

**Construction Licensing Board  
Pinellas County  
January 13, 2025 Meeting Minutes**

The Pinellas County Construction Licensing Board (PCCLB) met in regular session at 1:38 PM on this date in the Palm Room at the Pinellas County Communications Building, 333 Chestnut Street, Clearwater, Florida.

**Present**

Alan Holderith Jr., Chair, General Contractor  
Mike Kelly, Vice-Chair, Pool Contractor  
Douglas Erwin, Electrical Contractor  
Jason Holloway, Consumer Representative  
Steven James II, Roofing Contractor  
Marina Kron, Class A HVAC Contractor  
Brian Rusu, Beach Community Building Official  
Lawrence Schear, Consumer Representative  
Michael Sofarelli, Architect  
Don Tyre, South County Building Official  
John Wear, Plumbing Contractor

**Not Present**

Kevin Garriott, North County Building Official  
Chief James Millican, Fire Official  
William Sheehan, Residential Contractor

**Others Present**

Michelle Krickovic, Director, Contractor Licensing Department (CLD)  
David Barrera, Assistant County Attorney  
Jude Reazin, Code Enforcement Division Manager  
Jessica Oakes, Board Reporter  
Other interested individuals

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

**CALL TO ORDER**

Chair Holderith called the meeting to order at 1:38 PM.

## **PLEDGE OF ALLEGIANCE**

Chair Holderith led the Pledge of Allegiance.

## **ROLL CALL – CONFIRMATION OF A QUORUM**

Ms. Krickovic conducted a roll call of the members and confirmed the presence of a quorum; whereupon, she noted that there are Board vacancies for a County Building Official and for a third Consumer Representative.

## **CONTRACTOR LICENSING AND CODE ENFORCEMENT STAFF**

Ms. Krickovic introduced the staff members in attendance.

*Mr. Schear and Ms. Kron arrived at 1:41 and 1:42 PM, respectively.*

## **APPROVAL OF MINUTES FOR THE PCCLB MEETINGS OF JULY 8 AND SEPTEMBER 9, 2024**

Mr. Kelly made a motion for approval, which was seconded by Mr. Holloway and carried unanimously.

## **APPROVAL OF THE CONSENT AGENDA**

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

- Special Magistrate Hearing Minutes: August 26, September 23, November 4, November 25, and December 16, 2024
- Examination/Change of Status Committee Reports: July through December 2024
- Change of Status Applications Administratively Approved by Board Rule 2.03: None
- Final Orders Expired Permit Violations: None for this period
- Temporary PCCLB Licenses Issued by Management Under the Authority of the Board as per the Governor's Emergency Order:
  - C-11815-TEMP (Roofing – Hastings) James Varner / Pristine Roofing
  - C-11816-TEMP (Electrical – Hillsborough) Oral Scott / Scotty's Electrical Services, Inc.
  - C-11819-TEMP (Building – Elkton) Tyler Lee / TBL Services, LLC
  - C-11825-TEMP (Plumbing – Orlando) Jeffrey Kenney / Khai Plumbing, LLC
  - C-11826-TEMP (Electrical – Hudson) Dennis Lagares / Volts Electric, LLC
  - C-11830-TEMP (Building – Dade) Freddy Campbell / Dolphin Contractors Inc.
  - C-11831-TEMP (Electrical – Lake) Javier Barazarte / Bicca Contractors LLC

- **Revoked Licenses:** A list of license holders whose licenses were revoked by, or voluntarily relinquished to, the Department of Business and Professional Regulation (DBPR) is included as part of the agenda packet.

Ms. Krickovic indicated that the list of temporary PCCLB licenses is included for the purpose of transparency and does not require action by the Board. She also noted that, since the PCCLB is no longer the central repository for all contractors who are eligible to work in Pinellas County, the list of revoked and voluntarily relinquished licenses is published for the benefit of Building Department partners.

Mr. Kelly made a motion to approve the Consent Agenda. The motion was seconded by Mr. Holloway and carried unanimously.

## **REGULAR AGENDA**

### PCCLB 50-Year Recognitions

Deviating from the order of the agenda, Ms. Krickovic indicated that staff invited six contractors who have been licensed in Pinellas County for more than 50 years to be recognized at today's meeting; whereupon, she presented contractors Terry England and David W. Mueller with a small token of appreciation and noted that contractors Rodney S. Fischer, Bernd Koster, Edward W. Martin, and Franklin D. Slaughter were invited but could not attend today's meeting.

