

BOARD FOR CONTRACTORS MEETING AGENDA

9960 Mayland Drive
Board Room 2, 2nd Floor 10:00A.M.
Tuesday, December 9, 2025

Our mission is to protect the health, safety and welfare of the public by licensing qualified individuals and businesses and enforcing standards of professional conduct for professions and occupations as designated by statute.

I. CALL TO ORDER

- a. Emergency Evacuation Procedures
- b. Determination of Quorum

II. ADMINISTRATIVE MATTERS

- a. Approval of Agenda
- b. Approval of Minutes:
 - i. October 7, 2025, Board for Contractors Meeting draft minutes.

III. PUBLIC COMMENT PERIOD ***FIVE MINUTE PUBLIC COMMENT, PER PERSON***

IV. CASE FILES

- a. Recovery Fund and Licensing Case files
- b. Disciplinary Case files and the ratification of Consent Orders

V. EDUCATION

VI. NEW BUSINESS

- a. 2025-00120 - Zion Construction, LLC - Appeal
- b. Examination Update
- c. Regulatory Update
- d. Change in Examination Fees Action – Final Regulation
- e. Guidance Document #2959
- f. Water Well Abandonment
- g. Remedial Education Discussion
- h. Executive Director Report
- i. Board Member Professional Development
- j. Recovery Fund Statement

VII. COMPLETE CONFLICT OF INTEREST FORM AND TRAVEL VOUCHER.

VIII. ADJOURNMENT

NEXT MEETING SCHEDULED FOR **TUESDAY, FEBRUARY 24, 2026**

- ❖ Agenda materials made available to the public do not include disciplinary case files or application files pursuant to §54.1-108 of the Code of Virginia.
- ❖ Five minute public comment, per person, with the exception of any open disciplinary or application file.
- ❖ Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-2785 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation.
- ❖ The Department fully complies with the Americans with Disabilities Act.

DRAFT AGENDA. Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA

RECOVERY FUND / LICENSING / DISCIPLINARY CASES

For December 9, 2025

#	IFF by	File Number	Type	File Name
				RECOVERY FUND PRIMA FACIE CASE FILES
1	NO IFF	2021-02349	RF PF 1	The Estate of Roy D. Campbell Allen W. Knott dba Knott's Roofing L2705114176
2	NO IFF	2025-00985	RF PF 2	Margaret Crowder The Painter Man LLC L2705180153
3	NO IFF	2025-01207	RF PF 3	Christopher Melton and Carlie Lynn Middleton Construction LLC L2705169208
4	NO IFF	2025-02990	RF PF 4	Bryan Son K&R Concrete Finishing and Construction LLC L2705123083
5	NO IFF	2025-03076	RF PF 5	Eloise Porterfield Red Ladder Remodeling LLC L2705181878
6	NO IFF	2026-01120	RF PF 6	Mary Ann-Lew Casone Enterprises LLC L2705186682
7	NO IFF	2026-01136	RF PF 7	David and Carole Anne Hawkins Foreman Construction LLC L2705172974
8	NO IFF	2026-01321	RF PF 8	Merrill and Kimberly Smith J P Wang Contracting LLC L2705150122
				RECOVERY FUND CASE FILES NONE
				LICENSING CASE FILES

DRAFT AGENDA Materials contained in this agenda are proposed topics only and are not to be construed as regulation or official Board position. DRAFT AGENDA

L1	Jackson-Bailey	2025-01071	LIC 9	Blue Lagoon Pools LLC Class B Contractor License
L2	Jackson-Bailey	2025-01738	LIC 10	KNAP Solutions Service Inc. Class A Contractor License
L3	Jackson-Bailey	2025-01875	LIC 11	RELAX HVAC Inc. Class C Contractor License
L4	Jackson-Bailey	2025-02069	LIC 12	Sager Construction, LLC Class C Contractor License
L5	Jackson-Bailey	2025-02242	LIC 13	Valerion Consulting, LLC Class A Contractor License
L6	Jackson-Bailey	2025-02352	LIC 14	Ahmad Sear Atal Master Electrical Tradesman License
L7	Jackson-Bailey	2025-02367	LIC 15	BPJ Construction LLC Upgrade to Class A Contractor License
L8	Jackson-Bailey	2025-02372	LIC 16	Monolithic Builder, LLC Upgrade to Class A Contractor License
L9	Jackson-Bailey	2025-02376	LIC 17	Tomaso Antonio Passagaluppi Journeyman Electrical Tradesman License
				DISCIPLINARY CASE FILES
D1	Costen	2022-00418	DISC 18	Sandy Shelton d/b/a New Design Stone Company L2705122795
D2	Costen	2025-00657	DISC 19	Advantage Builders Inc. of Virginia L2705059838
D3	Costen	2025-01491	DISC 20	Steele Home Improvement L2705049113
D4	Helmandollar	2025-01481	DISC 21	Andrew Walker Quina t/a Pro Build Construction L2705103490
D5	Helmandollar	2025-01481	DISC 22	Wolf Bros Contracting LLC L2705169101
D6	Groh Helmandollar	2024-01105	DISC 23	Kelly's Clean Up and Out, LLC L2705167746
D7	Crider	2025-00556	DISC 24	ABC Design and Build Inc. L2705123687
D8	Crider	2025-01576	DISC 25	GE Custom Homes LLC L2705166249
D9	Heinline	2025-00819	DISC 26	David Perry Gaines Sr., t/a Favor of God Builders L2705108590
D10	Heinline	2025-01613	DISC 27	David Perry Gaines Sr., t/a Favor of God Builders L2705108590

D11	Heinline	2025-01717	DISC 28	Thomas Builders of Virginia Inc. L2705110003
D12	Heinline	2025-01836	DISC 29	Energy Heating & Cooling LLC L2705189243
D13	King	2024-02742	DISC 30	Blue Ridge Custom Homes LLC L2705086712
				PRIMA FACIE DISCIPLINARY CASE FILES
PFD 1	NO IFF	2025-00359	PF DISC 31	Williams Contracting LLC L2705184623
PFD 2	NO IFF	2025-00623	PF DISC 32	Central Virginia Pools, LLC L2705175379
PFD 3	NO IFF	2025-01627	PF DISC 33	REI Builders Incorporated L2705141903
PFD 4	NO IFF	2025-01646	PF DISC 34	James D. & Julie S. Brown, t/a B & T Construction PULLED L2705111603
PFD 5	NO IFF	2025-01726	PF DISC 35	Daniel Joel Rosen, dba Rosen Contracting L2705080972
PFD 6	NO IFF	2025-01801	PF DISC 36	Healthcare Construction Management Inc. L2705183530
PFD 7	NO IFF	2025-02472	PF DISC 37	N.E.W. Remodeling & Construction LLC L2705184790
				PF Recovery Fund Cases 8 Recovery Fund Cases 0 License Case 9 Disciplinary Cases 13 Disciplinary PF Cases 7 Consent Orders 22 Total 59
				CONSENT ORDER CASE FILES

C1	NO IFF	2024-02728	CON 38	Kenneth A. Stockton Jr., t/a Elite Window Solutions L2705094201
C2	NO IFF	2025-00105	CON 39	James Bradford Hines L2705107091
C3	NO IFF	2025-00135	CON 40	SS Electrical Solutions LLC, t/a SS Electrical Solutions L2705166335
C4	NO IFF	2025-01497	CON 41	Audi Contractors LLC, t/a KBF By Audi / Plumbing by Audi L2705167813
C5	NO IFF	2025-01715	CON 42	Whitney Construction LLC, t/a Whitney Construction (Hanover County) L2705147442
C6	NO IFF	2025-01813	CON 43	Truealty Construction & Services LLC, t/a Steinhorst L2705172364
C7	NO IFF	2025-01862	CON 44	Roto-Rooter Services Company L2705012000
C8	NO IFF	2025-01933	CON 45	Allen T. Herndon & Tracey L. Herndon, t/a Allen T. Herndon & Sons L2705037557
C9	NO IFF	2025-01941	CON 46	Roto-Rooter Services Company L2705012000
C10	NO IFF	2025-01958	CON 47	Spartan Emergency Water Removal Inc., t/a Spartan Emergency Water Removal L2705177909
C11	NO IFF	2025-01998	CON 48	Insurance Recovery Corporation of America L2705138283
C12	NO IFF	2025-02016	CON 49	Ridout Construction LLC L2705053969
C13	NO IFF	2025-02098	CON 50	Roofing Innovations LLC L2705173006
C14	NO IFF	2025-02115	CON 51	Home Depot USA Inc., t/a The Home Depot L2705068841
C15	NO IFF	2025-02133	CON 52	Terry James Osborne L2705179859
C16	NO IFF	2025-02282	CON 53	Home Paramount Pest Control Company L2701020195
C17	NO IFF	2025-02299	CON 54	James Luther Comer, Jr. L2710006098
C18	NO IFF	2025-02349	CON 55	Bobby L. Frazier, Jr., t/a Titans Heating and Air Conditioning L2705160568
C19	NO IFF	2025-02362	CON 56	E Fletcher Construction LLC L2705122049
C20	NO IFF	2025-02412	CON 57	Rescue Air LLC L2705186227

C21	NO IFF	2025-02432	CON 58	Cook's Home Improvements & Remodeling LLC L2705188994
C22	NO IFF	2025-02643	CON 59	Budget Electric LLC L2705176114
				EDUCATION PROVIDER APPLICATIONS NONE

DRAFT AGENDA Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA

DRAFT AGENDA Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA

PERIMETER CENTER CONFERENCE CENTER
EMERGENCY EVACUATION OF BOARD AND TRAINING ROOMS
(Script to be read at the beginning of each meeting.)

PLEASE LISTEN TO THE FOLLOWING INSTRUCTIONS ABOUT EXITING THE PREMISES IN THE EVENT OF AN EMERGENCY.

In the event of a fire or other emergency requiring the evacuation of the building, alarms will sound. When the alarms sound, leave the room immediately. Follow any instructions given by Security staff.

Board Room 1

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Board Room 2

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

You may also exit the room using the side door **(Point)**, turn **Right** out the door and make an immediate **Left**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Board Rooms 3 and 4

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Training Room 1

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the room, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Training Room 2

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the doors, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

BOARD FOR CONTRACTORS BOARD MEETING

The Board for Contractors met on Tuesday, **October 7, 2025**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia.

The members indicated below were present. All members present were qualified to vote, except where a specific reason for disqualification is stated. There are 16 members on this board, in which nine (9) constitutes a quorum pursuant to §54.1-1102.

Board members present for the meeting:

Caitlin King, Chair
Donald Groh, Vice-Chair
Thomas M. Branin
Taylor Brannan
Basil Crider
Andrew Comstock
Ralph "Tripp" Costen
Jerry Heinline
James "Pete" Helmandollar, Jr.
Doug Lowe
Francis "Butch" McGonegal
James "Lou" Spencer
Wallace Jeffery Taylor
Melissa L. Thornton
Nathan Trice

Board members absent from the meeting:

Kerry Yoakum

Joshua E. Laws, Board Counsel, was present at the meeting.

Fernando Espinoza, Board Liaison, was not present at the meeting.

Staff members present for all or part of the meeting:

James B. Wilkinson, Jr., Agency Director
Steve Kirschner, Director of LRPD
Tom Payne, Director of CID
Marjorie King, Executive Director
Stephanie Keuther, Assistant Executive Director
Cameron Parris, Regulatory Operations Administrator
Mary Charity, Licensing Operations Administrator
Khang Le, Administrative Coordinator

I. Chair, King called the October 7, 2025, Board for Contractors Meeting to order at 10:10 A.M.

**Call
To Order**

Chair, King declared a quorum of Board members to be in attendance.

**Determination
of Quorum**

Marjorie King, Executive Director reviewed the emergency egress procedures with the Board and members of the public.

**Emergency
Egress**

II. ADMINISTRATIVE MATTERS

**Administrative
Matters**

Mr. Spencer made a motion, seconded by Mr. Crider to adopt the agenda of the October 7, 2025, Board for Contractors meeting.

**Approval of
Agenda**

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

Mr. Spencer made a motion, seconded by Mr. Brannan, to approve the draft minutes of the August 19, 2025, Board for Contractors meeting as presented.

**Approval of
Minutes**

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

III. PUBLIC COMMENT PERIOD

**Public
Comment
Period**

Chair, King opened the public comment period of the meeting.

Ms. King presented the following resolution into the record.

DRAFT AGENDA Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA

Commonwealth of Virginia



Department of Professional and Occupational Regulation Board for Contractors Resolution

Mary Anne Holbrook

WHEREAS, Mary Anne Holbrook faithfully and diligently served as a member of the Board for Contractors from October 22, 2024, to August 1, 2025; and

WHEREAS, Mary Anne Holbrook devoted generously of her time and expertise to the Board, serving the Commonwealth with great integrity and dedication to uphold the health, safety, and welfare of the public; and

WHEREAS, Mary Anne Holbrook has endeavored to render decisions with fairness, good judgment, and in the best interest of the Commonwealth to make Virginia a better place to live, work, and raise a family; and

WHEREAS, the Board for Contractors wishes to acknowledge its appreciation for Mary Anne Holbrook who is highly regarded by the members of the Board, the employees within the Department, and the citizens of the Commonwealth; now, therefore, be it

RESOLVED by the Board for Contractors, this seventh day of October, in the year two-thousand and twenty-five, that Mary Anne Holbrook be commended for her outstanding service to the Commonwealth, its citizens, and the Board for Contractors; and, be it

RESOLVED FURTHER, that this Resolution be presented to Mary Anne Holbrook and be included in the official minutes of the Board for Contractors as an expression of the Board's gratitude for her service and the high regard in which she is held.

