



BEVERLY HILLS ADVISORY COUNCIL

**Community Building
One Civic Circle
Beverly Hills, FL 34465**

AGENDA

May 13, 2026 - 10:00 AM

**Janice Smith, Chair
Constance Martin-Carter, Vice Chair
Bonnie Schaefer, Member**

**Michael Belkin, Member
Eric Stawicki, Member**

NOTICE TO THE PUBLIC

To manage growth and foster prosperity by prioritizing the protection of environmental assets, the development and maintenance of infrastructure, and the health, safety, and well-being of its citizens.

Any person who decides to appeal any decision of the Governing Board with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose may need to provide that a verbatim record of proceeding is made, which record includes testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes) Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the County Administrator's Office, Lecanto Government Bldg., 3600 W. Sovereign Path, Suite 267, Lecanto, FL 34461 (352) 527-5210, If you are hearing or speech impaired, dial 7-1-1, 1-800-955-8771 (TTY) or 1-800-955-8770 (v), via Florida Relay Service at least two days before the meeting.

A. CALL TO ORDER

A.1. Invocation

A.2. Pledge of Allegiance

A.3. Roll Call

B. OPEN TO THE PUBLIC

C. APPROVAL OF MINUTES

C.1. April 8th Draft Minutes - Beverly Hills MSBU

D. APPROVAL OF FINANCIAL REPORTS

D.1. FY26 Period 7 Financials - Beverly Hills MSBU

E. CORRESPONDENCE

F. SPECIAL REPORTS

F.1. Trees and Mowing - Eric Stawicki

F.2. Entrances - Michael Belkin

F.3. Public Works - Bonnie Larsen - Schaefer

F.4. Parks/Community Building - Constance Martin-Carter

F.5. Overall Maintenance - Janice Smith

G. OLD BUSINESS

G.1. Entrances/Signs - Updates

H. NEW BUSINESS

H.1. Truck Discussion

I. GENERAL DISCUSSION

J. UPCOMING MEETING

K. ADJOURN



AGENDA MEMORANDUM

FROM:			
SUBJECT:	April 8th Draft Minutes - Beverly Hills MSBU		
AGENDA DATE:	May 13, 2026		
<u>BRIEF OVERVIEW:</u> April 8th Draft Minutes - Beverly Hills MSBU			
<u>STRATEGIC PLANNING ELEMENT:</u>			
<u>BUDGET IMPACT/FUNDING SOURCE:</u>			
Account No.	Account Title	Currnet Budget	YTD Expenditures
			Encombrances Available Balance
<u>RECOMMENDED ACTION:</u> April 8th Draft Minutes - Beverly Hills MSBU			
<u>ATTACHMENTS:</u> 1. 04.08.26 Draft Minutes			

BEVERLY HILLS ADVISORY COUNCIL

Chair: Janice Smith

Vice Chair: Constance Martin-Carter

Municipal Services Benefit Unit
Beverly Hills Community Building
One Civic Circle
Beverly Hills, FL 34465

Member: Eric Stawicki

Member: Bonnie Larsen - Schaefer

Member: Michael Belkin

MINUTES **Regular Meeting** **April 8th, 2026**

CALL TO ORDER:

Chair Janice Smith called the meeting to order at 10:01 AM. Pledge of Allegiance led by Michael Belkin and Invocation led by Commissioner Barek.

Present:

- Janice Smith, Chair
- Eric Stawicki, Vice Chair
- Bonnie Larsen - Schaefer, Member
- Michael Belkin, Member

Also present:

- Mitch Eakin, Assistant Public Works Director
- Hannah Petty, Admin Asst II, Advisory Council Recording Secretary
- Julie Wilkinson, Citrus County Code Enforcement
- Janet Barek, Citrus County Commissioner
- John Quintas, Citizen
- Sandy Sandheim, Citizen

Absent:

- Constance Martin – Carter, Member, Excused

OPEN TO THE PUBLIC:

- Commissioner Barek stated that she has been receiving emails from a citizen, Louise Perez. Ms. Perez would like to know where beautification is occurring within Beverly Hills. When it was suggested to her to come to a meeting, she stated that it is hard for citizens to make it to meetings during working hours. Commissioner Barek suggested potentially having a nighttime meeting at least once per year going forward.
- John Quintas, Beverly Hills citizen, stated that Jerry and Alex are doing a fantastic job. He inquired as to why the Beverly Hills MSBU metal sign was no longer in the bed of the side by side.

