



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

AGENDA

Chair Donald Osterhoudt
Vice-Chair Constance Martin-Carter
Member Jim Barrows

Member Richard Fontaine
Lynn Bechdolt

-
- 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 2/14/2022 Meeting

Beverly Hills Advisory Council "Draft" Minutes from 2/14/2022 Meeting.
 - 4. APPROVAL OF FINANCIAL REPORTS**
 1. Beverly Hills Advisory Council Financials for 3-14-2022 Meeting

Beverly Hills Advisory Council-Financial Reports for March 14, 2022 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
Beverly Hills, FL 34465

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

FROM:	Randall Olney, Public Works Director				
SUBJECT:	Beverly Hills Advisory Council "Draft" Minutes from 2/14/2022 Meeting				
AGENDA DATE:	March 14, 2022				
<u>BRIEF OVERVIEW:</u> Beverly Hills Advisory Council "Draft" Minutes from 2/14/2022 Meeting.					
<u>BUDGET IMPACT/FUNDING SOURCE:</u>					
Account No.	Account Title	Current Budget	YTD Expenditures	Encumbrances	Available Balance
N/A	N/A	N/A	N/A	N/A	N/A
<u>RECOMMENDED ACTION:</u> Beverly Hills Advisory Council "Draft" Minutes from 2/14/2022 Meeting.					

BEVERLY HILLS ADVISORY COUNCIL

Municipal Services Benefit Unit

CHAIR: Donald Osterhoudt

Community Building

Jim Barrows

One Civic Circle

Richard Fontaine

VICE-CHAIR: Constance Martin-Carter

Beverly Hills, FL 34465

Lynn Bechdolt

MINUTES

Regular Meeting

February 14, 2022 at 10:00 a.m.

CALL TO ORDER: Constance Martin-Carter called the meeting to order at 10:00 AM. Invocation by Mrs. Martin-Carter, followed by the Pledge of Allegiance.

SWEARING IN OF APPOINTED AND REAPPOINTED MEMBERS: Constance Martin-Carter and Lynn Bechdolt.

ROLL CALL:

Present:

- Chair Donald Osterhoudt
- Vice-Chair Constance Martin-Carter
- Member James Barrows
- Member Richard Fontaine
- Member Lynn Bechdolt

Absent: none

Also present:

- Larry Brock, Interim Public Works Director/County Liaison to the Advisory Board
- James Sterling, Director of Road Maintenance Division
- Kristine Sumner, Department of Public Works Administration, Senior Secretary

NOMINATIONS OF CHAIR AND VICE CHAIR:

Mr. Brock opened the nominations for Chair position.

- **Mr. Barrows made motion to nominate Constance Martin-Carter as Chair of the Advisory Council.**
- **Seconded by Mr. Fontaine.**
- **Motion failed 3:2.**

Mr. Brock reopened the nominations for Chair position.

- **Mrs. Martin-Carter made motion to nominate Donald Osterhoudt as Chair of the Advisory Council.**
- **Seconded by Jim Barrows.**
- **Motion approved unanimously.**

Mr. Osterhoudt opened the nominations for Vice-Chair position.

- **Mr. Osterhoudt made motion to appoint Constance Martin-Carter as Vice-Chair of the Advisory Council.**
- **Seconded by Lynn Bechdolt.**
- **Motion approved unanimously.**

OPEN TO THE PUBLIC:

- On Forest Ridge Blvd. there is an overgrown bush in the median that needs trimming.

APPROVAL OF THE MINUTES:

Meeting Minutes for January 10, 2022 were reviewed.

- **Mr. Barrows made motion to approve the Minutes.**
- **Seconded by Mrs. Martin-Carter.**
- **Motion approved unanimously.**

APPROVAL OF FINANCIAL REPORTS:

Period 4 Financial reports were reviewed.

- **Mr. Barrows made motion to accept Financials as distributed.**
- **Seconded by Mrs. Martin-Carter.**
- **Motion approved unanimously.**

CORRESPONDENCE:

- No discussion.

SPECIAL REPORTS:

1. Trees and Mowing –
 - Mrs. Bechdolt will be reporting on trees and mowing.
2. Medians -
 - Mr. Fontaine reported the medians look good.
3. Public Works -
 - Mr. Barrows read the Public Works Maintenance Report.
 - Mr. Barrows thanked Mr. Brock for his services.

4. Parks/Community Building -

- Mrs. Martin-Carter reported that Roosevelt Park is in good shape, thanks to the staff.
- Grounds Maintenance was contacted to cut the branches overhanging the park paths.
- Citizens are utilizing the baseball field and courts.

5. Overall Maintenance –

- Once the inmate crew is available to work, the shrubs in the DRA on the right side of Roosevelt Blvd. will be trimmed.
- Forest Ridge Blvd. is undergoing drainage maintenance.
- Within the next two months, Forest Ridge Blvd. will be repaved due to some stormwater issues. The new paved section that had base failure, the contractor will repair and replace.
- The Safe Walks to School Project should be concluding within the next couple months.
- Resurfacing from 486 down to Lake Beverly will complete the third phase of the project.