With no one wishing to come forward, **Chair, King** closed the public comment period of the meeting.

IV. CASE FILES

Prima Facie Recovery Fund Cases

In the matter of Prima Facie Recovery Fund File Number 2026-00387, Marc and Anna Howell (Claimants) and NV Kitchen and Bath Renovation LLC (Regulant), the Board adopts the claim review, which contains the facts regarding the recovery fund claim in this matter and the meeting notice.

Marc Howell attended the Board meeting and agreed with the recommendation.

After discussion, Mr. Spencer made a motion, seconded by Mr. Crider, to adopt the claim review, which contains the facts regarding the recovery fund claim in this matter, and to adopt the Recommendation. The Claim Review and Recommendation are incorporated as a part of the Order. The Board finds substantial evidence that the Claim meets the statutory provisions for reimbursement. The Board orders that this claim be paid in the amount of **\$20,049.13**. Pursuant to 54.1-1123 (B), payments may be reduced on a prorated basis based upon the number of claims received.

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

In the matter of Prima Facie Recovery Fund File Number 2026-00404, Andrea Arias and Timothy Collins (Claimants) and Advantage Builders Inc. of Virginia (Regulant), the Board adopts the claim review, which contains the facts regarding the recovery fund claim in this matter and the meeting notice.

The Claimant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, Mr. Spencer made a motion, seconded by Mr. Trice, to adopt the claim review, which contains the facts regarding the recovery fund claim in this matter, and to adopt the Recommendation. The Claim Review and Recommendation are incorporated as a part of the Order. The Board finds substantial evidence that the Claim meets the statutory provisions for reimbursement. The Board orders that this claim be paid in the amount of **\$20,991.63**. Pursuant to 54.1-1123 (B), payments may be reduced on a prorated basis based upon the number of claims received.

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

Case Files

**Prima Facie
Recovery Fund
Cases**

**File Number
2026-00387
Marc and
Anna Howell
(Claimants)**

**File Number
2026-00404
Andrea Arias
and Timothy
Collins
(Claimants)**

DRAFT AGENDA Materials contained in this agenda are proposed for discussion and are not to be taken as a final position. DRAFT AGENDA

In the matter of Prima Facie Recovery Fund File Number 2026-00413, Michael and Gayle Kelly (Claimants) and Middleton Construction LLC (Regulant), the Board adopts the claim review, which contains the facts regarding the recovery fund claim in this matter and the meeting notice.

File Number
2026-00413
Michael and
Gayle Kelly
(Claimants)

The Claimants attended the Board meeting and agreed with the recommendation.

After discussion, Mr. Spencer made a motion, seconded by Mr. Crider, to adopt the claim review, which contains the facts regarding the recovery fund claim in this matter, and to adopt the Recommendation. The Claim Review and Recommendation are incorporated as a part of the Order. The Board finds substantial evidence that the Claim meets the statutory provisions for reimbursement. The Board orders that this claim be paid in the amount of **\$8,999.00**. Pursuant to 54.1-1123 (B), payments may be reduced on a prorated basis based upon the number of claims received.

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

In the matter of Prima Facie Recovery Fund File Number 2026-00513, Tyler Giegel (Claimant) and Better Bathrooms and Kitchens Inc., dba Better Home Improvements Featuring Better Bathrooms and Kitchens (Regulant), the Board adopts the claim review, which contains the facts regarding the recovery fund claim in this matter and the meeting notice.

File Number
2026-00513
Tyler Giegel
(Claimant)

The Claimant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, Mr. Spencer made a motion, seconded by Mr. Brannan, to adopt the claim review, which contains the facts regarding the recovery fund claim in this matter, and to adopt the Recommendation. The Claim Review and Recommendation are incorporated as a part of the Order. The Board finds substantial evidence that the Claim meets the statutory provisions for reimbursement. The Board orders that this claim be paid in the amount of **\$10,000.00**. Pursuant to 54.1-1123 (B), payments may be reduced on a prorated basis based upon the number of claims received.

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

In the matter of Prima Facie Recovery Fund File Number 2026-00704, David Kovitch and Kimbelette Daniels (Claimant) and Dream Decks LLC (Regulant), the Board adopts the claim review, which contains the facts regarding the recovery fund claim in this matter and the meeting notice.

File Number
2026-00704
David Kovitch
and Kimbelette
Daniels
(Claimants)

The Claimant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, Mr. Spencer made a motion, seconded by Mr. Crider, to adopt the claim review, which contains the facts regarding the recovery fund claim in this matter, and to adopt the Recommendation. The Claim Review and Recommendation are incorporated as a part of the Order. The Board finds substantial evidence that the Claim meets the statutory provisions for reimbursement. The Board orders that this claim be

paid in the amount of **\$20,050.00**. Pursuant to 54.1-1123 (B), payments may be reduced on a prorated basis based upon the number of claims received.

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

In the matter of Prima Facie Recovery Fund File Number 2026-00705, David Kovitch and Kimbelette Daniels (Claimant) and Dream Decks LLC (Regulant), the Board adopts the claim review, which contains the facts regarding the recovery fund claim in this matter and the meeting notice.

File Number
2026-00705
David Kovitch
and Kimbelette
Daniels
(Claimants)

The Claimant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, Mr. Spencer made a motion, seconded by Mr. Trice, to adopt the claim review, which contains the facts regarding the recovery fund claim in this matter, and to adopt the Recommendation. The Claim Review and Recommendation are incorporated as a part of the Order. The Board finds substantial evidence that the Claim meets the statutory provisions for reimbursement. The Board orders that this claim be paid in the amount of **\$9,950.00**. Pursuant to 54.1-1123 (B), payments may be reduced on a prorated basis based upon the number of claims received.

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

Recovery Fund Case Files - None

Licensing Cases Files

Licensing Case
Files

In the matter of License Application, File Number 2025-01260, Jason Michael Ross (Applicant), The Board members reviewed the record, which consisted of the application file, transcript and exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2025-01260
Jason Michael
Ross

The Applicant participated in the Informal Fact-Finding Conference.

The Applicant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Trice, to deny the application for a Journeyman Plumbing Tradesman license based upon the record and recommendation.

The motion was approved with a vote of 14-1-0. Ayes: King, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** Groh. **Abstain:** None. **Absent:** Yoakum

In the matter of License Application, File Number 2025-01466, Beautiful Home Solutions, LLC (Applicant). The Board members reviewed the record, which consisted of the application file, transcript and exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2025-01466
Beautiful Home
Solutions, LLC

Bryan Scott Sapp, on behalf of the Applicant, participated in the Informal Fact-Finding Conference.

The Applicant attended the Board meeting and agreed with the recommendation.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Crider to approve the application for a Class C Contractor license.

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

In the matter of License Application, File Number 2025-01500, Jessica Michelle Ewing (Applicant). The Board members reviewed the record, which consisted of the application file, transcript and exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2025-01500
Jessica
Michelle Ewing

The Applicant participated in the Informal Fact-Finding Conference.

The Applicant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh, to approve the application for a Journeyman Electrical Tradesman license.

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

In the matter of License Application, File Number 2025-01501, Lillian Kathryn Callender (Applicant). The Board members reviewed the record, which consisted of the application file, transcript and exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2025-01501
Lillian Kathryn
Callender

The Applicant participated in the Informal Fact-Finding Conference.

The Applicant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh, to approve the application for a Journeyman HVAC Tradesman license.

The motion was approved with a vote of 14-1-0. Ayes: Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** King. **Abstain:** None. **Absent:** Yoakum

In the matter of License Application, File Number 2025-01502, Alfredia Leona Glover (Applicant). The Board members reviewed the record, which consisted of the application file, transcript and exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2025-01502
Alfredia
Leona Glover

The Applicant participated in the Informal Fact-Finding Conference.

The Applicant did not attend the Board meeting in person, by counsel, or by any other qualified representative

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh, to approve the application for a Journeyman Electrical Tradesman license.

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

In the matter of License Application, File Number 2025-01507, D.L. Goode & Sons LLC (Applicant). The Board members reviewed the record, which consisted of the application file, transcript and exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2025-01507
D.L. Goode &
Sons LLC

Darion Goode, on behalf of the Applicant, participated in the Informal Fact-Finding Conference.

The Applicant attended the Board meeting and agreed with the recommendation.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. McGonegal, to approve the application for a Class A Contractor license contingent upon completing the Board-approved remedial education course within ninety (90) days of the Board's decision.

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

In the matter of License Application, File Number 2025-01591, Brandstar Homes LLC (Applicant). The Board members reviewed the record, which consisted of the application file, transcript and exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2025-01591
Brandstar
Homes LLC

Amir Rehman, on behalf of the Applicant, participated in the Informal Fact-Finding Conference.

The Applicant did not attend the Board meeting in person, by counsel, or by any other qualified representative

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Branin, to deny the application for a Class A Contractor license based upon the record and recommendation.

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

In the matter of License Application, File Number 2025-02348, William Lynwood Keatts (Applicant).

The Board members reviewed the record, which consisted of the application file, transcript and exhibits, and Summary of the Informal Fact-Finding Conference.

The Applicant participated in the Informal Fact-Finding Conference.

The Applicant did not attend the Board meeting in person, by counsel, or by any other qualified representative

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh, to approve the application for a Backflow Prevention Device Worker certification.

The motion was approved with a vote of 15-0-0. Ayes: King, Groh, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** None. **Absent:** Yoakum

DISCIPLINARY CASES & RATIFICATION OF CONSENT ORDERS

Disciplinary Case Files

In the matter of Disciplinary File Number 2024-00501, Evergreen Design Build LLC (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

Presiding Board Member Brannan was not present, did not participate in the discussion, and did not vote.

John Fernandez, on behalf of the Regulant, participated in the Informal Fact-Finding Conference.

John Fernandez and Emily Fernandez attended the Board meeting and agreed with the recommendation.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Crider, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Evergreen Design Build LLC violated the following:

File Number
2025-02348
William
Lynwood
Keatts

Disciplinary
Case Files

File Number
2024-00501
Evergreen
Design Build
LLC

- Count 1: 18 VAC 50-22-260.B.9**
- Count 2: 18 VAC 50-22-260.B.31**

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Brannan. **Absent:** Yoakum

Priors

On June 6, 2013, Evergreen Design Build LLC was found in violation of the Board for Contractor Regulations for misrepresentation, two counts for practicing in a specialty service which the contractor was not licensed, one count for practicing in a class of license for which the contractor was not licensed, and for failure to obtain written change orders. Final Order 2013-00271 resulted in a fine of \$3,400.00, \$150.00 Board cost, and assignment to Remedial Education. Compliance was obtained on January 10, 2014.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Trice, to impose the following sanctions:

- Count 1: \$450.00 and Remedial Education**
- Count 2: \$450.00 and Remedial Education**

Total: \$900.00

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Brannan. **Absent:** Yoakum

In the matter of Disciplinary File Number 2024-01925, Neal the Builder and Family LLC (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

**File Number
2024-01925
Neal the
Builder and
Family LLC**

Presiding Board Member Groh was not present, did not participate in the discussion, and did not vote.

Neal Rose and Ross Sanzone, on behalf of the Regulant, participated in the Informal Fact-Finding Conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Trice, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Neal the Builder and Family LLC violated the following:

- Count 1: 18 VAC 50-22-260.B.9**
- Count 2: 18 VAC 50-22-260.B.8**
- Count 4: 18 VAC 50-22-260.B.33**

As to Count 3, the Board closes this aspect of the file with a finding of no violation.

The motion was approved with a vote of 14-0-1. Ayes: King, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Groh. **Absent:** Yoakum

After discussion, a motion was made by Mr. Spencer, seconded by Mr. McGonegal, to impose the following sanctions:

Count 1: \$450.00 and Remedial Education

Count 2: \$400.00 and Remedial Education

Count 4: \$850.00 and Remedial Education

Total: \$1,700.00

The motion was approved with a vote of 14-0-1. Ayes: King, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Groh. **Absent:** Yoakum

In the matter of Disciplinary File Number 2024-02126, Neal the Builder and Family LLC. (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2024-02126
Neal the
Builder and
Family LLC

Neal Rose and Ross Sanzone, on behalf of the Regulant, participated in the Informal Fact-Finding Conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Crider, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Neal the Builder and Family LLC violated the following:

Count 1: 18 VAC 50-22-260.B.9

As to Count 2, the Board closes this aspect of the file with a finding of no violation.

The motion was approved with a vote of 14-0-1. Ayes: King, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Groh. **Absent:** Yoakum

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Crider, to impose the following sanctions:

Count 1: \$450.00 and Remedial Education

Total: \$450.00

The motion was approved with a vote of 14-0-1. Ayes: King, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Groh. **Absent:** Yoakum

In the matter of Disciplinary File Number 2024-02560, Dominion Building Concepts LLC (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2024-02560
Dominion
Building
Concepts LLC

Presiding Board Member Groh was not present, did not participate in the discussion, and did not vote.

C. Holland Perdue III and William Miles Orr, Jr., on behalf of the Regulant, participated in the Informal Fact-Finding conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Crider, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Dominion Building Concepts LLC violated the following:

- Count 1: 18 VAC 50-22-260.B.9**
- Count 3: 18 VAC 50-22-260.B.28**

As to Count 2, the Board closes this aspect of the file with a finding of no violation.

The motion was approved with a vote of 14-0-1. Ayes: King, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Groh. **Absent:** Yoakum

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Crider, to impose the following sanctions:

- Count 1: \$450.00 and Remedial Education**
- Count 3: \$1,700.00, Remedial Education, and Probation**

- Total: \$2,150.00**

In addition, for the violation of Count 3, the Board voted to place Dominion on probation for a period of 90 days. The terms of the probation shall be: Dominion shall provide proof within 90 days of the Board's order either that Dominion has a payment plan to satisfy S J Conner's judgment and that it is current on that plan, or that Dominion has satisfied the judgment. If Dominion fails to provide proof of the payment plan or proof that it satisfied the judgement within the probationary period, then the Board shall revoke Dominion's license.

