

**Construction Licensing Board  
Pinellas County  
November 15, 2021 Meeting Minutes**

The Pinellas County Construction Licensing Board (PCCLB) met in regular session at 1:36 PM on this date in the Magnolia Room at the Pinellas County Extension Office, 12520 Ulmerton Road, Largo, Florida.

**Present**

Alan Holderith, Jr., Chairman, General Contractor  
Dave Eldridge, Residential Contractor  
Douglas Erwin, Electrical Contractor  
Kevin Garriott, North County Building Official  
Jason Holloway, Consumer Representative (late arrival)  
Steven James II, Roofing Contractor  
Marina Kron, Class A HVAC Contractor  
Bill Palmer, Beach Communities Building Official  
Lawrence Schear, Consumer Representative  
Evelyn Spencer, Pinellas County Building Official  
John Wear, Plumbing Contractor

**Not Present**

Mike Kelly, Vice-Chairman, Pool Contractor  
James Millican, Fire Official  
Michael Sofarelli, Architect  
Don Tyre, South County Building Official

**Others Present**

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

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

**CALL TO ORDER**

Chairman Holderith called the meeting to order at 1:36 PM.

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

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

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

Ms. Krickovic introduced staff members in attendance.

## **INTRODUCTION OF NEW MEMBER AND CONFIRMATION OF REAPPOINTMENTS**

Upon request by Chairman Holderith, Mr. James introduced himself to the Board as its newest member; whereupon, the Chairman confirmed the reappointment of the following members:

- Jason Holloway
- Michael Kelly
- Marina Kron
- James Millican
- Don Tyre

## **REAPPOINTMENT FOR VICE CHAIRMAN**

Chairman Holderith stated that Mr. Kelly has indicated that he would like to continue to serve as Vice-Chairman. No one responded to the Chairman's call for other nominations; whereupon, Mr. Erwin made a motion to reappoint Mr. Kelly as Vice-Chairman. The motion was seconded by Ms. Spencer and carried unanimously.

## **APPROVAL OF MINUTES**

Mr. Erwin moved that the minutes of the September 20, 2021 meeting be approved. The motion was seconded by Mr. Eldridge and carried unanimously.

## **CONSENT AGENDA**

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

- Special Magistrate Hearing Minutes: August 23, September 7, and September 20, 2021

- Examination Committee Reports: September – October 2021
- Expired Permit Violations (none)

Mr. Erwin made a motion, which was seconded by Mr. Eldridge and carried unanimously, that the Consent Agenda items be approved.

## **PUBLIC HEARINGS**

### Local Technical Amendments

#### FLOODPLAIN ORDINANCE UNINCORPORATED PINELLAS COUNTY

Ms. Krickovic introduced Pinellas County Floodplain Administrator Lisa Foster and provided background information regarding the amendments. She explained that the Local Technical Amendments (LTAs) were the subject of a public hearing conducted by the Board of Adjustment and Appeals for the Florida Building Code (BOAA); that there was significant public engagement; that the amendments were rejected by the BOAA; and that the PCCLB will be voting to approve or overturn the rejection.

Ms. Foster provided details regarding the process in drafting the final LTAs and related that they have been reviewed by multiple stakeholders, including the Board of County Commissioners (BCC), Barrier Islands Government Council, municipalities, associations, developers, and others. She indicated that the BCC adopted Resolution No. 21-113 in support of the LTAs; and that the proposed amendments will make the Florida Building Code consistent with Ordinance No. 21-25 adopted by the BCC in October.

Referring to a PowerPoint presentation, Ms. Foster provided details regarding the four main amendments:

- Change to the definition of “substantial improvement” which would prevent consecutive permitting by adding a one-year cumulative time limit, reduce the improvement cost threshold from 50% to 49% of the structure’s market value, and gain additional points towards the Community Rating System, resulting in flood insurance discounts.
- Modification to the timing and completion of two pieces of documentation by requiring that Operations and Maintenance Plans be completed before the Certificates of Occupancy in order to ensure that floodproofing is implemented to prevent flood damage from occurring and ensuring that design professionals submit as-built certifications related to floodproofing just prior to final inspections.

- Creation of regulations regarding foundations for residential buildings in a new Coastal A Zone.
- Requirement that additions to structures in flood hazard areas shall be no lower than the lowest floor elevation of the existing structure as determined by the Building Official.

Ms. Foster provided background information regarding the third amendment that is being recommended, indicating that the Federal Emergency Management Agency (FEMA) recently updated its Flood Insurance Rate Map; that the new Coastal A Zone resides between existing flood Zones V and A; and that the County needed to determine regulations for the construction of commercial and residential foundations within the new zone. She provided details regarding the following options considered for foundation requirements within the Coastal A Zone:

- Option 1: Have Coastal A Zone regulations be the same as the existing A Zone regulations for both commercial and residential buildings.
- Option 2: Implement V Zone regulations for both commercial and residential buildings in the Coastal A Zone.
- Option 3: Implement V Zone regulations for residential buildings only in the Coastal A Zone.