- They likely removed it to haul debris in the bed of the side by side. Eric inquired about putting vinyl stickers on the side of the vehicle. Mitch to follow up.
- Sandy Sandheim, Beverly Hills citizen, introduced himself and stated that he would like to see more people attend the meetings.
- Julie Wilkinson, Citrus County Code Enforcement Officer, was in attendance to answer any potential Code Enforcement questions. She stated that Jerry and Alex have been doing a great job picking up illegal advertising sign. She reminded everyone in attendance that with summer approaching, overgrown lawns become a Code violation when the weeds are at least 18 inches high.

APPROVAL OF THE MINUTES:

Minutes for the March 11th, 2026, meeting were reviewed.

- **Eric Stawicki made a motion to accept the minutes.**
- **Seconded by Bonnie Larsen - Schaefer.**
- **Motion passed unanimously.**

APPROVAL OF FINANCIAL REPORTS:

FY26 Period 6 financial reports were reviewed.

- **Eric Stawicki made a motion to accept the financials.**
- **Seconded by Bonnie Larsen - Schaefer.**
- **Motion approved unanimously.**

CORRESPONDENCE:

- N/A

SPECIAL REPORTS:

Trees & Mowing – Eric Stawicki

- Eric reported that the grass on Forest Ridge Blvd is tall.
 - Notice to proceed has not been given yet to the contract mowers, but mowing should begin soon.
- Janice asked if Parks and Recreation has secured a mowing contract for the summer.
 - No updates on this matter. Janice to follow up with Parks and Recreation.

Entrances – Michael Belkin

- Mike reported that he has been receiving a lot of positive feedback from local citizens about the sign remodel at 491 and Forest Ridge Blvd, and the small wooden “Welcome to Beverly Hills” signs.

Public Works – Bonnie Larsen-Schaefer

- Nothing to report.

Parks/Community Building – Constance Martin-Carter

- Janice stated that the previously reported roller skates that were on the power lines at Beverly Hills Community Report have been removed.

- Lake Beverly's water level is very low. The fountain in the lake has been turned off until the water level rises to avoid pump damage.

Overall Maintenance – Janice Smith

- Janice reported that the dead bush and metal rods in the ground have been removed from 1 Civic Circle. She also reported that the flag light is working at 77 Civic Circle, but could use an extra flag light for full visibility.
- Janice inquired where the shed that was located behind 1 Civic Circle was moved to, and stated that the area where the shed was located needs to be sodded.
 - Mitch informed her to follow up with Parks and Recreation.
- Janice stated that there is a bad spot in the road leaving 1 Civic Circle.
- Janice reported two metal rods in the ground at the exit of 77 Civic Circle.
- Discussion ensued about lighting for the blue wooden signs.
 - **Eric Stawicki made a motion to approve a \$100 dollar budget to install solar lights for the blue wooden sign at 491 and Forest Ridge Blvd.**
 - **Seconded by Bonnie Larsen – Schaefer.**
 - **Motion approved unanimously.**

OLD BUSINESS:

- Entrances – Signs
 - Plantings are currently in progress at 491 and Forest Ridge Blvd.
 - The guard shack roofs have extensive termite damage. The buildings must be gutted and refinished. Citrus County Facilities Staff will be handling this work in-house to keep the project cost effective. Anticipated completion for this project is the end of May.
 - The quote from a contractor to install a new flagpole was quoted at \$8000-\$10000. For this reason, Facilities staff will be handling this project as well. The lights will be changed to be more functional.
 - Swedgelige Painting is attempting a second repair on the sign at 491 and Black Diamond.
 - The info board lighting has been repaired.
 - The sign light at 491 and Forest Ridge Blvd has been repaired.
 - Discussion ensued regarding the next phase of planting. The next phase of planting would take place along the walls at 491 and Forest Ridge Blvd.
 - **Michael Belkin made a motion to approve a \$5,000 project budget to complete planting at 491 and Forest Ridge Blvd.**
 - **Seconded by Eric Stawicki**
 - **Motion approved unanimously.**
 - Eric inquired if a sign reading “Paid for by Your MSBU Tax Dollars” could be installed at 491 and Forest Ridge Blvd.
 - Mitch will have Road Maintenance make a sign, and the sign will be moved to project sites as projects are completed and new projects are started.
 - The powerlines that needed to be moved to install the MSBU shed at Beverly Hills Community Park have been moved. Staff is scheduling with the shed company for delivery and installation.