The motion was approved with a vote of 14-0-1. Ayes: King, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Groh. **Absent:** Yoakum

In the matter of Disciplinary File Number 2024-02763, Dominion Building Concepts LLC (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

**File Number
2024-02763,
Dominion
Building
Concepts LLC**

Presiding Board Member Groh was not present, did not participate in the discussion, and did not vote.

C. Holland Perdue III and William Miles Orr, Jr., on behalf of the Regulant, participated in the Informal Fact-Finding conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

Greg Petro and Michelle Cloud (Complainants) attended the Board meeting and agreed with the recommendation.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Trice, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Dominion Building Concepts LLC violated the following:

- Count 1: 18 VAC 50-22-260.B.9**
- Count 2: 18 VAC 50-22-260.B.15**
- Count 3: 18 VAC 50-22-260.B.16**
- Count 4: 18 VAC 50-22-260.B.29**
- Count 5: 18 VAC 50-22-260.B.29**

The motion was approved with a vote of 14-0-1. Ayes: King, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Groh. **Absent:** Yoakum

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Crider, to impose the following sanctions:

- Count 1: \$450.00 and Remedial Education**
- Count 2: \$1,450.00, Remedial Education, and License Revocation**
- Count 3: \$2,500.00, Remedial Education, and License Revocation**
- Count 4: \$750.00 and Remedial Education**
- Count 5: \$750.00 and Remedial Education**

Total: \$5,900.00

The motion was approved with a vote of 14-0-1. Ayes: King, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Groh. **Absent:** Yoakum

In the matter of Disciplinary File Number 2024-02716, Exterior Medics Inc. (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

**File Number
2024-02716
Exterior
Medics Inc.**

Presiding Board Member Groh was not present, did not participate in the discussion, and did not vote.

James Markels and Mark Watson, on behalf of the Regulant, participated in the Informal Fact-Finding conference.

James Markels, on behalf of the Regulant, attended the Board meeting and agreed with the recommendation.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Trice, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Exterior Medics Inc. violated the following:

- Count 1: 18 VAC 50-22-210**
- Count 2: 18 VAC 50-22-260.B.9**
- Count 3: 18 VAC 50-22-260.B.31**

As to Count 4, the Board closes this aspect of the file with a finding of no violation.

The motion was approved with a vote of 14-0-1. Ayes: King, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Groh. **Absent:** Yoakum

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Trice, to impose the following sanctions:

- Count 1: \$550.00 and Remedial Education**
- Count 2: \$450.00 and Remedial Education**
- Count 3: \$450.00 and Remedial Education**

Total: \$1,450.00

The motion was approved with a vote of 14-0-1. Ayes: King, Branin, Brannan, Crider, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Groh. **Absent:** Yoakum

In the matter of Disciplinary File Number 2025-02002, Green Studio Builders Inc. (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

**File Number
2025-02002
Green Studio
Builders Inc.**

Presiding Board Members Groh, Crider, and Helmandollar were not present, did not participate in the discussion, and did not vote.

Nicoleta Papadopoulos, on behalf of the Regulant, participated in the Informal Fact-Finding conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Branin, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Green Studio Builders Inc. violated the following:

Count 1: 18 VAC 50-22-260.B.28

Count 2: 18 VAC 50-22-260.B.7

The motion was approved with a vote of 12-0-3. Ayes: King, Branin, Brannan, Comstock, Costen, Heinline, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Groh, Crider, and Helmandollar. **Absent:** Yoakum

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Branin, to impose the following sanctions:

Count 1: Remedial Education and License Revocation

Count 2: Remedial Education and License Revocation

Total: No monetary sanction

The motion was approved with a vote of 12-0-3. Ayes: King, Branin, Brannan, Comstock, Costen, Heinline, Lowe, McGonegal, Spencer, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Groh, Crider, and Helmandollar. **Absent:** Yoakum

In the matter of Disciplinary File Number 2023-01868, K & A Homes LLC (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2023-01868
K & A Homes
LLC

Presiding Board Members Crider and Spencer were not present, did not participate in the discussion, and did not vote.

Sherwood Day and Kelly Mann, on behalf of the Regulant, participated in the Informal Fact-Finding Conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

Lucian Reed (Complainant) attended the Board meeting and agreed with the recommendation.

After discussion, a motion was made by Mr. Groh, seconded by Mr. Lowe, to adopt the revised Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that K & A Homes LLC violated the following:

- Count 1:** 18 VAC 50-22-260.B.9
- Count 2:** 18 VAC 50-22-260.B.31
- Count 3:** 18 VAC 50-22-260.B.17
- Count 4:** 18 VAC 50-22-260.B.15

The motion was approved with a vote of 13-0-2. Ayes: King, Groh, Branin, Brannan, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Crider, Spencer. **Absent:** Yoakum

After discussion, a motion was made by Mr. Groh, seconded by Mr. Lowe, to impose the following sanctions:

- Count 1:** \$500.00 and Remedial Education
- Count 2:** \$500.00 and Remedial Education
- Count 3:** \$1,500.00, Remedial Education, Probation, and License Suspension
- Count 4:** \$1,000.00 and Remedial Education

Total: \$3,500.00

In addition, for violation of Count 3, the Board voted to suspend the license for a period of one month.

Furthermore, for violation of Count 3, the Board placed K & A Homes LLC's license on probation for a period of six months. The terms of the probation shall be that K & A Homes LLC must submit a statement that is in compliance with the Board's regulations every two months for the duration of the probationary period. K & A Homes LLC must not be found in violation of the Board's regulations during the probationary period.

The motion was approved with a vote of 13-0-2. Ayes: King, Groh, Branin, Brannan, Comstock, Costen, Heinline, Helmandollar, Lowe, McGonegal, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Crider, Spencer. **Absent:** Yoakum

In the matter of Disciplinary File Number 2024-02577, Steadfast Construction Inc. (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2024-02577
Steadfast
Construction
Inc.

Presiding Board Member Spencer was not present, did not participate in the discussion, and did not vote.

Herbert Rosenblum, Jack Prins, Nick Brown, Kenneth Krogmann, and Omar Ruiz, on behalf of the Regulant, participated in the Informal Fact-Finding Conference.

Jack Prins, on behalf of the Regulant, attended the Board meeting and agreed with the recommendation.

After discussion, a motion was made by Mr. Groh, seconded by Mr. Brannan, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Steadfast Construction Inc. violated the following:

- Count 1:** 18 VAC 50-22-260.B.9

- Count 2: 18 VAC 50-22-260.B.31**
- Count 3: 18 VAC 50-22-260.B.15**
- Count 4: 18 VAC 50-22-260.B.30**

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Brannan, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Spencer. **Absent:** Yoakum

Priors

On March 28, 2006, Steadfast Construction Inc. was found in violation of the Board for Contractors Regulations for hiring an unlicensed contractor. Consent Order 2005-05059 resulted in \$100.00 in fines, \$150.00 Board costs, and completion of Remedial Education. Compliance was obtained on November 8, 2006.

On June 23, 2020, Steadfast Construction Inc. was found in violation of the Board for Contractors Regulations for failure to have business properly registered with the Virginia State Corporation Commission. Consent Order 2019-02085 resulted in \$550.00 in fines, \$150.00 in Board costs, and completion of Remedial Education. Compliance was obtained on December 11, 2020.

On December 15, 2020, Steadfast Construction Inc. was found in violation of the Board for Contractors Regulations for contracting with an unlicensed contractor. Final Order 2020-00997 resulted in \$1,200.00 in fines, and completion of Remedial Education. Compliance was obtained on February 4, 2021.

After discussion, a motion was made by Mr. Groh, seconded by Mr. Crider, to impose the following sanctions:

- Count 1: \$500.00 and Remedial Education**
- Count 2: \$500.00 and Remedial Education**
- Count 3: \$1,450.00 and Remedial Education**
- Count 4: \$700.00 and Remedial Education**

Total: \$3,150.00

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Brannan, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Spencer. **Absent:** Yoakum

In the matter of Disciplinary File Number 2025-00122, Salty Dog, LLC (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2025-00122
Salty Dog, LLC

Presiding Board Member Spencer was not present, did not participate in the discussion, and did not vote.

Ryan Baxter, on behalf of the Regulant, participated in the Informal Fact-Finding Conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, a motion was made by Mr. Groh, seconded by Mr. Crider, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Salty Dog, LLC violated the following:

- Count 1: 18 VAC 50-22-230.A**
- Count 2: 18 VAC 50-22-260.B.9**
- Count 3: 18 VAC 50-22-260.B.31**
- Count 4: 18 VAC 50-22-260.B.27**
- Count 5: 18 VAC 50-22-260.B.17**
- Count 6: 18 VAC 50-22-260.B.33**

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Brannan, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Spencer. **Absent:** Yoakum

After discussion, a motion was made by Mr. Groh, seconded by Mr. Crider, to impose the following sanctions:

- Count 1: \$500.00 and Remedial Education**
- Count 2: \$500.00 and Remedial Education**
- Count 3: \$500.00 and Remedial Education**
- Count 4: \$1,000.00 and Remedial Education**
- Count 5: \$1,500.00 and Remedial Education**
- Count 6: \$1,000.00 and Remedial Education**

Total: \$5,000.00

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Brannan, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Taylor, Thornton and Trice. **Nays:** None. **Abstain:** Spencer. **Absent:** Yoakum

In the matter of Disciplinary File Number 2024-01662 Designer Solutions Inc. (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2024-01662
Designer
Solutions Inc.

Presiding Board Member Trice was not present, did not participate in the discussion, and did not vote.

Marjorie King, Executive Director, informed the Board of a grammatical error within the file where the respondent's name was recorded incorrectly and requires correction.

Miranda Dudley, on behalf of the Regulant, participated in the Informal Fact-Finding Conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, a motion was made by Mr. Groh, seconded by Mr. Crider, to adopt the amended Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Designer Solutions Inc. violated the following:

- Count 1: 18 VAC 50-22-260.B.8**
- Count 2: 18 VAC 50-22-260.B.29**
- Count 3: 18 VAC 50-22-260.B.33 x3**
- Count 4: 18 VAC 50-22-260.B.17**

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Brannan, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, and Thornton. **Nays:** None. **Abstain:** Trice. **Absent:** Yoakum

Priors

On August 12, 2022, Designer Solutions Inc. was found in violation of the Board for Contractors Regulations for two counts of failure to use written change orders, and for hiring an unlicensed contractor. Final Order 2021-00246 resulted in a fine of \$400.00 and assignment to Remedial Education. Compliance was obtained on December 8, 2022.

After discussion, a motion was made by Mr. Groh, seconded by Mr. Spencer, to impose the following sanctions:

- Count 1: \$400.00 and Remedial Education**
- Count 2: \$1,000.00 and Remedial Education**
- Count 3: \$2,550.00 and Remedial Education (three (3) violations at \$850.00 each)**
- Count 4: \$1,300.00 and License Revocation**

Total: \$5,250.00

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Brannan, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, and Thornton. **Nays:** None. **Abstain:** Trice. **Absent:** Yoakum

In the matter of Disciplinary File Number 2025-00400, Diamond Quality Construction LLC (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

Presiding Board Member Trice was not present, did not participate in the discussion, and did not vote.

Kevin Wheeler, Esq. and Jared Moore, on behalf of the Regulant, participated in the Informal Fact-Finding Conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

File Number
2025-00400
Diamond
Quality
Construction
LLC

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Diamond Quality Construction LLC violated the following:

- Count 1: 18 VAC 50-22-260.B.9
- Count 3: 18 VAC 50-22-260.B.27
- Count 4: 18 VAC 50-22-260.B.27
- Count 5: 18 VAC 50-22-260.B.5
- Count 6: 18 VAC 50-22-260.B.29
- Count 7: 18 VAC 50-22-260.B.17

As to Count 2, the Board closes this aspect of the file with a finding of no violation.

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Brannan, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, and Thornton. Nays: None. Abstain: Trice. Absent: Yoakum

After discussion, a motion was made by Mr. Spencer, seconded by Mr. McGonegal, to impose the following sanctions:

- Count 1: \$300.00 and Remedial Education
- Count 3: \$800.00 and Remedial Education
- Count 4: \$800.00 and Remedial Education
- Count 5: \$1,500.00 and Remedial Education
- Count 6: \$550.00 and Remedial Education
- Count 7: \$1,300.00 and Remedial Education

Total: \$5,250.00

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Brannan, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, and Thornton. Nays: None. Abstain: Trice. Absent: Yoakum

In the matter of Disciplinary File Number 2025-00587, Operations Advisors A LLC t/a Anthony Restoration (Regulant), the Board members reviewed the record, which consisted of the disciplinary file transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

Presiding Board Member Trice was not present, did not participate in the discussion, and did not vote.

Erik Lawson, Esq. and Brian Vent, on behalf of the Regulant, participated in the Informal Fact-Finding conference.

Brent Snyder (Complainant) attended the Board meeting and agreed with the recommendation.

Erik Lawson, Esq. and Brian Vent, on behalf of the Regulant, attended the Board meeting and agreed with the recommendation.

