/7/2025 5:03 PM
152	Maybe a session that concentrates on residential topics only.	11/7/2025 5:03 PM
153	Possibly an option to attend seminars more geared towards interiors	11/7/2025 5:03 PM
154	This year was great from my perspective.	11/7/2025 5:02 PM

Q6 Are you registered/licensed in Nevada?

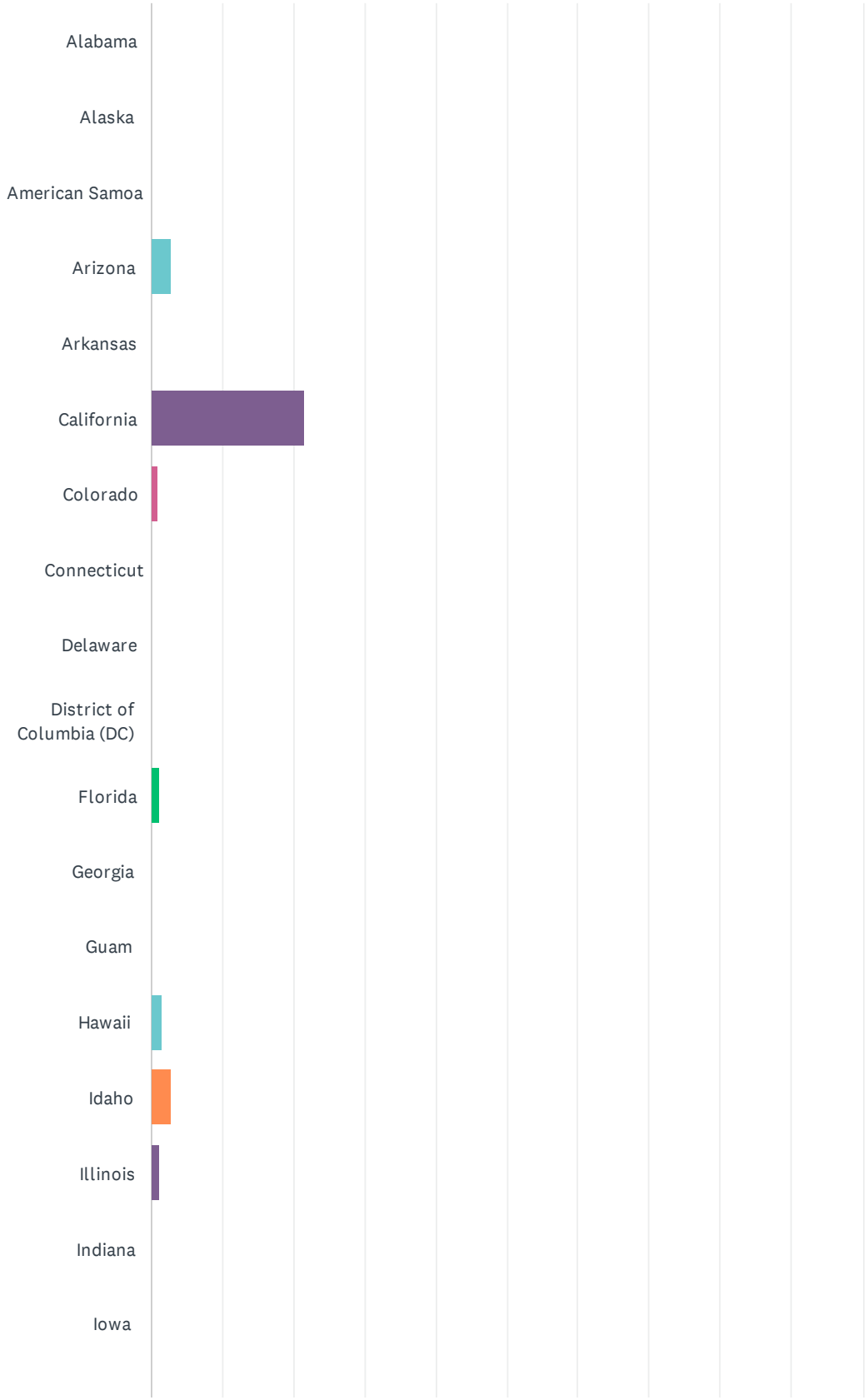
Answered: 264 Skipped: 1

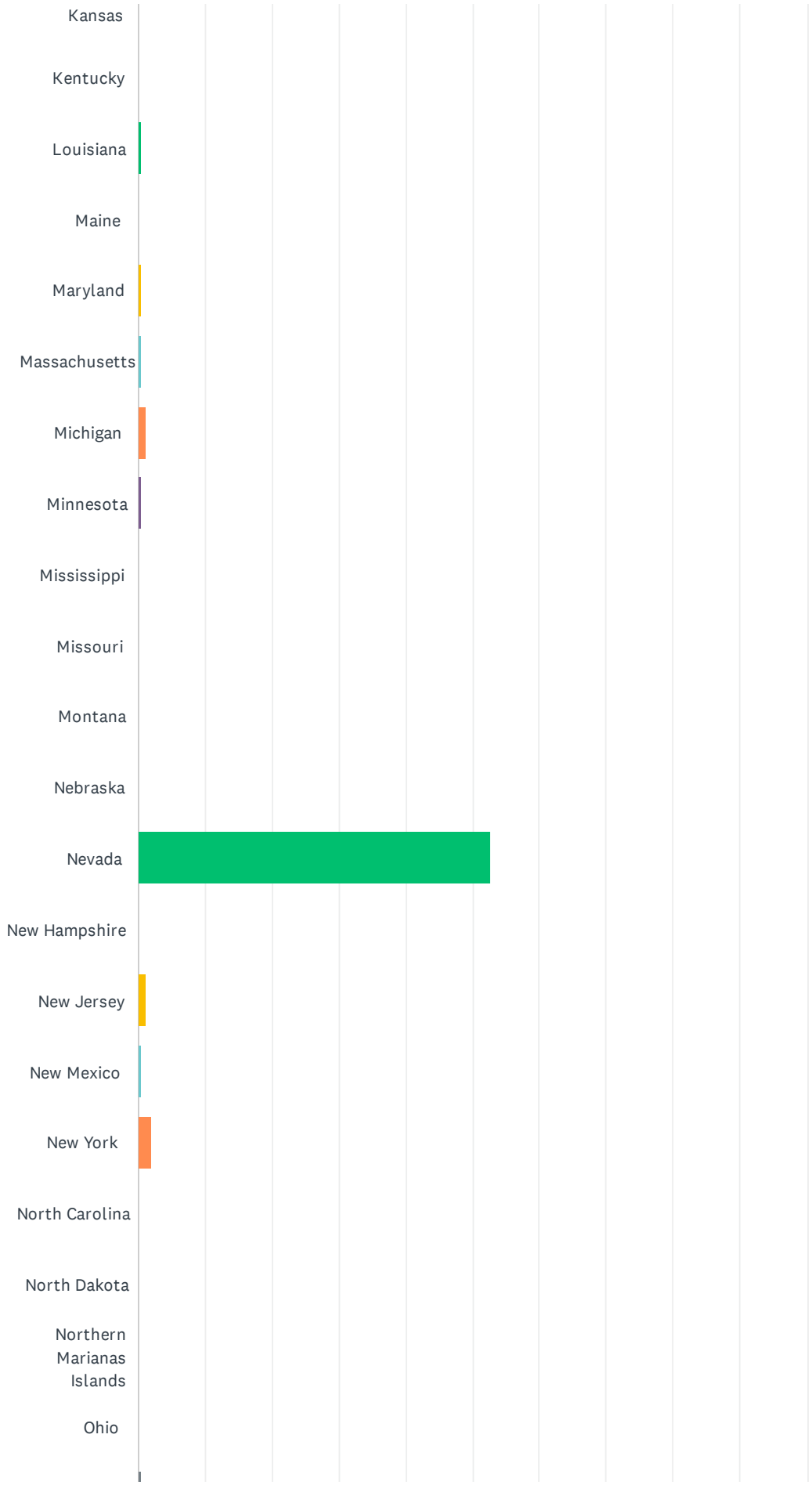


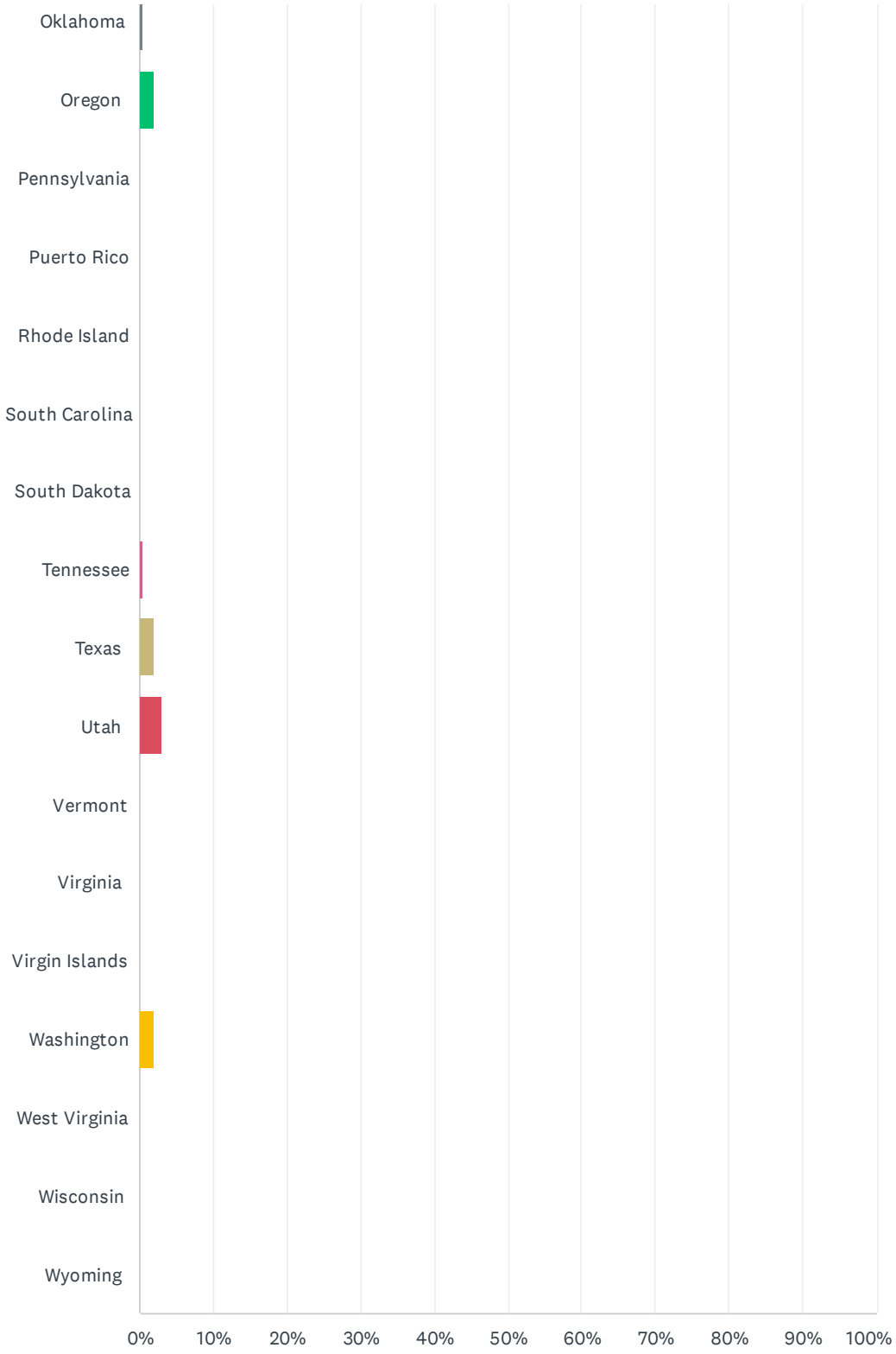
ANSWER CHOICES	RESPONSES	
Nevada Architect	67.80%	179
Nevada Registered Interior Designer	18.18%	48
Nevada Residential Designer	9.85%	26
Not registered in Nevada	4.17%	11
TOTAL		264

Q7 In what state or U.S. jurisdiction do you live?

