



**CITRUS COUNTY BEVERLY HILLS ADVISORY COUNCIL**  
**Community Building**  
**One Civic Circle**  
**Beverly Hills, FL 34465**

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**AGENDA**

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|------------------------------------|----------------------|
| Chair Donald Osterhoudt            | Member Ronald Linton |
| Vice-Chair Constance Martin-Carter | Richard Fontaine     |
| Member Jim Barrows                 |                      |

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- 1. CALL TO ORDER**
  - a. Invocation
  - b. Pledge of Allegiance
  - c. Roll Call
- 2. OPEN TO THE PUBLIC**
- 3. APPROVAL OF MINUTES**
  1. Beverly Hills Advisory Council "Draft" Minutes from 6/14/2021 Meeting  
  
Beverly Hills Advisory Council "Draft" Minutes for 6/14/2021 Meeting
- 4. APPROVAL OF FINANCIAL REPORTS**
  1. Beverly Hills Advisory Council Financials for 7-12-2021 Meeting  
  
Beverly Hills Advisory Council-Financial Reports for July 12, 2021 Meeting.
- 5. CORRESPONDENCE**
- 6. SPECIAL REPORTS**
  - a. *Trees and Mowing - Ronald Linton***
  - b. *Medians - Richard G. Fontaine***
  - c. *Public Works-Jim Barrows***
  - d. *Parks/Community Building- Constance Martin-Carter***
  - e. *Overall Maintenance-Donald Osterhoudt***
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
- 9. GENERAL DISCUSSION**
- 10. UPCOMING MEETINGS**
- 11. ADJOURNMENT**

**Community Building**  
**One Civic Circle**  
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NOTE: If any person decides to appeal any decision made by the Beverly Hills Advisory Council with respect to any matter considered at this public meeting or hearing, he or she will need to ensure that a verbatim record of the proceedings is made which record shall include the testimony and evidence upon which the appeal is to be based. Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the County Administrator's Office, 110 N. Apopka Ave, Inverness, FL 34450, (352) 341-6560, at least two days before the meeting. If you are hearing or speech



## **AGENDA MEMORANDUM**

|                                                                                                           |                                                                       |                |                  |              |                   |
|-----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|----------------|------------------|--------------|-------------------|
| <b>FROM:</b>                                                                                              | Randall Olney, Public Works Director                                  |                |                  |              |                   |
| <b>SUBJECT:</b>                                                                                           | Beverly Hills Advisory Council "Draft" Minutes from 6/14/2021 Meeting |                |                  |              |                   |
| <b>AGENDA DATE:</b>                                                                                       | <b>July 12, 2021</b>                                                  |                |                  |              |                   |
| <b><u>BRIEF OVERVIEW:</u></b><br>Beverly Hills Advisory Council "Draft" Minutes for 6/14/2021 Meeting     |                                                                       |                |                  |              |                   |
| <b><u>BUDGET IMPACT/FUNDING SOURCE:</u></b>                                                               |                                                                       |                |                  |              |                   |
| Account No.                                                                                               | Account Title                                                         | Current Budget | YTD Expenditures | Encumbrances | Available Balance |
| N/A                                                                                                       | N/A                                                                   | N/A            | N/A              | N/A          | N/A               |
| <b><u>RECOMMENDED ACTION:</u></b><br>Beverly Hills Advisory Council "Draft" Minutes for 6/14/2021 Meeting |                                                                       |                |                  |              |                   |

# BEVERLY HILLS ADVISORY COUNCIL

Municipal Services Benefit Unit

**CHAIR:** Ronald Linton  
**VICE-CHAIR:** Constance Martin-Carter

Community Building  
 One Civic Circle  
 Beverly Hills, FL 34465

**Jim Barrows**  
**Donald Osterhoudt**  
**Richard G. Fontaine**

## MINUTES

**Regular Meeting**  
**June 14, 2021 at 10:00 a.m.**

**CALL TO ORDER:** Chairman Ronald Linton called the meeting to order at 10:00 AM. Invocation by Chairman Ronald Linton, followed by the Pledge of Allegiance.

### ROLL CALL:

**Present:**

- Chairman Ronald Linton
- Vice-Chair Constance Martin-Carter
- Member James Barrows
- Member Donald Osterhoudt
- Member Richard Fontaine

**Absent:** none

**Also present:**

- Randall Olney, Public Works Director/County Liaison to the Advisory Board
- Kristine Sumner, Department of Public Works Administration, Senior Secretary

### OPEN TO THE PUBLIC:

- A citizen reported tree limbs hanging down by the road curve at Lake Beverly and Forest Ridge Blvd.

### APPROVAL OF THE MINUTES:

Meeting Minutes for May 10, 2021 were reviewed.