File Number
2025-00587
Operations
Advisors A
LLC t/a
Anthony
Restoration

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Operations Advisors A LLC t/a Anthony Restoration violated the following:

Count 1: 18 VAC 50-22-260.B.9

The motion was approved with a vote of 13-1-1. Ayes: King, Groh, Branin, Brannan, Comstock, Costen, Crider, Heinline, Helmandollar, McGonegal, Spencer, Taylor, and Thornton. **Nays:** Lowe. **Abstain:** Trice. **Absent:** Yoakum

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh, to impose the following sanction:

Count 1: \$450.00 and Remedial Education

Total: \$450.00

The motion was approved with a vote of 13-1-1. Ayes: King, Groh, Branin, Brannan, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, and Thornton. **Nays:** Lowe. **Abstain:** Trice. **Absent:** Yoakum

In the matter of Disciplinary File Number 2024-01969, Tillery Building Group, LLC (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

**File Number
2024-01969
Tillery Building
Group, LLC**

Presiding Board Member Comstock was not present, did not participate in the discussion, and did not vote.

John Tillery, on behalf of the Regulant, participated in the Informal Fact-Finding conference.

Deborah Armenti (Complainant) attended the Board meeting and disagreed with the recommendation.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Tillery Building Group, LLC violated the following:

Count 1: 18 VAC 50-22-230.A

Count 3: 18 VAC 50-22-260.B.9

Count 4: 18 VAC 50-22-260.B.33

Count 5: 18 VAC 50-22-260.B.33

Count 6: 18 VAC 50-22-260.B.25

Count 8: 18 VAC 50-22-260.B.28

As to Count 2 and Count 7, the Board closes these aspects of the file with a finding of no violation.

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Brannan, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** Comstock. **Absent:** Yoakum

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Brannan, to impose the following amended sanctions based upon the record and nature of the violations:

- Count 1: \$350.00 and Remedial Education**
- Count 3: \$450.00 and Remedial Education**
- Count 4: \$850.00 and Remedial Education**
- Count 5: \$850.00 and Remedial Education**
- Count 6: \$500.00, Remedial Education, and Probation**
- Count 8: \$1,700.00, Remedial Education, and Probation**

- Total: \$4,700.00**

For violations of Counts 6 and 8, the Board placed Tillery Building Group LLC's license on probation for a period of six months. The terms of the probation shall be:

1. Tillery Building Group LLC must submit proof acceptable to the Board that it has abated the NOV within six months of the date of this order, and
2. Tillery Building Group LLC must submit proof acceptable to the Board that it has satisfied the judgment within six months of the date of this order.

If Tillery Building Group LLC fails to comply with these terms, then the Board shall revoke Tillery Building Group LLC's license.

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Brannan, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** Comstock. **Absent:** Yoakum

In the matter of Disciplinary File Number 2025-00562, Warren E. Barnes, t/a Evan Sawyer Master Builder (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

Presiding Board Member Comstock was not present, did not participate in the discussion, and did not vote.

Richard and Cathy Moore (Complainants) attended the Board meeting and partially agreed with the recommendation.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

File Number
2025-00562
Warren E.
Barnes, t/a
Evan Sawyer
Master Builder

DRAFT AGENDA

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Trice, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Warren E. Barnes, t/a Evan Sawyer Master Builder violated the following

- Count 1: 18 VAC 50-22-260.B.9**
- Count 2: 18 VAC 50-22-260.B.31**
- Count 3: 18 VAC 50-22-260.B.27**
- Count 4: 18 VAC 50-22-260.B.27**
- Count 5: 18 VAC 50-22-260.B.27**
- Count 6: 18 VAC 50-22-260.B.33**
- Count 7: 18 VAC 50-22-260.B.33**
- Count 8: 18 VAC 50-22-260.B.33**
- Count 9: 18 VAC 50-22-260.B.33**
- Count 10: 18 VAC 50-22-260.B.33**

The motion was approved with a vote of 14-0-1. Ayes: King, Groh, Branin, Brannan, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** Comstock. **Absent:** Yoakum

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Crider, to impose the following amended sanctions based upon the record and nature of the violations:

- Count 1: \$450.00 and Remedial Education**
- Count 2: \$450.00 and Remedial Education**
- Count 3: \$800.00 and Remedial Education**
- Count 4: \$800.00 and Remedial Education**
- Count 5: \$2,000.00 and Remedial Education**
- Count 6: \$850.00 and Remedial Education**
- Count 7: \$850.00 and Remedial Education**
- Count 8: \$850.00 and Remedial Education**
- Count 9: \$850.00 and Remedial Education**
- Count 10: \$850.00 and Remedial Education**

Total: \$8,750.00

The motion was approved with a vote of 10-4-1. Ayes: King, Branin, Brannan, Costen, Crider, Heinline, Helmandollar, Spencer, Taylor, and Thornton. **Nays:** Groh, Lowe, McGonegal, and Trice. **Abstain:** Comstock. **Absent:** Yoakum

Chair, King called a recess to the meeting at 11:40 A.M.

Recess

Chair, King called the meeting back to order at 11:50 A.M.

Board member Brannan exited the meeting and will no longer be included in the vote.

**Board Member
Attendance**

In the matter of Disciplinary File Number 2025-00836, Hill Contracting Co LLC (Regulant), the Board members reviewed the record, which consisted of the disciplinary file, transcript, exhibits, and Summary of the Informal Fact-Finding Conference.

File Number
2025-00836
Hill
Contracting Co
LLC

Presiding Board Member Comstock was not present, did not participate in the discussion, and did not vote.

Eric Nathaniel Hill, on behalf of the Regulant, participated in the Informal Fact-Finding conference.

Eric Nathaniel Hill, on behalf of the Regulant, attended the Board meeting and agreed with the recommendation.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh, to adopt the Report of Findings, which contains the facts regarding the regulatory and/or statutory issues in this matter and adopts the Summary. The Report of Findings and Summary are incorporated as part of the Order.

The Board finds substantial evidence that Hill Contracting Co LLC violated the following:

Count 1: 18 VAC 50-22-260.B.15

The motion was approved with a vote of 13-0-1. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** Comstock. **Absent:** Brannan, Yoakum

Priors

On December 15, 2020, Hill Contracting Co LLC was found in violation of the Board for Contractor Regulations for failure to use written change orders. Consent Order 2020-01059 resulted in a fine of \$400.00, \$150.00 Board costs, and assignment to Remedial Education. Compliance was obtained on March 19, 2021.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh, to impose the following sanction:

Count 1: \$1,450.00 and Remedial Education

Total: \$1,450.00

The motion was approved with a vote of 13-0-1. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** Comstock. **Absent:** Brannan, Yoakum

Prima Facie Disciplinary Cases

Prima Facie
Disciplinary
Cases

In the matter of Prima Facie Disciplinary File Number 2024-02753, Eclat Construction LLC (Regulant), the Board members reviewed the record, which consisted of the Notice, the Report of Findings, including exhibits, and the Recommendation.

File Number
2024-02753
Eclat
Construction

The Regulant did not request an Informal Fact-Finding conference.

LLC

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Groh, seconded by Mr. Spencer, to adopt the report of findings including exhibits and the Recommendation. They are incorporated as part of the Order. The Board adopts the Recommendation.

The Board finds substantial evidence that Eclat Construction LLC violated the following:

Count 1: 18 VAC 30-22-260.B.2

Count 2: 18 VAC 50-22-220.C

The motion was approved with a vote of 13-0-0. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Comstock, Yoakum

A motion was made by Mr. Groh, seconded by Mr. Spencer, to impose the following sanctions:

Count 1: \$1,150.00, Remedial Education, and License Revocation

Count 2: \$500.00, Remedial Education, and License Revocation

Total: \$1,650.00

The motion was approved with a vote of 13-0-0. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Comstock, Yoakum

In the matter of Prima Facie Disciplinary File Number 2025-00922, Haley Enterprise LLC (Regulant), the Board members reviewed the record, which consisted of the Notice, the Report of Findings, including exhibits, and the Recommendation.

File Number
2025-00922
Haley
Enterprise
LLC

The Regulant did not request an Informal Fact-Finding conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Groh, seconded by Mr. Spencer, to adopt the report of findings including exhibits and the Recommendation. They are incorporated as part of the Order. The Board adopts the Recommendation.

The Board finds substantial evidence that Haley Enterprise LLC violated the following:

Count 1: 18 VAC 50-22-260.B.27

The motion was approved with a vote of 13-0-0. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Comstock, Yoakum

A motion was made by Mr. Groh, seconded by Mr. Spencer, to impose the following sanctions:

Count 1: \$800.00 and Remedial Education

Total: \$800.00

The motion was approved with a vote of 13-0-0. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Comstock, Yoakum

In the matter of Prima Facie Disciplinary File Number 2025-01471, K2 American Builder LLC (Regulant), the Board members reviewed the record, which consisted of the Notice, the Report of Findings, including exhibits, and the Recommendation.

File Number
2025-01471
K2 American
Builder LLC

The Regulant did not request an Informal Fact-Finding conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Groh, seconded by Mr. Spencer, to adopt the report of findings including exhibits and the Recommendation. They are incorporated as part of the Order. The Board adopts the Recommendation.

The Board finds substantial evidence K2 American Builder LLC violated the following:

Count 1: 18 VAC 50-22-260.B.9

Count 2: 18 VAC 50-22-260.B.33

Count 3: 18 VAC 50-22-260.B.27

Count 4: 18 VAC 50-22-260.B.6

The motion was approved with a vote of 13-0-0. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Comstock, Yoakum

Priors

On September 19, 2023, K2 American Builder LLC was found in violation of the Board for Contractors Regulations for failure to have all elements in a residential contract, and two counts of practicing in a class of license to which the contractor wasn't licensed. Final Order 2023-01801 resulted in a fine of \$2,050.00 and assignment to Remedial Education. Compliance has not been obtained.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh, to impose the following sanctions:

Count 1: \$450.00 and Remedial Education

Count 2: \$850.00 and Remedial Education

Count 3: \$800.00 and Remedial Education

Count 4: \$900.00, Remedial Education, and License Revocation

Total: \$3,000.00

The motion was approved with a vote of 13-0-0. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Comstock, Yoakum

In the matter of Prima Facie Disciplinary File Number 2025-01518, Thomas M Thompson III (Regulant), the Board members reviewed the record, which consisted of the Notice, the Report of Findings, including exhibits, and the Recommendation.

File Number
2025-01518
Thomas M
Thompson III

The Regulant did not request an Informal Fact-Finding conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Groh, seconded by Mr. Spencer, to adopt the report of findings including exhibits and the Recommendation. They are incorporated as part of the Order. The Board adopts the Recommendation.

The Board finds substantial evidence that Thomas M Thompson III violated the following:

Count 1: 18 VAC 50-22-260.B.14

Count 2: 18 VAC 50-22-260.B.16

Count 3: 18 VAC 50-22-230.A

The motion was approved with a vote of 13-0-0. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Comstock, Yoakum

A motion was made by Mr. Groh, seconded by Mr. Spencer, to impose the following sanctions:

Count 1: \$1,850.00, Remedial Education, and License Revocation

Count 2: \$1,800.00, Remedial Education, and License Revocation

Count 3: \$350.00 and Remedial Education

Total: \$4,000.00

The motion was approved with a vote of 13-0-0. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Comstock, Yoakum

In the matter of Prima Facie Disciplinary File Number 2025-02116, Thomas M Thompson III (Regulant), the Board members reviewed the record, which consisted of the Notice, the Report of Findings, including exhibits, and the Recommendation.

File Number
2025-02116
Thomas M
Thompson III

The Regulant did not request an Informal Fact-Finding conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Groh, seconded by Mr. Spencer, to adopt the report of findings including exhibits and the Recommendation. They are incorporated as part of the Order. The Board adopts the Recommendation.

The Board finds substantial evidence that Thomas M Thompson III violated the following:

- Count 1: 18 VAC 50-22-260.B.8
- Count 2: 18 VAC 50-22-230.A
- Count 3: 18 VAC 50-22-260.B.28
- Count 4: 18 VAC 50-22-260.B.28
- Count 5: 18 VAC 50-22-260.B.28

The motion was approved with a vote of 13-0-0. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. Nays: None. Abstain: None. Absent: Brannan, Comstock, Yoakum

A motion was made by Mr. Groh, seconded by Mr. Spencer, to impose the following sanctions:

- Count 1: \$400.00 and Remedial Education
- Count 2: \$350.00 and Remedial Education
- Count 3: \$1,700.00, Remedial Education, and License Revocation
- Count 4: \$1,700.00, Remedial Education, and License Revocation
- Count 5: \$1,700.00, Remedial Education, and License Revocation

Total: \$5,850.00

The motion was approved with a vote of 13-0-0. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. Nays: None. Abstain: None. Absent: Brannan, Comstock, Yoakum

In the matter of Prima Facie Disciplinary File Number 2025-01604, Glascock Electrical LLC (Regulant), the Board members reviewed the record, which consisted of the Notice, the Report of Findings, including exhibits, and the Recommendation.

File Number
2025-01604
Glascock
Electrical LLC

The Regulant did not request an Informal Fact-Finding conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Groh, seconded by Mr. Spencer, to adopt the report of findings including exhibits and the Recommendation. They are incorporated as part of the Order. The Board adopts the Recommendation.

The Board finds substantial evidence that Glascock Electrical LLC violated the following:

- Count 1: 18 VAC 50-22-260.B.8
- Count 2: 18 VAC 50-22-260.B.33

The motion was approved with a vote of 13-0-0. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. Nays: None. Abstain: None. Absent: Brannan, Comstock, Yoakum

A motion was made by Mr. Groh, seconded by Mr. Spencer, to impose the following sanctions

Count 1: \$400.00 and Remedial Education
Count 2: \$850.00 and Remedial Education
Total: \$1,250.00

The motion was approved with a vote of 13-0-0. Ayes: King, Groh, Branin, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Comstock, Yoakum

Board member Comstock returned to the meeting.