Answered: 260 Skipped: 5




Kansas
Kentucky
Louisiana
Maine
Maryland
Massachusetts
Michigan
Minnesota
Mississippi
Missouri
Montana
Nebraska
Nevada
New Hampshire
New Jersey
New Mexico
New York
North Carolina
North Dakota
Northern Marianas Islands
Ohio


Oklahoma
Oregon
Pennsylvania
Puerto Rico
Rhode Island
South Carolina
South Dakota
Tennessee
Texas
Utah
Vermont
Virginia
Virgin Islands
Washington
West Virginia
Wisconsin
Wyoming
0%
10%
20%
30%
40%
50%
60%
70%
80%
90%
100%

ANSWER CHOICES	RESPONSES	
Alabama	0.00%	0
Alaska	0.00%	0
American Samoa	0.00%	0
Arizona	2.69%	7
Arkansas	0.00%	0
California	21.54%	56
Colorado	0.77%	2
Connecticut	0.00%	0
Delaware	0.00%	0
District of Columbia (DC)	0.00%	0
Florida	1.15%	3
Georgia	0.00%	0
Guam	0.00%	0
Hawaii	1.54%	4
Idaho	2.69%	7
Illinois	1.15%	3
Indiana	0.00%	0
Iowa	0.00%	0
Kansas	0.00%	0
Kentucky	0.00%	0
Louisiana	0.38%	1
Maine	0.00%	0
Maryland	0.38%	1
Massachusetts	0.38%	1
Michigan	1.15%	3
Minnesota	0.38%	1
Mississippi	0.00%	0
Missouri	0.00%	0
Montana	0.00%	0
Nebraska	0.00%	0
Nevada	52.69%	137
New Hampshire	0.00%	0

New Jersey	1.15%	3
New Mexico	0.38%	1
New York	1.92%	5
North Carolina	0.00%	0
North Dakota	0.00%	0
Northern Marianas Islands	0.00%	0
Ohio	0.00%	0
Oklahoma	0.38%	1
Oregon	1.92%	5
Pennsylvania	0.00%	0
Puerto Rico	0.00%	0
Rhode Island	0.00%	0
South Carolina	0.00%	0
South Dakota	0.00%	0
Tennessee	0.38%	1
Texas	1.92%	5
Utah	3.08%	8
Vermont	0.00%	0
Virginia	0.00%	0
Virgin Islands	0.00%	0
Washington	1.92%	5
West Virginia	0.00%	0
Wisconsin	0.00%	0
Wyoming	0.00%	0
TOTAL		260

Q8 Additional comments:

