



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

AGENDA

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

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 6/13/2022 Meeting
- Beverly Hills Advisory Council "Draft" Minutes from 6/13/2022 Meeting.

4. APPROVAL OF FINANCIAL REPORTS

- 1. Beverly Hills Advisory Council Financials for 7-11-2022 Meeting
- Beverly Hills Advisory Council-Financial Reports for July 11, 2022 Meeting.

5. CORRESPONDENCE

6. SPECIAL REPORTS

- a. Trees and Mowing - Lynn Bechdolt*
- 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

- a. Discuss MSBU By-Laws*
- b. Approve FY 2022-2023 Meeting Schedule*

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:	Ken Cheek, Director, Water Resources Department				
SUBJECT:	Beverly Hills Advisory Council "Draft" Minutes from 6/13/2022 Meeting				
AGENDA DATE:	July 11, 2022				
<u>BRIEF OVERVIEW:</u> Beverly Hills Advisory Council "Draft" Minutes from 6/13/2022 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 6/13/2022 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

June 13, 2022 at 10:00 a.m.

CALL TO ORDER: Donald Osterhoudt called the meeting to order at 10:00 AM. Invocation by Mr. Osterhoudt, followed by the Pledge of Allegiance.

ROLL CALL:

Present:

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

Absent: Richard Fontaine (excused)

Also present:

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

OPEN TO THE PUBLIC:

- A bush in the median obstructing traffic on W. Blueflax Ct. and Forest Ridge Blvd. needs to be removed.

APPROVAL OF THE MINUTES:

Meeting Minutes for May 9, 2022 were reviewed.

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

APPROVAL OF FINANCIAL REPORTS:

Period 8 Financial reports were reviewed.

- **Constance Martin-Carter made motion to approve the financials as distributed.**
- **Seconded by Jim Barrows.**
- **Motion approved unanimously.**

CORRESPONDENCE:

- No discussion.

SPECIAL REPORTS:

1. Trees and Mowing –
 - Mrs. Bechdolt's mowing report includes any public areas where the grass has grown eighteen inches or higher.
2. Medians –
 - Mr. Osterhoudt reported that the medians look good from what he observed on Forest Ridge Blvd., Beverly Hills Blvd., and Roosevelt Blvd.
3. Public Works -
 - Mr. Barrows read the Public Works Report.
 - Mr. Barrows reported that a good job was done on the sidewalk project.
 - Drainage work has not been completed on Forest Ridge Blvd.
4. Parks/Community Building -
 - Mrs. Martin-Carter reported that Roosevelt Park looks good.
 - There are alligators in the pond at the Circle Park. Signage has been posted at the pond about feeding the alligators. Mr. Sterling will discuss this concern with Francine Nobles of the Parks and Recreation Division. Public Information Officer, Veronica Kampschroer, can be contacted about getting a public notice out, warning people about alligators.
5. Overall Maintenance –
 - Mr. Osterhoudt reported that overall maintenance is in stable condition.
 - Mr. Sterling received the contractor proposal for maintenance on Forest Ridge and Beverly Hills Blvd. for a total of \$7,150.00. The scope of work includes:
 - New mulch on Forest Ridge Blvd. for \$1,650.00
 - New mulch on Beverly Hills Blvd. \$1,650.00
 - Palm tree trimming at both entrances \$3,300.00
 - Pressure washing Forest Ridge sign \$275.00
 - Pressure washing Beverly Hills sign \$275.00
 - Funds are currently available in account 53400 for other contractual services.

APPROVAL TO PROCEED WITH MULCH, PALM TREE TRIMMING AND PRESSURE WASHING FOREST RIDGE BLVD. AND BEVERLY HILLS BLVD.:

- **Jim Barrows made motion to proceed with the contractor proposal for improvements.**
- **Seconded by Constance Martin-Carter.**
- **Motion approved unanimously.**

OLD BUSINESS:

- Tree limbs hanging over the walkways need to be trimmed. Francine Nobles with Parks and Recreation Division will be contacted.
- Only County sponsored functions for the public can be advertised on the marquee sign. Discussion ensued concerning signage announcements.
- Citizens can contact Francine Nobles with the Parks and Recreation Division with questions about co-sponsored functions by Parks and Recreation.

NEW BUSINESS:

- The Council was provided the existing MSBU by-laws for review. Members can bring their viewpoints for discussion at the next meeting in July.
- There will be an open public hearing session on July 26, 2022 regarding the MSBU assessment increase.

GENERAL DISCUSSION

- Statutorily, 5% of anticipated MSBU revenues must be held in a reserves account.
- Currently, funding is not available for additional lighting at the Circle Park.

The next regular meeting is scheduled for July 11, 2022 at 10:00 a.m.

ADJOURNMENT:

- **Motion to adjourn made by Mr. Barrows.**
- **Seconded by Mrs. Martin-Carter.**
- **Motion approved unanimously.**

Meeting adjourned at 10:47 a.m.

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

DRAFT

Attachment: 06 13 2022 Minutes-Draft (20534 : Beverly Hills Advisory Council "Draft" Minutes from 6/13/2022 Meeting)



AGENDA MEMORANDUM

FROM:	Ken Cheek, Director, Water Resources Department				
SUBJECT:	Beverly Hills Advisory Council Financials for 7-11-2022 Meeting				
AGENDA DATE:	July 11, 2022				
<u>BRIEF OVERVIEW:</u> Beverly Hills Advisory Council-Financial Reports for July 11, 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 July 11, 2022 Meeting.					

DATE: 06/27/2022
TIME: 14:54:11

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
EXPSTA11

SELECTION CRITERIA: orgn.fund='770'
ACCOUNTING PERIOD: 9/22

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	.00	18,385.00	6,765.00	4,850.00	83.83
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	3,100.00	.00	.00	3,100.00	.00	100.00
54300	UTILITY SERVICES	3,000.00	239.04	.00	1,801.54	1,198.46	60.05
54306	STREET LIGHTS	25,000.00	2,429.92	.00	17,998.98	7,001.02	72.00
54600	REPAIR & MAINTENANCE	.00	.00	.00	.00	.00	.00
54907	COMMISSIONS-PROPERTY APP	1,250.00	.00	.00	1,203.40	46.60	96.27
54908	COMMISSIONS - TAX COLL	1,250.00	.00	.00	.00	1,250.00	.00
54921	ADVERTISING	200.00	40.34	.00	189.30	10.70	94.65
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	144,810.00	.00	.00	.00	144,810.00	.00
	TOTAL BEVERLY HILLS MSBU	222,260.00	2,709.30	18,385.00	44,658.22	159,216.78	28.36
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	TOTAL REPORT	222,260.00	2,709.30	18,385.00	44,658.22	159,216.78	28.36

DATE: 06/27/2022
TIME: 15:00:43

CITRUS COUNTY BOARD
REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTA11

SELECTION CRITERIA: orgn.fund='770'
ACCOUNTING PERIOD: 9/22

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	55,066.79	3,933.21	93.33
361100	INTEREST	.00	.00	.00	.00	.00	.00
361200	MONEY MKT & LGIP INTERES	250.00	117.19	.00	325.27	-75.27	130.11
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	165,973.00	.00	.00	.00	165,973.00	.00
TOTAL TITLE NOT FOUND		222,260.00	117.19	.00	55,392.06	166,867.94	24.92
TOTAL BEVERLY HILLS MSBU		222,260.00	117.19	.00	55,392.06	166,867.94	24.92
TOTAL REPORT		222,260.00	117.19	.00	55,392.06	166,867.94	24.92