Board Member Attendance

In the matter of Prima Facie Disciplinary File Number 2025-01641, Lorenza D Wilson t/a Wilson's Home Improvement (Regulant), the Board members reviewed the record, which consisted of the Notice, the Report of Findings, including exhibits, and the Recommendation.

File Number
2025-01641
Lorenza D
Wilson t/a
Wilson's Home
Improvement

The Regulant did not request an Informal Fact-Finding conference.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Groh, seconded by Mr. Trice, to adopt the report of findings including exhibits and the Recommendation. They are incorporated as part of the Order. The Board adopts the Recommendation.

The Board finds substantial evidence that Lorenza D Wilson t/a Wilson's Home Improvement violated the following:

Count 1: 18 VAC 50-22-260.B.9
Count 2: 18 VAC 50-22-260.B.30
Count 3: 18 VAC 50-22-260.B.28

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

Priors
On April 19, 2011, Lorenza D Wilson t/a Wilson's Home Improvement was found in violation of the Board for Contractor Regulations for failing to respond to an investigator. Final Order 2011-03343 resulted in a fine of \$0.00.

A motion was made by Mr. Groh, seconded by Mr. Spencer, to impose the following sanction:

Count 1: \$450.00 and Remedial Education
Count 2: \$1,200.00, Remedial Education, and License Revocation
Count 3: \$1,700.00, Remedial Education, and License Revocation
Total: \$3,350.00

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

Consent Order Case Files

**Consent Order
Case Files**

In the matter of Consent Order File Number 2025-00875, Tri State Masters Inc. (Regulant), the Board reviewed the Consent Order as seen and agreed to by Tri State Masters Inc.

**File Number
2025-00875
Tri State
Masters Inc.**

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein the Tri State Masters Inc., acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Tri State Masters Inc. consents to the following violations of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.18 \$850.00
Count 2: 18 VAC 50-22-260.B.29 \$750.00

Tri State Masters Inc. agrees to Board costs of **\$350.00**.

Total fines and costs of \$1,950.00

Further, Tri State Masters Inc. agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-00876, Merlino Construction Group LLC (Regulant), the Board reviewed the Consent Order as seen and agreed to by Merlino Construction Group LLC.

**File Number
2025-00876
Merlino
Construction
Group LLC**

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein Merlino Construction Group LLC, acknowledges an understanding of the charges, and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Merlino Construction Group LLC consents to the following violation of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.18 \$850.00

Merlino Construction Group LLC agrees to Board costs of **\$350.00**.

Total fines and costs of \$1,200.00

Further, Merlino Construction Group LLC agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-02290, Merlino Construction Group LLC (Regulant), the Board reviewed the Consent Order as seen and agreed to by Merlino Construction Group LLC.

File Number
2025-02290
Merlino
Construction
Group LLC

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein Merlino Construction Group LLC, acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Merlino Construction Group LLC consents to the following violation of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.19 \$850.00

Merlino Construction Group LLC agrees to Board costs of **\$350.00**.

Total fines and costs of \$1,200.00

Further, Merlino Construction Group LLC agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-01326, Cabinet & More Inc., t/a H-Town Kitchen & Bath (Regulant), the Board reviewed the Consent Order as seen and agreed to by Cabinet & More Inc., t/a H-Town Kitchen & Bath.

File Number
2025-01326
Cabinet &
More Inc., t/a
H-Town
Kitchen & Bath

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein Cabinet & More Inc., t/a H-Town Kitchen & Bath acknowledges an understanding of the charges, and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Cabinet & More Inc., t/a H-Town Kitchen & Bath consents to the following violations of the Board's regulations:

Count 1:	18 VAC 50-22-260.B.8	\$400.00
Count 2:	18 VAC 50-22-260.B.9	\$450.00
Count 3:	18 VAC 50-22-260.B.33	\$850.00
Count 4:	18 VAC 50-22-260.B.13	\$2,100.00

Cabinet & More Inc., t/a H-Town Kitchen & Bath agrees to Board costs of **\$350.00**.

Total fines and costs of \$4,150.00

Further, Cabinet & More Inc., t/a H-Town Kitchen & Bath agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-01460, Perfect Solutions LLC, t/a Quality Built Exteriors (Regulant), the Board reviewed the Consent Order as seen and agreed to by Perfect Solutions LLC, t/a Quality Built Exteriors.

File Number
2025-01460
Perfect
Solutions LLC,
t/a Quality
Built Exteriors

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein Perfect Solutions LLC, t/a Quality Built Exteriors acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Perfect Solutions LLC, t/a Quality Built Exteriors consents to the following violations of the Board's regulations:

Count 1:	18 VAC 50-22-260.B.31	\$450.00
-----------------	------------------------------	-----------------

Perfect Solutions LLC, t/a Quality Built Exteriors agrees to Board costs of **\$350.00**.

Total fines and costs of \$800.00

Further, Perfect Solutions LLC, t/a Quality Built Exteriors agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-01486, Tile Guys LLC, t/a MVM Home Improvements (Regulant), the Board reviewed the Consent Order as seen and agreed to by Tile Guys LLC, t/a MVM Home Improvements.

**File Number
2025-01486
Tile Guys LLC,
t/a MVM Home
Improvements**

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein Tile Guys LLC, t/a MVM Home Improvements acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Tile Guys LLC, t/a MVM Home Improvements consents to the following violations of the Board's regulations:

Count 1:	18 VAC 50-22-260.B.8	\$400.00
Count 2:	18 VAC 50-22-260.B.9	\$450.00
Count 3:	18 VAC 50-22-260.B.31	\$400.00
Count 4:	18 VAC 50-22-260.B.27	\$800.00
Count 5:	18 VAC 50-22-260.B.33	\$850.00

Tile Guys LLC, t/a MVM Home Improvements agrees to Board costs of **\$350.00**.

Total fines and costs of \$3,250.00

In addition, the Board shall waive imposition of the \$450.00 monetary penalty for Count 2 on condition that Tile Guys LLC, t/a MVM Home Improvements provides a copy of its current contract to the Board within ninety (90) days of the effective date of this Consent Order. The contract must be in compliance with Board Regulation 18 VAC 50-22-260.B.9. If Tile Guys LLC, t/a MVM Home Improvements fails to comply with this condition, then the full monetary penalty will be automatically imposed.

Further, Tile Guys LLC, t/a MVM Home Improvements agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-01521, Coastal Pools and Spas of Virginia LLC, t/a Premier Pools Virginia Beach (Regulant), the Board reviewed the Consent Order as seen and agreed to by Coastal Pools and Spas of Virginia LLC, t/a Premier Pools Virginia Beach.

**File Number
2025-01521
Coastal Pools
and Spas of
Virginia LLC,
t/a Premier
Pools Virginia
Beach**

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein Coastal Pools and Spas of Virginia LLC, t/a Premier Pools Virginia Beach acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Coastal Pools and Spas of Virginia LLC, t/a Premier Pools Virginia Beach consents to the following violations of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.9 \$450.00

Coastal Pools and Spas of Virginia LLC, t/a Premier Pools Virginia Beach agrees to Board costs of **\$350.00**.

Total fines and costs of \$800.00

In addition, the Board shall waive imposition of the \$450.00 monetary penalty for Count 1 on condition that Coastal Pools and Spas of Virginia LLC, t/a Premier Pools Virginia Beach provides a copy of its current contract to the Board within ninety (90) days of the effective date of this Consent Order. The contract must be in compliance with Board Regulation 18 VAC 50-22-260.B.9. If Coastal Pools and Spas of Virginia LLC, t/a Premier Pools Virginia Beach fails to comply with this condition, then the full monetary penalty will be automatically imposed.

Further, Coastal Pools and Spas of Virginia LLC, t/a Premier Pools Virginia Beach agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-01538, J & J Weatherization Inc. (Regulant), the Board reviewed the Consent Order as seen and agreed to by J & J Weatherization Inc.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein J & J Weatherization Inc. acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

J & J Weatherization Inc. consents to the following violations of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.9 \$450.00

Count 2: 18 VAC 50-22-260.B.27 \$800.00

J & J Weatherization Inc. agrees to Board costs of **\$350.00**.

Total fines and costs of \$1,600.00

Further, J & J Weatherization Inc. agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

File Number
2025-01538
J & J
Weatherization
Inc.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-01568, HGE MID LLC, t/a Home Genius Exteriors (Regulant), the Board reviewed the Consent Order as seen and agreed to by HGE MID LLC, t/a Home Genius Exteriors.

File Number
2025-01568
HGE MID
LLC, t/a Home
Genius
Exteriors

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein HGE MID LLC, t/a Home Genius Exteriors acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

HGE MID LLC, t/a Home Genius Exteriors consents to the following violations of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.9 \$450.00
Count 2: 18 VAC 50-22-260.B.8 \$400.00

HGE MID LLC, t/a Home Genius Exteriors agrees to Board costs of **\$350.00**.

Total fines and costs of \$1,200.00

In addition, the Board shall waive imposition of the \$450.00 monetary penalty for Count 1 on condition that HGE MID LLC, t/a Home Genius Exteriors provides a copy of its current contract to the Board within ninety (90) days of the effective date of this Consent Order. The contract must be in compliance with Board Regulation 18 VAC 50-22-260.B.9. If HGE MID LLC, t/a Home Genius Exteriors fails to comply with this condition, then the full monetary penalty will be automatically imposed.

Further, HGE MID LLC, t/a Home Genius Exteriors agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-01597, YCI Inc. (Regulant), the Board reviewed the Consent Order as seen and agreed to by YCI Inc.

File Number
2025-01597
YCI Inc.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein YCI Inc. acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

YCI Inc. consents to the following violation of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.31 \$450.00

YCI Inc. agrees to Board costs of **\$350.00**.

Total fines and costs of \$800.00

It is noted that a member of Responsible Management for YCI Inc. was required to complete Remedial Education pursuant to the terms of the Consent Order entered into on December 10, 2025, in File No. 2024-00806.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-01644, M E Flow Inc. (Regulant), the Board reviewed the Consent Order as seen and agreed to by M E Flow Inc.

File Number
2025-01644
M E Flow Inc.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein M E Flow Inc. acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

M E Flow Inc. consents to the following violations of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.8 \$400.00

Count 2: 18 VAC 50-22-260.B.9 \$650.00

Count 3: 18 VAC 50-22-260.B.33 \$1,050.00

M E Flow Inc. agrees to Board costs of **\$350.00**.

Total fines and costs of \$2,450.00

In addition, for violation of Count 2, M E Flow Inc. agrees to provide a copy of its current contract within ninety (90) days of the effective date of this Consent Order. The contract must be in compliance with Board Regulation 18 VAC 50-22-260.B.9.

Further, M E Flow Inc. agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-01670, Gutter Ethics LLC (Regulant), the Board reviewed the Consent Order as seen and agreed to by Gutter Ethics LLC.

**File Number
2025-01670
Gutter Ethics
LLC**

Justin Garret Stanley, on behalf of the Regulant, attended the Board meeting.

A motion was made by Mr. Groh, seconded by Mr. Crider, to ratify the proposed Consent Order offer wherein Gutter Ethics LLC acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Gutter Ethics LLC consents to the following violation of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.31 \$450.00

Gutter Ethics LLC agrees to Board costs of **\$350.00**.

Total fines and costs of \$800.00

Further, Gutter Ethics LLC agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-01687, Progressive BC Enterprises Inc., t/a Thompson Construction, t/a Built by Thompson (Regulant), the Board reviewed the Consent Order as seen and agreed to by Progressive BC Enterprises Inc., t/a Thompson Construction, t/a Built by Thompson.

**File Number
2025-01687
Progressive BC
Enterprises Inc.,
t/a Thompson
Construction,
t/a Built by
Thompson**

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein Progressive BC Enterprises Inc., t/a Thompson Construction, t/a Built by Thompson acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Progressive BC Enterprises Inc., t/a Thompson Construction, t/a Built by Thompson consents to the following violations of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.9 \$450.00

Count 2: 18 VAC 50-22-260.B.33 \$850.00

Progressive BC Enterprises Inc., t/a Thompson Construction, t/a Built by Thompson agrees to Board costs of **\$350.00**.

Total fines and costs of \$1,650.00

In addition, for violation of Count 1, Progressive BC Enterprises Inc., t/a Thompson Construction, t/a Built by Thompson agrees to provide a copy of its current contract within ninety (90) days of the effective date of this Consent Order. The contract must be in compliance with Board Regulation 18 VAC 50-22-260.B.9.

Further, Progressive BC Enterprises Inc., t/a Thompson Construction, t/a Built by Thompson agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-01754, Zuleta Sheet Metal Inc. (Regulant), the Board reviewed the Consent Order as seen and agreed to by Zuleta Sheet Metal Inc.

File Number
2025-01754
Zuleta Sheet
Metal Inc.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein Zuleta Sheet Metal Inc. acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Zuleta Sheet Metal Inc. consents to the following violations of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.33 \$1,500.00

Zuleta Sheet Metal Inc. agrees to Board costs of **\$350.00**.

Total fines and costs of \$1,850.00

Further, Zuleta Sheet Metal Inc. agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-01763, Paramount Builders – Virginia LLC, t/a Paramount Builders LLC (Regulant), the Board reviewed the Consent Order as seen and agreed to by Paramount Builders – Virginia LLC, t/a Paramount Builders LLC.

File Number
2025-01763
Paramount
Builders –
Virginia LLC,
t/a Paramount
Builders LLC

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein Paramount Builders – Virginia LLC, t/a Paramount Builders LLC acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Paramount Builders – Virginia LLC, t/a Paramount Builders LLC consents to the following violations of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.9 \$450.00
Count 2: 18 VAC 50-22-260.B.10 \$500.00

Paramount Builders – Virginia LLC, t/a Paramount Builders LLC agrees to Board costs of **\$350.00**.