Answered: 100 Skipped: 165

#	RESPONSES	DATE
1	Thanks for putting this on every year. It is always informative and best way to satisfy CEU requirements.	11/19/2025 1:44 AM
2	Thank you for the quality program and excellent organization!	11/18/2025 5:24 PM
3	I would have liked a deeper dive into the 2025 Codes. Last year was an overview since the Codes were not available, so I would have liked a deeper dive into the 2025 Codes.	11/13/2025 9:48 AM
4	Very much a good value for the price.....offer another one in the same year....with different courses and I would sign up again	11/13/2025 9:03 AM
5	So Grateful we can do all 8 CEU's in one day on zoom.	11/12/2025 7:33 PM
6	Very content-rich seminar. Both the moderator and the presenters did a great job with their allotted timeframes.	11/12/2025 5:05 PM
7	Thank you for this excellent annual 2025 seminar, appreciate AIA Nevada and NSBAIDRD s joint efforts to make this possible every year.	11/11/2025 6:43 PM
8	Appreciated your efforts. Thank you very much :)	11/11/2025 10:16 AM
9	Overall very good. I had a hard time getting the visuals (I could hear fine) for the Wellbe Bartsma presentation, but I plan to listen again with the accompanying slides. Thanks.	11/10/2025 4:00 PM
10	Great job putting these presentations together!	11/10/2025 1:31 PM
11	In person is always more fruitfull, not only from an engagement point of view but also networking.	11/10/2025 11:30 AM
12	Thank you	11/10/2025 10:46 AM
13	THIS WAS A GOOD IMPROVEMENT OVER LAST YEAR, ALSO LESS TECHNICAL GLITCHES. MORE INSPIRING AND ENTERTAINING, WHICH IS SO IMPORTANT FOR AN ALL-DAY SEMINAR, IT CAN GET REAL TEDIOUS EASILY IF NOT. I KNOW IT IS NOTEASY, AS YOU HAVE TO GET IN THOSE CODE SUBJECTS AND TECHNICAL STUFF...	11/10/2025 10:28 AM
14	Great work! I think this seminar gets better every year!	11/10/2025 10:17 AM
15	Enjoy the format- thank you for offering this again.	11/10/2025 9:47 AM
16	Love hearing about the data of where construction, design, and codes are headed. Like hearing about what to expect	11/10/2025 9:30 AM
17	thank you for providing this valuable service and all the hard work that goes into making this successful every year.	11/10/2025 9:01 AM
18	Overall, sessions that can be kept to 45 min - 1 hour or split up with breaks in between are best to keep the attention of the audience.	11/10/2025 8:09 AM
19	Great job	11/10/2025 7:29 AM
20	i would like to see legislation passed that allows an individual living in las vegas that is licensed in another state to be granted a license in nevada. there was legislation proposed on this, but apparently it didnt get out of committee.	11/10/2025 5:51 AM
21	Thank you for planning and coordinating this annual CEU seminars	11/9/2025 8:26 PM
22	Well done! I really appreciate the opportunity to focus in on one specific day for CEU's. The topics are always interesting, and Stacey does a great job at hosting.	11/9/2025 7:19 PM

23	The all-day continuing education program is awesome! Thanks for providing it.	11/9/2025 5:24 PM
24	California AIA #38097026	11/9/2025 3:53 PM
25	Thank you for putting these CEU days together each year! They keep getting better and better.	11/9/2025 2:21 PM
26	Thank you for all the effort organizing!	11/9/2025 9:37 AM
27	lived and practiced in both southern and northern Nevada for many years	11/9/2025 8:11 AM
28	Stacy, good job. I thank you very much. Joe	11/9/2025 7:48 AM
29	Thanks for letting us know when there were technical difficulties. I always enjoy these training sessions, although a full day on a Friday is a big ask. See you next year.	11/8/2025 8:22 PM
30	Thank you for putting this together each year. It is wonderful to get my C.E.U. at one time. Very much appreciated!	11/8/2025 4:18 PM
31	The selection of presenters was very good.	11/8/2025 3:28 PM
32	I appreciate the efforts to put these together every year.	11/8/2025 3:08 PM
33	The AI topics this year were interesting, but feel they were addressed strictly to architects and firm ownership. Maybe let the presenters know they will be presenting to architects, interior designers and residential designers and to present content each will benefit from.	11/8/2025 12:13 PM
34	While I currently live in California, I consider Nevada my home state relative to architectural practice even though it technically isn't. A former Nevada resident, I continue to highly value the cooperative approach and attitude the Nevada Board and code officials have with respect to us Architects (it's not the same in the other four states in which I am registered).	11/8/2025 11:58 AM
35	Thankyou	11/8/2025 11:38 AM
36	None-good day	11/8/2025 11:26 AM
37	Very well organized team event by the NSBAIDRD staff. Nevada should be proud to have hosted such a professional program. The first two presentations were a little too techie for my liking.	11/8/2025 10:30 AM
38	I found it to be very informative. I also appreciated how easy it was to participate.	11/8/2025 10:12 AM
39	Very well organized and informative webinar. Thank you.	11/8/2025 10:00 AM
40	what we do matters not what we talk about	11/8/2025 9:03 AM
41	Very great information. Felt it was very on point for today.	11/8/2025 8:40 AM
42	Once again a very nice and well organized seminar	11/8/2025 8:37 AM
43	Keep up the good work, this one day event is very appreciated.	11/8/2025 8:13 AM
44	It was mentioned a few times that the seminar satisfies Nevada's requirements for continued education. Does that mean Allen's talk satisfies the requirement for 2 hours of code-related study?	11/8/2025 8:02 AM
45	This seminar is a lifesaver for many of us.	11/8/2025 7:26 AM
46	Stacy did a great job running the seminar!	11/8/2025 6:47 AM
47	Thank you to the State Board and AIA for putting this on. I look forward to this every year.	11/8/2025 5:39 AM
48	I lived in Nevada for many years and was one of the first Registered Interior Designers #ID023! Way back when the registration began. Now, from Florida I was able to attend the CEU workshop from here via Zoom. Everything was great and I look forward to next year! Thank you so much. Bill Hollida, Master Plan Interiors	11/8/2025 2:57 AM
49	Well done. Long day, but worth my time.	11/7/2025 9:13 PM
50	Thought the overall program was very poignant covering a wide group of topics that are very relevant to today’s practice.	11/7/2025 8:38 PM
51	I need CEU’s for several out of state registrations. I find your seminar one of the better options for catching up on credits	11/7/2025 8:15 PM