NEW BUSINESS:

- N/A

GENERAL DISCUSSION:

- N/A

PUBLIC INPUT:

- Mike stated that the Semi-Annual Beverly Hills Cleanup event will be held on Friday, April 17th, from 8:00 AM – 12:00 PM.
 - Debris should be dropped off at the sports fields at Beverly Hills Community Park. If citizens are elderly and unable to drop off the debris, they can schedule a pick-up with Mike.
- John Quintas stated that there is a concrete pad outside of the Sheriffs Satellite Office at 1 Civic Circle that is beginning to deteriorate. He inquired if the pad could be rebuilt.
 - Barek suggested getting permission from Parks and Recreation for the MSBU to fund this.

The Next regular meeting will take place on May 13th, 2026.

ADJOURNMENT:

- **Bonnie Larsen - Schaefer made a motion to adjourn.**
- **Seconded by Eric Stawicki.**
- **Motion carried.**

The meeting adjourned at 10:55 AM.

Submitted by Hannah Petty
Public Works Administration, Admin Assistant II
Beverly Hills Advisory Council Recording Secretary



AGENDA MEMORANDUM

FROM:				
SUBJECT:	FY26 Period 7 Financials - Beverly Hills MSBU			
AGENDA DATE:	May 13, 2026			
<u>BRIEF OVERVIEW:</u> FY26 Period 7 Financials - Beverly Hills MSBU				
<u>STRATEGIC PLANNING ELEMENT:</u>				
<u>BUDGET IMPACT/FUNDING SOURCE:</u>				
Account No.	Account Title	Currnet Budget	YTD Expenditures	Encombrances Available Balance
<u>RECOMMENDED ACTION:</u> FY26 Period 7 Financials - Beverly Hills MSBU				
<u>ATTACHMENTS:</u>				
1. expstat_16746				
2. revstat_16825				

DATE: 05/06/2026
TIME: 14:57:21

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
EXPSTA11

SELECTION CRITERIA: exp!edgr.key_orgn='8300'
ACCOUNTING PERIOD: 7/26

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARTMENT,ACCOUNT
TOTALD ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

FUND-770 BEVERLY HILLS MSBU
FUNCTION-540 TRANSPORTATION
ACTIVITY-541 ROAD & STREET FACILITIES
DEPARTMENT-8300 BEVERLY HILLS MSBU

ACCOUNT	- - - - TITLE - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
51200	REGULAR SALARIES & WAGES	46,441.00	5,211.36	.00	24,479.26	21,961.74	52.71
52100	FICA TAXES	4,226.00	400.83	.00	1,882.92	2,343.08	44.56
52200	RETIREMENT CONTRIBUTIONS	6,402.00	731.13	.00	3,434.34	2,967.66	53.64
52400	WORKERS' COMPENSATION	1,274.00	170.42	.00	800.52	473.48	62.84
53400	OTHER CONTRACTUAL SERV	61,812.00	.00	.00	.00	61,812.00	.00
53416	SOFTWARE AS A SERVICE	.00	.00	.00	1,183.80	-1,183.80	.00
54100	COMMUNICATIONS SERVICES	800.00	37.93	.00	190.08	609.92	23.76
54201	POSTAGE	500.00	.00	.00	.00	500.00	.00
54300	UTILITY SERVICES	4,256.00	184.18	.00	936.67	3,319.33	22.01
54306	STREET LIGHTS	41,396.00	2,000.56	.00	12,616.66	28,779.34	30.48
54400	RENTALS & LEASES	.00	.00	.00	655.20	-655.20	.00
54603	VEHICLE MAINTENANCE	2,350.00	.00	.00	1,341.86	1,008.14	57.10
54625	LANDSCAPING	4,000.00	152.93	.00	346.73	3,653.27	8.67
54626	FACILITIES MAINTENANCE	2,000.00	.00	.00	.00	2,000.00	.00
54907	COMMISSIONS-PROPERTY APP	2,075.00	.00	.00	2,011.38	63.62	96.93
54908	COMMISSIONS - TAX COLL	2,075.00	.00	.00	.00	2,075.00	.00
54921	ADVERTISING	300.00	.00	.00	127.86	172.14	42.62
55100	OFFICE SUPPLIES	150.00	.00	.00	.00	150.00	.00
55201	TOOLS IMP. & SPEC. CLOT	1,200.00	10.99	.00	136.32	1,063.68	11.36
55203	SUPPLIES	2,000.00	9.99	.00	170.24	1,829.76	8.51
55205	UNIFORMS	600.00	.00	.00	129.36	470.64	21.56
55208	FUEL & LUBES	700.00	84.81	.00	390.52	309.48	55.79
55226	SAFETY SUPPLIES	800.00	.00	.00	226.19	573.81	28.27
56200	BUILDINGS	6,265.00	1,589.14	6,265.00	1,589.14	-1,589.14	125.37
56300	IMPROVE OTHER THAN BLDG	10,000.00	443.76	5,600.00	4,039.32	360.68	96.39
59123	TRANSFER - INDIRECT COST	4,253.00	.00	.00	4,253.00	.00	100.00
59162	TRANS-ADMIN SERVICES	3,200.00	.00	.00	3,200.00	.00	100.00
61000	RESERVED BUDGET FUND BAL	60,000.00	.00	.00	.00	60,000.00	.00
	TOTAL BEVERLY HILLS MSBU	269,075.00	11,028.03	11,865.00	64,141.37	193,068.63	28.25
	TOTAL BEVERLY HILLS MSBU	269,075.00	11,028.03	11,865.00	64,141.37	193,068.63	28.25
	TOTAL REPORT	269,075.00	11,028.03	11,865.00	64,141.37	193,068.63	28.25