Total fines and costs of \$1,300.00

Further, Paramount Builders – Virginia LLC, t/a Paramount Builders LLC agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum.

In the matter of Consent Order File Number 2025-01827, CD Shanahan’s Heating and Cooling LLC (Regulant), the Board reviewed the Consent Order as seen and agreed to by CD Shanahan’s Heating and Cooling LLC.

File Number
2025-01827
CD Shanahan’s
Heating and
Cooling LLC

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein CD Shanahan’s Heating and Cooling LLC acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

CD Shanahan’s Heating and Cooling LLC consents to the following violations of the Board’s regulations:

Count 1: 18 VAC 50-22-260.B.9 \$450.00
Count 2: 18 VAC 50-22-260.B.33 \$850.00

CD Shanahan’s Heating and Cooling LLC agrees to Board costs of **\$350.00**.

Total fines and costs of \$1,650.00

In addition, for violation of Count 1, CD Shanahan’s Heating and Cooling LLC agrees to provide a copy of its current contract within ninety (90) days of the effective date of this Consent Order/ The contract must be in compliance with Board Regulation 18 VAC 50-22-260.B.9.

Further, CD Shanahan’s Heating and Cooling LLC agrees to successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-02137, Fisher Construction and Excavation LLC (Regulant), the Board reviewed the Consent Order as seen and agreed to by Fisher Construction and Excavation LLC.

File Number
2025-02137
Fisher
Construction
and Excavation
LLC

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein Fisher Construction and Excavation LLC acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Fisher Construction and Excavation LLC consents to the following violations of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.9 \$450.00
Count 2: 18 VAC 50-22-260.B.27 \$850.00

Fisher Construction and Excavation LLC agrees to Board costs of **\$350.00**.

Total fines and costs of \$1,600.00

Further, Fisher Construction and Excavation LLC agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-02342, B&B Property Innovations Inc. (Regulant), the Board reviewed the Consent Order as seen and agreed to by B&B Property Innovations Inc.

File Number
2025-02342
B&B Property
Innovations Inc.

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein B&B Property Innovations Inc. acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

B&B Property Innovations Inc. consents to the following violations of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.27 \$850.00

B&B Property Innovations Inc. agrees to Board costs of **\$350.00**.

Total fines and costs of \$1,200.00

Further, B&B Property Innovations Inc. agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

In the matter of Consent Order File Number 2025-02499, Brian D Kelly, t/a KAK Construction (Regulant), the Board reviewed the Consent Order as seen and agreed to by Brian D Kelly, t/a KAK Construction.

File Number
2025-02499
Brian D Kelly,
t/a KAK
Construction

The Regulant did not attend the Board meeting in person, by counsel, or by any other qualified representative.

A motion was made by Mr. Spencer, seconded by Mr. Groh, to ratify the proposed Consent Order offer wherein Brian D Kelly, t/a KAK Construction acknowledges an understanding of the charges and admits to the violation(s) of the Counts as outlined in the Report of Findings.

Brian D Kelly, t/a KAK Construction consents to the following violations of the Board's regulations:

Count 1: 18 VAC 50-22-260.B.27 \$800.00

Brian D Kelly, t/a KAK Construction agrees to Board costs of **\$350.00**.

Total fines and costs of \$1,150.00

Further, Brian D Kelly, t/a KAK Construction agrees to have a member of Responsible Management successfully complete a Board-approved remedial education class within ninety (90) days of the effective date of this Consent Order.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

V. EDUCATION

Education

Education Provider Applications

Education Provider Applications

Stephanie Keuther, Assistant Executive Director, shared that the Committee recommends approval for:

CodeUpdate RVA LLC – Seeking retroactive approval to 8/20/2025 – One (1) online continuing education course for HVAC Tradesmen, one (1) online continuing education course for Plumbing Tradesmen, and one (1) online continuing education for Gas Fitting Tradesmen.

**CodeUpdate
RVA LLC**

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

Mrs. Keuther shared that the Committee recommends approval for:

Abraham Gibbs – One (1) classroom/virtual webinar continuing education course for Electrical Tradesmen.

**Abraham
Gibbs**

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

Mrs. Keuther shared that the Committee recommends approval for:

Appalachian Energy Center at Appalachian State University – One (1) online continuing education course for Electrical Tradesmen.

**Appalachian
Energy Center
at Appalachian
State
University**

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

Mrs. Keuther shared that the Committee recommends approval for:

Keeping Current LLC – Two (2) classroom continuing education courses for Electrical Tradesmen.

**Keeping
Current LLC**

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

Mrs. Keuther shared that the Committee recommends approval for:

Glentronics Inc. – Two (2) classroom continuing education courses for Plumbing Tradesmen.

**Glentronics
Inc.**

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

Mrs. Keuther shared that the Committee recommends approval for:

Anderson Academy – Four (4) classroom and four (4) online vocational education courses for Electrical Tradesmen.

Anderson Academy

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

Mrs. Keuther shared that the Committee recommends approval for:

VTEC – Four (4) classroom vocational education and four (4) classroom continuing education courses for Certified Elevator Mechanics and Certified Accessibility Mechanics.

VTEC

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

Mrs. Keuther shared that the Committee recommends approval for:

Saint Paul's Leadership Institute – One (1) vocational education course for HVAC Tradesmen and one (1) vocational education course for Electrical Tradesmen.

Saint Paul's Leadership Institute

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 14-0-0. Ayes: King, Groh, Branin, Comstock, Costen, Crider, Heinline, Helmandollar, Lowe, McGonegal, Spencer, Taylor, Thornton, and Trice. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Yoakum

VI. NEW BUSINESS

New Business

Informal Fact-Finding Schedule

Informal Fact-Finding Schedule

Caroline Pruett, Assistant Director of Adjudication, presented the Board with the current informal fact-finding schedule for 2026.

Examination Update

Examination Update

Marjorie King, Executive Director, and Stephanie Keuther, Assistant Executive Director, presented the Board with the updated examination review schedule and reminded members of review processes.

NASCLA Examinations

NASCLA Examinations

Marjorie King, Executive Director, shared that NASCLA is currently in the process of developing a national examination for Plumbing Tradesmen and will continue to share updates with the Board.

Regulatory Update

Regulatory Update

18VAC50-22	General Regulatory Reduction	<ul style="list-style-type: none"> Regulation became effective September 1, 2025.
18VAC50-22	Eligibility Requirement Amendment	<ul style="list-style-type: none"> Regulation became effective September 1, 2025.
18VAC50-22	HB1707/SB1059 - <i>Exempt</i>	<ul style="list-style-type: none"> Regulation became effective September 24, 2025.
18VAC50-22	Renewal Notifications Amendment – <i>Fast-Track</i>	<ul style="list-style-type: none"> Staff to file fast-track action.
18VAC50-22 18VAC50-30	Change in Examination Fees	<ul style="list-style-type: none"> Public comment period concluded on September 26, 2025. No comments were received. A public hearing was held on August 19, 2025. No comments were received Board to consider adoption of final regulation at December 9, 2025, meeting.

DRAFT AGENDA. Materials contained in this agenda are proposed topics for discussion and are not to be considered as regulatory or official Board position. DRAFT AGENDA

Executive Director Report

Executive Director Report

Marjorie King, Executive Director, informed the Board of current and past statistical data related to Board license applications, processing times, calls received, examinations, and emails.

Ms. King shared that discussion of the potential to move Remedial Education classes to every other month, rather than the current monthly schedule, will be brought to the next meeting.

Board Member Professional Development

Board Member Professional Development

Marjorie King, Executive Director, commended the Board for their hard work and diligence and shared plans for future Board Member Professional Development.

Recovery Fund Statement

Recovery Fund Statement

Marjorie King, Executive Director, presented recovery fund statements for the months ending August and September 2025.

Ms. King also presented a forecast for the Board for Contractors Recovery Fund. Ms. King explained that the fund is expected to sustain itself for the next ten years according to the projection.

VIII. COMPLETE CONFLICT OF INTEREST FORM AND TRAVEL VOUCHER

Complete Conflict of Interest Form and Travel Voucher

Marjorie King, Executive Director requested the Board members complete their Conflict-of-Interest Statements and Travel Reimbursement Forms.

IX. ADJOURNMENT

Adjournment

Chair, King thanked the Board for Contractors and adjourned the meeting at 12:50 P.M.

The next Board meeting will be **December 9, 2025**.

Caitlin King, Chair

Date

James B. Wilkinson, Jr., Director

Date

Copy teste:

_____ Custodian of the Record

DRAFT AGENDA Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA



TO: BOARD FOR CONTRACTORS
FROM: STEPHANIE KEUTHER, ASSISTANT EXECUTIVE DIRECTOR
SUBJECT: EXAMINATION REVIEW AND UPDATE
DATE: DECEMBER 9, 2025

On October 22, 2025, the subject matter experts (SMEs) completed their review of the PSI examination questions for the Virginia Contractor – Class A and Class B exams. This review ensured that the content aligns with current industry standards and recent regulatory changes.

PSI has informed staff that full development timelines for updated exams can take up to 13 weeks. However, PSI has indicated a willingness to fast-track priority exams, which would allow high-volume exams to be updated and administered more efficiently.

The Board’s most frequently taken contractor examinations include:

- VA Contractor – Class A or Class B
- VA Residential Building Contracting
- VA Home Improvement Contracting
- VA Commercial Building Technical Contractor
- VA Master HVAC
- VA Contractor – Class A or Class B (Spanish)

Should the Board approve, a motion is needed to adopt the SME-recommended updates and authorize PSI to fast-track implementation of these examinations.

Sample Motion:

“I move that the Board approve the updated Virginia Contractor – Class A and Class B examinations as presented and direct PSI to proceed with fast-track final development and implementation.”

DRAFT AGENDA Materials presented at this meeting are proposed topics for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA

Virginia Board for Contractors

Update on Regulatory Actions – 18VAC50-22

(as of December 9, 2025)

Action: General Regulatory Reduction

Final Effective

- Regulation became effective September 1, 2025.

Action: Eligibility Requirement Amendment

Final Effective

- Regulation became effective September 1, 2025.

Action: HB1707/SB1059 – *Exempt*

Final Effective

- Regulation became effective September 24, 2025.

Action: Renewal Notifications Amendment – *Fast-Track*

Current Stage: Fast-Track – unfiled

- At the April 29, 2025, meeting, the Board authorized staff to file a fast-track action to amend its regulations to address the usage of terms inconsistent with Board practice.

Next Step: Filing of Fast-Track Action

- Staff to file fast-track action.

Update on Regulatory Fee Actions: 18VAC50-22 & 18VAC50-30

(as of December 9, 2025)

Action: Change in Examination Fees

Current Stage: Final Adoption

- Public comment period concluded on September 26, 2025. No comments were received. A public hearing was held on August 19, 2025. No comments were received.
- Board to consider adoption of final regulation at December 9, 2025, meeting.

Next Step: Final

- Staff to file Final stage.
- Executive Branch to complete review.

DRAFT AGENDA Materials contained in this agenda are proposed for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA

1 **Project 7338 - Final**

2 **Board For Contractors**

3 **Change in Examination Fee Provisions**

4 **18VAC50-22-80. ~~Examinations~~ Examination fees.**

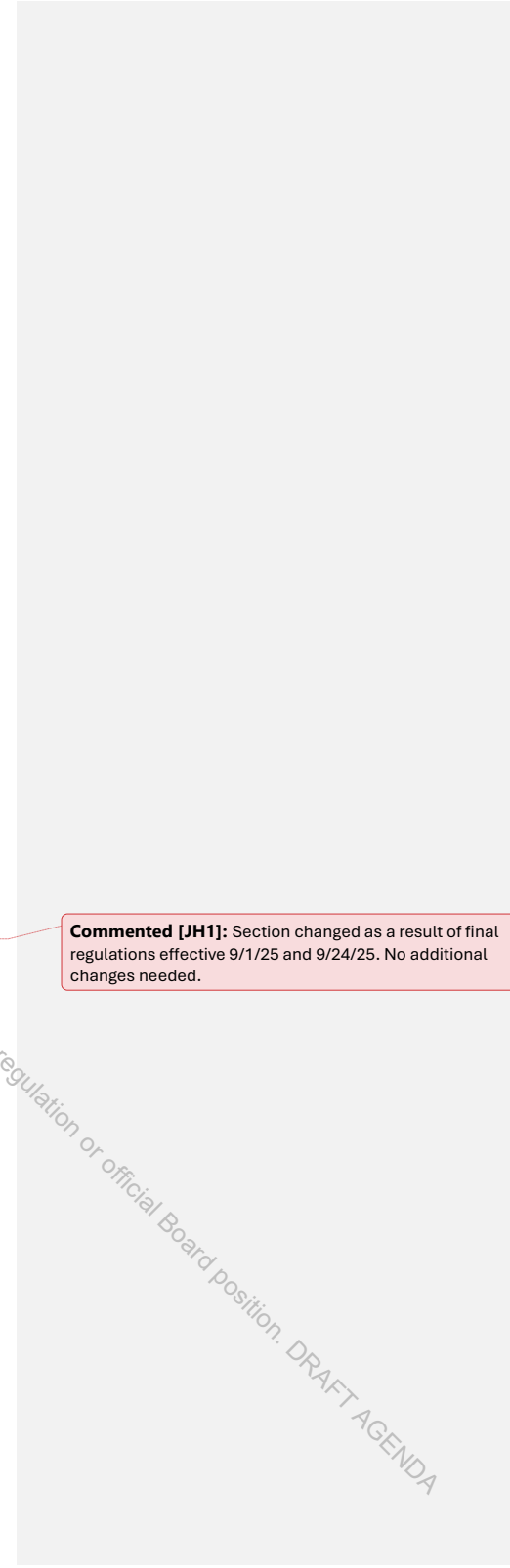
5 ~~All examinations required for licensure shall be approved by the board and provided by the~~
6 ~~board or a testing service acting on behalf of the board, or another governmental agency or~~
7 ~~organization. The examination fee shall consist of the administration expenses of the Department~~
8 ~~of Professional and Occupational Regulation ensuing from the board's examination procedures~~
9 ~~and contract charges. Exam service contracts shall be established through competitive~~
10 ~~negotiation. The fee for examination is subject to contracted charges to the board by an outside~~
11 ~~vendor based on a contract entered into in compliance with the Virginia Public Procurement Act~~
12 ~~(§ 11-35 et seq. of the Code of Virginia) (§ 2.2-4300 et seq. of the Code of Virginia). The current~~
13 ~~examination shall not exceed a cost of \$400 \$200 per element to the candidate. Fees may be~~
14 ~~adjusted and charged to the candidate in accordance with this contract.~~

15 **18VAC50-22-100. Fees.**

16 All fees required by the board are nonrefundable. In the event that a check, money draft, or
17 similar instrument for payment of a fee required by statute or regulation is not honored by the
18 bank or financial institution named, the applicant or regulant will be required to remit fees sufficient
19 to cover the original fee, plus an additional processing charge set by the department:

Commented [JH1]: Section changed as a result of final regulations effective 9/1/25 and 9/24/25. No additional changes needed.