OLD BUSINESS:

- There are safety concerns about some of the aging trees in the park, that will be brought to the attention of Grounds Maintenance.
- People are camping in the park area. Private property owners can issue a trespass through the Sheriff's Department and post it. The County will take action if individuals are camping on County property.
- The Crepe Myrtle trees have not been trimmed. An individual was interested in trimming the Crepe Myrtles in the right of way areas. Anyone working on public property must carry sufficient liability insurance. Discussion ensued.
- Additional trees cannot be filled in by the golf course area and 491, as there are sight visibility issues.
- The MSBU Ordinance increase has cleared through the County attorney and will then go on the agenda for the BOCC to set the first public hearing. After the first public hearing, a mass mailing will go out to the landowners effected. A second public hearing is anticipated to be set for May or June. When approved by the BOCC, the new rate of \$15.00 per year would be effective October 1, 2022.

NEW BUSINESS:

- Mr. Brock explained that costs associated with accounts 59162 and 59123. Allocation for County personnel salaries are proportional to the involvement with the MSBU. County personnel are responsible by ordinance and statute for assisting with the development of the MSBU budget and attending the MSBU meetings. \$3,200 per year is budgeted for account 59162. \$10,400 is budget for indirect costs in account 59123. Indirect costs are associated with additional governmental services provided for the MSBU.

- Mr. Brock announced his resignation. Mr. Brock has worked for Citrus County BOCC for 34 years. Jim Sterling, Director of Road Maintenance will be interim County Liaison for the MSBU.

GENERAL DISCUSSION

- Violations had been reported concerning a residential home located at Washington Blvd. and Florida Ave. Citizens can contact Code Compliance for resolution.

The next regular meeting is scheduled for March 14, 2022 at 10:00 a.m.

ADJOURNMENT:

- **Motion to adjourn made by Mr. Barrows.**
- **Seconded by Lynn Bechdolt.**
- **Motion approved unanimously.**

Meeting adjourned at 10: 31 a.m.

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



AGENDA MEMORANDUM

FROM:	Randall Olney, Public Works Director				
SUBJECT:	Beverly Hills Advisory Council Financials for 3-14-2022 Meeting				
AGENDA DATE:	March 14, 2022				
<u>BRIEF OVERVIEW:</u> Beverly Hills Advisory Council-Financial Reports for March 14, 2022 Meeting.					
<u>BUDGET IMPACT/FUNDING SOURCE:</u>					
Account No.	Account Title	Current Budget	YTD Expenditures	Encumbrances	Available Balance
N/A	N/A	N/A	N/A	N/A	N/A
<u>RECOMMENDED ACTION:</u> Beverly Hills Advisory Council-Financial Reports for March 14, 2022 Meeting.					

DATE: 02/24/2022
TIME: 13:04:07

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
EXPSTA11

SELECTION CRITERIA: orgn.fund='770'
ACCOUNTING PERIOD: 5/22

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT
TOTALLED ON: FUND,DEPARMTENT
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
53400	OTHER CONTRACTUAL SERV	30,000.00	1,127.50	13,490.00	4,510.00	12,000.00	60.00
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	3,000.00	256.71	.00	868.74	2,131.26	28.96
54306	STREET LIGHTS	25,000.00	4,537.98	.00	8,360.62	16,639.38	33.44
54600	REPAIR & MAINTENANCE	.00	.00	.00	.00	.00	.00
54907	COMMISSIONS-PROPERTY APP	1,250.00	.00	.00	.00	1,250.00	.00
54908	COMMISSIONS - TAX COLL	1,250.00	.00	.00	.00	1,250.00	.00
54921	ADVERTISING	200.00	20.17	.00	55.17	144.83	27.59
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	RESERVED BUDGET FUND BAL	140,931.00	.00	.00	.00	140,931.00	.00
	TOTAL BEVERLY HILLS MSBU	215,306.00	5,942.36	13,490.00	27,394.53	174,421.47	18.99
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TOTAL REPORT		215,306.00	5,942.36	13,490.00	27,394.53	174,421.47	18.99

DATE: 02/24/2022
TIME: 13:05:48

CITRUS COUNTY BOARD
REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTA11

SELECTION CRITERIA: orgn.fund='770'
ACCOUNTING PERIOD: 5/22

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT
TOTALD 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 RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
325100	SPECIAL ASSESSMENT-CAPIT	59,000.00	.00	.00	47,384.34	11,615.66	80.31
361100	INTEREST	.00	.00	.00	.00	.00	.00
361200	MONEY MKT & LGIP INTERES	250.00	24.39	.00	69.49	180.51	27.80
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	-2,963.00	.00	.00	.00	-2,963.00	.00
400200	CARRY FORWARD	159,019.00	.00	.00	.00	159,019.00	.00
TOTAL	TITLE NOT FOUND	215,306.00	24.39	.00	47,453.83	167,852.17	22.04
TOTAL	BEVERLY HILLS MSBU	215,306.00	24.39	.00	47,453.83	167,852.17	22.04
TOTAL	REPORT	215,306.00	24.39	.00	47,453.83	167,852.17	22.04