DATE: 05/06/2026
TIME: 14:57:45

CITRUS COUNTY BOARD
REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTA11

SELECTION CRITERIA: orgn.fund='770'
ACCOUNTING PERIOD: 7/26

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARTMENT,ACCOUNT
TOTALLED ON: FUND,DEPARTMENT
PAGE BREAKS ON: FUND

FUND-770 BEVERLY HILLS MSBU
FUNCTION-130 MSTU
ACTIVITY- TITLE NOT FOUND
DEPARTMENT- TITLE NOT FOUND

ACCOUNT - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
325100 SPECIAL ASSESSMENT-CAPIT	103,000.00	5,030.75	.00	90,826.12	12,173.88	88.18
361200 MONEY MKT & LGIP INTERES	2,500.00	732.54	.00	3,870.93	-1,370.93	154.84
381001 TRANSFER - GENERAL FUND	2,731.00	.00	.00	2,731.00	.00	100.00
400100 5% RESERVE	-5,275.00	.00	.00	.00	-5,275.00	.00
400200 CARRY FORWARD	166,119.00	.00	.00	.00	166,119.00	.00
TOTAL TITLE NOT FOUND	269,075.00	5,763.29	.00	97,428.05	171,646.95	36.21
TOTAL BEVERLY HILLS MSBU	269,075.00	5,763.29	.00	97,428.05	171,646.95	36.21
TOTAL REPORT	269,075.00	5,763.29	.00	97,428.05	171,646.95	36.21



G.1.

AGENDA MEMORANDUM

FROM:				
SUBJECT:	Entrances/Signs - Updates			
AGENDA DATE:	May 13, 2026			
<u>BRIEF OVERVIEW:</u> Entrances/Signs - Updates				
<u>STRATEGIC PLANNING ELEMENT:</u>				
<u>BUDGET IMPACT/FUNDING SOURCE:</u>				
Account No.	Account Title	Currnet Budget	YTD Expenditures	Encombrances Available Balance
<u>RECOMMENDED ACTION:</u> Entrances/Signs - Updates				
<u>ATTACHMENTS:</u> None				



AGENDA MEMORANDUM

FROM:			
SUBJECT:	Truck Discussion		
AGENDA DATE:	May 13, 2026		
<u>BRIEF OVERVIEW:</u> Truck Discussion			
<u>STRATEGIC PLANNING ELEMENT:</u>			
<u>BUDGET IMPACT/FUNDING SOURCE:</u>			
Account No.	Account Title	Currnet Budget	YTD Expenditures
			Encombrances Available Balance
<u>RECOMMENDED ACTION:</u> Truck Discussion			
<u>ATTACHMENTS:</u> None			