Fee Type	When Due	Amount Due
Class C Initial License	with license application	\$235
Class B Initial License	with license application	\$380
Class A Initial License	with license application	\$400
Temporary License	with license application and applicable initial license fee	\$60

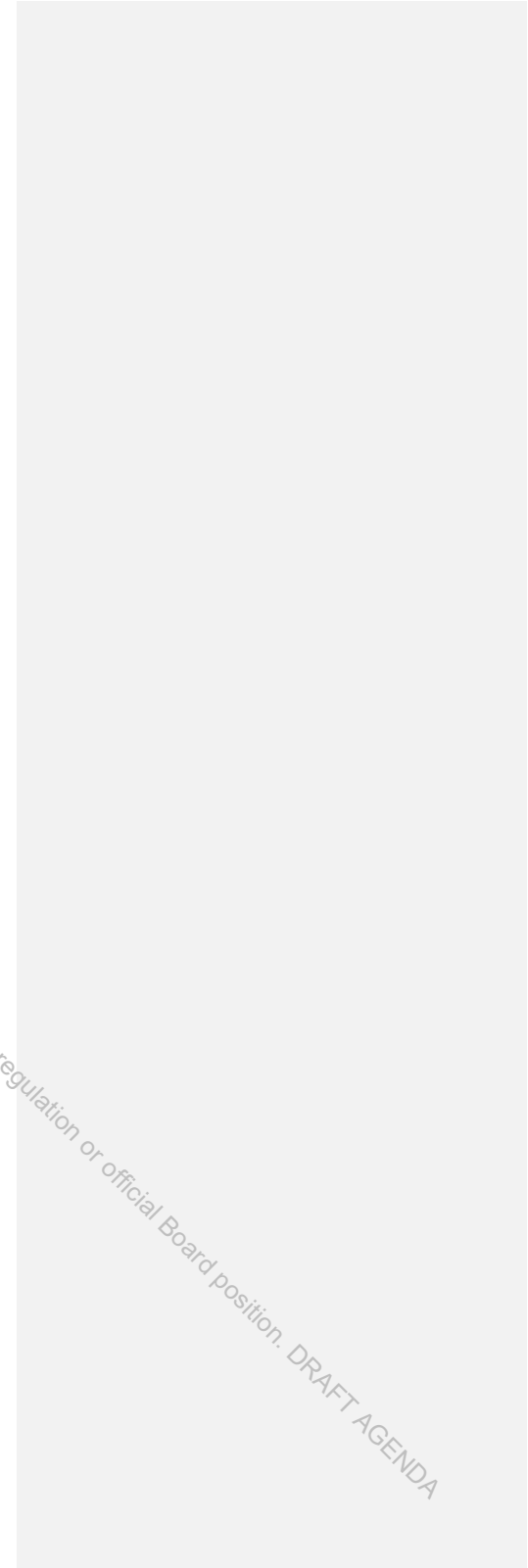


Residential Building Energy Analyst Firm License	with license application	\$240
Change of Designated Employee	with change application	\$125
Change of Qualified Individual	with change application	\$125
Addition of Classification or Specialty	with change application	\$125

20 In accordance with § 54.1-1119 of the Code of Virginia, a \$25 Recovery Fund assessment is
 21 also required with each initial license application. No Recovery Fund assessment is required for
 22 residential building energy analyst firm license, change of designated employee, change of
 23 qualified individual, or addition of classification or specialty.

24 **18VAC50-30-100. Fees for examinations Examination fees.**

25 The fee for examination fee shall consist of the administration expenses of the department
 26 resulting from the board's examination procedures and contract charges. Exam service contracts
 27 shall be established through competitive negotiation, is subject to contracted charges to the board
 28 by an outside vendor based on a contract entered into in compliance with the Virginia Public
 29 Procurement Act (§ 2.2-4300 et seq. of the Code of Virginia). The current examination [shall will
 30] not exceed a cost of \$100 \$200 for the journeyman exam, \$125 \$225 for the master exam for
 31 any of the trades, or \$400 \$200 for the backflow prevention device worker, elevator mechanic,
 32 accessibility mechanic, or water well systems provider exams. Fees may be adjusted and charged
 33 to the candidate in accordance with this contract.



DRAFT AGENDA. All materials contained in this agenda are proposed topics for discussion and cannot be construed as regulation or official Board position. DRAFT AGENDA



Board for Contractors

AMENDED Guidance Document Revisions Effective
8/19/2025

INTERPRETATIONS AND POLICIES:

*The date in parentheses is the date the interpretation/policy was initially adopted

§ 54.1-1100. Definitions.

Contractor

(8/25)

A licensed contractor may not bid on work where the primary scope of the contract is outside the definition of the specialties/classifications permitted for the contractor's license, even if there is incidental work contained within the bid or contract that is within the scope of the contractor's license. A licensed contractor may bid on work, or enter into a contract for work, which is outside the scope of the contractor's license classification or specialty services provided that the contractor subcontracts that work to properly licensed contractors and the work of the subcontractors is incidental to the contract. For purposes of this guidance, "primary scope of the contract" means the main activities and deliverables expected from a contract. Any contracted work that is ancillary to accomplish the primary scope of the contract, but is outside the scope of the contractor's license, is considered to be incidental.

§ 54.1-1101 Exemptions

(09/20)

"For own use" means that the person performing or supervising the construction of a residential building must live in the residential building upon completion, unless they can be exempted based on the familial relationship as outlined in § 54.1-1101.8, and the person performing or supervising repair of or improvements to a commercial building must first occupy all or part of the building and operate their business from that occupancy. The Board stated that there should be no misunderstanding that a person who performs or supervises the construction of or improvements to any building with the intent to sell it must have a contractor's license.

General Definitions of Undefined Terms

New Construction

(07/97)

Any construction activity that occurs outside the original building perimeter is considered "NEW" construction.

Practical Experience in a Trade

(03/05) Activity regulated by the USBC and applicable referenced model code.

Supervision of Helpers and Laborers

(12/05) The definition of "supervision" states that a licensed tradesman must "periodically" observe and evaluate the performance of helpers and laborers performing trade-related tasks. That definition does not mean that a A-licensed tradesman is not required to be on the job site at all times, but that the helpers and laborers should be observed and evaluated periodically at a reasonable time frame for the qualifications of the person completing the work and the risk associated with the work being performed.

Change Orders

(03/06) The term "change order," as used in 18VAC50-22-260 B.31, means any modification in the original contract including, but not limited to: 1) Time to complete the job; 2) Change in materials; 3) Change in cost; or, 4) Change in the scope of work. A change order must be signed by the consumer and the licensee or the licensee's agent.

Routine Maintenance

(10/15) The term "routine maintenance," as used in 18VAC50-22-260 B.8 of the Board for Contractors Regulations means recurring, preventative, and on-going activity necessary to delay or prevent the failure of a building, equipment, machinery, plant, structure, or system, against normal wear and tear and is generally set by the manufacturer, the USBC, or by generally accepted practices within the industry.

18 VAC 50-22-20. Definitions of license classifications.

Commercial Building (CBC) and Residential Building (RBC)

(12/14) A contractor with the Commercial Building (CBC) or Residential Building (RBC) classification may perform foundation work, to include pilings.

(12/14) A contractor holding the Commercial Building (CBC) or Residential Building (RBC) classification may complete paving and concrete work which is incidental to the primary scope of the contract and adjacent to the structure being constructed (i.e., sidewalks, walkways, and driveways).

Highway/Heavy Contractors (H/H)

(12/14) Contractors holding the Highway/Heavy classification are permitted to install, maintain, or dismantle water, gas, and sewer connections and remove or repair water and sewer lines from the street to the structure and may complete the plumbing connection. For sewer lines this would be to the house or building clean-out. For water lines this would be to the stub out or connection point to the structure.

(8/25) Contractors holding the Highway/Heavy classification are permitted to install, maintain, or dismantle oil/water separators and grease interceptors (grease traps) located outside the structure. This does not include grease recovery devices, which may be installed, maintained, or dismantled by a licensed contractor with the plumbing contractor (PLB) classification.

18 VAC 50-22-30. Definitions of specialty services.

Billboard/Sign Contracting (BSC)

(12/14) Contractors who erect billboards for their own use on another's property are exempt from licensing requirements.

Electronic/Communication Service Contracting (ESC)

(07/93) Attaching telecommunications equipment to existing systems does not fall within the definition of contractor.

Elevator/Escalator Contracting (EEC)

(8/25) Construction Elevators: Elevating devices used during construction are classified and regulated based on their intended use.

- Elevators that are permanently installed and designated for temporary use during construction are governed by the ASME A17.1, Section 5.10¹. These are fully regulated elevator systems that must comply with the installation, inspection, testing, and operational requirements set forth in the ASME Safety Code for Elevators and Escalators. These elevators must be installed by a licensed elevator contractor with certified elevator mechanics.
- Personnel hoists and employee elevators installed on the exterior of buildings or structures on construction and demolition sites do not require installation, maintenance, or repair work to be performed by a licensed elevator contractor with certified elevator mechanics as they do not fall under ASME. These systems are distinct from temporary construction elevators and are governed by ANSI/ASSP A10.4²

Home Improvement Contracting (HIC)

(07/05) HIC contractors are not permitted to do framing work that is outside the footprint (horizontal and vertical) and boundaries of the original structure. They may not add roofing to decks, patios, or other portions of a structure that does not already have an existing roof.

(06/18) The term "utility out building," means a one story, detached building, less than 256 square feet, that does not require a permit to construct (i.e., shed, playhouse, gazebo).

Landscape Service Contracting (LSC)

(12/07) A landscape service contractor may install decorative fountains but must sub-contract trade-related work to an appropriately licensed contractor. They may also construct steps that are part of a landscape project but not those that serve as ingress or egress to a structure.

(12/14) General landscape services, such as mowing, trimming, placement of plant material, and tree removal, do not require license issued by the Board for Contractors.

(07/16) A contractor holding the landscape services specialty may install fencing that is not required by statute or regulation (such as swimming pool barrier, fencing around hazardous material storage, etc.)

¹ American Society of Mechanical Engineers: This code includes requirements for elevators, escalators, dumbwaiters, moving walks, material lifts, and dumbwaiters with automatic transfer devices.

² American National Standards Institute/American Society of Safety Professionals: Personnel Hoists and Employee Elevators on Construction Sites.

Manufactured Home Contracting (MHC)

(12/14) The cost of the manufactured home must be included in the contract when determining what Class of license is required by the contractor, unless the contractor separately delineates the cost of the manufactured home and the cost of the installation, in which case the Class of license of the contractor can be based solely on the cost of installation.

Onsite Sewage System Contracting (ADS & CDS)

(10/19) For onsite sewage system work only, the Board will consider the definition of "maintenance" in 18VAC160-40-10 and § 32.1-163 of the Code of Virginia as it pertains to the type of work that would not require a contractor's license with the ADS or CDS specialty. However, any other regulated work (i.e., contracting, installations and repairs, or operations and maintenance) performed by the individual or contractor must be done in compliance with Chapters 11 and 23 of Title 54.1 of the Code of Virginia as applicable.

18 VAC 50-22-50 and 18 VAC 50-22-60. Requirements for a Class B and Class A license

Reporting of financial history

(04/94) The value of land used in the determination of net assets may be done with either the assessed tax value or the appraised value from a certified appraiser, and, in either case, the applicant must furnish documents to establish the chosen value.

(04/98) Assets used to determine whether a Class A Contractor Business meets the \$45,000.00 net worth requirement must be in the name of the business entity applying for the license. If a CPA reviewed balance sheet is used to document the business' net worth, it must have been completed within twelve months of the date of application. There may be no jointly owned property or assets for Sole Proprietors.

(06/19) Assets used to determine whether a Class B Contractor Business meets the \$15,000 net worth requirement must be in the name of the business entity applying for the license. If a CPA reviewed balance sheet is used to document the business' net worth, it must have been completed within twelve months of the date of application. There may be no jointly owned property or assets for Sole Proprietors.

