

# Pinellas County License Board for Children's Centers & Family Child Care Homes

Our mission is to protect and promote the health, safety, and mental development of children cared for in children's centers and family child care homes in Pinellas County

Faith Bornoff, M.Ed., Executive Director



## MEMORANDUM

To: Children's Centers Owners/Directors

From: Faith Bornoff, Executive Director  
Tammy Sharpe, Children's Center Supervisor

Date: July 10, 2025

Subject: **Public Hearing to Address Increases/Additions to Minimum Standards for Children's Centers**

### **Public Hearing to Address Increases/Additions in Minimum Standards**

The Pinellas County License Board, at their regular meeting on June 11, 2025, approved for public hearing increases/additions to minimum standards in *Licensing Regulations Governing Pinellas County Children's Centers*.

A public hearing **WHICH BEGINS IMMEDIATELY FOLLOWING THE REGULAR BOARD MEETING AT 6:00 P.M.** will be held for the Board to receive public comments, if any, on the proposed increases/additions.

**Wednesday August 27, 2025**  
**Florida Department of Health in Pinellas County**  
**8751 Ulmerton Road, Outside Conference Center Largo, Florida**

Attendance is **not** required. If you wish to attend in person to make a public comment, PCLB's public comment policy will be in place.

If you wish to make a comment but will not be in attendance at the public hearing, you may submit written comments to be received **by 12:00 noon Monday, August 25, 2025 to**

#### **Aracelis Serrano:**

- ❖ By mail: Aracelis Serrano, Child Care Licensing Program, Florida Dept. of Health, 8751 Ulmerton Road, Suite 2000, Largo, FL 33771, or
- ❖ By fax at 727-507-4858, or
- ❖ By email to PinellasPCLB@flhealth.gov

**Underlined and bolded words are proposed additions/changes. Words struck through are proposed deletions.**



**I. To increase fee for Children's Center application and change fees to applications**

**Current Regulation:**

*X. APPLICATION, FEES, LICENSE*

*B. Fees*

- 1. The License Board is authorized to charge an application fee not in excess of twenty-five dollars (\$25.00) for each children's center for which a license is sought. All children's center application fees are set at \$25.00.*

**Proposed Regulation:**

*X. APPLICATION, FEES, LICENSE*

*B. Fees*

- 1. The License Board is authorized to charge an application fee ~~not in excess of thirty-five dollars (\$35.00)~~ for each children's center for which a license is sought. All children's center application fees, including application for license change, are set at \$35.00.*

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to increase the cost of licensing a children's center. There has not been an increase to the cost of licensing a children's center since 2021 and over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Implementation Date:** *January 15, 2026 following December 3, 2025 Board Action if approved.*

**II. To increase fee for Children's Center license**

**Current Regulation:**

*X. APPLICATION, FEES, LICENSE*

*B. Fees*

- 3. In addition to the application fee, each children's center will be charged a license fee of \$100.00 plus \$1.00 per child based upon the license capacity of the children's center.*

**Proposed Regulation:**

*X. APPLICATION, FEES, LICENSE*

*B. Fees*

- 3. In addition to the application fee, each children's center will be charged a license fee of \$110.00 plus \$1.00 per child based upon the license capacity of the children's center.*

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to increase the cost of licensing a children's center. There has not been an increase to the cost of licensing a children's center since 2021 and over the past several years, costs have gone up dramatically such as salary*

*increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Implementation Date:** January 15, 2026 following December 3, 2025 Board Action if approved.

---

III. To increase fee for preliminary site inspection.

**Current Regulation:**

*X. APPLICATION, FEES, LICENSE*

*B. Fees*

*2. Each preliminary site inspection (non-mandatory) will cost \$50.00.*

**Proposed Regulation:**

*X. APPLICATION, FEES, LICENSE*

*B. Fees*

*2. Each preliminary site inspection (non-mandatory) will cost \$55.00.*

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to increase the cost of licensing a children's center. There has not been an increase to the cost of licensing a children's center since 2021 and over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Implementation Date:** January 15, 2026 following December 3, 2025 Board Action if approved.

---

IV. To increase fee for filing a petition for a variance or waiver for Children's Centers.

**Current Regulation:**

*X. APPLICATION, FEES, LICENSE*

*B. Fees*

*4. The cost for filing each petition for a variance or waiver is \$100.00*

**Proposed Regulation:**

*X. APPLICATION, FEES, LICENSE*

*B. Fees*

*4. The cost for filing each petition for a variance or waiver from a Pinellas County regulation is \$110.00*

and the cost for filing each petition for a variance or waiver from a state regulation is \$125.00.

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to increase the fee for the filing of each petition for a variance or waiver. When a provider files a petition for a variance/waiver from either a Pinellas or a state regulation staff must spend time analyzing the request and gathering information necessary from the provider. Thereafter legal counsel is consulted and an Order on the petition is drafted and entered. In addition, when a provider seeks a variance/waiver of a state regulation PCLB is required to publish it in the Florida Administrative Register and PCLB is also required to publish the disposition in the Florida Administrative Register. Over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Implementation Date:** January 15, 2026 following December 3, 2025 Board Action if approved.

---

- V. To add a new regulation requiring an exempt Children's Center to pay a fee for verification of exempt status

**Current Regulation:**

*None- the current regulations do not provide for a fee to be paid for verification of exempt status*

**Proposed Regulation:**

*X. APPLICATION, FEES, LICENSE*

*B. Fees*

- 6. An annual fee of \$50.00 will be charged for verification of an exempt children's center.

*\*This will alter numbering of remaining sections if passed.*

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to charge a fee to verify exemption status of a children's center requesting exempt status. There has never been a fee charged for this and staff spends significant time verifying the exempt status using the factors set by law to determine if a center can meet the legal requirements to be exempt from licensure. Over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Implementation Date:** January 15, 2026 following December 3, 2025 Board Action if approved.

---

- VI. To add a new regulation requiring a fee for reinspection.

**Current Regulation:**

*None- the current regulations do not provide for a fee to be paid for any required reinspection.*

**Proposed Regulation:**

*X. APPLICATION, FEES, LICENSE*

*B. Fees*

*7. A fee of \$25 for the second reinspection and \$50 for any additional reinspection necessary thereafter will be charged after a children's center has received a violation of a regulation. There is no fee for the first reinspection.*

*\*This will alter numbering of remaining sections if passed.*

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to charge a fee for reinspection. After a children's center has been found in violation of a regulation, licensing staff are required to reinspect to be certain the children's center has remedied the non-compliance. Certain times centers do not remedy the non-compliance, and staff are required to reinspect multiple times. A reinspection fee (other local licensing agencies charge this type of fee) is necessary as staff spends significant time reinspecting after non-compliance has been found. The center will not be charged for the first reinspection. Over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Implementation Date:** January 15, 2026 following December 3, 2025 Board Action if approved.

VII. To add a new regulation providing for an annual increase of 3% for all fees for Child Care Centers.

**Current Regulation:**

*None- the current regulations do not provide for automatic increases to fees.*

**Proposed Regulation:**

*X. APPLICATION, FEES, LICENSE*

*B. Fees*

*8. As of January 1, 2027, and January 1 of each year thereafter, all fees in these regulations will automatically increase by 3%.*

*\*This will alter numbering of remaining sections if passed.*

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to include an automatic increase*

*in the amount of fees. Over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses the automatic nature of the increase will streamline the process for operational efficiency.*

**Implementation Date:** January 15, 2026 following December 3, 2025 Board Action if approved.

---