

SUNSHINE COMMITTEE

APRIL 7, 2025

AGENDA

Meeting Date and Time: April 7, 2025; 2:00pm

Meeting Location: 440 Court Street, 2nd Floor, Clearwater 33756

- I. Call to order – Michelle Krickovic, Director
Committee Members:
Mike Kelly, Pool Contractor
Marina Kron, Class A HVAC Contractor
Brian Rusu, Beach Community Building Official
Jason Holloway, Consumer Representative I
- II. Welcome, introductions committee members and staff – Ms. Krickovic
- III. Pledge of Allegiance – Chairperson of BOAA / Committee
- IV. Election of Meeting Chair – Ms. Krickovic
- V. Review of the Proposed Changes to the Pinellas County Construction Licensing Board Rules (Board Rules)
- VI. Review of the Proposed Changes to the PCCLB Contractor Classification Definitions
- VII. Review of the Proposed Changes to the PCCLB Certification Eligibility for Contractor Applicants
- VIII. Review Proposed New Fines and Fees
- IX. Confirmation by the Committee and vote by majority to bring to the PCCLB
- X. Adjournment

SUNSHINE COMMITTEE

APRIL 22, 2025

AGENDA

Meeting Date and Time: April 22, 2025; 2:00pm

Meeting Location: This is a virtual meeting

Dial in by phone

[+1 813-644-3116](tel:+18136443116),,311181348# United States, Tampa

[Find a local number](#)

Phone conference ID: 311 181 348#

- I. Call to order – Michelle Krickovic, Director
Committee Members:
Mike Kelly, Pool Contractor
Marina Kron, Class A HVAC Contractor
Brian Rusu, Beach Community Building Official – Not in Attendance
Jason Holloway, Consumer Representative I
- II. Welcome, introductions committee members and staff – Ms. Krickovic
- III. Review of Minutes of the April 7, 2025 meeting
 - A) Marina Kron motioned to accept the minutes of April 7, 2025; Jason Holloway 2nd and it was unanimous.
- IV. Reviewed Proposed Changes to the Pinellas County Construction Licensing Board Rules (Board Rules)
- V. The Committee reviewed each section of the proposed rules to accept as proposed, recommend changes or reject proposed changes as listed in the section below:
Section 1.0 General
Section 2.0 Certification
 - 2.01 Contractor Classifications and Scope of Work
 - 2.03 Classifications and Required Minimum Experience (PCCLB Certification Eligibility for Contractor Applicants)Section 3.0 Application for Contractor Certification
Section 4.0 Application for Journeyman Certification

Section 5.0 Examinations

Section 6.0 Business Organizations (Change of Status)

Section 7.0 Insurance

Section 8.0 Renewals Section 9.0 Fees

8.05 Contractor Renewals

8.06 Journeyman Renewals

Section 10.0 Disciplinary Actions for Licensed Contractors

Section 11.0 Code Enforcement Procedures

Section 12.0 Disciplinary Actions for Unlicensed Contractors

- Management recommends renaming the section header to “Disciplinary Actions for Unlicensed Contractors” to be consistent with Section 10.0

Section 13.0 Jurisdiction of Special Masters

Section 14.0 Special Master Hearings

Section 15.0 Special Master Powers and Duties

Section 16.0 Board Hearings

Section 17.0 Administrative Fines, Costs, Liens

Section 18.0 Other Legal Remedies

Section 19.0 Appeal

Section 20.0 Notices

Section 21.0 Boards of Adjustment and Appeal

Section 22.0 Severability

Section 23.0 Rule Amendments and Incorporation by Reference

VI. The Committee reviewed each section of the “Description of PCCLB Contractor Classifications” and unanimously accepted Management’s proposed changes:

- Change the title to PCCLB Contractor Classifications
- Add the following preamble: The PCCLB licenses contractors in the following classifications to perform the work as defined below. The Board reserves the right to add or delete classifications in compliance with Florida statutes.

VII. The Committee unanimously accepted as proposed the New Fees to include:

- Section 8.05 and 8.07 Mail Processing Fee \$25.00

- Proposed New Fee: Under Section 11 of the New Special Act, the Board is authorized to establish “other such fees deemed necessary to accomplish the purposes of this act.”
- Section 489.127(5)(n) provides: *Nothing contained in this subsection shall prohibit a county or municipality from enforcing its codes or ordinances by any other means.*
- Section 489.127(5)(b)(7) provides: *A citation issued by a code enforcement officer shall be in a form prescribed by the local governing body of the county or municipality and shall state: (7) The applicable civil penalty if the person elects not to contest the citation.*

Recommended as per the fee schedule.

- Section 489.127(5)(d)(2) provides: *The act for which the citation is issued shall be ceased upon receipt of the citation; and the person charged with the violation shall elect either to correct the violation and pay the civil penalty in the manner indicated on the citation or, within 10 days of receipt of the citation, exclusive of weekends and legal holidays, request an administrative hearing before the enforcement or licensing board or designated special magistrate to appeal the issuance of the citation by the code enforcement officer. 2. Failure of a violator to appeal the decision of the code enforcement officer within the time period set forth in this paragraph shall constitute a waiver of the violator’s right to an administrative hearing. A waiver of the right to an administrative hearing shall be deemed an admission of the violation, and penalties may be imposed accordingly.* Management recommends and The Committee unanimously accepted:

A \$250 penalty when a violator either:

- fails to timely contest the citation,
- or fails to voluntarily pay the fine as directed.

This amount helps offset the additional cost of case preparation, issuance and recording of a final order, and administrative and collection efforts. This additional penalty would also be added when a violator who contests a citation is found guilty of the act for which he/she was cited.



PINELLAS COUNTY CONSTRUCTION LICENSING BOARD

Sunshine Committee Meeting – PCCLB Board Rules

- Review of Proposed Changes to the Pinellas County Construction Licensing Board Rules:
 - For each section and subsection, record either:
 - Accept as proposed
 - Recommend changes
 - Reject proposed changes
 - Record the recommended changes or other pertinent notes or discussion in column C

Section / Subsection	Accept / Change / Reject	Notes or changes
Section 1.0	Accept as proposed.	
Section 2.0	Accept as proposed.	
Section 3.0	Accept as proposed.	Question re: must v. shall for consistency. Change “may” to “will” for 3.01(e)
Section 4.0	Accept as proposed.	Change “may” to “will” for 4.01(d)
Section 5.0	Accept as proposed.	
Section 6.0	Accept as proposed.	
Section 7.0	Accept as proposed.	

Section / Subsection	Accept / Change / Reject	Notes or changes
Section 8.0	Accept as proposed.	
Section 9.0	Accept as proposed.	There has not been fee increases since 2008.
Section 10.0	Accept a proposed.	
Section 11.0	Accept as proposed.	
Section 12.0	Accept as proposed.	
Section 13.0	Accept as proposed.	Previously adopted.
Section 14.0	Accept as proposed.	
Section 15.0	Accept as proposed.	
Section 16.0	Accept as proposed.	
Section 17.0	Accept as proposed.	
Section 18.0	Accept as proposed.	
Section 19.0	Accept as proposed.	