18 VAC 50-22-260. Filing of charges; prohibited acts.

Failure to use residential contract (B.8)

(12/07) In situations involving houses built on speculation. If the house is purchased or if a contract to purchase the home is made prior to the issuance of the final certificate of occupancy, then the contractor must use a contract that contains all of the provisions set forth in 18 VAC 50-22-260 B 9 of the regulations. If the house is purchased after a final certificate of occupancy is issued, then it becomes a real estate transaction and no residential construction contract is required.

Electronic Transactions: Contracts and Change Orders for Residential Transactions

(8/25) A contractor may use electronic documents, electronic signatures, or electronic authorizations (as set forth in the Uniform Electronic Transaction Act (§ 59.1-479 et seq. of the Code of Virginia)). For purposes of compliance with 18VAC50-22-260.B.8 and 18VAC50-22-260.B.31, a contract or change order is considered "signed" when there is preserved documentation that the parties have affirmed an agreement.

Service Contracts

(04/16) Work done that is included in a service contract does not require an additional contract and will be considered to have met the requirements of the regulations. Work that is not included in the service contract must meet the contract requirements set forth in the regulations. Additionally, repair or replacement work, above the diagnostic service or work done to stabilize an emergency condition, must also meet the contract requirements.

18 VAC 50-30-10. Definitions.

Incidental

(12/14) Gas fitting is not incidental and must be done by a licensed gas fitter.

18VAC 50-30-39. Evidence of ability and proficiency.

(10/07) Certified trade-related building inspectors may count a single year of full-time inspection experience, and the related training, as fulfilling the 240-hour education requirement for licensure set forth in 18VAC50-30-39 of the regulations, but that inspection experience does not meet the definition of practical experience in that same section.

18 VAC 50-30-120. Renewal. (individual licenses/certifications)

(10/07) Instructors of approved continuing education training courses may receive credit for courses they teach.

General Policies

(09/05) The business name of a licensed contractor cannot reflect work that the contractor is not licensed to perform.

(06/07) General Complaint Processing - In order to more efficiently utilize agency and board resources, any pending or future complaints received against revoked licenses will be closed administratively.

(08/09) The Board will not provide extensions to the due dates of provisions of Final and Consent Orders.

- (12/09) Tradesman examination approvals are valid for one year. Extensions will not be granted.
- (10/12) Contractors with the Highway/Heavy, HVAC and Plumbing classification may install/drill horizontal geothermal trenches and piping 10 feet below grade that is associated with horizontal loop geothermal system.
- (12/14) Contractors holding the CBC, RBC or HVAC classifications or the HIC or CIC specialties may install factory engineered fireplaces, fireplace inserts, or wood stoves. Venting for any of these or similar appliances must be completed by a contractor holding the HVAC classification.
- (12/14) Tradesmen are permitted to perform work that is within the scope of the applicable section of the USBC for their trade. Work experience used by applicants for tradesman licenses must be for work that is within the scope of the applicable section of the USBC for their trade.
- (07/16) In order for an applicant to qualify for an “umbrella” specialty (HIC or CIC) they must have experience in at least three of the “breakout” specialties. For example, an applicant with experience in flooring, painting, and roofing would be eligible for the applicable improvement specialty. However, an applicant with only flooring and painting experience would be required to hold both the PTC and FLR specialties. The “breakout” specialties are: DRY, FIN, FLR, GLZ, INS, BRK, PTC, ROC, TMC, and FRM.
- (06/19) Contractors that install residential emergency generators must hold a license with the Electrical Contractor (ELE) license classification. The installation of commercial generators may be completed by contractors holding a license with the CBC license classification or CIC license specialty, with the exception that all trade-related work must be completed by a properly licensed contractor with the applicable trade-related classification or specialty.
- (09/20) The replacement of dryer vent covers does not fall within the definition of “contractor” and no license is required to perform this task. This is restricted to the replacement of existing dryer vent covers only.
- (12/22) Contractor specialty examination approvals are valid for one year. Extensions will not be granted.

Examination Policies

- (07/15) Individuals are prohibited from registering for or taking an examination that they have already successfully completed, when there is no requirement for the individual to complete the examination a subsequent time.
- (10/15) All Qualified Individuals that, as part of an application, are required to complete a technical examination, must be approved by the Board for Contractors to sit for that

examination. As part of the application process the Qualified Individual candidate will provide documentation of experience in the specialty in which they will serve as the Qualified Individual.

DRAFT AGENDA Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA

(06/19) Examination candidates are allowed to use a language glossary for word-to-word translations during the examination. However, foreign language interpreters are not allowed at examination sites.

General Definitions

Retaining Walls

(8/25) The LSC specialty service is permitted under 18VAC50-22-30 to construct retaining walls for landscaping purposes. Such contractors may only construct non-structural retaining walls with less than 3' of unbalanced fill.

Contractors holding a CBC, RBC, or H/H classification may construct, remove, repair, or improve retaining walls as applicable to the scope of practice allowed by their license classification.

DRAFT AGENDA Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA

DEPARTMENT OF PROFESSIONAL
& OCCUPATIONAL REGULATION

**VIRGINIA CONTRACTOR
TRANSACTION
RECOVERY ACT FUND**

FINANCIAL STATEMENTS

Cash Basis

For the Month Ended

September 30, 2025

DRAFT AGENDA Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA

DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION
VIRGINIA CONTRACTOR TRANSACTION RECOVERY ACT FUND
BALANCE SHEET
GOVERNMENTAL FUNDS
9/30/2025

	Special Revenue Funds		
	Principal	Interest	Totals
ASSETS			
Cash and Cash Equivalents	\$ 3,394,925	\$ 578,226	\$ 3,973,151
Total Assets	<u>\$ 3,394,925</u>	<u>\$ 578,226</u>	<u>\$ 3,973,151</u>
FUND BALANCES			
Reserved for Payment of Future Claims	\$ 3,394,925	\$ -	\$ 3,394,925
Reserved for Administration of Recovery Act	-	578,226	578,226
Total Fund Balances	<u>\$ 3,394,925</u>	<u>\$ 578,226</u>	<u>\$ 3,973,151</u>

The accompanying notes are an integral part of this statement.

DRAFT AGENDA Material contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION
VIRGINIA CONTRACTOR TRANSACTION RECOVERY ACT FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE MONTH ENDED 09/30/2025**

	CURRENT MONTH			YEAR TO DATE		
	Principal Fund	Interest Fund	Totals	Principal Fund	Interest Fund	Totals
REVENUES:						
Assessments	\$ 65,385	\$ -	\$ 65,385	\$ 198,985	-	\$ 198,985
Unclaimed Property	-		-	-		-
Investment Income		13,571	13,571		41,799	41,799
Recoveries on Paid Claims	3,170	-	3,170	\$ 4,293	\$ -	4,293
Total Revenues:	<u>68,555</u>	<u>13,571</u>	<u>82,126</u>	<u>203,278</u>	<u>41,799</u>	<u>245,077</u>
EXPENDITURES:						
Claims Expense	6,095	-	6,095	482,415	-	482,415
Other Operating Expense		-	-		-	-
Collection Expense			-	75	-	75
Postage Expense		-	-		212	212
Salary Expense	-	3,382	3,382	-	5,583	5,583
Total Expenses:	<u>6,095</u>	<u>3,382</u>	<u>9,477</u>	<u>482,490</u>	<u>5,795</u>	<u>488,285</u>
Net Change before Special Assessments	<u>62,460</u>	<u>10,189</u>	<u>72,649</u>	<u>(279,212)</u>	<u>36,004</u>	<u>(243,208)</u>
Net Change in Fund Balances	<u>62,460</u>	<u>10,189</u>	<u>72,649</u>	<u>(279,212)</u>	<u>36,004</u>	<u>(243,208)</u>
Beginning Fund Balance	<u>3,332,465</u>	<u>568,037</u>	<u>3,900,502</u>	<u>3,674,137</u>	<u>542,222</u>	<u>4,216,359</u>
Ending Fund Balance	<u>\$ 3,394,925</u>	<u>\$ 578,226</u>	<u>\$ 3,973,151</u>	<u>\$ 3,394,925</u>	<u>\$ 578,226</u>	<u>\$ 3,973,151</u>

DRAFT AGENDA Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION
VIRGINIA CONTRACTOR TRANSACTION RECOVERY ACT FUND
SUPPLEMENTAL SCHEDULE OF CLAIMS PAID
September 30, 2025**

CLAIMS PAID:	Number of Payments	Dollar Amount of Claims Paid	Related Recoveries	Net Payments
July 1 2025 - June 30, 2026	43	\$482,415.31	\$4,293.28	\$478,122.03
July 1, 2024 - June 30, 2025	74	\$712,083.53	\$38,602.14	\$673,481.39
July 1 2023 - June 30, 2024	104	\$896,543.71	\$76,333.80	\$820,209.91
July 1, 2022 - June 30, 2023	78	\$831,812.78	\$60,147.62	\$771,665.16
July 1, 2021 - June 30, 2022	43	\$615,360.43	\$11,423.70	\$603,936.73
July 1, 2020 - June 30, 2021	61	\$938,400.56	\$34,465.74	\$903,934.82
July 1, 2019 - June 30, 2020	56	\$661,233.50	\$33,085.79	\$628,147.71
July 1, 2018 - June 30, 2019	81	\$1,109,145.56	\$79,604.79	\$1,029,540.77
July 1, 2017 - June 30, 2018	77	\$864,135.32	\$22,974.27	\$841,161.05
July 1, 2016 - June 30, 2017	58	\$792,184.39	\$39,211.88	\$752,972.51
July 1, 2015 - June 30, 2016	44	\$718,165.22	\$10,994.99	\$707,170.23
July 1, 2014 - June 30, 2015	61	\$891,023.44	\$10,006.32	\$881,017.12
July 1, 2013 - June 30, 2014	81	\$1,240,818.00	\$15,547.00	\$1,225,271.00
July 1, 2012 - June 30, 2013	88	\$1,444,814.13	\$42,774.21	\$1,402,039.92
July 1, 2011 - June 30, 2012	84	\$1,269,360.67	\$73,182.06	\$1,196,178.61
July 1, 2010 - June 30, 2011	100	\$1,591,932.00	\$27,735.00	\$1,564,197.00
July 1, 2009 - June 30, 2010	93	\$1,199,116.00	\$52,636.00	\$1,146,480.00
July 1, 2008 - June 30, 2009	221	\$2,737,152.00	\$60,491.00	\$2,676,661.00
July 1, 2006 - June 30, 2008	332	\$3,744,957.00	\$84,939.00	\$3,660,018.00
July 1, 2004 - June 30, 2006	209	\$1,706,373.00	\$84,949.00	\$1,621,424.00
July 1, 2002 - June 30, 2004	172	\$1,127,366.00	\$57,084.00	\$1,070,282.00
July 1, 2000 - June 30, 2002	190	\$1,298,012.00	\$86,865.00	\$1,211,147.00
July 1, 1992 - June 30, 2000	595	\$3,508,005.00	\$89,773.00	\$3,418,232.00
July 1, 1980 - June 30, 1992	996	\$5,281,319.00	\$86,074.00	\$5,195,245.00

This schedule is presented on a cash basis and represents aggregate claims paid and related recoveries. Recoveries are often received and reported in a different year from when the claim was paid.

This schedule is presented as required by statute for discussion and review by the Board of Professional Regulation or official Board Position. DRAFT AGENDA

FS4 - NOTES

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION
VIRGINIA CONTRACTOR TRANSACTION RECOVERY ACT FUNDS
NOTES TO FINANCIAL STATEMENTS
September 30, 2025**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The following is a summary of certain significant accounting policies employed by the Department of Professional and Occupational Regulation in administering the Virginia Contractor Transaction Recovery Act Funds.

A. Basis of Presentation

The accompanying financial statements have been prepared using governmental fund accounting as prescribed by the Governmental Accounting Standards Board (GASB). The financial statements are prepared on the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles.

B. Reporting Entity

These financial statements report the financial activity of the Virginia Contractor Transaction Recovery Act Fund, which is administered by the Department of Professional and Occupational Regulation. The Department exercises oversight authority over other funds which are not included in these financial statements.

C. Financial Statement Presentation

Special Revenue Funds account for transactions related to resources received and used for restricted or specific purposes. The Virginia Contractor Transaction Recovery Act Fund, which is reported as a special revenue fund, is established under Section 54.1-1118 of the *Code of Virginia* to reimburse claimants for losses incurred through improper or dishonest conduct by licensed contractors.

D. Measurement Focus and Basis of Accounting

The governmental fund financial statements are reported using the current financial resources measurement focus and the cash basis of accounting. Revenues are recognized when cash is received and expenditures are recorded when paid. The Department uses the cash basis of accounting during the year and prepares financial statements in accordance with generally accepted accounting principles at year

E. Cash and Cash Equivalents

Cash and cash equivalents consist of cash on hand, demand deposits, and investments in the Local Government Investment Pool (LGIP). Investments in the Local Government Investment Pool are reported as cash equivalents since they are readily convertible to cash.

2. RESTRICTED FUND BALANCES

Assets held in the Virginia Transaction Recovery Act Funds are restricted to the payment of claims in accordance with Section 54.1-1119A of the *Code of Virginia*. Interest earned on the deposits is restricted to paying administrative expenses and certain educational programs specified in Sections 54.1-1119C of the *Code of Virginia*.

3. ASSESSMENTS

The Principal Fund is financed through assessments. Each new contractor pays a \$25 assessment into the Recovery Fund at the time of application. Existing contractors pay \$50 into the Fund at the time of license renewal.

The *Code of Virginia* requires the Contractor Board to increase fees whenever the balance in the Principal Fund is less than \$400,000, although no licensee can be assessed more than \$50 during the biennium.

* These financial statements are prepared by Tara Hasan, Accounting Specialist. Please contact me at Tara.Hasan@dpor.virginia.gov if you have questions.