Ms. Foster related that the Department opted to select the third option; and that this would require backfilled stem walls only for residential buildings within the Coastal A Zone in order to reduce the potential of damage to homes. Responding to a query by Mr. Garriott, Ms. Foster explained how the LTAs will affect the new maps for Pinellas County's vulnerability assessment and related that the County's floodplain map was created using the best available data and newer technology.

*Mr. Holloway arrived at 2:10 PM.*

Ms. Krickovic indicated that BOAA members proposed that the amendments would result in financial hardship to citizens looking to rebuild; whereupon, Ms. Foster related that a very small percent of the county would experience a financial hardship.

The members discussed the following topics regarding the item:

- Financial impacts
- Flood insurance rates
- Community safety

- Florida Building Codes and enforcement consistency
- Public awareness
- Insufficient information on the BOAA's rejection of the amendments

Ms. Krickovic stated that the PCCLB has countywide jurisdiction over all local technical amendments; and that these amendments must be reviewed by the PCCLB and then either adopted or rejected. Members reviewed procedural processes, and brief discussion ensued.

Mr. Garriott made a motion to reject the recommendation made by the BOAA and accept the local technical amendments as presented. The motion was seconded by Mr. Eldridge. Following discussion regarding procedural practices and the desire for more information regarding the BOAA's determination, Mr. Eldridge rescinded his second; whereupon, the motion died for lack of a second.

Mr. Holloway made a motion to hold the item in abeyance until the Board receives more information and requested that the Chairman of the BOAA be present at the next PCCLB meeting. The motion was seconded by Mr. Eldridge, and brief discussion ensued.

Ms. Krickovic related that the PCCLB has a statutory requirement that it must issue public notice at least 10 days prior to the next meeting and indicated that the Board could meet earlier, suggesting that a meeting could occur as soon as 15 days from this date.

Mr. Holloway moved that the motion be amended to hold a meeting on this issue at the members' convenience and to request that staff send out proposed dates within the next 15 days for the Board to convene. The motion was seconded by Mr. Eldridge and carried unanimously.

## **REGULAR AGENDA**

### Adoption of FY22 Budget

Referring to documents in the agenda packet, Ms. Krickovic stated that the Department recommends adoption of the fiscal year 2022 (FY22) budget.

Upon call for the vote, Ms. Spencer moved to approve the FY22 budget. The motion was seconded by Mr. Holloway and passed unanimously.

### PCCLB Board meeting dates for 2022: Location TBD

Ms. Krickovic indicated that the location for future meetings is to be determined; and that the Contractor Licensing Department prefers to continue meeting in the Magnolia Room.

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

Ms. Krickovic detailed the following BOAA and Examination Committee vacancies:

- The Mechanical, Plumbing, and Gas BOAA has vacancies for a plumbing contractor and a natural gas 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.

### Reports – Insurance Violation Fee Waivers & Collections Write-Down

Ms. Krickovic reported that there are three waivers that have been issued by the Contractor Licensing Department on behalf of the PCCLB due to administrative error.

- Manuel Aguila – C-9856
- Tiana Marshall – I-CGC1508432
- Jose A. Morales – I-CCC1330329

### Report – Collections Write-Down

Ms. Krickovic stated that there are no collections write-downs for this period.

### Report – Other Adjustments

Ms. Krickovic related that the Contractor Licensing Department waived one late fee due to an administrative error (Red Dawg Construction, LLC, I-CGC1511495).

### Director's Report

Ms. Krickovic provided an update on the passage of House Bill 735, indicating that the Contractor Licensing Department has published on its website a reference list of contractor classifications that will be impacted by the bill; and that the Department has started working with contractors and informing the community on potential license impacts.

Ms. Krickovic noted that there is new legislation being proposed that would change the license requirements for seven pool specialty subcontractor levels. She indicated that the Contractor Licensing Department has weighed in against the legislation due to the creation of an uneven playing field between licensed subcontractors and day laborers and a lack of verification of general liability or workers compensation insurance.

In response to queries by members, Ms. Krickovic explained the Contractor Licensing Department's lobbying process. She related that the Department has looked into how Hillsborough County will be handling the elimination of county specialty contractor licensing; that municipalities within Pinellas County plan to manage licensing requirements consistent with Pinellas County Building Services; and that she will obtain more information regarding details on how other counties and municipalities will respond to House Bill 735 at the Conference of the Construction Licensing Officials Association of Florida later in the week. She related that 2022 will be the last year that specialty contractors will be required to register in Pinellas County; and that following October 2022, they must be able to provide evidence that they are registered with the state; whereupon, brief discussion ensued.

#### Management Report – Investigations

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

- Tip line phone call intake
- Special Magistrate hearings
- Administration of initial investigation complaints
- Citations and liens for construction violations
- Weekend investigations
- Upcoming operations improvements

In response to a query by Mr. Palmer, Mr. Reazin indicated that there are information notices on the website; and that they are looking into creating handouts. Ms. Krickovic stated that she will send Mr. Palmer flyers that will help educate the public on how to report unlicensed contracts.

#### Citizens to be Heard – None

### **ADJOURNMENT**

Upon a motion made by Mr. Holloway, which was seconded by Mr. Eldridge and carried unanimously, Chairman Holderith adjourned the meeting at 3:17 PM.