52	Thank you for this seminar. I did come away with some understanding of AI for architects, and some idea how to begin with looking into bring it into our firm's practice.	11/7/2025 6:35 PM
53	I like these full day sessions to address the qualifications for Nevada since California has a different set of standards.	11/7/2025 6:20 PM
54	#6979	11/7/2025 6:13 PM
55	You are violating your duty to protect the public.	11/7/2025 6:10 PM
56	I am looking forward to next year's seminar. Thank you	11/7/2025 6:10 PM
57	I hope this is better next year. I knew that we had to address AI but someone needed to present that has a lot of experience and presented us successful projects that had gone through Architectural and construction process using AI.	11/7/2025 5:54 PM
58	Thank you!	11/7/2025 5:41 PM
59	I just wish there was a link maybe of a PDF for reference materials or case studies just to some kind of static document to allow you to go back and have a better understanding or be able to connect the presentation together	11/7/2025 5:38 PM
60	I really like this seminar. I look forward to it every year. even knowing that Global warming is on the agenda. Thanks you guys.	11/7/2025 5:37 PM
61	Thank you. Great day of information	11/7/2025 5:32 PM
62	A great session. Looking forward to next year.	11/7/2025 5:31 PM
63	Thank you again for offering a reasonable cost one day seminar to knock out our HSW's.	11/7/2025 5:30 PM
64	Thaanks	11/7/2025 5:30 PM
65	Excellent	11/7/2025 5:29 PM
66	Thank you for putting this on, it was beneficial.	11/7/2025 5:27 PM
67	Thank you, this seminar is always excellent, and appreciated.	11/7/2025 5:26 PM
68	Remember to include one session that makes us THINK about the human factor!	11/7/2025 5:25 PM
69	I live in Tahoe, 2 miles from Crystal Bay, Nv.	11/7/2025 5:23 PM
70	Thank you Stacey and the rest of your crew and AIA Nevada for organizing this annual education class. It's so helpful and educational. It's a great program.	11/7/2025 5:22 PM
71	thank you	11/7/2025 5:21 PM
72	Thank you for all your hard work on putting this together every year. It truly is beneficial. Have a great year.	11/7/2025 5:21 PM
73	Thank you for hosting, again.	11/7/2025 5:21 PM
74	Thank you. It's always informative and interesting.	11/7/2025 5:20 PM
75	Thank you thank you thank you, again for another successful CEU event. Thanks to everyone involved for all the hard work that goes into this. It is incredibly useful, educational (which is the point!) and I look forward to this every year. Yes, archinerd alert. And a big congratulation on a record attendance this year!	11/7/2025 5:19 PM
76	well done- topics were engaging and informative	11/7/2025 5:18 PM
77	Overall great day of presentations, thank you!	11/7/2025 5:14 PM
78	Thanks, a really effective use of my time on continuing education.	11/7/2025 5:12 PM
79	Thanks to NSBAIDRD and the Nevada AIA for making this opportunity available.	11/7/2025 5:12 PM
80	Thank you again - look forward to next years Nevada AIA seminar (#14)	11/7/2025 5:11 PM
81	Having recently retired I put my NV Registration in a 'retired' status. I keep up my NCIDQ and ASID designations and appreciate the opportunity to cover all CEUs in one day. Thank You!!!	11/7/2025 5:10 PM
82	Great job Stacey again this year! Thank you	11/7/2025 5:10 PM

