

**Construction Licensing Board  
Pinellas County  
March 14, 2022 Meeting Minutes**

The Pinellas County Construction Licensing Board (PCCLB) met in regular session at 1:45 PM on this date in the Palm Room at the Pinellas County Communications Building, 333 Chestnut Street, Clearwater, Florida.

**Present**

Michael E. Kelly, Vice Chair, Pool Contractor  
Kevin Garriott, North County Building Official  
Jason Holloway, Consumer Representative  
Marina Kron, Class A HVAC Contractor  
Lawrence Schear, Consumer Representative  
Michael Sofarelli, Architect  
Don Tyre, South County Building Official  
John Wear, Plumbing Contractor

**Not Present**

Dave Eldridge, Residential Contractor  
Douglas Erwin, Electrical Contractor  
Alan Holderith, Jr., Chair, General Contractor  
Steven James II, Roofing Contractor  
Chief James Millican, Fire Official  
Evelyn Spencer, Pinellas County Building Official

**Others Present**

Michelle Krickovic, Director, Contractor Licensing Department (CLD)  
Ashley Paulino, Senior Office Specialist – Governance, CLD  
Jacina Parson, Senior Assistant County Attorney  
Jude Reazin, Code Enforcement Division Manager  
Sarah Rathke, Board Reporter, Deputy Clerk  
Other interested individuals

*All documents provided to the Clerk's Office have been made a part of the record.*

**CALL TO ORDER**

Acting Chair Kelly called the meeting to order at 1:45 PM.

## **PLEDGE OF ALLEGIANCE/ROLL CALL**

Acting Chair Kelly led the Pledge of Allegiance; whereupon, Ms. Krickovic conducted a roll call of the members and confirmed the presence of a quorum.

## **INTRODUCTION OF STAFF**

Ms. Krickovic introduced staff members in attendance; whereupon, she noted that City of Treasure Island Building Official Mark Vasquez has applied for Board membership, pending approval by the Board of County Commissioners.

## **APPROVAL OF MINUTES FOR THE PCCLB MEETING OF NOVEMBER 15, 2021**

Mr. Holloway moved that the minutes of the November 15, 2021 meeting be approved. The motion was seconded by Mr. Tyre and carried unanimously.

*Mr. Holloway left the meeting at 1:49 PM.*

## **CONSENT AGENDA**

Acting Chair Kelly indicated that supporting documentation for the following Consent agenda items is included in the agenda packet:

- Special Magistrate Hearing Minutes: October 18, 2021; December 6, 2021; December 20, 2021; and January 24, 2022
- Examination Committee Reports: November 2021- February 2022
- Expired Permit Violations (none)

Mr. Schear made a motion that the Consent Agenda items be approved. The motion was seconded by Mr. Garriott and passed unanimously.

*Mr. Holloway returned at 1:51 PM.*

## **REGULAR AGENDA**

### Request to Rescind Permit Violations

Ms. Krickovic presented a request to rescind an expired permit violation issued to John M. Wilson, Case No. EP21-10096, indicating that the violation was rescinded by the City

of St. Petersburg Building Department after the final order for the case was issued by the Board.

Mr. Holloway made a motion to rescind Case No. EP21-10096. The motion was seconded by Mr. Tyre and passed unanimously.

#### Local Technical Amendment

Ms. Krickovic provided information regarding proposed revisions to Florida Building Code Chapter 31-3109 Pinellas Gulf Beaches Coastal Construction Control Line amendment due to scrivener's errors, indicating that the amendment has been previously approved by the Board; and that a re-hearing is not required; whereupon, Mr. Schear made a motion to approve the revisions to the Local Technical Amendment as presented in the agenda packet. The motion was seconded by Mr. Garriott and passed unanimously.

#### Shutter Opening Protectives Contractor Classification Trade Exam

Ms. Krickovic related that the Contractor Licensing Department received an application for a license in the above-referenced classification; and that the applicant has met the required work experience and completed one of the two license certification examinations for specialty contractors, the business law examination. She acknowledged that she recently learned that the trade examination for this specialty has not been required by the Department's former administration; and that only one of approximately 15 contractors have completed it.