- **Jim Barrows requested a correction to the minutes, item (3) Public Works: Duke Energy will be replacing streetlight poles, not bulbs on Roosevelt Blvd.**
- **Jim Barrows made motion to approve the Minutes, with the correction.**
- **Seconded by Constance Martin-Carter.**
- **Motion approved unanimously.**

- NOTE: Scrivener's error was corrected after the meeting on 6/14/2021.

**APPROVAL OF FINANCIAL REPORTS:**

Period 8 Financial reports were reviewed.

- **Constance Martin-Carter made motion to accept Financials as distributed.**
- **Seconded by Donald Osterhoudt.**
- **Motion approved unanimously.**

**CORRESPONDENCE:**

- No discussion.

**SPECIAL REPORTS:**

1. Trees and Mowing –
  - Mr. Linton read the Tree and Mowing Report.
  - Mowers cut the outside of the median on Lecanto Hwy and Forest Ridge Blvd., but not the area inside the median. Grass must be over 18 inches high to report to Code Compliance.
2. Medians -
  - Contract mowers are not picking up litter along 491 where they are cutting. There are some county roads that require litter pick up. Mr. Olney will check with the mowing contractor.
  - Discussion ensued about the border line location between Beverly Hills and Lecanto. Mrs. Martin-Carter requested a map be brought in at the next MSBU meeting to verify.
3. Public Works -
  - Mr. Barrows read the Public Works Maintenance report.
4. Parks/Community Building -
  - Mrs. Martin-Carter inquired about sprinkler systems for the grass in the parks. The Parks and Recreation Division can be contacted for information.
  - The rainy season is starting and the Crepe Myrtle plantings will grow naturally without irrigation.
  - Mrs. Martin-Carter reported that the parks are looking good, thanks to the staff.
5. Overall Maintenance –
  - By Lake Beverly, on the Forest Ridge Blvd side, the roadsides are dug up and new sod is needed to prevent erosion. Rolling Oaks is putting in new water lines. Rolling Oaks is responsible for restoring the right of way to how it was previously.

**OLD BUSINESS:**

- Mr. Olney reported that Mr. Brock is working on the draft ordinance for Beverly Hills MSBU assessment increase.
- Mr. Brock is scheduling to get the “No Littering” signs to be put up along Forest Ridge Blvd.

**NEW BUSINESS:**

- There was a citizen complaint about a resident on Utah Street that has had a large cabin cruiser in their yard for years. Citizens can contact Code Compliance at 352-527-5350.
- The new development behind the golf course area, behind Twisted Oaks will add future revenue to the MSBU.

**GENERAL DISCUSSION**

- No discussion.

The next regular meeting is scheduled for July 12, 2021 at 10:00 a.m.

**ADJOURNMENT:**

- **Motion to adjourn made by Constance Martin-Carter.**
- **Seconded by Donald Osterhoudt.**
- **Motion approved unanimously.**

Meeting adjourned at 10:21 a.m.

Submitted by Kristine Sumner  
Senior Secretary, Department of Public Works Admin.  
Beverly Hills Advisory Council Recording Secretary



## **AGENDA MEMORANDUM**

|                                                                                                                  |                                                                 |                |                  |              |                   |
|------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|----------------|------------------|--------------|-------------------|
| <b>FROM:</b>                                                                                                     | Randall Olney, Public Works Director                            |                |                  |              |                   |
| <b>SUBJECT:</b>                                                                                                  | Beverly Hills Advisory Council Financials for 7-12-2021 Meeting |                |                  |              |                   |
| <b>AGENDA DATE:</b>                                                                                              | <b>July 12, 2021</b>                                            |                |                  |              |                   |
| <b><u>BRIEF OVERVIEW:</u></b><br>Beverly Hills Advisory Council-Financial Reports for July 12, 2021 Meeting.     |                                                                 |                |                  |              |                   |
| <b><u>BUDGET IMPACT/FUNDING SOURCE:</u></b>                                                                      |                                                                 |                |                  |              |                   |
| Account No.                                                                                                      | Account Title                                                   | Current Budget | YTD Expenditures | Encumbrances | Available Balance |
| N/A                                                                                                              | N/A                                                             | N/A            | N/A              | N/A          | N/A               |
| <b><u>RECOMMENDED ACTION:</u></b><br>Beverly Hills Advisory Council-Financial Reports for July 12, 2021 Meeting. |                                                                 |                |                  |              |                   |

DATE: 06/24/2021  
TIME: 08:14:35

CITRUS COUNTY BOARD  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
EXPSTA11