## **LOCAL TECHNICAL AMENDMENTS TO THE FLORIDA BUILDING CODE**

Ms. Krickovic, with input by Chair Holderith, indicated that the Board of Adjustment and Appeals (BOAA) of the Florida Building Code unanimously recommended that the PCCLB adopt two local technical amendments (LTAs); that, once confirmed by the PCCLB, the LTAs will be submitted to the Florida Building Commission; and that the LTAs will go into effect 30 days following their publication on the Commission's website.

Attorney Barrera observed that the Pinellas County LTA included in the agenda packet differs from the version sent by the BOAA for PCCLB approval; whereupon, Ms. Krickovic requested a brief adjournment to ensure that the correct attachment is uploaded to the Board packet site since that will be the version formally adopted by the members.

In response to a query by Mr. Tyre, Ms. Krickovic confirmed that the members can vote on the two LTAs separately. Thereupon, Mr. Tyre made a motion to approve the City of St. Petersburg LTA, which was seconded by Mr. Holloway and carried unanimously.

*The meeting recessed at 2:01 PM and reconvened at 2:08 PM.*

Following instruction by Ms. Krickovic regarding access to the correct version of the Pinellas County LTA, Attorney Barrera provided clarifying information related to the correct document; whereupon, Pinellas County Floodplain Administrator Lisa Foster, with input by Attorney Barrera, provided an overview of the Pinellas County LTA.

Attorney Barrera indicated that, if approved by the PCCLB, the LTA will be submitted to the Board of County Commissioners (BCC) for final approval; whereupon, Mr. Rusu made a motion for approval, which was seconded by Mr. Holloway and carried unanimously.

## **REGULAR AGENDA**

Chair Holderith indicated that there is nothing to report related to Certificate without Examination Recommendations, Insurance Violation Fee Waivers, and Collections Reports.

### Board Appointment Solicitation

Ms. Krickovic indicated that an excerpt of the statute that requires the PCCLB to have three Consumer Representatives is included in the agenda packet.

### Adoption of FY25 Budget and Resolution

Ms. Krickovic indicated that this item includes a resolution for adoption of the Fiscal Year (FY) 2025 PCCLB/CLD budget and a financial snapshot of the PCCLB/CLD's revenue and expenses since FY 2022; whereupon, she discussed downward trends in revenue, which resulted in a decrease in the number of full-time employees, and noted that staff is working with the Office of Management and Budget and County Administration to review alternative funding models being utilized by other counties.

Ms. Krickovic indicated that the CLD is now providing a much higher level of service to the County's building department but is not receiving funding for the service; and that she expects that there will be some adjustments to the costs of the service being provided.

Thereupon, Ms. Krickovic related that it is customary for the PCCLB to review and adopt a resolution supporting the County's endorsed budget following its adoption by the BCC. Mr. Kelly made a motion for approval, which was seconded by Mr. Holloway and carried unanimously.

### PCCLB Board Meeting Dates for 2025

Ms. Krickovic indicated that the PCCLB meeting schedule for 2025 is included in the agenda packet.

### Exam Committee Dates

Ms. Krickovic reported that Electrical Committee and Building Committee Examination meeting dates are included in the agenda packet.

### Partial Payment Plan Policy Change

Referring to a document titled *Partial Payments Plan Policy Updated January 2025*, which is included in the agenda packet, Ms. Krickovic indicated that the PCCLB previously endorsed a Partial Payment Plan Policy that offers flexibility for contractors and unlicensed individuals to pay their violations over time; that the PCCLB's authority to sanction state-certified contractors is now limited to restricting them from pulling a permit; and that she recommends that state-certified contractors now be excluded from the Partial Payment Plan due to the Board's limited authority to sanction them in a meaningful way; whereupon, she noted that, if adopted, changes to the Policy would become effective in 90 days.

Mr. Holloway made a motion to adopt the change to the Partial Payment Plan, which was seconded by Mr. Tyre and carried unanimously.

### Director's Report

Later in the meeting, Ms. Krickovic provided an update regarding Building Official roundtable meetings, indicating that additional stakeholders have been invited to the meetings following the recent hurricanes; and that staff has been working to facilitate common business practices, procedures, and interpretations across all municipalities.

### Management Report – Investigations

Mr. Reazin provided brief comments regarding continued efforts by Code Enforcement to support the CLD's investigations group and a new initiative pertaining to short-term rentals, which is going to affect the PCCLB. He also reported an increase in both complaints and citations and related that it may be the result of two undercover sting operations conducted by local and State authorities; whereupon, Mr. Reazin provided additional details related to the undercover sting operations.

### Citizens to be Heard

Chair Holderith indicated that there are no citizens to be heard.

## **ADJOURNMENT**

Upon the Chair's call for a motion to adjourn, Mr. Holloway made a motion, which was seconded by Mr. Rusu and carried unanimously; whereupon, the meeting was adjourned at 2:45 PM.