Ms. Krickovic requested guidance from the Board, particularly the Building Officials, as to whether the trade examination should be enforced with regard to applicants, considering the safety risks, consistency with the requirements, and the elimination of the specialty under House Bill (HB) 735 as of July 1, 2023.

Responding to queries by the members, Ms. Krickovic explained that contractors whose specialty licenses exist at the State level, have been referred there; and that other specialty licenses currently processed at the Department will be temporary until eliminated by the bill, noting that they are still needed for contractors to conduct business in the meantime.

Messrs. Garriott and Tyre indicated that they are in favor of requiring the trade examination, per the Special Act. Ms. Krickovic noted that staff will determine which trade examination applicants will be taking.

Acting Chair Kelly requested Board input on the matter; whereupon, he stated that there is unanimous consensus to proceed in requiring the trade examination, and discussion continued.

#### Board of Adjustment and Appeals (BOAA) and Examination Committee Vacancies

Ms. Krickovic indicated that there is a vacancy for a Natural Gas Contractor on the Mechanical Plumbing and Gas BOAA, which the Board is required to fill per the Special Act; however, since HB 735 eliminates the Natural Gas Contractor classification, the Board is unable to fulfill this requirement of the Special Act.

Ms. Krickovic detailed other BOAA and Examination Committee Vacancies as follows:

- Mechanical, Plumbing, and Gas BOAA has a vacancy for a plumbing contractor.
- The Electrical BOAA has vacancies for an electrical engineer and a building industry representative.
- The Plumbing Examination Committee has a vacancy for a plumbing contractor.

Mr. Wear volunteered to fill the plumbing contractor vacancy on the Plumbing Examination Committee.

#### Report- Insurance Violation Fee Waivers

Ms. Krickovic stated that there are no insurance violation waivers for this period.

#### Report- Collections write-down

Ms. Krickovic noted that there are no collections write-down for this period.

#### Report- Other Adjustments

Ms. Krickovic related that the Contractor Licensing Department waived one late fee due to an administrative error (Robert M. Olson, I-CBC1261548).

#### Director's Report

Ms. Krickovic provided an update on the consequences of the passage of HB 735, as outlined in a document included in the agenda packet. She related that the County will not adopt HB 735 until the State makes it mandatory on July 1, 2023; and that the Contractor Licensing Department is providing data regarding the types of contractors whose licenses will be impacted and the strategies the department is developing to help contractors experience minimal impact.

Ms. Krickovic noted that the Department held the first Building Officials roundtable meeting with County Building Officials and the County Administrator to discuss the impacts of HB 735 and the impending permitting disparities. She indicated that the County hopes to hold the next roundtable meeting in mid-April; that the County Administrator has met with City Managers regarding the topic; and that the goal of the meetings is to address the licensing issues and create permit uniformity countywide.

Responding to queries by the members, Ms. Krickovic provided information on the following topics regarding HB 735:

- Contractor attitudes towards the upcoming changes
- Accessibility and awareness of information
- County position and previous lobbying to the Governor
- Information collected by surveying other Florida counties with respect to various fees and penalties and concerns regarding the bill's impacts

Ms. Krickovic indicated that the Accela software implementation target date is October 1, 2022; and that at the upcoming PCCLB May meeting there will be a number of public hearing cases for the Board to consider recommending sanctions for various contractor violations, and discussion ensued regarding the upcoming meeting and the handling of the expired permit violations by the building departments during the pandemic.

#### Management Report – Investigations

Mr. Reazin updated the Board on the following matters relating to the strategic alignment between the Contractor Licensing Department and the Code Enforcement Division:

- Citation output
- Impacts of HB 735 on the Code Enforcement Division
- Case reviews
- Internal complaint form

In response to queries by the members, Mr. Tyre indicated that the South County Building Officials are working on a backlog of cases; that the office has a few expired permit violations a month, mostly repeat offenders, and brief discussion ensued.

#### Citizens to be Heard

None.

## **ADJOURNMENT**

A motion was made by Mr. Holloway to adjourn the meeting. The motion was seconded by Mr. Tyre and passed unanimously; whereupon, the meeting was adjourned by Acting Chairman Kelly at 2:54 PM.