SELECTION CRITERIA: orgn.fund='770'  
ACCOUNTING PERIOD: 9/21

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT  
TOTALED ON: FUND,DEPARMTENT  
PAGE BREAKS ON: FUND

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

| ACCOUNT      | TITLE                    | BUDGET     | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|--------------|--------------------------|------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 53400        | OTHER CONTRACTUAL SERV   | 30,000.00  | .00                    | 11,000.00                   | 8,108.10            | 10,891.90            | 63.69       |
| 53409        | CONTRACTUAL SERV MOWING  | .00        | .00                    | .00                         | .00                 | .00                  | .00         |
| 53442        | CONTRACT SERVICES        | .00        | .00                    | .00                         | .00                 | .00                  | .00         |
| 54160        | POSTAGE                  | .00        | .00                    | .00                         | .00                 | .00                  | .00         |
| 54201        | POSTAGE                  | 25.00      | .00                    | .00                         | .00                 | 25.00                | .00         |
| 54300        | UTILITY SERVICES         | 4,000.00   | 125.98                 | .00                         | 1,673.76            | 2,326.24             | 41.84       |
| 54306        | STREET LIGHTS            | 25,000.00  | 1,841.43               | .00                         | 14,867.05           | 10,132.95            | 59.47       |
| 54600        | REPAIR & MAINTENANCE     | .00        | .00                    | .00                         | .00                 | .00                  | .00         |
| 54907        | COMMISSIONS-PROPERTY APP | 1,250.00   | .00                    | .00                         | 1,204.22            | 45.78                | 96.34       |
| 54908        | COMMISSIONS - TAX COLL   | 1,250.00   | .00                    | .00                         | .00                 | 1,250.00             | .00         |
| 54921        | ADVERTISING              | 250.00     | 17.50                  | .00                         | 140.00              | 110.00               | 56.00       |
| 55100        | OFFICE SUPPLIES          | 50.00      | .00                    | .00                         | .00                 | 50.00                | .00         |
| 56300        | IMPROVE OTHER THAN BLDG  | .00        | .00                    | .00                         | .00                 | .00                  | .00         |
| 59123        | TRANSFER - INDIRECT COST | 10,400.00  | .00                    | .00                         | 10,400.00           | .00                  | 100.00      |
| 59162        | TRANS-ADMIN SERVICES     | 3,200.00   | .00                    | .00                         | 3,200.00            | .00                  | 100.00      |
| 60050        | RESERVE FOR CONTINGENCIE | .00        | .00                    | .00                         | .00                 | .00                  | .00         |
| 61000        | RESERVE CASH FORWARD     | 144,419.00 | .00                    | .00                         | .00                 | 144,419.00           | .00         |
|              | TOTAL BEVERLY HILLS MSBU | 219,844.00 | 1,984.91               | 11,000.00                   | 39,593.13           | 169,250.87           | 23.01       |
|              | TOTAL BEVERLY HILLS MSBU | 219,844.00 | 1,984.91               | 11,000.00                   | 39,593.13           | 169,250.87           | 23.01       |
| TOTAL REPORT |                          | 219,844.00 | 1,984.91               | 11,000.00                   | 39,593.13           | 169,250.87           | 23.01       |

DATE: 06/24/2021  
TIME: 08:28:04

CITRUS COUNTY BOARD  
REVENUE STATUS REPORT

PAGE NUMBER: 1  
REVSTA11

SELECTION CRITERIA: orgn.fund='770'  
ACCOUNTING PERIOD: 9/21

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

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

| ACCOUNT - - - -          | TITLE - - - -            | BUDGET     | PERIOD<br>RECEIPTS | RECEIVABLES | YEAR TO DATE<br>RECEIPTS | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|--------------------------|--------------------------|------------|--------------------|-------------|--------------------------|----------------------|-------------|
| 325100                   | SPECIAL ASSESSMENT-CAPIT | 59,000.00  | .00                | .00         | 56,032.07                | 2,967.93             | 94.97       |
| 361100                   | INTEREST                 | .00        | .00                | .00         | .00                      | .00                  | .00         |
| 361200                   | MONEY MKT & LGIP INTERES | 1,750.00   | 18.29              | .00         | 204.57                   | 1,545.43             | 11.69       |
| 361300                   | INVEST INTEREST (INC/DEC | .00        | .00                | .00         | .00                      | .00                  | .00         |
| 363000                   | SPECIAL ASSESSMENTS      | .00        | .00                | .00         | .00                      | .00                  | .00         |
| 363110                   | SPECIAL ASSESS - CAP IMP | .00        | .00                | .00         | .00                      | .00                  | .00         |
| 369900                   | OTHER MISC REVENUES      | .00        | .00                | .00         | .00                      | .00                  | .00         |
| 400100                   | 5% RESERVE               | -3,038.00  | .00                | .00         | .00                      | -3,038.00            | .00         |
| 400200                   | CASH CARRY FORWARD       | 162,132.00 | .00                | .00         | .00                      | 162,132.00           | .00         |
| TOTAL TITLE NOT FOUND    |                          | 219,844.00 | 18.29              | .00         | 56,236.64                | 163,607.36           | 25.58       |
| TOTAL BEVERLY HILLS MSBU |                          | 219,844.00 | 18.29              | .00         | 56,236.64                | 163,607.36           | 25.58       |
| TOTAL REPORT             |                          | 219,844.00 | 18.29              | .00         | 56,236.64                | 163,607.36           | 25.58       |