83	Well done!!!	11/7/2025 5:10 PM
84	Thank you, Monica, and Stacey!	11/7/2025 5:10 PM
85	Thanks for keeping us on time, Stacey!	11/7/2025 5:10 PM
86	Thank you so much NSBAIDRD for offering this seminar. What an appreciated service to your members.	11/7/2025 5:10 PM
87	Thank you. Keep up the great work	11/7/2025 5:08 PM
88	Thank you	11/7/2025 5:07 PM
89	I love that we can gather all the CEU's needed in one day. I think your speakers are quite impressive. Thank you for putting together such an informative series of lectures.	11/7/2025 5:07 PM
90	Thanks	11/7/2025 5:07 PM
91	Thank you for putting this together. I was surprised by the content and learned more than I expected.	11/7/2025 5:06 PM
92	I look forward to these courses every year!	11/7/2025 5:06 PM
93	Awesome presentation. So very important for continue my education. Ai is absolutely mind boggling! Lord, have mercy on me! Lol	11/7/2025 5:06 PM
94	thank you for providing this every year for our CEU credits	11/7/2025 5:06 PM
95	Great classes today. Thank you for all of your hard work!	11/7/2025 5:05 PM
96	Great job again. This is well worth the money. Thank you.	11/7/2025 5:05 PM
97	GREAT JOB THANKS FOR YOUR HARD WORK	11/7/2025 5:04 PM
98	Thank you for making this so convenient	11/7/2025 5:04 PM
99	Thank you for putting this together to get the annual CEUs for licensure!	11/7/2025 5:03 PM
100	Thank you for a great day!	11/7/2025 5:03 PM



Nevada news & updates

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Calendar

December 25, 2025
January 1, 2026
Board Office Closed

January 21, 2026
Board Meeting
Virtual

March 25, 2026
Board Meeting
TBD

Keep Your Contact Information Up to Date
Registrants have 30 days to notify the board of a change of address or place of

Board Says Farewell to Members

Board members Daniel Coletti, William Snyder and Marie Wikoff completed their board service at the end of October.

Coletti, a residential designer in Las Vegas, served on the board for one term. Coletti chaired the Residential Design Exam Committee and was instrumental in writing and grading the exam.

Architect board member Snyder was appointed to the board in 2004. He also served in 1986-1992. Snyder was an active board member, serving as Chairman, Secretary/Treasurer, and on various board committees. He also served on an NCARB

employment per NRS 623.720.

Change of Address

Board Members

Staff

exam writing committee and was an ARE Master Grader.

Wikoff, a Reno-based registered interior designer, served on the board for three years. During her tenure she was Nevada's delegate to the Council for Interior Design Qualification (CIDQ).

New board members Sheri Kovac, Kreg Mebust and Coffee Polk were appointed by Governor Lombardo to fill the open positions.

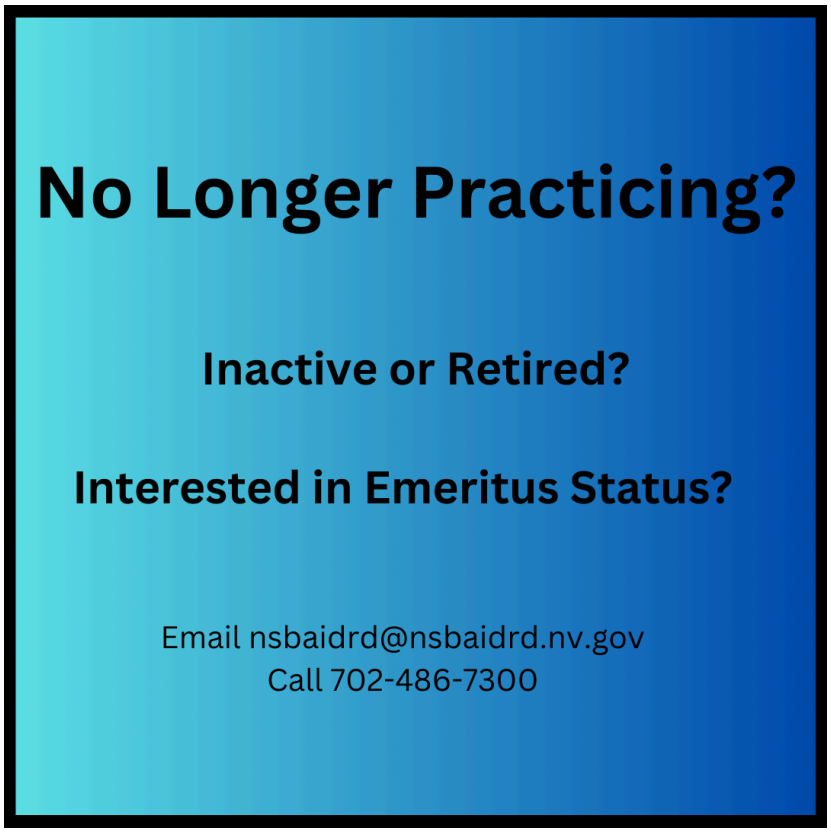


Nevada Registrations Expire Dec. 31

All Nevada certificates of registration expire on December 31, 2025. Courtesy renewal notices were emailed to the email address on file for all registrants. Emails were sent directly from our database provider, ThentiaCloud.

You can **renew online or download a renewal form** and mail it to the board office. All renewals must be received by December 31 or a late fee of $220 will be charged in addition to the $180 annual renewal fee.

Please contact our office at 702-486-7300 or **nsbaidrd@nsbaidrd.nv.gov** if you have any questions or need assistance resetting your password.



New Registrants by Examination

Congratulations to the new Nevada registrants sworn-in at the October board meeting!



Residential Designer *Jacklyn A. Chambers (Reno / #474-RD),* ***Registered Interior Designer*** *Nicole Ravasini (North Miami, FL / #336-ID),* ***Architect*** *Elizabeth E. Fuentes (Las Vegas / #9848), and* ***Architect*** *Derrick Takara (Las Vegas / #9841)*

Disciplinary Actions
(August 21 through October 22, 2025)

The board is responsible for investigating alleged violations and enforcing compliance with NRS and NAC 623.

There were two cases this period that were submitted for board consideration and approved. Additionally, 14 cases were closed because there was no basis for the allegations or the complaint did not fall within the board's jurisdiction.

The following cases were closed by means of settlement agreement. As part of the agreement respondents agreed to assure compliance with Chapter 623. Should the respondents be involved in a subsequent case and found to have again violated NRS, NAC or Rules of Conduct, the case may be used as an aggravating factor.

Every effort is made to ensure that the following information is correct. Before making any decision based on this information you should contact the NSBAIDRD.

Working Outside the Exemption for a Contractor Licensed Pursuant to NRS 624 and Unlicensed Practice of Architecture and Residential Design: NRS 623.035.1(d), NRS 623.360.1(c), and NAC 623.0195

Case 26-008N
The allegations against *Matthew Carpenter* and *New Century Homes, LLC* were that they worked outside the exemption for contractors and engaged in the practice of architecture and residential design without having a certificate of registration with the board. The matter was resolved through a settlement agreement incorporating $2,500 in restitution and $2,000 in investigative costs.

Not in Responsible Control and Violating a Law, Regulation or Code of Ethics: NRS 623.270.1(d)(f)

Case 26-007R
The allegations against *Christopher Forsyth* were that he affixed his signature and seal on plans that were not prepared under his responsible control. The matter was resolved through a settlement agreement incorporating a written reprimand and $2,000 in investigative costs.

NSBAIDRD | 2080 E. Flamingo Rd., Suite 120 | Las Vegas, NV 89119 US

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Items for future agenda

Public Comment